



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 24th, 2020

The regular meeting of The Burk's Falls Council was held on Tuesday, March 24, 2020 at the Municipal Office at 6:00 pm. The regular Council meeting was called to order at 6:00 pm

Present: Mayor Cathy Still, Councillors, Lewis Hodgson, Lisa Morrison, Rex Smith; Staff: Nicky Kunkel, Clerk, Derek Smith, Public Works Foreman Regrets: Jarvis Osborne

DECLARATION OF PECUNIARY INTEREST:

Pecuniary Interest declared by: None declared

2020-29 Moved by Lisa Morrison - Seconded by Rex Smith

That the Council for the Village of Burk's Falls hereby approves the following additions to the Agenda:

1. The delegation of Rod Blakelock regarding the Fall Fair is postponed until further notice to avoid unnecessary contact at the meeting stemming from precautions related to COVID 19.
2. The addition of the Almaguin Manor loan payment to the Village
3. The addition of the Street Sweeping Tender
4. The addition of telecommunications opportunities for meetings
5. 2020 Library Budget. Carried

MINUTES

Resolution 2020-30 Moved by Lewis Hodgson – Seconded by Lisa Morrison

That the Council for the Village of Burk's Falls approves the minutes of the Council meeting held February 18, and the Special Council meeting of March 13, 2020 as circulated. Carried.

DELEGATIONS TO COUNCIL:

1. See resolution 2020-29

REPORTS TO COUNCIL:

1. Department Report: Public Works: Council received the report on various tasks in the department including the results of the geotech study and test holes for manganese, update on water meter project and Sewer Tech for wastewater project, asset management plan progress and sidewalk and culvert work to come. They also discussed the Main Street Revitalization funding and work that is yet to be completed, the fence/bench in the Stan Darling Park, planting trees, and stone work for the walkway. Council would like to see these projects completed as well as a plan for the boardwalk.
2. Public Works Addition Design Report was presented from Duncan Ross Architects. Council passed a resolution to proceed with the design and tendering of the project.
3. The Treasurer's report was received by Council to consider waiving the penalty and interest for the March 31st utility and tax payments until May 31st, 2020 to aid in the financial recovery of residents affected by COVID 19. Council passes a resolution to approve this measure.
4. Department Report for General Government was presented verbally. The Clerk spoke of updates on the hiring of arena staff, recreation coordinator and updates with the Bylaw Enforcement. She spoke of the news that the donation store was closing and that leaves another vacant property on the downtown. There was discussion on merits to build a new building for the market or to explore other opportunities as there is concern store fronts will remain empty. There is little that the municipality can do to fill the properties but Council would like the Downtown Development Team to work on what is within the municipal jurisdiction to start positive progress. Council also learned of updates on the Food Bank move to the Health Centre, the Community Safety Plan, Service Delivery Review and was presented with a report on what funding the municipality has contributed in cash or in-kind to the Agricultural Society in 2019.

ITEMS FOR DISCUSSION:

1. Council received an email from Muskoka Algonquin Health Centre on relocating the rehab/physio to the AHHC temporarily but this was since withdrawn.
2. Council supported applying to Enbridge Gas for an expansion project to support industrial uses on Hwy. 520.
3. Council received the 2020 First Impressions Community Exchange report from the team in Minden and was pleased to read a positive change has occurred since the first report was done in 2010.
4. The Eastholme 2020 levy was received and supported by Council.



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 24th, 2020

5. Council discussed the proposed new agreement with Realterm Energy for the Streetlight program that was completed in 2015. The current agreement is vague on warranty work and obligations but Council preferred the existing agreement over the proposed.
6. Council discussed several matters regarding COVID 19 including staff levels, essential services, new cleaning protocols for departments. Council passed a resolution to respond to the pandemic and protect residents and staff alike during this time.

RESOLUTIONS:

2020- 31 Moved by Lisa Morrison - Seconded by Lewis Hodgson
That the Council for the Village of Burk's Falls hereby receives and approves the Public Works Department Report dated March 2020 as presented. Carried.

2020-32 Moved by Lewis Hodgson - Seconded by Lisa Morrison
That the Council for the Village of Burk's Falls hereby approves the proposal submitted by Duncan Ross Architects for design and tendering services for the Public Works Building Addition as presented in the Public Works Foreman Report dated March 2020. Carried

2020-33 Moved by Lewis Hodgson – Seconded by Lisa Morrison
That the Council for the Village of Burk's Falls hereby authorizes the Treasurer to waive past due tax and water accounts from March 31, 2020 due to the Provincial Government's Declaration of an Emergency due to COVID 19; and
Further that the following sections of Council's Bylaws be suspended until May 31, 2020:

1. Bylaw 2-2020 Interim Tax Levy and Payment
 - a. Section 6; The Treasurer shall add to the amount of taxes due and unpaid i) a penalty of 1.25% and interest thereafter of 1.25%.
 - b. Section 7: interest added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith
2. Bylaw 6-2016 Establish Fees for Water and Sewer
 - a. Section 5: Penalty charges and disconnection of services shall remain as stated in Schedule B of Bylaw 14-2012 (now waiving penalty and interest fees). Carried.

2020-34 Moved by Lewis Hodgson - Seconded by Rex Smith
That the Council for the Village of Burk's Falls hereby supports the Highway 520 Natural Gas Expansion Project be submitted to Enbridge Gas Inc. to assist industrial businesses access adequate natural gas to grow the economy of the area. Carried.

2020-35 Moved by Lewis Hodgson – Seconded by Lisa Morrison
That Council hereby authorizes and instructs the following to comply with the Provincial Declaration of Emergency, and the required physical distancing and to support the Government of Canada's response to COVID 19:

1. That effective March 25, 2020 at 8:00 am the municipal office be closed to the public
2. That effective March 25, 2020 at 7:00am the Public Works Garage be closed to the public.
3. That water billing after March 31st be averaged out with the next billing readings and the previous two readings to alleviate the extra water consumption due to residents self-isolating in their homes.
4. That the Arena remain closed to the public until May 31, 2020.

2020-36 Moved by Lisa Morrison– Seconded by Lewis Hodgson
That By-law No. 6-2020 being a By-law to enter into an agreement with the Ministry of Municipal Affairs and Housing to conduct a service delivery review under the Municipal Modernization Funding Program be read a first, second and third time and passed this 24th day of March 2020. Carried

2020-37 Moved by Lewis Hodgson – Seconded by Lisa Morrison
That By-law No. 7-2020 being a By-law to enter into an agreement with Redloh Janitorial for custodial services in the Health Centre, Medical Centre and Municipal Office be read a first, second and third time and passed this 24th day of March 2020. Carried



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 24th, 2020

2020-38 Moved by Lisa Morrison – Seconded by Lewis Hodgson
That the Almaguin Community Economic Development Committee's 2020 budget in the amount of \$256,859.00 with the Village's share being \$14,226.00 be approved as presented. Carried.

2020-39 Moved by Lewis Hodgson – Seconded by Lisa Morrison
That the 2020 Armour Ryerson Burk's Falls Memorial Arena budget in the amount of \$257,468.00 with the Village's share being \$85,823.00 be approved as presented. Carried.

2020-40 Moved by Lisa Morrison – Seconded by Lewis Hodgson
That the 2020 Tri R waste budget in the amount of \$173,245.00 with the Village's share being \$28,265.00 be approved as presented. Carried

2020-41 Moved by Rex Smith – Seconded by Lisa Morrison
That the 2020 Joint Building Committee budget in the amount of \$234,378.00 be approved as presented. Carried

2020-42 Moved by Lewis Hodgson – Seconded by Rex Smith
That the 2020 Burk's Falls and District Fire Department's budget in the amount of \$437,347.00 with the Village's share being \$125,089.00 be approved as presented. Carried

2020-43 Moved by Lisa Morrison – Seconded by Lewis Hodgson
That the 2020 Burk's Falls and District Public Union Library budget in the amount of \$145,824.00 with the Village's share being \$60,940.00 approved as presented. Defeated
Recorded vote requested by Counsellor Smith. Yays: Mayor Still and Councillor Hodgson. Nays: Councillor Smith and Morrison. Councillor Osborne absent.

2020-44 Moved by Lisa Morrison – Seconded by Rex Smith
That Council for the Village of Burk's Falls hereby supports the application of Lakeland Networks to the rural Broadband Initiative for Parry Sound/Muskoka Regions. Carried

2020-45 Moved by Lisa Morrison – Seconded by Rex Smith
That Council hereby receives and accepts the 2019 Statement of Council Remuneration Report as prepared by the Treasurer. Carried

2020-46 Moved by Lewis Hodgson – Seconded by Lisa Morrison
That council hereby receives and approves the report prepared by the Recreation Coordinator for 2020/21 Almaguin Regional Recreation's events; and

Further Council agrees to net expenses of up to \$1,417.50 for the combined projects of the Amazing Race, Haunted Highlands and the Northern Expo. Carried

2020-47 Moved by Lewis Hodgson – Seconded by Lisa Morrison
That Council hereby receives and accepts the letter from the Almaguin Adult Learning Centre; and
Further that Council agrees to contribute \$442.00 to the 2020 Programing. Carried

2020-48 Moved by Lewis Hodgson – Seconded by Lisa Morrison
That Council hereby receives and accepts the 2019 Ministry of Environment, Conservation and Parks Inspection Report for the Burk's Falls Drinking Water System; and
Further that Council congratulates Public Works for a score of 100%. Carried

2020-49 Moved by Rex Smith – Seconded by Lisa Morrison
That Council hereby confirms authorization to accept tender submissions via email and/or fax due to the Provincial Declaration of an Emergency and requirement for physical distance; and

Further receives and the following submissions for the 2020 Street Sweeping tender:

Bidder	Amount (HST included)
1. A&G The Road Cleaners	\$18, 655.17
2. DB Enterprises	\$21, 040.60
3. Glen's Street Sweeping	\$20,905.00

And further that Council accepts the submission of Glen's Sweeping and that the 10% bid bond shall be received by the Treasurer prior to the work commencing. Carried



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 24th, 2020

2020-50 Moved by Rex Smith – Seconded by Lisa Morrison
That Council hereby accepts the recommendation of the Treasurer regarding the Almaguin Manor OILC Loan payment due on April 1, 2020. Carried

2020-51 Moved by Rex Smith – Seconded by Lewis Hodgson
That the Accounts Payable in the amount of \$ 412,326.14 as presented up to and including March 24, 2020 hereby be approved for payment. Carried

2020-52 Moved by Lisa Morrison – Seconded by Lewis Hodgson
WHEREAS the Province of Ontario has declared an emergency due to COVID 19; and

Further whereas Bylaw 2011-08 Section 49 shall be activated stating that any procedure under the Procedural Bylaw which is discretionary and not mandatory under statute may be suspended with the consent of a majority of the members present:

NOWHEREFORE the Council for the Village of Burk's Falls hereby invokes the authority provided by the Province of Ontario through the Municipal Emergency Act, 2020 to conduct Council meetings through telecommunications (electronic conference calling) effective immediately and until such time as the provincial declaration of emergency has ended.
Carried

Councillors Report

Mayor Still attended meetings regarding the MNR for flood protocols, arena manager and canteen interviews, the Family Health Team and several meetings with the CEMC/staff related to COVID 19.

Councillor Hodgson attended the ACED meeting where he did express concern over the long term sustainability of the budget for the department but that the majority of the other members did not share the concerns. He also attended the arena staff interviews.

Councillor Morrison attended several community organization meetings and continues to organize the community bus and looking for a replacement. She also commented that the value mart and taxi service has teamed up to delivery groceries.

Councillor Smith attended a teleconference call for the Vet Committee and other committee meetings had been cancelled for the month.

2020-53 Moved by Lewis Hodgson – Seconded by Lisa Morrison
Council for the Village of Burk's Falls now enters into a closed meeting at 19:45 pursuant to the Municipal Act 2001, c. 25, Section 239 (2)

1. Permitted by Section 239(2)(a) regarding an identifiable individual
 2. Permitted by Section 239(2)e regarding legal matters or potential legal matters.
- Carried

2020-54 Moved by Lisa Morrison – Seconded by Lewis Hodgson
Council for the Village of Burk's Falls now reconvenes to regular open session at 20:10pm. Having discussed matters related to the below resolutions. Carried

2020-55 Moved by Lisa Morrison – Seconded by Lewis Hodgson
That the Council for the Village of Burk's Falls hereby agrees to create the position of Recreation Coordinator within the corporation structure as outlined in the attached job description; and

Further that Council receives and accepts the report from Integrity Management Consulting Group for the addition of the new position to the Pay Equity Plan and the Employee Payment Grid. Carried Recorded vote requested by Counsellor Smith. Yays: Mayor Still, Councillors Morrison and Hodgson. Nays: Councillor Smith. Councillor Osborne absent.



THE VILLAGE OF BURK'S FALLS
COUNCIL MEETING MINUTES
March 24th, 2020

2020-56 Moved by Lewis Hodgson – Seconded by Lisa Morrison
That the Council for the Village of Burk's Falls hereby agrees to hire Lacey Stevens as the Recreation Coordinator for the Village starting March 26, 2020 as a full time permanent employee. Carried Recorded vote requested by Counsellor Smith. Yays: Mayor Still, Councillors Morrison and Hodgson. Nays: Councillor Smith. Councillor Osborne absent

2020-57 Moved by Lewis Hodgson – Seconded by Rex Smith
That the Council for the Village of Burk's Falls hereby receives and accepts Tom Hayes announcement of planned retirement effective April 26, 2020. Carried

2020-58 Moved by Lewis Hodgson – Seconded by Lisa Morrison
That the Council for the Village of Burk's Falls hereby adjourns at 20:25 to meet again on April 21, 2020. Carried

Cathy Still, Mayor

Nicky Kunkel, Clerk