

**Committee of the Whole
 Approved Minutes
 January 5, 2022, at 6:00 pm**

1. Call to Order	Mayor Boyer called the meeting to order at 6:00 pm, and shared a heritage moment from 1925
2. Present	Mayor Boyer (Chair), Deputy Mayor Power, Councillor Hafting, Councillor Sanford, Councillor Tompkins Chief Administrative Officer (CAO) Sandi Millett-Campbell, Recording Secretary Krista Gear. All members joined virtually by Zoom
3. Regrets	none
4. Additions to the Agenda	<ul style="list-style-type: none"> • New Business item 9. xii Gym Auto Scrubber • New Business item 9. x Heritage cost sharing additional letter of consideration now included for reference • In-camera Business Item ii. personnel matter
5. Approval of the Agenda	MOTION #CoW2022-01-05-01 It was moved regularly moved and seconded to approve the agenda as amended. Motion carried
Edits to the Minutes	
6. Approval of the Minutes	MOTION #CoW2022-01-05-02 It was moved regularly moved and seconded to approve the minutes of December 1, 2021, as presented. Motion carried

7. **PRESENTATIONS:** none

8. **PUBLIC INPUT:** none

9. **NEW / UNFINISHED BUSINESS:**

ii. Accessibility Draft Plan

- Presented for review and recommendations
- The Plan requires that council/committee add welcome statement
- Any edits or changes can be emailed to CAO Millett-Campbell by 5:00 pm Wednesday January 12
- Deadline is March 2022 for submission

Action: draft welcome statement and submit to committee for review

Responsibility: CAO Millett-Campbell

Date: January 12, 2022

MOTION #CoW2022-01-05-03

It was regularly moved and seconded to recommend to council that the Accessibility Draft Plan move to next steps. **Motion carried**

iii. Municipal Boundaries Review

- Discussion held. Boundary review is required every eight years.
- Recommendation to maintain same boundaries and number of representatives, as well as to include this in the strategic plan

Action: develop process to complete all requirements of the municipal boundary review

Responsibility: CAO Millett-Campbell

Date: March 2022

iv. REMO Letter of Response

- Discussion held. We are now awaiting contact from the County in response to the letter from Middleton to hold a joint meeting to discuss all concerns

Action: staff to follow up regarding this meeting

Responsibility: CAO Millett-Campbell

Date: January 2022

v. FOIPOP Response Letter

- Information was limited and did not include any emails; packages has been sent to our solicitor for comment

vi. PVSC Municipal Profile Report

- Discussion held. It was noted that the residential assessment increased, and commercial assessment remained flat, noting that these figures are based on previous year. We anticipate that next year's report will be quite different
- Council is satisfied with the report at this point and doesn't feel the need for a presentation
- Good news that the tidal plant will continue for another year at a higher assessed rate – may be due to the URB not finalized

vii. Toward Equity and Diversity, a Strategy for Belonging in the Kings Region

- Discussion held. EDI stands for Equity, Diversity, and Inclusion
- King's County hired staff to complete this strategy and Mayor Boyer and CAO Millett-Campbell have been observing the process. It was suggested that we could use their strategy as a model by which we could undertake, perhaps on a smaller scale due to our size. It was also noted that EDI is not specifically outlined in our strategic plan, but if there's anything that we can adopt, then we should consider
- Committee on accessibility will be reviewing bylaws and perhaps can also include EDI related bylaws and/or apply an EDI lens to our reviews

viii. Long-term Beautification

- Discussion held regarding beautification budget, noting that the report highlighted that all targets were met last year. There was a recommendation to amend the motion to cover one year, rather than two due to financial uncertainty in 2023-2024. Further to this, it was suggested to defer this motion until meeting on budget development.

Action: determine when they would need to start accessing funds and then we can go from there

Responsibility: CAO Millett-Campbell

Date: January 2022

ix. RFD transfer of funds to water utility

Discussion held. Noting that if we can recoup any of these funds, they are to be returned to the depreciation fund

MOTION #CoW2022-01-05-04

It was regularly moved and seconded to recommend to council that staff seek Utility Review Board approval to transfer \$138,000 of depreciation funds to the Water Utility for the fiscal year 2021-2022, due to the Granville Ferry water leak and wherever possible to deposit recuperated funds back into the depreciation fund. **Motion carried**

x. National Cost Sharing Program for Heritage Places

Discussion held

- The EAC has been working very hard to develop grant proposal for the engineering study for flood risk assessment. The 'ask' letter is an addition to the fundraising plans developed to offset additional costs associated with the project
- Noted that if we are unable to fundraise the required amount, and the grant application is successful, we can opt to decline the grant if we are unable to raise sufficient cost sharing funds.
- Noted that some would like to see firm commitments from other partners prior to committing to this project
- Further noted that engineering study is mandatory to apply for other/future funding, it is the first step in the process to address climate change/sea level rise/flood risk

MOTION #CoW2022-01-05-05

It was regularly moved and seconded that council approves to guarantee a shortfall in the funding to the maximum amount of \$32,000. **Motion carried** (1 nay, Councilor Tompkins)

xi. RFD Equipment Replacement Policy

Discussion held noting that it is schedule B in the report for approval and that no new equipment purchases are needed this year 2022-2023

MOTION #CoW2022-01-05-06

It was regularly moved and seconded to recommend to council to approve the equipment replacement policy in the amount of \$56,500 for the fiscal year 2022-2023. **Motion carried**

xii. Gym Auto Scrubber

Discussion held noting that we have received significant feedback regarding the maintenance of the gym floor

MOTION #CoW2022-01-05-07

It was regularly moved and seconded to recommend that Council approves the purchase of Industrial™ Electric Walk-Behind Auto Floor Scrubber in the amount of \$4800.00 + hst in the current 2021-22 budget. **Motion Carried**

Mayor noted: that we may need an inspection of the room above the gym as there appears to be damage to the ceiling in the gym. She will forward pictures of the ceiling to CAO Millett-Campbell.

10. CORRESPONDENCE

- i. Mayor Boyer noted that we had received three pieces of correspondence, one from the Community Health Board outlining their endorsement of national school food programs, a beautiful poster to nominate exceptional educators, and the Municipal Observer magazine

11. ROUND TABLE:

- i. Mayor Boyer
Asks for input into Town Crier article/message to community and offers thanks to those who attended live on Facebook
- ii. Deputy Mayor Power
Shares that she is looking forward to the year, despite Covid-19
- iii. Councillor Hafting
Shares Happy new year wishes, hoping its safe and healthy for everyone and that she is excited for a new year and a goodbye to covid
- iv. Councillor Sanford
Shares Happy new year wishes
- v. Councillor Tompkins
Shares that he is so glad to be out of 2021 and that 2022 is going to be better

12. IN-CAMERA:

Under Section 22(2) of the *Municipal Government Act*:

MOTION #CoW2022-01-05-08

It was regularly moved and seconded to move meeting in camera at 6:58 pm. **Motion carried**

MOTION #CoW2022-01-05-10

It was regularly moved and seconded to move out of camera at 7:18 pm. **Motion carried**

13. ADJOURNMENT

It was regularly moved to adjourn at 7:18 pm

Mayor Amery Boyer

Krista Gear, Recording Secretary