



THE VILLAGE OF BURK'S FALLS  
COUNCIL MEETING MINUTES

August 22, 2017

The regular meeting of The Burk's Falls Council was held on Tuesday, August 22, 2017 at the Municipal Office at 6:00pm.

Present: Reeve Cathy Still, Councillors, Jarvis Osborne Rex Smith, Lisa Morrison, Lewis Hodgson.  
Staff: Nicky Kunkel, Clerk; Allan Holder, Treasurer; Mitch Matson, Arena Manager

The meeting was called to order at 6:00 pm

**DECLARATION OF PECUNIARY INTEREST:**

None Declared.

Resolution 2017-137 Moved by Lewis Hodgson – Seconded by Jarvis Osborne  
That the Council for the Village of Burk's Falls adopt the minutes of the Council meeting of July 25, 2017 as circulated. Carried.

**DELEGATIONS TO COUNCIL**

1. Adam Grin, Director of Winning Techniques Camp regarding banked hours at the Armour, Ryerson and Burk's Falls Memorial Arena. Mr. Grin read a letter he prepared outlining the history of why they once agreed to the minimum 200-hour rental per season and how it help secured funding to allow the retrofit for summer ice. He is agreeable to 160 hours as a minimum rental amount per season or committing to six weeks of ice instead of eight. Council discussed the proposal and presented back information on the higher costs for the operations outlining net losses for the last three years compared to 2007. The Economic Impact Study outlined that 200 hours was necessary to make summer ice a viable option in 2007 and now hydro and gas have increased to the point where losses are experienced. Therefore, Council remained consisted with the Study and required 200 hours still be the commitment. As there is an accumulated amount they would be able to use that until it was empty for actual hours to the 200-commitment level then it would revert to a minimum of 200 hours with no bank time considerations. Winning Techniques is an important part of the region and has been in business for 18 years employing 22 local youth but it was felt that further costs/losses from summer ice should not be borne by the ratepayers of the Arena.

**STAFF REPORTS TO COUNCIL:**

1. Treasurer's Report  
The Treasurer presented his report to Council. There was discussion on the legislative changes for tax sale from three years to two years. Council would like the Treasurer to work with those properties at the two-year mark to arrange payment plans and other measures as necessary. There was discussion that repeat offenders could be processed at two years. A formal policy will be brought forward to Council to reduce the outstanding taxes year over year. There was also discussion that CityWide is willing to help with the Asset Management Plan. More information on this will be forthcoming.
2. Report from the Public Works Foreman regarding Sharpe Street. OCWA attended a meeting with municipal representatives and the property owner. OCWA tested the distribution lines for iron levels proving the water line on Sharpe as high. The Foreman quote on the work and timelines was approved by Council as it was not a budgetary item.
3. Report from Landfill Administrator was received. Reeve Still and Councillor Smith attend the AMO Conference and the Waste Free Ontario Act updates and would like to delay the purchase of a recycling compactor until more information is known on how the transfer to full producer responsibility will unfold. It may be that the producer will take over management of landfill sites and the recycling compactor will not be required. Council discussed other questions posed in the report concluding that businesses paying commercial taxes should not be charged fees again for waste management at the landfill site and that a system needs to be installed at the site to received accurate number for weighing waste that comes and to determine which municipality the user resides.
4. The Arena Manager presented his report regarding rentals and staffing hours. The numbers are in line with other arenas. He reviewed the tasks mandated at the Arena and the frequency explaining that a one-hour rental requires 2.5 hours of staff time. He had considered starting the season late at being open for Thanksgiving but no final decision was made on this. He explained that the lobby floor was bubbling and is being stripped and repainted prior to the season as well.
5. The Report from CEDO for the summer was received by Council. Discussion revolved around the projects and the install of the Wayfinding Signage.



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**ITEMS FOR DISCUSSION:**

1. Council discussed the composition of the Steering Committee for the Road to Revitalization Project. The committee was appointed by resolution.
2. A Mobile Food Vendor application was received but deemed incomplete. There was discussion regarding the location and proximity to a neighbouring restaurant that would contravene the Bylaw. A letter of permission is required but not submitted. The applicant indicated he was not planning on moving a truck to the location.
3. The letter from WOR Association regarding advertising in Commemorative Book was received and Council declined the opportunity for advertising.
4. The MTO Cost Sharing Agreement draft was discussed. There was concern on the pricing and additional costs that will be associated with doing the project through the MTO. It was discussed and decided to keep the street light component in the project scope at this time. The street lights are to be decorative as the existing lighting does meet the standards for visibility.
5. Council discussed the Crossing Guard Sub-Committees review for school safety with fall students now walking to Land of Lakes. The first consideration is the student walking to school where sidewalks are not available and the Ontario Street crossing for students west of the end of Yonge street. Concerns discussed were the students living in the apartments across from the school and crossing Ontario Street. There is no sidewalk but the driveway does align with a curb depression at the bottom of the school property. It was decided that students wouldn't walk down to it only to walk back up to the school entrance it would not be feasible. A proposed school crosswalk at Kwik Way was discussed but sightlines were a problem and Council did not think it provided enough time for traffic to slow down. The area at the end of the west sidewalk on Ontario Street to the beginning the of the laneway near Stan Darling Insurance was felt to be the best location for a crossing guard. It was before driveways, was entirely accessible by sidewalk and provided sight lines for cars to slow down for the students' safety. Council felt all other areas in the community had sufficient sidewalks for students to safely walk. The area in front of the school is still a school zone and there is a bylaw to reduce the speed on all of Ontario Street to 40 kms/hr.
6. Potential schedule for community hub at the former elementary school was discussed for Councils consideration on possible partners. The Library was discussed but the lease would likely be a higher rate so more discussion would be needed with the Board when it was appropriate. Council authorized the Reeve to contact the Attorney General regarding a courthouse. All final decisions will be factored in on the return on investment.
7. Complaint regarding stray cats was received for information purposes. The Bylaw Enforcement Officer is addressing the concerns.
8. Regional Fire Training Officer Resolution was discussed as an update. Council remains in favour of continuing with the current Officer.
9. The draft Bylaw for Livestock and exotic animals was presented. Council removed portions required neighbours permission and discussed lot sizes and that the application should be at no charge. Council would like the public meeting prior to the start of the September council meeting.

**RESOLUTIONS:**

2017-138 Moved by Lewis Hodgson – Seconded by Jarvis Osborne  
That the Council for the Village of Burk's Falls hereby accepts the report from the Public Works Foreman regarding the water on Sharpe Street and confirm that the work may proceed in 2017.  
Carried

2017-139 Moved by Jarvis Osborne – Seconded by Lisa Morrison  
Whereas the Council for the Village of Burk's Falls wishes to establish a working group to assist a consultant with the Downtown Community Improvement and Waterfront Master Plan;  
and

Whereas this working group will make recommendations to Council on the Plan to ensure that all ideas are considered with the goal of creating a realistic plan with timelines and estimated budget impacts that will result in a document ready for implementation; and

Whereas it is desired to have affected and interested businesses owners of the downtown to assist with the development of the Plan.

Now therefore, Council appoints the following to sit on this working group:



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1. Lewis Hodgson
2. Denis Sabourin
3. Rep from Chamber (appointed)
4. Amber Welbelove, Welcome Centre
5. Dave Gray, Community Economic Development Officer
6. Nicky Kunkel, Clerk-Administrator Carried

2017-140 Moved by Rex Smith– Seconded by Lisa Morrison  
That the Accounts Payable in the amount of \$ 282,194.88 as presented up to and including August 22, 2017 hereby be approved for payment. Carried.

2017-141 Moved by Lisa Morrison – Seconded by Rex Smith  
That By-law No. 16-2017 being a By-law to provide for tools for limiting taxes on certain classes of property be read a first, second and third time and passed this 22<sup>nd</sup> day of August 2017. Carried.

2017-142 Moved by Jarvis Osborne – Seconded by Lewis Hodgson  
That By-law No. 18-2017 being a By-law to set speed limits on portions of Yonge Street and Ontario Street be read a first, second and third time and passed this 22<sup>nd</sup> day of August 2017. Carried.

2017-143 Moved by Rex Smith– Seconded by Jarvis Osborne  
That the Council for the Village of Burk's Falls hereby approves the contribution of \$2,500.00 to the Almaguin District Snowmobile Club conditional upon Trail 306, formerly D123, being upgraded and opened for the 2017/2018 season in conjunction with the Township of Armour's letter of March 9, 2017. Carried.

2017-144 Moved by Lisa Morrison – Seconded by Jarvis  
That the Council for the Village of Burk's Falls hereby accepts the sole submission for the North Lift Station Double Door Supply and Install Tender from Rod Blakelock in the amount of \$2, 500.00 plus HST. Carried.

2017-145 Moved by Lewis Hodgson – Seconded by Jarvis Osborne  
That the Council for the Village of Burk's Falls hereby accepts the sole submission for the East Lift Station Supply and Install Exterior Insulation and Siding Tender from Rod Blakelock in the amount of \$7,226.19 plus HST. Carried.

2017-146 Moved by Rex Smith– Seconded by Lisa Morrison  
That the Council for the Village of Burk's Falls hereby accepts the sole submission for the East Lift Station Electrical Tender from Stinson Electrical Inc in the amount of \$5,200.00 plus HST. Carried.

2017-147 Moved by Rex Smith– Seconded by Lisa Morrison  
That the Council for the Village of Burk's Falls hereby accepts the sole submission for the Queen Street Sidewalk Replacement Tender from David Langerud in the amount of \$19,000.00 plus HST. Carried.

2017-148 Moved by Lewis Hodgson – Seconded by Jarvis Osborne  
That the Council for the Village of Burk's Falls hereby receives the attached bid form submissions for the Waste and Recycling Collection and Disposal request for proposal from:

1. Smith Mobil
2. Waste Connections of Canada

And Further that the Village of Burk's Falls accepts the tender from Waste Connections of Canada in the amount of \$59,171.00 for waste and recycling collection and disposal at the contractor's facility. Carried. Pecuniary Interest declared by Rex Smith and he left his seat.

### **Councillor's Report**

Councillor Hodgson attended several meetings including the Shared Services and Regional Economic Development. He reported that progress was being made for RED with some municipalities agreeing to join. More Council delegations are on-going.

Councillor Morrison participated in Historical Society events and the Jamboree. She communicated concerns she received from others regarding the Agricultural Society and the Jamboree as information only.

Councillor Osborne attended meetings regarding Sharpe Street Water, the school and repairs to First Ave. in Armour Township.



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Councillor Smith thanked Council for sending him to AMO. He reported on the session he attended with the new Waste Free Act being the largest issue he feels is relevant to Burk's Falls. He reminded Council the HazMat is this coming weekend.

Reeve Still attended the MAHC meetings at the East Parry Sound Representative, and the Regional Fire Committee, FHT and met with doctors. She also received comments at the Jamboree and Council authorized her to meet with the organizers regarding use of some municipal land. She also thanked Council for allowing her to attend AMO and reported on the sessions she attended. She was interested in the rural infrastructure sessions and how they repurposed schools and churches. She would like a delegation at ROMA regarding the repurposing of the school here.

2017-149 Moved by Lewis Hodgson – Seconded by Jarvis Osborne  
That the Council for the Village of Burk's Falls hereby adjourns at 21:52pm and agrees to meet again on August 24, 2017. Carried.

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Cathy Still  
Reeve

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Nicky Kunkel  
Clerk