

Minutes of the Meeting of the General Government Committee
Held on Wednesday, May 2, 2018 at 7:00 p.m.

Present: Jack Clark, Chairperson
Ron Lane, Mayor
Scott McDougall, Citizen Representative
Annette Clarke, CAO/Clerk-Treasurer
Roger Chenard, Public Works Manager

Absent: Deborah Woods, Citizen Representative

Addition to the Agenda:

Moved by Ron Lane

Seconded by Scott McDougall

THAT the following items be added to the May 2, 2018 General Government Committee Agenda:

- 1. Item 3 iv) Discharge of Firearms By-law***
- 2. Item 4 v) Bike Share Program***
- 3. Item 4 vi) Recreation Park***
- 4. Item 4 vii) Bottle Return Program***
- 5. Item 5 iii) Sale of Property***

Carried

- 1. Disclosure of Pecuniary Interest – none declared***
- 2. Adoption of the March 28, 2018 Meeting***

Moved by Ron Lane

Seconded by Jack Clark

THAT the minutes of the March 28, 2018 Meeting be adopted as presented.

Carried

3. Business Arising out of the Minutes

- i) Residential Tenancy – Annette advised that the Ministry of Municipal Affairs and Housing has sent a link to a training/education portal. She hasn't had time to review everything but it appears to be a lot of information. She will review and report back. Annette will reach out to other municipalities and see how they are handling this matter.***
- ii) Splash Pad – CRCS is supposed to be on site, probably Friday. Annette is waiting for confirmation from Melissa Sheridan. The site visit will require Public Works Manager to be onsite as well. They will confirm the locations for water/sewer/hydro, layout, etc. Equipment is scheduled to be here mid May. Anticipating a one week delay due to weather.***

- iii) Lifetime Achievement Award – Annette advised the Award Nomination information was advertised in the newspaper, website and on facebook. No nominations were received. Committee discussed possible candidates. Discussed possible dates ie. Canada Day, Harbour Days, or special event ie. Ice cream social. Jack Clark will visit with Jack McQuarrie to receive input regarding historical figures that are worthy recipients. Jack will report back at the next meeting.
- iv) Discharge of Firearm By-law – An amended by-law has been drafted based on information Ron ascertained at the Deer Management Meeting. There isn't a need to differentiate between the agricultural lands and other lands. Therefore, this information has been removed from the by-law. As well, muzzle loader has been added to the list of restricted firearms. This was a request made by the Farmers at the Deer Management meeting. Committee reviewed.

Moved by Ron Lane

Seconded by Scott McDougall

THAT the General Government Committee recommends to Council that the Discharge of Firearms By-law be approved as amended.

Carried

4. New Business

- i) Purvis Lot Lease – Annette advised that the Town of Gore Bay currently has an 8 month seasonal lease with George Purvis for the use of the property next to the playground for the purpose of a parking lot. George is suggesting this be a 12 month agreement based on the fact the town is utilizing it year round for both parking and snow storage. He is also concerned with the environmental hazards associated with the storage of snow and the possibility of salt products reaching the lake. Committee discussed.

It was agreed to no longer place snow on the Purvis lot. Snow will be placed in the main downtown parking lot and removed to the property behind the curling club on a regular basis.

Moved by Scott McDougall

Seconded by Ron Lane

THAT the General Government Committee recommend to Council that a 12 month lease agreement for the use of waterfront property owned by George Purvis be put in place for the purpose of a parking lot only;

FURTHER measures be put in place by Public Works Department to store the snow at the downtown parking lot and removed to the property behind the curling club on a regular basis.

Carried

- ii) Health & Safety Policy – Annette advised that the new Health & Safety Officer has asked for this item to be tabled until a later date. He is currently reviewing the policy and receiving feedback from some of the municipal partners indicating changes may be required. Will report back at the next meeting.
- iii) Workplace Harassment, Discrimination and Violence in the Workplace Policy – Roger Chenard, former Health & Safety Officer, was in attendance to present the policy.

Moved by Ron Lane

Seconded by Scott McDougall

THAT the General Government Committee recommend to Council that the Workplace Harassment, Discrimination and Violence in the Workplace Policy be adopted as presented.

Carried

- iv) Borrowing By-law – Annette advised that the Town of Gore Bay does not have any forms of written financial policies in place. Any borrowing by-laws that have been passed are for specific types of borrowing ie. water treatment plant loan. She has been in contact with Municipal Affairs and Housing and received some sample information to use as a guideline to develop our own policies. This will include a Financial/Borrowing Policy, Reserve and Reserve Fund Policy and Investment Policy. Each one of these policies ties in with the other. She still has to finish the Reserve Fund Policy. Once it is completed, all three policies will be presented to the Committee for discussion. Committee/council input will be required to finalize the policies.
- v) Bike Share Program – MICA has advised they are working on developing a Bike Share Program and applying for funding to offset the costs associated with same. They are inquiring about Gore Bay's interest in having this program in our community. This would involve designating a closed in site. This allows people to access bikes through a kiosk that you submit payment which released the bike. There will be approximately four sites ie. Gore Bay, NEMI, Central, South Bay Mouth. CYC was contacted to ensure there was no conflict with their bicycle rental business. Ken Blodgett confirmed there is not and that he would be on board for this program and interested in hosting it at his place of business. Discussion ensued. Everyone agreed it is a good idea. Ron suggested a bike stand be placed near the new trail head sign for cycling. Public Works can make one.

vi) Recreation Park

Annette advised that the park components have been roughly staked out including the splash pad, tennis courts, gym/fitness centre, playground and parking lot. Items requiring follow up actions:

1. Tennis Courts – pictures have been sent to the company and they have confirmed they will be sending out a survey team in the near future. Timing is delayed on the project due to weather.
2. Splash Pad – as per Section 3ii) above
3. Playground – have met with two companies so far, waiting for second proposal, will get a third as well. Our public works department can prepare the site and installation will be done by the successful proponent.
4. Parking Lot – Public Works to prepare the lot and gravel in preparation for pavement next year.
5. Fitness/Gym – Agreed to refer to building as Fitness Centre not gym; Jack confirmed he will hold a Fitness Centre Committee meeting to receive their input into the design. Jack is trying to reach Akfit to prepare a layout/design of the centre based on 1000 square feet of utilized fitness area. Building will have four washrooms, 2 with exterior entrances to service the other recreation facilities and two interior entrances to service the fitness centre clients. The interior washrooms will include showers.; Would like a covered patio on the east side; discussed windows on the east side and north sides with views of the water, two way glass; possible concrete construction, pitched roof; central air; need to determine type of heating system. Discussed how to contract the construction of the building ie. One contractor vs Town being main contractor with sub contractors. It was agreed that the construction would be bid as one contract. Annette will contact Bell Canada to have lines installed for fitness centre and splash pad.

vii) Bottle Return Program

Ron proposed that the Town Public Works Department manage the bottle return program from its current location on an interim basis until a more permanent solution is found. Suggested one day per week ie. Wednesday noon to 3 p.m. Roger would like to speak to Carolyn Dearing, who currently operates the program, to determine how the process works and whether it is manageable by Public Works.

5. In Camera

Moved by Scott McDougall

Seconded by Ron Lane

THAT we enter an in camera session at 10:22 p.m. to discuss the following:

- i) Items regarding Identifiable Persons*
- ii) Staff*
- iii) Sale of Property*

Carried

Moved by Ron Lane

Seconded by Scott McDougall

THAT we come out of camera at 11:00 p.m.

Carried

6. Adjournment

Moved by Scott McDougall

THAT we adjourn at 11:00 p.m.

Carried

Respectfully submitted by
Annette Clarke, CAO/Clerk-Treasurer