



Township of Georgian Bluffs

Council Minutes

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May 10, 2017, 7:00 p.m., Council Chambers

Members Present:

Mayor Alan Barfoot
Deputy Mayor Dwight Burley
Councillor Carol Barfoot
Councillor Sue Carleton
Councillor Paul Sutherland
Councillor Ryan Thompson
Councillor Tom Wiley

Staff Present:

Wendi Hunter, Clerk / Director of Legislative Services
Rick Winters, Director of Operations / Acting CAO
Christine Fraser-McDonald, Acting Deputy Clerk (Recording Secretary)
Kassandra Rocca, Treasurer / Director of Financial Services
Eric Johnston, Municipal Law Enforcement Officer
Jenn Burnett, Intermediate Planner
Brittany Drury, Legislative Assistant

1. Call to Order

Mayor Barfoot called the meeting to order at 7:00 p.m.

2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

3. Additions to the Agenda (if required)

- a) Landfill closure
- b) Airport Manager

4. Minutes of the Previous Meeting

- a) April 19, 2017 Council Minutes

Moved by: Councillor Sutherland
Seconded by: Councillor Barfoot

That the Council of the Township of Georgian Bluffs adopt the minutes of the Council meeting held on April 19, 2017.

Carried – Resolution Number RES2017-117

5. Delegations or Deputations (if required)

- Kim Bowers – reimbursement of fees

Mrs. Bowers made a delegation to Council in response to a letter she received from the Township in April regarding removal of a covered culvert on Cottage Lane. Mrs. Bowers indicated that she had received an Entrance Permit from the Township in October, 2014, and that work was completed and inspected in June, 2015.

The recent letter received from the Township indicated that there were flooding issues on Cottage Lane, and that the covered culvert was not in keeping with the entrance permit policy. She feels that the policy is only a guideline. Mrs. Bowers also suggested that flooding issues are being caused by a crushed culvert at the bay, not her culvert.

The Township will be removing the culvert and leaving an open ditch with a larger culvert at the Bowers' entrance.

Mrs. Bowers offered a number of options that would be acceptable to the Bowers:

- That the Township to leave the culvert as it is.
- That, if the Township chooses to remove the covered culvert, the Bowers be reimbursed for their costs of approximately \$6700 for their installation
- That the Township could replace the culvert with a larger one and return the property to a covered ditch.

Mrs. Bowers also asked for the immediate reimbursement of the \$400 deposit, made with the Entrance Permit was applied for in 2014.

Council members requested clarification of some points, and the Director of Operations reiterated the position that the Township intends to remove the covered culvert, reinstate the ditch, and put a bigger culvert under the driveway. This work will be completed at the Township's expense.

Council will discuss this with the Director of Operations and contact Mrs. Bowers with their decision.

6. Public Question Period

- David McArthur presented good wishes from the Island View Drive Ratepayers Association. He asked for an update on the Biodigester and Airport.
- Aly Boltman of Cottage Lane is hoping that the Township will make a decision that is fair regarding their culvert issue. She explained that the Bowers have four entrances to their property. She would like the Township to consider the number of entrances.

7. Determination of Items Requiring Separate Discussion

None

8. Adoption of Consent Agenda

Moved by: Councillor Barfoot

Seconded by: Councillor Sutherland

That Council of the Township of Georgian Bluffs adopt the Consent Agenda as circulated, less any items requested for separate review and discussion, and direct staff to proceed with all necessary administrative actions.

Carried – Resolution Number RES2017-118

9. Consideration of Items requiring Separate Discussion

There were general discussions regarding Aggregates, Phragmites and the Great Lakes Initiatives.

10. Correspondence

- a) Georgian Riding Association for Challenged Equestrians – donation request

Council directed that a \$400 donation be made to the Georgian Riding Association for Challenged Equestrians for 2017.

Moved by: Councillor Barfoot

Seconded by: Councillor Carleton

That Council of the Township of Georgian Bluffs makes a one-time donation of \$400 to the Georgian Riding Association for Challenged Equestrians for 2017.

Carried – Resolution Number RES2017-119

11. Committee Reports

- a) Corporate Services, Finance & Building Committee

- i) LEG2017-05 Clean Yards By-law

The Clean Yards By-law is legislation to maintain high quality in property standards throughout the Township, giving the Municipal By-law Officer the authority to enter a property at any reasonable time, for the purpose of carrying out inspections of or on such property to determine whether or not provisions of the by-law are being complied with. This by-law is more user friendly than the Property Standards By-law, without the constraints of the Building Code Act. The proposed Clean Yard by-law would allow an "Order to Comply" to be completed as early as 72 hours, compared to the Property Standards by-law that requires 21 days.

Council directed that in the short-term that the by-law be enforced on a complaint basis.

Moved by: Deputy Mayor Burley

Seconded by: Councillor Barfoot

That the Council of the Township of Georgian Bluffs receives the Clean Yards By-law report and further recommends the passing of By-law 2017-036.

Carried – Resolution Number RES2017-120

ii) PL2017-03 RFP for New Comprehensive Zoning By-law

The Intermediate Planner noted that in February 2014, the Township adopted its Official Plan. Section 26(9) of the Planning Act requires that Councils bring their zoning by-laws into conformity with Official Plans within three years. An RFP was issued for planning consulting services to undertake development of a new comprehensive zoning by-law. Seven submissions were received through the RFP process.

Moved by: Councillor Thompson

Seconded by: Deputy Mayor Burley

That the Council of the Township of Georgian Bluffs receives Report OPS2017-036 and approve the hiring of MHBC Planning, Urban Design and Landscape Architecture for the preparation of the Township of Georgian Bluffs Comprehensive Zoning By-law at a cost of \$64,937.50 plus HST with \$50,000 to be funded from the Capital Budget and the remaining amount to be funded from the Operating Budget.

Carried – Resolution Number RES2017-121

b) Operations Committee

i) OPS2017-36 Class EA – Municipal Water Supply

The Council of the Township of Georgian Bluffs recognizes the need to find a long-term financially sustainable water source for the Pottawatomi Village Subdivision as well as the expansion of municipal water into the Grey Road 1 and Grey Road 17A areas. There was \$55,000 budgeted in 2017 for the completion of a Class Environmental Assessment.

Moved by: Councillor Sutherland

Seconded by: Councillor Barfoot

That the Council of the Township of Georgian Bluffs receives Report OPS2017-036 and further authorizes the award of the Request for Proposal to GSS Engineering Consultants at a price of \$56,000 plus HST to be funded from reserves.

Carried – Resolution Number RES2017-122

ii) OPS2017-37 Arena Structural Beam and Keppel Shop Painting

Staff prepared a tender for painting services to paint the structural beams inside the arena at Shallow Lake Community Centre and inside the Keppel Shop. Three companies submitted a bid.

Moved by: Councillor Sutherland

Seconded by: Councillor Barfoot

That the Council of the Township of Georgian Bluffs approve awarding RFT 2017-11 to Step One painting for \$13,000 plus HST for painting the arena structural beams and \$2,500 plus HST for painting the interior steel walls and ceiling of the Keppel Shop to be funded from the 2017 Capital Budget.

Carried – Resolution Number RES2017-123

iii) OPS2017-38 Bass Lake Stairs Removal

In 2016 staff recommended the removal of the stairs at Bass Lake. The closure of the lake access will remove liability concerns and prevent by-law enforcement issues related to trespass on neighboring properties and the addition of illegal docks on the lake shore. Staff was directed to prepare an RFP to have a contractor remove the stairs.

Moved by: Councillor Carleton

Seconded by: Councillor Thompson

That the Council of the Township of Georgian Bluffs approve awarding the tender for the removal of the staircase and docks at Bass Lake to Harold

Sutherland Construction Ltd. At a cost of \$8,500.00 plus HST to be funded from General Parks reserve.

Carried – Resolution Number RES2017-124

iv) OPS2017-39 Accountable Executive Wiarton Keppel International Airport

Staff have reviewed all of the required manuals and operational plans at the Wiarton Keppel International Airport, and discovered that the existing Airport Certificate was never amended after the 50% purchase from South Bruce Peninsula.

Transport Canada is requesting that an application for amendment to the Certificate be submitted as soon as possible. As part of the amendment, Transport Canada requires that an Accountable Executive that is not an elected official be appointed.

Moved by: Deputy Mayor Burley

Seconded by: Councillor Carleton

That the Council of the Township of Georgian Bluffs appoints Rick Winters, Acting CAO, as Accountable Executive for the purposes of Transport Canada requirements to assume full responsibility for the Township's ongoing compliance with the Canadian Aviation Regulations (CARs).

Carried – Resolution Number RES2017-125

12. By-laws

a) By-law 2017-035 Tax Arrears Extension Agreement

Moved by: Councillor Wiley

Seconded by: Councillor Carleton

That By-law No. 2017-035, being a by-law to authorize the Mayor & Clerk to enter into a tax arrears extension agreement with Robert Carter Shaughnessy, be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of Corporation and engrossed in the By-law Book.

Carried – Resolution Number RES2017-126

b) By-law 2017-036 Clean Yards By-law

Moved by: Councillor Thompson

Seconded by: Deputy Mayor Burley

That By-law No. 2017-036, being a Clean Yards By-law, be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of Corporation and engrossed in the By-law Book.

Councillor Wiley requested a recorded vote.

For: Councillor Barfoot, Councillor Carleton, Councillor Sutherland, Councillor Thompson, Councillor Wiley, Deputy Mayor Burley and Mayor Barfoot

Carried – Resolution Number RES2017-127

c) By-law 2017-037 Current Expenditures

Moved by: Deputy Mayor Burley

Seconded by: Councillor Carleton

That By-law No. 2017-037, being a By-law to authorize the borrowing of money, to meet current expenditures, from Canadian Imperial Bank of Commerce, be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of Corporation and engrossed in the By-law Book.

Carried – Resolution Number RES2017-128

d) By-law 2017-038 Current Expenditures

Moved by: Deputy Mayor Burley

Seconded by: Councillor Carleton

That By-law No. 2017-038, being a By-law to authorize the borrowing of money, to meet current expenditures, from Bank of Montreal, be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of Corporation and engrossed in the By-law Book.

Carried – Resolution Number RES2017-129

e) By-law 2017-039 Authorize a Contract with RealTerm Energy

Moved by: Councillor Sutherland

Seconded by: Councillor Barfoot

That By-law No. 2017-039, being a By-law to authorize the Mayor and Clerk to enter into a contract with RealTerm Energy, be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of Corporation and engrossed in the By-law Book.

Carried – Resolution Number RES2017-130

f) By-law 2017-040 Authorize a contract with Douglas Pollock

Moved by: Councillor Sutherland

Seconded by: Councillor Barfoot

That By-law No. 2017-040, being a By-law to authorize the Mayor and Clerk to enter into a contract with Douglas Pollock, for the temporary use of a dwelling, be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of Corporation and engrossed in the By-law Book.

Carried – Resolution Number RES2017-131

g) By-law 2017-041 Appoint a Clerk

Moved by: Councillor Wiley

Seconded by: Councillor Carleton

That By-law No. 2017-041, being a By-law to appoint a Clerk, be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of Corporation and engrossed in the By-law Book.

Carried – Resolution Number RES2017-132

13. Unfinished Business

a) Employee and Family Assistance Program

Moved by: Councillor Wiley

Seconded by: Councillor Carleton

That the Council of the Township of Georgian Bluffs approves the implementation of an Employee and Family Assistance Program and directs staff to enter into an agreement with Lifeworks.

Carried – Resolution Number RES2017-133

14. New Business

a) Landfill closure

The Director of Operations/Acting CAO noted that there is 400 cubic metres of space left at the landfill.

All waste will be going to the Miller Transfer station, effective immediately. This change may mean that the garbage pick-up schedule may change; residents may find that their garbage is picked up in the morning instead of the afternoon. A notice has been placed on the website. A notice will be sent to every property owner in the Township. The contractor has been advised to not change his route until all ratepayers have been notified. Council directed the Acting CAO to move forward with the Notice.

b) Airport Manager

The Acting CAO noted that interviews were completed for an Airport Manager and they have found a qualified candidate. This new position will be responsible for all the staff at the airport and will report to the CAO.

Council directed the Acting CAO to proceed with an offer of employment to the Airport Manager candidate.

c) Emergency Tabletop Exercise

The Township must complete this exercise. This will be scheduled for September 15, 2017 with October 4th being an alternative.

15. Confirming By-law

Moved by: Councillor Sutherland

Seconded by: Councillor Barfoot

That By-law No. 2017-042, being a by-law to confirm the proceedings of Council on May 10, 2017, be read a first, second and third time, finally passed, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and engrossed in the By-law Book.

Carried – Resolution Number RES2017-134

16. Adjournment

The meeting adjourned at 9:12 PM on a motion moved by Councillor Wiley and seconded by Councillor Carleton.

Alan Barfoot, Mayor

Christine Fraser-McDonald, Recording Secretary