



**CORPORATION OF THE
MUNICIPALITY OF NORTH GRENVILLE**

DRAFT MINUTES

Special Council Meeting No. 3

**April 1, 2020 at 9:30 a.m.
Held in the North Grenville Municipal Centre**

PRESENT

Mayor Nancy Peckford
Deputy Mayor Jim McManaman
Councillor John Barclay
Councillor Doreen O'Sullivan
Councillor Kristin Strackerjan

Staff Present

Gary Dyke, Chief Administrative Officer
Cahl Pominville, Director of Corporate Services/Clerk
Marcus Hewitt, Director of Finance
John Okum, Director of Emergency & Protective Services/Fire Chief
Karen Dunlop, Director of Public Works
Tammy Hurlbert, Acting Director of Parks, Recreation & Culture

A. APPROVAL OF AGENDA

Mayor Peckford opened the meeting at 9:42 p.m.
The next scheduled Council meeting is April 21.

SPC-2020-008

Moved by John Barclay
Seconded by Jim McManaman

That the Special Council agenda for April 1, 2020 be approved as presented.

CARRIED

B. DISCLOSURE OF INTEREST

None

C. DEPARTMENT/ISSUE

1. COVID-19 - Municipal Operations in Response to New Provincial Order

1. Extend Facility Shutdown to Align with the Provincial Order

- Gary Dyke provided information to Council. We work in concert with the Provincial Orders. The school closures have been extended to May 4; shutdown of businesses until April 13; outdoor recreation facilities to be closed which mirrors our direction; now set fines for contravention of the orders. We have been ahead of the curve in the protection of our residents.
- Councillor Strackerjan asked if our trails are open. Gary Dyke advised that residents can't use a trail to get to a gathering. Residents need to respect social distancing.
- Councillor Barclay asked for an update on communication to the public. Gary Dyke advised that Jill Sturdy and resources have done a lot of signage and social media. We are updating as Provincial messages come out. Councillor Barclay noted that he receives many questions at his place of work. Mayor Peckford advised that she will ensure Jill Sturdy gets messages to members of Council as soon as possible.
- Councillor Strackerjan noted that there is some confusion because we are ahead of the Province. There has been a lot of social media

coverage and many sources of information. Gary Dyke noted that we have been very proactive to the situation.

2. Approve "COVID-19 Response Fund" - Budget Transfer
 - Gary Dyke provided information. There is no timeline on this type of emergency. We must ask ourselves if we could handle another emergency during this time. The Senior Management Team has reviewed their capital budgets to see what could be deferred to be put into a fund. We can't carry a deficit into next year. This will allow us to address reductions in revenue from penalties and rentals. We will still look to develop programs and upgrade our IT. Economic Development and the Mayor's outreach has identified needs. Website upgrades and small business support program were reviewed. Programs will come to Council for approval. This will give us a responsible oversight.
 - Marcus Hewitt reviewed the process. It will come forward to Council on a quarterly basis with an update. He reviewed the deferrals which would be reallocated to this fund.

Questions of Council

Councillor Barclay

- Staff have been very proactive. How will we update the residents and businesses of our plans? Gary Dyke advised that this is a public document. We will be having a conference call with the media after this meeting.

Deputy Mayor McManaman

- We are deferring money that is already set aside. Are we looking at any savings on our operational budget? Gary Dyke advised that there will be some internal savings- ice came out early, small reductions in certain areas. This fund and emergency fund will offset our revenue loss and additional expenses. Marcus Hewitt added that he worked with Kevin Henry on savings to reduce the revenue losses. Gary Dyke added that we won't be hiring pool staff as in past years.
- Removal of the Fire Department tanker. What is the future plan for this? Gary Dyke advised that it will require adjustments to the 2021 plan. John Okum added that the guideline is to have it replace every 15-20 years based on its condition. The vehicle was reviewed with our Deputy Chief and mechanic. There are no concerns of reliability. It takes over a year to have a tanker truck built. We are confident with the current condition of our tanker.

Councillor O'Sullivan

- I don't see the park at Glengables on the list. I would rather see that deferred and the Rotary Park retaining wall be repaired. Marcus Hewitt advised that Glengables was 50% funded by development charges. Gary Dyke added that staff have looked at all of these factors. There are no deferrals that involve any safety issues. Karen Dunlop advised that the project is the leaning retaining wall. The railing was not included in the capital program. She will clarify with Recreation staff.
- What is the \$100,000 deferral of Wellington Rd.? Karen Dunlop advised that more development charges were available so the \$100,000 can be used.

SPC-2020-009

Moved by

John Barclay

Seconded by

Jim McManaman

That Council establish a new reserve in response to COVID-19 community relief measures through the deferral and budgetary reallocation of 2020 Capital projects.

CARRIED

3. Emergency Order Enforcement Policy
- Gary Dyke advised that the Province has given permissive authority to municipalities through an order. John Okum reviewed his report. There is not a requirement for municipalities to enforce. The Province has given municipalities the ability to enforce. We are currently in the recruiting process for additional by-law enforcement officers. He has discussed this with the OPP Detachment Commander for North Grenville. They have investigated some concerns but are able to manage with their current resources. We would not send a by-law officer by themselves to investigate a situation that could be a health and safety risk to them. We recommend that complaints can be received, assessed and determine the appropriate action to be taken. There is now a call centre phone number for enforcement officers to call. Charges would not be laid by By-Law Enforcement. She would provide the educational approach and request compliance.

Questions of Council

Councillor Barclay

- Doesn't see a case to go forward with the recommendation. Can it be deferred to a later date? John Okum advised that our Fire Prevention Officer is also an enforcement officer. We have not received any formal complaints or concerns to date. Gary Dyke added that it is not full-on enforcement. This would be part of the service we provide to the community. It would be only to observe and educate. The nicer weather will see more people out of their homes.
- Don't think it is necessary at this time. We have seen a high degree of compliance. This would send the wrong message to the community at this time.

Councillor Strackerjan

- This does not infringe on anyone's personal freedom. There is a need for education to residents. Concerns will be addressed and then sent to the proper authorities.

Mayor Peckford

- We need the tools. The Police Services Board would appreciate that the Municipality will be part of the solution. The situation will be more challenging in future weeks.

Deputy Mayor McManaman

- This will be in place if we need it.

Councillor O'Sullivan

- People are currently social distancing. This will be in place if needed.

Councillor Barclay

- We currently do not have the resources and training. Gary Dyke advised that there are limited resources with training currently ongoing with staff. This would be another tool for the Municipality.

SPC-2020-010

Moved by Kristin Strackerjan
Seconded by Jim McManaman

That Council approve the Emergency Order Enforcement Policy for municipal by-law enforcement service of enforcing provincial orders under the Provincial Emergency Declaration.

For (4): Nancy Peckford, Jim McManaman, Doreen O'Sullivan, and Kristin Strackerjan

Against (1): John Barclay

CARRIED

Discussion

- Mayor Peckford- Are there any future agenda items? What is the general feeling of residents?
- Councillor Barclay requested an update on the business support program.
- Deputy Mayor McManaman- Could Council meet once a week in some manner to keep up to date? Gary Dyke advised that we can move forward with regular meetings. We will keep them as Council meetings. Mayor Peckford added that these would be open meetings. Gary Dyke reminded members of Council to keep up your liaison with your Director.
- Councillor Strackerjan- Would be available for additional meetings. There are many pieces to the communication puzzle.
- Mayor Peckford- Are we self-isolating in our homes? Gary Dyke advised that terminology is confusing. We are practicing the social and physical distancing portion. Isolation and quarantine refer to people who are ill.
- Councillor Barclay- Need to let people know what the terminology and definitions are.
- Mayor Peckford- The Leeds, Grenville & Lanark (LG&L) Health Unit shows 15 people with positive tests. There are assessment centres in Smiths Falls and Brockville.
- Councillor O'Sullivan- Is there any detailed information available? Gary Dyke advised that Dr. Stewart, our Medical Officer of Health, has noted that information is given out based on the Health Unit area. Detailed information is coming from an alternate source. We will pass this concern on to the Ministry of Health. Mayor Peckford added that Dr. Stewart was very definite that the location information would not be given out. Council discussed possible cases and testing in LG&L.
- Mayor Peckford- County Council will meet next week. The County have not declared an emergency. It is the only one in Eastern Ontario.
- Mayor Peckford advised that she and the CAO will be available to the media later today to provide an update on this meeting and answer questions. We will continue to run full page ads in the local newspapers in the upcoming weeks.
- Mayor Peckford advised that she spoke to Juice FM about bag tags last week. Karen Dunlop added that she had received a couple of complaints but only one that is unable to get some.
- Councillor O'Sullivan- What is the plan for Pitch-In Week? Gary Dyke advised that staff are working on a program that we can proceed. We need to address social distancing.
- Mayor Peckford advised that we will look to have Wednesday morning meetings at 10:00 a.m.

2. Closed Session - Personnel Matters

SPC-2020-011

Moved by	Doreen O'Sullivan
Seconded by	John Barclay

That the Council of the Municipality of North Grenville go into a Closed Session in accordance with the following Section of the *Municipal Act*:

- Section 239(2)(b) – personal matters about an identifiable individual regarding a private individual matter

CARRIED

SPC-2020-012

Moved by Jim McManaman
Seconded by Kristin Strackerjan

That the Council of the Municipality of North Grenville come out of a Closed Session.

CARRIED

D. ADJOURNMENT

1. Confirmation By-Law

By-Law 26-20

Moved by John Barclay
Seconded by Kristin Strackerjan

That By-Law 26-20 to confirm the proceedings of Council at its Special Meeting held on April 1, 2020 be adopted and passed;

AND FURTHER THAT the said By-Law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the By-Law Book.

CARRIED

2. Resolution to Adjourn

SPC-2020-013

Moved by Doreen O'Sullivan
Seconded by Jim McManaman

That this Special Meeting of Council adjourn at 11:51 a.m.

CARRIED

NANCY PECKFORD
Mayor

CAHL POMINVILLE
Clerk