

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

**Wednesday, March 14, 2018
10:00 A.M.**

Present:

Mayor Scott Warnock
Deputy Mayor David Ritchie
Councillor Jim Crawford
Councillor Sandy Talbot
Councillor Gerard LaChapelle
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)
Lindsay Barron, Financial Analyst (Sec. B)
Bryan Anderson, Manager of Parks, Recreation & Facilities (Sec. C)
Bryan Ritchie, Manager of Roads & Fleet (Sec. C)
Mike Emms, Superintendent of Water & Wastewater (Sec. C)
Terry Tompkins, Chief Building Official (10:00 Delegation & Sec. D.)

* arrived at 10:46 a.m.

** did not attend Closed Session Item 6.2.

1. Call to Order:

Mayor Warnock called the meeting to order at 10:00 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 LaChapelle recommending the following to Council for consideration:

**That the March 14, 2018 agenda be adopted as circulated.
Carried.**

3. Disclosure of Interest:

No interests were declared.

4.

10:00 a.m. – Mr. Jason Honan – Re: Request to have Septic Re-inspection Program Fee Waived.

Mr. Jason Honan appeared before Committee requesting that his septic re-inspection program fee be waived, as detailed in his correspondence.

Mr. Honan reviewed the history of the septic inspection program and inspector at his property. He noted that following the initial inspection, the required inspection report was provided; however, he continued to receive the invoice for the septic re-inspection fee.

In conclusion, he requested that the \$150.00 fee related to the Order to Comply, plus interest, be waived.

Council requested that staff report back regarding the matter at the next Committee of all Council meeting.

10:15 a.m. – Mrs. Tracy Roxborough, Sustainable Severn Sound – Re: Climate Change Action Project & Request to Join the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) Program

Mrs. Tracy Roxborough, Sustainable Severn Sound appeared before Committee regarding the Climate Change Action Project & Request to Join the Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) Program, as detailed in her PowerPoint presentation.

Mrs. Roxborough spoke to the Sustainable Severn Sound's involvement in the Climate Change Action Plan and of the importance and benefits of why the municipality should consider this project and join the Partners for Climate Protection Program.

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

WHEREAS it is well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy;

WHEREAS the 2016 Paris Agreement, signed by more than 190 countries, including Canada, committed to limit the global temperature increase to below two degrees Celsius and to pursue efforts to limit this increase to 1.5 degrees Celsius, in order to avoid the most severe climate change impacts;

WHEREAS local governments are essential to the successful implementation of the Paris Agreement; cont'd...

WHEREAS Canada's cities and communities influence approximately 50 per cent of national greenhouse gas (GHG) emissions and can drive systemic low-carbon practices, including: building high-efficiency buildings, undertaking building retrofits and developing district heating; building active transit, electric vehicle infrastructure and electrified public transit; implementing near-zero GHG waste plans; and delivering high-efficiency water and wastewater services;

WHEREAS investments in these types of measures also reduce operating costs, help municipalities maintain and plan for future community services, protect public health, support sustainable community development, increase community resilience and reduce a community's vulnerability to environmental, economic and social stresses;

WHEREAS a number of government and international and national organizations have called for greater cooperation among all stakeholders to meet reduction targets, including Canada's Big City Mayors' Caucus, which supports binding GHG emission reduction targets at the international, national and city levels, action plans that cut emissions, identification of risks and mitigation solutions, and regular municipal GHG emissions reporting;

WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI—Local Governments for Sustainability have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS over 300 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

WHEREAS PCP members commit to adopt a community GHG reduction target of 30 per cent below 2005 levels by 2030, in line with the Government of Canada's target, and to adopt a corporate GHG reduction target that is similar or more ambitious, and to consider adopting a deeper community and corporate emissions reduction target of 80 per cent by 2050;

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

Cont'd...

WHEREAS PCP members commit to carry out the five-milestone framework within 10 years of joining the program and to report on progress at least once every two years;

WHEREAS PCP members accept they can be suspended from the program — subject to prior notice in writing by the PCP Secretariat — in the event of non-submission of progress reports within the established deadlines;

BE IT RESOLVED that the municipality of the Township of Tay endorse the Government of Canada's commitment to the Paris Agreement to limit global temperature increase to below two degrees Celsius and to pursue efforts to limit the global temperature increase to 1.5 degrees Celsius; and

BE IT RESOLVED that the municipality of the Township of Tay review the guidelines on PCP member benefits and responsibilities and then communicate to FCM its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework;

BE IT FURTHER RESOLVED that the municipality of the Township of Tay appoint the following:

a) Corporate Staff Person Robert Lamb

b) Elected Official Councillor Catherine Root

to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

Carried.

5. COMMITTEE BUSINESS:

A: PROTECTION TO PERSONS & PROPERTY COMMITTEE – CHAIRED BY CHAIR COUNCILLOR SANDY TALBOT:

A.1 The Protection to Persons & Property Committee was called to order by the Chair at 10:37 a.m.

A.2.1 We received a report from the O.P.P. regarding 2017 O.P.P. Year End Report.

A.2.2 We received Report No. PPP-2018-17 from the Fire Chief, under date of March 14, 2018 regarding a Monthly Activity Report for February 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. PPP-2018-17 regarding Fire Chief Monthly Report – February 2018 be received for information.

Carried.

Council gave direction that the municipality respond to canine control calls outside of regular business hours only on an emergency basis at the officer's discretion, and that any other canine control matters be

dealt with during regular hours. Further, that staff report back on the financial difference of 24/7 access to kennel services vs. on a per diem basis with the results of the poundkeeping RFP.

- A.2.3 We received Report No. PPP-2018-20 from the Fire Chief, under date of March 14, 2018 regarding Auto Extrication Equipment Purchase. After discussion and consideration the following motion was moved by Deputy Mayor Ritchie and seconded by Mayor Warnock recommending the following to Council for consideration:

That Staff Report No. PPP-2018-20 regarding the Auto Extrication Equipment purchase be received and;

That Council grants an exception for the sole source procurement provision of the Township of Tay Purchasing Policy and;

That the necessary By-law be presented to Council to authorize the Fire Chief to enter into an Agreement of Purchase with Code 4 Fire & Rescue Inc., in the amount of \$40,800, excluding HST, to provide Auto Extrication Equipment for Tay Fire & Emergency Services to replace existing equipment that has come to the end of its useful life and has been budgeted for.

Carried.

- A.2.4 We received Report No. PPP-2018-18 from the Deputy Fire Chief/Fire Prevention Officer, under date of March 14, 2018 regarding a Monthly Activity Report for February 2018.

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

That Report No. PPP-2018-18 regarding Deputy Fire Chief/FPO Monthly Activity Report – February 2018 be received for information.

Carried.

- A.2.5 We received Report No. PPP-2018-16 from the Municipal Law Enforcement Officer, under date of March 14, 2018 regarding a Monthly Activity Report for February 2018.

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 Report No. PPP-2018-16 regarding By-law Monthly Activity Report – February 2018 be received for information.

Carried.

A.2.6 We received Report No. PPP-2018-19 from the Municipal Law Enforcement Officer, under date of March 14, 2018 regarding a Monthly Activity Report for February 2018.

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 Report No. PPP-2018-19 regarding MLEO/Canine Monthly Activity Report – February 2018 be received for information.

Carried.

A.3 No Other Business Items were received.

A.4 No Items for Information were received.

**B: GENERAL GOVERNMENT/FINANCE – CHAIRED BY CHAIR
DEPUTY MAYOR DAVID RITCHIE:**

B.1 The General Government & Finance Committee was called to order by the Chair at 11:15 a.m.

B.2.1 We received for information a verbal report from the Chief Administrative Officer regarding the C.A.O.'s February 2018 Monthly Update.

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

Deputy Mayor Ritchie, Councillor Talbot and Councillor Crawford agreed to review nominees for the Citizen/Senior of the Year and report back.

B.2.3 We received Report No. GGF-2018-13 from the Clerk, under date of March 14, 2018 regarding Joint Accessibility Advisory Committee.

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

That Staff Report GGF-2018-13 regarding Joint Accessibility Advisory Committee be received;

And that the Terms of Reference for the Joint Accessibility Advisory Committee as attached to Staff Report No. GGF-2018-13 be approved;

And that Mayor Warnock be appointed as the council representative to the Committee;

And that the required by-law be brought forward for Council's consideration.

Carried.

- B.2.4 We received Report No. GGF-2018-14 from the Director of Finance, under date of March 14, 2018 regarding 2017 Statement of Remuneration and Expenses.

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

That Report GGF-2018-14 regarding the 2017 Statement of Remuneration and Expenses, paid to members of Council, Local Boards and Committees be received.

Carried.

- B.2.5 We received Report No. GGF-2018-15 from the Director of Finance, under date of March 14, 2018 regarding 2019 Budget Schedule.

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

That Staff Report No. GGF-2018-15 regarding the 2019 Budget Schedule be received; and

That the 2019 Proposed Budget Schedule be endorsed and placed on the Township's website.

Carried.

- B.3.1 We received correspondence from the Office of the Ombudsman regarding Ombudsman Complaint, File No. 318097.

Council directed that a letter of response be sent advising that the municipality responded to the matter in the interest of the municipality, per Section 224(a) of the Municipal Act, and advising that we do have a by-law enforcement policy that will be amended at a future meeting to clearly indicate that by-law enforcement has discretion as to whether or not a complaint is investigated.

- B.4.1 We received for information correspondence from Simcoe County Agricultural Hall of Fame regarding 2018 Nominations.

- B.4.2 We received for information correspondence from the Township of Springwater regarding Annual Log-Sawing Contest – Elmvale Maple Syrup Festival.

- B.4.3 We received for information correspondence from the Hearn Family regarding Thank You.

- B.4.4 We received for information correspondence from the Southern Georgian Bay Chamber of Commerce regarding 2018 Annual General Meeting & Business Achievement Awards.

- B.4.5 We received for information correspondence from the Township of Springwater regarding Resolution regarding Provincial Funding for Ontario Libraries.

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

That the Township of Tay supports the resolution of the Township of Springwater requesting additional funding for public libraries.

Carried.

Council temporary recessed at 12:07 p.m.

The meeting resumed at 12:40 p.m.

C: PUBLIC WORKS COMMITTEE - CHAIRED BY CHAIR COUNCILLOR JIM CRAWFORD:

C.1 The Public Works Committee was called to order by the Chair at 12:40 p.m.

C.2.1 We received for information Report No. PW-2018-14 from the Superintendent of Water/Wastewater Operations, under date of March 14, 2018, regarding a Monthly Activity Report for February 2018.

C.2.2 We received for information Report No. PW-2018-18 from the Manager of Parks, Recreation & Facilities, under date of March 14, 2018 regarding a Monthly Activity Report for February 2018.

C.2.3 We received for information Report No. PW-2018-19 from the Manager of Roads & Fleet, under date of March 14, 2018, regarding a Monthly Activity Report for February 2018.

C.2.4 We received for information Report No. PW-2018-15 from the Director of Public Works, under date of March 14, 2018, regarding a Monthly Activity Report for February 2018.

C.2.5 We received Report No. PW-2018-16 from the Director of Public works, under date of March 14, 2018 regarding Contract 2018-17 – Dust Suppressant.

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

That Staff Report No. 2018-16 regarding Contract 2018-17, Liquid Dust Suppressant for a two year term be received;

And that Contract 2018-17 for the Supply and Apply of Liquid Dust Suppressant for a two year term be awarded to Pollard Highway Products for a price of \$56,250 plus HST.

And that staff be directed to prepare the by-law authorizing the execution of the contract between the Township of Tay and Pollard Highway Products.

Carried.

C.2.6 We received Report No. PW-2018-20 from the Director of Public works, under date of March 14, 2018 regarding 2017 Tay Area Drinking Water System Summary Report.

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

That Staff Report No. PW-2018-20 regarding the 2017 Tay Area DWS Annual Report be received;

And that the 2017 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.2.7 We received Report No. PW-2018-21 from the Director of Public works, under date of March 14, 2018 regarding 2017 Rope Drinking Water System Summary Report.

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

That Staff Report No. PW-2018-21 regarding the 2017 Rope DWS Annual Report be received;

And that the 2017 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.2.8 We received Report No. PW-2018-22 from the Director of Public works, under date of March 14, 2018 regarding 2017 Tay Area DWS M.O.E.C.C. Inspection Reports.

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-2018-22 regarding the 2017 M.O.E.C.C. Tay Area DWS Inspection be received;

And that the M.O.E.C.C. report 1-F6KWY be received for information.

Carried.

C.2.9 We received Report No. PW-2018-23 from the Director of Public works, under date of March 14, 2018 regarding 2017 Rope DWS M.O.E.C.C. Inspection Reports.

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

That Staff Report No. PW-2018-23 regarding the 2017 M.O.E.C.C. Rope DWS Inspection be received; cont'd...

And that the M.O.E.C.C. report 1-F6KVP be received for information.

Carried.

C.3.1 We received correspondence from the Ministry of Municipal Affairs regarding Water & Wastewater Servicing in Simcoe County. Staff advised that a meeting has been arranged with the Provincial Facilitator in early April.

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 1:04 p.m.

D.2.1 We received Report No. PD-2018-13 from the Chief Building Official, under date of March 14, 2018 regarding Building Services Division Monthly Report – February 2018.

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

That Report No. PD-2018-13 regarding Building Services Division Monthly Update Report – February 2018 be received.

Carried.

D.2.2 We received for information Report No. PD-2018-15 from the Director of Planning & Development, under date of March 14, 2018 regarding Directors Monthly Update - February 2018.

D.2.3 We received for information Report No. PD-2018-14 from the Planning Consultant, under date of March 14, 2018 regarding Port McNicoll Holding LP – March 2018.

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

That Report Number PD-2018-14 regarding Port McNicoll Holding LP – March 2018 update be received as information.

Carried.

D.3 No Other Business Items were received.

D.4.1 We received for information correspondence from the Township of Severn regarding Study Area for a Proposed Greenbelt Expansion.

- D.4.2 We received for information correspondence from EDCNS regarding Economic Development Office Update – January 2018.
- D.4.3 We received for information a report from Severn Sound Environmental Association regarding 2017 Fourth Quarter Update (October 1-December 31).
- D.4.4 We received for information correspondence from the Ministry of Municipal Affairs regarding Proclamation of the Building Better Communities & Conserving Watersheds Act, 2017 changes to the land use planning and appeal system.

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: Councillor Sandy Talbot

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 (Various Property Standards Files);**
- **Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Coldwater Road - Update).**

Carried.

Closed Session commenced at 1:25 p.m.

- 6.1 We received Report PPP-2018-15 report from the Municipal Law Enforcement Officer & Fire Chief regarding personal matters about an identifiable individual, including municipal or local board employees (Various Property Standards Files).
Staff reviewed the report with Council and was provided with direction on specific properties.
- 6.2 We received a verbal report from the Fire Chief regarding a litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Coldwater Road - Update).
Staff provided Council with an update and was provided with direction.

Moved By: Councillor Heinrich Naumann
Seconded By: Councillor Gerard LaChapelle
That Council adjourn from the Closed Session at 2:48 p.m. and return to the regular meeting.

Carried.

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

That Report No. PPP-2018-15 regarding update on outstanding property standards files and new properties to investigate be received for information;

And that staff proceed with direction as given by Council.

Carried.

7. ADJOURNMENT:

Moved by Councillor Talbot and seconded by Councillor Root.

That this Committee of All Council meeting adjourn at 2:50 p.m. and reconvene on April 11, 2018.

Carried.

Minutes Recorder: Alison Gray, Clerk