

**Minutes of the General Government Committee Meeting**

**Held on Wednesday, February 8, 2017 at 7:00 p.m.**

Present: Jack Clark, Chairperson  
Ron Lane, Mayor  
Larry Eirikson, Councillor  
Scott McDougall, Citizen rep  
Deborah Woods, Citizen rep  
Annette Clarke, CAO/Clerk-Treasurer

1. **Disclosure of Pecuniary Interest** – none declared

2. **Adoption of the November 30, 2016 Minutes**

*Moved by Deborah Woods*

*Seconded by Scott McDougall*

*THAT the minutes of the November 30, 2016 meeting be adopted as presented.*

*Carried*

3. **Deputation – Shelba Millette, Manitoulin Tourist Association**

Shelba Millette of MTA attended the meeting to speak to the membership options in MTA.

Shelba gave an update on the MTA and its operations. She advised that she is in the process of implementing a five year plan consisting of a business model for the MTA. It is on target. The next step is to form an Island Wide Tourism Steering Committee comprised of representatives from municipalities, first nations and the different business sectors. She anticipates the group consisting of 30 to 40 people in the beginning. She provided an outline of the Island-wide Sustainable Tourism Project Milestones (copy attached).

Shelba presented a mockup of the Island-wide Traveller's Guide. She explained that each participating partner receives one full page in the guide. She indicated that assistance is available with designing your page if needed.

She gave updates on the Meldrum Bay Lighthouse, Cup and Saucer Trail, Island Wide Branding.

#### **4. Business Arising out of the Minutes**

##### **i) 2017 Budget**

Annette advised she hopes to have the budget finalized by the end of next week. Will call Committee of the Whole meeting(s) and then finalize for public meeting and adoption by Council. Annette gave a quick overview of some of the discretionary budget items that form part of the general government umbrella.

##### **ii) Lifetime Achievement Award**

The touch screen finally arrived. The program and mounting hardware has been budgeted for in 2017. Should have it up and running by spring of this year.

Discussed possible award recipients. Annette advised that the policy will be posted on the website drawing attention to submission details and deadlines. Committee felt the deadline should be moved from end of May to end of April.

***Moved by Jack Clark***

***Seconded by Deborah Woods***

***THAT the Lifetime Achievement Award Policy be amended by changing the deadline for submitting applications from the last working day in May to the last working day in April.***

***Carried***

##### **iii) Manitoulin Tourism Association**

Committee thanked Shelba Millette for attending the meeting and presenting information regarding the partnership opportunities with MTA. Based on this information the Committee recommended as follows:

***Moved by Jack Clark***

***Seconded by Scott McDougall***

***THAT the General Government Committee recommends to Council that the \$3500.00 Manitoulin Tourism Association Package be considered in the 2017 budget.***

***Carried***

##### **iv) Vendor Policy**

Committee members were asked to review the Vendor Policy and provide input for any changes. Discussion ensued.

Committee wants a complete re-write. Annette will research and draft a new policy.

5. **Correspondence** – none

6. **New Business**

- i) Strategic Plan – need to regroup and finalize the plan. Plan has to be adopted by Council.

*Moved by Ron Lane*

*Seconded by Scott McDougall*

***THAT the General Government Committee recommends to Council that the Gore Bay Strategic Plan be approved as presented.***

*Carried*

ii) **Procurement Policy**

The Town's existing Procurement Policy was circulated to the Committee for review and comment. Annette advised she hasn't had time to properly review and make any recommendations at this time. She has done some research and is utilizing a Ministry of Municipal Affairs & Housing Document – Guide to Developing A Procurement Policy to assist with the review process. Annette will draft a new policy and report back.

iii) **Legion Advertising**

The Royal Canadian Legion Ontario Command is requesting the town purchase an ad in the Military Service Recognition Book again in 2017 at a cost of \$275.00 for a business card size ad.

iv) **Splash Pad**

Information was presented to the Committee outlining draft designs for a small, medium and large splash pad with estimated costs. Discussion ensued.

Committee agreed that a Medium Splash Pad would be the best option based on discussions with other communities with existing splash pads. It was agreed that utilizing the town water and sewer supply would be the best option given the additional expense associated with installing a recirculating system, treatment, testing and risks of bacteria entering the water. Ongoing operational costs were discussed. The main cost would be the costs associated with the usage and treatment of the water which is estimated at \$7,000.00 to \$10,000.00 based on information from other communities. Closer estimates would be worked out if Council agreed in principle to the idea of installing a splash pad. Committee felt, given the fact there is no other splash pad on the Island it would be an attraction to the municipality, thereby promoting economic development. Funding of the project can be attained through private donations, fundraising and possible grants.

Jack had some concerns regarding the concrete pad and possible problems with cracking, etc. Annette advised that soil testing and proper site preparation would have to be part of the Request for Proposal package to ensure proper installation of the pad.

Annette advised that if they wished to move forward with this project, more research has to be done into the Request for Proposal process, Environmental testing, Soil Testing, Installation and Suppliers.

Ron indicated that he is not expecting the project to happen this year but he does want to see the project started this year with possible completion within a couple of years subject to funding availability.

***Moved by Ron Lane***

***Seconded by Deborah Woods***

***THAT the General Government Committee recommends to Council that approval in principal be given to the purchase and installation of a splash pad in Gore Bay subject to ascertaining funding to cover the costs of the total project.***

***Carried***

**v) Crown Licence of Occupation – Fish Hatchery Property**

The Ministry of Natural Resources has responded to our request for a new Licence of Occupation for the Water Street property the Fish Hatchery is currently located. They have advised us to have a survey done to determine if the building and the proposed building is located on Water Street or within the road/shoreline allowance to which the Municipality has administration, control of. Unless anything happens below the High Water Mark or Crown Land, MNRF has no administration over the Municipal Lands in question. They have also indicated that there is no need to cancel the existing Licence of Occupation given the fact water is still being taken through the water intake. The purpose for the water intake is irrelevant and is not mentioned in the Licence of Occupation therefore they are satisfied it can remain as is.

Annette spoke with Chess Witty of the Fish and Game Club and he indicated although they are currently not raising any fish due to the spawning conditions they still want to proceed with the construction of the new clubhouse. He said he will report back with any updates as they become available.

Discussion ensued. Committee felt the Gore Bay Fish Hatchery should be responsible for initiating the survey and paying all costs associated with the survey. Annette will notify the Fish & Game Club of the Committee's decision. Once the survey is completed, a determination can be made on how to proceed.

**vi) Manitoulin Health Centre re: Physician Recruitment**

Jack gave a verbal update on the meeting he recently attended. A written update on the Physician Recruitment Program has been provided by the Manitoulin Health Centre. They are requesting our continued financial support. \$3,000.00 has already been placed in the draft budget for 2017.

**vii) Phoenix Emergency Management Logic**

A proposal has been received from Jeff Edwards, Owner of Phoenix Emergency Management Logic to develop an Island Wide Coordinated Emergency Response Plan. Annette commented as Community Emergency Management Coordinator that she felt this could be a very beneficial program citing benefits of partnering including pooling of labour and equipment resources, possibility of one CEMC for entire area, one committee, etc. She felt it would be worth pursuing further. Perhaps organizing a joint meeting with all the municipalities and Jeff to discuss further. Committee agreed.

**viii) Joint Health and Safety Coordinator**

The Township of Central Manitoulin has sent a letter inquiring as to whether or not there would be any interest in hiring a Joint Health & Safety Coordinator. Annette advised Gore Bay is in the same situation. There is no one with the time or resources to keep our plans, files, and training up to date. She felt it was definitely worth pursuing and having a meeting with interested municipal representatives. Committee agreed.

**ix) Use of McQuarrie Gazebo or Red Roof Pavilion**

The municipality receives requests to rent or use the McQuarrie Gazebo during the summer months. The response given is it is a public facility that can be used on a first come first served basis because we have no means of reserving the location. A request was recently made to have a licensed event in the gazebo or in the Pavilion. Our present alcohol policy states licensed events are not permitted on outdoor waterfront properties but we allow service clubs and the town to do so in the tent for Harbour Days. Administration is looking for direction to respond to these types of requests. Committee agreed that licensed events cannot be held in the Gazebo. Gazebo use is for the public and administration can continue to respond as indicated above. Committee agreed to allow the rental of the pavilion for a licensed event subject to the space being available at the time of rental. Rate to be \$50.00 per event.

**x) Arena Closure Date**

Dave is asking for direction with respect to the arena closure date. People are asking about availability during March break. In the past we have closed the Friday before March break (March break being March 13 to 17<sup>th</sup>). He has indicated that he could open for a few days in March break and still be able to meet the shut down date of March 31<sup>st</sup>. Committee felt it was important to remain open in March break. Annette will notify Dave.

**xi) Ride Manitoulin**

Ride Manitoulin has made a request for the Town to be a financial contributor towards their event. Monies raised are for the Manitouin Chapter of the Alzheimer's Society. For \$250.00 we can be a stop on their poker run. As well we would be listed on their website and at the rally. Discussion ensued. We were not interested in participating and accepted the letter as information.

**7. In Camera**

- i) Staff
- ii) Property

***Moved by Deborah Woods***

***Seconded by Larry Eirikson***

***THAT the General Government Committee enter an in camera session at 10:25 p.m.***

***Carried***

***Moved by Scott McDougall***

***Seconded by Deborah Woods***

***THAT the General Government come out of camera at 10:45 p.m.***

***Carried***

**8. Adjournment**

***Moved by Scott McDougall***

***THAT we adjourn at 10:47 p.m.***

***Carried***

Respectfully submitted by  
Annette Clarke, CAO/Clerk-Treasurer