

Committee of the Whole Highlights

February 15, 2022



Below is an alphabetic summary of items being discussed at the upcoming Committee of the Whole (COW) meeting. Approval of these items will be considered at the **February 28, 2022** Council meeting.

Committee Abbreviations and Order of Appearance on the Agenda

Finance, Administration, Legal Services and Fire Services (FAF)

Community Services and Operations (CSOPS)

Planning and Development Services (PDS)

How to get involved

Residents and members of the public are always encouraged to share their voice on any items included in the [Committee of the Whole package](#). If you are looking to provide comments or feedback during the meeting, please visit the Town's [Correspondence & Deputation](#) webpage for a list of actions you can take.

2021 Financial Report

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.002](#)

This report outlines the Town's unaudited financial activities as of December 31, 2021.

2021 Tax Receivables Report

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.017](#)

This report provides Council with an update on property tax receivables as at December 31, 2021.

2022 Draft Budget – Public Comments

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.007](#)

This report outlines the comments from the Public Meeting for the 2022 Draft Budget, which was held on February 7, 2022 at 1:00 p.m., as well as Staff's response to these comments.



Annual Accessibility Progress Report

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.033](#)

The purpose of the Annual Accessibility Progress Report is to provide Council and the public with awareness of the Town's progress with regards to the 2019 - 2023 Multi-Year Accessibility Plan to prevent or remove barriers and meet requirements under the Accessibility for Ontarians with Disabilities Act (AODA).

Consideration of Annual Council Training

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.013](#)

This report is being brought forward for Council to consider the suggested training regime for the future term of Council. Staff expect that members of the current Council will have a good perspective of what training and information sharing sessions would benefit Councillors in the future.

Enactment of Records and Information Management Corporate Policy, Repeal and Replace Records Retention By-law

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.037](#)

This report is recommending that Council repeal and replace the current Records Retention Bylaw 2011-8 with a new updated Records Retention By-law, and to enact a new Records and Information Management Corporate Policy.

Fire Service Cost Recovery – Fire Marque Inc. Agreement Renewal

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.027](#)

This report outlines the opportunity for the Town of The Blue Mountains to renew the agreement with a private firm to recover costs for the Fire Department. There is minimal additional staff time to administer the documentation needed for this cost recovery program.

Holidays Observed and Town Hall Holiday Closure (2022)

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.023](#)

This report summarizes the statutory/public holidays and Town designated holidays and recommends the dates for the 2022 holiday closure of Town Hall.

Municipal Modernization Program Intake 3 – Transfer Payment Agreement

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.030](#)

The Town has been successful in receiving \$68,128 from the Municipal Modernization Program (Intake 3) for traffic data collection program implementation. The signed transfer payment agreement is to be submitted by March 1, 2022.

Performance Management Program Policy Revisions

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.035](#)

This report provides Council with suggested revisions to the Performance Management Program Policy POL.COR.20.03 to provide more clarity and guidance for non-union employees and management on the Town's performance management process.

Proposed Amendments to the Fees and Charges By-laws (Solid Waste, Planning and Engineering Services, Water and Sewer and Swimming Pool Fence)

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.008](#)

This report outlines the comments from the Public Meeting for the proposed amendments to the Fees and Charges By-law, Solid Waste Management Fees By-law, Planning and Engineering Fees By-law, Water and Sewer Charges By-law and the Swimming Pool Fence By-law, as well as Staff's response to these comments.

Public and Town Designated Paid Holidays Policy

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.024](#)

This report provides Council with a draft corporate policy that outlines the parameters for the provision of Paid Holidays for non-unionized Town employees.

Replacement of Bridges 2 and 3 PIC

Will be discussed during the CSOPS section on the Agenda

[Staff Report CSOPS.22.008](#)

This Staff Report provides Council with the materials and information that will be presented at the Public Information Centre (PIC) for the replacement of Bridges 2 and 3 also known as Mitchell's Creek Bridges.

Review of Corporate Hiring of Employees Policy Follow Up to Public Meeting

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.034](#)

This report is a follow up to the January 24, 2022 Public Meeting scheduled to receive comments on the proposed revisions to the Town's Hiring of Employees Policy, POL.COR.07.06 as is required under the Town's Provision of Notice and Manner of Giving Notice to the Public Policy POL.COR.07.03.

Revisions to Sale and Other Disposition of Land Policy Follow Up to Public Meeting

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.039](#)

This report provides a brief update as to the proposed next steps that staff are recommending as a result of the Public Meeting held on January 24, 2022.

ROMA Conference (2022) Delegation Follow Up

Will be discussed during the FAF section on the Agenda

[Staff Report FAF.22.036](#)

This report provides a follow up to the previous direction of Council to apply to Provincial Ministries to make delegations during the 2022 Rural Ontario Municipalities Association (ROMA) Conference.

Sidewalk Winter Maintenance

Will be discussed during the CSOPS section on the Agenda

[Staff Report CSOPS.22.020](#)

The purpose of this report is to bring forward an option for Council to consider positioning Town staff to provide a strategic implementation plan for consistent winter sidewalk snow removal that includes the consideration of equipment, resources, legal responsibilities, and consistency throughout the Municipality where municipally owned sidewalks exist and are planned for.

Water Operations Update – September to December 2021

Will be discussed during the CSOPS section on the Agenda

[Staff Report CSOPS.22.012](#)

This report provides an overview of the Town's drinking water system activities for the period of September 2021 to December 31, 2021. The Town continues to provide quality drinking water to Town residents and visitors in compliance with regulatory requirements.

Water Summary Report – 2021

Will be discussed during the CSOPS section on the Agenda

[Staff Report CSOPS.22.016](#)

This report provides an overview of the Town's drinking water system activities in 2021. The Town continues to operate its Water System in accordance with all Provincial Legislative requirements.

Committee of Council Reports

These reports outline the recommendations from the various Committees of Council for consideration and adoption by Council.

[Joint Municipal Physician Recruitment and Retention Committee, January 20, 2022](#)

[Sustainability Advisory Committee, December 14, 2021](#)

[Transportation Committee, February 10, 2022](#)

Upcoming Meetings

Date	Meeting Title	Location	Time *subject to change
February 23, 2022	Special Council Meeting	Town Hall, Council Chambers	9:00 am
February 28, 2022	Council	Town Hall, Council Chambers	9:00 am
March 1, 2022	Committee of the Whole	Town Hall, Council Chambers	9:00 am

The Committee of the Whole considers staff reports and makes recommendations to Council. Please note the recommendations from the February 15, 2022 Committee of the Whole meetings will be considered by Council at the February 28, 2022 Council meeting. Until items are approved at a Council Meeting, they are not considered final.

Connect with Town Staff

Chief Administrative Officer (CAO)	Shawn Everitt 519-599-3131 ext. 282
Manager of Communications and Economic Development	Tim Hendry 519-599-3131 ext. 282
Town Clerk	Corrina Giles 519-599-3131 ext. 232
Mayor	Alar Soever 519-599-3131 ext. 400

NOTE: Please note that this document is meant for information purposes only and is **not an official record** in Council proceedings. For a complete list of items being discussed at Committee of the Whole, please refer to the official [agenda](#). If you have any further questions or need clarity about submitting comments, please contact the Town Clerk by email townclerk@thebluemountains.ca or by phone 519-599-3131 ext. 232.

