Township of Georgian Bluffs
Electronic Committee of the Whole Minutes

June 10, 2020, 4:00 p.m.

Members Present:  
Mayor Dwight Burley  
Deputy Mayor Sue Carleton  
Councillor Carol Barfoot  
Councillor Grant Pringle  
Councillor Ryan Thompson

Members Absent:  
Councillor Cathy Moore Coburn  
Councillor Paul Sutherland

Staff Present:  
Brittany Drury, Acting Clerk  
Kassandra Rocca, Treasurer  
Jenn Burnett, Planner  
Devon Morton, Junior Planner  
Tyler Jahnke, Director of Operations  
Anne Marie Shaw, Interim CAO  
Krista Fearon, Administrative Assistant  
Zach Carson, Facilities Manager  
Zach Premate, Airport Manager  
Tim Lewis, Chief Building Official

This document can be made available in other accessible formats or with communications supports as soon as practicable and upon request.

1. Call to Order
   Mayor Dwight Burley called the meeting to order at 4:00 p.m.

2. Approval of Agenda/Additions to the Agenda
Moved By: Councillor Ryan Thompson  
Seconded By: Councillor Carol Barfoot  

**That the agenda be approved as presented.**

<table>
<thead>
<tr>
<th>Recorded</th>
<th>For</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Dwight Burley</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sue Carleton</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Carol Barfoot</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Grant Pringle</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Ryan Thompson</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Results</strong></td>
<td><strong>5</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

Approved (5 to 0)

3. **Declaration of Pecuniary Interest**

None declared.

4. **Public Hearings**

Nil

5. **Presentations**

Nil

6. **Delegations**

6.1 Stuart Doyle, Barry's Construction - Kilsyth Subdivision Securities

Mr. Stuart Doyle of Barry’s Construction delivered a presentation entitled 'Kilsyth Meadow's Development'.

There was discussion regarding:

- Reducing security amounts, as required by the proposed subdivision agreement.
- Use of securities, being to ensure that the Township has sufficient money available to complete any outstanding works required for the development in the event that the Owner does not/cannot complete the works required of them under their respective Agreement.
- Total security amounts required, being one million dollars.
• Establishing a precedent to reduce securities in all future developments.

• Effect of COVID-19 on local residential development.

• Developing a policy regarding development securities and reducing amounts on a case by case basis.

Committee directed staff to prepare a report for consideration at the June 17, 2020 Council meeting, analyzing the risks and benefits of reducing required securities for the Kilsyth Meadows Development from 100% to 75%. The Acting Clerk noted that the draft subdivision agreement will also be presented at the June 17, 2020 meeting for Council's consideration, with the existing 100% security amounts. Should Council reduce the securities at said meeting, the amended agreement will be presented for enactment in July.

Mr. Doyle thanked the Committee for the opportunity to speak and left the virtual meeting at 4:50 p.m.

7. Correspondence

7.1 Barbara Grey and Brendan Mulroy - Wiarton Keppel International Airport

The Acting Clerk noted that the correspondence will be included for discussion at the postponed Special Council meeting to consider the Wiarton Keppel International Airport.

The correspondence was received for information.

7.2 Town of Oakville - Letter to the Attorney General - Regarding the AGCO and patio expansion for restaurants.

The Acting Clerk highlighted correspondence from the Alcohol and Gaming Commission of Ontario regarding outdoor patio liquor licensing processing in response to the ongoing COVID-19 pandemic. Until January 1, 2021, businesses with existing liquor licensing will be granted a temporary outdoor patio extension, pending municipal inspections and approval.

The Acting Clerk will circulate the correspondence received from the Alcohol and Gaming Commission of Ontario to Committee members for their information.

The correspondence was received for information.

8. Staff Reports
8.1 Legislative Services

Reports to be considered from the Planning, Building, By-law and Clerks departments.

8.1.1 Updated Building Permit Summary

The Chief Building Official outlined the report, noting a decrease in permits as a result of the ongoing COVID-19 pandemic.

COW2020-032
Moved By: Deputy Mayor Sue Carleton
Seconded By: Councillor Ryan Thompson

That the updated Building Permit Summary report be received for information.

<table>
<thead>
<tr>
<th>Recorded</th>
<th>For</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Dwight Burley</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sue Carleton</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Carol Barfoot</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Grant Pringle</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Ryan Thompson</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Results</strong></td>
<td><strong>5</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

Approved (5 to 0)

8.1.2 Updated By-law Monthly Report

The Chief Building Official outlined the report, noting an increase in by-law enforcement related inquiries, as a result of regulations relating to COVID-19.

COW2020-033
Moved By: Councillor Carol Barfoot
Seconded By: Councillor Grant Pringle

That the updated By-law Monthly Report be received for information.
8.1.3 LEG2020-12 - Closed Session Policy

The Acting Clerk outlined the report, noting that all future closed meeting packages will be circulated via the secure portal.

COW2020-034
Moved By: Councillor Grant Pringle
Seconded By: Deputy Mayor Sue Carleton

That report LEG2020-12, regarding the proposed Township of Georgian Bluffs Closed Session Policy and associated confidentiality pledge, from the Acting Clerk, be received for information, and

That a by-law to adopt the Closed Session Policy, appended as Schedule A, be presented for enactment at the June 17, 2020 meeting.
Reports to be considered from the Operations and Facilities departments.

8.2.1 Updated Facilities Report

The Facilities Manager outlined the report, noting a decrease in facility rentals due to COVID-19 closures.

COW2020-035
Moved By: Councillor Ryan Thompson
Seconded By: Councillor Grant Pringle

**That the updated Facilities Report be received for information.**

<table>
<thead>
<tr>
<th>Recorded</th>
<th>For</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Dwight Burley</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sue Carleton</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Carol Barfoot</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Grant Pringle</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Ryan Thompson</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Results</strong></td>
<td>5</td>
<td>0</td>
</tr>
</tbody>
</table>

Approved (5 to 0)

8.2.2 OPS2020-26 - Wiarton Keppel International Airport Update

The Airport Manager outlined the report, highlighting an increase in airport movements and gas sale levels in May 2020.

COW2020-036
Moved By: Deputy Mayor Sue Carleton
Seconded By: Councillor Carol Barfoot

**That the Committee of the Whole accepts report OPS2020-26 – Wiarton Keppel International Airport update for information.**
8.2.3  OPS2020-27 - 2020 Surface Treatment Roads - For Consideration

The Director of Operations outlined the report. The Director of Operations noted that due to the COVID-19 pandemic, the annual Council Roads Tour was cancelled. In place of the tour, Committee is welcome to investigate the proposed roads for maintenance prior to the June 17, 2020 Council meeting, and forward questions or comments to the Director of Operations for further discussion at said meeting.

COW2020-037
Moved By: Councillor Carol Barfoot
Seconded By: Councillor Grant Pringle

That report OPS2020-27, from Tyler Jahnke, Director of Operations, be received for information.
8.3 Finance

Reports to be considered from the Treasurer and Finance department.

8.3.1 Updated Financial Report

The Treasurer presented the report and in response to questioning, confirmed that the additional costs from Township signs will be funded from reserves.

COW2020-038
Moved By: Councillor Ryan Thompson
Seconded By: Councillor Grant Pringle

That the updated finance report be received for information.

<table>
<thead>
<tr>
<th>Recorded</th>
<th>For</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Dwight Burley</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sue Carleton</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Grant Pringle</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Ryan Thompson</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Results 4 0

Approved (4 to 0)

Councillor Carol Barfoot re-entered the meeting at 5:21 p.m.

8.3.2 Tax Arrears Analysis

COW2020-039
Moved By: Councillor Ryan Thompson
Seconded By: Councillor Grant Pringle

That the updated Tax Arrears Analysis report be received for information.
Recorded For Against
Mayor Dwight Burley X
Deputy Mayor Sue Carleton X
Councillor Carol Barfoot X
Councillor Grant Pringle X
Councillor Ryan Thompson X
Results 5 0

Approved (5 to 0)

8.4 CAO

Reports to be considered from the office of the CAO.

8.4.1 CAO2020-09 - Return to Workplace Recovery Plan

The Interim CAO outlined the report, highlighting the various phases of reopening.

COW2020-040
Moved By: Deputy Mayor Sue Carleton
Seconded By: Councillor Carol Barfoot

That report CAO2020-09 regarding a return to workplace recovery plan for COVID 19 be considered;

And That, staff be directed to take the necessary steps to comply with Provincial and Public Health guidelines as we work towards a return to work strategy including working remotely, phased in office attendance, proper PPE, physical distancing and other appropriate measures;

And That, staff be directed to create a strategy for a return to workplace that focuses on phases and report back to council.

Recorded For Against
Mayor Dwight Burley X
Deputy Mayor Sue Carleton X
Councillor Carol Barfoot X
Councillor Grant Pringle X
Councillor Ryan Thompson X
Results 5 0
8.4.2 CAO2020-10 - Fire Communications Project

The Interim CAO outlined the report, noting that funding of the project requires approval of both Georgian Bluffs Council and Council of the Municipality of Meaford.

COW2020-041
Moved By: Deputy Mayor Sue Carleton
Seconded By: Councillor Ryan Thompson

That report CAO2020-10 regarding an enhanced fire communications system be considered;

And That the Township of Georgian Bluffs participate in the enhanced fire communications system and support the ongoing administration and maintenance costs of the system.

<table>
<thead>
<tr>
<th>Recorded</th>
<th>For</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Dwight Burley</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sue Carleton</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Carol Barfoot</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Grant Pringle</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Ryan Thompson</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Results</strong></td>
<td><strong>5</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

Approved (5 to 0)

9. Public Question Period

The Acting Clerk noted that no questions had been submitted.

10. Unfinished Business

Nil

11. New Business

Nil
12. **Closed Session**

COW2020-042  
Moved By: Councillor Carol Barfoot  
Seconded By: Councillor Grant Pringle

**That the Committee of the Whole move into closed session at 5:35 p.m., with the Interim CAO and Acting Clerk remaining in the virtual room to discuss:**

12.1 **Personal matters about identifiable individuals**

<table>
<thead>
<tr>
<th>Recorded</th>
<th>For</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Dwight Burley</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sue Carleton</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Carol Barfoot</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Grant Pringle</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Ryan Thompson</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**Results**  
5 0

Approved (5 to 0)

Committee resumed open session at 5:50 p.m.

13. **Date of Next Regular Meeting/Adjournment**

Council - June 17, 2020, 4:00 p.m.  
Committee of the Whole - July 8, 2020, 4:00 p.m.

Moved By: Deputy Mayor Sue Carleton  
Seconded By: Councillor Grant Pringle

**That the meeting be adjourned at 5:48 p.m.**
<table>
<thead>
<tr>
<th>Recorded</th>
<th>For</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Dwight Burley</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Deputy Mayor Sue Carleton</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Carol Barfoot</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Grant Pringle</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Councillor Ryan Thompson</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Results</strong></td>
<td><strong>5</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

Approved (5 to 0)

_________________________
Mayor, Dwight Burley

_________________________
Acting Clerk, Brittany Drury