
THE CORPORATION OF NORFOLK COUNTY
Council-in-Committee Minutes

July 12, 2022
1:00 p.m.
Council Chambers

Present: Linda Vandendriessche (Chair), Mayor Kristal Chopp, Tom Masschaele, Michael Columbus, Chris Van Paassen, Ian Rabbitts, Ryan Taylor, Amy Martin, Kim Huffman

Staff Present: Al Meneses, Bill Cridland, Andrew Grice, Shelley Darlington, Lydia Harrison, Heidi Van Dyk, Todd Shoemaker, Duncan Macauley, Amy Fanning, Sarah Page, Teresa Olsen, Julie Ellis

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- 1. Disclosure of Pecuniary Interest**
 - 2. Approval of Agenda/Changes to the Agenda**

Resolution No. 1

Moved By: Councillor Columbus

Seconded By: Councillor Masschaele

THAT the agenda be approved with the following amendments:

- Consent Item 4.4 Staff Report OPS 22-031 Waterford Deer Park Herd Management be pulled for further discussion and this item will be moved to Staff Reports under Operations
- Adding Information Pack Item Re: Ontario Wildlife Damage Compensation Program
- Introducing Councillor Martin's Notice of Motion immediately following the 1st Deputation: Elaine Anderson Re: Greening our Community

- Adding additional material for Heidy Nabert's deputation request
- Adding additional materials for Terry Hannam's deputation request
- Moving Communications Item 7.2 Re: Information Memo: Dec. 31, 2021 Investment Update to Staff Reports as Item 8.5.1, and Communications Items have been renumbered
- Pulling Communications Item 7.3 Re: Information Memo: Property Acquisition Update – Long Point Parcels for further discussion
- Replacing Item 8.6.2 Re: Information memo Council and Committee Meeting Calendar

Carried.

3. Closed Session

4. Consent Items

Resolution No. 2

Moved By: Councillor Taylor

Seconded By: Councillor Huffman

THAT the following motions be approved on consent:

4.2 East Street Port Dover – Traffic Control Measures, EIS-22-038

THAT Report EIS 22-038 East Street Port Dover – Traffic Control Measures, be received as information;

AND THAT staff be directed to install signage to create stop conditions on East Street North at Willowdale Crescent and East Street South at O'Rourke Avenue in Port Dover;

AND FURTHER THAT Council passes a bylaw to establish the stop conditions on East Street North at Willowdale Crescent and East Street South at O'Rourke Avenue in Port Dover.

4.3 Summary of Bid Awards for the Period Ending June 21st, 2022, CS-22-124

THAT Staff Report CS 22-124, Summary of Bid Awards for the period ending June 21st, 2022, be received as information;

AND THAT the General Manager, Community Development be authorized to execute a contract with 947465 Ontario Ltd. – Voyago for Request for

Proposal CD-ED-22-01 Ride Norfolk Public Transportation Services 2023-2025 for an initial term of three (3) years, from January 1st, 2023 to December 31st, 2025 in the amount of \$1,363,228.42 (excluding HST), with an option to renew the contract for two (2) additional one (1) year terms totaling \$934,595 (excluding HST) based on current service levels;

AND THAT the continuation of Brantford Service beyond March 31, 2023 related to Request for Proposal CD-ED-22-01 Ride Norfolk Public Transportation Services 2023-2025 is contingent upon appropriate budgetary approvals to be presented within a subsequent report to Council which is expected to occur as part of the 2023 Levy Supported Operating budget process as outlined in Attachment A;

AND THAT the General Manager, Operations be authorized to execute a contract with Dayco Distributing Ltd. for Request for Quotation OPS-PKS-22-06B Supply & Delivery of One (1) New Commercial Dishwasher at the St. Williams Community Centre in the amount of \$25,935.62 (excluding HST);

AND THAT the Approved 2022 Capital Budget for the supply and delivery of one (1) new commercial dishwasher at the St. Williams Community Centre be amended from \$20,000.00 to \$27,000.00 (including net HST) to accommodate the increase of \$7,000.00 related to Request for Quotation OPS-PKS-22-06B Supply & Delivery of One (1) New Commercial Dishwasher at the St. Williams Community Centre. Offsetting savings are to be provided from the Approved 2022 Levy Supported Operating Budget through deferral of budgeted operating capital expenditures related to minor Delhi Arena washroom renovations to 2023 in the amount of \$7,000;

4.5 Pheasant and Rabbit Program Update, OPS-22-036

THAT Staff Report OPS-22-036 Pheasant and Rabbit Program Update be received for information;

AND THAT Council authorize staff to enter into an Agreement with the Long Point Area Fish and Game Club that clearly outlines all roles and responsibilities of both parties as it relates to the issuance of municipal hunting licences and the associated pheasant release program;

AND THAT the current Pheasant and Rabbit licence fee and issuance process remain status quo for 2022 with the understanding that staff will bring forward a report in 2023 to address the future of the program including licence fee, quantity and issuance processes.

4.6 Municipal Response to Canadian Union of Postal Workers, CAO-22-099

THAT Staff Report CAO-22-099 regarding the Delivering Community Power program be received as information.

Carried.

5. Deputations

5.1 Elaine Anderson Re: Greening our Community

Elaine Anderson provided a deputation with the aid of a slide deck regarding Greening our Community and responded to questions of Committee.

Resolution No. 3

Moved By: Councillor Martin

Seconded By: Mayor Chopp

THAT the deputation provided by Elaine Anderson regarding Greening our Community be received as information.

Carried.

5.2 Terry Hannam Re: Paving Project for Waterford Trails

Terry Hannam provided a deputation regarding the Paving Project for Waterford Trails and responded to questions of Committee.

Resolution No. 4

Moved By: Councillor Huffman

Seconded By: Councillor Van Paassen

THAT the deputation provided by Terry Hannam regarding Paving Project for Waterford Trails be received as information.

Carried.

5.3 Heidi Nabert Re: Waterford Heritage Trails

Heidi Nabert provided a deputation with the aid of a slide deck regarding Waterford Heritage Trails and responded to questions of Committee.

Resolution No. 5

Moved By: Councillor Huffman

Seconded By: Councillor Martin

THAT the deputation provided by Heidi Nabert regarding Waterford Heritage Trails be received as information.

Carried.

5.4 Andy Kooistra Re: Waterford Heritage Trail

Andy Kooistra provided a deputation regarding the Waterford Heritage Trail and responded to questions of Committee.

Resolution No. 6

Moved By: Councillor Taylor

Seconded By: Councillor Masschaele

THAT the deputation provided by Andy Kooistra regarding Waterford Heritage Trail be received as information.

Carried.

5.5 Jim Greenwood Re: Municipal Pheasant Hunt and License Sales

Jim Greenwood provided a deputation regarding the Municipal Pheasant Hunt and License Sales and responded to questions of Committee.

Resolution No. 7

Moved By: Councillor Van Paassen

Seconded By: Councillor Columbus

THAT the deputation provided by Jim Greenwood regarding Municipal Pheasant Hunt and License Sales be received as information.

Carried.

5.6 Regan Bill Re: Road Safety

Regan Bill provided a deputation regarding Road Safety and responded to questions of Committee.

Al Meneses, Chief Administrative Officer, responded to questions of Committee.

Bill Cridland, General Manager of Operations, responded to questions of Committee.

Andrew Grice, General Manager of Environmental and Infrastructure Services, responded to questions of Committee.

Resolution No. 8

Moved By: Councillor Van Paassen

Seconded By: Mayor Chopp

THAT the deputation provided by Regan Bill regarding Road Safety be received as information.

Carried.

Resolution No. 9

Moved By: Councillor Huffman

Seconded By: Councillor Masschaele

THAT the staff discussion on road safety matters be received for information.

Carried.

6. Presentations

7. Communications

Resolution No. 10

Moved By: Councillor Rabbitts

Seconded By: Councillor Martin

THAT the following communication items be received as information:

7.1 Information Memo - Property Sale Update – Part Lane, Block 15, Plan 207, Norfolk County

7.2 Information Memo - Long Point Region Conservation Authority Capital Plan 2023

7.4 Information Memo - Community Paramedicine 2021-2022

7.5 Information Memo – Interior Industrial Land Parcel off Luscombe Drive, Simcoe

7.6 Information Memo – Simcoe Food Forest Update

Carried.

7.7 Information Pack Item - Ontario Wildlife Compensation Program

Resolution No. 11

Moved By: Councillor Van Paassen

Seconded By: Mayor Chopp

THAT the Ontario Wildlife Damage Compensation program be received for information.

Carried.

Resolution No. 12

Moved By: Councillor Van Paassen

Seconded By: Mayor Chopp

That Council send a letter of support to the Municipality of Tweed as they advocate for the Ministry of Agriculture, Food and Rural Affairs to review the administration fee provided to municipalities for the administration of the Ontario Wildlife Damage Compensation Program, with carbon copies to the Minister of Agriculture, Deputy Minister, Member of Provincial Parliament and the Association of Municipalities Ontario.

Carried.

7.3 Information Memo - Property Acquisition Update - Long Point Parcels

Shelley Darlington, General Manager of Corporate Services, responded to questions of Committee

Lydia Harrison, Realty Services Specialist, responded to questions of Committee.

Resolution No. 13

Moved By: Councillor Van Paassen

Seconded By: Councillor Masschaele

THAT Communications Item 7.3 Information Memo - Property Acquisition Update - Long Point Parcels be received for information.

Carried.

8. Staff Reports/Discussion Items

8.1 Health and Social Services Division

8.1.1 Canada Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI) Funding Allocation, 2022-2023, HSS-22-027

Heidy Van Dyk, Acting General Manager of Health and Social Services presented and responded to questions of Committee.

Resolution No. 14

Moved By: Councillor Rabbitts

Seconded By: Councillor Taylor

THAT Staff Report HSS 22-027, Canada Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI) Funding Allocation, 2022-2023, be received as information;

AND THAT Council accept the COCHI funding in the amount of \$396,139 and the OPHI funding in the amount of \$538,800;

AND THAT Council authorize the Mayor and Clerk to sign the required transfer payment agreement with the Ministry of Municipal Affairs and Housing;

AND THAT Council approve the per program funding allocations as outlined in this staff report;

AND FURTHER THAT the COCHI and OPHI Investment Plan containing the per-program allocations be submitted to the Ministry of Municipal Affairs and Housing.

Carried.

8.1.2 Haldimand Norfolk Housing Corporation Regeneration Master Plan – Disposal of Property Request, HSS-22-028

Heidy Van Dyk, Acting General Manager of Health and Social Services, presented and responded to questions of Committee.

Resolution No. 15

Moved By: Councillor Van Paassen

Seconded By: Councillor Rabbitts

THAT Council receive staff report HSS-22-028, Haldimand Norfolk Housing Corporation Regeneration Master Plan – Disposal of Property Request, as information;

AND THAT Norfolk Council, as Consolidated Municipal Services Manager (CMSM), approve the Haldimand Norfolk Housing Corporation's report "Haldimand Disposal of Singles and Semi's Strategy", as is appended to this staff report;

AND THAT once Service Manager consent is received, the Acting General Manager of Health & Social Services provide the required communication to the Ministry of Municipal Affairs and Housing;

AND FURTHER THAT Haldimand County and the Haldimand Norfolk Housing Corporation are notified once Service Manager consent and Ministerial notification is completed for the sale of the subject properties.

Carried.

8.2 Community Development Division

8.3 Environmental and Infrastructure Services Division

8.3.1 Replacement Boiler at the Pt Dover Wastewater Treatment Plant – Budget Amendment, EIS-22-043

Andrew Grice, General Manager of Environmental and Infrastructure Services, presented and responded to questions of Committee.

Resolution No. 16

Moved By: Councillor Taylor

Seconded By: Councillor Van Paassen

THAT Report EIS-22-043 be received as information;

AND THAT the Approved Capital Budget be amended (increased) for the Pt Dover Wastewater Treatment Plant Upgrades (Project 5831507) by \$400,000 to a total budget of \$17,700,000;

AND FURTHER THAT the additional funding required for the Pt Dover Wastewater Treatment Plant Upgrades in the amount of \$400,000 be provided from the Canada Community Building Fund (formerly known as the Federal Gas Tax Fund) in the amount of \$400,000.

Carried.

8.3.2 Information Memo - Annual Drinking Water Quality Management Standard Update

Andrew Grice, General Manager of Environmental and Infrastructure Services, presented and responded to questions of Committee.

Resolution No. 17

Moved By: Councillor Martin

Seconded By: Councillor Masschaele

THAT the Information Memo regarding the Annual Drinking Water Quality Management Standard Update be received as information.

Carried.

8.3.3 All Way Stop – Evergreen Hill Road and Oak Street - Simcoe, EIS-22-034

Andrew Grice, General Manager of Environmental and Infrastructure Services, responded to questions of Committee.

Resolution No. 18

Moved By: Councillor Taylor

Seconded By: Councillor Rabbitts

THAT Report EIS 22-034 All Way Stop – Evergreen Hill Road and Oak Street - Simcoe, be received as information;

AND THAT staff be directed to install an All Way Stop condition and provide required pavement markings at the intersection of Evergreen Hill Road and Oak Street in Simcoe;

AND FURTHER THAT Council passes a bylaw to establish an All Way Stop condition at Evergreen Hill Road and Oak Street in Simcoe.

Carried.

8.4 Operations Division

8.4.1 Waterford Heritage Trail Asphalt Project Update, OPS-22-039

Bill Cridland, General Manager of Operations, presented and responded to questions of Committee.

Todd Shoemaker, Director of Parks Operations, presented and responded to questions of Committee.

Al Meneses, Chief Administrative Officer, responded to questions of Committee.

Resolution No. 19

Moved By: Mayor Chopp

Seconded By: Councillor Taylor

THAT the following April 12, 2022 Council-in-Committee Resolution 24 (approved at the April 19 Council meeting) moved by Councillor Huffman, seconded by Councillor Martin be reconsidered by Council:

THAT the Waterford Heritage Trail Asphalt Project staff report be received as information;

AND THAT Staff include a project in the 2023 Capital Budget for the Waterford Heritage Trail Asphalt Project in the amount of \$450,000 subject to the approval of the Council at that time;

AND THAT funding for the Waterford Heritage Trail Asphalt Project be provided from Donations (\$350,000), and a maximum contribution from the Tax Levy of \$100,000;

AND THAT the Waterford Heritage Trail Asphalt project only proceed in 2023 if the Waterford Heritage Trail Association fundraises the minimum of \$350,000 for the project by January 1, 2023;

AND THAT staff work with the Trail Project Group to undergo consultations related to habitat and wildlife impacts related to this project;

AND THAT staff work explore other grant opportunities to cover the Counties portion of funding;

AND THAT staff collaborate with the Trail Project Group for an ongoing fundraising campaign to cover ongoing operating expenses and contributions to a repair and replacement reserve.

Carried.

2/3 majority vote

Resolution No. 20

Moved By: Councillor Huffman

Seconded By: Councillor Martin

THAT the Waterford Heritage Trail Asphalt Project staff report be received as information;

AND THAT Staff include a project in the 2023 Capital Budget for the Waterford Heritage Trail Asphalt Project in the amount of \$450,000 subject to the approval of the Council at that time;

AND THAT funding for the Waterford Heritage Trail Asphalt Project be provided from Donations (\$350,000), and a maximum contribution from the Tax Levy of \$100,000;

AND THAT the Waterford Heritage Trail Asphalt project only proceed in 2023 if the Waterford Heritage Trail Association fundraises the minimum of \$350,000 for the project by January 1, 2023;

AND THAT staff work with the Trail Project Group to undergo consultations related to habitat and wildlife impacts related to this project;

AND THAT staff work to explore other grant opportunities to cover the Counties portion of funding;

AND THAT staff collaborate with the Trail Project Group for an ongoing fundraising campaign to cover ongoing operating expenses and contributions to a repair and replacement reserve.

Defeated.

Resolution No. 21

Moved By: Councillor Martin

Seconded By: Councillor Huffman

THAT the Waterford Heritage Trail Asphalt Project Update staff report be received as information;

AND THAT Staff consult with the Federal Ministry providing grant funding for this proposed project to determine if any amendments to the project can be considered;

AND THAT staff consult with legal counsel with respect to AODA compliance requirements for exterior environment and trails;

AND THAT consultation with Norfolk County's Accessibility Advisory Committee, members of the public and persons with disabilities takes place prior to project tendering as per the Integrated Accessibility Standards Regulation (IASR);

AND THAT if the consultations result in concerns to County staff on moving forward with the project, that a report be brought back to Council outlining the concerns for consideration;

AND THAT if after the consultations staff are in agreement to proceed, the Waterford Heritage Trail Asphalt Project proceed in the fall of 2022 without any funds being allocated to the project by Norfolk County as stated in Option 2 of the staff report;

AND THAT the Waterford Heritage Trail Association work with a biologist to ensure areas used by turtles for nesting habitat from Concession 7 to 6 are not negatively impacted;

AND THAT staff be directed to enter into a MOU agreement with the Waterford Heritage Trail Association to outline responsibilities for design specifications, tendering, project oversight and risk mitigation during the construction paving project plus reporting requirements;

AND THAT staff collaborate with the Trail Project Group for an ongoing fundraising campaign to cover ongoing operating expenses and contributions to a repair and replacement reserve;

AND FURTHER THAT staff work with the Waterford Heritage Trail Association to properly procure and administer the paving project.

Carried.

8.4.2 Waterford Deer Park Herd Management, OPS-22-031

Bill Cridland, General Manager of Operations, responded to questions of Committee.

Resolution No. 22

Moved By: Councillor Columbus

Seconded By: Councillor Van Paassen

THAT Staff Report OPS-22-031 Waterford Deer Park Herd Management be received as information;

AND THAT Norfolk County Council support the ongoing efforts of the Waterford Deer Park Committee to reduce the number of deer in the herd on a regular basis, to a number that can be adequately supported by the enclosure;

AND FURTHER THAT Waterford Deer Park Committee proceed with the reduction as recommended by the Ontario Ministry of Agriculture Food and Rural Affairs, when appropriate, moving forward.

Carried.

8.5 Corporate Services Division

8.5.1 Information Memo - December 31, 2021 Investment Update

Shelley Darlington, General Manager of Corporate Services, introduced the report.

Duncan Macauley, Payables & Cash Management Analyst, presented the report and responded to questions of Committee.

Amy Fanning, Deputy Treasurer and Manager of Financial Operations and Systems, responded to questions of Committee.

Keith Taylor and Eleonore Shoemaker of OneFund responded to questions of Committee.

Resolution No. 23

Moved By: Councillor Masschaele

Seconded By: Councillor Huffman

THAT Information Memo – December 31, 2021 Investment Update be received as information.

Carried.

Resolution No. 24

Moved By: Mayor Chopp

Seconded By: Councillor Taylor

THAT staff complete an assessment on investment strategies including a benchmarking with Haldimand County and any other municipalities that staff deem relevant;

AND THAT staff bring forward a report to a future Council meeting outlining options for future investment strategies and/or other offerings by other financial institutions.

Carried.

8.6 Office of the Chief Administrative Officer

8.6.1 Brantford Brant Norfolk Ontario Health Team, CAO-22-103

Sarah Page, Chief of Paramedic Services, presented and responded to questions of Committee.

Resolution No. 25

Moved By: Councillor Taylor

Seconded By: Councillor Rabbitts

THAT the report on Brantford Brant Norfolk Ontario Health Team (BBNOHT) be received as information;

AND THAT Council recognizes that Ontario Health Teams will play an integral role in the health care system in Norfolk County, and across Ontario;

AND THAT Norfolk County continues current representation on the Executive Leadership Group (ELG), providing information and expertise in our respective fields of service including health and social services, residential long term care facilities, and Paramedic Services.

AND FURTHER THAT funding for services currently provided be maintained as direct transfer payments from the applicable Ministries, to ensure that no additional municipal levy contributions are required.

Carried.

8.6.2 Information Memo - Council and Committee Meeting Calendar

Teresa Olsen, County Clerk, presented and responded to questions of Committee.

Resolution No. 26

Moved By: Councillor Martin

Seconded By: Councillor Huffman

THAT the Information Memo regarding the Council and Committee Meeting Calendar be received as information;

AND FURTHER THAT Council approve the 2022-2023 meeting dates as outlined in Attachment A: Proposed Council Meeting Dates and Times for Remainder of 2022 and 2023.

Carried.

Resolution No. 27

Moved By: Councillor Taylor

Seconded By: Mayor Chopp

THAT Council schedule a regular Council meeting for Thursday, August 11, 2022 commencing at 1:00 p.m.

Carried.

9. Motions

10. Notice of Motions

10.1 Councillor Martin Re: Green Bin Program

Councillor Martin introduced the following Notice of Motion for consideration:

WHEREAS Norfolk County is known as Ontario's Garden and has a rich agricultural and horticulture industry;

AND WHEREAS Norfolk County demonstrates meaningful progress on projects that matter to residents and businesses and uses proactive infrastructure management strategies;

AND WHEREAS it is an environmentally responsible practice to reduce the amount of food waste and remove food and organic material from the waste stream;

AND WHEREAS Norfolk County desires to reduce greenhouse gas emissions that result from food and organic waste being landfilled;

AND WHEREAS food waste and organic material sent to landfill increases GHG emissions contributing to climate change;

AND WHEREAS Norfolk County wishes to limit the amount of material currently being landfilled, to reduce their environmental footprint;

AND WHEREAS Norfolk County would like to increase accountability of residents in their practices related to organic waste;

AND WHEREAS Norfolk County Council believes it is important to promote and educate the community regarding food and organic waste;

NOW THEREFORE BE IT RESOLVED THAT the County support the implementation of a Green Bin Program pilot project in the Dover Coast development in Port Dover;

AND THAT staff be directed to consult with the Dover Coast Board to determine a reasonable project scope related to the County providing the necessary tools to implement a green bin pilot project and bring a report to the 2023 Budget meetings for consideration, including associated costs, program options and timelines;

AND THAT the green bin pilot project statistics be taken into account when suggesting the direction of future waste collection programs in Norfolk County, resulting from the waste management review currently underway;

AND FURTHER THAT both the green bin pilot project and the waste management review be used to provide information to Council on the feasibility of adopting a more comprehensive County-wide Green Bin Program in the future and promoting third party partnerships to flourish and support green initiatives.

11. Announcements

12. Closed Session

13. Adjournment

Resolution No. 28

Moved By: Councillor Huffman

Seconded By: Mayor Chopp

THAT the meeting be adjourned at 5:16 p.m.

Carried.

Chair:

Clerk: