

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

**Wednesday, February 24, 2021, 7:00 p.m.  
Remote Video and Telephone Conference**

Present: Mayor Walker  
Deputy Mayor La Chapelle  
Councillor Raymond  
Councillor Talbot  
Councillor Bumstead  
Councillor Warnock  
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 General Manager, Operational  
Services  
C. Bonneville – Municipal Clerk  
E. Smith – Communications Specialist\*

\*did not attend Closed Session

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**1. Call to Order**

Mayor Walker called the meeting to order at 7:30 p.m. and acknowledged those wearing pink for Anti-Bullying Day which is celebrated annually around the globe to symbolize a stand against bullying.

**2. Moment of Silent Reflection**

Mayor Walker called for a moment of silent reflection.

**3. Approval of the Agenda**

Moved by Councillor Talbot  
Seconded by Councillor Warnock

That the Council Meeting Agenda for February 24, 2021 be adopted with the following amendments:

- Addition – Staff Reports/Other Business Item 7.3 – Re: Short-Term Rentals Ad-Hoc Committee Terms of Reference

**Motion Carried.**

**4. Disclosure of Interest**

No disclosures of interest were brought forward.

**5. Presentations / Delegations**

5.1 7:00 Delegation, Mary Muter, Chair and Paul Cowley, Board Member Georgian Bay Great Lakes Foundation - Water Level Crisis

Council received a delegation from Ms. Muter and Mr. Cowley regarding the fluctuating water levels of the Great Lakes and Georgian Bay.

Mr. Cowley thanked Council for allowing them the opportunity to discuss the challenges of the high water conditions in the Great Lakes regions and the need for the International Joint Commission (IJC), Ministry of Foreign Affairs and Environment Canada to implement measures to address the impacts of flooding and prevent future crises from climate change.

Ms. Muter provided current facts on how water levels in each of the Great Lakes have changed over the years and spoke to a graph analyzing surface water elevations. Additional graphs were provided outlining the fundamental hydraulic equation that governs the water level of Lake Michigan and Huron and the history of the impact resulting from the Long Lac and Ogoki diversions. Ms. Muter spoke to the complications resulting from recent ice jams in the St. Clair River that caused local flooding along US and Canadian shores. Future flooding could be prevented with the placements of ice booms, which are flexible compensation structures where hydrofoil gates are raised or lowered depending on water levels, thus providing an effective lake level balancing objective.

In conclusion Ms. Muter and Mr. Cowley is requesting Council's support of a resolution requesting that the IJC add shoreline interests including municipal representation to their review of Regulation Plan 2012, and that a new regulation plan includes St. Clair River flow changes and St. Clair River conveyance changes, and further that the International Lake Superior Board of Control is mandated to follow their criterion "to balance both upstream and downstream conditions".

Following discussion Council thanked Ms. Muter and Mr. Cowley for the informative update on water level crisis of the Great Lakes and advised that Council will consider their request for support.

5.2 7:15 Delegation, Carol Lambie, President/CEO Waypoint - Waypoint Centre for Mental Health Care Update - COVID response, Strategic Plan, Research and Regional Efforts

Council received a PowerPoint presentation from Ms. Carol Lambie and Ms. Laurene Hilderley on mental health, addictions and the impact of the pandemic on the mental health sector.

Ms. Lambie reviewed statistics summarizing the mental well-being of Canadians reflecting that the mental health of Canadians has deteriorated since March 2020 and that attempted suicide, social isolation, overdose rates and alcohol consumption has increased substantially during the pandemic.

Ms. Lambie spoke to techniques in place to assist staff and patients coping with social isolation and dealing with overall mental wellness during the pandemic, it has been an extraordinary year and it is inspirational to see the health care staff provide compassionate care while adhering to government directives and public health recommendations.

The hospital enhanced the use of technology for virtual outpatient/community appointments, visiting and in seniors' care; this technology also enabled staff to work from home to reduce traffic in and out of the hospital.

Ms. Lambie reviewed the Waypoint Centre for Mental Health Care Strategic Plan and the directives to serve, discover and

lead. Ms Lambie thanked Council for making mental health a priority and for their continuous support for all Health Care Workers.

Mayor Walker, on behalf of Council, thanked the board and the employees, patients and families for their resilience during these difficult times and thanked Waypoint Centre for Mental Health Care for providing an essential health care system.

## **6. Consent List**

Councillor Bumstead requested that Item 6.2.7. 2020-12-17 Culture Alliance Committee Minutes and 2020 Creative Communities Culture Conference Report be referred for separate consideration. Councillor Bumstead spoke to the item and advised that moving forward the monthly Culture Alliance Committee minutes will be presented for information in this format.

Councillor Raymond requested that Item 6.1.2. 2021-1-07 Council Minutes be referred for separate consideration. Councillor Raymond spoke to the motion passed during the January 27 Council meeting in regards to Council Composition, Ward System or Election at Large and is of the opinion not enough discussion took place and requested that Council defer the motion pending the outcome of the public meeting. Mayor Walker requested that the Clerk read out loud the motion passed January 27 and following discussion it was noted that a two-thirds majority vote of the members was not presented, therefore the motion was not pulled for reconsideration and remains as passed January 27.

Moved by Councillor Bumstead

Seconded by Councillor Norris

That the Consent List for February 24, 2021 and the Recommendations contained therein be adopted as Resolutions of Council.

**Motion Carried.**

### **6.1 Adoption of Minutes**

6.1.1 2021-01-27 Planning Act Public Meeting Minutes

6.1.2 2021-01-27 Council Minutes

6.1.3 2021-02-18 Special Council Meeting Minutes

6.2 Reports of Various Committees

6.2.1 2021-02-10 Protective and Development Services  
Committee Minutes DRAFT

6.2.2 2021-02-10 Operational Services Committee Minutes  
DRAFT

6.2.3 2021-02-11 Corporate Services Committee Minutes DRAFT

6.2.4 2021-01-20 Audit Committee Minutes

6.2.5 2020-12-15 Public Library Board Meeting Minutes

6.2.6 2020-12-22 Public Library Board Meeting Minutes

6.2.7 2020-12-17 Culture Alliance Committee Minutes and 2020  
Creative Communities Culture Conference Report

6.3 Municipal Report

6.3.1 Municipal Report 2021-02-01

**7. Staff Reports / Other Business**

7.1 Verbal Report from the Chief Administrative Officer, Update on  
Victoria Harbour Water/Wastewater Treatment Plant Peer Review  
Assignment

The Chief Administrative Officer provided a verbal update on the Victoria Harbour Water/Wastewater Treatment Plan Peer Review and advised that Tatham Engineering Limited recently advised that both EAAS and ISAM SBR are suitable options to upgrade the plant. Staff noted that the consultant will attend the March Operational Services Committee meeting to provide further information for Council's consideration.

7.2 CS-2021-20 Clerk, Municipal Election - Voting Options

The Clerk provided information on alternative voting systems and recapped the results of the survey conducted at the end of 2020 indicating that the order of preference is in person, internet (online) then vote by mail.

Staff advised that a combination of voting options can be considered such as telephone/internet voting for the advanced vote and on Election Day a polling station for in person voting.

Moved by Councillor Talbot  
Seconded by Deputy Mayor La Chapelle

That Staff Report No. CS-2021-20 regarding Municipal Election - Voting Options be received for information.

**Motion Carried.**

Staff was directed to research costs and strategies for a combination of voting methods and report back to Council.

### 7.3 Short-term Rentals Ad-Hoc Committee Terms of Reference

General Manager, Protective and Development Services spoke to Short-term Rentals Ad-Hoc Committee Terms of Reference and confirmed that each member of Council will have an opportunity to speak with staff during the review process.

Moved by Councillor Talbot  
Seconded by Councillor Bumstead

THAT an ad-hoc committee be formed to, generally, review either regulating short-term rental accommodations or review options to address concerns related to short-term rental accommodations via existing Township by-laws; and  
THAT the ad-hoc committee be known as the Short-Term Rentals Ad-hoc Committee; and  
THAT the membership of the Short-Term Rentals Ad-hoc Committee shall consist of the chair and vice-chair of the Protective and Development Services Committee; and  
THAT the draft Short-Term Rentals Ad-hoc Committee Terms of Reference, drafted based on the direction of the Protective and Development Services Committee, be approved.

**Motion Carried.**

## **8. Correspondence Received**

### 8.1 Correspondence - Severn Sound Environmental Association, 2020 4th Quarter Report

Received for information.

- 8.2 Correspondence - Georgian Bay Forever, Support Bill 228 Keeping Polystyrene Out of Ontario's Lakes and Rivers Act  
Received for information.
- 8.3 Correspondence - Graham Bryan Manager Protected Areas Canadian Wildlife Service, Seeking Input and Advice on the proposed Wye Marsh National Wildlife Area Management Plan  
Received for information.
- 8.4 Correspondence - Ministry of Municipal Affairs and Housing, Consulting on growing the size of the Greenbelt  
Councillor Norris spoke to the correspondence and questioned if the proposal on growing the size of the Greenbelt will have a direct impact to the Township. General Manager, Protective and Development spoke to the correspondence and advised that staff will look into this proposal and report back to the March Council meeting.
- 8.5 Correspondence - AMCTO, An open letter to Ontario Municipal Councils  
Received for information.
- 8.6 Correspondence - Vegh Family, Thank you  
Received for information.
- 8.7 Correspondence - Waypoint Centre, Thank you  
Received for information.
- 8.8 Correspondence - Community Reach, Thank you  
Received for information.
- 8.9 Correspondence - Royal Canadian Legion Branch 545 Port McNicoll, Thank you  
Mayor Walker spoke to the correspondence and extended a thank you to the Port McNicoll Legion for their reply to the Township's grant donation.
- 8.10 Correspondence - St. Theresa's Catholic High School Graduation Awards and Donations Request

Councillor Bumstead spoke to the correspondence and requested clarification if the recipient of a Graduation award is restricted to students that reside in the municipality. Staff spoke to the guidelines followed when the Township makes a donation to Graduation ceremonies.

Staff was directed to provide Council with a report summarizing the policy for requests and presentation of School Graduation awards and donations.

## **9. By-laws**

Moved by Councillor Talbot

Seconded by Councillor Raymond

That By-law 2021-07, 2021-08, 2021-11 and 2021-12 be read a first, second and third time and finally passed.

**Motion Carried.**

9.1 By-law 2021-07 Appointment - Designation of Community Emergency Management Coordinator (S Aymer)

9.2 By-law 2021-11 Appointment - Designation of Alternate Community Emergency Management Coordinator (S Farquharson)

9.3 By-law 2021-12 Appointment - Port McNicoll and Area Culture and Recreation Sub-Committee Members

9.4 By-law 2021-08 Amending - Open Air Burning By-law 2019-51

## **10. Notice of Motions**

## **11. Council Announcements**

Councillor Bumstead provided Council with a monthly report and thanked members of Council and the community for supporting the Coldest Night of the Year Virtual Walk held February 20. Councillor Bumstead announced that Culture Alliance is undertaking a project, with financial support from the Ontario Trillium Foundation, to create a culture asset database which will include collaborative information and maps to help celebrate people, arts and the area.



Councillor Norris provided Council with a monthly report and extended a thank you to all staff for their hard-work during these difficult times and extended a thank you and well wishes to Mr. Emms as he leaves the Township to embark on new adventures.

Mayor Walker provided Council with a monthly report highlighting virtual meetings he attended; North Simcoe Community Futures Development, SSEA Fireside Chat, Mayors meeting and meetings with Ontario Health Care officials regarding the COVID-19 vaccine roll-out plan.

**12. Confirming By-law**

Moved by Councillor Norris

Seconded by Councillor Talbot

That By-law 2021-09 and 2021-10 being a by-law to adopt the proceedings of the February 18 Special Council and February 24 Regular Council meeting be read a first, second and third time and finally passed.

**Motion Carried.**

12.1 By-law 2021-09 Confirmation - Special Council February 18, 2021

12.2 By-law 2021-10 Confirmation - Regular Council February 24, 2021

**13. Closed Session**

13.1 Retire to Closed Session

Moved by Councillor Raymond

Seconded by Councillor Warnock

That Council retire to a Closed Session at 9:06 p.m.;

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;

- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**Motion Carried.**

13.2 Report from the Manager of Parks, Recreation and Facilities Services - Personal matters about an identifiable individual, including municipal or local board employees (Recreation Committee Members)

Council received a report from the Manager of Recreation, Parks and Facilities Services regarding Recreation Committee Members. Staff reviewed the report with Council and was provided with direction.

13.3 Verbal Report from the Chief Administrative Officer - A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Negotiations with Developer)

Council received a verbal update from the C.A.O. regarding negotiations with a developer and following discussion staff was provided with direction.

13.4 Verbal Report from the Chief Administrative Officer - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Simcoe Vacant Land Condominium Corporation No. 340)

Council received a verbal report from the C.A.O. regarding a potential litigation matter with Simcoe Vacant Land Condominium Corporation No. 340 and following discussion was provided with direction.

13.5 Rise from the Closed Session

Moved by Councillor Bumstead

Seconded by Deputy Mayor La Chapelle

That Council rise from the Closed Session at 10:00 p.m. and return to the regular meeting.

**Motion Carried.**

**14. Adjournment**

Moved by Councillor Raymond  
Seconded by Councillor Norris

That this Regular Meeting of Council adjourn at 10:01 p.m.

**Motion Carried.**

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Mayor

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Municipal Clerk

**PROTECTIVE AND DEVELOPMENT SERVICES  
CHAIRPERSON: COUNCILLOR RAYMOND**

**RECOMMENDATIONS**

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

1. That Staff Report No. PDS-2021-19 regarding Short Term Rental Accommodation Licensing By-law Framework be received; and

That Protective and Development Services Committee recommends to Council that a Short Term Rental Accommodation licensing ad-hoc committee be struck to work on the options to bring to Council for consideration; and

That the Chair and Vice-Chair of the Protective and Development Services Committee form the membership of the ad-hoc committee.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

2. That Staff Report No. PDS-2021-22 regarding Designation of Community Emergency Management Coordinator be received; and

That Shawn Aymer be removed as an Alternate Community Emergency Management Coordinator and appointed as the Community Emergency Management Coordinator for the Township of Tay; and

That the required by-laws be brought forward for Council's consideration.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

**OPERATIONAL SERVICES  
CHAIRPERSON: COUNCILLOR BUMSTEAD**

**RECOMMENDATIONS**

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

None were received.

3. That Staff Report No. OS-2021-06 regarding 2020 Port McNicoll WWTP Annual Report be received for information.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

4. That Staff Report No. OS-2021-07 regarding 2020 Victoria Harbour WWTP Annual Report be received for information.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

5. That Staff Report No. OS-2021-09 regarding 2020 Ministry of the Environment Conservation and Parks (M.E.C.P.) Rope DWS Inspection be received for information.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

6. That Staff Report No. OS-2021-10 regarding 2020 Ministry of the Environment Conservation and Parks (M.E.C.P.) Tay Area DWS Inspection be received for information.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

7. That Staff Report No. OS-2021-08 regarding Oakwood Park Improvements Update be received; and

That the existing overland flow channel located in Oakwood Park remains as designed and constructed.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

8. That Staff Report No. OS-2021-14 regarding Proposed 2021 Road Program be received; and

That the 2021 formula-based funding from the Ontario Community Infrastructure Fund (OCIF) be allocated to the 2021 roads resurfacing program for a total budget of \$1,279,274; and

That staff proceed with the 2021 Road Resurfacing tendering process and include the road sections, as outlined in this report.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

**OPERATIONAL SERVICES  
RECOMMENDATIONS**

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9. That Operational Services Committee recommends to Council that the Community Space Ad-Hoc Committee draft a survey to seek public input on recreation activities across the Township to assist in determining the needs of all facilities, including volunteer needs and community space options for Waubaushene for Council's consideration and that after seeking input on survey questions from members of Council, the Community Space Ad-Hoc Committee proceed with seeking public input on a long term plan for recreation facility/community space options in Waubaushene.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

**CORPORATE SERVICES**  
**CHAIRPERSON: DEPUTY MAYOR LA CHAPELLE**

**RECOMMENDATIONS**

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

- 10.** That Staff Report No. CS-2021-15 regarding an Asset Management Plan Work Plan and Grant Application be received; and

That Council approve a \$10,000 increase to the 2021 asset management budget, resulting in a total commitment of \$15,000 for project costs to meet the July 1, 2021 regulatory requirement; and

That the Township of Tay submit an application to the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program (MAMP) for funding to update our Asset Management Plan in the amount of \$50,000; and

That \$12,500 be allocated in the 2022 budget for asset management purposes as the Township's contribution to project costs funded by the FCM grant.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

- 11.** That Staff Report No. CS-2021-17 regarding Health and Safety Annual Policy Statement be received; and

That the Corporate Health and Safety Policy attached hereto, being reviewed by Council, is hereby confirmed by Council; and

That the Mayor and the C.A.O. are hereby authorized to sign the said policy on behalf of the Township.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**

- 12.** That Staff Report No. CS-2021-19 regarding Municipal Flag Policy and Protocol be received; and

That Council adopt the Municipal Flag Policy and Protocol.

**COUNCIL ACTION:** \_\_\_\_\_ **CARRIED.**