

# THE CORPORATION OF THE TOWN OF GEORGINA

## COUNCIL MINUTES

Wednesday, September 6, 2017  
9:00 AM

### Staff:

Winanne Grant, Chief Administrative Officer  
David Reddon, Acting Director of Administrative Services  
Harold Lenters, Director of Development Services  
Robin McDougall, Director of Recreation and Culture  
Ron Jenkins, Director of Emergency Services and Fire Chief  
Bev Moffatt, Director of Human Resources  
Dan Pisani, Director of Operation & Infrastructure  
Rob Wheeler, Budget Accountant  
Kim MacGillvary, Communications and Social Media Strategist  
Marc Pourvahidi, Consultant  
Tanya Thompson, Communications Manager  
John Espinosa, Town Clerk  
Carolyn Lance, Council Services Coordinator

### 1. CALL TO ORDER - MOMENT OF MEDITATION

A moment of meditation was observed.

### 2. ROLL CALL

The following Members of Council were present:

Mayor Quirk	Regional Councillor Davison
Councillor Biggerstaff	Councillor Fellini
Councillor Neeson	Councillor Sebo
Councillor Harding	

### 3. COMMUNITY ANNOUNCEMENTS

**Tanya Thompson** introduced Kim MacGillvary, Communications and Social Media Strategist.

- Saturday, September 2<sup>nd</sup>, Antique Car Show held at the Ice Palace
- Saturday, September 9<sup>th</sup>, Antique Car Show at the Ice Palace, 5:30pm to 8pm
- Saturday, September 23<sup>rd</sup>, Uptown Keswick Harvest Festival
- Saturday, September 15<sup>th</sup> and Sunday, September 16<sup>th</sup>, Magna Hoedown, with proceeds to be directed to charity organizations in Georgina

- Saturday, September 9<sup>th</sup>, Georgina Harvest Dinner at The Link, 5:30pm
- Sunday, September 10<sup>th</sup>, Second Annual Mayor's Charity Motorcycle Ride, funds raised will go to the Sutton Legion towards veteran's banners honouring war veterans
- Sunday, September 17<sup>th</sup>, Terry Fox Run/Walk, North Gwillimbury Park, 8:30am registration, 10am start
- September 13<sup>th</sup> to October 20<sup>th</sup>, Senior's Games, September 11<sup>th</sup> registration deadline

4. INTRODUCTION OF ADDENDUM ITEM(S) None.

5. APPROVAL OF AGENDA

Moved by Councillor Sebo, Seconded by Councillor Harding

**RESOLUTION NO. C-2017-0448**

That the agenda be approved as presented.

**Carried.**

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

7. ADOPTION OF MINUTES *None.*

8. SPEAKERS

**Steve Jacobson**, 1 Pinery Lane, Jackson's Point, advised Council that his residence is in close proximity to three local short-term rental Airbnb establishments; The Lakeshore in Jackson's Point, the Shangri-la in Your Dreams' at 14 Hedge Road and Whispering Pines. The first is run appropriately with the owner living on the premises, while the next two are creating problems for neighbouring property owners and suggested the Town form a committee made up of stakeholders to work towards an amicable solution to present to Council.

**Nancy Relihan**, 999 Lake Drive East, Jackson's Point, advised that she hosts a responsible Airbnb establishment but many other hosts have taken the concept to the extreme and believes all parties should be involved in a resolution.

**Dave Szollosy**, 857 Fairbank Avenue, Willow Beach, advised that some Airbnb establishments owned by corporations that purchase them solely as commercial businesses and are not paying the appropriate commercial tax rate for their hospitality business, undermining those who do and denying the Town of appropriate revenue from the operation of the business, in addition to creating a higher demand on Parks staff who clean up the garbage left by Airbnb occupants who illegally dump

their household garbage in and around Town receptacles. Mr. Szollosy suggested the Town direct its staff to enforce the by-law for illegal dumping and charge the Airbnb owners accordingly.

9. DELEGATIONS/PETITIONS

- (1) Brian Goddard respecting the negative consequences of Airbnb establishments within the Town of Georgina.

**Brian Goddard**, 760 Third Avenue, Willow Beach, stated that the unoccupied cottage across the road from his residence is rented out weekly in the summer and fall months and is aware of another home two doors south that was purchased by Simcoe Cottage, an investor, solely for Airbnb rental purposes. It is occupied by many more than it is intended to occupy at one time, who create major disturbances for the neighbourhood. Airbnb's are very similar to motels other than there are no owners or employees on site, are located in residential neighbourhoods not zoned for such a use, do not pay commercial taxes, do not meet fire code safety regulations and are not regulated.

**Pat Ralph**, 373 Hedge Road, stated that she owns the property on Hedge Road formerly known as the Irish House, is currently in the process of rezoning the property from 'C4' to 'Residential', but would need to undertake procedures and be in compliance with rules and regulations to open a commercial establishment even though her property is already zoned legally to run a commercial operation. Meanwhile, the property next door was purchased with the intention to run a commercial Airbnb business that disturbs the surrounding permanent residents and makes it difficult for them to enjoy their properties, although the property is not zoned for a commercial business and the owner has never lived on the premises.

**Mayor Quirk** provided the Town Clerk with email correspondence from Dr. Bastiaan Heemsbergen of Duclos Point for the record, outlining potential solutions to the Airbnb issue.

Mayor Quirk moved forward and dealt with Item No. 13(1)(B)

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

- (1) Dispositions/Proclamations
  - (B) Correspondence expressing concerns with the disruptive Airbnb businesses in the Town of Georgina received from; Myra Cridland and Dr. Bastiaan Heemsbergen, Susan Jagminas, Hugh Sibbald, Theo Kanarellis

Moved by Councillor Harding, Seconded by Councillor Sebo

**RESOLUTION NO. C-2017-0449**

That all speakers' comments concerning the operation of Airbnb and similar accommodation arrangements within the Town be received; that the issue be referred to the Chief Administrative Officer for discussion with staff and direction to appropriate departments; that a verbal report be provided to Council within two weeks outlining the next steps involved in the process including enforcement requirements with respect to issues such as septic inspections, fire code, noise and parking concerns and the potential regulation of the operation of Airbnb's within the Town of Georgina, and that the interested parties be advised of Council's direction.

**Carried.**

10. PRESENTATIONS *None.*

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 Councillor Fellini, Seconded by Councillor Biggerstaff

(E) Application for Deeming By-law Approval  
SILVA, David  
Lots 10 & 11, Plan M628, 4 Evelyn Avenue

Report No. DS-2017-0097

**RESOLUTION NO. C-2017-0450**

1. That Council receive Report DS-2017-0097 prepared by the Planning Division, Development Services Department dated September 6, 2017, respecting an application for deeming by-law approval for 4 Evelyn Avenue, Keswick.

2. That Council approve the application submitted by David Silva to deem Lots 10 and 11, Registered Plan M628 not to be lots on a registered plan of subdivision

for the purpose of Section 50(3) and in accordance with Section 50(4) of the *Planning Act*, R.S.O. 1990.

3. That Council pass a by-law to deem Lots 10 and 11, Registered Plan M628 not to be lots on a registered plan of subdivision for the purpose of Section 50(3) and in accordance with Section 50(4) of the *Planning Act*, R.S.O. 1990.

- (F) Application for Deeming By-law Approval  
ROSS, Joel, Michael and Carolynn  
Concession 3, W Part Lot 28 (NG), Plan 102, Lots 12 & 13, 936 Lake Drive North

Report No. DS-2017-0098

#### **RESOLUTION NO. C-2017-0451**

1. That Council receive Report No. DS-2017-0098 prepared by the Planning Division, Development Services Department, dated September 6, 2017 respecting an application for deeming by-law approval for 936 Lake Drive North.
2. That Council approve the application submitted by Joel, Michael & Carolynn Ross to deem Plan 102, Lots 12 & 13 not to be lots on a registered plan of subdivision for the purpose of Section 50(3) and in accordance with Section 50(4) of the *Planning Act*, R.S.O. 1990.
3. That Council pass a by-law to deem Plan 102, Lots 12 & 13 not to be lots on a registered plan of subdivision for the purpose of Section 50(3) and in accordance with Section 50(4) of the *Planning Act*, R.S.O. 1990.

#### **Carried.**

- (2) REPORTS REQUIRING SEPARATE DISCUSSION

#### Report from the Administrative Services Department:

- (D) Municipal Electoral Ward Boundaries and Council Composition

Report No. AD-2017-0048

**John Espinosa** provided a brief summary of the report, noting that the 2018 Election will be run based on the new ward boundaries, if approved by Council. Additionally, if the new proposal was adopted, a qualified individual could appeal the decision to the Ontario Municipal Board via the Town Clerk.

Moved by Councillor Neeson, Seconded by Councillor Biggerstaff

**RESOLUTION NO. C-2017-0452**

1. That Report No. AD-2017-0048 prepared by Administrative Services Department, Clerk's Division dated September 6, 2017 respecting Municipal Electoral Ward Boundaries and Council Composition be received.
2. That Council adopt Option D (presented herein) and adopt a by-law authorizing the Clerk to provide public notice within 15 days of the passage of said by-law.
3. That Council authorize the Clerk to provide other notice as necessary and desired with respect to ward boundary adjustment determinations.

**Carried unanimously.**

Mayor Quirk moved forward and dealt with Item No. 12(2)(G)

(G) Corporate Strategic Plan Status Report

Report No. CAO-2017-0007

**Winanne Grant** introduced John Kazilis, Project Lead, who provided a review of the report at this time.

Staff was requested to investigate alternatives that would better engage the public in the process and obtain more input from the community; phone calls, door-to-door, etc.

Moved by Councillor Neeson, Seconded by Councillor Biggerstaff

**RESOLUTION NO. C-2017-0453**

1. That Council receive Report No. CAO-2017-0007 prepared by the Office of the Chief Administrative Officer, dated September 6, 2017 respecting the Corporate Strategic Plan Status Report;
2. That the Corporate Strategic Plan Status Report and highlights document in Attachments 1 and 2 be adopted.

**Carried.**

Moved by Councillor Sebo, Seconded by Councillor Fellini

That the meeting recess at 10:30 a.m.

**Carried.**

The meeting resumed at 10:46 a.m.

Reports from the Chief Administrative Officer

(H) Interim Appointments – Vacancy of Director of Administrative Services/Treasurer

Report No. CAO-2017-0008

Moved by Regional Councillor Davison, Seconded by Councillor Sebo

**RESOLUTION NO. C-2017-0454**

1. That Council receive Report No. CAO-2017-0008 prepared by the Chief Administrative Officer, dated September 6, 2017 regarding Interim Appointments - Vacancy of Director of Administrative Services/Treasurer.
2. That the CAO be delegated the authority to make interim Administrative Services Department management appointments as necessary during the vacant period of the Director of Administrative Services/Treasurer position up until January 31<sup>st</sup>, 2018.
3. That Council adopt the necessary by-law to appoint Deputy Treasurers as provided in accordance with Section 286 of the Municipal Act.
4. That Council adopt the necessary by-law to establish bank signing authorities.

**Carried.**

(I) SDR Progress Report No. 2 – 2018 Budget Process

Report No. CAO-2017-0009

**Winanne Grant** provided a brief summary of the report.

Moved by Regional Councillor Davison, Seconded by Councillor Harding

**RESOLUTION NO. C-2017-0455**

1. That Council receive Report No. CAO-2017-0009 prepared by the Office of the CAO dated September 6, 2017 respecting the Service Delivery Review Progress Report No. 2 - Budget Process Enhancement, General Guidelines and Timetable;
2. That Council endorse the proposed changes, general guidelines and the timetable for the 2018 Budget deliberations, and direct staff to proceed as outlined in section 5. of this report;
3. That Council endorse the same guidelines for the Town's Local Boards and Committees;
4. That staff be directed to utilize a priority assessment scoring process/methodology, if necessary, to recommend capital projects for 2018 (including any departmental carry forward projects from the 2017 fiscal year);
5. That Council direct staff to develop the 2018 Draft Budget, Business Plans and the 2018 User Fees By-Law to include a minimum increase reflecting the Ontario Consumer Price Index (rate of inflation) plus adjustments for legislative requirements, staffing costs, growth related adjustments, and a discretionary additional levy of up to 1% additional towards capital contributions.
6. That the 2018 Draft Budget and Business Plans be released at the December 13, 2017 meeting of Council, and at that time Council consider any 2018 Capital Budget items that are necessary to advance prior to the final approval of the capital budget if recommended by Department Heads;
7. That ahead of the 2018 Draft Budget release, staff report on recommended changes to the Town's User Fees and that the resulting by-law be considered at the December 13, 2017 meeting of Council to come into effect January 1, 2018.

**Carried.**

(J) Internal Project Management Structure For Upcoming Projects

Report No. CAO-2017-0010

**Winanne Grant** amended page 2, 5<sup>th</sup> paragraph, to remove 'September 19<sup>th</sup>' and replace it with 'September 20<sup>th</sup> to read '...report scheduled to be before Council on September 20<sup>th</sup> further demonstrates the need for...'. This change is to address



substantial deliverables in 2017/2018 with respect to major capital projects including the MURC, Station 1-8 replacement and the Civic Centre Strategic Accommodations Plan.

Moved by Regional Councillor Davison, Seconded by Councillor Fellini

**RESOLUTION NO. C-2017-0456**

1. That Council receive Report No. CAO-2017-0010 prepared by the Office of the CAO dated September 6, 2017, regarding Internal Project Management Structure for Upcoming Projects.
2. That Council approve the two interim secondments.
3. That Council approve the temporary backfilling of the Manager of Parks and Facilities role.

**Carried.**

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

(1) Dispositions/Proclamations

- (A) Corinne Ennis, Chair, Uptown Keswick BIA, requesting temporary road closures on Saturday, September 16<sup>th</sup> from 9:00am to 3:00pm during the annual Harvest Festival.

It was noted that the intent is for a full road closure for the safety of those attending the festival, with measures in place to permit only emergency vehicles through if necessary.

Moved by Councillor Fellini, Seconded by Councillor Sebo

**RESOLUTION NO. C-2017-0457**

That correspondence from Corinne Ennis, Chair, Uptown Keswick BIA, requesting temporary road closures consisting of The Queensway South from the south side of Church Street to the north side of Cedar Street, and Simcoe Avenue from The Queensway South to the west entrance of 190 Simcoe Avenue east of Metro Road, on Saturday, September 16<sup>th</sup> from 8:00am to 4:00pm during the annual Harvest Festival be received, endorsed and referred to staff to make the appropriate arrangements.

**Carried.**

- (C) Ministry of Municipal Affairs and Housing respecting application deadlines for the National Disaster Mitigation Program.

Moved by Regional Councillor Davison, Seconded by Councillor Harding

**RESOLUTION NO. C-2017-0458**

That correspondence from the Ministry of Municipal Affairs and Housing respecting application deadlines for the National Disaster Mitigation Program be received and referred to the Chief Administrative Officer to investigate opportunities and the potential to use storm water management ponds to protect low lying areas and that staff consult with the Lake Simcoe Region Conservation Authority and The Chippewas of Georgina Island to obtain input, and advise Council accordingly.

**Carried.**

- (D) Ministry of the Attorney General providing an update on the Ministry's Provincial Offences Act (POA) modernization efforts.

Moved by Regional Councillor Davison, Seconded by Councillor Neeson

**RESOLUTION NO. C-2017-0459**

That correspondence from the Ministry of the Attorney General providing an update on the Ministry's Provincial Offences Act (POA) modernization efforts be received.

**Carried.**

- (E) Ministry of Community Safety and Correctional Services advising that the Georgina Fire Department is compliant with the Emergency Management and Civic Protection Act (EMCPA) and Ontario Regulation 380/04 in 2016.

Moved by Councillor Biggerstaff, Seconded by Councillor Fellini

**RESOLUTION NO. C-2017-0460**

That correspondence from the Ministry of Community Safety and Correctional Services advising that the Georgina Fire Department is compliant with the Emergency Management and Civic Protection Act (EMCPA) and Ontario Regulation 380/04 in 2016 be received.

**Carried.**

- (F) Sarah Brislin, Committee Services Coordinator, requesting that the five current members of the Committee of Adjustment constitute full membership for the remainder of the Term of Council.

Moved by Councillor Fellini, Seconded by Councillor Neeson

**RESOLUTION NO. C-2017-0461**

That Council endorse the reduction of the Committee of Adjustment membership from seven (7) to five (5) for the remainder of the Term of Council.

**Carried.**

- (G) Mayor Hughes, Township of Oro-Medonte, requesting support of its position respecting the expansion of Ontario's Wildlife Damage Compensation Program.

Moved by Councillor Harding, Seconded by Regional Councillor Davison

**RESOLUTION NO. C-2017-0462**

That correspondence from Mayor Hughes, Township of Oro-Medonte, requesting support of its position respecting the expansion of Ontario's Wildlife Damage Compensation Program be received and referred to the Georgina Agricultural Advisory Committee for discussion and report back to Council with any comments.

**Carried.**

- (2) General Information Items

Moved by Councillor Biggerstaff, Seconded by Councillor Sebo

**RESOLUTION NO. C-2017-0463**

That the General Information Items of September 6, 2017, be received.

**Carried.**

- (3) Committee of Adjustment Planning Matters
  - (a) Under Review
  - (b) Recommendations
  - (c) Decisions

Moved by Councillor Biggerstaff, Seconded by Councillor Neeson

**RESOLUTION NO. C-2017-0464**

That the Committee of Adjustment Planning Matters for September 6, 2017, be received.

**Carried.**

14. MOTIONS/NOTICES OF MOTION None.

15. REGIONAL BUSINESS None.

16. OTHER BUSINESS

Repairs have been made to Ravenshoe Road from Victoria Road to Lakeridge Road via patch-paving; no noise complaints have been received since the repairs were made.

The Region is investigating a request to reduce the speed limit on Ravenshoe Road in the Community of Ravenshoe from 60 km /h to 50 km/h.

17. BY-LAWS

Moved by Councillor Biggerstaff, Seconded by Councillor Neeson

That the following by-laws be approved:

- (1) By-law Number 2017-0091 (PL-1), being a by-law to Deem certain registered Plans of Subdivision or parts thereof not to be registered plans of subdivision for the purposes of Section 59(3) of the Planning Act, R.S.O. 1990, as amended; David SILVA, Lots 10 & 11, Registered Plan M628, 4 Evelyn Avenue.
- (2) By-law Number 2017-0092 (PL-1), being a by-law to Deem certain registered Plans of Subdivision or parts thereof not to be registered plans of subdivision for the purposes of Section 59(3) of the Planning Act, R.S.O. 1990, as amended; Joel, Michael and Carolynn ROSS, Concession 3, W Part Lot 28 (NG), Plan 102, Lots 12 & 13, 936 Lake Drive North.
- (3) By-law Number 2017-0093 (AD-7), being a by-law to provide for the alteration of wards and ward boundaries for the Town of Georgina.
- (4) By-law Number 2017-0094 (AD-1), being a by-law to appoint Deputy Treasurers of the Town of Georgina; David Reddon and Rob Wheeler
- (5) By-law Number 2017-0095 (BA-2), being a by-law to appoint Signing Officers for the Town of Georgina Corporate Accounts

**Carried.**

18. CLOSED SESSION

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

Moved by Councillor Sebo, Seconded by Councillor Fellini

That Council move into Closed Session at 11:55 a.m. pursuant to Section 239 of The Municipal Act, 2001, following a recess, to deal with the following matter:

**(A) THE SECURITY OF THE PROPERTY OF THE MUNICIPALITY OR LOCAL BOARD; SECTION 239 (2) (a), MA**

- Animal Shelter Services Partnership Proposal, Confidential Report No. AD-2017-0049

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

- Appointment to the vacant positions on the Georgina Economic Development Committee, Georgina Waterways Advisory Committee and Keswick Cemetery Board and for the remainder of the 2014-2018 Term of Office, Refer to Report Nos. AD-2017-0045, AD-2017-0046 and AD-2017-0047

**Carried.**

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

Moved by Councillor Fellini, Seconded by Councillor Biggerstaff

That Council rise from Closed Session at 12:19 p.m. and report on the matters discussed in closed session.

**Carried.**

**(A) THE SECURITY OF THE PROPERTY OF THE MUNICIPALITY OR LOCAL BOARD; SECTION 239 (2) (a), MA**

- Animal Shelter Services Partnership Proposal, Confidential Report No. AD-2017-0049

Moved by Councillor Biggerstaff, Seconded by Councillor Harding

**RESOLUTION NO. C-2017-0465**

That Confidential Report No. AD-2017-0049 entitled 'Animal Shelter Services Partnership Proposal' be received by Council.

**Carried.**

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

- Appointment to the vacant positions on the Georgina Economic Development Committee, Georgina Waterways Advisory Committee and Keswick Cemetery Board and for the remainder of the 2014-2018 Term of Office, Refer to Report Nos. AD-2017-0045, AD-2017-0046 and AD-2017-0047

Moved by Regional Councillor Davison, Seconded by Councillor Fellini

**RESOLUTION NO. C-2017-0466**

That Confidential Attachments to Report Numbers AD-2017-0045, AD-2017-0046 and AD-2017-0047 concerning appointment to vacant positions on the Georgina Economic Development Committee, Georgina Waterways Advisory Committee and Keswick Cemetery Board for the remainder of the 2014-2018 Term of Office were discussed by Council.

**Carried.**

Reports from the Administrative Services Department:

- (A) Appointment to the Georgina Economic Development Committee for the Remainder of the 2014-2018 Term of Office

Report No. AD-2017-0045

Moved by Councillor Fellini, Seconded by Councillor Biggerstaff

**RESOLUTION NO. C-2017-0467**

1. That Report No. AD-2017-0045 prepared by the Clerk's Division, Administrative Services Department, dated September 6, 2017, respecting an appointment to the Georgina Economic Development Committee be received.
2. That Council review the attachment (Confidential Attachment #1) detailing the selection outcomes for the Georgina Economic Development Committee vacancy. The confidential attachment contains personal information, only to be discussed in Closed Session.

3. That Council direct the Clerk's Division to prepare the necessary by-laws to give effect to the appointment to the Georgina Economic Development Committee.
4. That the appointment of the selected applicant by Council come into effect upon adoption of this report and upon the acceptance of appointment by the respective Committee designates.

**Carried.**

- (B) Appointment to the Georgina Waterways Advisory Committee for the Remainder of the 2014-2018 Term of Office

Report No. AD-2017-0046

Moved by Councillor Neeson, Seconded by Councillor Fellini

**RESOLUTION NO. C-2017-0468**

1. That Report No. AD-2017-0046 prepared by the Clerk's Division, Administrative Services Department, dated September 6, 2017, respecting an appointment to the Georgina Waterways Advisory Committee be received.
2. That Council review the Attachment (Confidential Attachment #1) detailing the selection outcomes for the Georgina Waterways Advisory Committee vacancy. The confidential attachment contains personal information, only to be discussed in Closed Session
3. That Council direct the Clerk's Division to prepare the necessary by-law to give effect to the appointment to the Georgina Waterways Advisory Committee.
4. That the appointment of the selected applicant by Council come into effect upon adoption of this report and the acceptance of appointment by the respective Committee designate.

**Carried.**

- (C) Appointment to the Keswick Cemetery Board for the Remainder of the 2014-2018 Term of Office

Report No. AD-23017-0047

Moved by Councillor Biggerstaff, Seconded by Councillor Fellini

**RESOLUTION NO. C-2017-0469**

1. That Report No. AD-2017-0047 prepared by the Clerk's Division, Administrative Services Department, dated September 6, 2017, respecting appointment to the Keswick Cemetery Board be received
2. That Council review the Attachment (Confidential Attachment #1) detailing the selection outcomes for the Keswick Cemetery Board vacancy. The confidential attachment contains personal information, only to be discussed in Closed Session
3. That Council direct the Clerk's Division to prepare the necessary by-law to give effect to the appointment to the Keswick Cemetery Board.
4. That the appointment of the selected applicant by Council come into effect upon adoption of this report and the acceptance of appointment by the respective Committee designate.

**Carried.**

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19. CONFIRMING BY-LAW

Moved by Councillor Sebo, Seconded by Councillor Harding

That the following by-laws be approved:

- (1) By-law No. 2017-0096 (COU-2), a by-law to confirm the proceedings of Council on September 6, 2017.

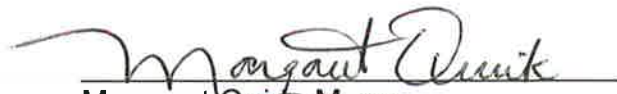
**Carried.**


20. MOTION TO ADJOURN

Moved by Councillor Neeson, Seconded by Councillor Biggerstaff

That the meeting adjourn at 12:22 p.m.

**Carried.**

  
Margaret Quirk, Mayor

  
John Espinosa, Town Clerk