



Committee Report

The Blue Mountains Committee of the Whole

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

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

THAT Council receive the June 2019 to 2020 Annual Report from Integrity Commissioner, Suzanne Craig, Carried.

B.1.2 [Deputation: Susan Minn, Lauren Mintz - #2751912 Ontario Inc.](#)

Re: 20 Alice Street East

No recommendations made by Committee

B.3 Staff Reports

B.3.1 [20 Alice Street Redevelopment, FAF.20.106](#)

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

AND THAT Council direct staff to provide a further staff report at the earliest opportunity, regarding the 20 Alice Street Development with consideration of options from the Planning Department and The Blue Mountains Attainable Housing Corporation, Carried.

B.3.2 [Interfunctional Transfer Policy, FAF.20.099](#)

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, Carried.

B.3.3 [2020 Year End Variance Analysis, FAF.20.100](#)

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 to pay \$7,000 to the South Georgian Bay Tourist Association;
3. AND THAT Council direct staff to fill the Sustainability Coordinator position with a start date of no earlier than January 1, 2021;
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 with hazard tree removal to be included in the base operating budget;
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 defer 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 and expense lines, including capital, 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;

AND THAT Council direct staff to work with regional municipalities and the local MP to make a request to the Department of Fisheries to request relief from the lease payments to the Department of Fisheries for the 2020 boating season due to the COVID-19 pandemic
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, Carried.

B.3.4 [2021 Budget, FAF.20.080](#)

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 some of the statistics and graphs/charts;
2. That the Legal and Planning Departments will commence Zero Based Budgeting in 2021, and the Community Services and Operations Departments will commence Zero Base Budgeting in 2022;
3. Continue scheduling four days of Committee of the Whole budget meetings;
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 fiscal, cultural, social and environmental 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 target percentage change of 0% (zero percent) for the 2021 Tax Rate over the 2020 Tax Rate, Carried.

B.3.5 [Approval of Library Assistant Position, BMPL-ADM.20.22](#)

THAT Council receive the Blue Mountains Public Library Report ADM.20.22, entitled “Approval of Communication Library Assistant”;

AND THAT Council direct that the Blue Mountains Public Library, Communication Library Assistant position be included in the 2021 Base Budget for Council consideration, Carried.

B.3.6 [Approval LE Shore Capital Retrofits and Renovations, BMPL-ADM.20.23](#)

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 capital and accessibility need purchases of \$14,500, Carried.

B.3.7 [Performance Management Program, FAF.20.095](#)

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, Carried.

B.3.8 [Volunteer Policy, FAF.20.109](#)

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, Carried.

B.3.9 [Corporate Strategic Plan Approval, FAF.20.108](#)

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

AND THAT Council approve the Corporate Strategic Plan as presented, 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 [Monthly Financial Report – May 2020, FAF.20.101](#)

THAT Council receive Staff Report FAF.20.101 entitled “Monthly Financial Report – May 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 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

New and Unfinished Business

C.1 Committees of Council Reports

[C.1.1 Agricultural Advisory Committee Report dated March 4, 2020](#)

THAT Council of the Town of The Blue Mountains receives the Agricultural Advisory Committee Minutes dated March 4, 2020 as attached, for information purposes, Carried.

C.7 Agricultural Advisory Committee Composition

WHEREAS Council of the Town of The Blue Mountains, through the 2020 Budget process, requested Committees of Council to provide input regarding the option to move to a Community Committee or continue status quo as a Committee of Council;

AND WHEREAS at the March 4, 2020 Agricultural Advisory Committee meeting, the Committee passed as follows:

THAT, in response to Council’s February 10, 2020 direction, the Agricultural Advisory Committee recommend continuing status quo as a Committee of Council, Carried.

NOW THEREFORE Council of the Town of The Blue Mountains acknowledges and approves the Agricultural Advisory Committee maintaining status quo as a Committee of Council, Carried.

D.1 Alex Maxwell, Resident

Re: Roads/Winter Maintenance and Carbon Sequestration

WHEREAS the Sustainability Advisory Committee at its February 12, 2020 meeting referred Correspondence Item D.1 Alex Maxwell, Resident Re: Roads/Winter Maintenance and Carbon Sequestration to the Agricultural Advisory Committee;

AND WHEREAS the Agricultural Advisory Committee received the correspondence at its March 4, 2020 meeting and resolved as follows:

THAT the Agricultural Advisory Committee recommend that the Committee be used as a resource in drafting the operating guidelines for implementation of any windbreak tree planting program in relation to roads, Carried.

NOW THEREFORE, Council of the Town of The Blue Mountains provides confirmation to the Agricultural Advisory Committee, the Sustainability Advisory Committee and relevant Town staff that should consideration of a windbreak tree planting program be initiated by the Town, the Agricultural Advisory Committee shall be invited to provide input throughout the process, Carried.

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

THAT Council of The Town of The Blue Mountains receives the Grants and Donations Committee Meeting Minutes dated May 1, 2020 as attached, for information purposes, Carried.

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

THAT Council of the Town of The Blue Mountains receives the Community Recovery Task Force Meeting Minutes dated June 12, 2020 as attached, for information purposes, Carried.

**C.1 Valerie Plante, Mayor of Montreal, ICLEI Global Ambassador for Local Biodiversity
Re: Protecting our Biodiversity and Ecosystems**

THAT, having referred correspondence item C.1 to the Community Recovery Task Force for information and comment back to Council, Council of the Town of The Blue Mountains acknowledges that the Task Force received correspondence item C.1 for information purposes at the June 12, 2020 meeting, Carried.