

The Corporation of The Town of Parry Sound

Council Meeting Minutes December 1, 2020

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## **Minutes**

### **Date:**

December 1, 2020

### **Time:**

7:05 P.M. (Closed 6:30 PM)

### **Location:**

Via Zoom Video Conference

### **Members Present:**

Mayor McGarvey, Councillor Backman, Councillor Borneman, Councillor Burden, Councillor Horne, Councillor Keith, Councillor Doug McCann

### **Staff Present:**

CAO Clayton Harris, Clerk Rebecca Johnson, Director of Finance Stephanie Phillips, Director of Development & Protective Services Dave Thompson, Director of Public Works Mike Kearns, Manager of Building and Planning Services Taylor Elgie, Manager of Infrastructure & Technology Forrest Pengra, Manager of Parks & Recreation April McNamara, Bobby Orr Hall of Fame Curator Caitlin Dyer, Stockey Centre Programming & Events Manager Nicole Mullen, Manager of POA Court Services Andre Couture, Chief Building Official John Este, In-coming Chief Building Official Mark Vandermeer.

## **Presentations: N/A**

Prior to the Council meeting, Council moved to a meeting closed to the Public per the following:

### **Resolution 2020 - 132**

**Moved by Councillor Burden**

**Seconded by Councillor Borneman**

That pursuant to Section 239(2) of the Municipal Act, R.S.O. 2001, Chapter 25, as amended, the Council of the Corporation of the Town of Parry Sound move to a meeting closed to the public in order to address matters pertaining to:

i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization, (**EMS Human Resources issue**)

k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, (**EMS Contract**);

**Carried**

**1.1 Additions to Agenda/Notice of Motion**

**1.2 Prioritization of Agenda**

**1.3 Adoption of Agenda**

**Moved by Councillor McCann**

**Seconded by Councillor Burden**

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That the Council agenda for December 1, 2020 be approved as circulated.

**Carried**

#### **1.4 Disclosure of Pecuniary Interest and the General Nature Thereof**

**1.4.1** Cllr. Horne declared Pecuniary Interest on item 9.2.2 - 2021 Land Ambulance Budget as his spouse who is CFO of the West Parry Sound Health Centre is directly involved in the 2021 Land Ambulance 2021 Budget process. During the item, Councillor Horne left the room, did not participate in discussion nor vote on the resolution.

### **2. Public Meeting**

### **3. Minutes and Matters Arising from Minutes**

#### **3.1 Adoption of Minutes**

**Moved by Councillor Keith**

**Seconded by Councillor Burden**

That the Minutes from the Regular Council meeting held November 17, 2020 be approved as circulated.

**Carried**

#### **3.2 Questions of Staff**

**3.2.1** In response to Mayor McGarvey's inquiry regarding the Christmas and Toy Food Drive, Fire Chief Dave Thompson reported that the Fire Department's food drive usually conducted door to door, will instead this year be done by soliciting donations at numerous locations in Town this Saturday. The EMS Toy Drive is also being modified this year; donors are encouraged to send cheques to the EMS Base at 99 Bowes Street, or submit e-transfer to e-mail address [psemstoydrive@gmail.com](mailto:psemstoydrive@gmail.com)

Financial donations are spent locally to purchase toys.

**3.2.2** In response to Councillor McCann's inquiry regarding a ratepayer's concern about a notice received regarding parking on the lawn, Mr. Thompson reported that one of the major complaints the By-law Enforcement Department receives deals with clean yards, particularly front yards, and vehicle parking thereon. The zoning by-law governs parking including that of licensed and unlicensed vehicles, recreational vehicles, etc. The By-law Enforcement Department's approach is to contact people who are mis-parking to educate them on options and opportunities to come into compliance with the By-law. The By-law Enforcement Department enforces both the Property Standards and Clean Yards By-laws as set by Council from both a pro-active and reactive approach. Council can change the by-laws to address different issues if it wishes.

**3.2.3** In response to Councillor Backman's inquiry on whether there has been an increase in parking violations on properties as a result of the zoning by-law amendment recently passed permitting additional units, Mr. Thompson reported that they have not seen a direct relationship. Generally parking issues are related to funny shaped lots, small driveways, small side yards, etc.

**3.2.4** In response to Councillor Keith's inquiry regarding the response to snowfall today and the seasonal lights up on Town property, Director of Public Works Mike Kearn confirmed that plowing operations went well in today's first major snow fall and that it was indeed Town staff who put up lights on the evergreen trees at the Town office and at Market Square Park.

## **4. Correspondence**

**4.1** Nick Ryeland, Park to Park Trail

RE: 2020 Funding Request

Referred to Director of Financial Services

**4.2** Beth Morton, Clerk-Administrator, Township of Perry

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RE: Opposition to Closure of Drive Test Centre in Sundridge - Filed

**4.3** Minister Cho, Ministry of Seniors & Accessibility

RE: Response to request for extension of Website compliance deadline - Filed

**4.4** Hanif Dato

RE: Request for winter maintenance Geewadin Road extension

Referred to Director of Public Works for research and response.

**4.5** Parry Sound Affordable Housing Development Corporation

RE: Support request for PSAHDC's outreach to increase affordable housing.

Referred to item 9.3.1

## **5. Deputations**

**5.1** David Bywater, Benjamin John, Georgian Bay Biosphere

RE: ICECAP (Integrated Community Energy and Climate Action Plans) Progress Report

From a prepared power point presentation, Mr. Bywater and Mr. John addressed Council with respect to progress that the ICECAP Regional partnership made in 2020 and plans for 2021, noting the following:

- The partnership is a regional approach with identified current members, potential members and community partners.
- Of the five milestones identified by the Federation of Canadian Municipalities (FCM) Partners for Climate Protection program, the first milestone to establish a baseline greenhouse gas (GHG) emissions inventory and forecast has been completed for both the community and municipal operations.
- highlights of 2020 included launching the "carbon calculator", conducting webinars, studies, writing articles, and within the community assessment - including recreational

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vehicle emissions - the first communities in Canada to be including this category which is getting attention from the Federation of Canadian Municipalities (FCM) and federal partners.

- Corporate (i.e. the Corporation of the Town of Parry Sound) baseline GHG emissions data was collected for transportation, buildings, streetlights, solid waste and water & wastewater with three major areas of GHG emissions being buildings, fleet, and water/wastewater infrastructure.

- combined numbers produced a baseline at year 2016 upon which to compare in future; if operations continue "business as usual", the GHG emissions are anticipated to rise 12% by 2030; financial costs associated can also be expected to rise.

- the next milestone in the ICECAP program includes setting a target reduction rate.

- although a more complex task, similar data analysis was done for the broader community which shows community transportation produces the most GHG emissions, specifically from vehicles on the road, followed by commercial, institutional and residential sectors with values typical of an urban-rural community like Parry Sound.

- Combined numbers for the community also produced a baseline at year 2016, with a business as usual forecast of 11.8% increase in year 2030.

- The proposed 2021 workplan includes three program areas: ICECAP Regional Activities; Milestones 2 & 3 of the Municipalities Partners for Climate Protection Program; and First Nations Climate Action. Milestones 2 and 3 represent a significant body of work in setting corporate and community reduction targets and establishing a climate change action plan.

- In order to undertake the 2021 workplan, \$14,500 is requested per municipal member which for Parry Sound represents 13.5% of the 2021 budget, with other funding coming from other ICECAP members, Georgian Bay Biosphere and other funding sources.

**5.2** Nadine Hammond, Curator/Manager, Rob Wood, Board Chair Museum on Tower Hill

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RE: 2021 Funding Request and 2020 Annual Report

Ms. Hammond addressed Council with respect to a review of last year's operations, including the following:

- March sprinkler system froze and burst causing water damage in the hallway; the company who repaired it also donated materials and services to repair exterior siding, seal off the attic from rodents and replace insulation.
- COVID altered how the public was able to access the museum spaces which reduced revenues from admissions and gift shop sales.
- Over 15 groups to date have experienced a new exhibit - the Adam Brown adventure, sponsored by Team Marshall and Georgian Bay Software - which has received positive feedback.
- Genealogy group continues to meet monthly.
- "Giving Tuesday" today raised \$6,000 well in excess of the \$1,000 goal with Sobey's matching donations up to \$500.00.
- Next year plans including fixing ageing building, opening new train exhibit, Trappers Cabin, launching a docent program to provide tours of the exhibition and launching new digital content.

Mr. Wood addressed Council commending Ms. Hammond's work, committing the Board to supporting her work in 2021, and inviting members of Council to experience the Adam Brown Adventure at the Museum.

In response to Council questions about the financial state of the Museum, Ms. Hammond reported that the museum was not able in 2020 to generate the funds it normally does, because of COVID restrictions; museums are typically underfunded federally and provincially; available funding is often specific to programming and the challenge the Museum is facing is to fund basic building maintenance shortfall.

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Mayor McGarvey noted that the Museum's funding request would be part of the Town's budget process.

## **6. Mayor & Councillors' Reports**

Mayor & Councillors reported on meetings attended and matters arising.

## **7. Ratification of Matters from Closed Agenda**

## **8. Consent Agenda**

## **9. Resolutions and Direction to Staff**

### **9.1 Public Works**

#### **9.1.1 Waste Diversion and Transition Legislation Comments**

Spokesperson: Mike Kearns, Director of Public Works

#### **Resolution 2020 - 133**

**Moved by Councillor McCann**

**Seconded by Councillor Backman**

That Council receive the Report attached as Schedule A regarding waste diversion and transition legislation and direct staff to provide comments consistent with the Report, on the proposed legislation as listed in the Environmental Registry as - ERO number 019-2579 prior to the December 3, 2020 deadline.

**Carried**

### **9.2 Development and Protective Services**

#### **9.2.1 Building Permit Software**

Spokespersons: Taylor Elgie, Manager of Building and Planning Services



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Forrest Pengra, Manager of Infrastructure & Technology

**Resolution 2020 - 134**

**Moved by Councillor McCann**

**Seconded by Councillor Keith**

That Council accepts the proposal from Evolta Software Inc. for e-permitting (building permit) software ("Cloudpermit") and authorizes staff to enter into an e-permit Service Agreement with Evolta Software Inc.

**Carried**

**9.2.2 2021 Land Ambulance Budget**

Spokesperson: Dave Thompson, Director of Development and Protective Services

**Resolution 2020 - 135**

**Moved by Councillor Borneman**

**Seconded by Councillor Keith**

That upon the recommendation of the EMS Advisory Committee the 2021 Land Ambulance Operating Budget be approved with a 4.85% levy increase over the 2020 approved budget in a total amount of \$9,986,873; and

That a Land Ambulance Capital Budget be approved in the amount of \$460,000 to be funded from the EMS Capital Reserve Fund.

**Carried**

**9.2.3 Sign Variance - 1 Pine Drive - 2020**

Spokesperson: John Este, Chief Building Official

**Resolution 2020 - 136**

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**Moved by Councillor Keith**

**Seconded by Councillor Horne**

That Council authorizes and directs the Chief Building Official to issue a permit for 4 signs on the site of 1 Pine Drive pursuant to the variances and permissions attached as Schedule A.

**Carried**

### **9.3 CAO's Office/Administration**

#### **9.3.1 Support for Parry Sound Affordable Housing Development Corporation**

Spokesperson: Clayton Harris, CAO

#### **Resolution 2020 - 137**

**Moved by Councillor Burden**

**Seconded by Councillor Borneman**

Whereas the Parry Sound Affordable Housing Development Corporation has submitted a letter and would appreciate support from the Town of Parry Sound in their efforts to increase the number of affordable housing units serving West Parry Sound; and

Whereas there is an ongoing demand for affordable housing units in Parry Sound and the surrounding area; and

Whereas the Parry Sound Affordable Housing Development Corporation works in partnership with many organizations to increase the number of affordable housing units to serve Parry Sound, and

Whereas the Parry Sound Affordable Housing Development Corporation commits that neither it nor its successor organization(s) will seek an exemption from property taxes under the Assessment Act,

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Now Therefore the Council of the Corporation of the Town of Parry Sound does hereby support the Parry Sound Affordable Housing Development Corporation's efforts in search of opportunities to increase the number of affordable housing units to serve Parry Sound.

**Carried**

**9.3.2** Xplornet's proposal to the Province under the Improving Connectivity for Ontario (ICON) program

Spokesperson: Clayton Harris, CAO

**Resolution 2020 - 138**

**Moved by Councillor Keith**

**Seconded by Councillor McCann**

Whereas Xplornet has requested support from the Town of Parry Sound for their submission to the Province under the Improving Connectivity for Ontario (ICON) program, and

Whereas the past months have demonstrated the importance of connectivity, especially for the more rural areas of Ontario, and

Whereas the post-pandemic recovery offers the opportunity to provide the necessary tools for rural Ontario's success in the digital economy, including education through virtual learning, eHealth, economic development and by supporting residents working from home, and

Whereas Xplornet's project will build 2,650 km of new fibre across the province, providing direct fibre connections in the rural areas of Parry Sound, including the connection of 1 new macro tower site and 1 new wireless microsite to fibre in Town,

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Now Therefore the Council of the Corporation of the Town of Parry Sound does hereby support Xplornet's proposal to the Province under the Improving Connectivity for Ontario (ICON) program.

**Carried**

#### **9.4 Finance and POA Court Services**

##### **9.4.1 Financial Variance Report for Third Quarter of 2020**

Spokespersons: Stephanie Phillips, CPA, CMA - Director of Finance / Treasurer

April McNamara - Manager of Parks & Recreation

Nicole Mullen - Stockey Centre Programming & Events Manager

##### **Resolution 2020 - 139**

**Moved by Councillor Burden**

**Seconded by Councillor Keith**

That Council hereby receives and accepts the variance report for the Third Quarter of 2020 (September 30, 2020); and

That Council hereby approves the expenses for Council members for the period from January 1, 2020 to September 30, 2020.

**Carried**

##### **9.4.2 RFP - General Insurance and Risk Management Services**

Spokesperson: Stephanie Phillips, CPA, CMA, Director of Finance / Treasurer

##### **Resolution 2020 - 140**

**Moved by Councillor Borneman**

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**Seconded by Councillor McCann**

That Council accept and award the proposal for the Corporation's general insurance and risk management services to BFL Canada, including Wharfingers/Terminal Operators insurance, at the premium cost of \$451,169 plus sales tax for the one-year period ending December 15, 2021; and

That staff be authorized to negotiate and award other coverages up to a value of \$16,295 plus sales tax.

**Carried**

**10. By-laws**

**10.1 Public Works**

**10.1.1** Community Sharps Bin - Agreement North Bay-Parry Sound District Health Unit

Spokesperson: April McNamara, Manager of Parks & Recreation

**By-law 2020 - 7090**

Being a By-law to authorize the execution of an agreement with the North Bay-Parry Sound District Health Unit for a Community Sharps Bin Program.

**Read a First, Second and Third time, Passed, Signed and Sealed**

**10.2 Development and Protective Services**

**10.2.1** Appoint a Chief Building Official and Amend other building official appointments

Spokespersons: Taylor Elgie, Manager of Building and Planning Services

**By-law 2020 - 7085**

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Being a By-law to Appoint Mark Vandermeer as Chief Building Official and amend or revoke other related Building Official Appointment By-laws.

**Read a First, Second and Third time, Passed, Signed and Sealed**

Mayor McGarvey remarked upon just deputized John Este's coming retirement and welcomed Mark Vandermeer to the role of CBO and employment with the Town.

#### **10.2.2 EMS Lease of a portion of the Humphrey Fire Hall**

Spokesperson: Dave Thompson, Director of Development and Protective Services

**By-law 2020 - 7086**

Being a By-law to authorize the execution of an agreement with the Township of Seguin for the lease of a portion of the Humphrey Fire Hall for an EMS Base.

**Read a First, Second and Third time, Passed, Signed and Sealed**

#### **10.2.3 Big Sound Marina Breakwater and Dock C contract execution**

Spokesperson: Dave Thompson, Director of Development and Protective Services

**By-law 2020 - 7087**

Being a bylaw to authorize the execution of a contract with Kropf Industrial Inc for the replacement of the Breakwater and Dock C at the Big Sound Marina

**Read a First, Second and Third time, Passed, Signed and Sealed**

### **10.3 CAO's Office/Administration**

#### **10.3.1 Return of Financial Donation to Phil Morse for Outdoor Rink Project**

Spokesperson: Caitlin Dyer, Bobby Orr Hall of Fame Curator

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**By-law 2020 - 7091**

Being a By-law to Authorize the Return of a Donation to Phil Morse

**Read a First, Second and Third time, Passed, Signed and Sealed**

**10.4 Finance and POA Court Services**

**10.4.1** Commencement of Fees and Charges for Servicing Dennis & Macklaim Drive.

Spokesperson: Stephanie Phillips, Director of Finance / Treasurer

**By-law 2020 - 7088**

Being a By-law to impose fees/charges for the recovery of the cost of capital works within portions of Plan M405 (Servicing Dennis and Macklaim Drive).

**Read a First, Second and Third time, Passed, Signed and Sealed**

**10.4.2** Intermunicipal tax roll agreements with Whitestone, Magnetawan, Strong, and Armour.

Spokesperson: Andre Couture, Manager of POA Court Services

**By-Law 2020 - 7089**

Being a By-law to authorize the execution of four intermunicipal tax roll agreements with: the Corporation of the Municipality of Whitestone; the Corporation of the Township of Magnetawan; the Corporation of the Township of Strong; and the Municipal Corporation of the Township of Armour, for the purposes of adding POA defaulted fines to the tax roll.

**Read a First, Second and Third time, Passed, Signed and Sealed**

**10.5 Other Business**

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**10.5.1** Confirming by-law

**By-law 2020 - 7092**

Being a By-law to confirm the proceedings of Council.

**Read a First, Second and Third time, Passed, Signed and Sealed**

**11. Adjournment**

Mayor McGarvey adjourned the Meeting at 9:50 PM

Personal Information collected in Section 2. Public Meeting, Section 4. Correspondence and/or Section 5. Deputations is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), Section 21. (1) c and will be used to create a record available to the general public.

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Mayor Jamie McGarvey

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Clerk Rebecca Johnson