



## *Mayor's Highlights*

### *Regular Council Meeting – July 2021*

#### **Adoption of Minutes**

Councillor Bays left the meeting at 7:39 pm

5.1. Minutes of Regular Meeting of Council - Wednesday, June 9, 2021 and  
Special Meeting of Council - Tuesday, June 29, 2021

**Comment: Deputy Mayor Meadows asked that Council split the motion to adopt the minutes into two separate resolutions, one for the regular meeting and the other for the closed (in camera meeting) and the motion was carried.**

Resolved that the Minutes of Regular Meeting of Council dated June 9, 2021 be adopted as presented.

Rise and Report at 8:36 pm. Mayor Pinto discussed the Special Council Meeting Minutes of June 29, 2021.

**Comment: Council came out of in camera and voted on the matter in a recorded vote as below.**

Resolved that the minutes of the special council meeting of June 29, 2021 be adopted as presented.

<b>RESULT:</b>	<b>CARRIED.</b>
<b>AYES:</b>	Councillor Hall-Chancey, Councillor Pita, and Councillor O'Leary
<b>NAYS:</b>	Mayor Pinto and Deputy Mayor Meadows
<b>ABSENT:</b>	Councillor Anderson and Councillor Bays

6.2. Watson and Associates, Sean-Michael Stephen -  
Development Charges Background Study Presentation

**Comment: This presentation was in regard to increasing the development charges for all new development in the Township as our development charges are outdated and very low compared to surrounding municipalities. These development charges will provide the Township needed funds for our roads, water, wastewater, Public Works etc. that all new development will use.**

Resolved that the Watson and Associates, Sean-Michael Stephen - Development Charges Background Study Presentation be received as information.

**RESULT: CARRIED.**

- 6.3. Everett Baseball Association Leo Losereit - Deputation Request of No Fees for Diamond Time

**RES-246-2021**

**Moved by** Deputy Mayor Meadows

**Seconded by** Councillor Anderson

**Comment: This one-time request was granted as the junior team was having funding problems given the impacts of COVID-19 and other funding restraints.**

Resolved that the Deputation by Everett Baseball Association, Leo Losereit - Request of no Fees for Diamond Time be moved to New Business for Discussion.

**RESULT: CARRIED.**

**7. Public Meeting**

- 7.1. Public Meeting - Fees and Charges By-law - Marriage Licenses  
**Comment: No Comments were received for or against the above subject.**

- 7.2. Public Meeting - 6001 Concession Road 2  
**Comment: There were no comments received in favour or against of the zoning by-law amendment.**

- 7.3. PLA 21-30 - 6001 Concession Road 2 Public Meeting

**Comment: This application was approved as it was a farm consolidation and allowed by the province.**

Resolved that the Planning Report 2021-30 dated June 9, 2021 regarding file Z/06/21 be received; and further,

That Council support the approval of the Zoning By-law amendment in PLA 2021-30

**RESULT: CARRIED.**

7.4. Public Meeting - 4241 Concession Road 3

**Comment: There were no comments received in favour or against of the zoning by-law amendment**

7.5. PLA 21-31 4241 Concession Road 3 Public Meeting

Resolved that the Planning Report 2021-31 dated July 14, 2021 regarding file Z/10/21 be received; and further,

That staff be directed to consider all public and agency input, as well as Council comments, in a further planning analysis to be set out in a planning report and recommendation to be brought to Council at a future date.

<b>RESULT: CARRIED.</b>
-------------------------

**Comment: As the meeting went past 10 pm Council recessed the meeting to continue on July 19, 2021 as below.**

Recess of Meeting - Regular Meeting of Council, Wednesday, July 14, 2021

Resolved that Council recess the meeting at 10:49 pm until Monday July 19, 2021 at 6:00 pm.

<b>RESULT: CARRIED.</b>
-------------------------

Mayor Pinto resumed the meeting on Monday July 19, 2021 at 6:00 pm Councillor Hall-Chancey sent regrets for this portion of the meeting.

**Comment: Council added by resolution the items below to the agenda as there was an urgency to deal with the matters.**

Resolved that Council suspend the rules of procedure to add the following items to the agenda:

- BLDG 2021-09 Parks Grants Report as Item 10.20
- By-law 2021-45 Amend Zoning By-law 03-57, as amended, of the Township of Adjala-Tosorontio - Part of Lot 10. Concession 2, geographic Township of Tosorontio, 6001 Concession Road 2 (4301-020-003-02200) as Item 11.4
- By-law 2021-46 - Assume Municipal Services in Evergreen Subdivision, Loretto, Registered Plan 51M-992 as Item 11.5
- Police Services Board Resolution as Item 13.3

<b>RESULT: CARRIED.</b>
-------------------------

## Public Comments

- Comments were received from Chris Stepanis of 6385 County Road 13, Everett against Item 10.14 - Farsight Development Everett Earthworks Agreements Schedules Approval
- Comments were received from Angeline Bosnak of 7518 Keenansville Road against Item 10.15 - I&D 2021-23 Bailey Creek Municipal Drain Assessment Update & Capacity Evaluation
- Comments were received from Ivan Heriban of 7518 Keenansville Road against Item 10.15 - I&D 2021-23 Bailey Creek Municipal Drain Assessment Update & Capacity Evaluation
- Comments were received from Anne Ferguson of 7518 Keenansville Road against Item 10.15 - I&D 2021-23 Bailey Creek Municipal Drain Assessment Update and Capacity Evaluation
- Comments were received from Lisa Narowski of 2635 Concession Road 7 against Item 10.16 I&D 2021-25 Endorsement of MoECP ECA Application, Wastewater Treatment Plant, Colgan 1&2 Tribute Development and Item 10.17 I&D 2021-26 Endorsement of MoECP ECA Application, Stormwater Management Facilities, Colgan 1 & 2, Tribute Development
- Comments were received from Kim Narowski of 2635 Concession Road 7 against Items 10.16 I&D 2021-25 Endorsement of MoECP ECA Application, Wastewater Treatment Plant, Colgan 1 & 2 Tribute Development and Item 10.17 I&D 2021-26 Endorsement of MoECP ECA Application, Stormwater Management Facilities, Colgan 1 & 2, Tribute Development
- Comments were received from Graham Huntley of 7583 Keenansville Road against Items 10.16 I&D 2021-25 Endorsement of MoECP ECA Application, Wastewater Treatment Plant, Colgan 1 & 2 Tribute Development and Item 10.17 I&D 2021-26 Endorsement of MoECP ECA Application, Stormwater Management Facilities, Colgan 1 & 2, Tribute Development
- Comments were received from Brett Watson of 7537 Keenansville Road against Item 10.17 I&D 2021-26 Endorsement of MoECP ECA Application, Stormwater Management Facilities, Colgan 1&2, Tribute Development

## 8. Upcoming Events and Announcements

- The Township would like to notify all residents that starting on July 26, Concession Road 6 between 5 Sideroad and County Road 5 will be closed to through traffic in order to carry out the replacement of a large culvert ("Structure 64").
- There will be a signed detour route in place during the road closure, which is expected to remain in effect until mid-October. Further details are available on the Township's website.

- The Township kindly asks for resident’s co-operation and patience during this time and would like to remind everyone to follow and obey the construction signage and temporary barriers for your safety and for the safety of the workers.
- As of Friday, July 16, 2021, the Township will resume in-person service at the Township Office Centre, Monday to Friday from 8:30 a.m. to 4:30 p.m. to support the public requiring in-person transactions.
- Public access will be restricted to the public service area, public washrooms, and Public Room via the Administration Centre's front entrance. Safety measures are in place to ensure the safety of both staff and the public, including a daily closure from noon to 1 pm for cleaning. Guests are reminded to adhere to safety precautions when visiting the Township Office, including wearing a face covering at all times inside the building and physical distancing. Please visit the website for more information.
- Karli Stevenson - Join us and Cycle first event July 17  
<https://atyourpace-cycle.square.site/>

**9. Reports and Correspondence**

10.1.PLA 2021-28 Short Term Accommodation Report

That the Planning Report 2021-28 dated July 14, 2021 regarding Short Term Accommodations be received; and,

That Council approve staff to move forward with a public circulation for public input.

**Comment: This motion was defeated as short-term rentals at this time do not meet the Township Zoning By-laws.**

<b>RESULT:</b>	<b>DEFEATED.</b>
<b>AYES:</b>	Councillor Pita
<b>NAYS:</b>	Deputy Mayor Meadows, Councillor O'Leary, Mayor Pinto, and Councillor Anderson
<b>ABSENT:</b>	Councillor Bays and Councillor Hall-Chancey

10.2. PLA - 29 Outdoor Wood Burning Appliance By-law Report

Resolved that the Planning Report 2021-29 dated July 14, 2021 regarding Outdoor Wood Burning Appliances be received; and,  
That Council approve staff to move forward with a public circulation for public input.

**Comment: This matter will come back to Council for discussion after public input has been received.**

<b>RESULT:</b>	<b>CARRIED.</b>
----------------	-----------------

10.3. PLA 2021-32 5097 Concession Road 2 Decision

**Comment: This matter will come back to Council for discussion after input from various departments are received.**

Resolved that the Planning Report 2021-32 dated July 14 2021 regarding the proposed amendment to the Township of Adjala-Tosorontio's Zoning By-law 03-57, file Z/04/21, be received as information;

AND FURTHER THAT Council considers the planning analysis submitted in Planning Report 2021-23, as well as the information received from the public, internal departments, external agencies, and the material submitted by the applicant's agent, with respect to Council's decision for the proposed Zoning By-law Amendment.

<b>RESULT:</b>	<b>CARRIED.</b>
----------------	-----------------

10.4. PLA 2021 - 33 Nottawasaga Valley Conservation Authority (NVCA) Memorandum of Understanding

**Comment: This is a renewal of the agreement the Township has with the NVCA for reviewing property applications for Building, Planning etc. to ensure they will not be effected by any flooding concerns. It was approved for two years as the province has asked that the NVCA to separate all mandatory and non-mandatory services to enable every municipality the flexibility to pay for any non-mandatory services. The provincial review of the Conservation Act resulted in the Conservation Authorities to sustain their core mandate as defined under the Conservation Act.**

Resolved that Council receive the report as information and enter into the agreement as revised for a period of two years as proposed.

<b>RESULT:</b>	<b>CARRIED.</b>
----------------	-----------------

10.5. PLA 2021 - 35 7538 5th Sideroad, Adjala Deferral

**Comment: This matter was deferred as Council requested more information. The NVCA had concerns about the structure on the property as it was in the Oak Ridges Moraine. The neighbours raised concerns as the slopes were not stabilized. Council wanted to know if the soil compaction could hold the structure.**

Resolved that the Planning Report 2021-35 dated July 14, 2021 regarding the proposed amendment to the Township of Adjala-Tosorontio's Zoning By-law 03-56 be received as information;

AND FURTHER THAT Council defer the application so that the applicant can gather additional supporting documents, as discussed at the Public Meeting on June 9, 2021.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

10.6.            PLA 2021-36 Staffing Request

**Comment: As the workload was increasing in the Building and Planning department, Council approved staff's request to fill in this position.**

Resolved that the Planning Report 2021-36 dated July 14, 2021 regarding a staff request be received; and,

That Council approve a new position for a Building & Planning Assistant and authorize staff to move forward with the hiring process.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

10.7.            BYLW 2021-02 Quarterly By-law Activity Report - April 30, 2021 - June 30, 2021.

**Comment: The amount of By-law complaints has increased substantially. This increase in numbers depicts the true state of by-law infractions in the Township. Kudos to By-law Enforcement for enforcing the applicable Township's by-laws under their mandate.**

Resolved that By-law Enforcement Services Report BYLW 2021-02 dated July 14, 2021 regarding the "Quarterly By-law Activity Report - March 30, 2021 - June 30, 2021" be received and filed as information.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

10.8.            BLDG - 06 New Vehicle Report

**Comment: The new By-law department has started earning revenue for the Township through parking tickets etc. They also managed to save the Township expenses; these savings were put towards a new vehicle to help with by-law enforcement.**

Resolved that the Building Report 2021-06 dated July 14, 2021 regarding a new vehicle be received; and,

That Council approve staff to move forward with the purchase of a new vehicle for the Building and By-law Department.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

10.9.            BLDG 2021-07 Quarterly Building Activity Report 2021

**Comment: The building activity report indicated a huge rise in building permits and revenue. This is very positive for the Township.**

Resolved that Building Department Report 2021-07 Quarterly Building Activity Report 2021 dated July 14, 2021, regarding permit activities be received and filed as information.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

10.10.          BLDG 2021-08 Rescind and Replace By-Law 19-05

**Comment: This was just an update to the old bylaw, this ensures that the By-law department has the power to enter properties to enforce the by-laws.**

Resolved that Building Department Report #2021-08 dated 14 July 2021, entitled "Repeal and replace Bylaw 19-05" be received; and further,

That Mayor and Council repeal and replace By-Law 19-05 with By-Law 2021-XX, and that Staff operate and conduct themselves accordingly and adhere to the governing Provincial Acts applicable for accessing properties and buildings for By-Law Enforcement, Ontario Building Code and Act inspections and duties as well as any other Municipal requirements to access property as required.

Furthermore, that staff also conduct themselves in accordance with the requirements of the new By-Law #2021-xx Being a By-law to establish the powers and conditions for an officer conducting an inspection and exercising a power of entry onto land in the Township of Adjala-Tosorontio.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

10.11.          FIN-2021-15 2020 Capital Year-End Status and Carry-Forward Report

**Comment: This report is an update of the total number of capital projects and the dollar value of projects carried forward. Please note that many of these projects are in final stage of completion and Council will be receiving further updated reports. I would like to thank staff for their hard work in getting all the projects completed to the best of their ability given the current restrictions due to COVID-19.**



Resolved that Report FIN 2021-15 dated July 14, 2021 regarding "2020 Capital Year-End Status and Carry-Forward" be received and further,

THAT the net surplus funds of \$1,610.95 for completed tax funded projects be transferred to The Capital Tax Levy Reserve, and further

THAT Council approve Staff's recommended funding sources for projects that were completed over approved budget as detailed in this report, and further

THAT a total of twenty-one (21) incomplete projects in the amount of \$1,884,286.68 be carried forward and consolidated into the 2021 capital budgets. Not included in this total are the five (5) projects that are on hold or deferred by Council.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

10.12.            FIN 2021-16 Development Charges Background Study Update

**Comment: To provide Staff direction to proceed with the development charges study and follow the required process.**

Resolved that the Finance Report FIN 2021-16 dated July 14, 2021 regarding Development Charge Background Study Update be received; and further,

That Council direct staff to proceed with the process and the timing outlined in the staff report.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

10.13.            I&D 2021-15 Assumption - Evergreen Subdivision, Loretto

**Comment: The Loretto subdivision had not been assumed in the past due to various concerns. Current Council has retained engineers, consultants and contractors and costs range over \$300,000 to bring this development into compliance and Township standards. As per past council decisions and discussion at regular Council meetings this money will be recovered.**

Resolved that I&D Report #2021-15 entitled "Assumption - Evergreen Subdivision, Loretto" be received as information; and further,

THAT the Municipal works in the Evergreen Subdivision, Loretto be assumed by Adjala-Tosorontio

<b>RESULT: CARRIED</b>
------------------------

- 10.14. I&D 2021-24, Farsight Development, Everett, Earthworks Agreement Schedules Approval

**Comment: This was with regards to the Farsight development in Everett, this Earthworks agreement came back to Council for approval as the initial agreement did not contain the required schedules and updated costing.**

Resolved that I&D 2021-24 entitled "Farsight Development, Everett, Earthworks Agreement Schedules Approval" dated July 14th, 2021 be received as information, and further,

That the updated Schedules to the Farsight Earthworks Agreement originally executed 2018-06-20, which has been granted an extension by Council to October 31st, 2022, be approved to allow for the Earthworks to proceed with the understanding that the street names are not finalized.

**RESULT: CARRIED**

- 10.15. I&D 2021-23 Bailey Creek Municipal Drain Assessment Update & Capacity Evaluation

**Comment: This was with regards to the Reassessment of the Municipal drain as an outfall location for the Colgan sewer plant. As there were many concerns from residents and with the entire process under the Drainage Act, a recorded vote was requested. In a recorded vote the below members of council voted in favour and against.**

Resolved that Administration Report I&D 2021-23 dated July 14th, 2021, entitled "Bailey Creek Municipal Drain Assessment Update & Capacity Evaluation" be received; and

That R. J. Burnside & Associates Ltd. be appointed to prepare a report under Section 76 of the Drainage Act to update the assessment schedule for the portion of the Bailey Creek Municipal Drain (the Drain) located in the Township of Adjala-Tosorontio; and further

That the Clerk be directed under Section 65(3) of the Drainage Act to instruct R. J. Burnside & Associates Ltd. to investigate and report on the capacity of the Drain to accommodate the additional flows from the proposed Colgan 1 and Colgan 2 developments (Colgan lands) and to determine the amount of assessment to be paid by the Colgan lands to connect those lands to the Drain.

&

<b>RESULT:</b>	<b>CARRIED.</b>
<b>AYES:</b>	Councillor Anderson, Councillor Pita, and Councillor O'Leary
<b>NAYS:</b>	Mayor Pinto and Deputy Mayor Meadows
<b>ABSENT:</b>	Councillor Bays and Councillor Hall-Chancey

10.16. I&D 2021-25, Endorsement of MoECP ECA Application, Wastewater Treatment Plant, Colgan 1 & 2, Tribute Development

**Comment: This report was approval for the MoECP to review the application for the Colgan Waste Water Treatment plant. As there were many concerns with the project a recorded vote was called, Deputy Mayor Meadows and Mayor Pinto voted against.**

Resolved that Infrastructure & Development Report #2021-25 dated July 14th, 2021 entitled "Endorsement of MoECP ECA Application, Wastewater Treatment Plant, Colgan 1 & 2, Tribute Development" be received; and further,

THAT staff be authorized to sign the Colgan 1 & 2, Tribute Development MoECP (Ministry of Environment, Conservation & Parks) ECA (Environmental Compliance Approval) application forms, on behalf of the Township of Adjala-Tosorontio, to allow for commencement of the Ministry's review and approval.

<b>RESULT:</b>	<b>CARRIED.</b>
<b>AYES:</b>	Councillor Anderson, Councillor Pita, and Councillor O'Leary
<b>NAYS:</b>	Mayor Pinto and Deputy Mayor Meadows
<b>ABSENT:</b>	Councillor Bays and Councillor Hall-Chancey

10.17. I&D 2021-26 Endorsement of MoECP ECA Application, Stormwater Management Facilities, Colgan 1 & 2, Tribute Development

**Comment: This report was approval for the MoECP to review the application for the Colgan Storm Water Management Facilities. As there were many concerns with the project a recorded vote was called, Deputy Mayor Meadows and Mayor Pinto voted against.**

Recommendation that Infrastructure & Development Report #2021-26 dated July 14th, 2021 entitled “Endorsement of MoECP ECA Application, Stormwater Management Facilities, Colgan 1 & 2, Tribute Development” be received; and further,

THAT staff be authorized to sign the Colgan 1 & 2, Tribute Development MoECP (Ministry of Environment, Conservation & Parks) ECA (Environmental Compliance Approval) application forms, on behalf of the Township of Adjala-Tosorontio, to allow for commencement of the Ministry’s review and approval.

<b>RESULT:</b>	<b>CARRIED.</b>
<b>AYES:</b>	Councillor Anderson, Councillor Pita, and Councillor O'Leary
<b>NAYS:</b>	Mayor Pinto and Deputy Mayor Meadows
<b>ABSENT:</b>	Councillor Bays and Councillor Hall-Chancey

10.18. CLK 2021-11 Community/Pollinator Gardens Policy

**Comment: This was a policy put in place for the current community and pollinator gardens**

Resolved that Clerk's Report CLK 2021-11 be received as information, and further;

That Council approve the Community & Pollinator Garden Policy.

<b>RESULT:</b>	<b>CARRIED.</b>
----------------	-----------------

10.19. CLK 2021-12 Canada Community Revitalization Fund

**RES-272-2021**

**Moved by** Councillor O'Leary

**Seconded by** Councillor Pita

**Comment: This was a report to Council to direct staff to apply for a grant to improve the walking track at the main Municipal office.**

Resolved that Clerk's Report 2021-12 dated Wednesday, July 14, 2021, entitled "Canada Community Revitalization Fund " be received; and further,

That Council directs staff to apply for a grant opportunity from the Canada Community Revitalization Fund for Track Improvements at Warden's Park; and further,

That Council commit to allocating \$20 K to cover the Township's cost share for this project through the 2022 Capital Budget.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

10.20.            BLDG 2021-09 Parks Grant Report

**Comment: This was a report to council on the quotation for the 3 parks to be upgraded with funds from the federal and provincial government. The work was given to Henderson Playgrounds and hope to be completed before winter.**

Resolved that the Building Report 2021-09 dated July 14, 2021 regarding the parks grant be received; and,

That Council approve the Henderson Playgrounds quote and authorize Staff to move forward with the approved quote to start the update of the three new accessible parks.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

### **New and Unfinished Business**

13.1. Bob Meadows - Notice of Motion

**RES-279-2021**

**Moved by** Deputy

Mayor Meadows

**Seconded by**

Councillor Pita

**Comment: As the agendas are getting too long to discuss at one council meeting. Deputy Mayor suggested we work like other Townships where we have a committee of a whole meeting where the matters are discussed in detail and only important items are pulled for discussion at the council meeting. Staff will review required changes to enable this.**

Resolved that the following notice of motion be deferred to the next Council meeting - Staff to be reviewing the procedural by-law to add committee of a whole for planning matters and any other needed issues including a consent agenda.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------

13.2.            Nottawasaga Police Services Board Appointment

**RES-280-2021**

**Moved by** Deputy Mayor Meadows

**Seconded by** Councillor O'Leary

**Comment: The Mayor was appointed to sit on the O.P.P Police Board as the Township appointee resigned for personal reasons.**

Resolved that Mayor Floyd Pinto be appointed as representative to the Ontario Provincial Police Nottawasaga Detachment Police Services Board until Joy Webster returns or until December 31, 2022, whichever comes first.

<b>RESULT:</b> <b>CARRIED.</b>
--------------------------------