

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

**Wednesday, March 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  
S. Aymer – Fire Chief\*  
R. Kennedy – Municipal Law Enforcement Officer\*\*\*\*  
L. Bryant – Human Resource Specialist\*\*\*  
E. Smith – Communications Specialist\*

\*did not attend Closed Session

\*\*did not attend Closed Session Item 13.2

\*\*\*attended Closed Session Item 13.2

\*\*\*\*attended Closed Session Item 13.3

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**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 Councillor Warnock  
Seconded by Councillor Norris

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

- Addition – By-laws Item 9.3 – By-law 2021-16 Amendment to the Parking By-law
- Addition – By-laws Item 9.4 – By-law 2021-17 Amendment to the Fireworks By-law

**Motion Carried.**

**4. Disclosure of Interest**

No disclosures of interest were brought forward.

**5. Presentations / Delegations**

5.1 7:00 Presentation - Firefighter Service Awards

Mayor Walker virtually presented firefighters Andrew Marshall and James Thomas with their 10-year service pins and District Chief Brent Sterling with his 20-year service pin.

On behalf of Council Mayor Walker congratulated and thanked the firefighters for their dedication and commitment over the years and their positive contributions to Tay Township and the Fire Department.

Fire Chief Aymer left the meeting at this point.

5.2 7:15 Delegation - Brand[Trade], Re: UNESCO Global Geopark

Council received a delegation from Mr. Bill Kernohan, Chair Midland Bay Landing Corporation, regarding UNESCO Global Geopark.

Mr. Kernohan thanked Council for the opportunity to introduce to Tay a feasibility study for pursuing a UNESCO Global Geopark designation and stated that although Midland Bay Landing Development initiated this idea the opportunity is for the entire area as it will be a collective benefit for everyone.

Mr. Kernohan provided details on UNESCO Global Geoparks which are single, unified geographical areas where sites and landscapes of international geological significance are managed holistically for protection, education and sustainable development. A Geopark uses its geological heritage, combined with the culture and history of the area to enhance awareness and understanding of key issues facing society, and to promote the economic well-being of local communities.

Mr. Kernohan outlined the group's next steps and advised that they are not seeking resources or money but welcome Tay Township's engagement to shape the Geopark vision.

Mayor Walker thanked Mr. Kernohan for the informative presentation and their efforts in undertaking the initiative to promote the economic well-being of the local communities.

5.3 7:30 Presentation - André Moura, Tatham Engineering Ltd., Re: Victoria Harbour Water/Wastewater Treatment Plant Capacity and Technology Peer Review (on desk)

Council received a presentation from Mr. André Moura regarding the Victoria Harbour Water/Wastewater Treatment Plant Capacity and Technology Peer Review.

Mr. Moura summarized the study scope requested by the Wastewater Ad-Hoc committee to update projected wastewater flows for the design of the WWTP Phase 2 expansion and reviewed the proposed secondary treatment process options and recommended approach for the WWTP Phase 2 expansion.

Tatham Engineering reviewed and compiled background information on the Victoria Harbour WWTP resulting with their review and findings of the proposed technologies for the Victoria Harbour WWTP Phase 2 Expansion to ensure the Township has wastewater servicing capacity for new development in the Victoria Harbour area.

Mr. Moura provided a detailed review of the two considerations during Phase 2 expansion conceptual design, being; Extended Aeration Activated Sludge process (EAAS) and Sequencing Batch Reactor (ISAM SBR).

Mr. Moura proceeded to provide a comparison of the two secondary treatment options and concluded that although both secondary treatment process options have the capability to achieve the required effluent quality and have similar costs over a 20-year period, expansion using the ISAM SBR process is the recommended choice. Mr. Moura provided reasons for the selection of ISAM SBR as it has the ability to lower annual operating costs, provides flow equalization to handle influent flow variations, easier to construct; less risks during construction and has a higher level of control of process operation.

In conclusion, Mr. Moura provided an overview of the anticipated time line for construction which is anticipated to commence no earlier than spring of 2023.

Council discussed at length the technology, costs, time frame and expectations of ISAM requirements and agreed that the Victoria Harbour Wastewater Treatment Plant Expansion Peer Review presented by Mr. Moura, Tatham Engineering be received for information at this time as Council requires sufficient time to review the report and proposed options. It was further agreed that staff be directed to prepare a report with recommendations to Council as soon as possible as the Township needs to be prudent to move this crucial matter along as quickly as possible.

Mayor Walker thanked Mr. Moura for taking the time to share this information with Council.

5.4 7:45 Demonstration - General Manager, Corporate Services Re: MyTay online Service Request Portal

Council received a demonstration from the General Manager, Corporate Services on MyTay online Service Request Portal.

General Manager O'Shea went through the process required of residents to register to enter a service request on line and the process of notification to staff when a service request is submitted.

Staff advised that the overall goal is to implement an online service request portal which will allow residents multiple options such as reporting a problem or request assistance with any

municipal service, obtain information on tax and water/wastewater accounts, obtain dog licences, boat launch parking permits, fire permits and register for recreation programs.

Staff provided advice to members of Council should they receive a complaint directly and proceeded to outline the timeline for staff training sessions to launch MyTay Online Portal officially to the public April 8.

Mayor Walker advised that the online portal will address the volume of complaints and will generate follow up reports and encouraged all residents and stakeholders to use the online portal to submit service requests.

## **6. Consent List**

Moved by Councillor Raymond

Seconded by Councillor Bumstead

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

**Motion Carried.**

### 6.1 Adoption of Minutes

6.1.1 2021-02-24 Planning Public Meeting Minutes (Zoning Bylaw Amendment for STRA Definition)

6.1.2 2021-02-24 Council Minutes

6.1.3 Public Consultation Meeting (Council Composition Review)

### 6.2 Reports of Various Committees

6.2.1 2021-03-10 Protective and Development Services Committee Minutes

6.2.2 2021-03-10 Operational Services Committee Minutes

6.2.3 2021-03-11 Corporate Services Committee Minutes

6.2.4 2021-02-28 Culture Alliance Minutes

### 6.3 Municipal Report

6.3.1 Municipal Report 2021-03-01

## **7. Staff Reports / Other Business**

### **7.1 PDS-2021-32 Fire Chief/CEMC, 2020-2021 Municipal Fire Service Grant**

General Manager, Protective and Development Services spoke to the report and recommendation of staff that the provincial grant monies in the amount of \$7,000 be allocated to Tay Fire and Emergency Services for mental health training for all members of the department.

Moved by Deputy Mayor La Chapelle

Seconded by Councillor Warnock

That Staff Report No. PDS-2021-32 regarding the 2020-2021 Municipal Fire Service Grant be received for information;

And that the funds be used for Mental Health Resilience training for all firefighters.

**Motion Carried.**

### **7.2 Correspondence - Tay Heritage Committee member K. Lung, Resignation**

General Manager, Protective and Development Services spoke to the current committee membership of the Tay Heritage Committee and outlined the process in place to recruit new members.

### **7.3 Community Space Ad Hoc Committee, Draft Survey (on desk)**

Councillor Norris outlined the anticipated timeline for roll-out of the survey and thanked staff for their assistance during the draft survey review process.

Moved by Councillor Raymond

Seconded by Councillor Bumstead

That the Community Space Ad Hoc Committee draft survey be approved for publication.

**Motion Carried.**

## **8. Correspondence Received**

- 8.1 Resolution - County of Simcoe, Amendments to Municipal Freedom of Information and Protection of Privacy Act Time for Change
- 8.2 Resolution - Township of Terrace Bay, Community Safety and Well-Being Extension Request
- 8.3 Media Release - County of Simcoe, Long-Term Care and Seniors Services shares learnings to support partners
- 8.4 Correspondence - Township of Tiny, Closure of Ontario Fire College in Gravenhurst

All items of correspondence were received for information.

## **9. By-laws**

The Municipal Law Enforcement Officer spoke to minor changes that were made to By-law 2021-16 and 2021-17.

Moved by Councillor Talbot

Seconded by Councillor Warnock

That By-law 2021-13, 2021-14, 2021-16 and 2021-17 be read a first, second and third time and finally passed.

**Motion Carried.**

- 9.1 By-law 2021-13 Appointment - Culture and Recreation Committee Members (S. Black and V. Reaume)
- 9.2 By-law 2021-14 Confirmation - Public Consultation March 17, 2021
- 9.3 By-law 2021-16 Amending - Parking By-law 2020-15
- 9.4 By-law 2021-17 - Amending - Fireworks By-law 2011-30

## **10. Notice of Motions**

- 10.1 Councillor Bumstead, Support of Resolution Town of Midland

Councillor Bumstead spoke to Town of Midland's resolution requesting that the Province reconsider the business restrictions within the Grey-Lockdown category of the framework to permit small businesses that demonstrate they can operate within the protocols dictated by the framework to remain open.

Councillor Bumstead requested that Council support the resolution as presented by the Town of Midland.

Moved by Councillor Bumstead  
Seconded by Councillor Raymond

That the Corporation of the Township of Tay endorse the Town of Midland through a letter of support sent requesting the Provincial Government, in support of Businesses and Residents of Tay, to work on updating and creating a clearer and more consistent framework to the COVID-19 Pandemic Response and Recovery Framework.

**Motion Carried.**

## **11. Council Announcements**

Councillor Bumstead provided Council with a monthly report and advised that individuals and families have taken the initiative to clean up garbage along the Tay Shore Trail and it was noted that staff will provide garbage bags through the Pitch-in Week program and will pick up full bags of garbage when notified of the location for pick up. Councillor Bumstead noted that the Victoria Harbour Lions & District Club regrettably cancelled the annual Easter Egg Hunt event but that the Easter Bunny will be hopping through Victoria Harbour April 4 for a socially distanced Easter parade.

Councillor Raymond provided Council with a monthly report and advised that the Port McNicoll Youth Group recently held a zoom meeting and extended a thank you to Mr. Anderson, Manager of Parks, Recreation and Facilities Services for attending and providing an overview of the pandemic measures in place for social gatherings; the information provided will help the volunteers when planning events for the community during the pandemic.

Deputy Mayor La Chapelle provided Council with a monthly report and spoke to the County Council Tax Ratios and Tax Rates report outlining tax ratio components on growth and assessment change, taxation impacts and tax policy tools. Deputy Mayor La Chapelle advised that the information within the report is very informative and requested that it be shared with our residents through social media.



Mayor Walker provided Council with a monthly report and advised that the North Simcoe CAO's received an award from the Ontario Municipal Administration Association for their leadership during the pandemic. The CAO's have demonstrated leadership in their communities and have shown through professional management how they, their staff and colleagues are able to develop innovative approaches to new challenges while sustaining municipal service delivery. Mayor Walker congratulated the North Simcoe CAO's and thanked all staff for a job well done during these difficult circumstances.

## **12. Confirming By-law**

### **12.1 By-law 2021-15 Confirmation - Regular Council March 24, 2021**

Moved by Councillor Norris

Seconded by Councillor Bumstead

That By-law 2021-15 being a by-law to adopt the proceedings of the March 24 Regular Council meeting be read a first, second and third time and finally passed.

**Motion Carried.**

## **13. Closed Session**

### **13.1 Retire to a Closed Session**

Moved by Councillor Warnock

Seconded by Councillor Talbot

That Council retire to a Closed Session at 8:50 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.

**Motion Carried.**

Council took a break until 9:00 p.m. to provide time to configure the Zoom meeting for the Closed Session.

13.2 Report from Mayor Walker

Council received a report from Mayor Walker regarding an employee matter and following discussion staff was provided with direction on how to proceed.

13.3 Report from the Municipal Law Enforcement Officer

Council received a report from the Municipal Law Enforcement Officer on personal matters about identifiable individuals and litigation or potential litigation matters. Received for information.

13.4 Report from the Manager of Parks, Recreation and Facilities Services

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 accordingly.

13.5 Report from the Clerk

Council received a report from the Clerk regarding Seniors Advisory Committee Members. Following discussion and consideration Council provided staff with direction on how to proceed with the matter.

13.6 Rise from the Closed Session

Moved by Councillor Raymond  
Seconded by Councillor Bumstead

That Council rise from the Closed Session at 10:14 p.m. and return to the regular meeting.

**Motion Carried.**

**14. Adjournment**

Moved by Councillor Talbot  
Seconded by Councillor Norris

That this Regular Meeting of Council adjourn at 10:15 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-2021-25 regarding the recognition of the S.S. Keewatin be received; and

That the S.S. Keewatin be "Recognized" by Council for its cultural significance to the Port McNicoll area; and

That a commemorative plaque be installed to illustrate the contributions the ship has made to the heritage of the Township.

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

2. That Staff Report No. PDS-2021-16 regarding Parking By-law Amendments - Resident Only Parking Areas and Tay Shores School Zone Area be received; and

That the recommended changes to the Parking By-law as outlined in Attachment 2 of Staff Report PDS-2021-16 be approved;

And that the corresponding amending By-law be brought forward to the next regularly scheduled Council meeting.

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

3. That Staff Report No. PDS-2021-15 regarding Amendments to the Fireworks By-law be received; and

That the recommended changes to the Fireworks By-law be approved.

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

4. That Staff Report No. PDS-2021-26 regarding the Purchase of Remotely Piloted Aircraft System be received; and

That staff be authorized to proceed with the purchase of one Remotely Piloted Aircraft System for use in search and rescue operations; and

That the purchase of the Remotely Piloted Aircraft System and the necessary associated training be funded by revenue collected on behalf of the Township by Fire Marque.

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

**OPERATIONAL SERVICES  
CHAIRPERSON: COUNCILLOR BUMSTEAD**

**RECOMMENDATIONS**

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

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

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

6. 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.

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

7. 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.

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

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

**RECOMMENDATIONS**

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

8. That Staff Report No. CS-2021-21 regarding 2020 Remuneration and Expenses be received for information.

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

9. That Staff Report No. CS-2021-23 regarding Inquiry to purchase a portion of 290 Park Street described as Park 11 Plan 51R-18687 (Petroff) be received; and

Whereas the owner of abutting lands is interested in acquiring a portion of 290 Park Street described as Part 11 Plan 51R-18687;

Now therefore be it resolved that the Council of the Township of Tay declare Part 11, Plan 51R-18687 to be surplus to the needs of the municipality; and

That staff proceed with the land sale further to the Township's Land Sale Policy.

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

10. That the request for funding from the Portarama Family Festival Committee in the amount of \$2,500 be approved; and

That the funds be distributed at the discretion of the Manager of Financial services; and further

That the Portarama Family Festival Committee works with the Manager of Parks, Recreation and Facilities Services to ensure the COVID-19 public health restrictions limiting public events and social gatherings are followed.

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