

# The Corporation of the Township of Burpee and Mills

## Regular Council Meeting Minutes

**Tuesday, July 5, 2022**

The Corporation of the Township of Burpee and Mills Council met for the Regular Council Meeting at the Municipal Complex. Reeve Ken Noland and Councillors, Martin Ainslie, Penny Palonen, Arthur F. Hayden and Wayne L. Bailey were in attendance. Shane Chatwell, Road Superintendent attended and Lynn Jackes, Deputy Clerk-Treasurer recorded the minutes.

The regular council meeting was called to order by Reeve Noland at 8:30 p.m.

No conflict of interest was declared.

**MOTION: 2022-79**

Moved By: Penny Palonen

Seconded By: Martin Ainslie

THAT Council approve the Agenda for the July 5, 2022 Regular Council Meeting.....carried K.N.

**MOTION: 2022-80**

Moved By: Arthur F. Hayden

Seconded By: Wayne L. Bailey

That Council approve the Regular Council Meeting Minutes of June 7, 2022.....carried K.N.

**MOTION: 2022-81**

Moved By: Penny Palonen

Seconded By: Martin Ainslie

THAT Council approve the Special Council Meeting Minutes of June 9, 2022.....carried K.N.

**Road Superintendent's Report:**

Shane Chatwell, Road Superintendent, advised Council that Beamish has completed the warranty work for the surface treatment from 2 years ago and it looks good.

MSO is starting work on the 5km of surface treatment to be completed in 2022. Shane hopes to complete the work on Scott's Rd. next week so all the large, budgeted items will be completed before he leaves.

He won't be here for the winter sand delivery from Rob Cranston but Cranston will do the mixing with salt (which has already been purchased). The sand should last approximately 2 years.

Wayne asked about the Burpee Mills welcome sign to be erected on Highway 540 by the causeway. Shane suggested that we hire someone to do the cement & post install and the township can hang the sign.

Shane reported that his last day of work will be July 14, 2022. Council accepted his resignation with regret.

**MOTION: 2022-82**

Moved By: Wayne L. Bailey

Seconded By: Martin Ainslie

WHEREAS Shane Chatwell has submitted his resignation effective July 14, 2022; Council receives this resignation with regret.....carried K.N.

Shane offered to assist the township by phone and will help with installing the brush head.

Council complimented Shane on the improvement in the roads and works department since he started and on how well they have been maintained since.

**MOTION: 2022-83**

Moved By: Arthur F. Hayden

Seconded By: Penny Palonen

THAT the Road Voucher in the amount of \$15,095.01 be approved for payment.....carried K.N.

Shane Chatwell excused himself from the meeting at 9:05 pm.

**MOTION: 2022-84**

Moved By: Arthur F. Hayden

Seconded By: Wayne L. Bailey

THAT the General Voucher in the amount of \$268,614.81 be approved for payment.....carried K.N.

**MOTION: 2022-85**

Moved By: Penny Palonen

Seconded by: Martin Ainslie

THAT the Fire Voucher in the amount of \$953.71 be approved for payment.....carried K.N.

**Honess Drain Report**

The report was reviewed by Council.

**MOTION: 2022-88**

Moved By: Arthur F. Hayden

Seconded by: Wayne L. Bailey

THAT Council accepts the Engineer's Report for the Honess Drain prepared by K. Smart Associates Ltd.....carried K.N.

**MOTION: 2022-86**

Moved By: Penny Palonen

Seconded by: Martin Ainslie

THAT Council drafts By-law 05-2022 for the Honess drain.....carried K.N.

**MOTION: 2022-87**

Moved By: Arthur F. Hayden

Seconded by: Martin Ainslie

THAT Council give By-law 06-2022, a Bylaw to provide for the Honess drain, first and second readings.....carried K.N.

A Confidentiality Agreement was presented to Council and the recommendation is for all staff to sign the agreement and that it be kept on file.

**MOTION: 2022-89**

Moved By: Wayne L. Bailey

Seconded by: Penny Palonen

THAT Council approve the implementation of a Confidentiality Agreement for all staff.....carried K.N.

**MOTION: 2022-90**

Moved By: Martin Ainslie

Seconded by: Arthur F. Hayden

THAT Council approve the 2021 Financial Statement from the Manitoulin Planning Board.....carried K.N.

**Bylaw Officer's Report**

Tim Bailey was not in attendance. His report is attached.

**MOTION: 2022-91**

Moved By: Penny Palonen

Seconded By: Martin Ainslie

THAT Council move to an In Camera Meeting to discuss a personnel matter about an identifiable individual, including municipal or local board employees of the municipality as required under section 239(1) and (2)(b) if the Municipal Act 2001 at 9:05 p.m.....carried K.N.

**MOTION: 2022-92**

Moved By: Arthur F. Hayden

Seconded By: Penny Palonen

THAT Council return to the Regular Council Meeting at 9:26 p.m.....carried K.N.

**Reports**

**Cemetery Board** – This was the first Cemetery Board meeting in 2 years. Tara Bailey has retired from the Board and Shane Chatwell volunteered to become a member.

Other names have been brought forward so the office was asked to check and see if there was a limit on Board Members.

At the next meeting, a review of the fee schedule will be discussed. In the meantime, other cemetery fees will be gathered.

The Cemetery has reconciled their financials to pay back the township for borrowed funds.

**MOTION: 2022-93**

Moved By: Wayne L. Bailey

Seconded By: Martin Ainslie

THAT Council agrees to the appointment of Shane Chatwell to the Burpee Mills Cemetery Board.....carried K.N.

**Airport** – There was an email sent to Wayne regarding an Emergency Measures Act program.

Ken Noland reported the Airport Construction RFP closes at the end of July. To date there have been 33 downloads of the RFP application and 20 companies attended a mandatory site meeting.

The contract will be split into 2 stages: the runway and the building.

**Fire Department** – On July 12<sup>th</sup> there is a meeting scheduled with the Fire Marshall's Office to discuss the current status and the future of the Burpee Mills Fire Department. Wayne Bailey, Arthur Hayden and Ken Noland hope to attend.

Ken reported that he has 2 requests for young people to join the department. They were asked to contact the Township office for an application.

**MMA** – There was no MMA meeting in June. The next meeting is scheduled for July 20<sup>th</sup>.

**Manitoulin Planning Board** – Ken requested an email be sent to J.L. Richards for an update on the 2<sup>nd</sup> draft of the new zoning bylaw. Heritage meetings are continuing.

**POA** – Marty reported that the finances are good, and the court backlog is catching up after Covid delays. They are looking for a new clerk and 6 new police officers are coming to the Island.

**CPAC** – There was a survey sent to the CPAC from the Police Service's Board asking for their input on what they would like to see from the new Board. Former police cannot serve on the new Board.

**Centennial Manor** – There is a agreement reached with Extenda Care to supply administrative, financial and HR assistance. There is an ongoing licensing fee to support service. Art advised the Annual General Meeting is June 15<sup>th</sup>. There are still 4 empty beds being held for Covid cases.

**DSAB** – There was a meeting to celebrate the retirement of Fern Domenilli. There is no meeting in July and August.

**Recreation** – There was no meeting in June.

**Library** – Marty reported that the new library assistant is working out well. Michael LaLonde is in the process of moving the library financials from the

Town of Gore Bay to the Library. July 22<sup>nd</sup> there will be a fundraising auction.

**Waste** – Penny attended a meeting and the report is attached.

**Office Renovation Meeting** – Art and Ken met with David Deeg to discuss the addition. The scheduled start date was July 1<sup>st</sup> but David is hoping to start towards the end of the month or early in August depending on the ability to get concrete.

There will be a small increase from the original quote due to the higher costs of material. The scope of the project has changed slightly. Instead of double doors installed at the entrance, a single 42” door would work.

Instead of 8’ ceilings, the recommendation is 9’ ceiling with a drop ceiling to allow for wire, pipes etc.

Install a single unit to supply air conditioning and heat instead of an air conditioner and using the existing boiler.

Ken believes the frame, doors, windows, and siding should be completed by October 2022.

**Correspondence** – The office of the Minister for Rural Economic Development requested the three most important issues impacting our economic development as a rural community. The office will reply with the following 3 requests:


1. High speed internet for our residents to keep up with the more populated areas.
2. More funding for roads, especially for communities that don’t have water and sewers. Could the funding be combined?
3. For tax exempt properties, such as the Nature Conservancy, we ask that there be a cap or subsidies for townships that have a large percentage of these properties.

**MOTION: 2022-94**

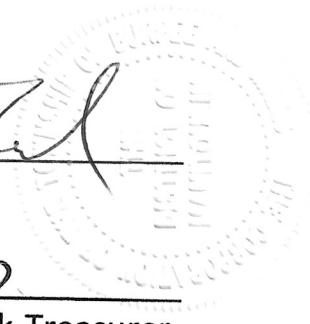
Moved By: Arthur F. Hayden

Seconded By: Wayne L. Bailey

THAT the Regular Council Meeting be adjourned at 10:15 p.m.....carried  
K.N.

  
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Ken Noland, Reeve

  
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Lynn Jackes, Deputy Clerk-Treasurer



## June 2022 - BY-LAW REPORT

### **By-Law Enforcement**

#### Actions – In Progress

- Property Inspections On-going – Approx. 40% of Burpee/Mills has been inspected
- Zoning By-Law changes submitted to JLR
- Working on Emergency Planning

### **Emergency Management Preparedness**

Requirement: All courses to be completed within a year of designation.

IMS 100 – Incident Management System – Self Study – **Completed 23 March 2022**

IMS 200 – Basic Incident Management – Start Date – Revised Online Course Available Fall 2022

EM 200 – Basic Emergency Management – Virtual Course – **Completed 5 May 2022**

EM 300 – Community Emergency Management Coordinator Course – 15, 16 September –  
Midhurst – 2 Day Class. **TBD**

### By-Law Contraventions

#### Burpee:

22 Violations

9 – Resolution in Progress

11 – Resolved

2 – No Resolution Plan Achieved

#### Mills:

29 Violations

13 - Resolution in Progress

13 – Resolved

3 – No Resolution Plan Achieved

**Miscellaneous**

**Trailer Licences Procured to Date:**

Burpee: 10

Mills: 9

**Short Term Rentals:**

Would like some feedback on the South Dundas Short Term Rental By-Law to see if this will be a fit in our Township.

**July Plan**

Trailer By-Law

Finalize Township Emergency Response Plan

Burpee and Mills Zoning By-Law

**Waste Management Committee Meeting - June 20, 2022 Report**

A motion was made that the Waste Management Committee recommends to Council the decommissioning of wells BG 22A/B, BG27 and GB34 as stated in GM Blue Plan 2021 Monitoring Report and as quoted by Ted Wright Well Drilling be approved in the amount of \$100k plus HST per well; FURTHER, if any additional wells are determined suitable and identified by GM Blue Plan to be decommissioned, they are approved in addition to the three previously mentioned wells.

Steve Moggy is on sick leave and Stasia Carr has had difficulty getting answers to questions regarding the decommissioning of wells. She is going to check back to see how many wells were approved for decommissioning in 2018.