

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

Wednesday, March 10, 2021, 1:30 p.m.
Remote Video and Telephone Conference

Present: Mayor Walker
Deputy Mayor La Chapelle
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
B. Anderson – Manager of Parks, Recreation & Facilities Services*
L. Bergstrom – Manager of Roads and Fleet Services*
E. Smith – Communications Specialist*

Regrets: Councillor Talbot

*did not attend closed session

1. Call to Order

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

2. Adoption of the Agenda

Moved by Councillor Bumstead
Seconded by Councillor Norris

That the Corporate Services Committee Meeting Agenda for March 10, 2021 be adopted as circulated.

Motion Carried.

3. Disclosure of Interest

Deputy Mayor LaChapelle declared a pecuniary interest respecting Closed Session Item 8.2 as a family member is an employee of the Township.

4. Presentations / Delegations

No presentations/delegations 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 - February 10, 2021

Moved by Councillor Norris

Seconded by Mayor Walker

That the Operational Services Committee meeting minutes of February 10, 2021 be adopted.

Motion Carried.

5.2 Reports from Municipal Officials

5.2.1 OS-2021-22 Manager of Parks, Recreation and Facility Services - Karma Community Garden Agreement Extension

Moved by Councillor Norris

Seconded by Mayor Walker

That Staff Report No. OS-2021-22 regarding Karma Community Garden Agreement Extension be received for information.

Motion Carried.

5.2.2 OS-2021-17 Water/Wastewater Superintendent - 2020 Tay Area Drinking Water System Annual Report

Moved by Mayor Walker

Seconded by Councillor Norris

That Staff Report No. OS-2021-17 regarding 2020 Tay Area Drinking Water System Annual Report be received; and

That the 2020 Tay Area Drinking Water System Annual Report be accepted by Council as required by Schedule 22 and Section 11 of Ontario Regulation 170/03.

Motion Carried.

5.2.3 OS-2021-18 Water/Wastewater Superintendent - 2020 Rope Drinking Water System Annual Report

Moved by Mayor Walker

Seconded by Councillor Norris

That Staff Report No. OS-2021-18 regarding 2020 Rope Drinking Water System Annual Report be received; and

That the 2020 Rope Drinking Water System Annual Report be accepted by Council as required by Schedule 22 and Section 10 of Ontario Regulation 170/03.

Motion Carried.

5.2.4 OS-2021-20 Manager of Parks, Recreation and Facility Services - Monthly Activity Report

Received for information.

5.2.5 OS-2021-21 Manager of Roads and Fleet Services - Monthly Activity Report

Received for information.

5.2.6 OS-2021-19 Water/Wastewater Superintendent - Monthly Activity Report

Received for information.

5.3 Other Business

5.3.1 Verbal Report from Deputy Mayor La Chapelle - Road Authority Appointment

Committee received a verbal report from Deputy Mayor La Chapelle with respect to updating the delegation of authority bylaw to delegate powers and duties regarding temporary road closures to the Manager of Roads and Fleet Services.

Staff was directed to report back to Committee in the future.

5.3.2 Verbal Report from Deputy Mayor La Chapelle - Policy/Procedures for Water Repairs

Committee received a verbal report from Deputy Mayor La Chapelle with respect to the Township's policy when staff conducts water repairs and questioned the procedure for repairs to water service boxes and if some of the water repairs contracted out can be carried out in house.

Councillor Raymond questioned the procedure and the set dates for turning off/on seasonal water systems.

Following discussion staff was directed to review and report back to Committee in the future.

5.3.3 Verbal Report from Councillor Norris - Update on Community Space Ad Hoc Committee progress

Committee received a verbal report from Councillor Norris in regard to an update on the Community Space Ad Hoc Committee progress and advised that the first preliminary draft of survey questions is complete and with staff for review. The CAO advised that staff is in the process of reviewing the questions and will report back to the Ad Hoc Committee.

5.4 Items for Information

All items were received for information.

5.4.1 Correspondence, County of Simcoe - Transportation Master Plan Update

5.4.2 Correspondence, Trans Canada Trail Ontario - Strategic Plan

5.4.3 Correspondence, The Karma Project - 2020 Annual Report

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

No items of general discussion were brought forward.

7. Requests for Future Reports or Follow-up

- ATV use on Township owned lands - Spring 2021
- Waubashene community space - April 2021
- Lot grading procedure review and recommendations - March 2021
- Grandview Beach/Paradise Point Hydro Geological study update - March 2021
- Safety and Signage study - Spring 2021
- Cemetery operations - grounds maintenance - Spring 2021
- Roadside operations to improve pollinator habitat - 2021
- Review of proposed treatment technologies for the WWTP expansion
- Report on procedures for water repairs and seasonal water systems (Summer 2021)
- Delegate Powers of Authority – Road Closures (Summer 2021)

8. Closed Session

8.1 Retire to Closed Session

Moved by Councillor Bumstead
Seconded by Councillor Norris

That Committee retire to a Closed Session at 2:10 p.m.;
And further that this portion of the meeting be closed to the public pursuant to Section 239(2)(b) of the Municipal Act, 2001; to discuss personal matters about an identifiable individual, including municipal or local board employees.

Deputy Mayor La Chapelle declared a pecuniary interest was removed from the zoom meeting and did not re-join the zoom meeting following the closed session.

8.2 Verbal Report from the Chief Administrative Officer - Personal matters about an identifiable individual, including municipal or local board employees (employee matter)

The CAO provided a verbal report regarding an employee matter and was provided with direction on how to proceed.

8.3 Rise from Closed Session

Moved by Councillor Bumstead
Seconded by Councillor Norris

That Committee rise from the Closed Session at 2:37 p.m. and return to the regular meeting.

9. Adjournment

Moved by Councillor Bumstead
Seconded by Councillor Norris

That this meeting adjourn at 2:38 p.m.

Motion Carried.

Chair

Minutes Recorder