

# THE CORPORATION OF THE TOWN OF GEORGINA

## SPECIAL COUNCIL MINUTES

Wednesday, October 21, 2015  
9:01 AM

### Staff:

Winanne Grant, Chief Administrative Office  
Rebecca Mathewson, Director of Administrative Services and Treasurer  
Harold Lenters, Director of Planning and Building  
Robin McDougall, Director of Recreation and Culture  
Dan Pisani, Director of Operations and Engineering  
Ron Jenkins, Director of Emergency Services/Fire Chief  
Gagan Sandhu, Infrastructure and Operations Manager  
Mary Baxter, Director of Library Services/CEO  
Tricia Quinlan, Human Resources Manager  
Rod Larmer, Manager of Building and Chief Building Official  
Ryan Cronsberry, Manager of Municipal Law Enforcement/CMLEO  
Robert Fortier, Capital Projects Manager  
Velvet Ross, Planning Manager  
Sharon Bennett, Human Resources Assistant  
Phil Rose-Donahoe, Manager of Cultural Services  
Dan Murnaghan, Manager of Parks and Facilities  
Tanya Thompson, Communications Manager  
Patricia Nash, Deputy Clerk  
Carolyn Lance, Council Services Coordinator

### Others

Joanne Henderson  
David Anderson, President, 4 Roads Management Services Inc, Consultant, (12)(2)(E)

#### 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 (arrived at 9:04am)  
Councillor Harding  
Councillor Sebo

Regional Councillor Wheeler  
Councillor Fellini  
Councillor Neeson

3. COMMUNITY ANNOUNCEMENTS

- Friday, October 30<sup>th</sup>, Halloween Dance at the Egypt Hall, 8:00 pm
- Saturday, October 31<sup>st</sup>, Sutton Legion Halloween dance, 8:00 pm
- Saturday, October 31<sup>st</sup>, Sutton BIA's second annual Halloween Haunt on High Street, 12:00 pm to 4:00 pm
- Friday, October 23<sup>rd</sup>, Udora Lions Club Spaghetti Dinner, 5:30 pm to 7:30 pm
- Saturday, October 24<sup>th</sup>, Pefferlaw Lioness' Hobby and Craft Show, 10:00 am to 2:00 pm
- Saturday, October 24<sup>th</sup>, Port Bolster Hall Board Halloween Party fundraiser, 12:00 pm to 2:00 pm
- Tuesday, November 3<sup>rd</sup>, Club 55 Luncheon at Pefferlaw Lions Hall, 12:00 pm
- Saturday, October 24<sup>th</sup>, Ski and Board Swap at The ROC Chalet, 9:00 am to 4:00 pm
- Tuesday, October 20<sup>th</sup>, Business Event, 75<sup>th</sup> Anniversary of The Briars Resort

3.1 Annual Staff and Volunteer Fire Fighter Service Recognition/Appreciation Ceremony

The following staff members were acknowledged for their years served as employees of the Corporation of the Town of Georgina, with framed certificates and gift cards

15 years:

Barb Antic	David Pickard	Jeff Day
Daniel Brown		

20 years:

Peter Ellis

15 years:

Lori Gardner	Jodi Pridham	Kenneth Collins
Laura Griffin	Lillian Knaud	Tim MacRae
Michael McIntaggart	Price Morris	Ryan Rueckwart
John Sabath	Robert Squires	

20 years:

Murray Hastings	John Langevin	Deyne Lowe
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25 years:

James Kerwin	Greg Thom
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30 years:

Rodney Baker	Lynda Giles	Barry Lance
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35 years:

Mary Scott

Moved by Regional Councillor Wheeler, Seconded by Councillor Neeson

That the Council Meeting recess at 9:25 a.m.

**Carried.**

The meeting resumed at 9:35 a.m.

4. INTRODUCTION OF ADDENDUM ITEM(S)

Additional Information:

Item No. 13(1)(a) additional information respecting the memorandum from Sarah Brislin, Committee Services Coordinator, respecting resolutions from various Advisory Committees requiring Council's attention.

•e-mailed quote and product sheet from Stinson/Owl-Lite for trailer mounted radar speed signs

Item No. 12(2)(b) Page 2 of Report No. RC-2015-0027 missing from agenda

5. APPROVAL OF AGENDA

Moved by Regional Councillor Wheeler, Seconded by Councillor Harding

**RESOLUTION NO. C-2015-0710**

That the agenda, with the following addendum items, be approved

Additional Information:

Item No. 13(1)(a) additional information respecting the memorandum from Sarah Brislin, Committee Services Coordinator, respecting resolutions from various Advisory Committees requiring Council's attention.

•e-mailed quote and product sheet from Stinson/Owl-Lite for trailer mounted radar speed signs

Item No. 12(2)(b) Page 2 of Report No. RC-2015-0027 missing from agenda

**Carried.**

6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF *None.*

7. ADOPTION OF MINUTES *None.*

8. SPEAKERS *None.*

9. DELEGATIONS/PETITIONS *None.*

## 10. PRESENTATIONS

- (1) Mary Baxter, Director of Library Services/CEO, respecting Ontario Public Library Week

**Mary Baxter**, on behalf of the local libraries, expressed appreciation to Council for its on-going support that enables the libraries to provide a wide range of services and programs to the community; welcome centre, tutoring, quiet time, to name a few. Libraries do many things for many people, providing materials and space, noting that libraries are more than just books.

Moved by Councillor Sebo, Seconded by Councillor Davison

**RESOLUTION NO. C-2015-0711**

That the presentation made by Mary Baxter, Director of Library Services/CEO, respecting Ontario Public Library Week and the wide range of services provided to the community, be received and that the week of October 18-24, 2015, be proclaimed Ontario Public Library Week throughout the Town of Georgina.

**Carried.**

11. PUBLIC MEETINGS *None.*

- (1) STATUTORY MEETING(S) UNDER THE PLANNING ACT OR MEETINGS PERTAINING TO THE CONTINUATION OF PLANNING MATTERS *None.*
- (2) STATUTORY MEETING(S) UNDER OTHER LEGISLATION *None.*
- (3) OTHER PUBLIC MEETINGS *None.*

## 12. REPORTS

- (1) ADOPTION OF REPORTS NOT REQUIRING SEPARATE DISCUSSION

Moved by Regional Councillor Wheeler, Seconded by Councillor Fellini

- (A) Award of Supervisory Control and Data Acquisition (SCADA) Proposal

Report No. OED-2015-0045

**RESOLUTION NO. C-2015-0712**

1. That Council receive Report No. OED-2015-0045 prepared by the Operations and Engineering Department dated October 21, 2015 regarding SCADA

2. That Council award the contract for SCADA design and implementation to Summa Engineering Limited in the amount of \$681,468, excluding applicable taxes, and
3. That the CAO be authorized to approve any contingencies that arise up to twenty percent (20%) of the received project costs

**Carried.**

(2) REPORTS REQUIRING SEPARATE DISCUSSION

Reports from the Recreation and Culture Department:

- (B) Verbal Report from staff respecting The Link Construction Update and required approvals for Change Orders

**Phil Rose-Donahoe** provided a verbal report respecting The Link Construction Update, advising that no change orders are contemplated. He reminded Council of the Link Grand Opening on Thursday, November 12<sup>th</sup> from 6:00 p.m. He reported on; October 30<sup>th</sup> deadline for submission of Expressions of Interest, Tenant License Agreements underway, proposed three-week construction schedule for the accessibility ramp, deadline of February, 2016 to apply for capital funding through Trillium, goal to use rewilding funding for curb appeal on south side and community garden on the north side of the property and discussion respecting overflow parking in progress.

Moved by Councillor Neeson, Seconded by Councillor Fellini

**RESOLUTION NO. C-2015-0713**

That the verbal report provided by staff respecting the Link Construction Update be received.

**Carried.**

- (B) Recreation and Culture – Fees and Charges  
Harbour Slip Rates 2016-2018

Report No. RC-2015-0027

**Robin McDougall** advised that in comparison with other marinas and harbours, the Town of Georgina will have very affordable rates.

Moved by Councillor Davison, Seconded by Councillor Neeson

**RESOLUTION NO. C-2015-0714**

1. That Council receive Report No. RC-2015-0027 prepared by the Recreation and Culture Department dated October 21, 2015 respecting Recreation and Culture - Fees and Charges 2016-2018 for Harbour Slip Rates.
2. That Council approve the revised Recreation and Culture Fees and Charges 2016-2018 for Harbour Slip Rates (Attachment 1) and that advisement of the revisions be published in accordance with the provisions of the Municipal Act.
3. That Council consider adoption of a By-Law to approve the revised Recreation and Culture Fees and Charge 2016-2018 for Harbour Slip Rates at its meeting November 18, 2015.

**Carried.**

Report from the Administrative Services Department:

(C) Council Remuneration and One-Third Tax Free Allowance

Report No. DAS-2015-0053

**Rebecca Mathewson** advised that The Municipal Act leaves it up to individual Councils to determine their own remuneration. Also, Council may adopt a by-law to deem one-third of remuneration to Members of Council to be tax-free for the purposes of expenses incidental to the discharge of duties of Members of Council. Should Council choose not to adopt a one-third tax free by-law, then their remuneration becomes fully taxable and the one-third tax free opportunity cannot be reinstated in the future, by this Council or future Councils.

Moved by Councillor Davison, Seconded by Councillor Fellini

**RESOLUTION NO. C-2015-0715**

That Council maintains that one-third of their remuneration shall be deemed tax-free for the 2014 to 2018 Term of Council.

**Carried.**

Moved by Councillor Davison, Seconded by Councillor Fellini

1. That Ward Council salaries be indexed at the average of the comparable municipalities listed on Page 4 (Table 1) of report, effective January 1, 2016.
2. That the Mayor's salary be indexed the same as comparative municipalities effective January 1, 2016

3. That Deputy Mayor's salary remain the same.

**Withdrawn.**

Discussion ensued.

Moved by Councillor Davison, Seconded by Councillor Fellini

**RESOLUTION NO. C-2015-0716**

1. That Ward Councillor's salaries for the Town of Georgina be adjusted to the average index of the comparator municipalities from \$22,522 to \$25,547 listed on page 4 of Report No. DAS-2015-0053 entitled 'Council Remuneration and One-Third Tax Free Allowance', effective January 1, 2016.

A recorded vote was requested; the Deputy Clerk recorded the vote as follows:

	<u>YEA</u>	<u>NAY</u>
Regional Councillor Wheeler	x	
Councillor Davison	x	
Councillor Fellini	x	
Councillor Harding	x	
Councillor Neeson	x	
Councillor Sebo	x	
Mayor Quirk		x
YEA -	6	
NAY -	1	

**Carried.**

Moved by Councillor Davison, Seconded by Councillor Fellini

**RESOLUTION NO. C-2015-0717**

2. That a comprehensive and complete compensation review be undertaken within the next two years to discuss the Region of York comparator municipalities and all three tiers of this Council to be considered for the next term of Council.

A recorded vote was requested; the Deputy Clerk recorded the vote as follows:

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

**Carried unanimously**

Moved by Councillor Davison, Seconded by Councillor Neeson

**RESOLUTION NO. C-2015-0718**

1. That Council receive Report No. DAS-2015-0053 prepared by the Administrative Services Department dated September 9, 2015 respecting Council Remuneration and One-Third Tax Free Allowance.
2. That staff be authorized to draw sufficient funds from the Town's Contingency Reserve to fund any 2015 budgetary impact associated with Council's direction related to Council Remuneration and One-Third Tax Free Allowance.
3. That the Town Clerk notify the Ministry of Municipal Affairs and Housing (MMAH) of Council's decision regarding the one-third portion of Council remuneration that is currently deemed to be expenses incidental to the discharge of duties of Members of Council.
4. That staff be authorized to draft a by-law to give effect to any Council direction related to Council Remuneration and One-Third Tax Free Allowance.

**Carried.**

Report from the Chief Administrative Officer

- (D) Verbal Report from staff respecting the Georgina Art Centre and Gallery Update

**Dan Pisani** provided a verbal update respecting the Georgina Art Centre and Gallery, advising that a meeting is scheduled for Friday, October 23<sup>rd</sup> to ensure the roof repair is on schedule and roofing material will arrive on site as scheduled. Roof repair will begin in the area most obviously damaged and the contractor is aware of the process that if more damage is uncovered that will exceed the 10% contingency, it will be presented to Council for consideration.



Moved by Councillor Sebo, Seconded by Councillor Fellini

**RESOLUTION NO. C-2015-0719**

That Council receive the verbal update from staff concerning the Georgina Art Centre and Gallery, specifically regarding the roof replacement process.

**Carried.**

Reports from the Operations and Engineering Department:

- (E) State of the Infrastructure (SOTI) for Roads, Asset and Pavement Management System (PMS)

Report No. OED-2015-0046

**Gagan Sandhu** provided a brief presentation regarding the state of the roads, assets and pavement management system in the Town of Georgina.

**Rebecca Mathewson** reported that the Long Term Financial Plan, critical elements include service levels, how to fund current infrastructure and remain sustainable, an Asset Management Plan, the Development Charges Background Study, Needs Studies and Public Demand Drivers. She advised that all the studies are linked. Capital budgets affect the operating budgets. Many studies and strategies are being worked on; Development Charges Background Study, Asset Management Plan, storm sewers, library master plan, trails, facilities, recreation needs, unassumed roads, water and sewer pipe evaluation, wireless broadband strategy, fire master plan and the roads study which is not a comprehensive list. Some have been completed, some are being updated, while some are scheduled to come before Council in 2016. It is a progressive plan. The studies are being presented to Council as they become available.

**Winanne Grant** advised that today's presentation is step #1 which provides an analysis and speaks to issues such as defined level of service and funding gap. The Budget process discussions will be the big picture policy-related decisions and will be step #2.

**Rebecca Mathewson** advised that the sidewalk master plan is on the list for a study. Today's presentation was not intended to provide a comprehensive list of all studies, but to provide you with an understanding of the process..

**David Anderson**, President of 4 Roads Management Services Inc. addressed Council, using a power point presentation that included;

- State of the Infrastructure (road needs study)
- Municipal infrastructure Investment initiative (MIII) requirements for State of the Infrastructure;
- worktech asset manager foundation,
- level of service,
- asset management strategy,
- road methodology,
- inventory manual methodology,
- report

methodology, •Georgina roads by Minimum Maintenance Standard (MMS) Class, •system inventory – surface type and roadside, •functional class, •road inventory improvement costs, •road system adequacy(76.8% currently), •remaining service life, •programming information, •asset management, •typical asset management plan cycle, •PSAB vs asset management, •pavement management strategy, •remaining service life – roads, •pavement management (best return on investment), •road budget recommendations, •roads strategy, •programming, •10 year program model, •funding increase scenarios, •subdivision/development roads strategy, •budget adjustments, and •recommendations.

\*NOTE: The detailed power point presentation can be found on the Town's website at [www.georgina.ca](http://www.georgina.ca).

Detailed Asset Management Plan elements include; asset types, financial accounting valuation, asset age distribution, existing inventory, replacement cost, condition assessments, review cycle (bridge and culvert structures need inspection every 2 years, roads inspection every 4 years), corridor assumptions, QA verification to be regularly updated every 10 years

Moved by Regional Councillor Wheeler, Seconded by Councillor Neeson

That the Council Meeting recess at 11:30 a.m.

**Carried.**

Regional Councillor Wheeler left the meeting and did not return.

The meeting resumed at 11:39 a.m.

**Mr. Anderson** continued his presentation:

- Inventory Manual Road Methodology;
- Report Methodology; traffic counts, maintenance, design, Georgina Roads by Minimum Maintenance Standard (MMS) Classification (Reg 239/02), surface type and roadside, functional classification;
- Road inventory improvement costs; Georgina currently has \$73 million in roads; needs, \$43 Million of that \$73 Million are immediate needs;
- LOS; road system adequacy, measurements (system adequacy, physical condition);
- ongoing condition surveys are required to determine conditions of roads on an ongoing basis;
- Programming Information; the longer it takes to repair a road, the higher the costs increase as the work required will increase over the years and the road will need to be fully rehabilitated rather than spot-fixed;
- asset management is a state of mind and a perpetual process that has to be integrated into your life – daily, weekly, monthly, annually;
- Typical Asset Management Plan Cycle;
- PSAB vs Asset Management; need to adjust budget numbers to reflect the cost of doing business (annual percentage increases);

- Pavement/Asset Management Strategy, Current Road budget recommendations of \$370,965.31 to replace the road system annualized to \$7,424,500. Preservation budget is \$3,201,800. Should be somewhere between \$3.2 and \$7.4 Million;
- Programming, capital and operating may fluctuate every year as it is not fixed;
- repairing the 'worst first' only works if funding is adequate;
- 10 year program model; and
- Budget adjustments

**Mr. Anderson** concluded his presentation with 16 recommendations. He advised that bridges need to be inspected every two years by regulation and can be managed similar to roads. If timely resurfacings and minor rehabilitation work is conducted, the life of the structure can be extended. He advised that tar-and-chip resurfacing is classed as a hardtop surface, with an asphalt binding product. The Town is using quality premium binder in surface treatments which will bode well for longevity of the product. That is an appropriate surface for low volume roads.

The Road budget is currently at \$1.7 Million now, but needs to increase to \$3.2 Million, not including sidewalks or new subdivisions.

Roads are in generally good condition now; if there are years when too much money doesn't have to be spent, should put in reserve for future years.

**Dan Pisani** inquired where the road index would be sitting if Willow Beach and all the development was removed.

**Mr. Anderson;** The Willow Beach development from 10 or 11 years ago is still having an effect. Both Willow Beach and development has had an effect. Need \$300,000 to sustain the condition of the overall system including Willow Beach and subdivisions.

**Councillor Neeson** stated that in terms of the incremental increase, the goal is \$3.2 Million while the Town is currently at \$1.7 Million. That \$3.2 Million is a benchmark, with the current system at a good rating of 76.8%. Would the \$3.2 Million benchmark figure maintain the service level of that infrastructure at that same percentage level or will it move the Town up or down on the grid?

**Mr. Anderson** stated that all roads could be scored at 40 and have a 100% adequate system, But two years later, they would be 100% inadequate or at 0% adequacy. It is important to monitor two or three things; the ratio of the poor roads to the overall system, and the average condition. If the system adequacy stays the same and the physical condition or condition index kept dropping, that would indicate the Town is looking after some of the poor condition roads, but not taking care of other roads. A deviation from the computer program will result in a lesser performance over time. This program allows input of specific scenarios to see what the results/impacts would be down the road, if a change in projects was desired.

**Rebecca Mathewson** stated that in terms of grant funding, the Town is being told that with respect to the federal gas tax and a lot of the provincial grants, they must tie to the Asset Management Plan. There are no parameters in place to police that, but grants must be spent with consideration to the Asset Management Plan. Staff had hoped to be able to present the Long Term Financial Plan to Council this fall but given the huge impacts of a few of the studies, it was not advisable to bring it forward before this budget. Staff also needs time to strategize. Hemson Consulting is putting together a multi-year capital plan and will be presenting a mini-education session to Council on November 4<sup>th</sup>, giving an overview as to the direction of the plan and how the Town fits into the plan and the state of the Corporation. The multi-year capital plan and the long term financial plan will be submitted in early 2016 that will include some funding strategies going forward.

Moved by Councillor Harding, Seconded by Councillor Neeson

**RESOLUTION NO. C-2015-0720**

1. That Council receive Report No. OED-2015-0046 prepared by the Operations and Engineering Department dated October 21, 2015 regarding the SoTI for roads, Asset and PMS.
2. That Council receives the presentation regarding SoTI for roads prepared by 4Roads Management Services Inc.

**Carried.**

(F) French Drains/Low Impact Development (LID) Capital Project Update

Report No. OED-2015-0044

Moved by Councillor Fellini, Seconded by Councillor Harding

**RESOLUTION NO. C-2015-0721**

1. That Council receive Report No. OED-2015-0044 prepared by the Operations and Engineering Department dated October 21, 2015 regarding the French Drains/LID 2015 capital project to address drainage issues Town-wide.
2. That Council approve the Asset Management Principles as detailed.
3. That Council approve the principle to coordinate roads, roadside and underground infrastructure construction and rehabilitation works.

**Carried.**

13. DISPOSITIONS/PROCLAMATIONS, GENERAL INFORMATION ITEMS AND COMMITTEE OF ADJUSTMENT

(1) Dispositions/Proclamations

- (a) Memorandum from Sarah Brislin, Committee Services Coordinator, respecting resolutions from various Advisory Committees requiring Council's attention.

Moved by Councillor Davison, Seconded by Councillor Neeson

**RESOLUTION NO. C-2015-0722**

1. That Council approve and endorse the Georgina Heritage Committee's letter addressed to the Honourable Minister Michael Coteau, Minister of Tourism, Culture and Sport, regarding the discontinued heritage property grant program.
2. That Town Council receive the Georgina Safe Streets Committee recommendation of the purchase of a second speed radar trailer in the 2016 budget and forward to budget for consideration.
3. That the Georgina Agricultural Advisory Committee be consulted if Council revisits a by-law to exempt the Town from the Line Fences Act.

**Carried.**

- (b) Ministry of Agriculture, Food and Rural Affairs advising of the application process to the Rural Economic Development (RED) Program, providing funding to rural communities, businesses and organizations to help attract investment, create jobs and boost tourism.

Moved by Councillor Fellini, Seconded by Councillor Sebo

**RESOLUTION NO. C-2015-0723**

That correspondence from the Ministry of Agriculture, Food and Rural Affairs advising of the application process to the Rural Economic Development (RED) Program, providing funding to rural communities, businesses and organizations to help attract investment, create jobs and boost tourism, be received.

**Carried.**

- (c) GTAH Mayors and Regional Chairs forwarding a letter to the federal party leaders concerning the infrastructure deficit and the need for a fiscal partnership with the federal government to help eliminate it.

Moved by Councillor Harding, Seconded by Councillor Neeson

**RESOLUTION NO. C-2015-0724**

That correspondence from the GTAH Mayors and Regional Chairs to the Federal Party Leaders concerning the infrastructure deficit and the need for a fiscal partnership with the Federal Government to help eliminate it, be received.

**Carried.**

- (d) Ministry of Tourism Culture and Sport requesting input in its cultural strategy through its province-wide public consultations, 'Culture Talks'.

Moved by Councillor Neeson, Seconded by Councillor Davison

**RESOLUTION NO. C-2015-0725**

That correspondence from the Ministry of Tourism, Culture and Sport requesting input in its cultural strategy through its province-wide public consultations 'Culture Talks', be received and referred to the Recreation and Culture Department for dissemination to the local carts and culture community partners, and that an invitation be forwarded to the Ministry for the use of Georgina's ROC Chalet as a location for a public consultation.

**Carried.**

- (2) General Information Items

Moved by Councillor Neeson, Seconded by Councillor Fellini

**RESOLUTION NO. C-2015-0726**

That the General Information Items of October 21, 2015, be received.

**Carried.**

- (3) Committee of Adjustment Planning Matters *None.*
  - (a) Under Review
  - (b) Recommendations
  - (c) Decisions

14. MOTIONS/NOTICES OF MOTION *None.*

15. REGIONAL BUSINESS *None.*

16. OTHER BUSINESS *None.*

17. BY-LAWS *None.*

**18. CLOSED SESSION**

- (1) Motion to move into closed session of Council

Moved by Councillor Harding, Seconded by Councillor Neeson

**RESOLUTION NO. C-02015-0727**

That Council move into Closed Session at 12:46 p.m. pursuant to Section 239 of The Municipal Act, 2001, as amended, to deal with the following matters:

- (A) **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES, SECTION 239 (2) (b), MA**  
**-AND-**  
**LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS; SECTION 239 (2) (d), MA**  
- Chief Administrative Officer's verbal Corporate Work Plan Update
- (B) **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES, SECTION 239 (2) (b), MA**  
- 2015 Volunteer Award of Merit, Confidential Report No. RC-2015-0026

**Carried.**

The Deputy Clerk and Council Services Coordinator left the meeting at 1:15 p.m.

- (2) Motion to reconvene into open session of Council and report on matters discussed in closed session.

The Deputy Clerk returned to the Council meeting at 2:10 p.m.

Moved by Councillor Harding, Seconded by Councillor Neeson

That Council rise from closed session at 2:10 p.m. and report on matters discussed in closed session.

**Carried.**

- (A) **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES, SECTION 239 (2) (b), MA**  
**-AND-**

**LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS; SECTION 239 (2) (d), MA**

- Chief Administrative Officer's verbal Corporate Work Plan Update

Moved by Councillor Neeson, Seconded by Councillor Sebo

**RESOLUTION NO. C-2015-0728**

That Council support service delivery maximization, performance management program development, and customer service program development, and the Chief Administrative Officer be authorized to appoint a temporary Human Resources Program Development Specialist.

**Carried.**

(B) **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES, SECTION 239 (2) (b), MA**

- 2015 Volunteer Award of Merit, Confidential Report No. RC-2015-0026

Moved by Councillor Neeson, Seconded by Councillor Sebo

**RESOLUTION NO. C-2015-0729**

That Council appoint a sub-committee consisting of Mayor Quirk, Councillor Fellini and Councillor Sebo to select and recommend to Council the recipients for the Award of Merit and report back to Council.

**Carried.**

19. **CONFIRMING BY-LAW**

Moved by Councillor Davison, Seconded by Councillor Neeson

**RESOLUTION NO. C-2015-0730**

That the following by-law be approved:

- (1) By-law No. 2015-0129 (COU-2), a by-law to confirm the proceedings of Council on October 21, 2015.

**Carried.**




20. MOTION TO ADJOURN


Moved by Councillor Neeson, Seconded by Councillor Fellini

**RESOLUTION NO. C-2015-00731**

That the meeting adjourn at 2:13 p.m.

**Carried.**

  
\_\_\_\_\_  
Margaret Quirk, Mayor

  
\_\_\_\_\_  
Patricia Nash, Deputy Clerk

