Committee Report
The Blue Mountains Committee of the Whole

Meeting Date: April 21, 2020
Meeting Time: 9:00 a.m.
Location: Town Hall, Council Chambers
32 Mill Street, Thornbury, ON
Prepared by Corrina Giles, Town Clerk

A. Staff Reports, Deputations, Correspondence

Finance, Administration, Enforcement and Fire Reports
To be chaired by Councillor Rob Sampson

B.1 Deputations, if any

None

B.3 Staff Reports

B.3.1 Emergency Management Program By-law Revision (FAF.20.044)

THAT Council receive Staff Report FAF.20.044, entitled “Emergency Management Program By-law Revision”;

AND THAT Council approve the draft by-law attached to Staff Report FAF.20.044, Being a By-law to Adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under the Emergency Management and Civil Protection Act, and direct staff to include the draft by-law on the next Council Agenda for enactment, with the addition of the Manager of Communications and Economic Development to the Emergency Management Program Committee, Carried.
B.3.2 Follow-up report regarding updates to POL.COR.07.05 Purchasing of Goods and Services Policy (FAF.20.051)

THAT Council receive Staff Report FAF.20.051 entitled “Follow up report regarding updates to POL.COR.07.05 Purchasing of Goods and Services Policy”; 

AND THAT Council approve the recommended changes to the Purchasing of Goods and Services Policy as outlined in Staff Report FAF.20.004 “Updates to POL.COR.07.05 Purchasing of Goods and Services Policy” (Attachment 1); 

AND THAT Council waive the provisions of the Town’s Notice Policy as it relates to the requirement to hold a public meeting to effect the proposed changes to the Purchasing Policy, POL.COR.07.05, Carried.

B.3.3 Interfunctional Transfers Policy (FAF.20.059)

THAT Council receive Staff Report FAF.20.059 entitled “Interfunctional Transfers Policy”; 

AND THAT Council direct staff to compile the 2021 to 2023 Proposed Budgets using Option 2 and Allocation Method 2; 

AND THAT Council direct staff to bring back an Interfunctional Transfers Policy implementing Option 2 and Allocation Method 2; 

AND THAT Council direct staff to bring the Interfunctional Transfers Policy back to Council for review, two years from the date of enactment of the Policy (June 2022), Carried.

B.3.4 Development Charge Payment Plan Interest Rate (FAF.20.071)

THAT Council receive Staff Report FAF.20.071 entitled “Development Charge Payment Plan Interest Rate”; 

AND THAT Council direct staff to bring a staff report to the May 5, 2020 Committee of the Whole Meeting to advise if a floating rate can be set, Carried.

B.3.5 2020 Finance & IT Capital Projects (FAF.20.068)

THAT Council receive Staff Report FAF.20.068, entitled “2020 Finance & IT Capital Projects”; 

AND THAT Council approve that the 2020 IT Communications Upgrades, Video Surveillance Systems, Asset Management Mobile Infrastructure and CityView Web Portal Upgrade and Virtual City Hall capital projects proceed immediately; 

AND THAT Council include the CityView Business Licensing at a cost of $30,000 to be recovered from the Licensing fees, Carried.
B.3.6 Delegation of “Head” under the Municipal Freedom of Information and Protection of Privacy Act (“MFIPPA”) (FAF.20.054)


AND THAT in accordance with section 3 and subsection 49(1) of MFIPPA, Council delegates all of its powers and duties as “Head” under MFIPPA to the Director of Legal Services;

AND THAT Council directs staff to provide a by-law to delegate all of its powers and duties under MFIPPA to the Director of Legal Services and to rescind By-law 2014-32, being a By-law to appoint the Town Clerk as the head of the municipal corporation for the purposes of MFIPPA, Carried.

B.4 Finance, Administration, Enforcement and Fire “Information Reports” and correspondence to be considered in the adoption of the Consent Agenda

B.4.1 2019 Tax Receivables Report (FAF.20.057)


B.4.2 Building Department 2019 Year End (FAF.20.058)

THAT Council receive Staff Report FAF.20.058, entitled “Building Department 2019 Year End” for information purposes, Carried.


B.4.5 Interim Tax Installment – March 27, 2020 (FAF.20.070)

THAT Council receive Staff Report FAF.20.070, entitled “Interim Tax Installment – March 27, 2020” for information purposes, Carried.

B.5 Correspondence, if any

None
Community Services and Operations Reports
To be chaired by Deputy Mayor Rob Potter

B.7 Deputations, if any

None

B.9 Staff Reports

B.9.1 Temporary Relief of By-law 2011-28 Being a By-law to Maintain, Manage, Regulate and Control Cemeteries, Section D, Regulation 23 (CSOPS.20.024)

THAT Council receive Staff Report CSOPS.20.024, entitled “Temporary Relief of By-law 2011-28 Being a By-law to Maintain, Manage, Regulate and Control Cemeteries, Section D, Regulation 23”;

AND THAT Council approve temporary relief of By-law 2011-28 Being a By-law to Maintain, Manage, Regulate and Control Cemeteries, Section D, Regulation 23, indicating “municipal cemeteries will not conduct interments on any Sunday, Good Friday or Christmas Day unless ordered to do so by a representative of the Ministry of Health”, until the state of emergency in Ontario is lifted, or otherwise directed by the Bereavement Authority of Ontario, Carried.

B.9.2 Purchase of Replacement Vehicles (CSOPS.20.025)

THAT Council receive Staff Report CSOPS.20.025, entitled “Purchase of Replacement Vehicles”;

AND THAT Council approve the use of $43,679.92 to purchase one SUV for the Operations Department, Carried.

B.9.3 Request to Purchase Vehicles for Water and Wastewater (CSOPS.20.026)

THAT Council receive Staff Report CSOPS.20.026, entitled “Request to Purchase Vehicles for Water and Wastewater”;

AND THAT Council approve the use of funds in the amount of $40,000 to purchase a truck for Water and $40,000 to purchase a truck for Wastewater, Carried.

B.9.4 Value Engineering Exercise Update April 21, 2020 - Thornbury Wastewater Treatment Plant Headworks Upgrade Project (CSOPS.20.020)

(a) THAT Council receive Staff Report CSOPS.20.020, entitled “Value Engineering Exercise Update April 21, 2020 - Thornbury Wastewater Treatment Plant Headworks Upgrade Project” for their information;

AND THAT Council acknowledge that this construction project complies with the Provincial List of Essential Work released on April 4, 2020, Carried.
(b) THAT Council direct staff to provide Council with updates regarding the Thornbury Wastewater Treatment Plant Headworks Upgrade Project via the monthly Financial Reports, Carried.

B.10 Community Services and Operations “Information Reports” and correspondence to be considered in the adoption of the Consent Agenda

None

B.11 Correspondence, if any

None

Planning & Development Services Reports
To be chaired by Councillor Jim Uram

B.13 Deputations, if any

None

B.15 Staff Reports

B.15.1 Request for Municipal Concurrence – Proposed Telecommunications Tower (Bell Mobility) (PDS.20.25)

THAT Council receive Staff Report PDS.20.25, entitled “Request for Municipal Concurrence - Proposed Telecommunications Tower (Bell Mobility)” for the lands municipally known as 209896/209898 Highway 26, Craigleith;

AND THAT Council support the installation of the proposed mono-pole telecommunication tower facility and forward the following comments to ISED Canada for their consideration:

1. That the shrouded monopole be designed to guarantee future co-location opportunities for additional service providers;

2. That, prior to installation, the applicant provides a letter to the Town of The Blue Mountains Planning and Development Services Department agreeing to completely dismantle and remove the facility from the subject lands upon termination of its use;

3. That the applicant provides one (1) set of scaled engineering drawings, stamped and certified by a professional engineer, of the proposed support structure indicating the construction specifications to the Town of The Blue Mountains Planning and Development Services Department;

4. That the applicant obtains a Development Permit from the Grey Sauble Conservation Authority prior to construction or site alteration occurring;

5. That the applicant obtains any necessary permits from the Ministry of Transportation of Ontario for the installation of the tower, including but not limited to an entrance permit and an encroachment permit for the utility connections, Carried.
B.15.2 **Windfall Phase 4A – Application for Part Lot Control By-law (PDS.20.026)**

THAT Council receive Staff Report PDS.20.26, entitled “Windfall Phase 4A – Application for Part Lot Control By-law”;

AND THAT Council enact a By-law so as to remove Lots 4, 5, 6, 7, 8, 13, 14, 15, 16, 17, 18, 19, 20, 24, 25, 26, 27, 41, 42, and 43 Registered Plan 16M-71 from Part-Lot Control for a temporary period of two (2) years, Carried.

B.15.3 **Permit and Inspection Assistant 24 Month Contract (PDS.20.38)**

THAT Council receive Staff Report PDS.20.38, entitled “Permit & Inspection Assistant 24-month Contract”;

AND THAT Council direct staff to proceed with Option 2 as outlined in PDS.20.38, Carried.

B.16 **Planning & Development Services Information Reports and correspondence to be considered in the adoption of the Consent Agenda:**

B.16.1 **Update on Towns of Thornbury Site Plan Application (PDS.20.31)**

THAT Council receive Staff Report PDS.20.31, “Update on Towns of Thornbury Site Plan Application”, for information purposes only, Carried.

B.17 **Correspondence, if any**

B.17.1 **Rod McPhail, President, Appleridge Condominium Re: Towns of Thornbury Development Proposal (Agenda item B.16.1)**

THAT Council receive correspondence from Rod McPhail, President, Appleridge Condominium Re: Towns of Thornbury Development Proposal and refers the correspondence to the Planning Department, Carried.

New and Unfinished Business

C.1 **Committees of Council Reports**

C.1.1 **Blue Mountains Attainable Housing Corporation Report, dated January 2, 2020**

C.1.2 **Blue Mountains Attainable Housing Corporation Report, dated January 16, 2020**

THAT Council of the Town of The Blue Mountains receives The Blue Mountains Attainable Housing Corporation Minutes dated January 2, 2020 and The Blue Mountains Attainable Housing Corporation Special General Meeting Minutes dated January 16, 2020 for information purposes, Carried.
C.1.3 Grants and Donations Committee Report, dated February 7, 2020

THAT Council of the Town of The Blue Mountains receives the Grants and Donations Committee Meeting Minutes dated February 7, 2020 for information purposes, Carried.

E.1.1 Formation of a Foundation

THAT, as recommended at the February 7, 2020 Grants and Donations Committee meeting, Council of the Town of The Blue Mountains directs staff to investigate the requirements and costs to establish a Town Community Foundation, with follow-up provided to Council and the Committee for information, Carried.

C.1.4 Economic Development Advisory Committee Report, dated February 11, 2020

THAT Council of the Town of The Blue Mountains receives the Economic Development Advisory Committee Minutes dated February 11, 2020 for information purposes, Carried.

C.6 Council request regarding 10th Line from Matilda Street/Grey Road 13 to Highway 26 and Bruce and Marsh Streets

THAT Council of The Town of The Blue Mountains acknowledges receipt of the February 11, 2020 Economic Development Advisory Committee motion relating to the potential swap of 10th Line from Matilda Street / Grey Road 13 to Highway 26, and Bruce and Marsh Streets from Clark Street to Highway 26, being:

THAT the Economic Development Advisory Committee supports the exploration of options regarding Council’s request relating to potential swap of the 10th Line from Matilda Street/Grey Road 13 to Highway 26, and Bruce and Marsh Streets from Clark Street to Highway 26, subject to Town and County review, with follow-up provided to Council and the Economic Development Advisory Committee, Carried.

C.1.5 Sustainability Advisory Committee Report, dated February 12, 2020

THAT Council of the Town of The Blue Mountains receives the Sustainability Advisory Committee Minutes dated February 12, 2020 for information purposes, Carried.

C.1.6 Agricultural Advisory Committee Report, dated February 12, 2020

THAT Council of the Town of The Blue Mountains receives the Agricultural Advisory Committee Minutes dated February 12, 2020 for information purposes, Carried.

C.2 Notice of Motion (Council)

None
C.3 Additions to the Agenda

C.3.1 Landfill Update

No recommendations made by the Committee

C.3.2 Lowering of the Flags

THAT Council of the Town of The Blue Mountains directs staff to lower the flags in recognition of those that tragically lost their lives in Nova Scotia on Sunday, April 19, 2020, Carried.