

THE CORPORATION OF THE TOWN OF GEORGINA

COUNCIL MINUTES

Wednesday, April 1, 2015
9:00 AM

Staff:

Winanne Grant, Chief Administrative Officer
Harold Lenters, Director of Planning and Building
Rebecca Mathewson, Director of Administrative Services and Treasurer
Steve Richardson, Director of Emergency Services and Fire Chief
Tanya Thompson, Communications Manager
Phil Rose-Donahoe, Manager of Cultural Services
David Reddon, Manager/Taxation and Revenue
Scott Luebke, Senior Buyer
Gagan Sandhu, Infrastructure and Operations Manager
Karyn Stone, Economic Development Officer
Darlene Carson-Hildebrand, Deputy Treasurer
Rod Larmer, Manager of Building and Chief Building Official
Shawn Conde, Information Technology Manager
Michele Vandentillaart, The Link Program Coordinator
John Espinosa, Town Clerk
Carolyn Lance, Council Services Coordinator

Others:

Trina West, P.A.W.S. of Georgina, Item No. 9.1
Joanne Henderson
Andrew Walasek, Manager, Municipal Engagement, Government Affairs, Canada Post,
Item No. 10.1
Isaac Ransom, Manager of Municipal Engagement, Canada Post Corporation, Item No.
10.1
Corinne Ennis, Chair, Uptown Keswick BIA, Item No. 9.2
Glenn Lang, N6, Item No. 10.2

1. CALL TO ORDER - MOMENT OF MEDITATION

A moment of meditation was observed.

2. ROLL CALL

The following Council Members were present:

Mayor Quirk
Councillor Davison
Councillor Harding
Councillor Sebo

Regional Councillor Wheeler
Councillor Fellini
Councillor Neeson

Katie Kipling, Animal Shelter employee, and Mayor Quirk, presented a four-month old kitten currently available for adoption at the Georgina Animal Shelter.

3. COMMUNITY ANNOUNCEMENTS

3.1 Presentation to Scott Luebke, Senior Buyer, of Certified Professional Public Buyer (CPPB) Credential certificate.

Mayor Quirk congratulated Scott Luebke, Senior Buyer, for earning his Certified Professional Public Buyer (CPPB) Credential and presented a framed certificate to Scott at this time.

4. INTRODUCTION OF ADDENDUM ITEM(S)

Item No. 13.2.1.2 Report No. OED-2015-0009, entitled "The Link; Boiler Replacement, North Wing Demolition, Window Pane Replacements and IT Infrastructure Requirements" was circulated under separate cover

Item No. 21.1 withdrawn

5. APPROVAL OF AGENDA

Moved by Councillor Davison, Seconded by Regional Councillor Wheeler

RESOLUTION NO. C-2015-0264

That the April 1, 2015 Council agenda be approved with the following addendum items;

Item No. 13.2.1.2 Report No. OED-2015-0009, entitled "The Link; Boiler Replacement, North Wing Demolition, Window Pane Replacements and IT Infrastructure Requirements" was circulated under separate cover

Item No. 21.1 withdrawn

6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Mayor Quirk declared a pecuniary interest in Item No. 10.1 concerning the proposed Canada Post mail delivery conversion from door-to-door delivery to community mail boxes, as she owns property in the subject area.

7. ADOPTION OF MINUTES *None.*

8. SPEAKERS *None.*

9. DELEGATIONS/PETITIONS

- 9.1 Trina West, P.A.W.S. of Georgina, promoting the annual cat spay/neuter blitz for the months of March and April.

Trina West, founder and president of the Promoting Animal Welfare Society (P.A.W.S.), advised that during the months of March and April, P.A.W.S. is offering a cat spay/neuter blitz. A program is offered for all cats and dogs for Georgina residents year round, but during the months of March and April, rebates are increased for cats in an effort to reduce the population at an opportune time. Ms. West noted that she has issued thousands of vouchers and rebates for both cats and dogs and the program has worked well.

- 9.2 Corinne Ennis, Chair, Uptown Keswick Business Improvement Area (BIA), advising of upcoming projects and events in 2015.

Corinne Ennis, Chair of the Uptown Keswick BIA, advised of the annual Music In The Streets event to be held on Saturday, June 27th, as well as the annual Harvest Festival on Saturday, September 12th. The BIA is working toward directional signage, a beautification project and a marketing initiative to bring people back to the downtown Keswick shopping area following two years of construction.

10. PRESENTATIONS

Mayor Quirk declared a pecuniary interest in Item No. 10.1 concerning the proposed Canada Post mail delivery conversion from door-to-door delivery to community mail boxes, as she owns property in the subject area; Mayor Quirk left the Chambers and did not participate in any discussion or vote regarding this issue; Deputy Mayor Wheeler assumed the position as Chair in Mayor Quirk's absence.

10. PRESENTATIONS cont'd

- 10.1 Andrew Walasek, Manager, Municipal Engagement, Government Affairs, and Isaac Ransom, Manager of Municipal Engagement, Canada Post Corporation, respecting its residential delivery service.

Andrew Walasek addressed Council as follows:

- community boxes will serve roughly 4 million residents.
- Canada Post will ensure a thoughtful transition from door-to-door to community mailbox mail delivery service.
- Canada Post, over the past decade, experienced an irreversible rise in digital communication, resulting in less mail and more addresses which do not add up to a sustainable future.
- changes are necessary to secure postal service for all Canadians.
- Stamp prices have increased, operations are being streamlined, more retail locations are being opened for convenience to customers, labour costs are being addressed and approximately 5 million addresses will be converted from door-to-door delivery to community mail boxes.
- door-to-door delivery costs twice as much as delivering to community mailboxes totaling a half a billion dollars in annual cost savings.
- residents will face challenges and Canada Post has mailed out a questionnaire, asked residents to inform them if they require assistance with regard to potential challenges related to disabilities and mobility related challenges. Canada Post can offer, at no charge, assistance to those with challenges.
- sites are to be as unobtrusive as possible, away from windows and driveways, set back from intersections and close to street lighting wherever possible.
- delivering more parcels due to on-line shopping and community mailboxes will contain larger parcel compartments.
- anti-graffiti wrap on mailboxes and Canada Post will clean any graffiti within 48 hours
- will keep residents involved through the conversion process through mail and website.
- Canada Post did manage a small profit in 2014 but the decline of letter mail is growing
- public forum is not the most efficient way to deal with the needs of residents. Prefer to deal with customers on an individual basis to find solutions that suit them
- have spoken with many organizations to put together an accommodation program for residents to access their mail; key-turner for those with arthritis, lower boxes for those with a height issue such as a wheelchair, and if someone is not able to get out of their home, Canada Post will consider a once per week delivery to the door.
- spoken with Federation of Canadian Municipalities (FCM) to ensure no costs are downloaded to municipalities. Small fee allocated to municipalities for each site for work to be done at staff level. Graffiti, snow removal, all Canada Post responsibilities.
- not all sites have lighting and Canada Post will not pay for that at every site but through planning process, they look for sites with existing lighting.
- Canada Post does not lease property for mailboxes. It can put up street furniture because it is mandated by the government to deliver mail. Will not install mailboxes without consultation with towns.

10 PRESENTATIONS cont'd

- required to reinvest all profits into the Corporation for machinery upgrades, plant constructions, to secure postal service
 - it is the responsibility of the customer to be respectful and to take home unwanted ad mail for recycling. Canada Post is paid by companies to deliver company ads. If complaint is received, Canada Post will clean up a site of ad mail and issue a reminder letter to customers to be respectful.
 - conversion will not result in job loss, but in some cases the type of work may change
 - Canada Post will choose sites that meet most of the criteria. If alternate location believed by residents to be more suitable, Canada Post will look at it and if alternate site is equal or exceeds the original site, will choose alternate site.
 - will be door-knocking to those living close to potential sites.
- Will try to find the best site that meets most of the criteria. Will install culverts, etc, to make site as accessible as possible.
- no post offices will be affected by this conversion.
 - will respect all collective agreements when it comes to transferring employees. If require less employees, won't hire someone to replace retired employee if no work to do.
 - met with Mayor and Chief Administrative Officer in January
 - going forward, all communications will be shared with all Councillors
 - preliminary work conducted on the number of boxes; 145 sites to be reviewed in Georgina.
 - the decision has been made to convert door-to-door delivery to community mailbox delivery

Winanne Grant, Chief Administrative Officer, advised that Mr. Walasek contacted the municipality and met with Mayor Quirk and herself, at which time the Mayor determined that she had a conflict of interest. Town staff requested a Canada Post representative to make a presentation to Town Council, resulting in Mr. Walasek's presence at this meeting.

Moved by Councillor Sebo, Seconded by Councillor Fellini

RESOLUTION NO. C-2015-0265

That the presentation made by Andrew Walasek, Manager, Municipal Engagement, Government Affairs, Canada Post Corporation, concerning the conversion of door-to-door mail delivery to community mailbox delivery, be received.

Carried.

Mayor Quirk returned to the Chambers and resumed the chair at this time.

10. PRESENTATIONS cont'd

10.2 Glenn Lang, Northern Six (N6 Municipalities of York Region) respecting an overview of the N6 Shared Services Study.

Glenn Lang from the Region of York, addressed Council as follows:

- he has a strategic planning background in both the public and private sector, is a professional facilitator and has led similar types of program reviews in the past.
- N6 is a collaboration of the northern six municipalities of York Region.
- joint Chief Administrative Officer's group meets regularly.
- intent is to strive to find better, innovative and cost effective ways to delivery services.
- comprehensive study being conducted to recommend and prioritize further partnership, collaboration and shared service opportunities among N6 municipalities.
- looking to build upon past successes and current work of the N6 partners, collaborations that will lead to cost reductions and/or improved service
- prioritize areas for N6 partnerships and collaborators
- Other joint initiatives;
- develop common risk management program, storm water management program
- creation of centralized and shared procurement group
- shared energy specialist, emergency preparedness & business continuity specialist
- centralize distribution and processing of taxation and water billing

Winanne Grant, Chief Administrative Officer, advised that Fire Services, Library Services and other boards were not part of the scope of the shared services study but Fire Chiefs and CAOs are considering shared services. Ms. Grant advised that the Georgina Evaluation Team is comprised of Darlene Carson-Hildebrand, Rod Larmer and Gagan Sandhu who have been conducting background work and preparing evaluation criteria.

Mr. Grant advised that the N6 initiative has allowed this type of discussion/assessment/research without the pressures of looking at organizational realignment. All municipalities are committed to participating in the analysis and shared services, with Georgina leading.

Moved by Regional Councillor Wheeler, Seconded by Councillor Davison

RESOLUTION NO. C-2015-0266

That the presentation by Glenn Lang providing an overview of the Northern Six (N6 Municipalities of York Region) Shared Services Study, be received.

Carried.

11. DETERMINATION OF REPORTS ON THE CONSENT AGENDA REQUIRING SEPARATE DISCUSSION

- Item No. 13.2.1.1 Verbal Report from staff respecting The Link Construction Update and required approvals for Change Orders
- Item No. 13.2.1.2 Report No. OED-2015-0009, The Link; Boiler Replacement, North Wing Demolition, Window Pane Replacements and IT Infrastructure Requirements
- Item No. 13.2.2.1 Report No. DAS-2015-0016, 2015 Rate-Supported Budgets for Water and Sewer Services and Associated User Rates

12. PUBLIC MEETINGS

- a. STATUTORY MEETING(S) UNDER THE PLANNING ACT OR MEETINGS PERTAINING TO THE CONTINUATION OF PLANNING MATTERS *None.*
- b. STATUTORY MEETING(S) UNDER OTHER LEGISLATION *None.*
- c. OTHER PUBLIC MEETINGS *None.*

13. RESOLUTION TO MOVE INTO COUNCIL IN COMMITTEE

Moved by Councillor Neeson, Seconded by Councillor Harding

That Council move into Council in Committee at this time.

Carried.

Moved by Regional Councillor Wheeler, Seconded by Councillor Neeson

That Council recess at 10:30 a.m.

Carried.

The Council Meeting resumed at 10:46 a.m.

13.1 ADOPTION OF REPORTS ON CONSENT AGENDA NOT REQUIRING SEPARATE DISCUSSION *None.*

13.2 CONSIDERATION OF REPORTS ON THE CONSENT AGENDA
REQUIRING SEPARATE DISCUSSION

13.2.1 Reports from the Recreation and Culture Department:

13.2.1.1 Verbal Report from staff respecting The Link Construction
Update and required approvals for Change Orders

Staff circulated the handouts to Council and Department Heads at this time.

Phil Rose-Donahoe, Manager of Cultural Services, provided a verbal update on The Link construction project.

- six weeks behind schedule
- mural project moving forward
- grant opportunities
- substantial completion mid-May of area currently being renovated in contract
- Rewilding Session of March 25th; riverfront is a sensitive area, no intensive development near the river, and design will reflect this concern. Ended up with 40 programming ideas for the space and a better idea of what is trying to be accomplished with The Link.
- separate accessible washroom can be called a 'family washroom'

Moved by Regional Councillor Wheeler, Seconded by Councillor Harding

RESOLUTION NO. C-2015-0267

That Council approve The Link Contemplated Change Order (CCO) 013, 019 and 020 to install a horn/strobe light for the universal washroom as required by the AODA, to install back boxes for automatic door openers and to provide power to the automatic door operator in Room 105 in the total amount of \$4,348.00 to be drawn from the construction contingency.

Carried.

13.2.1.2 The Link; Boiler Replacement, North Wing Demolition,
Window Pane Replacements and IT Infrastructure
Requirements

Report No. OED-2015-0009

Note; Report title and number differs from the printed version in the agenda index.

Phil Rose-Donahoe summarized the report at this time.

- Boiler design completed, cost not to exceed \$350,000

13.2 CONSIDERATION OF REPORTS ON THE CONSENT AGENDA REQUIRING SEPARATE DISCUSSION cont'd

- window pane replacement included, but a number of windows broken since that time.
- original intent to provide basic backbone infrastructure only.
- Electronic sign not feasible, using \$60,000 signage funding toward I.T. infrastructure costs.

Dan Pisani;

- current monitor system needs to be updated.
- air conditioning system to be built in, to provide for appropriate temperature and fresh air.
- Boiler would be a change order in the existing contract.

Shawn Conde, Information Technology Manager, explained that wiring is necessary for wireless internet access, much as the system in the Civic Centre. Should last 25 to 50 years.

Phil Rose-Donahoe;

- window pane replacement will be the last issue dealt with before substantial completion and occupancy due of risk of vandalism.
- window panes don't include UV protection; some will have security film as a preventative measure to prevent breakage.

Moved by Regional Councillor Wheeler, Seconded by Councillor Davison

RESOLUTION NO. C-2015-0268

1. That Council receive Report No. OED-2015-0009 prepared by the Operations and Engineering Department dated April 1, 2015 respecting the Link boiler replacement, north wing demolition, window pane replacement and IT infrastructure requirements.
2. That Council approve the demolition of the North Wing at The Link at a cost not to exceed \$155,000.
3. That Council approve all necessary window pane replacements at a cost not to exceed \$50,000.
4. That Council approve all necessary Information Technology (IT) infrastructure requirements at The Link at a cost not to exceed \$76,000.

13.2 CONSIDERATION OF REPORTS ON THE CONSENT AGENDA
REQUIRING SEPARATE DISCUSSION cont'd

5. That Council approve the reallocation of \$60,000 from the Contingency Reserve, originally allocated for the installation of an electronic pylon sign, to the costs for the above-noted IT requirements.
6. That Council approve redirecting the 2015 contribution to the Reserve for Leisure Facilities of \$293,000 to the capital investment outlined above, and that the balance of \$278,000 of capital investment be funded by the Reserve for Leisure Facilities.
7. That the replacement of the two boilers with associated equipment at The Link be referred to the Chief Administrative Officer to report back to Council with the results of a completed Tender procedure.

Carried unanimously.

13.2.2 Report from the Administrative Services Department:

13.2.2.1 2015 Rate-Supported Budgets for Water and Sewer Services
and Associated User Rates

Report No. DAS-2015-0016

Moved by Councillor Davison, Seconded by Councillor Sebo

RESOLUTION NO. C-2015-0269

1. That Council receive Report No. DAS-2015-0016 prepared by the Administrative Services Department dated April 1, 2015 respecting the 2015 Rate-supported Budgets for Water and Sewer Services and the Associated User Rates.
2. That Council adopt the 2015 Water and Sewer Budgets totaling gross expenditures of \$14,755,600, reflecting an overall increase of 13.2% to the quarterly water and sewer bill for an average home.
3. That the flat rate Capital Cost Recovery Charge be established at \$6.40 per billing for each of water services and sewer services, reflecting an increase of 10.3%.
4. That the rate for water usage be established at \$1.66 per cubic metre, reflecting a 7.8% rate increase.
5. That the rate for sewer services be established at \$2.06 per cubic metre of water used, reflecting an 18.4% rate increase.

13.2 CONSIDERATION OF REPORTS ON THE CONSENT AGENDA
REQUIRING SEPARATE DISCUSSION cont'd

- 6. That the rate for bulk water dispensed from a municipal hydrant or bulk water station to a Town authorized water hauler continue to be established at \$3.33.
- 7. That the above-noted proposed water and sewer rates be effective commencing on the April 2015 billing.
- 8. That Council adopt the by-laws to establish the 2015 Water and Sewer Budget and the by-laws to establish both the water service rates and the sewer service rates, as presented on today's agenda.

A recorded vote was requested. The Town Clerk recorded the vote as follows:

	<u>YEA</u>	<u>NAY</u>
Mayor Quirk	x	
Regional Councillor Wheeler	x	
Councillor Davison	x	
Councillor Fellini	x	
Councillor Harding	x	
Councillor Neeson	x	
Councillor Sebo	x	
	7	0

Carried.

14. RECONVENE TO COUNCIL FROM COUNCIL IN COMMITTEE

Moved by Councillor Davison, Seconded by Councillor Sebo

That Council reconvene into Council from Council in Committee at this time.

Carried.

15. COUNCIL CONSIDERATION OF RECOMMENDATIONS FROM COUNCIL IN COMMITTEE

Moved by Councillor Fellini, Seconded by Councillor Harding

RESOLUTION NO. C-2015-0270

That all reports on the Council in Committee agenda, with the exception of the reports that have been deferred, deleted, tabled or withdrawn be received by Council and the recommendations contained therein, as presented or amended, be adopted.

Carried.

16. COMMUNICATIONS

16.1 General Information Items *None.*

- a) Committee of Adjustment Planning Matters
 - i) Under Review
 - ii) Recommendations
 - iii) Decisions
- b) All other matters *None.*

16.2 Disposition/Proclamations *None.*

17. MOTIONS/NOTICES OF MOTION *None.*

18. REGIONAL BUSINESS *None.*

19. OTHER BUSINESS *None.*

Fire Chief advised of a barn fire on Ravencrest Road.

Councillor Harding inquired if a sidewalk could be included in the reconstruction of Old Homestead Road, down to Forestry Drive, to be joined with the future sidewalk to be constructed on Station Road. Mayor Quirk requested staff to provide a verbal update at the next Council meeting on the Station Road Sidewalk Project.

Councillor Sebo advised that a local quilting group would like to make a quilt in honour of the 125th Anniversary of Sutton.

20. BY-LAWS

Moved by Councillor Davison, Seconded by Councillor Harding

RESOLUTION NO. C-2015-0271

That the following by-laws be adopted as presented:

- 20.1 By-law Number 2015-0052 (PWO-3), being a by-law to establish a sewer service rate structure under Section 391 of the Municipal Act, 2001, for sewer service for the users of the sewerage systems in the Town of Georgina.
(Advisement: Refer to Report No. DAS-2015-0016, Item No. 13.2.2.1 of this agenda)
- 20.2 By-law Number 2015-0053 (PWO-3), being a by-law to establish a water service rate structure under Section 391 of the Municipal Act, 2001, for sewer service for the users of the waterworks systems in the Town of Georgina
(Advisement: Refer to Report No. DAS-2015-0016, Item No. 13.2.2.1 of this agenda)
- 20.3 By-law Number 2015-0054 (PWO-3), being a bylaw to adopt the 2015 Water and Sewer Rate Supported Budget for the Town of Georgina.
(Advisement: Refer to Report No. DAS-2015-0016, Item No. 13.2.2.1 of this agenda)

Carried.

21. CLOSED SESSION

- 21.1 Motion to move into closed session of Council
- I) ADVICE SUBJECT TO SOLICITOR/CLIENT PRIVILEGE,
INCLUDING COMMUNICATIONS NECESSARY FOR THAT
PURPOSE – SECTION 239 (2) (f), MA**
- Update regarding Thane Developments Ltd.
- 21.2 Motion to reconvene into open session of Council and report on matters discussed in closed session.

Council did not convene into a Closed Session; verbal update not available.

22. CONFIRMING BY-LAW

Moved by Councillor Harding, Seconded by Councillor Fellini

RESOLUTION NO. C-2015-0272

By-law No. 2015-0055 (COU-2), a by-law to confirm the proceedings of Council on April 1, 2015.

Carried.

23. MOTION TO ADJOURN

Moved by Councillor Sebo, Seconded by Regional Councillor Wheeler

RESOLUTION NO. C-2015-0273

That the April 1, 2015 Council Meeting adjourn at 12:57 p.m.

Carried.


Margaret Quirk Mayor


John Espinosa, Town Clerk