



The Corporation of the Township of Billings

Council Meeting Agenda

March 21st, 2023 7:00 p.m.

Park Centre – 39 Henry Drive, Kagawong

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

Arthur Moran, By-Law Enforcement Officer / H&S

1. Call to Order

Mayor Bryan Barker to call the meeting to order.

2. Approval of Agenda

Confirm approval of the agenda.

3. Disclosure of Pecuniary Interest

4. Adoption of Minutes

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

4.1 Regular Council Meeting – March 7th, 2023

5. Delegation

5.1. Short Term Accommodation Rental By-Law: Bill Concannon

6. Committee Reports

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

6.1.1. Provincial Offences Authority Board of Management Minutes – March 7, 2023

6.1.2. Community Policing Advisory Committee (CPAC) Minutes – March 8, 2023

6.1.3. Climate Action Committee Minutes – February 15, 2023

7. Staff Reports

7.1. BE-2023-03-05- Exotic Pet By-Law Amendment

7.2. TR-2023-03-05 –Statement of Council Remuneration and Expenses - 2022

7.3. CAO-2023-03-10 Summer Students

7.4. CLK-2023-03-07 Parks, Recreation and Wellness Committee Recommendations

7.5. CLK-2023-03-08 Ice Resurfacer

8. Correspondence Requiring Direction

8.1. Feedback Regarding the Interim Strategic Plan Priorities – Barb Erskine

9. Information

9.1. 2023 Provincial Offences Authority (POA) Operations Budget

9.2. GoNORTH Video

9.3. Municipal Class Environmental Assessment Amendments - Stakeholder Notification - March 2023

9.4. Turkey Concern Follow-Up Response

10. Accounts for Payment

10.1. Accounts for Payment March 16, 2023

11. By-Laws and Agreements

11.1. By-Law 2023-20 Being the Award Old Mill Road Watermain Upgrade Tender By-Law

11.2. By-Law No. 2023- 21 Being an Amendment to the Backyard Chicken By-Law (1)

11.3. By-Law No. 2023-22 Being and Amendment to the TOR Climate Action Committee By-Law (1)

12. Notice of Motions

12.1. Waste Management Solutions for Manitoulin Island – *Councillor Vince Grogan provided notice at the March 7, 2023 Council meeting regarding this motion.*

WHEREAS the Corporation of the Township of Billings is committed to protecting our environment;

AND WHEREAS a priority of the Township of Billings Strategic Plan is to continue to improve municipal waste site efficiency including waste diversion and recycling;

AND WHEREAS the Township of Billings Community Energy and Emissions Plan (CEEP) includes taking action on waste management and reducing overall consumption and landfilling;

AND WHEREAS effective waste management solutions involve all Municipalities and First Nations on Manitoulin Island;

AND WHEREAS Council wishes to engage in a discussion with our neighbouring island municipalities and First Nations to have an open discussion on joint waste management solutions;

THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE TOWNSHIP OF BILLINGS hereby directs staff to invite our neighbouring island municipalities and First Nations to participate in a round table discussion as a first step on opening up the conversation for joint waste management solutions for Manitoulin Island.

12.2. Hybrid Meetings- *Councillor Jim Cahill provided notice at the March 7, 2023 Council meeting regarding this motion.*

WHEREAS the Township of Billings holds in-person Council Meetings;
AND WHEREAS through the pandemic members of the public could participate in Council Meetings virtually;
AND WHEREAS hosting broadcasted or hybrid Council Meetings will allow members of the public with the opportunity to participate in Council Meetings virtually;
NOW THEREFORE Council hereby directs Staff to bring forward a report, including estimated costs, on hosting broadcasted or hybrid meetings.

- 12.3. Motion for Reconsideration – Delegation of Authority to Issue Licenses (STAR, Trailer, Backyards Chicken) –*Deputy Mayor Hillyard provided written notice to the Clerk prior to the agenda publication deadline.*

WHEREAS the Corporation of the Township of Billings in a recorded vote at the March 7, 2023 Council Meeting Defeated Motion 2023-105 Delegating the CAO/Clerk with the authority to issue STAR Licences, Trailer Permits and Backyard Chicken Licenses;
AND WHEREAS upon further review of the documents and with new information, and being on the prevailing side of the motion request the motion be reconsidered at the next meeting of Council.

13. Closed Session

13.1. Motion to move to Closed Session

THAT the Township of Billings Council hereby moves into Closed Session pursuant to [s. 239(2)(b)] Personal matters about an identifiable individual – Volunteer Fire Fighter Application AND FURTHER returns to open session upon completion.

14. Report out of Closed Session

15. Confirmatory By-Law

- 15.1. By-Law No. 2023-23 Being the March 21st, 2023 Confirmatory By-Law

16. Adjournment

- 16.1. Motion to Adjourn

Document Accessibility

The Township of Billings is committed to providing information in the format that meets your needs. We have made every attempt to make documents for this meeting accessible but there may still be difficulty in recognizing all the information. Please contact us if you require assistance and we will make every attempt to provide this information in an alternative format.

Please note that third party documents received and found within this document will not be converted to an accessible format by the Township of Billings. However, upon request, we will attempt to obtain these documents in an appropriate accessible format from the third party.

For assistance or to make a request please call (705) 282-2611 or email tmills@billingsstp.ca



The Corporation of the Township of Billings
Council Meeting Minutes
March 7, 2023 7:00 p.m.
Park Centre – 39 Henry Drive, Kagawong

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 Officer / H&S

1. Call to Order

Mayor Barker called the Council meeting of the Township of Billings to order at 7:00 p.m.

2. Approval of Agenda

2023-96

Moved by Hunt Seconded by Cahill

THAT the Township of Billings Council hereby approves the agenda as amended to include a Proclamation for International Women's Day and two notices of motion.

Carried.

3. Disclosure of Pecuniary Interest

None.

4. Adoption of Minutes

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

4.1 Regular Council Meeting – February 21st, 2023

4.2 Committee of the Whole – February 21st, 2023

2023-97

Moved by Grogan Seconded by Hunt

THAT the February 21st, 2023 Regular Council Meeting Minutes and February 21st, 2023 Committee of the Whole Minutes be adopted as presented.

Carried.

5. Delegation

5.1. Manitoulin Streams

Seija Deschenes, Project Coordinator for Manitoulin Streams, provided a presentation on how Manitoulin Streams are protecting and restoring Manitoulin streams and the relevant projects in the Township of Billings.

6. Committee Reports

6.1. There were no updates provided.

7. Staff Reports

7.1. HS-2023-03-02- Health and Safety Information Report (January, February) 2023-98

Moved by Hunt Seconded by Hillyard

THAT the Township of Billings Council hereby receives for information Report No. HS-2023-03-02.

Carried.

7.2. BE-2023-03-03 – By-Law Enforcement Information Report (January, February) 2023-99

Moved by Grogan Seconded by Hillyard

THAT the Township of Billings Council hereby receives for information Report Number BE-2023-03-03.

Carried.

7.3. BE-2023-03-04 – Backyard Chicken By-Law Amendment 2023-100

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby approves Report Number BE-2023-03-04 AND authorizes an amendment to the Backyard Chicken By-Law to remove Section 4.4 AND FURTHER authorizes the appropriate By-Law coming forward.

Carried.

By Council consensus staff was directed to review the removal of backyard chickens from the 2021-31 Exotic Pets by-law with the amendment to be brought forward at an upcoming Council Meeting.

7.4. MPM-2023-03-05 Bulk Water Update (4) 2023-101

Moved by Hunt Seconded by Cahill



THAT the Township of Billings Council hereby approves Report No. MPM-2023-03-05 AND authorizes the continuation of bulk water on the lock and key system for 2023 at a rate of \$300 per user AND FURTHER that staff investigate options for a coin or card operated system for consideration for 2024.

Carried.

7.5. MPM-2023-03-06 Fire Hall Renovation Update (5)
2023-102

Moved by Grogan Seconded by Hunt

THAT the Township of Billings Council hereby approves Report No. MPM-2023-03-06 AND supports the Fire Hall Project at a total cost of \$1,412,588.00 AND approves the submission of a funding application to NOHFC AND FURTHER commits to funding the project in its entirety less any applicable grant funding received from NOHFC AND any other grants should they become available AND FURTHER commits to cover any costs overruns should they occur.

Carried.

7.6. MPM-2023-03-07 – Old Mill Road Tender Results
2023-103

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby approves Report No. MPM-2023-03-07 AND awards the Old Mill Rd. Waterline Replacement project to Denis Gratton Construction Ltd. in the amount of \$1,551,554.63 plus HST AND FURTHER authorizes the appropriate By-Law coming forward.

Carried.

7.7. CLK-2023-03-05 - OCWA Operational Plan
2023-104

Moved by Hillyard Seconded by Cahill

THAT the Township of Billings Council hereby approves Report CLK-2023-03-05 AND supports the overall goal of OCWA and the Township of Billings to provide safe cost-effective drinking water through sustained cooperation AND FURTHER commits and endorses the Kagawong Drinking Water System Operational Plan AND FURTHER directs the Mayor and CAO/Clerk to sign the required documentation on behalf of the Township of Billings.

Carried.

7.8. CLK-2023-03-06 – Delegation of Authority (STAR, Backyard Chicken, Trailer By-Laws)
2023-105



Moved by Grogan Seconded by Hunt

THAT the Township of Billings Council hereby approves Report CLK-2023-03-06 AND designates the Chief Administrative Officer as the “License Issuer” for Short Term Accommodation Licences AND delegates the Clerk with the authority to issue Trailer Permits and Backyard Chicken Licenses AND FURTHER authorizes the appropriate amending By-Laws coming forward.

Defeated. (Recorded Vote 2:3)

Member	Yes	No	Absent
Mayor Barker	X		
Councillor Cahill		X	
Councillor Grogan		X	
Deputy Mayor Hillyard		X	
Councillor Hunt	X		

7.9. CAO-2023-03-08 – Strategic Plan Confirmation
2023-106

Moved by Grogan Seconded by Hillyard

THAT the Township of Billings Council hereby approves Report CAO-2023-03-08 AND confirms support of the Strategic Plan Actions items as contained in the attached Appendix ‘A’ AND FURTHER directs staff to include a section “Alignment to Strategic Plan” in Council reports to ensure the Strategic Plan priorities are considered in the decision-making process.

Carried.

7.10. CAO-2022-03-09 – Climate Action Committee Terms of Reference / Committee Update
2023-107

Moved by Grogan Seconded by Hillyard

THAT the Township of Billings Council hereby approves Report CAO-2023-03-09 AND approves amending the Climate Action Committee Terms of Reference and 2023 priorities as recommended by the Climate Action Committee AND FURTHER authorizes the appropriate By-Law coming forward.

Carried.

8. Correspondence Requiring Direction

8.1. Manitoulin Island Cycling Advocates (MICA) – Letter of Acknowledgement Request



2023-108

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby receives the letter from the Manitoulin Island Cycling Advocates (MICA) letter dated March 2, 2023 AND directs staff to write a Letter of Acknowledgment as requested.

Carried.

9. Information

9.1. 2023 FONOM Executive Award

9.2. FONOM Media Release - Catch and Release - Feb 2023

9.3. FCM 2023 Annual Conference and Trade Show

9.4. 2022 Municipal Election Statistics

9.5. Congratulations on Outdoor Rink Correspondence Brad de St. Aubyn

9.6. 2022 Annual Summary Reports Kagawong Water System

2023-109

Moved by Grogan Seconded by Cahill

THAT the Township of Billings Council hereby receives for information all items listed in Section 9.

Carried.

10. Accounts for Payment

10.1. Accounts for Payment for March 2, 2023

2023-110

Moved by Hunt Seconded by Cahill

THAT the Township of Billings Council hereby approves, ratifies, and confirms the March 2, 2023 Accounts for Payment as presented.

Carried.

11. By-Laws and Agreements

None.

12. Proclamations

12.1. International Women's Day

2023-111

Moved by Hunt Seconded by Grogan

WHEREAS March 8, 2022 is International Women's Day, a Day dedicated to celebrating women's achievements around the world, raising awareness on the challenges women face, and determining ways of achieving gender equality.

AND WHEREAS International Women's Day is a time to work toward a world where each woman and girl can exercise her choice, such as participating in



politics, getting an education, having an income, and living in societies free from violence and discrimination;

AND WHEREAS The Township of Billings is committed to promoting equity and justice and will continue to work to address the systemic and structural oppressions that perpetuate inequity.

NOW THEREFORE, I, Bryan Barker, Mayor of the Township of Billings DO HEREBY PROCLAIM March 8, 2023 as “International Women’s Day” in the Township of Billings

Carried.

13. Notice of Motions

13.1. Hybrid Meeting Option

Councillor Cahill noted his intention to bring forward a motion for staff to review hybrid meetings.

13.2. Island-Wide Waste Management Meetings

Councillor Grogan noted his intention to bring forward a motion for an Island-Wide Waste Management discussion.

14. Closed Session

None.

15. Confirmatory By-Law

15.1. By-Law No. 2023-19 being the March 7th, 2023 Confirmatory By-Law 2023-112

Moved Hunt Seconded by Hillyard

THAT By-Law No. 2023-19 being the March 7th, 2023 Confirmatory By-Law be read a first, second and third time AND finally passed this 7th day of March, 2023.

Carried.

16. Adjournment

16.1. Motion to Adjourn

2023-113

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby adjourns at 8:49 p.m.

Carried.

Mayor Bryan Barker

CAO/Clerk Emily Dance



Delegation Request Form

The Clerk of the Township of Billings reserves the right to refuse or defer any delegation at any time. Delegations appear strictly for information purposes only. Any discussion or decision will be at the discretion of Council. Material provided will be uploaded to the public agenda subject to rules of procedure.

Request for Delegation (please print)

- on my own behalf; or
 on behalf of a group / organization / association, if so please state name of group/ organization / association below.

Name(s) of Group/ Organization / Association: Bill Concannon

Name(s) of Speaker(s) (Maximum 2): Bill Concannon

Subject / Title of Presentation: Validity of the STAR Bylaw's existence.

Please describe below, the subject matter of the delegation

I am challenging the validity of the Short Term Rental bylaw in Billings.

Equipment Required (projector, screen, laptop): None

Contact Information (will not be posted publicly):

OFFICE USE ONLY

Delegation Date: _____ Time: _____ Duration: _____

Completed and signed requests and all presentation documentation must be delivered to the Clerk by 4:00 p.m. on the Wednesday preceding the meeting of Council for which your delegation is scheduled. Delegations will be confirmed by the Clerk by email.

In accordance with the Municipal Freedom of Information and Privacy Act, personal information is collected under the authority of the Municipal Act, 2001 and will only be used for the purpose of reviewing delegation requests. Questions about the collection of the personal information may be addressed to the Deputy Clerk at the Township of Billings, 15 Old Mill Road, Kagawong ON (705) 282-2611 tmills@billingsstp.ca

Emily Dance

From: Bill Concannon [REDACTED]
Sent: March 14, 2023 3:49 PM
To: Emily Dance
Subject: Subject matter for delegation

Hi Emily,

Discussion points that I will be presenting to council will include:

Definition of a bylaw.

What is the mandate of the Mayor and council when it comes to putting bylaws in place?

Is the Star bylaw needed?

Why do we need a bylaw to address issues that don't exist?

If the issues are here, why does my research show otherwise?

What narrative lead to putting the bylaw in place?

Why is there a fee that accompanies this particular "bylaw".

Hopefully this suffices.

Thanks,

Bill

Sent from my iPad

Emily Dance

From: Bill Concannon [REDACTED]
Sent: March 14, 2023 3:49 PM
To: Emily Dance
Subject: Subject matter for delegation

Hi Emily,

Discussion points that I will be presenting to council will include:

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Why is there a fee that accompanies this particular "bylaw".

Hopefully this suffices.

Thanks,

Bill

Sent from my iPad

Minutes of the POA Board of Management

Held on Tuesday, March 7, 2023 at 11:00 AM

Present: Bryan Barker, POA – Billings Zoom
Cameron Runnalls, POA - Gordon/Barrie Island Zoom
Dave Deeg, POA - Burpee Mills
Derek Stephens, POA - Central Manitoulin - Chair Zoom
Mike Erskine, POA – NEMI
Terry Olmstead, POA – Gore Bay
Robert Shawana, POA – Assiginack Zoom
Michael Lalonde, Treasurer
Pam Fogal, Deputy Clerk – POA Manager
Dayna Nelder – POA Clerk

Absent: Brent St. Denis
Perry Chatwell

Other:

1. Adoption of the Agenda

a)

Moved by Mike Erskine

Seconded by Terry Olmstead

THAT the March 7, 2023 Agenda is adopted as presented.

Carried

2. Appointment of Chair Person, Vice Chair Person and Secretary

a)

Moved by Mike Erskine

Seconded by Bryan Barker

THAT Derek Stephens be nominated for chairperson of the POA Board of Management.

Carried

Moved by Mike Erskine

Seconded by Derek Stephens

THAT Bryan Barker be nominated for the Vice-Chairperson for the POA Board of Management.

Carried

Moved by Derek Stephens

Seconded by Mike Erskine

THAT Pam Fogal be nominated for secretary for the POA Board of Management.

Carried

3. Disclosure of Pecuniary Interest
None

4. Adoption of the Minutes

a)

Moved by Bryan Barker

Seconded by Mike Erskine

THAT the minutes of September 22, 2022, POA Board of Management are adopted as presented.

Carried

5. Business Arising out of the Minutes

a) Sale of Excess Items

Pam advised the board that the TV and stand were sold and that the Town of Gore Bay will be purchasing the printer.

6. New Business

a) 2023 Budget

The 2023 budget was presented to the committee. A brief explanation was provided regarding the amounts on the budget. It was noted that the projected loss for 2023 is over \$45,000. The board was advised that the amount is so high due to the fact that the court has a multiple number of special trials scheduled for 2023 which have substantial extra costs associated. Board members stressed their concern with a loss again for this year and having to ask their councils to pay for the portion of the deficit.

Moved by Mike Erskine

Seconded by Bryan Barker

THAT the 2023 budget be adopted as presented.

FURTHER BE IT that staff invoices the municipal partners for their share of the 2022 deficit.

AND FURTHER staff submit a letter to the Province to strongly push that they offer financial assistance or they can resume the responsibility for Provincial Offences.

Carried

b) Review of POA Intermunicipal Service Agreement & Memorandum of Understanding

Pam briefly explained that the Memorandum of Understanding is between the Town of Gore Bay and the Ministry of the Attorney General and that Intermunicipal Service Agreement is between the Town of Gore Bay and the representing municipalities. Mike Erskine noted that the First Nations were noted under the service area but not included in the Intermunicipal Agreement.

c) Establishment of Regular Meetings

The Board has agreed to meet quarterly and will continue Hybrid meetings.

7. Other

8. Adjournment

a)

Moved by Robert Shawana

THAT we adjourn at 11:49 a.m.

Carried

Respectfully Submitted by:

Pam Fogal, POA Manager

MINUTES
COMMUNITY POLICING ADVISORY COMMITTEE MEETING
Wednesday 8 March 2023
CENTRAL MANITOULIN COUNCIL CHAMBERS, MUNICIPAL OFFICE,
MINDEMOYA ON
7:00 P.M.

PRESENT: Insp. Megan MORIARITY - OPP
Al BOYD - NEMI
Jack BOULD – Gordon / Barrie Island
Bryan BARKER– Billings
Kelly CHAYTOR – Gore Bay
Frank KLODNICKI – Assiginack
Kim Johnson - Burpee/Mills
Steve SHAFFER – Central Manitoulin

REGRETS: Steven WOOD - Tehkummah

PUBLIC: Tom SASVARI – Manitoulin Expositor

Minutes Taken by Kelly CHAYTOR – Gore Bay

CALL MEETING TO ORDER

Al BOYD, chairperson called the meeting to order at 7:02 p.m. Al Boyd welcomed all the members of CPAC to the meeting. Al BOYD confirmed minutes of the meeting will be taken by Kelly CHAYTOR.

ADOPTION OF AGENDA

Al BOYD asked if there were any changes to the agenda or additions for this meeting. None were presented.

Moved by Steve SHAFFER and seconded by Kim JOHNSON that the agenda be adopted. CARRIED.

ADOPTION OF MINUTES

Al BOYD asked if everyone received the minutes of the last meeting 11 Jan 23 and if there are any additions, corrections, or changes. Correction to Jack Bould name from Gould. Correction to Deputy Chair paragraph to correct SHE to HE. Frank KLODNICKI advised in Round Table under Assiginack correct to Cardwell Street to Michael's Bay Road.

Al BOYD asked for motion to move the corrections to the minutes.

Moved by Frank KLODNICKI and seconded by Jack BOULD that the agenda be adopted. CARRIED.

BUSSINESS ARISING

WELCOME

Al BOYD started the meeting by welcoming all members to the meeting. Members including Inspector MORIARITY introduced each other around the table to Kim JOHNSON who was absent at last meeting.

CPAC TRANSITION TO POLICE SERVICES BOARD

Al BOYD advised changes to CPAC could be seen in the Fall of 2023. Information will be shared as soon as that is available to the members of CPAC.

OPP SPEED RADAR SIGN REQUESTS

Al BOYD asked if any communities were interested in OPP speed radar and if they are to please reach out to Officer Mike PATTERSON or Inspector MORIARITY

NEW BUSINESS

OPP DETACHMENT COMMANDER'S COMMENTS

Inspector MORIARITY advised January & February Police Service Board Reports were emailed on March 1 2023. Police Services Board Report for Manitoulin Cluster were provided to committee members; she advised that these reports do not include Provincial highways. Reports do not include all calls just basic criminal calls. Inspector asked if there were any questions in relation to the reports hearing none. Inspector MORIARITY also handed out Calendars with municipal billing details, along with recruitment cards.

SUMMER OPP & MARINE OPERATONAL PLANS FOR MANITOULIN

Al BOYD advised if any communities are having events and would like to let Inspector MORIARITY know prior to event to do so as this will assist in the scheduling of staff. Inspector MORIARITY advised committee members of OPP's Marine Unit that in the past was patrolled by one officer however this year there are multiple officers trained for the Marine unit now. Inspector MORIARITY also asked if communities could advise of any water events happening the Marine Unit should be aware of. Steve SHAFFER advised Mindemoya will be having a Splashzone water park on lake Mindemoya for the months of July and August. Kelly CHAYTOR also advised Gore Bay will be hosting the Splash N Go Adventure park for the second year during the months of July and August.

ROUND TABLE

Steve SHAFFER – Central Manitoulin – No community concerns brought forward

Kelly CHAYTOR - Gore Bay – No community concerns brought forward Side not e- to Inspector MORIARITY that community service officer HILL has been noted attached Charles C. McLean public school and the kids were excited to have him be there and take part in recess with some of them.

Jack GOULD – Gordon/Barrie Island – No community concerns brought forward

Frank KLODNICKI – Assiginack – No community concerns brought forward

Bryan BARKER – Billings – Advised community is having a meeting to address the parking at the falls in Kagawong. Inspector MORIARTY advised to reach out to Officer PATTERSON to assist in matter if needed. Community is also looking into the possibility of painted lines by the falls on the no parking zones. Concerns of parking and pedestrians jaywalking across highway from candy store in Kagawong heading to Gore Bay. Another concern is April smelt run season; at the river that comes into Kagawong from the North Channel at Mudge Bay by the town office. Concern is of when people gather here and partake in alcohol consumption and trespassing.

Kim JOHNSON – Burpee/Mills – No community concerns brought forward

AL BOYD – NEMI – No community concerns brought forward. Brought attention to the Ministry of Natural Resources and Forestry proposal to make amendments to Ontario Regulation 161/17 under the Public Lands Act regarding the use of floating accommodations and camping on water over public lands in Ontario.

FINAL REMARKS

Inspector MORIARTY noted that police vehicles are having cameras installed along with body cameras on officers. AL also asked if Inspector could share Lifesaver project update to municipal members at next meeting.

MEETING AJOURNED

Meeting was adjourned at 7:55 pm

**Moved by Bryan BARKER and seconded by Kim JOHNSON
Carried**

DATE and TIME OF NEXT MEETING.

Wednesday May 10, 2023 – 7 p.m., Central Manitoulin Council Chambers Mindemoya



The Corporation of the Township of Billings
Climate Action Committee Minutes
February 15, 2023
Municipal Office – 15 Old Mill Road Kagawong ON

Committee Members

Mayor Bryan Barker, ex-Officio – *arrived at 7:54 pm*

Councillor Vince Grogan, Chair- present

Bob Clifford- present

Paul Darlaston- present

Chris Theijsmeijer - present

Colen McKeever - absent

Staff

Emily Dance, CAO/Clerk, Secretary

1. Call to Order

Councillor Grogan called the Township of Billings Climate Action Committee to order at 7:03 p.m.

2. Approval of Agenda

Motion 2023-02-01

Moved by: Clifford Seconded by: Theijsmeijer

THAT the Township of Billings Climate Action Committee hereby approves the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

None disclosed

4. Committee Reports

4.1. CAC-2023-02-01 - Code of Conduct and Other Applicable Policies

Motion 2023-02-02

Moved by: Darlaston Seconded by: Theijsmeijer

THAT the Township of Billings Climate Action Committee hereby approves report CAC-2023-02-01 AND confirms review of the Code of Conduct and other application policies AND FURTHER agree to submit a signed acknowledgement to the Clerk of the Township of Billings within 30 days.

Carried



4.2. CAC-2023-02-02 Climate Action Committee Terms of Reference

The Committee discussed the report, a question was raised regarding the Township of Billings Strategic Plan. It was explained that it is being reviewed by Council in February and that the hiring of a consultant to do fulsome review would be brought forward during budget deliberations. It was explained that an Advisory Committee is a more appropriate term for the Committee and that the intent would not change. A discussion was held regarding youth participation in the Committee, and it was agreed that students be encouraged to participate in event type projects.

Motion 2023-02-03

Moved by: Clifford Seconded by: Theijsmeijer

THAT the Township of Billings Climate Action Committee hereby approves report CAC-2023-02-01 AND recommends to Council that the Terms of Reference for the Climate Action Committee be amended as outlined in the report

Carried

4.3. CAC-2023-02-03 Community Energy and Emissions Plan (CEEP) Review

Motion 2023-02-04

Moved by: Darlaston Seconded by: Clifford

THAT the Township of Billings Climate Action Committee hereby receives for information CAC2023-02-03 AND moves into a round table discussion on the CEEP.

Carried

The members that sat on the previous Committee provided the new members with an overview of the how the CEEP was developed and a discussion was held regarding recommendations for moving forward.

The group agreed that it was important to keep the public informed using social media and would like to get the blog to gain more traction. The CAO/Clerk indicated that staff could promote the blog on the Township Facebook and include in different communications and mailouts. A question was raised regarding the grants for trees with Manitoulin Streams. It was noted that staff were notified that the funding decision has not yet been made.

4.4. CAC-2023-02-04 Priority Setting/Annual Workplan

Motion 2023-02-05

Moved by: Theijsmeijer Seconded by: Darlaston

THAT the Township of Billings Climate Action Committee hereby approves report CAC-2023-02-04 AND recommends the following priorities be included in the 2023 work plan. ☹



1.N101 – Promote, educate and incentivize the adoption of climate friendly practices in the agricultural, forestry and sustainable tourism sectors. The CAC suggested hosting two events one for Earth day event and one during waste reduction week. *Township Staff can assist in moving forward the blog and create a communication plan to create awareness, a budget of approx. \$500 per event will be requested to host the events.*

2. N102 – Create the municipal organizational structure to support. N101 and. N102. *It was suggested that a member of the CAC could attend various Committee meetings to ensure the projects are looked through a green lens. During local events including the market, promotional material could be available. It was also suggested that when programs or projects are being considered by Council that a statement on how the project is aligned with the CEEP plan.*

3. W01 Re-institute an in-home composting support program- Partial financial contribution to the composting program and; Promotion – communication through website, social media with other waste management information. *Staff will investigate options for implementation.*

4. B01 - Conduct energy auditing, grant/incentive application support, educational and financing programs – *Staff will investigate options for implementation.*

5. N301- Participate in community-based project N301: Create a Natural Asset Inventory and per O Reg. 588/17 develop a Natural Asset Management Plan (NAMP) and integrate it into the corporate Asset Management Plan (AMP) by the regulatory deadline of July 1, 2023 – *Staff will investigate options for implementation.*

6. W03 - Create local circular economy opportunities – organize reuse and repurposing events, repair seminars and eventually consider a permanent tool share library and reuse centre

7. N302 - Increase tree cover and protection – Manitoulin Streams and Township of Billings have made a joint grant application for the planting of trees.

Carried

4.5. CAC-2023-02-05 Budget 2023

Motion 2023-02-06

Moved by: Theijmeijer Seconded by: Barker

THAT the Township of Billings Climate Action Committee hereby approves report CAC-2023-0205 AND directs staff to provide an annual budget for Council consideration based on the priorities set for the Committee in 2023.

Carried



4.6. CAC-2023-02-06 2023 Meeting Schedule

Motion 2023-02-07

Moved by: Darlaston Seconded by: Clifford

THAT the Township of Billings Climate Action Committee hereby approves report CAC-2023-0206 AND approves the Climate Action Committee Schedule as presented AND FURTHER recommends the Terms of Reference be amended to allow for meetings to take place at alternate locations from the Park Centre when required.

Carried

5. Information

5.1. FoodCycler – Municipal Pilot Program

The Township of Billings has been approached by Food Cycler to be part of a pilot program. The Committee reviewed the proposal and due to the high cost, energy use and method (dehydration) are not recommending to Council that the Township of Billings participate in the pilot.

Motion 2023-02-07

Mover Darlaston Seconder Barker

THAT the Township of Billings Climate Action Committee hereby receives the proposal from Food Cycler AND does not recommend participation in the program at this time.

Carried

5.2 Billings Township – Climate Action Committee Blog

By consensus, the Committee agreed to discuss the Blog. It was agreed that member Chris Theijsmeijer would continue to manage the Blog with two posts monthly. The posts would be sent to the CAO/Clerk for approval then posted and shared on the Township social media outlets.

6. Adjournment

Motion to adjourn the meeting.

Mover Darlaston Seconder Theijsmeijer

THAT the Township of Billings Climate Action Committee hereby adjourns at 8:26 pm

Carried

Original Signed by Vince Grogan

Chair – Vince Grogan

Original Signed by Emily Dance

Secretary – Emily Dance



COUNCIL REPORT

Department: By-Law Enforcement

Date: March 21, 2023

Report Number: BE-2023-03-05

File: Exotic Animals By-Law Amendment

Recommendation:

THAT the Township of Billings Council hereby approves Report Number BE-2023-03-05 AND authorizes amending the Exotic Animals By-Law for consistency with the Backyard Chicken By-Law AND FURTHER authorizes the appropriate By-Law coming forward.

Background:

On July 19, 2021 Council passed [By-Law No. 2021-31](#) being a By-Law to regulate the keeping and feeding of Domestic Animals and Exotic Animals or Wildlife Other than Cats or Dogs.

In general, the keeping of exotic animals including non-human primates, marsupials, ursids, hyena, poisonous snakes and endangered species are prohibited in the Township of Billings and the keeping farm animals including chickens, goats, sheep, cattle, bison llamas and alpacas are limited to rural and agriculture zones.

Discussion:

On September 19, 2022 Council passed [By-Law No. 2022-29](#) being a By-Law to regulate the keeping and licensing of Backyard Chickens. The By-Law regulates and permits the keeping of chickens in residential and shoreline residential zones as designated in the Township of Billings Comprehensive Zoning By-Law.

At the March 7, 2023 meeting staff was directed to review the Exotic Animal By-Law with relation to the Backyard Chicken By-Law.

In order to have consistency with the By-Laws an amendment to the Exotic Animal By-Law is required to permit backyard chickens in residential and shorelines residential zones as outlined in the Backyard Chicken By-Law.

Staff recommend the following amendments:

Add

1.0 Definitions

1.32 "Backyard Chicken Permit" means a permit issued by the Township, for a fee that permits the keeping of Chickens in accordance with the Township of Billings Backyard Chicken By-Law.

4.0 Exceptions

4.1 Section 2.1 shall not apply to

4.1.5 A person holding a backyard chicken permit for a property within the residential and shoreline residential zone as identified in the Township of Billings Zoning By-Law.

Schedule 'A'



e) All Domestic Fowl means any feathered vertebrate animal living in or near the habitation of humans and not being wild; shall include but not be limited to chickens, ducks, geese, turkeys, pigeons except in areas identified in the current Zoning Bylaw as being Rural or Agricultural or an owner or occupant of a property within the residential and shoreline residential zones with a current backyard chicken permit.

Housekeeping

- Replace reference to the Billings Township Zoning Bylaw (1980-11) with The Township of Billings Zoning By-Law.
- Replace reference from Town to Township
- Replace map in Schedule 'C' to the current Zoning Map for the Township of Billings

Financial Impacts

There are no financial impacts or budget implications associated with this report.

Alignment to the Strategic Plan

This report is not applicable to the Strategic Plan

Alignment to the Community Energy and Emissions Plan (CEEP)

This report is not applicable to the CEEP

Respectfully Submitted By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Treasury

Date: March 21, 2023

Report Number: TR-2023-03-05

File: Statement of Council Remuneration and Expenses - 2022

Recommendation:

THAT the Township of Billings Council hereby receives for Information Report TR-2023-03-05.

Background:

The Council remuneration reporting is prepared in accordance with the Municipal Act, 2001 (s) 284 (1) Statement – that the Treasurer of a municipality shall in each year on or before March 31st provide to the Council of the municipality an itemized statement of remuneration and expenses paid in the previous year to:

- a) each member of Council in respect of his or her services as a member of the Council or any other body, including a local board, to which the member has been appointed by Council or on which the member holds office by virtue of being a member of Council;
- b) each member of Council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- c) each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

A mandatory item of the statement is to identify the By-Law under which the remuneration and or expenses were authorized. Below is a chart that shows remuneration and expenses for members of Council for the past term and members of the new term.

Discussion:

Pursuant to Sec 284(1) of the Municipal Act, 2001 as amended, the following remuneration and expenses were paid or accrued by the Township of Billings during the year 2022 as authorized by By-law 2020-39.

The actual remuneration paid during the year will differ due to the actual timing of paydays. Council Expenses are costs reimbursed to Council members for attending events such as training sessions and conferences and forums.

Despite the Municipal Freedom of Information and Protection of Privacy Act, this statement is a public record. Copies of this report and associated chart will be made available in hardcopy to the public upon request through the Clerk.



Name	Position	Stipends	Expenses	Total
Alkenbrack, Sharon	Councillor	\$6,003.45		\$6,003.45
Anderson, Ian	Mayor	\$9,166.92		\$9,166.92
Barker, Bryan	Deputy Mayor / Mayor	\$12,217.73	\$2,075.83	\$14,293.56
Cahill, Jim	Councillor	\$476.98		\$476.98
Grogan, Vince	Councillor	\$476.98		\$476.98
Jackson, Sharon	Councillor	\$6,003.45	\$50.00	\$6,053.45
Hillyard, David	Deputy Mayor	\$476.98		\$476.98
Hunt, Michael	Councillor	\$6,291.54		\$6,291.54

Financial Impacts

Council remuneration is included in the Township of Billings annual budget.

Alignment to the Strategic Plan

This report is not applicable to the Strategic Plan

Alignment to the Community Energy and Emissions Plan (CEEP)

This report is not applicable to the CEEP

Respectfully Submitted By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Chief Administrative Officer

Date: March 14, 2023

Report Number: CAO-2023-03-10

File: 2023 Summer Student Positions

Attachment: None.

Recommendation:

THAT the Township of Billings Council hereby approves Report CAO-2023-03-10.

Background:

With Council's direction to advertise for summer students for the 2023 summer season, applications were accepted until February 10th and interviews were completed.

The following positions have been filled:

Library Assistant: Emily Sloss

Museum Assistant: Hanako Hubbard-Radulovich

Marina Assistant 1: Trish Patterson

Marina Assistant 2: Offer extended

No applications were received for the Public Works Student position.

Discussion:

As no applications were received for the Public Works Student position, staff will be reposting for the position.

Financial Impacts:

Financial impacts will be brought forward to 2023 Budget deliberations.

Alignment to Strategic Plan:

Priority #20: Address organizational human resource and workload concerns.

Alignment to the CEEP:

No direct alignment.

Respectfully Submitted By:

Tiana Mills, Deputy Clerk

Reviewed By:

Emily Dance, CAO/Clerk



COUNCIL REPORT

Department: Clerk

Date: March 21, 2023

Report Number CLK-2023-03-07

File: Parks, Recreation and Wellness Committee Meeting Report

Attachment:

Parks, Recreation and Wellness Committee DRAFT Minutes – March 6th, 2023

2023 Parks, Recreation and Wellness Budget

Plumbing (O Bond and Sons) and Electrical (Henderson Electric) Quotations

Staff Recommendations:

THAT the Township of Billings Council hereby approves Report CLK-2023-03-07 AND approves the request of the Parks, Recreation and Wellness Committee's of \$500 to host an Easter Egg Hunt Event on Saturday April 8th, 2023.

THAT the Township of Billings Council hereby receives the 2023 Budget presented by the Parks, Recreation and Wellness Committee to be reviewed during budget deliberations.

THAT the Township of Billings Council hereby receives the recommendation from the Parks, Recreation and Wellness Committee to complete a review of the water and electrical services at the Park Centre to accommodate the needs of the Kagawong Outdoor Rink during budget deliberations.

Background:

In previous years, the Parks, Recreation and Wellness Committee would organize an Easter Egg Hunt Event. The Event is scheduled for April 8th, 2023 and due to the timing of the event and anticipated budget meetings pre-approval is necessary.

The Parks, Recreation and Wellness Committee completed and presented their 2023 Budget to Council to review at budget deliberations.

Motion By: Andrew and Jenna

THAT the Township of Billings Parks, Recreation and Wellness Committee hereby receives for information Report PRW2023-01-03 AND directs staff to forward the 2023 Parks, Recreation and Wellness Committee budget to Council for the 2023 budget deliberations.

Carried.

While working on the committee's budget requests, an additional motion was passed:

Motion By: Meg and Andrew



THAT the Township of Billings Parks, Recreation and Wellness Committee recommends to Council a review of the water and electrical services at the Park Centre to accommodate the needs of the Kagawong Outdoor Rink during budget deliberations.

Carried.

As presented by the Rink Volunteer Coordinator, the water and electrical services at the Park Centre are not ideal and need to be upgraded in order to accommodate the additional usage at the Outdoor Rink.

Discussion:

Easter Egg Hunt Event

This is an outdoor event, the area surrounding the Park Centre will be divided into age-appropriate sections for egg hunting. A golden ticket will be hidden in each of the sections; the finder of the golden ticket will win a large easter basket full of treats. The Easter Bunny will be on site.

There will be active supervision by the volunteers of the Parks, Recreation and Wellness Committee for the duration of the event. The Park Centre will be open, washrooms will be available to the public.

Water and Electrical Service Review at the Park Centre

If the rink volunteers are going to continue to flood the ice using a hose from the Park Centre as opposed to using the Fire Trucks and Bulk Water Supply, a review of the water service at the Park Centre should be completed by Public Works Staff and a plumber. Water pressure was a concern during the 2022/2023 Outdoor Rink Season. Large hoses and reels were used to flood the outdoor rink on a regular basis and were stored inside the Park Centre to ensure the hoses would not freeze.

Currently there are no outlets at the Outdoor Rink, electricity at the Rink is simply enough to run the overhead lights. Additional outlets would be beneficial if/when the Township were to rent the space for events.

Singular quotes for an upgrade to the Park Centre plumbing and electrical have been attached for reference only; if this were to proceed the procurement policy would need to be followed.

The Park Centre Parking Lot/Henry Drive houses the in-ground geothermal unit. If a new water/electrical service were to feed the Outdoor Rink from the Park Centre this in-ground unit will need to be avoided.

Financial Impacts:

As required, the Parks, Recreation and Wellness Committee are presenting their 2023 budget to Council. The Easter Egg Hunt Event requires pre-budgeted approval as it falls before the 2023 Budget has been passed.



A new plumbing and electrical service at the Park Centre to accommodate the Outdoor Rink will need to be discussed during the 2023 Budget Deliberations and consideration can be given to funding the project with rink donations.

Alignment to Strategic Plan:

Priority #2: Continue to pursue rational, cost-effective, and efficient use of municipal property, buildings, and facilities, to maximize the availability of public space, in the context of the results of the structural condition assessment report.

Alignment to the CEEP:

No direct alignment.

Respectfully Submitted by:

Tiana Mills, Deputy Clerk

Reviewed By:

Emily Dance, CAO/Clerk

O. Bond and Sons Limited

Estimate

Box 7
6093 King St.
Mindemoya, ON
POP 1S0

Date	Estimate #
3/1/2023	572

Name / Address
Billings Township P.O. Box 34 Kawawong Ont POP 1J0

Project

Description	Qty	Rate	Total
We are pleased to provide you an Estimate to run a water line to location beside new out door rink as discussed with Andrew Preyde. Install yard hydrant at discussed location, heat trace line from basement entry to base of yard hydrant. Insulate water line as its going to have to travel under drive way. We would be entering the building beside the Secondary basement entry door. and then across basement ceiling into mech room. We can do both the plumbing work in the basement and outdoor plumbing for a sum of \$ 8463.27 before sales tax.	1	8,463.27	8,463.27
Note basement bulk head work to cover up plumbing after project complete to be done by others. Not part of estimate.		0.00	0.00
This price is for the location discussed with Andrew if this changes this price could change.		0.00	0.00
Note- Current water line into main building is only 1/2" in size. This would need to be adressed before proper water flow could be present at the new yard hydrant. This 1/2 water line coming into the building also has some metal fittings on it that are showing there age and could be a concern at some point in future.		0.00	0.00
HST (ON) on sales		13.00%	1,100.23
		Total	\$9,563.50

Henderson Electric Manitoulin Inc

2181 Rockville Rd
 R R #1
 Mindemoya, Ontario P0P 1S0
 705 377 5351 hendersonelec@eastlink.ca

QUOTE

Quote No.: 1346
 Date: 03/01/2023
 Page: 1
 Ship Date:

Sold To:

Billings Township
 15 Old Mill Rd
 PO Box 34
 Kagawong, ON P0P 1J0
 Canada

Ship To:

Billings Township
 15 Old Mill Rd
 PO Box 34
 Kagawong, ON P0P 1J0
 Canada

Business No.: 825594831RT001

ECRA #7010066

Item No.	Quantity	Unit	Description	Tax	Unit Price	Amount
MISC	1	Each	Supply and install, 60amp (100amp rated) cabling to new small building, 100amp 12/24 circ sub panel, 3 interior plugs, 3 interior keyless lampholder lights, exterior GFCI receptacle, LED wall pack on exterior, 2 switches, 1500W heater and tstat.	H	5,670.59	5,670.59
NOTES		Each		H		
NOTES		Each	Quoted price includes all labour, material, ESA inspection, and mileage.	H		
NOTES		Each	Quote allows for three trips, one to bury cable (digging by Handy Andy, and cost not included), one trip to rough in, and one trip to trim out and finish.	H		
NOTES		Each		H		
			Subtotal:			5,670.59
			H - HST 13% GST/HST			737.18
<i>Thank you!</i> <i>Matt</i>						
Shipped by						
Comments: Quote is valid for 30 days only					Total Amount	6,407.77
Sold By:						



COUNCIL REPORT

Department: Clerk

Date: March 21, 2023

Report Number CLK-2023-03-08

File: Ice Resurfacer

Attachment: Central Manitoulin Staff Memo

Staff Recommendations:

THAT the Township of Billings Council hereby approves Report CLK-2023-03-08 AND directs staff to work with the outdoor rink volunteer coordinator to research alternative options for an ice resurfacer at the Kagawong Outdoor Rink.

Background:

During the February 7th, 2023 Regular Meeting of Council a staff report was presented to Council with a recommendation from the Parks, Recreation and Wellness Committee where Council passed the following motion:

*Moved by Hunt Seconded by Cahill
2023-47*

THAT the Township of Billings Council hereby directs staff to draft a letter to Central Manitoulin to inquire on the purchase of a used ice re-surfacer AND FURTHER provide a staff report regarding the feasibility

Carried.

Staff sent a letter to Central Manitoulin where it was presented to their Property Committee and then to Council with the attached staff memo. Council for Central Manitoulin passed the following motions:

MOTION: D. STEPHENS and R. STEPHENS

That we recommend to Council that the 1998 Olympia 2000 propane fueled ice resurfacer be declared as surplus and that staff proceed with disposal of the asset per applicable policies...carried.

MOTION: D. STEPHENS and FARQUHAR

That we recommend to Council that the letter of correspondence submitted from Township of Billings entitled "Request for Information on the Ice Resurfacer" dated February 8, 2023 be accepted...carried.

Discussion:

Several considerations will need to be made while discussing the potential purchase, price not yet set, of the used ice-resurfacer from Central Manitoulin such as initial maintenance checks,



ongoing maintenance costs, adequate storage, training on how to use the equipment and who will be trained to use the equipment.

Chris Cyr, Public Works Superintendent, spoke to George Strain, Maintenance Supervisor at Central Manitoulin, regarding the current state of the ice-resurfacer. After this discussion Public Works is recommending that Council does not proceed with purchasing the used ice resurfacer from Central Manitoulin.

Financial Impacts:

If Council were to engage Central Manitoulin in order to purchase the used ice-resurfacer a maintenance/fee schedule will need to be created and submitted to Council for budget considerations each year.

If Council were to direct staff to work with the outdoor rink volunteer coordinator to review other options for an ice-resurfacer, monies raised for the outdoor rink could be utilized to purchase a unit more appropriate to the needs of the outdoor rink.

Alignment to Strategic Plan:

Priority # 2: Continue to pursue rational, cost-effective, and efficient use of municipal property, buildings, and facilities, to maximize the availability of public space, in the context of the results of the structural condition assessment report.

Alignment to the CEEP:

No direct alignment.

Respectfully Submitted by:

Tiana Mills, Deputy Clerk

Reviewed By:

Emily Dance, CAO/Clerk

Memo

Municipality of Central Manitoulin

~ AT THE HEART OF IT ALL ~

To: Property Committee
From: Patricia Mader, Municipal Coordinator
CC: Denise Deforge, CAO/Clerk
Date: 2/9/2023
Re: **Information on Used Ice Resurfacer**

Staff recommends that the following information be provided to the Township of Billings in response to their request for information regarding the used ice resurfacer.

The Municipality of Central Manitoulin currently has a used 1998 Olympia 2000 propane fueled ice resurfacer. It was purchased by the Maintenance Department, used, in 2011 and serviced mainly the Providence Bay Arena. It was decommissioned in approximately 2014. The machine had become unreliable with increased out-of-service periods for repair which was negatively impacting the level of service the municipality was able to offer at the arena. The alignment was decreasing in accuracy so that it was harder to achieve the quality of ice surface required for an indoor arena. The bushings were wearing out and with the cost of maintenance increasing on the unit due to its age, it was determined that a new machine would meet the Municipality's needs more effectively.

Since that time, it has been stored, un-maintained, in a non-climate controlled shed. It was kept mainly for spare parts, and/or to cover potential down-time if newer machines were being repaired, as it had little resale value other than for scrap metal pricing.

Staff are unable to guarantee whether the machine can be operational. It would be sold as-is-where-is to any interested party after a viewing and the interested party should be aware that thorough examination, flushing, break servicing, etc., are required at a minimum. The unit would not come with a propane tank included.

If it is the will of Council to entertain offers to purchase, a motion to declare the asset as surplus must be made, then staff can handle the disposal of the asset per applicable policies.

Tiana Mills

To: Barb Erskine
Subject: RE: Feedback re: Interim Strategic Plan Priorities

From: Barb Erskine
Sent: March 6, 2023 11:31 AM
To: Tiana Mills <tmills@billingstwp.ca>
Subject: Feedback re: Interim Strategic Plan Priorities

Good Morning, Tiana!

I know that this feedback is late and may not be read or considered. That's fine. I only realized that the township was looking for feedback when I started catching up on the "Kagawong" column by Team Fergmeijer in The Expositor.yesterday. I resolve to pay closer attention to the Township Facebook site. It is such a welcome change to see outright invitations for public input. It may take the public a while to catch on that these invitations are appearing regularly. Please be patient and continue with this good work. Maybe there could be a post telling the public that this new approach to public input is happening or some outreach to the Kagawong and/or Kagawong Families FB sites.

The direction to carry on with the strategic plan objectives from the most recent plan is the way to go. Filling in the gaps for incomplete projects and updating some objectives to match up with current resources are all in order. The one area I would like to see strengthened in these commitments is the connection between the completed CEEP, GHG reduction, climate change adaptation and the review of our building needs and facilities.

To make my point, I will use the firehall as an example. The replacement of the old fire hall with a new building probably has an impact on our township carbon footprint. How? I'm thinking that the newer facility will have better insulation and an updated heating system. If any of this is true, then we will likely use less propane per year to heat the building. Therefore, our carbon footprint is lowered by a bit. But this possibility has never been discussed or calculated to my knowledge. So, no one knows what the benefit may be so we can't claim that the township did anything without information and some numbers to support that claim.

Why does information about carbon footprint reduction matter? I see many reasons why it's important. First, showing that the township is making an inch of progress towards some GHG goals looks good on the township. It also conveys to the public that the township is serious and considers climate change concerns as fundamental in important decision-making. Also, if you have information like this available, you can insert it into applications for funding for other projects. Basically, the township can show that it's making some headway on achieving its milestones. This is important for some funders to know, especially if we're looking at future construction projects. Also, for residents, it's important to calculate the savings (e.g., in energy costs) that the township will experience as a result of making GHG reductions. A new building can save a lot of money and GHGs over the course of 30 years. This is a good news story!

I would recommend that every building review and consideration of maintenance updates, renovations or rebuilds should include some estimate of the future costs, GHG impact and savings.

Thanks and I wish the township the best in continuing to meet strategic plan goals.

Sincerely,
Barbara Erskine
Kagawong

POA Operations | 2023 Budget

	Actuals	Budget		Budget Change	
	2022	2022	2023	Dollar Change	Per Cent Change
REVENUE:					
Fines Revenue					
POA Fines - Hwy traffic	\$79,142.96	\$75,030.00	\$79,000.00	\$3,970.00	5.3%
POA FINES OTHER FINES	\$29,145.25	\$25,000.00	\$29,000.00	\$4,000.00	16.0%
Provincial - Liquor	\$1,918.75	\$6,500.00	\$2,000.00	-\$4,500.00	-69.2%
Other Munic collected	\$9,310.50	\$11,000.00	\$9,300.00	-\$1,700.00	-15.5%
Other Revenue					
Interest Earned	\$499.08	\$0.00	\$500.00	\$500.00	
Overpayment	\$71.04	\$0.00	\$0.00	\$0.00	
Other Revenue	\$534.48	\$0.00	\$0.00	\$0.00	
Collect Cost Recovered	\$9,524.86	\$11,000.00	\$3,600.00	-\$7,400.00	-67.3%
Mun Fines paid/payable	-\$15,041.69	-\$15,000.00	-\$15,000.00	\$0.00	0.0%
TOTAL REVENUE	\$115,105.23	\$113,530.00	\$108,400.00	-\$5,130.00	-4.5%
EXPENSES:					
Labour					
POA Clerk/Wages/Benefits	\$ 50,415.52	\$ 56,135.00	\$ 53,339.62	\$ (2,795.38)	-5.0%
Part-time Help for Court	\$ 5,014.62	\$ 13,400.00	\$ 5,500.00	\$ (7,900.00)	-59.0%
Court Reporter	\$ 4,513.91	\$ 4,000.00	\$ 5,000.00	\$ 1,000.00	25.0%
Supervising Manager	\$ 4,450.52	\$ 6,000.00	\$ 6,000.00	\$ -	0.0%
Financial Manager	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	\$ -	0.0%
Court Costs					
Prosecutor	\$ 16,117.02	\$ 19,430.00	\$ 19,000.00	\$ (430.00)	-2.2%
Adjudicator Charges	\$ 18,150.00	\$ 10,000.00	\$ 25,000.00	\$ 15,000.00	150.0%
Witness Fees	\$ -	\$ 450.00	\$ 1,200.00	\$ 750.00	166.7%
Courtroom Security	\$ 637.00	\$ 600.00	\$ 600.00	\$ -	0.0%
Courtroom Rent	\$ 3,793.99	\$ 5,150.00	\$ 5,050.00	\$ (100.00)	-1.9%
Interpreter	\$ -	\$ 500.00	\$ 500.00	\$ -	0.0%
Court Related Cost	\$ 1,467.60	\$ 3,970.00	\$ 4,000.00	\$ 30.00	0.8%
Revenue Expenses					
Collection Agency	\$ 3,546.54	\$ 6,000.00	\$ 3,600.00	\$ (2,400.00)	-40.0%
Administration					
Training /Conferences/Members	\$ 200.00	\$ 400.00	\$ 400.00	\$ -	0.0%
Bank Charges	\$ 2,705.60	\$ 3,200.00	\$ 3,000.00	\$ (200.00)	-6.3%
Audit	\$ 1,500.00	\$ 4,200.00	\$ 1,500.00	\$ (2,700.00)	-64.3%
Mailing Charges	\$ 1,785.15	\$ 1,500.00	\$ 1,800.00	\$ 300.00	20.0%
Supplies/new tickets/advt	\$ 6,385.01	\$ 4,140.00	\$ 4,754.00	\$ 614.00	14.8%
ICON Charges	\$ 1,823.25	\$ 2,500.00	\$ 2,500.00	\$ -	0.0%
Technology	\$ 1,785.58	\$ 4,390.00	\$ 2,630.00	\$ (1,760.00)	-40.1%
Admin - Office Rent	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ -	0.0%
Admin - Insurance	\$ 2,200.00	\$ 2,245.00	\$ 2,662.00	\$ 417.00	18.6%
GST Expense	\$ 311.46	\$ 200.00	\$ 300.00	\$ 100.00	50.0%
TOTAL EXPENSES	\$ 132,102.77	\$ 153,710.00	\$ 153,635.62	\$ (74.38)	0.0%
NET PROFIT/LOSS	\$ (16,997.54)	\$ (40,180.00)	\$ (45,235.62)	\$ (5,055.62)	12.6%
Contribution from Municipalities	\$ 14,780.00	\$ -	\$ -		
NET PROFIT/LOSS	\$ (2,217.54)	\$ (40,180.00)	\$ (45,235.62)	\$ (5,055.62)	
Supplies	\$ 2,092.00		\$ 2,000.00		
Advertising	\$ 198.47		\$ 200.00		
Ticket Books	\$ 3,028.53		\$ 1,500.00		
Office Expense	\$ 1,011.99		\$ 1,000.00		
Cell Phone	\$ 54.02		\$ 54.00		

15% \$ (5,055.62)
13%

Tiana Mills

To: Emily Dance
Subject: RE: NEW GoNORTH Video

From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>
Sent: March 14, 2023 8:43 AM
Subject: NEW GoNORTH Video

Good morning

Please share with Council and Senior Staff - FONOM encourages individuals to share the Video with their friends, and on their Social Media platforms!

We are proud to present the next video of our Go North series, featuring [Split Rail Brewing Co., Manitoulin Island](#). The Link to the Video is <https://www.youtube.com/watch?v=w4WEVgkdjzo>

Located in Gore Bay, on Manitoulin Island, Split Rail Brewing Company produces high quality, small batch beer and soda on the largest freshwater island in the world.

Is it time to Go North?

Visit: <https://fonom.org/>

Email: GoNorth@fonom.org

Call Lana Clapham: 1-833-507-0120

Talk soon, Mac

Mac Bain
Executive Director
The Federation of Northern Ontario Municipalities
615 Hardy Street North Bay, ON, P1B 8S2
Ph. 705-498-9510

Thank you to the the 2023 Conference Sponsors



Federal Economic Development
Agency for Northern Ontario

Agence fédérale de développement
économique pour le Nord de l'Ontario

Can

**Ministry of the Environment,
Conservation and Parks**

Environmental Assessment
Modernization Branch

135 St. Clair Avenue West
4th Floor
Toronto ON M4V 1P5

**Ministère de l'Environnement, de
la Protection de la nature et des Parcs**

Direction de la modernisation des processus
d'évaluation environnementale

135, avenue St. Clair Ouest
4^e étage
Toronto ON M4V 1P5



March 3, 2023

Good morning/afternoon,

Ontario is taking action to streamline and modernize its almost 50-year-old environmental assessment process that is too slow, unnecessarily burdensome and costly, to build Ontario while continuing to protect the environment. As part of this plan, we are making practical changes that would ensure strong environmental oversight while reducing delays to get shovels in the ground on projects that matter most to Ontario communities.

Today, on behalf of the Ministry of the Environment, Conservation and Parks, I am writing to let you know that the Municipal Class Environmental Assessment (EA) has been amended as part of the ministry's work on EA modernization.

Over the last three years, our modernization efforts have focused on ensuring strong environmental oversight while reducing delays on infrastructure projects that matter most to Ontario communities. This process includes considering input from stakeholders and Indigenous communities and streamlining requirements for low-risk municipal infrastructure projects, while maintaining strong environmental oversight and protection.

In 2019, the Ministry of the Environment, Conservation and Parks invited the proponents of class environmental assessments to review their assessment process and to propose changes to reduce duplication and better align assessment requirements with risk. We started consulting with municipalities, government agencies and Indigenous communities on the proposed amendments to the Municipal Class EA in 2020. I want to thank all who have offered feedback on the proposed amendments, through submitting comments, participating in webinars and correspondence. We have considered all comments received during the consultation, in addition to conducting our own analysis before the minister decided on the proposed amendments to the Municipal Class EA.

After careful consideration, the decision was made to approve many of the proposed amendments to the Municipal Class EA, including amendments proposed by the ministry. Various changes were made to the Municipal Class EA to update project schedules to better align the level of assessment with the environmental impact of the project. By looking at smarter, more modern ways of doing business, we're making sure important public services and infrastructure projects can get off the ground faster without unnecessary costs and delays.

Based on input received from Indigenous communities and Ministry of Citizenship and Multiculturalism (formerly the Ministry of Tourism, Culture and Sport) regarding the need to ensure the protection of archaeological resources and burial sites, an archaeological screening process will be required for various project types that are now eligible for exemption. The exemption will be conditional on the completion and outcome of the screening. The archaeological screening process consists of three questions with links to various tools and criteria developed under the *Ontario Heritage Act*. Proponents must carry out the specified research and consultation to accurately respond to each question, including consultation with Indigenous Communities, municipal governments, and Ministry of Citizenship and Multiculturalism, and may require the assistance of a licensed archaeologist. A project that the screening process applies to would not be exempt unless the archaeological screening process is completed as required, project documentation maintained and all mitigation measures that are identified through the screening process are implemented.

Please see Appendix 1 of the Municipal Class EA for more information on the new archaeological screening process.

Detailed information on the approved amendments to the Municipal Class EA, including the Minister of the Environment, Conservation and Parks' reasons for making the amendments, can be found at: <https://ero.ontario.ca/notice/019-5069>. The changes are effective as of the date of posting on the Environmental Registry of Ontario, March 3, 2023.

Proponents authorized to proceed with projects through the Municipal Class EA are required to proceed in accordance with the transition provisions set out in the amended Municipal Class EA, as it came into effect on March 3, 2023. Municipalities should review the amended Municipal Class EA to determine the impact on their project.

If you have any questions, please contact Stephen Deneault, Project Officer, by e-mail at: Stephen.Deneault@ontario.ca and the Environmental Assessment Modernization Team at: EAModernization.MECP@ontario.ca.

Sincerely,



Annamaria Cross
Director, Environmental Assessment Modernization Branch
Ministry of the Environment, Conservation and Parks

Tiana Mills

To: Emily Dance
Subject: RE: Message from the Ministry of Natural Resources and Forestry

From: MIN Feedback (MNRF) <minister.mnrf@ontario.ca>
Sent: March 7, 2023 10:44 AM
To: Emily Dance <edance@billingstwp.ca>
Subject: Message from the Ministry of Natural Resources and Forestry

**Ministry of Natural
Resources and Forestry**

Communications Services
Branch

Room 5440, Whitney Block
99 Wellesley Street West
Toronto ON M7A 1W3
Tel: 416-314-2119

**Ministère des Richesses
naturelles et des Forêts**

Gestion des services de
communication

Édifice Whitney, bureau 5440
99, rue Wellesley Ouest
Toronto (Ontario) M7A 1W3
Tél.: 416-314-2119



354-2023-200

March 7, 2023

Arthur Moran
By-Law Enforcement Officer
Township of Billings
c/o edance@billingstwp.ca

Dear Arthur Moran:

Thank you for writing to the Honourable Graydon Smith, Minister of Natural Resources and Forestry, regarding turkeys in the hamlet of Kagawong.

The Minister appreciates your letter, and he will be responding to you in more detail.

In the meantime, we wanted you to know that your letter was received.

Thank you again for writing.

Sincerely,

ORIGINAL SIGNED BY

Correspondence, Corporate and Internal Communications Unit
Communications Services Branch
Ministry of Natural Resources and Forestry

Accounts for Payment Mar 16 2023

DATE	CK #	ACCOUNT	AMOUNT	DESCRIPTION
Mar 16 2023	7806	Association of Municipalities of Ontario	282.50	Training Reg. - Council
Mar 16 2023	7807	Brendan Addison Mobile Mechanical	1,446.40	Equipment Repair
Mar 16 2023	7808	Bridal Veil Variety	628.70	Fuel
Mar 16 2023	7809	EXP Services Inc.	3,287.54	Old Mill Waterline Project
Mar 16 2023	7810	Freddie's Welding	519.80	Equipment Repair
Mar 16 2023	7811	Gore Bay POA	1,436.29	2022 Deficit
Mar 16 2023	7812	Grand & Toy Ltd.	445.63	Supplies
Mar 16 2023	7813	J K Automotive	165.00	Storage Rental
Mar 16 2023	7814	Identifiable Person	222.47	Easter Supplies
Mar 16 2023	7815	Laurentian Business Product	462.84	Photo Copier
Mar 16 2023	7816	Manitoulin Centennial Manor	10,242.44	Quarterly Installment
Mar 16 2023	7817	McDougall Energy Inc.	2,507.64	Fuel
Mar 16 2023	7818	Northern Communication Service	46.09	Fire Dept
Mar 16 2023	7819	Ontario Municipal Administrator's Associa	621.50	Membership Fees
Mar 16 2023	7820	Identifiable Person	482.82	Equipment for Rink
Mar 16 2023	7821	Purolator Courier Ltd	53.63	Delivery of Parts
Mar 16 2023	7822	Steele's Home Hardware	22.57	Cleaning Supplies
Mar 16 2023	7823	Surveyors ON Site Inc	4,237.50	Cemetery Survey
Mar 16 2023	7824	UCCM Castle Building Supplies	108.77	Supplies - Park Centre
		Total	<u>27,220.13</u>	

Direct Pay

Feb 28 2023	DD	GFL Environmental	8,536.59	Landfill Monthly Expenses
Mar 6 2023	DD	Hydro One	6,960.93	Hydro
Mar 15 2023	DD	Bell Canada	499.14	Phone/Fax
		Total	<u>15,996.66</u>	

Total Accounts Payable \$ 43,216.79



BY-LAW NO 2023-20

BEING A BY-LAW TO AWARD THE TENDER FOR
THE OLD MILL ROAD WATERMAIN UPGRADES

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under Section 9; shall be exercised by By-law;

AND WHEREAS the Township of Billings issued RFP#2023-02 seeking construction services for the Old Mill Road Watermain Upgrades project;

AND WHEREAS Denis Gratton Construction Ltd.'s response to RFP#2023-02 with a total upset limit of \$1,551,554.55, excluding HST, was deemed the successful bid;

AND WHEREAS this project is partially funded by the ICIP Green Stream Funding Program;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF BILLINGS ENACTS AS FOLLOWS:

- 1.0 THAT the Corporation of the Township of Billings hereby authorizes entering into an agreement with Denis Gratton Construction Ltd. in the amount of \$1,551,554.55 excluding HST which is attached as Schedule 'A' and forms part of this By-Law.
- 2.0 THAT the Mayor and CAO/Clerk are hereby authorized to sign on behalf of the Council for The Corporation of the Township of Billings, any contracts and other documents required to authorize the agreement and to affix the corporate seal of the Township of Billings.
- 4.0 THIS By-Law shall come into full force and effect upon final passage.
- 5.0 THIS By-Law may be cited as "Award Tender for Old Mill Road Watermain Project By-Law"

READ a FIRST and SECOND TIME this 21st day of March, 2023

READ a THIRD TIME and FINALLY PASSED this 21st day of March, 2023

Bryan Barker, Mayor

Emily Dance, CAO/Clerk



BY-LAW NO 2023-21

BEING A BY-LAW TO AMEND THE BACKYARD CHICKEN BY-LAW (1)

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under Section 9; shall be exercised by By-law;

AND WHEREAS the Corporation of the Township of Billings passed By-Law No. 2022-29 being a By-Law to Regulate the Keeping and Licensing of Backyard Chickens;

AND WHEREAS by motion on March 7th Council of the Corporation of the Township of Billings deemed it expedient to amend the Backyard Chicken By-Law to remove Section 4.4 being "No person shall slaughter Backyard Chickens on their Property"

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF BILLINGS ENACTS AS FOLLOWS:

- 1.0 THAT Section 4.4 being "No person shall slaughter Backyard Chickens on their Property" is hereby repealed from the By-Law
- 2.0 THAT all other provisions of By-Law No. 2022-29, remain in full force and effect.
- 2.0 THIS By-Law shall come into force and effect upon passing
- 3.0 THIS By-Law may be cited as "Backyard Chicken By-Law Amendment (1)"

READ a FIRST and SECOND TIME this 21st day of March, 2023

READ a THIRD TIME and FINALLY PASSED this 21st day of March, 2023

Bryan Barker, Mayor

Emily Dance, CAO/Clerk



BY-LAW NO 2023-22

BEING A BY-LAW TO AMEND THE TERMS OF REFERENCE FOR THE
CLIMATE ACTION COMMITTEE

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the Township of Billings Procedural By-Law 2021-40 as amended Section 26 provides that Ad-Hoc Committees may be established by Council to consider a specific matter of municipal concern;

AND WHEREAS the Corporation of the Township of Billings passed By-Law No. 2022-07 to establish a Climate Action Committee and adopt an associated Terms of Reference;

AND WHEREAS by motion on March 7th Council of the Corporation of the Township of Billings deemed it expedient to amend the Terms of Reference for the Climate Action Committee;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF BILLINGS ENACTS AS FOLLOWS:

- 1.0 THAT Schedule 'A' to By-Law No. 2022-07 is hereby repealed and replaced with the attached Schedule 'A'
- 2.0 THAT all other provisions of By-Law No. 2022-07, remain in full force and effect.
- 2.0 THIS By-Law shall come into force and effect upon passing.
- 3.0 THIS By-Law may be cited as "Climate Action Committee Terms of Reference Amendment (1) By-Law"

READ a FIRST and SECOND TIME this 21st day of March, 2023

READ a THIRD TIME and FINALLY PASSED this 21st day of March, 2023

Bryan Barker, Mayor

Emily Dance, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF BILLINGS
TERMS OF REFERENCE CLIMATE ACTION COMMITTEE

1.0 CONTEXT

- (1) With sustainability as a strategic priority, the Township of Billings has developed a Community Energy and Emissions Plan (CEEP) with the assistance of a hired Climate Change Coordinator. The plan was designed to help reduce greenhouse gas emissions on both a corporate and community level. The municipality will from time to time hire on a contract basis a Climate Change Implementation Coordinator (CCIC) to assist with moving forward priorities of the CEEP.

2.0 ROLE OF THE COMMITTEE

- (1) Working with Township staff as appropriate, the CAC will:
- i. Review and provide recommendations for Council consideration regarding climate change mitigation and adaptation actions, initiatives, and programs, as outlined in the Township of Billings Community Energy and Emissions Plan (The CEEP)
 - ii. Identify and advise on ways to grow community climate action awareness.
 - iii. Provide forums for dialogue and information sharing (for example, public events or workshops) related to the CEEP, climate action, and related environmental initiatives.
 - iv. At Council's request, provide recommendations on additional matters related to climate change mitigation and adaptation.
- (2) In providing advice to Council, the Committee shall have regard for the Township's relevant plans, (including strategic and operational) policies, and procedures.

3.0 COMMITTEE STRUCTURE

- (1) The Climate Action Committee is hereby established as an advisory committee, remaining in effect at the discretion of Council. The Committee is comprised of the following members as appointed by Council:
- i. one (1) member of Council, sitting as Chair;
 - ii. up to four (4) members of the general public;
 - iii. Mayor sitting *ex officio*, with voting privileges when present;
 - iv. Township of Billings staff, to lead relevant portions of discussion, assist in Committee administration, keep minutes, and act as a resource person/liaison (non-voting).

4.0 APPOINTMENT OF MEMBERS

- (1) All Committee appointments shall be made by Council, following an advertised application process.
- (2) Council shall make all Committee appointments by resolution, whether appointing Council members or public members.
- (3) A Council member shall sit as Chair for all standing advisory and statutory Committees of Council.
- (4) The Mayor shall be an *ex officio* member of the Committee, with voting privileges when present.
- (5) Any eligible elector in the Township of Billings is entitled to apply for appointment to a Board or Committee and such appointment, subject to any statutory limitations, and/or removal, is at the sole discretion of Council.
- (6) Where possible, appointments to this Committee made by Council shall be for the term of Council.
- (7) When selecting Committee members, Council will seek individuals who:
- i. have good knowledge of the community and are committed to finding solutions that work well for everyone;
 - ii. are deeply interested in ambitious local climate action and are committed to seeing implementation through;
 - iii. are eager to engage with both Council and the public, in a manner respectful of the due process by which all municipal actions must abide;
 - iv. represent, as much as possible, the diversity in Billings' population, taking age, ethnic/cultural background, and gender into account.

5.0 CODE OF CONDUCT FOR MEMBERS AND OTHER APPLICABLE POLICIES

- (1) At the beginning of their term, Committee members shall be required to review the following Acts and policies and confirm such review by submitting a signed acknowledgement to the Clerk within 30 days of appointment:
 - the Code of Conduct for Members of Council and Local Boards of the Township of Billings
 - the *Municipal Conflict of Interest Act*
 - the Township of Billings Procedural By-law
 - the Township of Billings Workplace Harassment, Discrimination and Violence in the Workplace Policy
 - the Township of Billings Council-Staff Relations Policy
 - the Township of Billings Accountability and Transparency Policy
 - The Township of Billings Procurement Policy
 - the Township of Billings Health and Safety Policy
- (2) All Committee members shall comply with the provisions of the *Code of Conduct for Members of Council and Local Boards of the Township of Billings* at all times for the duration of their appointment to the Committee and thereafter for any ongoing obligations in relation to confidentiality or otherwise.
- (3) All Committee members shall comply with the provisions of all other applicable Acts and policies, including but not limited to:
 - the *Municipal Act*
 - the *Municipal Freedom of Information and Protection of Privacy Act*
 - the *Occupational Health and Safety Act*
- (4) Members shall disclose any pecuniary interest to the chair, and shall absent herself/himself from meetings for the duration of the discussion and voting (if any) with respect to that matter.
- (5) No individual member nor the Committee as a whole, has the authority to make direct representations of the township to Federal or Provincial governments.

6.0 AGENDAS AND MINUTES

- (1) Agendas will be prepared in accordance with the format and notice requirements for Council agendas, as set out in the Township's Procedure By-law.
- (2) Agendas shall be prepared by Township staff in consultation with the Chair
- (3) The Committee minutes shall be prepared by Township staff, in a form approved by the Clerk.
- (4) Committee meeting minutes shall be submitted to the Clerk for inclusion in the next regular Council meeting agenda package for receipt.
- (5) Committee agendas and minutes will be posted on the township website by the Clerk or other staff person as designated by the Clerk.

7.0 COMMITTEE REPORTING AND FINANCE

- (1) Recommendations made by the Committee, to Council, shall be in writing, and supported by committee resolution. This includes recommendations for further research, by the Committee, on CEEP related topics, before this work takes place.
- (2) The Committee will prepare an annual work plan and budget request to submit to the Treasurer in accordance with the annual budget timetable.
- (3) Any expenditures by the Committee will be approved by Council during the annual budget process or otherwise in accordance with the township's Procurement By-law.

8.0 MEETING TIMES AND PROCEDURES

- (1) The Committee shall meet monthly at the Kagawong Park Centre, virtually, or other municipally owned facility at a consistent day and time to be established by the Committee.
- (2) The Committee shall establish a meeting schedule for the year during their first meeting of the year.
- (3) Meetings may be cancelled and/or rescheduled, if necessary, as determined and announced by

Township staff in consultation with the Chair.

- (4) Meetings shall follow the provisions of the Township's Procedural By-law, including notice and agenda requirements.
- (5) Committee members will respect the requirements of the *Municipal Act* and the Township's Procedural By-law.

9.0 ATTENDANCE

- (1) No Committee member shall miss three (3) or more consecutive meetings without prior approval from the Chair and Council.
- (2) All requests for permission to be absent from three (3) or more consecutive meetings will be submitted to the Chair and Council in writing.

10.0 RESIGNATION AND TERMINATION

- (1) A Committee member shall be deemed to have resigned where:
 - i. The member delivers written notice of resignation to the Chair and Council; or,
 - ii. The member is absent from three (3) consecutive meetings without prior approval from the Chair and Council.
- (2) Council will provide notice of termination in writing.
- (3) Council may terminate any Committee appointment for just cause.
- (4) Without limiting the generality of the foregoing, Council may terminate the appointment of a committee member where:
 - i. The member has been absent from three (3) or more consecutive Committee meetings without obtaining prior approval from the Chair and Council;
 - ii. The member has been found by Council to have engaged in conduct in breach of the Code of Conduct for Members of Council and Local Boards of the Township of Billings; or,
 - iii. The member has been found by Council to have engaged in conduct that Council considers inappropriate.

REVISIONS TO TERMS OF REFERENCE

- (1) Council may, at its discretion, revise the Terms of Reference (TOR) for this Committee at any time by by-law.
- (2) Any suggested revisions to these TOR shall be presented to Council through an appropriate report.
- (3) The Committee may be dissolved by a resolution of Council.



BY-LAW NO 2023-23

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE TOWNSHIP OF BILLINGS

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under Section 9; shall be exercised by By-Law;

AND WHEREAS The Council for The Corporation of the Township of Billings deems it expedient that the proceedings of meetings of the Council be confirmed and adopted by By-Law;

NOW THEREFORE the Council of The Corporation of the Township of Billings enacts as follows:

1. THAT the actions of the Council of The Corporation of The Township of Billings at its Council Meeting held on March 21st 2023 in respect to each report, motion, resolution or other actions recorded and taken by Council at its meetings, except where the prior approval of the Ontario Lands Tribunal is required is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. THAT the Mayor and CAO/Clerk, or such other official as deem appropriate are hereby authorized and directed to do all things necessary to give effect to the said action, of Council of the Township of Billings referred to in the proceeding section.
3. THAT the Mayor and CAO/Clerk are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of The Corporation of The Township of Billings to all such documents.
4. THIS By-Law shall come into full force and effect upon final passage.
5. THIS By-Law may be cited as the "March 21st, 2023 Confirmatory By-Law".

READ a FIRST and SECOND TIME this 21st day of March, 2023

READ a THIRD TIME and FINALLY PASSED this 21st day of March, 2023

Bryan Barker, Mayor

Emily Dance, CAO/Clerk