

**THE CORPORATION OF THE TOWNSHIP OF TAY  
COMMITTEE OF ALL COUNCIL MEETING  
WEDNESDAY, AUGUST 12, 2015  
10:00 A.M.**

**PRESENT:** Mayor Scott Warnock  
Councillor David Ritchie  
Councillor Jim Crawford  
Councillor Sandy Talbot  
Councillor Gerard LaChapelle  
Councillor Catherine Root

**STAFF PRESENT:** Robert Lamb, CAO/Deputy Clerk  
Alison Thomas, Clerk \*  
Peter Dance, Director of Public Works \*  
Mara Burton, Director of Planning & Development \*  
Brian Thomas, Fire Chief \*\*  
Bryan Anderson, Manager of Parks, Recreation & Facilities (Sec. B)  
Bryan Ritchie, Manager of Roads & Fleet (Sec. B)  
Raymond Knuff, Superintendent of Water/Wastewater Operations (Sec. B)

**REGRETS:** Deputy Mayor Bill Rawson

\* did not attend Closed Session

\*\* left Closed Session at 3:09 p.m.

**1. CALL TO ORDER:**

Mayor Warnock called the meeting to order at 10:07 a.m.

***(The order of items dealt with during the meeting may differ from the order presented in these Minutes.)***

**2. DECLARATIONS OF INTEREST:**

Councillor Root declared a pecuniary interest in Item 5.A.2.4 as she is a customer of the business.

**3. 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 Councillor Crawford and seconded by Councillor Talbot recommending the following to Council for consideration:

**That the August 12, 2015 agenda be adopted with the following amendments:**

**Additions**

**3.6 Verbal – Councillor LaChapelle – Re: Policies – Winter Maintenance.**

**Carried.**

4. **DELEGATIONS:**

**10:00 a.m. – Ms. Versey Chapman, Karma Project – Re: Project and Grant Update**

Ms. Marie Fairbanks appeared before Committee to provide an update on the Karma Project and Trillium Grant. Ms. Fairbanks reported that they are non-profit multi-stakeholder food cooperative comprised of three member divisions; worker, producer and consumer. She noted that in 2014, the Karma Project was transferred from a sole-proprietor to seven member workers to become an incorporated cooperative. Ms. Fairbanks advised that Karma Project currently coordinates five local farmers' markets as well as the Good Food Box Program. She highlighted the Good Food Box Program that provides fresh fruit and vegetables monthly to residents throughout the municipality.

Ms. Fairbanks provided an update on the Karma Project's Trillium Grant and advised that the project is progressing with the construction of the greenhouse, raised garden beds and water catchment system currently under construction. She provided Council with a detailed package outlining their progress to date and advised that they will continue to work forwards on the project with new programs in the upcoming months.

**10:15 a.m. – Southern Cruisers Riding Club – Re: Request for Exemption to Noise By-law – September 11 & 12, 2015 Event.**

Mr. Butch Ouimette, Southern Cruisers Riding Club appeared before Committee to request an exemption to the Township's Noise By-law for an event on September 11 & 12, 2015 at Muskey's Landing. He noted that in 2014 they were approved for a one-night exemption; however, in 2015 they are applying for two nights to ensure there is no confusion with the neighbour or enforcement.

Mr. Ouimette provided an overview of the Southern Cruisers Riding Club highlighting the charitable works of each chapter. He noted that the September weekend is organized as a thank you to their membership for the fundraising over the year.

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 the Council of the Township of Tay approve the request by the Southern Cruisers Riding Club for an exemption to the Noise By-law for Friday and Saturday, September 11<sup>th</sup> & 12<sup>th</sup>, 2015 from 11:00 p.m. to 1:00 a.m. at Muskey's Landing Resort.**

**Carried.**

**10:15 a.m. – Mrs. Susan Hall – Re: Three Dog Request**

Mrs. Susan Hall appeared before Committee to request permission to keep three dogs at her residence. She advised that her family recently relocated to Victoria Harbour from Barrie; however, at the time of the move they were unaware of the Township's two-dog limit. When she attended the office to purchase her dog tags, she was informed of the limit, and immediately put in her request for a delegation to request permission to keep their three dogs.

Mrs. Hall reported that they have installed underground fencing, at a cost of \$2,200, to ensure that the dogs remain on the property. In addition, she noted that her neighbour provided a letter of support for her request which was completely unsolicited.

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

**That Council approve the request by Mrs. Susan Hall, 240 Robins Point Road to have three dogs until such time as the one dog is deceased and then it will once again become a two dog residence.**

**Carried.**

**10:45 a.m. – Mr. Wayne Hill, Hill-Cress Dog Haven – Re: Noise By-law Enforcement Matter.**

Mr. Wayne Hill, Hill-Cress Dog Haven appeared before Committee regarding an ongoing Noise By-law Enforcement Matter. Mr. Hill thanked Council for coming out to tour the business and advised that they have spent over \$1 million to build a facility for dogs and people looking for services to support their dogs (i.e. adoption, grooming and boarding).

Mr. Hill noted that while he appreciates Mrs. Lopes' concern about the barking dog, the kennel was established prior to her purchasing her property, was well signed and she knew the businesses were there prior to purchase. He reported that as a result of the noise complaint he has installed additional fencing and sound-proofing. In addition, Mr. Hill commented that he plans on installing an additional sound system to increase the buffer between the business and neighbours.

Mr. Hill remarked that prior to opening they ensured that they spoke with staff and had all the necessary approvals in place, their business is now being impacted by the constant enforcement presence and neighbour harassment. In conclusion, Mr. Hill provided copies of letters of support they have received and requested an end to the ongoing harassment.

**5. COMMITTEE BUSINESS:**

**A: PROTECTION TO PERSONS & PROPERTY COMMITTEE – CHAIRED BY CHAIR COUNCILLOR GERARD LACHAPELLE:**

A.1 The Protection to Persons & Property Committee was called to order by the Chair at 10:47 a.m.

A.2.1 We received for information Report No. PPP-2015-32 from the Fire Chief, under date August 12, 2015, regarding a Monthly Activity Report for June, 2015.

A.2.2 We received for information Report No. PPP-2015-38 from the Fire Chief, under date August 12, 2015, regarding a Monthly Activity Report for July, 2015.

A.2.3 We received Report No. PPP-2015-35 from the Fire Chief, under date August 12, 2015, regarding New Fire Hall Old Fort Road. The Fire Chief reviewed the proposed hall layout with Council and was provided with direction.

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

**That Council receives Report PPP-2015-35 for information.**

**Carried.**

Councillor Root declared a pecuniary interest on Item A.2.4 and left the room

A.2.4 We received Report No. PPP-2015-34 from the Fire Chief, under date August 12, 2015, regarding Dog Noise Delegation.

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

**That Council receives Report PPP-2015-34 and provides direction on further actions.**

**Carried.**

Staff was directed to investigate other municipal kennel guidelines for the operations of kennels (i.e. number of kennels, number of dogs outside at one time, etc.) and report back for further direction.

Councillor Root resumed her seat.

A.2.5 We received Report No. PPP-2015-29 from the Fire Chief, under date August 12, 2015 regarding Cost Recovery for Motor Vehicle Collisions (MVC).

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

**That Staff Report No. PPP-2015-29 regarding Cost Recovery for Motor Vehicle Collisions be received;  
And further that Council agrees that Cost Recovery for the Fire Department attending Motor Vehicle Collisions on highways within the Township of Tay be implemented;  
And further, that the Fire Chief be directed to enrol with the Ministry of Transportation ARIS program to access information for invoicing.**

**Carried.**

- A.2.6 We received for information Report No. PPP-2015-33 from the Deputy Fire Chief/Fire Prevention Officer, under date of August 12, 2014 regarding a Monthly Activity Report for June, 2015.
- A.2.7 We received for information Report No. PPP-2015-39 from the Deputy Fire Chief/Fire Prevention Officer, under date of August 12, 2014 regarding a Monthly Activity Report for July, 2015.
- A.2.8 We received for information Report No. PPP-2015-31 from the Municipal Law Enforcement Officer, under date of August 12, 2014 regarding a Monthly Activity Report for June 2015.
- A.2.9 We received for information Report No. PPP-2015-37 from the Municipal Law Enforcement Officer, under date of August 12, 2014 regarding a Monthly Activity Report for July 2015.
- A.2.10 We received for information Report No. PPP-2015-30 from the Canine Municipal Law Enforcement Officer, under date of August 12, 2015 regarding Monthly Activity Report for June 2015.
- A.2.11 We received for information Report No. PPP-2015-36 from the Canine Municipal Law Enforcement Officer, under date of August 12, 2015 regarding Monthly Activity Report for July 2015.
- A.3 No Other Business Items were presented.
- A.4.1 We received for information correspondence from the Ontario Provincial Police regarding Staff Announcements – Appointments/Promotions.
- A.4.2 We received for information correspondence from Simcoe Muskoka District Health Unit regarding Changes to Heat Warning Notification Plan.

**B: PUBLIC WORKS COMMITTEE - CHAIRED BY CHAIR COUNCILLOR JIM CRAWFORD:**

- B.1 The Public Works Committee was called to order by the Chair at 11:49 a.m.

- B.2.1 We received for information Report No. PW-2015-3 from the Superintendent of Water/Wastewater Operations, under date of August 12, 2015 regarding a Monthly Activity Report for June and July 2015.
- B.2.2 We received for information Report No. PW-2015-68 from the Manager of Parks & Facilities, under date of August 12, 2015, regarding a Monthly Activity Report for June and July 2015.
- B.2.3 We received for information Report No. PW-2015-70 from the Manager of Roads & Fleet, under date of August 12, 2015, regarding a Monthly Activity Report for June and July 2015.

Council temporarily recessed at 12:05 p.m.

Council resumed at 12:46 p.m.

- B.2.4 We received for information Report No. PW-2015-71 from the Director of Public Works, under date of August 12, 2015, regarding a Monthly Activity Report for June and July 2015.
- B.2.5 We received Report No. PW-2015-66 from the Director of Public Works, under date of August 12, 2015 regarding Water User By-law Amendment.

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

**That Report PW-2015-66 pertaining to an amendment to By-law 2013-38 regarding water restrictions be received;  
And that By-law 2013-38 be amended to include a prohibition on lawn irrigation for the properties that are covered by an agreement with the Town of Midland to supply municipal water within the Township of Tay;  
And that the amended by-law be presented for Council's consideration.**

**Carried.**

- B.2.6 We received Report No. PW-2015-67 from the Director of Public Works, under date of August 12, 2015 regarding Duck Bay Road – Temporary Closure.

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

**That Report PW-2015-67 pertaining to the temporary closure of Duck Bay Road be received;  
And that Council authorizes a temporary road closure, local traffic only of Duck Bay Road from Quarry Road to Coldwater Road and a full closure at Duck Bay Bridge;** cont'd...

**And that the closure be from September 9, 2015 to November 13, 2015;**

**And that the Director of Public Works be authorized to adjust the closure duration to accommodate construction needs.**

**Carried.**

- B.2.7 We received Report No. PW-2015-69 from the Manager of Parks, Recreation and Facilities, under date of August 12, 2015 regarding Joint Use Agreement – Simcoe Muskoka Catholic District School Board.

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

**That Report PW-2015-69 pertaining to the Joint Use Agreement with the Simcoe Muskoka Catholic District School Board be accepted;**

**And that the attached renewal joint use agreement between the Simcoe Muskoka Catholic District School Board and the Township of Tay be approved;**

**Further, that a by-law be brought forward to the next regularly scheduled Council meeting authorizing execution of the agreement.**

**Carried.**

- B.2.8 We received Report No. PW-2015-72 from the Director of Public Works, under date of August 12, 2015 regarding OCIF and SCF Grant Programs - 2015.

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

**That Report PW-2015-72 pertaining to the Ontario Community Improvement Fund and Small Communities Fund be accepted;**

**And that staff be directed to submit an Expression of Interest under the Ontario Community Improvement Fund for the Pine Street Reconstruction project for approximately 50% of the project value.**

**Carried.**

- B.3.1 We received correspondence from Mrs. Joanne Faragher regarding a Request for Waived Baseball Diamond Fees.

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

**That the request from Mrs. Joanne Faragher that the Ball Diamond rental fees be waived for a July 11<sup>th</sup>, 2015 fundraising tournament.**

**Defeated.**

- B.3.2 We received correspondence from Mrs. Ashley Connor regarding a Request for Waived Baseball Diamond Fees.

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

**That the request from Mrs. Ashley Connor that the Ball Diamonds rental fees be waived for an August 7<sup>th</sup> & 8<sup>th</sup>, 2015 fundraising tournament.**

**Defeated.**

- B.3.3 We received correspondence from Mrs. Tracy Neller, Team 'Pretty in Pink' regarding a Request for Waived Baseball Diamond Fees.

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

**That the request from Mrs. Tracy Neller, Team 'Pretty in Pink' that the Ball Diamonds rental fees be waived for a July 24<sup>th</sup> & 25<sup>th</sup>, 2015 fundraising tournament.**

**Carried.**

- B.3.4 We received correspondence for information from Mrs. Lois Amos regarding a Drainage and Signage Concerns on Wood Road.

- B.3.5 We received correspondence from Mrs. Cheryl MacKeigan regarding her Resignation from Waubaushene Recreation Committee.

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

**That the resignation of Mrs. Cheryl MacKeigan from the Waubaushene Recreation Committee be accepted;  
And that the Township advertise on the website for interested citizens for the recreation committee and that a letter of thanks be sent.**

**Carried.**

- B.3.6 We received a verbal report Councillor LaChapelle regarding Winter Maintenance Policies.

Councillor LaChapelle reported that he would like to review the Winter Maintenance Policy and standards.

The Director of Public Works advised that staff will report to the September COAC meeting and send out the policies as soon as possible to receive feedback before the meeting.

- B.4.1 We received correspondence for information from the Ministry of Transportation regarding Off-Road Vehicle Use in Ontario.



**C: GENERAL GOVERNMENT/FINANCE – CHAIRED BY VICE CHAIR COUNCILLOR GERARD LACHAPELLE:**

C.1 The General Government & Finance Committee was called to order by the Vice Chair at 1:15 p.m.

C.2.1 We received for information a verbal report from the C.A.O regarding the C.A.O.'s Monthly Update.

C.2.2 We received Report No. GGF-2015-39 from the C.A.O., under date of August 12, 2015 regarding Facilities Maintenance Coordinator.

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

**That Staff Report No. GGF-2015-039 regarding Facilities Maintenance Coordinator be received;**

**And further, that the position of Facilities Maintenance Coordinator be added to the staffing compliment for the municipality and that staff proceed with the advertising and hiring for this new position.**

**Carried.**

C.2.3 We received for information a report from the Clerk, under date of August 12, 2015 regarding the Clerk's Monthly Update.

C.2.4 We received Report No. GGF-2015-37 from the Clerk, under date of August 12, 2015 regarding Council Vacancy Policy.

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

**That Staff Report No. GGF-2015-37 regarding a Council Vacancy Policy be received; and**

**That the Council Vacancy Policy be approved.**

**Carried.**

C.2.5 We received Report No. GGF-2015-38 from the Clerk, under date of August 12, 2015 regarding Public Sector & MPP Accountability and Transparency Act.

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

**That Staff Report No. GGF-2015-38 regarding Public Sector & MPP Accountability and Transparency Act be received for information;**

**Further, that staff work with the County of Simcoe and area municipalities on the appointment of a joint Municipal Ombudsman based on a similar structure to the current Closed Meeting Investigator retained through the County of Simcoe.**

**Carried.**

- C.2.6 We received Report No. GGF-2015-40 from the Clerk, under date of August 12, 2015 regarding Amended Provision of Notice Policy.  
After discussion and consideration the following motion was moved by Councillor Talbot and seconded by Councillor Crawford recommending the following to Council for consideration:

**That Staff Report No. GGF-2015-40 regarding an amended Provision of Notice Policy be received;**

**And that required by-law to adopt the amended Provision of Notice Policy be brought forward to the next meeting of Council.**

**Carried.**

- C.2.7 We received for information Report No. GGF-2015-41 from the Director of Finance, under date of August 12, 2015 regarding Financial Operating Report to June 30, 2015.

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

**That Staff Report No. GGF-2015-41 regarding the Financial Operating Budget to June 30, 2015 be received for information.**

**Carried.**

- C.2.8 We received Report No. GGF-2015-42 from the Director of Finance, under date of August 12, 2015 regarding Leaders Conversation – Data Discussion for Small and Medium Municipalities.

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

**That Staff Report No. GGF-2015-42 regarding the 2015 Leader's Conversation workbook, highlighting financial data comparisons between similar municipalities, be received for information.**

**Carried.**

- C.2.9 We received Report No. GGF-2015-43 from the Councillor Root, under date of August 12, 2015 regarding Affordable Seniors Housing.

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

**That Staff Report No. GGF-2015-43 regarding Affordable Seniors Housing be received for direction from Council.**

**Carried.**

Staff was directed to proceed with the development of a R.F.P. to explore an affordable seniors housing option noting the identified lands in Victoria Harbour and Port McNicoll.

- C.3 No Other Business Items were presented.
- C.4.1 We received for information correspondence from the County of Simcoe regarding County Council Update June/July 2015.
- C.4.2 We received for information correspondence from Randy Pettapiece, MPP Perth-Wellington regarding Resolution for Fairness in Provincial Infrastructure Funds.
- C.4.3 We received for information correspondence from New Tecumseth regarding a Motion – Electricity Rates.
- C.4.4 We received for information correspondence from New Tecumseth regarding a Motion – Lack of Physiotherapy.
- C.4.5 We received for information correspondence Ontario SPCA regarding Play 'FORE' the Animals Golf Tournament Fundraiser.
- C.4.6 We received for information correspondence from the County of Simcoe regarding County Publishes Annual Report Card on 10-Year Affordable Housing and Homelessness Prevention Strategy.
- C.4.7 We received for information correspondence from the County of Simcoe regarding Association of Municipalities of Ontario.
- C.4.8 We received for information correspondence from the Tweed Disaster Relief Committee regarding a Request for Support.
- C.4.9 We received for information correspondence from the Town of Wasaga Beach regarding Sponsorship request for the "Mayors Challenge Golf Tournament".

**D: PLANNING & DEVELOPMENT COMMITTEE – CHAIRED BY CHAIR COUNCILLOR DAVID RITCHIE:**

- D.1 The Planning & Development Committee was called to order by the Chair at 2:12 p.m.
- D.2.1 We received a memorandum for information from the Director of Planning & Development, under date of August 12, 2015 regarding Planning & Development Updates for July 2015.
- D.2.2 We received for information the monthly Building Services report, under date of August 6, 2015 for the month of July 2015.
- D.2.3 We received for information a report from Kristine Loft, Principal for Loft Planning Inc., under date of August 12, 2015 regarding Update on Skyline for June/July 2015.

D.2.4 We received Report No. PD-2015-21 from the Director of Planning & Development, under date of August 12, 2015 regarding Site Plan Agreement Application 2014SPA02 – 34 and 35 Sallows Drive – Caswell's Trailer Park – Kevin & Susan Fitzgerald.

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

**That Staff Report No. PD-2015-28 regarding the Site Plan Agreement for Caswell's Trailer Park be received;**

**And that Council authorize the Mayor and Clerk to enter into a Site Plan Agreement with Kevin Fitzgerald for Caswell's Trailer Park and that the required by-law be brought forward to Council;**

**And that Council authorize staff to finalize the outstanding details of agreement prior to registration.**

**Carried.**

D.2.5 We received Report No. PD-2015-27 from the Director of Planning & Development, under date of August 12, 2015 regarding Application to Lift the Holding Symbol No. 2015ZBA11 – 474 Arpin Street – Jill McDowell.

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

**That Staff Report No. PD-2015-27 dated August 12, 2015 pertaining to Zoning By-law Application 2015ZBA11 to lift the Holding Symbol on 474 Arpin Street be received for information;**

**And that Zoning By-law Application 2015ZBA11 to lift the Holding Symbol for 474 Arpin Street be approved.**

**Carried.**

D.3 No Other Business Items were presented.

D.4.1 We received for information correspondence from the County of Simcoe regarding Status of Decision on Amendment NO. 36 to the Official Plan for the Township of Tay, File No.: TA-OPA-1536.

**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 David Ritchie**

**Seconded By: Councillor Catherine Root**

**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 (Employee Matters).**

**Carried.**

Closed Session commenced at 2:31 p.m.

- 6.1 Verbal Report – Chief Administrative Officer - Re: Personal matters about an identifiable individual, including municipal or local board employees (Employee Matters).

The Chief Administrative Officer reviewed three employee matters with Council and was provided with direction.

**Moved By: Councillor David Ritchie**

**Seconded By: Councillor Catherine Root**

**That Council adjourn from the Closed Session at 3:45 p.m. and return to the regular meeting.**

**Carried.**

**7. ADJOURNMENT:**

Moved by Councillor Ritchie and seconded by Councillor LaChapelle.

**That this Committee of All Council meeting adjourn at 3:46 p.m. and reconvene on September 23, 2015.**

**Carried.**

Minutes Recorder: Alison Thomas, Clerk