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## The Corporation of the Township of Billings

### Council Meeting Minutes

September 5<sup>th</sup>, 2023 7:00 p.m.

Park Centre – 39 Henry Drive, Kagawong

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#### Council

Bryan Barker, Mayor  
David Hillyard, Deputy Mayor  
Jim Cahill, Councillor  
Vince Grogan, Councillor  
Michael Hunt, Councillor

#### Staff

Emily Dance, CAO/Clerk  
Tiana Mills, Deputy Clerk  
Todd Gordon, Municipal Project Manager  
Arthur Moran, By-Law Enforcement, Health and Safety, Emergency Management  
Martin Connell, Fire Chief

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#### 1. Call to Order

Mayor Bryan Barker called the meeting to order at 7:00pm.

#### 2. Approval of Agenda

2.1. Confirm approval of the agenda.

2023-422

Moved by Hunt      Seconded by Cahill

THAT the Township of Billings Council hereby approves the September 5, 2023 Council Agenda as presented.

Carried

#### 3. Disclosure of Pecuniary Interest

Councillor Cahill: Disclosed a potential deemed non-pecuniary interest on an item in closed session.

*(details are not required to be included in the open minutes)*

#### 4. Adoption of Minutes

Motion to adopt the minutes of the following meetings of Council:

4.1. Regular Council Meeting – August 1<sup>st</sup>, 2023

2023-423



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Moved by Grogan    Seconded by Hillyard

THAT the Township of Billings Council hereby approves the August 1, 2023 Council Meeting minutes as presented.

Carried

## 5. Delegation

### 5.1. Pinchin Environmental

Mayor Bryan Barker welcomed Pinchin Environmental to the Council meeting.

Tim McBride, B. Sc., P. Geo., QPEAS Practice Specialist – Hydrogeology, Director, Landfill and Municipal Services, Alana Valle, B. Eng., Project Coordinator, EIT and Meagan Bradley, B.A. Project Manager, Environmental Due Diligence & Remediation, provided a presentation on the Kagawong Waste Disposal Site.

## 6. Committee Reports

6.1. Members of Council were provided with an opportunity to report on Committee and Board meetings.

### 6.1.1. Museum Committee Minutes: July 10<sup>th</sup>, 2023

Motion 2023-424

Moved by Grogan    Seconded by Hillyard

THAT the Township of Billings Council hereby receives for information all items listed in Section 6.

Carried

## 7. Staff Reports

### 7.1. BE-2023-09-09- By-Law Information Update

Motion 2023-425

Moved by Hunt    Seconded by Grogan

THAT the Township of Billings Council hereby receives for information Report Number BE-2023-09-09 AND directs staff to bring forward the Township Open-Air Burning By-law for Council review including the amendments for Council consideration including proposed procedures.

Carried

### 7.2. HS-2023-09-07 Health and Safety Information Update

Motion 2023-426

Moved by Hunt    Seconded by Cahill

THAT the Township of Billings Council hereby receives for information Report No. HS-2023-09-07.



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7.3. MPM-2023-09-13 Old Mill Road Bridge Project (2)

2023-427

Moved by Hillyard    Seconded by Grogan

THAT the Township of Billings Council hereby approves Report MPM-2023-09-05 AND approves amending the original engineering design contract with EXP to include the Old Mill Road Tendering Proposal, AND FURTHER authorizes the appropriate By-Law coming forward on tonight's agenda.

Carried

2023-428

Moved by Cahill    Seconded by Hillyard

THAT the Township of Billings Council hereby approves the re-allocation of \$71,700 from asset management to the Old Mill Road Bridge project in the 2023 Township of Billings Project budget.

Carried

2023-429

Moved By Hunt    Seconded By Cahill

THAT the Township of Billings Council hereby approves bridge configuration Option #2 in the Kagawong Permanent Bridge Cost Estimates being, a 7.5m Wide Bridge with No Curb & Sidewalk. This bridge option will include two 3.25m lanes, two 0.5m shoulders, and guiderails.

Recorded Vote:

Cahill - yes

Grogan - no

Hillyard - no

Hunt - yes

Barker - no

Defeated

2023-430

Moved By Hillyard    Seconded By Grogan

THAT the Township of Billings Council hereby approves bridge configuration Option #1 in the Kagawong Permanent Bridge Cost Estimates being, 7.5m Wide Bridge with Curb & Sidewalk This bridge option includes two 2.75m lanes, two 0.25m shoulders, guiderails, concrete curb, and a 1.5m wide concrete sidewalk AND FURTHER the sidewalk be located on the river side.

Recorded Vote:

Cahill - yes

Grogan - yes

Hillyard - yes

Hunt - yes

Barker – yes

Carried

7.4. PW-2023-09-05 – Kagawong Landfill Monitoring Agreement – Pinchin  
2023-431

Moved By Grogan    Seconded By Hunt

THAT the Township of Billings Council hereby approves report PW-2023-09-05 AND accepts the proposal from Pinchin for the 2023 Annual monitoring and summary report for the Kagawong Landfill AND FURTHER directs Pinchin to aggressively pursue the approval with the Ministry on the Townships behalf AND direct staff to review costs for the drone survey and a re-use it centre for Council consideration AND FURTHER authorizes the appropriate By-Law coming forward on tonight’s agenda for the Kagawong Landfill Monitoring Agreement.

Carried

7.5. PW -2023-09-06 Island Wide Waste Management (2)  
2023-432

Moved By Grogan    Seconded By Hillyard

THAT the Township of Billings Council hereby approves Report PW-2023-09-06 AND formally commits to partnering with all the municipalities and first nation communities on Manitoulin Island to support an Island Wide Waste Management Solution AND commits to including \$5,000 in the 2024 Township of Billings Budget to move the initiative forward.

Carried

7.6. TR-2023-09-11 Tariff of Fees – Planning  
2023-433

Moved by Hillyard    Seconded by Grogan

THAT the Township of Billings Council hereby approves Report TR-2023-09-11 AND authorizes repealing By-Law No. 84-10 being the Tariff of Fees By-Law for Planning Matters to remove outdated planning application fees AND provide for a Tariff of Fees By-Law that will require a deposit for the cost recovery of actual costs for



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developments requiring review from professional consultants AND FURTHER authorizes the appropriate By-Law coming forward on tonight's agenda.

Carried

7.7. CAO-2023-09-18 Lake Kagawong Open House Information  
2023-434

Moved by Hunt      Seconded by Grogan

THAT the Township of Billings Council hereby receives for information Report CAO-2023-09-18.

Carried

7.8. CAO-2023-09-19 Service Recognition Draft Policy  
2023-435

Moved by Hillyard      Seconded by Grogan

THAT the Township of Billings Council hereby approves Report CAO-2023-09-19 AND approves the adoption of a Service Recognition Policy AND FURTHER authorizes the appropriate By-Law coming forward.

Carried

7.9. CAO-2023-09-20 Health and Wellness Spending Account Draft Policy  
2023-436

Moved by Cahill      Seconded by Hunt

THAT the Township of Billings Council hereby approves Report CAO-2023-09-20 AND approves the adoption of a Health and Wellness Spending Account Policy AND FURTHER authorizes the appropriate By-Law coming forward.

Deferred

*Staff was directed to review the policy further to tighten up the allocated provisions and bring back the policy at a future meeting.*

7.10.      CLK-2023-09-26 eScribe Agreement – Agenda Management  
2023-437

Moved by Grogan      Seconded by Cahill

THAT the Township of Billings Council hereby approves report CLK-2023-09-26 AND ratifies and confirms the subscription agreement with eScribe for electronic meeting management software AND FURTHER authorizes the appropriate By-Law coming forward on tonight's agenda.

Carried



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2023-438

Moved by Cahill      Seconded by Hillyard

THAT the Township of Billings Council hereby approves extending the meeting past the automatic adjournment of 10:00 pm

Carried

**8. Old Business**

None.

**9. Correspondence Requiring Direction**

9.1. EV Charging Station

2023-439

Moved By Cahill      Seconded By Hillyard

THAT the Township of Billings Council hereby directs staff to review the Electric Vehicle Charging Station initiative, costs, available locations and any grants or subsidies available AND FURTHER that the information be brought forward during 2024 budget deliberations.

Carried

**10. Information**

- 10.1. AMO Delegation Letter
- 10.2. Modernizing Environmental Assessment Act
- 10.3. Red Tape Reduction for Designation Broadband Projects
- 10.4. Building Faster Fund
- 10.5. MPAC Property Assessment Update
- 10.6. Manitoulin Phragmites Project

*Locations: Newburn (treated August 16<sup>th</sup>), Grandor (treatment not required), Windjammer (not yet treated) and Mud Creek (missed during initial Council discussion, to be treated after labour day weekend)*

2023-440

Moved By Grogan      Seconded By Hunt

THAT the Township of Billings Council hereby receives for information all items listed in Section 10.

Carried

**11. Accounts for Payment**

- 11.1. Accounts for Payment to August 28, 2023 (*August 11, 2023 & August 28, 2023*)  
2023-441



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Moved By Hunt      Seconded By Cahill

THAT the Township of Billings Council hereby receives, ratifies, and confirms the accounts for payment to August 28, 2023.

Carried

## **12. By-Laws and Agreements**

12.1.      2023-86 eScribe Agreement By-Law  
2023-442

Moved By Grogan      Seconded By Cahill

THAT By-Law No. 2023-86 being the eScribe Agreement By-Law be read a first, second and third time and finally passed this 5<sup>th</sup> day of September, 2023.

Carried

12.2.      2023-87 Tariff of Fees By-Law  
2023-443

Moved By Grogan      Seconded By Hillyard

THAT By-Law No. 2023-87 being the Tariff of Fees By-Law be read a first, second and third time and finally passed this 5<sup>th</sup> day of September, 2023.

Carried

12.3.      2023-88 EXP Old Mill Road Bridge Engineering Amendment By-Law  
2023- 444

Moved By Hunt      Seconded By Cahill

THAT By-Law No. 2023-88 being the EXP Old Mill Road Bridge Engineering Amendment By-Law be read a first, second and third time and finally passed this 5<sup>th</sup> day of September, 2023.

Carried

12.4.      2023-89 - 2023 Pinchin Agreement for Annual Reporting and Monitoring for the  
Kagawong Landfill

2023-445

Moved By Hunt      Seconded By Grogan

THAT By-Law No. 2023-89 being the Pinchin Agreement for Annual Reporting and Monitoring for the Kagawong Landfill By-Law be read a first, second and third time and finally passed this 5<sup>th</sup> day of September, 2023.

Carried

## **13. Notice of Motions**



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None.

**14. Closed Session**

**14.1. Move into Closed Session**

2023-446

Moved By Seconded By

THAT the Township of Billings Council hereby moves into Closed Session pursuant to [s. 239(2)(d)] Labour relations or employee negotiations, Personnel matter (3 items), AND pursuant to [s. 239(2)(e)] Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality – Vehicle incident AND FURTHER returns to open session upon completion.

Carried

**15. Report out of Closed Session**

2023-458

Moved By Hunt Seconded By Hillyard

THAT Mayor Barker reported a closed meeting was held where direction was given to staff regarding three personnel matters, due to time constraints the information regarding advice subject to solicitor-client privilege related to the Old Mill Road Waterline project was deferred to a future meeting and information was received regarding litigation or potential litigation regarding a vehicle incident.

Carried

2023-459

Moved By Grogan Seconded By Hunt

THAT By-Law No. 2023-91 being the Amend Volunteer Firefighter Appointment By-Law be read a first, second, and third time and finally passed this 5<sup>th</sup> day of September, 2023.

Carried

2023-460

Moved By Grogan Seconded By Hillyard

THAT By-Law No. 2023-90 being the Appoint Tina Beckerton as Accounts Payable/Tax Clerk By-Law be read a first, second, and third time and finally passed this 5<sup>th</sup> day of September, 2023.

Carried

2023-461

Moved By Hunt Seconded By Hillyard





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THAT By-Law No. 2023-92 being the Salary Ranges for the Employees of the Corporation of the Township of Billings Amendment By-Law be read a first, second, and third time and finally passed this 5th day of September, 2023.

Carried

**16. Confirmatory By-Law**

16.1. By-Law No. 2023-93 Being the September 5<sup>th</sup>, 2023 Confirmatory By-Law  
2023-462

Moved By Grogan    Seconded By Hunt

THAT By-Law No. 2023-93 being the being the September 5th, 2023 Confirmatory By-Law be read a first, second, and third time and finally passed this 5th day of September, 2023.

Carried

**17. Adjournment**

17.1. Motion to Adjourn  
2023-463

Moved By Hunt    Seconded By Grogan

THAT the Regular Council Meeting hereby adjourns at 11:00pm.

Carried

  
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Mayor Bryan Barker

  
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CAO/Clerk Emily Dance