



Agenda

The Blue Mountains, Committee of the Whole Meeting

Meeting Date: June 30, 2020 REVISED
Meeting Time: 9:00 a.m.
Location: Town Hall, Council Chambers
32 Mill Street, Thornbury, ON
Prepared by Corrina Giles, Town Clerk

A. Call to Order

- **Traditional Territory Acknowledgment**
- **Moment of Reflection**
- **Council Member Attendance**
- **Approval of Agenda**

Recommended (Move, second)

THAT the Agenda of June 30, 2020 be approved as circulated, including any items added to the Agenda.

- **Declaration of Pecuniary Interest and general nature thereof**
NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2019-56, Council Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

- **Previous Minutes**

Recommended (Move, second)

THAT the Committee of the Whole minutes of June 16, 2020 be adopted as circulated, including any revisions to be made.

- **Adoption of Consent Agenda**

With the adoption of the Consent Agenda, all Recommendations found within the staff reports at Agenda items B.4, B.10 and B.16 as listed below:

- **B.4.1 Monthly Financial Report – May 2020, FAF.20.101**

are then approved or received by the Committee of the Whole, as noted. The Consent Agenda content is available to the public when the Agenda is finalized but is not subject to discussion from the floor at this time, however, representations may be made at subsequent meetings on matters of interest.

Recommended (Move, second)

THAT the Consent Agenda of June 30, 2020 be adopted as circulated, less any items requested for separate review and discussion.

B. Staff Reports, Deputations, Correspondence

Finance, Administration, Enforcement and Fire Reports

To be chaired by Councillor Rob Sampson

B.1 Deputations, if any

B.1.1 Deputation: Suzanne Craig, Integrity Commissioner

Re: Annual Report June 2019 - June 2020

B.1.2 Deputation: Susan Minn, Lauren Mintz - #2751912 Ontario Inc.

Re: 20 Alice Street East

B.2 Public Comment Period regarding matters included in the Finance, Administration, Enforcement and Fire portion of the meeting (each speaker is allotted three minutes)

NOTE: In accordance with the Town Procedural By-law 2019-56 Ten minutes allotted at the beginning and end of each of each section of the Committee of the Whole Meeting to receive public comments regarding matters included on the Agenda. Comments may be provided regarding staff recommendations contained in staff reports that are a follow-up to a Public Meeting, it being noted that the commenting period has ended.

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B.3 Staff Reports

B.3.1 20 Alice Street Redevelopment, FAF.20.106

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.106 entitled “20 Alice Street Redevelopment”;

AND THAT Council uphold the Development Charges By-law 2019-17 and levy the Development Charges as per the report;

AND THAT Council levy the 5% Cash-in-Lieu of Parkland.

B.3.2 Interfunctional Transfer Policy, FAF.20.099

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.099 entitled “Interfunctional Transfer Policy”;

AND THAT Council Approve the Interfunctional Transfer Policy attached to this Report;

AND THAT Council recommend that Staff build the Proposed 2021 Interfunctional Transfer Budgets based on the attached Policy.

B.3.3 2020 Year End Variance Analysis, FAF.20.100

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.100 entitled “2020 Year End Variance Analysis”;

1. AND THAT Council redirect the \$17,000 as outlined on the Council division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
2. AND THAT Council direct staff on whether to pay \$7,000 to the South Georgian Bay Tourist Association;
3. AND THAT Council defer the hiring of the Sustainability Coordinator and include the position in the 2021 budget for a 2020 savings of \$96,500 in taxation to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
4. AND THAT Council delay the Ash Tree Removal program by one year and include the program in the Base Budget for 2021 to 2023 for a 2020 savings of \$50,000 to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
5. AND THAT Council delay the Additional Ditching program by one year and include the program in the Base Budget for 2021 to 2023 for a 2020 savings of \$40,000 to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
6. AND THAT Council redirect the \$6,800 as outlined on the Chief Administrative Officer division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
7. AND THAT Council redirect the \$16,000 as outlined on the Communication and Economic Development division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
8. AND THAT Council redirect the \$159,500 as outlined on the Human Resources division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
9. AND THAT Council direct staff to fill the Manager of Facility and Fleet position with a start date of no earlier than November 1, 2020;

10. AND THAT Council redirect the \$130,600 as outlined on the Financial Services division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
11. AND THAT Council redirect the \$5,000 as outlined on the Information Technology division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
12. AND THAT Council cancel the Fire Master Plan for 2020 and include in the 2021 Base Budget;
13. AND THAT Council redirect the \$217,275 as outlined on the Corporate Administration division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
14. AND THAT Council direct staff to continue monitoring the Corporate Administration revenue lines and report back in September 2020;
15. AND THAT Council redirect the \$122,000 as outlined on the Fire Services division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
16. AND THAT Council redirect the \$28,200 as outlined on the Legal Services division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
17. AND THAT Council redirect the \$5,500 as outlined on the By-law division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
18. AND THAT Council direct staff to continue monitoring the By-law revenue lines and report back in September 2020;
19. AND THAT Council redirect the \$12,500 as outlined on the Planning division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
20. AND THAT Council direct staff to continue monitoring the Planning revenue lines and report back in September 2020;
21. AND THAT Council redirect the \$9,900 as outlined on the Community Services division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
22. AND THAT Council approve rolling the \$11,400 funding into 2021 for the Beaver Valley Fall Fair;
23. AND THAT Council direct staff to continue monitoring the Transit ridership revenue line and report back in September 2020;
24. AND THAT Council redirect the \$32,400 in Parks and Trails as outlined on the Parks and Trails division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;

25. AND THAT Council direct staff to continue monitoring the Tomahawk revenue lines and report back in September 2020;
26. AND THAT Council redirect the \$35,000 as outlined on the Beaver Valley Community Centre division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
27. AND THAT Council direct staff to continue monitoring the Beaver Valley Community Centre revenue lines and report back in September 2020;
28. AND THAT Council redirect the \$4,000 as outlined on the Cemetery division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
29. AND THAT Council redirect the \$57,200 as outlined on the Operations division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
30. AND THAT Council redirect the \$3,100 as outlined on the Roads and Drainage division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
31. AND THAT Council direct staff to continue monitoring the Garbage Collection cost and report back in September 2020;
32. AND THAT Council direct staff to fill the Landfill Operator position with a start date of no earlier than September 1, 2020;
33. AND THAT Council redirect the \$77,200 as outlined on the Landfill division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
34. AND THAT Council direct staff to continue monitoring the Landfill revenue lines and report back in September 2020;
35. AND THAT Council direct staff to continue monitoring the Waste Diversion Collection cost and report back in September 2020;
36. AND THAT Council redirect the \$2,300 as outlined on the Waste Diversion division sheet to cover the additional costs and lost revenues due to the COVID-19 Pandemic;
37. AND THAT Council approve the refunding of 1/6 of all Seasonal Mooring and Hydro payments at a cost of \$76,000;
38. AND THAT Council authorize charging owners the Winter Storage Rate fee if they elect to leave the boats on the land for the boating season;
39. AND THAT Council direct staff to decrease the Water Consumption Rate by 5% starting on July 1, 2020.

B.3.4 2021 Budget, FAF.20.080

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.080 entitled “2021 Budget”;

AND THAT Council endorse the following recommendations as included in this report;

1. Creation of an Appendix to be included at the back of the Budget Book with the statistics and graphs/charts;
2. Timeline for adding more Departments using Zero Based Budgeting;
3. Go from four days of Committee of the Whole budget meetings down to two days;
4. Separation of Operating and Capital which would include a complete Capital Section after going through the Operating divisions and departments;
5. Continue with the three year Operating budget;
6. Council setting a percentage increase or decrease target for the tax rate (Town rate only);
7. Continued inclusion of the Fees and Charges within the budget process;
8. Continued inclusion of a five year capital forecast with year one being approved;
9. Full approval of multi-year projects in year one;
10. Endorsement of a new Public Notice process as included in this report;
11. Inclusion of a Return on Investment statement for addition to the budget requests;
12. Re-budgeting of uninitiated capital projects;

AND THAT Council direct staff to start the 2021 Budget process using the current levels of service and deliveries;

AND THAT Council endorse a percentage change of X.XX% for the 2021 Tax Rate over the 2020 Tax Rate.

B.3.5 Approval of Library Assistant Position, BMPL-ADM.20.22

Recommended (Move, second)

THAT Council receive the Blue Mountains Public Library Report ADM.20.22, entitled

“Approval of Communication Library Assistant”;

AND THAT Council authorizes the Blue Mountains Public Library to proceed with the hiring of a Communication Library Assistant as outlined in the 2020 Approved Budget.

B.3.6 Approval LE Shore Capital Retrofits and Renovations, BMPL-ADM.20.23

Recommended (Move, second)

THAT Council receive the Blue Mountains Public Library Report ADM.20.23, entitled “Approval of LE Shore Capital Retrofits and Renovations”;

AND THAT Council authorizes the Blue Mountains Public Library to proceed with the capital purchases as outlined in the 2020 Approved Budget.

B.3.7 Performance Management Program, FAF.20.095

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.095, entitled “Performance Management Program”;

AND THAT Council approve the new policy entitled “Performance Management Program”, POL.COR.20.XX as attached;

AND THAT Council approve the new policy entitled “Compensation Administration Program”, POL.COR.20.XX as attached;

AND THAT Council direct staff to proceed with Option ____ for the 2020 Performance Bonus allocation as outlined in this report.

B.3.8 Volunteer Policy, FAF.20.109

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.109, entitled “Volunteer Policy”;

AND THAT Council approve the new policy entitled “Volunteer Policy”, POL.COR.20.XX as attached.

B.3.9 Corporate Strategic Plan Approval, FAF.20.108

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.108, entitled “Corporate Strategic Plan Approval”;

AND THAT Council approve the Corporate Strategic Plan as presented.

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

B.4.1 Monthly Financial Report – May 2020, FAF.20.101

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.101 entitled “Monthly Financial Report – May 2020” for information purposes.

B.5 Correspondence, if any

None

B.6 Public Comment Period regarding matters included in the Finance, Administration, Enforcement and Fire portion of the meeting (each speaker is allotted three minutes)

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Community Services and Operations Reports

To be chaired by Deputy Mayor Rob Potter

B.7 Deputations, if any

None

B.8 Public Comment Period regarding matters included in the Community Services and Operations portion of the meeting (each speaker is allotted three minutes)

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B.9 Staff Reports

B.9.1 Elma Street and Alice Street Reconstruction Additional Design Options Report, CSOPS.20.039

NOTE: Staff Report CSOPS.20.039 was pulled from the June 30, 2020 Committee of the Whole Agenda.

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

B.12 Public Comment Period regarding matters included in the Community Services and Operations portion of the meeting (each speaker is allotted three minutes)

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Planning & Development Services Reports

To be chaired by Councillor Jim Uram

NOTE: Planning & Development matters will be considered at the July 7, 2020 Special Committee of the Whole meeting.

B.13 Deputations, if any

None

B.14 Public Comment Period regarding matters included in the Planning and Development Services portion of the meeting (each speaker is allotted three minutes)

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B.15 Staff Reports

None

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

None

B.17 Correspondence, if any

None

B.18 Public Comment Period regarding matters included in the Planning and Development Services portion of the meeting (each speaker is allotted three minutes)

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C. New and Unfinished Business

C.1 Committees of Council Reports

C.1.1 Agricultural Advisory Committee Report dated March 4, 2020

C.1.2 Grants and Donations Committee Report dated May 1, 2020

C.1.3 Community Recovery Task Force Report dated June 1, 2020

C.2 Notice of Motion (Council)

C.3 Additions to the Agenda

D. Notice of Meeting Dates

Special Committee of the Whole Meeting, July 7, 2020
Town Hall, Council Chambers

Council Meeting, July 13, 2020
Town Hall, Council Chambers

Committee of the Whole Meeting, August 11, 2020
Town Hall, Council Chambers

E. Adjournment

Recommended (Move, second)

THAT this Committee of the Whole does now adjourn at (time) p.m. to meet again, July 7, 2020, Town Hall, Council Chambers, or at the call of the Chair.