



Agenda

The Blue Mountains, Committee of the Whole Meeting

Meeting Date: April 21, 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 April 21, 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 March 10, 2020 and Special Committee of the Whole minutes of March 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 and B.16 as listed below:

- **B.4.1 2019 Tax Receivables Report, FAF.20.057**
- **B.4.2 Building Department 2019 Year End, FAF.20.058**
- **B.4.3 Monthly Financial Report – February 2020, FAF.20.048**
- **B.4.4 Monthly Financial Report – March 2020, FAF.20.061**
- **B.4.5 Interim Tax Installment – March 27, 2020, FAF.20.070**
- **B.16.1 Update on Towns of Thornbury Site Plan Application, PDS.20.031**

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 April 21, 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

None

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 is allotted to receive public comments regarding staff reports included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation or potential litigation matters, or regarding matters that are a follow-up to a Public Meeting.

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B.3 Staff Reports

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

Recommended (Move, second)

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.

B.3.2 Follow-up report regarding updates to POL.COR.07.05 Purchasing of Goods and Services Policy, FAF.20.051

Recommended (Move, second)

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 provide direction to staff regarding whether a public meeting is required for the minor amendments to the Purchasing of Goods and Services Policy as outlined in this report.

B.3.3 Interfunctional Transfers Policy, FAF.20.059

Recommended (Move, second)

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 X and Allocation Method X;

AND THAT Council direct staff to bring back an Inter-Functional Policy implementing Option X and Allocation Method X.

B.3.4 Development Charge Payment Plan Interest Rate, FAF.20.071

Recommended (Move, second)

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

AND THAT Council set an interest rate at X.XX% for Rental Housing and Institutional Developments Payment Plans;

AND THAT Council set an interest rate at X.XX% for Non-Profit Housing Development.

B.3.5 2020 Finance & IT Capital Projects, FAF.20.068

Recommended (Move, second)

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.

B.3.6 Delegation of “Head” under the *Municipal Freedom of Information and Protection of Privacy Act* (“MFIPPA”), FAF.20.054

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.054, entitled “Delegation of “Head” under the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, as amended (“MFIPPA”);

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.

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

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.057 entitled “2019 Tax Receivables Report” for information purposes.

B.4.2 Building Department 2019 Year End, FAF.20.058

Recommended (Move, second)

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

B.4.3 Monthly Financial Report – February 2020, FAF.20.048

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.048 entitled “Monthly Financial Report – February 2020” for information purposes.

B.4.4 Monthly Financial Report – March 2020, FAF.20.061

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.061 entitled “Monthly Financial Report – March 2020” for information purposes.

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

Recommended (Move, second)

THAT Council receive Staff Report FAF.20.070, entitled “Interim Tax Installment – March 27, 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 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

Recommended (Move, second)

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.

B.9.2 Purchase of Replacement Vehicles, CSOPS.20.025

Recommended (Move, second)

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

AND THAT Council approve the use of \$54,629.00 to purchase one 1.5-ton truck for the Community Services Department Parks and Trails division, and \$43,679.92 to purchase one SUV for the Operations Department.

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

Recommended (Move, second)

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 \$36,107 to purchase a truck for Water and \$36,917 to purchase a truck for Wastewater.

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

Recommended (Move, second)

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.

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

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)

NOTE: In accordance with the Town Procedural By-law 2019-56 ten minutes is allotted to receive public comments regarding staff reports included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation or potential litigation matters, or regarding matters that are a follow-up to a Public Meeting. Each speaker is allotted three minutes.

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B.15 Staff Reports

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

Recommended (Move, second)

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, Craighleith;

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, 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;
2. 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;
3. That the applicant obtains a Development Permit from the Grey Sauble Conservation Authority prior to construction or site alteration occurring;
4. 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.

B.15.2 Windfall Phase 4A – Application for Part Lot Control By-law, PDS.20.26

Recommended (Move, second)

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.

B.15.3 Permit & Inspection Assistant 24-month Contract, PDS.20.38

Recommended (Move, second)

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

AND THAT Council direct staff to proceed with Option 4 as outlined in PDS.20.38.

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

Recommended (Move, second)

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

B.17 Correspondence, if any

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

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 Blue Mountains Attainable Housing Corporation Committee Report dated January 2, 2020

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

C.1.3 Grants and Donations Committee Report dated February 7, 2020

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

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

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

C.2 Notice of Motion (Council)

C.3 Additions to the Agenda

D. Notice of Meeting Dates

Council Meeting, May 4, 2020
Town Hall, Council Chambers

Committee of the Whole Meeting, May 5, 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, May 5, 2020, Town Hall, Council Chambers, or at the call of the Chair.