

**The Corporation of the Township of Tay
Regular Council Meeting**

**Wednesday, March 25, 2020
7:00 p.m.**

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

Staff Present: Lindsay Barron, Chief Administrative Officer
Joanne Sanders, Director of Finance/Deputy Clerk
Daryl O'Shea, Director of Technology & Communications
Cyndi Bonneville, Committee Coordinator/Clerk's Assistant
*Steve Farquharson, Director of Planning & Development
*Peter Dance, Director of Public Works
*Brian Thomas, Fire Chief
*Alison Gray, Clerk

* attended the meeting electronically

1. Call to Order:

Mayor Walker called the meeting to order at 7:00 p.m.

2. Moment of Silent Reflection:

Mayor Walker called for a moment of silent reflection.

3. Approval of the Agenda:

Moved By: Deputy Mayor LaChapelle

Seconded By: Councillor Sandy Talbot

That the Council Meeting Agenda for March 25, 2020 be adopted with the following amendment(s):

- **Addition – Item 7.7 – Verbal CAO - Re: COVID-19 update.
Carried.**

4. Disclosure of Interest:

None were presented at this time.

5. Presentations / Delegations:

None were presented.

6. Consent List:

a) Adoption of Minutes

- i. Regular Council – February 26, 2020

Resolution

That the regular Council meeting minutes dated February 26, 2020 be approved.

- ii. Regular Committee of all Council – March 11, 2020
Resolution
That the regular Committee of all Council meeting minutes dated March 11, 2020 be approved.
- iii. Special Council – March 16, 2020
Resolution
That the special Council meeting minutes dated March 16, 2020 be approved.
- iv. Special Council – March 18, 2020
Resolution
That the special Council meeting minutes dated March 18, 2020 be approved.

b) Reports of Various Committees

- i. Tay Township Public Library Board – December 17, 2019
Resolution
That the Tay Township Public Library Board meeting minutes dated December 17, 2019 be approved.
- ii. Culture Alliance – January 9, 2020
Resolution
That the Culture Alliance meeting minutes dated January 9, 2020 be approved.
- iii. Tay Township Public Library Board – January 21, 2020
Resolution
That the Tay Township Public Library Board meeting minutes dated January 21, 2020 be approved.
- iv. Seniors Advisory Committee – February 11, 2020
Resolution
That the Seniors Advisory Committee meeting minutes dated February 11, 2020 be approved.
- v. Culture Alliance – February 20, 2020
Resolution
That the Culture Alliance meeting minutes dated February 20, 2020 be approved.
- vi. Grants Committee – February 26, 2020
Resolution
That the Grants Committee meeting minutes dated February 26, 2020 be approved.

c) Municipal Report

- i. Municipal Report 2020-03-01

Resolution

That Municipal Report 2020-03-01 be received and the recommendations contained therein be approved.

Moved By: Councillor Mary Warnock

Seconded By: Councillor Jeff Bumstead

That the Consent List for March 25, 2020 and the Recommendations contained therein be adopted as Resolutions of Council.

Carried.

7. Staff Reports / Other Business:

7.1 Report from the Fire Chief regarding Establishing & Regulating By-law Schedule "A" Amendment (Deferred from March 11th COAC)

Council received Staff Report No. PPP-2020-15 from the Fire Chief regarding Establishing & Regulating By-law Schedule "A" Amendment.

Moved By: Councillor Paul Raymond

Seconded By: Councillor Barry Norris

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 marina access to water-based firefighting on best efforts basis and other emergency services normally provided by Tay Fire & Emergency Services, subject to availability of equipment under the control of Georgian Bay Township; and That the required amending by-law be brought forward to the next regular meeting of Council.

Carried.

7.2 Draft Letter of Support to the Township of Tiny

Council reviewed a draft letter of support to the Township of Tiny regarding their opposition with respect to the Teedon Pit Extension – Aggregate Resources Act Application.

Moved By: Councillor Barry Norris

Seconded By: Councillor Paul Raymond

That the Council of the Township of Tay endorses the letter to the Township of Tiny regarding the Teedon Pit Extension.

Carried.

7.3 Report from the Clerk regarding Electronic Participation at Council & Committee Meetings

Council received Staff Report No. GGF-2020-27 from the Clerk regarding Electronic Participation at Council and Committee meetings.

Moved By: Councillor Paul Raymond
Seconded By: Councillor Barry Norris
That Staff Report No. GGF-2020-27 regarding electronic participation at Council & Committee meetings be received;
And the proposed amendments to the Council Procedural By-law to permit electronic participation at Council & Committee meetings be approved;
And that the required amending by-law be brought forward immediately.

Carried.

7.4 Verbal Report from the Chief Administrative Officer regarding COVID-19 Sick Leave Policy.

Council received a verbal report from the Chief Administrative Officer regarding COVID-19 Sick Leave Policy.

Moved By: Deputy Mayor LaChapelle
Seconded By: Councillor Sandy Talbot
That the COVID-19 Sick Leave Policy be approved.

Carried.

7.5 Verbal Report from the Chief Administrative Officer regarding Appointment of Acting Clerk

Council received a verbal report from the Chief Administrative Officer regarding the appointment of Cyndi Bonneville as the Acting Clerk effective March 25, 2020 and extended congratulations.

Moved By: Councillor Sandy Talbot
Seconded By: Deputy Mayor LaChapelle
That Cyndi Bonneville be appointed as Acting Clerk for the Township of Tay and that the required appointment by-law be brought forward immediately.

Carried.

7.6 Report from the Fire Chief regarding 2021 Tanker Truck Purchase and Delivery

Council received Staff Report No. PPP-2020-21 from the Fire Chief regarding the 2021 Tanker Truck Purchase and Delivery.

Moved By: Deputy Mayor LaChapelle
Seconded By: Councillor Jeff Bumstead
That Staff Report No. PPP-2020-21 regarding the purchase and delivery of a 2021 Tanker Truck be received and;
That Council approves the purchase and delivery of a Tanker Truck from Fort Garry Fire Trucks in the amount of \$343,674.00 excluding HST;
And further that the deposit cheques be returned to the bidders that were not successful;

Cont'd...

And further that the required by-law to authorize the agreement with Fort Garry Fire Trucks be brought forward for consideration.

Defeated.

Staff was directed to contact Fort Garry Fire Trucks to request a 90 day extension to the agreement and determine what consequences the Township will be subjected to in doing so.

7.7 Verbal Update from the Chief Administrative Officer regarding the COVID-19

Council received a verbal update from the CAO with respect to providing residents with updated information regarding the process of waiving interest and penalty on current tax and wastewater accounts during the COVID-19 pandemic.

Moved By: Deputy Mayor LaChapelle

Seconded By: Councillor Sandy Talbot

That with respect to the COVID-19 pandemic Council authorizes all penalties and interest be waived on current tax and wastewater accounts until at least May 1, 2020;

And further that this shall apply to all bills due after March 16, 2020.

Carried.

At this point in the meeting a discussion ensued with respect to upcoming Council meetings and it was agreed that the April 8th Committee of all Council meeting be cancelled and that staff reports be brought forward to the April 22nd Council meeting, and that the April 8th Budget meeting be rescheduled to May 13th and the April 15th Special General Government & Finance meeting be rescheduled at a later date. Staff was directed accordingly.

8. By-laws

- 2020-15 Parking
- 2020-16 Amending, Littering (Set Fines)
- 2020-17 Amending, Establishing & Regulating Fire Department
- 2020-18 Deeming, 10 Grigg Avenue & 28 Sallows Drive
- 2020-19 Amending, Council Procedural By-law
- 2020-20 Appointment, Acting Clerk

Moved By: Councillor Jeff Bumstead

Seconded By: Deputy Mayor LaChapelle

That By-law 2020-15, 2020-16, 2020-17, 2020-18, 2020-19 and 2020-20 be read a first, second and third time and finally passed.

Carried.

9. Notices of Motion:

None were presented.

10. Council Announcements

Councillor Norris provided Council with a monthly report on upcoming events and other matters.

Councillor Warnock provided Council with a monthly report on upcoming events and other matters.

At this time members of Council thanked Alison Gray for her years of service and wished her the best of luck.

11. Closed Session

Moved By: Councillor Bumstead

Seconded By: Councillor Warnock

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:

- **Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (North Rock Group).**

Carried.

Closed Session commenced at 8:28 p.m.

11.1 We received a verbal report from the Chief Administrative Officer regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (North Rock Group).

Moved By: Councillor Mary Warnock

Seconded By: Councillor Jeff Bumstead

That Council adjourn from the Closed Session at 8:47 p.m. and return to the regular meeting.

Carried.

12. Confirming By-law:

Moved By: Deputy Mayor LaChapelle

Seconded By: Councillor Jeff Bumstead

That By-law 2020-22 being a by-law to adopt the proceedings of the meeting be read a first, second and third time and finally passed.

Carried.

13. Adjournment:

Moved By: Councillor Mary Warnock

Seconded By: Councillor Jeff Bumstead

That this Regular Meeting of Council adjourn at 8:49 p.m. and to reconvene on April 22, 2020 at 7:00 p.m. or earlier if deemed necessary.

Carried.

MAYOR

CAO/DEPUTY CLERK

**PROTECTION TO PERSONS AND PROPERTY
CHAIRPERSON: CHAIR COUNCILLOR TALBOT**

RECOMMENDATIONS

That the following recommendations be and are hereby adopted by Council:

1. That Staff Report No. PPP-2020-17 regarding Municipal Law Enforcement Officer Monthly Activity Report – February 2020 be received for information.

COUNCIL ACTION: _____ **CARRIED.**

2. 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.

COUNCIL ACTION: _____ **CARRIED.**

3. 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.

COUNCIL ACTION: _____ **CARRIED.**

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

COUNCIL ACTION: _____ **CARRIED.**

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

COUNCIL ACTION: _____ **CARRIED.**

6. 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.

COUNCIL ACTION: _____ **DEFERRED.**

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

COUNCIL ACTION: _____ **CARRIED.**

**GENERAL GOVERNMENT AND FINANCE
CHAIRPERSON: CHAIR DEPUTY MAYOR LACHAPELLE**

RECOMMENDATIONS

That the following recommendations be and are hereby adopted by Council:

8. 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.

COUNCIL ACTION: _____ **CARRIED.**

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

COUNCIL ACTION: _____ **CARRIED.**

10. 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.

COUNCIL ACTION: _____ **CARRIED.**

11. 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.

COUNCIL ACTION: _____ **CARRIED.**

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

COUNCIL ACTION: _____ **CARRIED.**

13. 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.

COUNCIL ACTION: _____ **DEFERRED.**

- 14.** That the request by 757 Talbot Street to have their water bill reduced be denied.

COUNCIL ACTION: _____ **CARRIED.** _____

- 15.** That the Township of Tay nominate Dave Jones for the Simcoe County Agricultural Hall of Fame.

COUNCIL ACTION: _____ **CARRIED.** _____

**PUBLIC WORKS
CHAIRPERSON: CHAIR COUNCILLOR NORRIS**

RECOMMENDATIONS

That the following recommendations be and are hereby adopted by Council:

- 16.** 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.

COUNCIL ACTION: _____ **CARRIED.**

- 17.** 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.

COUNCIL ACTION: _____ **CARRIED.**

- 18.** 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.

COUNCIL ACTION: _____ **CARRIED.**

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

COUNCIL ACTION: _____ **CARRIED.**

20. 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.

COUNCIL ACTION: _____ **CARRIED.**

21. 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.

COUNCIL ACTION: _____ **CARRIED.**

**PLANNING AND DEVELOPMENT
CHAIRPERSON: CHAIR COUNCILLOR WARNOCK**

RECOMMENDATIONS

That the following recommendations be and are hereby adopted by Council:

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

COUNCIL ACTION: _____ **CARRIED.** _____