

**The Corporation of the Township of Tay**  
**Operational Services Committee Meeting Minutes**

**Wednesday, January 13, 2021, 1:30 p.m.**  
**Remote Video and Telephone Conference**

Present: Mayor Walker  
Deputy Mayor La Chapelle  
Councillor Talbot  
Councillor Bumstead  
Councillor Warnock  
Councillor Raymond  
Councillor Norris

Staff Present: L. Barron - Chief Administrative Officer  
D. O'Shea - General Manager, Corporate Services  
S. Farquharson - General Manager, Protective and Development Services  
R. Bingham, Interim GM, Operational Services  
C. Bonneville - Municipal Clerk  
M. Emms – Water Wastewater Superintendent  
B. Anderson – Manager of Parks, Recreation & Facilities Services  
L. Bergstrom – Manager of Roads and Fleet Services  
T. Tompkins – Manager of Building Services/CBO  
P. La Chapelle – Assistant Manager Water Wastewater  
E. Smith – Communications Specialist

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**1. Call to Order**

Mayor Walker called the meeting to order at 1:30 p.m.

**2. Adoption of the Agenda**

Moved by Councillor Norris  
Seconded by Councillor Bumstead

That the Operational Services Committee Meeting Agenda for January 13, 2021 be adopted as circulated.

**Motion Carried.**

**3. Disclosure of Interest**

None were presented at this time.

**4. Presentations / Delegations**

None were received.

**5. Standing Committee Business**

Mayor Walker called on Councillor Bumstead to Chair the meeting.

**5.1 Adoption of Minutes**

**5.1.1 Operational Services Committee Minutes - December 9, 2020**

Moved by Mayor Walker

Seconded by Councillor Norris

That the Operational Services Committee minutes of December 9, 2020 be adopted.

**Motion Carried.**

**5.2 Reports from Municipal Officials**

**5.2.1 OS-2021-02 Water/Wastewater Superintendent, Monthly Activity Report  
Water Wastewater Operations**

Received for information.

**5.2.2 OS-2021-03 Manager of Parks, Recreation and Facility Services, Monthly  
Activity Report Parks, Recreation and Facility Services**

Received for information.

**5.3 Other Business**

**5.3.1 Verbal Mayor Walker, Certification Staff Achievement, Caitlin Maracle**

Mayor Walker read correspondence from the Province of Ontario advising that Caitlin Maracle has met the requirements under the Ontario Water Resources Act, 1990 for the Wastewater Operators Licencing Program Wastewater Treatment Facility Installation Class 2. Council extended congratulations to Caitlin Maracle on this achievement.

**5.3.2 Operational Services Staff Service Pin Awards**

Mayor Walker advised that in recognition of 10 years of service Paul La Chapelle and Michael Paul will receive a certificate and a Township lapel pin.

Council extended congratulations to Paul La Chapelle and Michael Paul and thanked them for their efforts over the years in providing us with clean drinking water.

5.3.3 Report from Councillor Norris, Waubashene Pines Elementary School

Councillor Norris spoke to the report extending a thank you to the staff that attended the tour and provided their expertise on this matter.

Staff played a video depicting the condition of the school which was followed by a group discussion with respect to questions if the building is structurally sound and will it meet the needs of the intended purpose of the building as well as the community.

The Committee thanked the Ad Hoc Committee and staff for the work involved to date and agreed to refer this item to Council following the scheduled delegation from the Waubashene Action Group January 27.

5.4 Items for Information

None were received.

**6. General Discussion – Committee/Staff Question & Answer Period**

- Victoria Harbour Union Cemetery - grounds maintenance. Staff was directed to review and report back early spring.
- Grandview Beach/Paradise Point - Hydro Geological Study. Staff was directed to provide an update at the next Committee meeting.

**7. Requests for Future Reports or Follow-up**

- Victoria Harbour Union Cemetery grounds maintenance contract – Spring 2021.
- Grandview Beach/Paradise Point Hydro Geological Study – February Committee

8. **Closed Session**

No closed session was held.

9. **Adjournment**

Moved by Councillor Norris

Seconded by Councillor Bumstead

That this meeting adjourn at 2:17 p.m.

**Motion Carried.**

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Chair

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Minutes Recorder