

**The Corporation of the Township of Tay**  
**Committee of all Council Meeting Minutes**

**Wednesday, April 11, 2018**  
**10:00 A.M.**

**Present:** Mayor Scott Warnock  
Deputy Mayor David Ritchie  
Councillor Jim Crawford  
Councillor Heinrich Naumann  
Councillor Catherine Root

**Staff Present:** Robert Lamb, CAO/Deputy Clerk  
Alison Gray, Clerk \*  
Peter Dance, Director of Public Works \*  
Steven Farquharson, Director of Planning & Development \*  
Joanne Sanders, Director of Finance \*  
Brian Thomas, Fire Chief \*  
Robert Kennedy, Municipal Law Enforcement Officer (Sec. A)  
Ethan Dyer, Canine Municipal Law Enforcement Officer (Sec. A)  
Lindsay Barron, Financial Analyst (Sec. B)  
Mike Emms, Superintendent of Water & Wastewater (Sec. C)  
Lyell Bergstrom, Engineering Technologist (Sec. C)

**Regrets:** Councillor Gerard LaChapelle  
Councillor Sandy Talbot

\* did not attend Closed Session Item 6.2

1. **Call to Order:**  
Mayor Warnock called the meeting to order at 10:06 a.m.

2. **Adoption of the Agenda:**  
Mayor Warnock inquired as to any additions, deletions or amendments to the agenda.  
After discussion and consideration the following motion was moved by Deputy Mayor Ritchie and seconded by Councillor Root recommending the following to Council for consideration:

**That the April 11, 2018 agenda be adopted with the following amendments:**

**Addition – General Government & Finance – 2.6 - Verbal Report from the Clerk - Re: Consideration of Alternate Member Appointment.**

**Carried.**

3. **Disclosure of Interest:**

No interests were declared.

4. **Delegations:**

None were presented.

5. **Committee Business:**

**A: Protection to Persons & Property Committee – Chaired by Vice Chair Councillor Jim Crawford:**

A.1 The Protection to Persons & Property Committee was called to order by the Vice Chair at 10:07 a.m.

A.2.1 We received Report No. PPP-2018-21 from the Fire Chief, under date of April 11, 2018 regarding a Monthly Activity Report for March 2018. After discussion and consideration the following motion was moved by Mayor Warnock and seconded by Deputy Mayor Ritchie recommending the following to Council for consideration:

**That Report No. PPP-2018-21 regarding Fire Chief Monthly Report – March 2018 be received for information.**  
**Carried.**

A.2.2 We received Report No. PPP-2018-22 from the Deputy Fire Chief/Fire Prevention Officer, under date of April 11, 2018 regarding a Monthly Activity Report for March 2018.

After discussion and consideration the following motion was moved by Deputy Mayor Ritchie and seconded by Councillor Naumann recommending the following to Council for consideration:

**That Report No. PPP-2018-22 regarding Deputy Fire Chief/FPO Monthly Activity Report – March 2018 be received for information.**

**Carried.**

A.2.3 We received Report No. PPP-2018-24 from the Municipal Law Enforcement Officer, under date of April 11, 2018 regarding a By-law Monthly Activity Report for March 2018.

After discussion and consideration the following motion was moved by Councillor Naumann and seconded by Councillor Root recommending the following to Council for consideration:

**That Report No. PPP-2018-24 regarding By-law Monthly Activity Report – March 2018 be received for information.**

**Carried.**

A.2.4 We received Report No. PPP-2018-23 from the Municipal Law Enforcement Officer, under date of April 11, 2018 regarding a Monthly Activity Report for March 2018.

After discussion and consideration the following motion was moved by Deputy Mayor Ritchie and seconded by Councillor Naumann recommending the following to Council for consideration:

**That Report No. PPP-2018-23 regarding MLEO/Canine Monthly Activity Report – March 2018 be received for information.**

**Carried.**

- A.2.5 We received Report No. PPP-2018-09 from the Municipal Law Enforcement Officer, under date of April 11, 2018 regarding Housekeeping Amendments to Regulatory By-laws (Canine and Parking Schedule Changes).

After discussion and consideration the following motion was moved by Councillor Naumann and seconded by Councillor Root recommending the following to Council for consideration:

**That Staff Report No. PPP-2018-09 regarding Housekeeping Amendments to Regulatory By-laws be received;**

**And that the housekeeping amendments as detailed in Staff Report No. PPP-2018-09 be approved;**

**And that the required amending by-laws be brought forward to the next regular meeting of Council for consideration.**

**Carried.**

- A.2.6 We received Report No. PPP-2018-25 from the Clerk, under date of April 11, 2018 regarding Renewal of 911 CERB Services Agreement.

After discussion and consideration the following motion was moved by Councillor Naumann and seconded by Deputy Mayor Ritchie recommending the following to Council for consideration:

**That Staff Report No. PPP-2018-25 regarding Renewal of 911 CERB Services Agreement be received; and**

**That the required by-law be brought forward to the next regular Council meeting for consideration.**

**Carried.**

- A.2.7 We received Report No. PPP-2018-260 from the Fire Chief, under date of April 11, 2018 regarding Public Boat Launch Access.

After discussion and consideration the following motion was moved by Mayor Warnock and seconded by Councillor Naumann recommending the following to Council for consideration:

**That Staff Report No. PPP-2018-26 regarding Public Boat Launch Access be received; and**

**That the launching, loading/unloading or the docking of watercraft described as barges or commercial watercraft be restricted at public boat launches within the Township of Tay; and**

**That the required by-law be brought forward to the next Council meeting for consideration.**

**Carried.**

A.3 No Other Business Items were received.

A.4 No Items for Information were received.

**B: General Government & Finance Committee – Chaired by Chair Deputy Mayor David Ritchie:**

B.1 The General Government & Finance Committee was called to order by the Chair at 10:42 a.m.

B.2.1 We received for information a report from the Chief Administrative Officer regarding the C.A.O.'s March 5 to April 4, 2018 Monthly Update.

B.2.2 We received for information a report from the Clerk regarding the Clerk's February/March 2018 Monthly Update.

B.2.3 We received Report No. GGF-2018-16 from the Director of Finance, under date of April 11, 2018 regarding 2017 Treasurer's Statement for Reserve Funds.

After discussion and consideration the following motion was moved by Councillor Crawford and seconded by Councillor Naumann recommending the following to Council for consideration:

**That Staff Report No. GGF-2018-16 regarding the 2017 Treasurer's Statement for Reserve Funds be received and posted on the Township's website.**

**Carried.**

B.2.4 We received Report No. GGF-2018-17 from the Financial Analyst, under date of April 11, 2018 regarding Municipal Act 2001, O.Reg. 284/09 Budget Matters.

After discussion and consideration the following motion was moved by Councillor Crawford and seconded by Councillor Root recommending the following to Council for consideration:

**That Staff Report No. GGF-2018-17 regarding excluded expenditure budgets in compliance with O.Reg 284/09 be adopted.**

**Carried.**

B.2.5 We received Report No. GGF-2018-18 from the Financial Analyst, under date of April 11, 2018 regarding 2018 Operating and Capital Budget.

After discussion and consideration the following motion was moved by Mayor Warnock and seconded by Councillor Naumann recommending the following to Council for consideration:

(a) That the Treasurer is hereby authorized to make the following transfers related to reserves and reserve funds:

Transfer to reserves	\$2,206,027
Transfer from reserves	\$3,452,680
Transfer from development charges fund	\$490,200

(b) That the 2018 total capital expenditures in the amount of \$23,117,893 be approved.

(c) That the 2018 budget as amended, be approved and that staff are hereby directed to proceed with the preparation of the tax rate by-law for 2018.

B.2.6 We received a verbal report from the Clerk regarding Consideration of an Alternate Member Appointment.  
Council gave direction that the Township will not be appointing an alternate to County Council for the balance of the current term and that the County Clerk be advised.  
Staff was directed to bring a report forward regarding a proposed selection policy for the appointment of an alternate County Council member so that an alternate may be appointed at the start of the new term.

B.4.1 We received for information correspondence from the Ministry of Seniors Affairs regarding Seniors Community Grant Program 2017-19.

B.4.3 We received for information a resolution from the Township of Severn regarding Tax on Transient Accommodation.

B.4.4 We received for information a resolution from the Township of Severn regarding Study Area for a Proposed Greenbelt Expansion.

C.1 The Public Works Committee was called to order by the Chair at 11:26 a.m.

C.2.1 We received for information Report No. PW-2018-27 from the Superintendent of Water/Wastewater Operations, under date of April 11, 2018, regarding a Monthly Activity Report for March 2018.

- C.2.2 We received for information Report No. PW-2018-28 from the Manager of Parks, Recreation & Facilities, under date of April 11, 2018 regarding a Monthly Activity Report for March 2018.
- C.2.3 We received for information Report No. PW-2018-29 from the Manager of Roads & Fleet, under date of April 11, 2018, regarding a Monthly Activity Report for March 2018.
- C.2.4 We received for information Report No. PW-2018-30 from the Director of Public Works, under date of April 11, 2018, regarding a Monthly Activity Report for March 2018.
- C.2.5 We received Report No. PW-2018-24 from the Director of Public works, under date of April 11, 2018 regarding 2017 Victoria Harbour WWTP Annual Report.  
After discussion and consideration the following motion was moved by Deputy Mayor Ritchie and seconded by Councillor Naumann recommending the following to Council for consideration:  
**That Staff Report No. PW-2018-24 regarding the 2017 Victoria Harbour WWTP Annual Report be received for information.**  
**Carried.**
- C.2.6 We received Report No. PW-2018-25 from the Director of Public works, under date of April 11, 2018 regarding 2017 Port McNicoll WWTP Annual Report.  
After discussion and consideration the following motion was moved by Deputy Mayor Ritchie and seconded by Councillor Root recommending the following to Council for consideration:  
**That Staff Report No. PW-2018-25 regarding the 2017 Port McNicoll WWTP Annual Report be received for information.**  
**Carried.**
- C.2.7 We received Report No. PW-2018-26 from the Director of Public works, under date of April 11, 2018 regarding Development Securities Policy.  
After discussion and consideration the following motion was moved by Councillor Naumann and seconded by Mayor Warnock recommending the following to Council for consideration:  
**That Staff Report No. PW-2018-26 regarding the Development Securities Policy be received;**  
**And that Council adopts the new Development Securities Policy.**  
**Carried.**
- C.2.8 We received Report No. PW-2018-33 from the Director of Public works, under date of April 11, 2018 regarding Plough Equipment Approved Supplier.

After discussion and consideration the following motion was moved by Deputy Mayor Ritchie and seconded by Councillor Root recommending the following to Council for consideration:

**That Staff Report No. 2018-33 regarding the plough equipment approved supplier be received;**

**And that the proposal submitted by Alliston Truck Equipment in the amount of \$308,794.75 for the supply and install of three ploughs and equipment be accepted;**

**And that the by-law authorizing the execution of the contract between the Township of Tay and Alliston Truck Equipment as the approved equipment supplier be ratified.**

**Carried.**

- C.2.9 We received Report No. PW-2018-32 from the Director of Public works, under date of April 11, 2018 regarding Park Street Stop Sign. After discussion and consideration the following motion was moved by Councillor Naumann and seconded by Councillor Root recommending the following to Council for consideration:

**That Staff Report No. PW-2018-32 regarding a resident's request regarding consideration of changes to traffic control at Park Street and Richard Street be received;**

**And that Council approve replacing the STOP sign at Park Street and Richard Street with a YIELD sign as set out in Option 2 of this report;**

**And that the required amendment to By-law 2015-01 be approved.**

**Carried.**

- C.3 No Other Business Items were received.

- C.4 No Items for Information were received.

**D: Planning & Development Committee – Chaired by Chair Councillor Heinrich Naumann:**

- D.1 The Planning & Development Committee was called to order by the Chair at 11:43 a.m.

- D.2.1 We received Report No. PD-2018-16 from the Chief Building Official, under date of April 11, 2018 regarding Building Services Division Monthly Report – March 2018.

After discussion and consideration the following motion was moved by Deputy Mayor Ritchie and seconded by Councillor Crawford recommending the following to Council for consideration:

**That Report No. PD-2018-16 regarding Building Services Division Monthly Update Report – March 2018 be received.**

**Carried.**

D.2.2 We received for information Report No. PD-2018-17 from the Director of Planning & Development, under date of April 11, 2018 regarding Directors Monthly Update – March 2018.

D.2.3 We received Report No. PD-2018-18 from the Director of Planning & Development, under date of April 11, 2018 regarding Official Plan Amendment (2016-OPA-01)(OPA#37) and Amendment to the Zoning By-law (2016-ZBA-04) – Oakwood Community Park.

After discussion and consideration the following motion was moved by Mayor Warnock and seconded by Councillor Crawford recommending the following to Council for consideration:

**That Report No. PD-2018-18 regarding Official Plan Amendment application 2016-OPA-01 (OPA#37) and Amendment to the Zoning By-law Application 2016-ZBA-04 for the Oakwood Community Park be received information; and**

**That Amendment Number 37 to the Official Plan of the Township of Tay be approved; and**

**That Zoning By-law Amendment for 280 Park Street, be rezoned from Open Space “OS” Zone to Institutional Exception Three Hold “I-3(H)” Zone; and**

**And that the appropriate By-law be brought forward at the next Council Meeting.**

**Carried.**

D.3.1 We received correspondence from Sustainable Severn Sound regarding a Request for a Letter of Support – Grow Grant Submission. After discussion and consideration the following motion was moved by Mayor Warnock and seconded by Councillor Crawford recommending the following to Council for consideration:

**That the Township of Tay supports the Grow Grant Submission by Sustainable Severn Sound and that letter of support be sent.**

**Carried.**

D.4.1 We received for information correspondence from EDCNS regarding Economic Development Office Update – February 2018.

D.4.2 We received for information correspondence from the Ministry of Municipal Affairs regarding County of Simcoe Council Municipal Comprehensive Review Workshop.



**6. CLOSED SESSION:**

Following the regular Committee of All Council business we adjourned to a Closed Session and the following motion was passed.

**Moved By: Councillor Jim Crawford**

**Seconded By: Deputy Mayor David Ritchie**

**That Council adjourn to a Closed Session;**

**And further that this portion of the meeting be closed to the public pursuant to Section 239, Subsection 2 of the Municipal Act, 2001 - as marked:**

- Personal matters about an identifiable individual, including municipal or local board employees (Citizen Committee Appointments & Employee Matter).**

**Carried.**

Closed Session commenced at 11:54 a.m.

- 6.1 We received Report GGF-2018-19 from the Chief Administrative Officer regarding personal matters about an identifiable individual, including municipal or local board employees (Citizen Committee Appointments).

Staff reviewed the report and Council agreed to consider the required recommendation following Closed Session.

- 6.2 We received a verbal report from the Chief Administrative Officer regarding personal matters about an identifiable individual, including municipal or local board employees (Employee Matter). Council received a verbal report from the Chief Administrative Officer and provided direction.

**Moved By: Councillor Jim Crawford**

**Seconded By: Deputy Mayor David Ritchie**

**That Council adjourn from the Closed Session at 12:07 p.m. and return to the regular meeting.**

**Carried.**

After discussion and consideration the following motion was moved by Councillor Crawford and seconded by Councillor Root recommending the following to Council for consideration:

**That Staff Report No. GGF-2018-19 regarding appointments to the Citizen Committee on Council Remuneration be received;**

**And that Council appoints Joan Andersen, Ted Chivers and Jim Pearsall to the Citizen Committee on Council Remuneration;**

**And further that the required appointment by-law be brought forward to the next regular Council meeting.**

**Carried.**

7. **ADJOURNMENT:**

Moved by Councillor Root and seconded by Deputy Mayor Ritchie.

**That this Committee of All Council meeting adjourn at 12:09 p.m. and reconvene on May 9, 2018.**

**Carried.**

Minutes Recorder: Alison Gray, Clerk