



## Township of Georgian Bluffs Special Council Minutes

**December 4, 2023, 1:00 p.m.  
Shallow Lake Community Centre  
550 Princess Street, Shallow Lake, ON, N0H 2K0**

Members Present: Mayor Sue Carleton  
Deputy Mayor Grant Pringle  
Councillor Rick Winters  
Councillor Tobin Day  
Councillor Isaac Shouldice

Members Absent: Councillor Cathy Moore Coburn  
Councillor Ryan Thompson

Staff Present: Carly Craig, Manager of Legislative Services/Clerk  
Samantha Buchanan, Treasurer  
Rayburn Murray, Legislative Services Coordinator  
Niall Loblely, Acting CAO/Director of Community and Environmental Services  
Kevin Verkindt, Manager of Infrastructure and Engineering  
Jerry Haan, Manager of Operations, Waste and Fleet  
Hailey Thomson, Communications Specialist  
Zach Carson, Facilities Coordinator

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### **1. Call to Order**

Mayor Sue Carleton called the meeting to order at 1:00 p.m.

### **2. Land Acknowledgement Statement**

The Manager of Legislative Services/Clerk, Carly Craig, opened the meeting with the land acknowledgment statement.

**3. Approval of Agenda/Additions to the Agenda**

RES2023-285

Moved By: Councillor Rick Winters

Seconded By: Councillor Isaac Shouldice

**That the agenda be approved as presented.**

Carried

**4. Declaration of Pecuniary Interest**

None declared.

**5. 2024 Budget Strategic Session**

RES2023-286

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Tobin Day

**That By-law 2019-125 - Procedure By-law be waived to allow Council to hold a strategic session to prioritize 2024 budget requests; and**

**That the Council of the Township of Georgian Bluffs hereby moves into a Strategic Session at 1:02 p.m.**

Carried

**5.1 Opening Remarks & Staff Presentation**

The Acting CAO provided opening comments on the 2024 budget process.

The Treasurer provided opening comments and provided an overview of:

- The goal of the strategic session
- A word on debt
- Annual repayment limit
- 2023 loan analysis
- Capital grants
- Reserves & Reserve Funds
- Status of 2023 Capital projects

- Costs of construction
- Summary of budget requests

Council questions included:

- Whether the Township has a policy in place to establish a percentage for maximum debt to be assumed?
- Whether there are available grants for infrastructure?

## 5.2 Council Budget Priorities - Outside of 2024 Budget Requests

Council noted the following priorities not included in the 2024 budget requests:

1. Sideroad 3 Bridge
2. Kemble Playground

## 5.3 2024 Budget Requests

Council asked clarifying questions on budget items prior to prioritizing budget requests.

## 5.4 Prioritization Workshop of 2024 Budget Requests

Council narrowed down requests presented by staff and council and noted the following projects as priorities:

### Development and Infrastructure

1. Pottawatomi Water System
2. Replacement of Emery Bridge
3. Replacement of Sideroad 3 Bridge Design and EA
4. Cold in Place Recycling - Single Surface Treatment
5. Biennial OSIM Report
6. Traffic Count Program
7. Sidewalk Replacement
8. Old Beach Drive Reconstruction
9. Balmy Beach Drainage

### Community and Environmental Services

1. Portable Toilet Service Provider
2. Regulatory and Warning Sign Retro Reflectivity Inspection and Inventory Update
3. Private Road Maintenance
4. Kubota Compact Tractor (V234)
5. Purchase Replacement for M245 Chipper

6. Shallow Lake Dog Park
7. Facilities Master Plan
8. Corporate Climate Action Plan Implementation – Non-staff dependent

Council noted they would be supportive of the Corporate Climate Action Plan initiatives which were non-staff dependent in the amount of \$65,000.00.

It was noted that the Shallow Lake Dog Park was supported in principle, but should only be presented with the draft budget if there is available funding.

#### Corporate Services

1. Laptop Replacement
2. Community Events
3. Budget Software
4. Website Rebuild
5. Cemetery Software
6. Council Chambers Technology and Upgrades
7. Mount Pleasant Columbarium

Council noted that they felt laptops, website, and budget software should be lumped together as IT upgrades funded from reserves to support staff work.

Council also indicated they were supportive of the Mount Pleasant Columbarium and Cemetery Software, if they were funded by user fees.

Additionally, Council noted their support for Council Chambers upgrades, particularly the technology due to aging and non-functioning equipment. However, the renovation work is only supported if the funds are available.

Council noted they would be supportive of an enhanced IT reserve contribution in future years.

#### Office of the CAO

1. The following Additional Staffing Requests:
  - Asset Management Coordinator
  - Summer Students
2. Corporate Strategic Plan
3. Shoreline Road Allowance
4. Fire Services Master Plan

Council noted support for the summer student positions, with hope that the Township would successfully obtain grant funding.

5.5 Back to Special Council

RES2023-287

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Isaac Shouldice

**That the Council of the Township Georgian Bluffs move back into Special Council at 6:39 p.m.**

Carried

**6. 2024 Budget Direction**

RES2023-288

Moved By: Councillor Tobin Day

Seconded By: Councillor Rick Winters

**That staff be directed to include the following budget requests with the 2024 draft budget for consideration:**

**Development and Infrastructure**

- 1. Pottawatomi Water System**
- 2. Replacement of Emery Bridge**
- 3. Replacement of Sideroad 3 Bridge**
- 4. Cold in Place Recycling - Single Surface Treatment**
- 5. Biennial OSIM Report**
- 6. Traffic Count Program**
- 7. Sidewalk Replacement**
- 8. Old Beach Drive Reconstruction**
- 9. Balmy Beach Drainage**

**Community and Environmental Services**

- 1. Portable Toilet Service Provider**
- 2. Regulatory and Warning Sign Retro Reflectivity Inspection and Inventory Update**
- 3. Private Road Maintenance**
- 4. Kubota Compact Tractor (V234)**
- 5. Purchase Replacement for M245 Chipper**

6. Shallow Lake Dog Park
7. Facilities Master Plan
8. Corporate Climate Action Plan Implementation – Non staff dependent

#### **Corporate Services**

1. Laptop Replacement
2. Community Events
3. Budget Software
4. Website Rebuild
5. Cemetery Software
6. Council Chambers Technology and Upgrades
7. Mount Pleasant Columbarium

#### **Office of the CAO**

1. The following Additional Staffing Requests:
  - Asset Management Coordinator
  - Summer Students
2. Corporate Strategic Plan
3. Shoreline Road Allowance
4. Fire Services Master Plan; and

That staff be directed to aim for a target budget increase of no more than 10%; and

That staff be directed to utilize up to 3 million from reserves.

Carried

#### **7. Confirming By-law**

RES2023-289

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Tobin Day

**That By-law No. 2023-081, being a by-law to confirm the proceedings of Council on December 4, 2023, be read a first, second and third time, finally passed, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and engrossed in the By-law Book.**

Carried

**8. Date of Next Regular Meeting/Adjournment**

Committee of the Whole will meet as regularly scheduled on December 6, 2023 at 5:00 p.m.

Moved By: Councillor Rick Winters

Seconded By: Councillor Tobin Day

**That the meeting be adjourned at 6:44 p.m.**

Carried

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Mayor, Sue Carleton

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Clerk, Carly Craig