

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

Wednesday, March 11, 2020
10:00 A.M.

Present: Mayor Ted Walker
Deputy Mayor Gerard LaChapelle
Councillor Paul Raymond
Councillor Sandy Talbot
Councillor Jeff Bumstead
Councillor Mary Warnock
Councillor Barry Norris

Staff Present: Lindsay Barron, Chief Administrative Officer/Deputy Clerk
Alison Gray, Clerk
Joanne Sanders, Director of Finance
Steve Farquharson, Director of Planning & Development
Daryl O'Shea, Director of Technology & Communications
Peter Dance, Director of Public Works
Brian Thomas, Fire Chief
Lyell Bergstrom, Manager of Roads & Fleet (Sec. C)
Bryan Anderson, Manager of Parks, Recreation & Facilities (Sec. C)
Mike Emms, Superintendent of Water & Wastewater (Sec. C)
Robert Kennedy, Municipal Law Enforcement Officer (Sec. A)

1. **Call to Order:**
Mayor Walker called the meeting to order at 10:00 a.m.

2. **Adoption of the Agenda:**
Mayor Walker inquired as to any additions, deletions or amendments to the agenda.
After discussion and consideration the following motion was moved by Councillor Talbot and seconded by Councillor Bumstead recommending the following to Council for consideration:
That the March 11, 2020 agenda be adopted with the following amendments:
 - **Addition – Protection to Persons & Property – 3.1 – Verbal Report from Deputy Mayor LaChapelle – Re: Community Policing Committee.**

Carried.

3. **Disclosure of Interest:**
None were presented.

4. **Delegations:**

10:00 – Debbie Kesheshian, Executive Director – Re: Hospice Huronia Update

We received a delegation from Mrs. Debbie Kesheshian, Executive Director of Hospice Huronia providing an update on their activities. Mrs. Kesheshian provided an update on the construction of the new hospice and highlighted that they are nearing completion with the ribbon cutting anticipated in April 2020. She noted the importance of a residential hospice to providing quality end of life care. Mrs. Kesheshian highlighted the numerous volunteers, as well as local palliative staff recently hired and invited Council to come visit the new hospice. In conclusion, she thanked Council for their ongoing support.

10:15 – Myrosia Jejna, YMCA Job Developer – Re: YMCA Employment Services – Programs & Services for Employers

We received a delegation from Mrs. Myrosia Jejna, YMCA Job Developer regarding YMCA Employment Services (formerly HRDC), as detailed in her PowerPoint presentation. Mrs. Jejna provided an overview of their services for job seekers and employers such as hiring incentives, employment supports, apprenticeships, etc. In addition, she detailed their work with the Canada-Ontario Jobs Grant Program, hosting of job fairs and development of youth employment opportunities.

10:30 – Soren Klemmensen, Central Ontario ATV Club – Re: ATV By-law, Trails and Economic Development

We received a delegation from Mr. Soren Klemmensen, Central Ontario ATV Club regarding an ATV by-law, trails and related potential economic development, as detailed in his PowerPoint presentation. Mr. Klemmensen provided an overview of their organization, current trail map and reported that their goal is to pursue the development of sustainable shared use trails. He noted that they would like to develop a full trail system similar to the snowmobile association, and reviewed the current trail system within the area.

Mr. Klemmensen reported that within Tay they are seeking use of the snowmobile trail across the municipality, as well as connecting linkages. Currently the snowmobile association has agreed to use of their property, provided connections can be obtained. In addition, he reported that they do provide maintenance of the trail and monitor trail use in order to maintain their relationship with landowners.

In conclusion, he advised that he is looking to engage staff on a discussion as to a potential route within Tay.

Staff advised that they will look at the matter as part of the anticipated road safety report and that Council can provide direction at that time.

10:45 – Jaelen Josiah, Township of Tiny – Re: North Simcoe Youth Symposium Event

We received a delegation from Mr. Jaelen Josiah, Township of Tiny regarding an upcoming North Simcoe Youth Symposium Event, as detailed in her correspondence. Township of Tiny Deputy Mayor Steffan Walma introduced Mr. Josiah who is working to facilitate the North Simcoe Youth Symposium on May 5th.

Tiny's Youth Advisory Committee members detailed their mandate, and highlighted that they have received funding for the Symposium which will be held during National Youth Week. They reviewed the plans and content of the Symposium which is designed to engage youth in the area. In addition, it was reported that the Symposium will also act as the launch for the Township of Tiny Annual Youth of the Year Award. In conclusion, the Committee members reported that the Symposium is well aligned with Tiny's Strategic Plan, the Committee's mandate as well as Tay's Strategic Plan objectives.

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

That the Council of the Township of Tay provide a grant to the Tiny Youth Advisory Committee for the Youth Symposium in the amount of \$300.00.

Carried.

B: General Government & Finance Committee – Chaired by Chair Deputy Mayor Gerard LaChapelle:

B.1 The General Government & Finance Committee was called to order by the Chair at 11:11 a.m.

B.3.1 We received a verbal report from the Integrity Commissioner regarding a Draft Council Code of Conduct and Council-Staff Relations Policy.

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

That the draft Council Code of Conduct & Council-Staff Relations Policy as amended be approved.

Carried.

The Chief Administrative Officer was directed to review the handling of Council queries to staff within the Council-Staff Relations Policy and report back.

The Code of Conduct was amended to reflect that the Mayor may also communicate with the media and it was noted that housekeeping corrections would be made.

The Integrity Commissioner was requested to submit the annual report to the Clerk to be included as an informational item on a future agenda.

Council temporarily recessed at 12:00 p.m.

Council reconvened at 12:34 p.m.

B.2.1 We received Report No. GGF-2020-15 from the Deputy Treasurer, under date of March 11, 2020 regarding Personnel – Vacation Policy. After discussion and consideration the following motion was moved by Councillor Raymond and seconded by Councillor Norris recommending the following to Council for consideration:

That Staff Report No. GG-2020-15 regarding Personnel - Vacation Policy be received;
And that the Personnel – Vacation Policy be updated as per attached;
And that Vacation Entitlement effective January 1, 2020 is based on the amended policy.

Carried.

B.2.2 We received Report No. GGF-2020-17 from the Director of Finance, under date of March 11, 2020 regarding Water/Wastewater Billing Delegation.

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

That Staff Report No. GGF-2020-17 regarding Water/Wastewater Billing Delegation be received;
And that the request for relief of a portion of the water/wastewater charges be denied;
And that the request to have 753 Fourth Avenue classed as a residential property for billing purposes be denied.

Carried.

B.2.3 We received Report No. GGF-2020-23 from the Director of Finance/Acting CAO, under date of March 11, 2020 regarding Statement of Remuneration and Expenses.

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

That Report GGF-2020-23 regarding the 2019 Statement of Remuneration and Expenses, paid to members of Council, Local Boards and Committees be received.

Carried.

- B.2.4 We received for information Report No. GGF-2020-20 from the Clerk, under date of March 11, 2020, regarding the Clerk's Monthly Activity Report.

Staff was directed to advertise for Senior of the Year nominations and upon receipt of nominations Councillors Talbot and Warnock agreed to review nomination received with staff. Council directed that the recommended nominee for Senior of the Year be brought forward to Closed Session at a future meeting.

Council scheduled the annual workshop with the Integrity Commissioner for April 30th at 3:00 p.m.

- B.2.5 We received Report No. GGF-2020-21 from the Clerk, under date of March 11, 2020 regarding Inquiry to Purchase Truax Lane – 6555 Highway 93 (Bakhtari).

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

That Staff Report No. GGF-2020-21 regarding an Inquiry to Purchase Vacant Land – 6555 Highway 93 be received;

And whereas the owner of the abutting lands is interested in acquiring a portion Truax Lane to increase the size of his property at 6555 Highway 93;

Now therefore be it resolved that the Council of the Township of Tay _____ (approves or denies) _____ the land sale inquiry.

Deferred.

Staff was directed to contact the cemetery about their interest in acquiring a portion of lands and report back to a future meeting.

- B.2.6 We received for information Report No. GGF-2020-19 from the Director of Technology and Communications, under date of March 11, 2020, regarding the Monthly Activity Report.

- B.3.2 We received a verbal report from Mayor Walker regarding Virtual Care Clinic.

Council agreed that the Virtual Care Clinic may be a recipient of funding resulting from the Fall Tay Fundraising Dinner.

- B.3.3 We received a verbal report from Mayor Walker regarding the appointment of a Member to the Culture Alliance.

Councillor Talbot agreed to be the Township's new representative on the Culture Alliance.

B.3.4 We received a verbal report from Deputy Mayor LaChapelle regarding a review of the Township's Grants & Donations Policy.
Council directed that the Chair & Vice Chair of General Government with the Chief Administrative Officer and Director of Finance conduct a review of the Grants & Donations Policy.

B.3.5 We received a verbal report from Councillor Raymond regarding Tay Township entering a float in area parades.
Council agreed to enter floats in local parades in the future and that staff work with Councillor Raymond to refine the Township's commitment.

B.3.6 We received correspondence from a resident regarding a reduction in their water bill.
After discussion and consideration the following motion was moved by Councillor Talbot and seconded by Councillor Norris recommending the following to Council for consideration:
That the request by 757 Talbot Street to have their water bill reduced be denied.

Carried.

Staff was directed to contact the property owner with respect to payment over a period of months.

B.3.7 We received correspondence from the Township of Tiny regarding an Aggregate Resource Act Application – Teedon Pit Extension.
Council agreed to send a letter supporting the position of the Township of Tiny with respect to the Teedon Pit Extension. It was noted that the letter would be on the March Council meeting for endorsement.

B.3.8 We received a verbal report from Mayor Walker regarding a retirement gift for Paul Ferguson.
Staff was directed to select a retirement gift in the amount of \$250 on behalf of the municipality for Mr. Ferguson.

B.4.1 We received a resolution for information from the City of Kitchener regarding the Regional Government Review.

B.4.2 We received resolution for information from the Township of North Dumfries regarding the Regional Government Review Final Report.

B.4.3 We received a resolution for information from the Township of Puslinch regarding Ministers and Premier to Offer Electronic Delegations.

B.4.4 We received correspondence for information from the Simcoe County Agricultural Hall of Fame regarding Request for Nominations.
After discussion and consideration the following motion was moved by Councillor Norris and seconded by Councillor Bumstead recommending the following to Council for consideration:
That the Township of Tay nominate Dave Jones for the Simcoe County Agricultural Hall of Fame.

Carried.

B.4.5 We received correspondence for information from the County of Simcoe regarding County Council Highlights.

B.4.6 We received an invitation for information from the Huronia Community Foundation regarding 20th Anniversary Celebration.

C: Public Works Committee – Chaired By Chair Councillor Barry Norris:

C.1 The Public Works Committee was called to order by the Chair at 1:42 p.m.

C.2.1 We received for information Staff Report No. PW-2020-15 from the Manager of Parks, Recreation & Facilities, under date of March 11, 2020 regarding a Monthly Activity Report.

C.2.2 We received for information Staff Report No. PW-2020-18 from the Manager of Roads & Fleet, under date of March 11, 2020 regarding a Monthly Activity Report.

C.2.3 We received for information Staff Report No. PW-2020-20 from the Water/Wastewater Superintendent, under date of March 11, 2020 regarding a Monthly Activity Report.

C.2.4 We received for information Staff Report No. PW-2020-13 from the Director of Public Works, under date of March 11, 2020, regarding a Monthly Activity Report.

C.2.5 We received Report No. PW-2020-14 from the Director of Public Works, under date of March 11, 2020 regarding Mechanic Initial Job Description.

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

**That Staff Report No. PW-2020-14 regarding the initial job description for the position of mechanic be received;
And that Council approves the initial job description for the position of mechanic.**

Carried.

C.2.6 We received Report No. PW-2020-16 from the Director of Public Works, under date of March 11, 2020 regarding Oakwood Park Ad Hoc Committee – Recommendation #1.

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

That Staff Report No. PW-2020-16 regarding the Oakwood Park Ad Hoc Committee - Recommendation #1 be received;

And that Council endorses the recommendation for a two inch, 50ft X 80ft asphalt pad as outlined in this report;

That the new asphalt pad be funded from the County of Simcoe's \$15,000 contribution towards Improvements to Oakwood Park;

And that staff proceed with preparing the site for asphalt and awarding the asphalt contract in early spring so that project can be completed by June 5th, 2020.

Carried.

C.2.7 We received Report No. PW-2020-17 from the Director of Public Works, under date of March 11, 2020 regarding Sanitary Sewer Fifth Avenue.

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

That Staff Report No. PW-2020-17 regarding the installation of sanitary sewer on Fifth Avenue from Hayes Street to Alberta Street be received;

And that, pending confirmation of regulatory approval, Council approves the inclusion of this installation as part of the 2020 Road and Watermain contract;

And that the cost for this work shall be funded from the wastewater reserve;

And that the budget allocation for this work be increased from \$65,000 to \$110,000;

And those benefitting property owners shall be required to pay their share at the sooner of: time of connection or January 1, 2032.

And the staff report on the repayment terms and bring forward a Fees and Charges by-law.

Carried.

C.2.8 We received Report No. PW-2020-19 from the Director of Public Works, under date of March 11, 2020 regarding Roads Division Maintenance Activity Schedule.

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

That Staff Report No. PW-2020-19 regarding Roads Division Maintenance Activity Schedule be received as information.

Carried.

C.2.9 We received Report No. PW-2020-21 from the Director of Public Works, under date of March 11, 2020 regarding 2019 Rope Drinking Water System Annual Report.

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

That Staff Report No. PW-2020-21 regarding the 2019 Rope DWS Annual Report be received;

And that the 2019 Rope Drinking Water System Annual Report be accepted by Council as required by Schedule 22 and Section 11 of Ontario Regulation 170/03.

Carried.

C.2.10 We received Report No. PW-2020-22 from the Director of Public Works, under date of March 11, 2020 regarding 2019 Tay Area Drinking Water System Annual Report.

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

That Staff Report No. PW-2020-22 regarding the 2019 Tay Area DWS Annual Report be received;

And that the 2019 Tay Area Drinking Water System Annual Report be accepted by Council as required by Schedule 22 and Section 11 of Ontario Regulation 170/03.

Carried.

C.4.1 We received resolutions for information from numerous municipalities regarding a ban on single-use disposable wipes.

Staff was directed to send a letter of support respecting a ban on single-use disposable wipes.

D: Planning & Development Committee – Chaired by Chair Councillor Mary Warnock:

D.1 The Planning & Development Committee was called to order by the Chair at 2:16 p.m.

D.2.1 We received Report No. PD-2020-09 from the Chief Building Official, under date of March 11, 2020 regarding Building Services Division Monthly Report – February 2020.

After discussion and consideration the following Councillor Raymond and seconded by Councillor Norris recommending the following to Council for consideration:

**That Report No. PD-2020-09 regarding Building Services Division Monthly Report – February 2020 be received.
Carried.**

- D.2.2 We received for information Report No. PD-2020-10 from the Director of Planning & Development, under date of March 11, 2020 regarding Director Monthly Update – February 2020.
- D.3.1 We received a verbal report from Councillor Norris regarding 2019 Agriculture Tour Follow-up.
Staff was requested to work Mr. Rumney to organize a local agriculture event in Fall 2020.
- D.4.1 We received resolutions for information from numerous municipalities regarding Conservation Authorities.
- D.4.2 We received resolutions for information from numerous municipalities regarding Bill 156.
- D.4.3 We received a resolution for information from the County of Haliburton regarding Tourism Oriented Destination Signage Fee Increases.
- D.4.4 We received correspondence for information from Georgian Bay Forever regarding Treatment of Invasive Phragmites.
Staff was directed to send a letter of support.
- D.4.5 We received correspondence for information from Minister Steve Clark regarding Provincial Policy Statement, 2020.
- D.4.6 We received correspondence for information from SSEA regarding Meeting Highlights and 2019 4th Quarter Report.

6. CLOSED SESSION:

Council adjourned to a Closed Session and the following motion was passed.

Moved By: Councillor Paul Raymond

Seconded By: Deputy Mayor Gerard LaChapelle

That Council adjourn to a Closed Session;

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

- **Litigation or potential litigation, including matters before administrative tribunals, affecting they municipality or local board (Albin Road & Property Dispute/Sale).**

Carried.

Closed Session commenced at 1:05 p.m.

- 6.1 We received a verbal report from the Township Solicitor regarding a proposed or pending acquisition or disposition of land by the municipality or local board (Albin Road).
The Solicitor reviewed the matter with Council and was provided with direction.
- 6.2 We received a verbal report from the Clerk regarding a proposed or pending acquisition or disposition of land by the municipality or local board (Property Dispute/Sale).
The Clerk reviewed the matter with Council and was provided with direction.

Moved By: Deputy Mayor Gerard LaChapelle

Seconded By: Councillor Paul Raymond

That Council adjourn from a Closed Session at 3:05 p.m. and return to the regular meeting.

Carried.

A: Protection to Persons & Property Committee – Chaired by Vice Chair Councillor Jeff Bumstead

- A.1 The Protection to Persons & Property Committee was called to order by the Vice Chair at 3:06 p.m.
- A.2.4 We received Report No. PPP-2020-17 from the Municipal Law Enforcement Officer, under date of March 11, 2020 regarding a Monthly Activity Report for February 2020.
After discussion and consideration the following motion was moved by Councillor Warnock and seconded by Councillor Raymond recommending the following to Council for consideration:
That Staff Report No. PPP-2020-17 regarding Municipal Law Enforcement Officer Monthly Activity Report – February 2020 be received for information.

Carried.

Council directed that the Parking By-law working group also meet to review the Clean Yards & Sign By-laws.

- A.2.5 We received Report No. PPP-2020-18 from the Municipal Law Enforcement Officer, under date of March 11, 2020 regarding Parking By-law Report.
After discussion and consideration the following motion was moved by Councillor Norris and seconded by Councillor Raymond recommending the following to Council for consideration:

That Staff Report No. PPP-2020-18 regarding the proposed Parking By-law be received;
And that Council approves the options, additions and amendments to the By-law as directed by Council;
And that the required by-law be brought forward to the next regular Council meeting.

Carried.

Council directed that the following items be included in the By-law:

- Item 1: Section 2(b) Blocking Traffic – Option 2 approved
- Item 2: Section 6 Parking on Land Owned by Municipality – Option 1 approved
- Item 3: Section 8 Manner of Parking - Option 2 approved
- All further additions and amendments were approved

A.2.6 We received Report No. PPP-2020-20 from the Municipal Law Enforcement Officer, under date of March 11, 2020 regarding Littering By-law Fine Amendments.

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

That Staff Report No. PPP-2020-20 regarding the Littering By-law be received;

And that Council approves the Littering By-law amendment to increase the set fines and that the required amending by-law be brought forward to the next Council meeting.

Carried.

A.2.7 We received Report No. PPP-2020-19 from the Municipal Law Enforcement Officer/Canine Control, under date of March 11, 2020 regarding a Monthly Activity Report for February 2020.

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

That Staff Report No. PPP-2020-19 regarding MLEO/Canine's Monthly Activity Report – February 2020 be received for information.

Carried.

A.2.1 We received Report No. PPP-2020-14 from the Fire Chief, under date of March 11, 2020 regarding a Monthly Activity Report for February 2020.

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

That Staff Report No. PPP-2020-14 regarding Fire Chief's Monthly Activity Report – February 2020 be received for information.

Carried.

A.2.2 We received Report No. PPP-2020-15 from the Fire Chief, under date of March 11, 2020 regarding Establishing & Regulating By-law Schedule "A" Amendment.

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

That Staff Report No. PPP-2020-15 regarding Establishing & Regulating By-law Schedule "A" Amendment be received; and That Council approve the increased level of service for marine access to Islands and water-based firefighting and other emergency services normally provided by Tay Fire & Emergency Services; and That the required amending by-law be brought forward to the next regular meeting of Council.

Deferred.

Staff was directed to review the risk and liability associated with the increased level of service, and that matter be brought to the next Council meeting for consideration.

A.2.3 We received Report No. PPP-2020-16 from the Deputy Fire Chief/Fire Prevention Officer, under date of March 11, 2020 regarding a Monthly Activity Report for February 2020.

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

That Staff Report No. PPP-2020-16 regarding Deputy Fire Chief/FPO Monthly Activity Report – February 2020 be received for information.

Carried.

A.3.1 Verbal Report from Deputy Mayor LaChapelle regarding the Community Policing Committee.

Deputy Mayor LaChapelle questioned staff attendance at the meetings as well as some of the topics being proposed at a future meeting in relation to their Terms of Reference.

Councillor Warnock advised that the IT staff support is volunteer only, and that the Committee's intent is to raise awareness of various subject matters.

- A.4.1 We received correspondence for information from Douglas Browne, OFMEM regarding the Emergency Management & Civil Protection Act.
- A.4.2 We received a resolution for information from the Township of Madoc regarding 911 Misdials.
Staff was directed to send a letter of support.

7. ADJOURNMENT:

Moved by Deputy Mayor LaChapelle and seconded by Councillor Raymond.

That this Committee of All Council meeting adjourn at 4:53 p.m. and reconvene on April 8, 2020.

Carried.

Minutes Recorder: Alison Gray, Clerk