**The Corporation of the Township of Burpee and Mills**

**Regular Council Meeting Minutes**

**Tuesday, March 7, 2023**

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, Arthur F. Hayden, David Deeg, Roger Morrell and Kim Middleton were in attendance. Gye Taylor, Road Superintendent, Rick Graham, Fire Chief and Lynn Jackes, Deputy Clerk-Treasurer were in attendance. Patsy Gilchrist, Clerk-Treasurer recorded the minutes.

REGRETS: Tim Bailey, Bylaw Enforcement Officer

GUESTS: Melanie Blain, Cheryl Burridge

The Regular Meeting was called to order at 7 p.m.

CONFLICT OF INTEREST: None

**MOTION: 2023-20**

Moved By: David Deeg

Seconded By: Arthur F. Hayden

THAT Council approve the Agenda for the March 7, 2023 Regular Council Meeting………………….carried K.N.

**MOTION: 2023-21**

Moved By: Kim Middleton

Seconded By: Roger Morrell

THAT Council approve the Regular Council Meeting Minutes of February 7, 2023………….carried K.N.

**Fire Chief’s Report**

Rick Graham presented the following information to Council:

The Fire Department would like assistance via a donation for the planned July 1st activities.

-Rick has been asked to contact the Recreation Committee.

A review has been completed for the comparison of services between Northern 911 and the Central Ambulance Communications Centre agreement. Rick provided his recommendation for moving toward the Northern 911 Service. It will be an increase in cost of approximately $400 per year with a one time set up fee of $1,000.00. The service will include one hour free communication and one free test page per week.

Rick Graham and David Deeg are to discuss the option of moving to Northern 911 and have been authorized to make that decision and have it put into place.

**Road Superintendent’s Report**

Gye Taylor reported the road conditions are presently bare and dry.

* Half Loading came into effect in Burpee and Mills on March 2nd.
* 70% of the Winter Sand has been used to date
* A few breakdowns have occurred with repairs being completed inhouse.
* The snowbanks have been cut with the grader.
* Monitoring water flow in ditches continues. Beaver continue to be a problem.
* Gye will attend the Road Superintendents Meeting on Thursday in Espanola where he will present his request for 5 km of surface treatment and try to schedule it’s completion earlier in the season.
* Gravel Tenders, Winter Sand, Equipment Quotes requests will be sent out once Gye provides quantities required to the office.
* 2 –

Reeve Noland advised that he would need to cut some trees along the road allowance. The Road Superintendent has been advised this will be occurring.

**Bylaw Officers Report**

In the absence of the Bylaw Enforcement Officer, Reeve Noland presented the
February 2023 Bylaw Report to Council, as prepared by Tim Bailey.

* Property Inspections are ongoing.
* The Mapping for the New Draft Zoning Bylaw is underway.
* J.L. Richards is to confirm the date of the Open House.
* Emergency Response Readiness – training is ongoing

a)– Updating HIRA Hazard Identification/Risk Management

b) – Updating CI – Critical Infrastructure

c) Develop a Table Top Exercise

- Bylaw Contraventions – Burpee = 28 violations, 3 resolution in progress, 25 resolved

 - Mills = 29 violations, 4 resolution in progress, 25 resolved

- Escarpment Biosphere Committee – Parking Lot concerns are being addressed

The March, 2023 Plan is to:

* Continue to Focus on Emergency Preparedness
* Secure a date with JL Richards for Open House – Tentatively March
* Secure date for Public Meeting – Discussion for May 2

**MOTION: 2023-22**

Moved By: Arthur F.Hayden

Seconded By: David Deeg

THAT the Road Voucher in the amount of $8,632.07 be approved for payment……………carried K.N.

**MOTION: 2023-23**

Moved By: Roger Morrell

Seconded By: Kim Middleton

THAT the General Voucher in the amount of $88,233.04 be approved for payment……………….carried K.N.

**MOTION: 2023-24**

Moved By: Arthur F. Hayden

Seconded By: David Deeg

THAT the Fire Voucher in the amount of $1,615.81 be approved for payment…………….carried K.N.

**MOTION: 2023-25**

Moved By: Kim Middleton

Seconded By: David Deeg

THAT Council approve the Audit Plan as stated in the February 28, 2023 correspondence provided by Jakubo Chartered Professional Accountants……………………carried K.N.

A request has been received by Council regarding the use of the vacant schoolhouse at Poplar Corner. More information will be requested and presented to Council.

Rick Graham, Fire Chief and Gye Taylor, Road Superintendent excused themselves from the meeting at 7:45 p.m.

**MOTION: 2023-26**

Moved By: Kim Middleton

Seconded By: Arthur F. Hayden

The Township of Burpee and Mills will approve the severance application re Concession 10, Lots 19 and 20(Burpee), if the buildings are removed from the shoreline road allowance and there is a legal surveyed right of way to this severance………………………..carried K.N.

* **3 -**

**MOTION: 2023-27**

Moved By: Arthur F. Hayden

Seconded By: Roger Morrell

The Township of Burpee and Mills will approve the Application for Zoning Amendment for Con. 9, Lot 10 (Burpee) Council would approve the existing shed to be located in front of the dwelling. Council would approve the rebuild/replacement of an equipment storage building and workshop in front of the existing dwelling…………………………carried K.N.

A Council Meeting will be at the call of the Reeve to discuss the following items.

* A Zoning Amendment Application for Con. 6 Pt.L 36-37.
* Short Term Rental Bylaw
* Body Cameras

**MOTION: 2023-28**

Moved By: Roger Morrell

Seconded By: Arthur F. Hayden

The Municipality of Burpee and Mills deems it appropriate to adopt Official Plan Amendment A-3 for the District of Manitoulin including the Unincorporated Townships of Robinson and Dawson consisting of explanatory text and mapping identified on Schedule D, dated January 30th, 2023, for a Natural Heritage System Strategy (NHSS) to be forwarded to the Ontario Ministry of Municipal Affairs and Housing (MMAH) for approval…………………..carried K.N.

**Council Chambers Renovation**

David Deeg will determine the scope of the work and provide that information to Council. This renovation may then be sent out for tender. David Deeg has advised Council he will not tender due to a Conflict of Interest.

**MOTION: 2023-29**

Moved By: David Deeg

Seconded By: Arthur F. Hayden

THAT Council approve the Complaint Handling Policy as provided with the following changes: Designated Officer means the Reeve and shall partner with a second person as appointed by Council………………………..carried K.N.

The Ministry of Health requires that all food premises have at least one certified food handler present at events. Some exceptions are weddings, funeral luncheons, etc.

This information will be included in the Newsletter to ask if anyone is interested in taking this course.

**MOTION: 2023-30**

Moved By: David Deeg

Seconded By: Arthur F. Hayden

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) of the Municipal Act 2001 at 8:48 p.m……………..carried K.N.

**MOTION: 2023-34**

Moved By: Arthur F. Hayden

Seconded By: David Deeg

THAT Council return to the Regular Council Meeting at 9:10 p.m…………………….carried K.N.

* **4 -**

**MOTION: 2023-35**

Moved By: David Deeg

Seconded By: Roger Morrell

THAT Council approve the hiring of Paul Martin as the Transfer Station Attendant effective immediately………………….carried K.N.

**Reports**

**Airport:** Roger Morrell presented the Airport Budget and advised the Municipal Contribution for Burpee and Mills has increased by $700.00 for 2023.

 The tenders for the Airport Project closed on March 7th.

**MMA:** Kim Middleton advised the main discussion was regarding the Emergency Plan for the Little Current Swing Bridge. A meeting is upcoming with the MTO for further discussion.

**MPB:** Reeve Noland advised there is a 2% increase to municipal contributions for 2023. The Natural Heritage Information has been forwarded to the Province.

Doug Head has submitted his name for the Provincial Appointee for the unorganized townships.

**POA:** David Deeg explained the POA Budget as presented. The POA is predicting a deficit of $17,000 to be split between municipalities. There has been a decline in fines. The POA Manager is to draw up a resolution to go to the Federal Government.

**CPAC:** The next CPAC Meeting is scheduled for March 8th in Mindemoya.

**Recreation:** Art Hayden advised of the amalgamation of the Golden Age Club and the Recreation Committee. A mission statement has been prepared, bank accounts have been combined, and elections will be held for the executive positions. The next meeting is scheduled for March 28th at 7 p.m. Only other business was a donation request for the Angel Bus.

**Library:** Kim Middleton advised there is no increase to the municipal contribution. A donation has been received in the amount of $5,000 for the library. The Book Budget has increased from $3,000 to $4,500 for 2023.

**Waste Management:** A new Transfer Station Attendant as listed above has been hired.

**Newsletter:** Roger Morrel will circulate the Newsletter to Council for their review and then to the office for distribution.

**Manor:** Art Hayden advised the rep recently appointed for the Manitoulin Centennial Manor has resigned. Art has been reinstated as the rep.

**MOTION: 2023-36**

Moved By: David Deeg

Seconded By: Roger Morrell

THAT the Regular Council Meeting be adjourned at 9:44 p.m…………………………carried K.N.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Ken Noland, Reeve

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Patsy Gilchrist, Clerk-Treasurer