



The Corporation of the Township of Billings
Council Meeting Minutes
July 4th, 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

1. Call to Order

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

2. Approval of Agenda

2.1. Confirm approval of the agenda.

2023-325

Moved by Grogan Seconded by Cahill

THAT the Township of Billings Council hereby approves the agenda as presented.

Carried.

3. Disclosure of Pecuniary Interest

Councillor Michael Hunt declared a pecuniary interest on agenda item 5.2 regarding Z-2023-02 Zoning By-Law Amendment – Guest Cabin – *Reason: has a guest cabin.*

4. Adoption of Minutes

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

4.1. Regular Council Meeting – June 20th, 2023

2023-326

Moved by Grogan Seconded by Hillyard

THAT the June 20th, 2023 Regular Council Meeting Minutes be adopted as presented.

Carried.

5. Public Meetings Required under the Planning Act

Mayor Barker opened the public meeting to consider two separate planning applications.

5.1. 2022-57ZBL-23-001 - Gilbert c/o McLaughlin

The purpose of the application is for a Zoning By-Law Amendment. If approved, this application will facilitate the consent to sever for the creation of three (3) new lots together with a right-of-way and include provisions that a single detached dwelling residence is not a permitted use in the RU zone AND that no site alterations are permitted in the OCS zone except for the purpose of water lines and access to removable docks.

Manitoulin Planning Board – Planning Report June 23, 2023

Presentations from the Applicant

There were no presentations from the applicant.

Presentations from the Public

No comments were made from members of the public.

Questions and Clarifications from Council

Council request clarification on the location of the subject property. Staff *explained the subject property is on Beach Street at the corner of Young.*

2023-327

Moved by Grogan Seconded by Hunt

THAT the Township of Billings Council hereby approves Zoning By-Law Amendment 2-07ZBL-17-006 related to files B14-21 to B-16-21 for Part Lot 30, Conc, XIV surveyed as Par 1, Plan 31R-33371 including Parts 1 to 7, Plan 31R-4251 to prohibit single family detached dwelling (year round) within the severed and retained land surveyed as Part 1 Plan 31R-3371 AND prohibit any site alterations within the Open Space Conservations Zone or the shoreline marine/road allowance, except as permitted by the Township for the purposes of water lines and access to removable docks AND FURTHER authorizes the appropriate By-Law coming forward.

Carried.

5.2. Z-2023-02 – Township of Billings

Councillor Hunt left the meeting

The purpose of the Zoning By-Law Amendment is to permit a guest cabin (bunkie) for human habitation where a dwelling and/or seasonal dwelling is a permitted use AND to include a minimum floor area per dwelling unit be a minimum size of 17.5 sq.m (188 sq/ft) for all zones except where otherwise described in Section 10.4.



Staff Report – Planning Report-Z-2023-02

Presentations from the Applicant

As this is an application on behalf of the Township there was no further presentation from the applicant.

Presentations from the Public

Mr. Dave Frayne requested clarification on the minimum building size of the guest cabin. *It was explained that 188 square feet is the minimum size for a dwelling.*

Questions and Clarifications from Council

Council requested clarification on if the amendment would affect the current short term accommodation rental by-law and how Section 10.4 impacts the amendment. *Staff confirmed the zoning by-law amendment does not affect the short term accommodation rental by-law and Section 10.4 is related to non-residential structures such as commercial.*

2023-328

Moved by Grogan Seconded by Hillyard

THAT the Township of Billings Council hereby approves Zoning By-Law Amendment Z-2023-02 to permit a guest cabin (bunkie) for human habitation where a dwelling or seasonal dwelling is a permitted use AND that the minimum floor area per dwelling unit be a minimum size of 17.5 sq.m (188 sq/ft) except as indicated in Section 10.4 in non-residential structures, a minimum floor area of 37 square metres, with an additional 14 square metres for each additional bedroom is required AND FURTHER authorizes the appropriate By-Law coming forward.

Carried.

Mayor Bryan Barker concluded the Public Meeting as required under the Planning Act, and Council moved to Staff reports under the regular agenda.

Councillor Hunt returned to the meeting.

6. Staff Reports

6.1. BP-2023-07-07 – Consent Application – Hunter

2023-329

Moved by Hunt Seconded by Cahill

THAT the Township of Billings Council hereby approves Report BP-2023-07-07 AND recommends approval to the Manitoulin Planning Board for consent to sever for B-12-23 and B-13-23 being Part Lot 16 and Part Lot 17, Concession A. (451 Maple Point)

Carried.



6.2. BP-2023-07-08 – Consent Application – Hotte
2023-330

Moved by Cahill Seconded by Hunt

THAT the Township of Billings Council hereby approves Report BP-2023-07-08
AND recommends approval to the Manitoulin Planning Board for consent to
sever for B-14-23 being Lot 11 Concession IV. (69 Foxtower Road)

Carried.

6.3. BE-2023-07-08 – By-Law Enforcement Quarterly Report
2023-331

Moved by Grogan Seconded by Hillyard

THAT the Township of Billings Council hereby receives for information Report
Number BE-2023-07-08.

Carried.

6.4. HS-2023-07-06 – Health & Safety Quarterly Report
2023-332

Moved by Grogan Seconded by Cahill

THAT the Township of Billings Council hereby receives for information, Report
No. HS-2023-07-06.

Carried.

6.5. EM-2023-07-02 – Emergency Management Plan Update
2023-333

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby receives for information Report
Number EM-2023-07-02.

Carried.

6.6. PW-2023-07-04 – Island Wide Waste Management Meeting Update
2023-334

Moved by Hunt Seconded by Hillyard

THAT the Township of Billings Council hereby receives for information Report
PW-2023-07-04.

Carried.

6.7. MPM-2023-07-12 – Firehall Renovation Project Update (7)
2023-335



The Municipal Project Manager provided an update on the NOHFC grant and explained that the Township received verbal notification that a grant in the amount of \$719,647 was approved.

Moved by Grogan Seconded by Hunt

THAT the Township of Billings Council hereby approves Report No. MPM-2023-07-12, AND ratifies and confirms Change Order CCO #002B in the amount of \$14,699.04 AND Change Order CCO #003, in the amount of \$65,888.30 resulting in a revised contract amount of \$1,644,387.34 plus HST for the Firehall project AND FURTHER authorizes the appropriate By-Law coming forward on tonight's agenda.

Carried.

6.8. CLK-2023-07-23 – Cedar Maze Community Engagement
2023-336

Moved by Hillyard Seconded by Grogan

THAT the Township of Billings Council hereby approves report CLK-2023-07-23 AND authorizes engaging the public for input on reinventing the cedar maze space by way of community chalkboard.

Carried.

6.9. CLK-2023-07-24 – Oakville Enterprises Corp – Public Open House.
2023-337

Moved by Grogan Seconded by Hillyard

THAT the Township of Billings Council hereby approves report CLK-2023-07-24 AND authorizes a Public Open House for a presentation from Oakville Enterprises on Tuesday August 8, 2023 at 2 pm at the Park Centre.

Carried.

7. Committee Reports

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

Councillor Michael Hunt notified Council that the Billings Museum Committee will be hosting a BBQ on July 8th. Book Release hosted by the Billings Museum Committee on July 13, 2023 at the Kagawong Park Centre.

The Billings Library Board welcomed a summer student, starting July 4th, 2023. A book sale will be held on July 22nd at the Kagawong Pavillion. The NorthWords Festival is on July 21 and July 22nd featuring authors and poets.



7.2. Provincial Offences Board of Management Meeting – Friday June 16th, 2023
2023-338

Moved by Grogan Seconded by Cahill

THAT the Township of Billings Council hereby receives for information all items listed in Section 7, Committee Reports.

Carried.

8. Old Business

It was noted that budget review and audit are both in progress.

9. Correspondence Requiring Direction

9.1. Letter of Support – Nomination

As reported at the June 20, 2023, Council meeting, the Old Mill Heritage Centre was nominated for the Governor General's History Award for Excellence in Community Programming for "History Day in Kagawong". As part of the application process, nominations must be supported by at least one recognized historical, municipal, or educational organization.

2023-339

Moved by Hunt Seconded by Hillyard

THAT the Township of Billings supports the nomination AND directs staff to forward support as required.

10. Information

- 10.1. 2024 FONOM Conference Save the Date
- 10.2. FONOM's House Resolution – Seeking Support
- 10.3. Rural Economic Development (RED) Program Application
- 10.4. Public Lands Act Regulatory Amendments
- 10.5. 2023 Kagawong Drinking Water System Report

2023-340

Moved by Hunt Seconded by Grogan

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 June 28th, 2023

2023-341

Moved by Hunt Seconded by Hillyard



THAT the Township of Billings Council hereby approves, ratifies, and confirms the June 28th, 2023 Accounts for Payment as presented.

Carried.

12. By-Laws and Agreements

12.1. 2023-59 Repeal By-Law 2007-13
2023-342

Moved by Grogan Seconded by Cahill

THAT By-Law No. 2023-59 being a by-law to repeal by-law no. 2007-13 authorizing Ontario property services to perform tax sale services for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

12.2. 2023-60 Adopt the Body Worn Camera Policy
2023-343

Moved by Grogan Seconded by Hunt

THAT By-Law No. 2023-60 being a by-law to adopt a body worn camera policy for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

12.3. 2023-61 Amend Museum Committee Terms of Reference
2023-344

Moved by Hunt Seconded by Cahill

THAT By-Law No. 2023-62 being a by-law to amend the terms of reference for the Billings Museum Committee be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

12.4. 2023-62 Appoint Municipal Project Manager
2023-345

Moved by Grogan Seconded by Hillyard

THAT By-Law No. 2023-62 being a by-law to appoint Todd Gordon as Municipal Project Manager for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

12.5. 2023-63 Appoint Museum Curator
2023-346



Moved by Hunt Seconded by Hillyard
THAT By-Law No. 2023-63 being a by-law to appoint Rick Nelson as Museum Curator for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

12.6. 2023-64 Appoint Marina Manager
2023-347

Moved by Cahill Seconded by Hunt
THAT By-Law No. 2023-64 being a by-law to appoint Jim Fowlie as Marina Manager for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

12.7. 2023-65 Appoint Public Works First Operator
2023-348

Moved by Grogan Seconded by Hunt
THAT By-Law No. 2023-65 being a by-law to appoint Bill Hore as Public Works First Operator for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

12.8. 2023-66 Appoint Public Works Operator - Bill Savage
2023-349

Moved by Hunt Seconded by Cahill
THAT By-Law No. 2023-66 being a by-law to appoint Bill Savage as Public Works Operator for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

12.9. 2023-67 Appoint Public Works Operator - John Tolsma
2023-350

Moved by Hunt Seconded by Hillyard
THAT By-Law No. 2023-67 being a by-law to appoint John Tolsma as Public Works Operator for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

12.10. 2023-68 Appoint Landfill Attendant – Dennis Beckett
2023-351



Moved by Hillyard Seconded by Grogan
THAT By-Law No. 2023-68 being a by-law to appoint Dennis Beckett as Landfill Attendant for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

- 12.11. 2023-69 Appoint Deputy Fire Chief – Randy Peters
2023-352

Moved by Hunt Seconded by Grogan
THAT By-Law No. 2023-69 being a by-law to appoint Randy Peters as Deputy Fire Chief for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

- 12.12. 2023-70 Appoint Fire Captain – Brad MacKay
2023-353

Moved by Hillyard Seconded by Cahill
THAT By-Law No. 2023-70 being a by-law to appoint Brad MacKay as Fire Captain for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

- 12.13. 2023-71 Appoint Fire Training Officer – Aaron Wright
2023-354

Moved by Hunt Seconded by Cahill
THAT By-Law No. 2023-71 being a by-law to appoint Aaron Wright as Fire Training Officer for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

- 12.14. 2023-72 Appoint Volunteer Firefighters
2023-355

Moved by Grogan Seconded by Hillyard
THAT By-Law No. 2023-72 being a by-law to appoint Volunteer Firefighters for the Township of Billings be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

- 12.15. 2023-73 Authorize Change Order - Firehall 002B and 003
2023-356



Moved by Hunt Seconded by Grogan
THAT By-Law No. 2023-73 being a by-law to authorize a change order for the fire hall project – Quinan be read a first, second, third time AND FINALLY passed this 4th day of July, 2023.

Carried.

13. Notice of Motions

Brought forward by Deputy Mayor Hillyard
THAT the Township of Billings Council recognizes the years of service for their staff and volunteer firefighters AND directs staff to bring forward a service award policy for consideration.

14. Closed Session

2023-357

Moved by Hunt Seconded by Cahill

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

Carried.

15. Report out of Closed Session

2023-362

Moved by Hunt Seconded by Hillyard

THAT Mayor Barker reported a closed meeting was held where information was received regarding a personal matter about an identifiable individual.

Carried

2023-363

Moved by: Grogan Seconded by Cahill

THAT By-law No. 2023-74 being the appoint Emily Dance as Deputy Treasurer be read a first, second and third time AND finally passed this 4th day of July 2023

Carried

16. Confirmatory By-Law

16.1. By-Law No. 2023-75 Being the July 4th, 2023 Confirmatory By-Law

2023-364

Moved by Hunt Seconded by Grogan

THAT By-Law No. 2023-75 being the July 4th, 2023 Confirmatory By-Law be read a first, second and third time AND finally passed this 4th day of July, 2023.

Carried.



17. Adjournment

17.1. Motion to Adjourn

2023-365

Moved by Hunt Seconded by Grogan

THAT the Township of Billings Council hereby adjourns at 8:57 p.m.

Carried.



Mayor Bryan Barker



CAO/Clerk Emily Dance

