



COUNCIL HIGHLIGHTS

Committee of the Whole - March 14, 2022



Please note that all Committee of the Whole decisions are subject to Council approval. The next Council meeting is scheduled for **March 28, 2022** at 7:00 p.m. If you have any questions regarding agenda items or decisions made at Committee or Council meetings, please email council@ramara.ca.

OCWA - 2021 REGULATORY REPORTING REQUIREMENTS

Natalie Baker and Nick Leroux from Ontario Clean Water Agency (OCWA) presented the following: an operations and maintenance review, overview of 2021 regulatory reporting requirements, and overview of the Management Review of OCWA's Quality Management Standard (QMS). Over the past 1.5 years, OCWA has been operating and maintaining Ramara's water and wastewater facilities. Since then, OCWA has completed necessary updates and replacements to optimize performance and create efficiencies in reporting, operating and monitoring at all Ramara's water and wastewater facilities. The 2021 regulatory reporting requirements, as outlined in Schedule 22 and 11, provided reports on all of Ramara's Drinking Water systems, including:

- Raw water use, specifically, the average daily and maximum daily volume versus permit to take water;
- Treated water use, specifically, the average daily volume and maximum volume versus municipal drinking water licence, and
- Regulatory results summary of microbiological sampling and testing. In 2021, Ramara had no exceedances over the maximum acceptable concentrations listed for any listed parameter for all water facilities.

View the [PowerPoint presentation](#), or listen to the full presentation [here](#).

[Click here for full Council Agenda and Minutes](#)

DWQMS MANAGEMENT REVIEW

The Drinking Water Quality Management Standard (DWQMS) Management Review for Ramara's Multi-Facility Operational plan is a yearly review that examines the suitability, adequacy and effectiveness of OCWA's Quality Management System (QMS). Overall the Management review found that the OCWA's QMS is suitable, adequate and effective for the Township of Ramara's Drinking Water Systems. View full [Management Review](#).

ANNUAL DRINKING REPORTS

Under the Ontario Drinking Water Systems Regulation ([O. Reg. 170/03](#)), municipalities that maintain drinking water systems are required to prepare an annual report on the operation of the water system and the quality of its water. The 2021 annual water quality reports can be found on [Ramara's website](#), or hard copies of the reports can be made available upon request, free of charge.

BAYSHORE VILLAGE SPRAY IRRIGATION SYSTEM - WEATHER STATION

OCWA's **Facility Optimization Final report** was presented at the Committee of the Whole meeting on December 6, 2021. Through their findings, they recommended installing a weather station in Bayshore to help in monitoring local climate, such as wind speed, wind direction and rainfall, and to ensure operations are in accordance with Certificate of Approval requirements. Staff approved the weather station installation at the Val Harbour water treatment plant location due to proximity to the spray fields and OCWA's Wonderware system for the cost of \$10,116.32.

INFLOW AND INFILTRATION (I&I) PROGRAM

The Township of Ramara recognizes that inflow and infiltration (I&I) contribute to the excess sewer flows in the Bayshore Village Wastewater system and is determined to reduce these excess flows and correct the problems within the next 12-14 months. The **BV Excess Flow Reduction program**, as presented in the report, outlines the steps in remediating the issue from identifying the I&I sources from desktop flow analysis, site investigations and previous investigations to I&I remediation with the repairs of sanitary sewer pipes and maintenance holes and disconnections of private properties from the sanitary system. Committee approved to increase the budget from \$50,000 to \$271,000 for the year 2022 with the required funds being transferred from water reserves, and for letters to be sent out to all wastewater users to advise that a \$10,000 fine will be charged for improper discharge to the sewer.

STREET NAMING AND RENAMING POLICY AND GUIDELINES

The Committee approved the Street Naming and Renaming Policy and Guidelines that outlines the process for assigning new street names to developments within the municipality or changing an existing street name. It also outlines guiding principles, street naming conventions and how the public or public agency can submit a recommendation.

COMMITTEE OF ADJUSTMENT 2021 YEAR END REPORT

The Committee of Adjustment holds public meetings and makes decisions on applications for consent and minor variances for the Township of Ramara. In 2021, the Committee approved thirty-six (36) minor variance applications and twenty-five (25) consent applications, with a few applications being deferred, withdrawn or not yet heard from. From 2020 to 2021, minor applications increased 25%, and consent applications increased 56%. Thank you to the members of the Committee of Adjustment for a successful year.

ANIMAL CONTROL SERVICES AGREEMENT WITH RAMA FIRST NATION

In March of 2019, Ramara agreed to provide Animal Control (Pound) services to Rama First Nation for a period of three years. With the term of the agreement coming close to its expiry, staff recommend continuing with the service with an increased cost of 0.25% annually to cover increased costs. Committee approved for the Township of Ramara to extend the agreement with Rama First Nation for a three-year term.

EXEMPTION REQUEST TO SHORT-TERM RENTAL ACCOMMODATION BYLAW 2020.11

At the February 28, 2022, Council meeting, a request was received to provide an exemption under the **Short-term Rental Accommodation (STRA) Bylaw** 2020.11, as amended, to permit an STRA location within 300 metres of a currently licensed location. Committee received a staff report that recommended no amendments or changes to the bylaw be made, and Committee approved that staff's recommendation.

Individuals interested in applying for an STRA license should visit the **STRA page** on the Townships website or contact our Bylaw Enforcement division at licensing@ramara.ca.

CONCESSION 10 ROAD RENAMING

Committee approved for Concession Road 10 between Concession Road 10 (Melrose Drive) and Lawton Lane to be renamed MacDonald Lane. A bylaw will be added to the March 28, 2022, Council meeting.

BALSAM SPEED REPORT

Committee approved for Balsam Road from Courtland Street to Highway 12 remain a 60 km/h zone.

FAWN BAY SPEED LIMITS

Committee approved for Fawn Bay Road to remain a 40 km/h zone and for staff to install speed monitoring radar signs on Fawn Bay Road to collect traffic speed data.

MUNICIPAL ROAD CROSSING BETWEEN #2904 AND #2907 BAYVIEW DRIVE

Committee approved to draft an encroachment agreement for a private septic connection between #2904 and #2907 Bayview Drive, at the cost of the homeowner. The encroachment agreement is required and protects others and the Township from liability through inspections, insurance and other necessary conditions.

INFRASTRUCTURE TENDERS

Committee approved the following tenders:

1. Provincial Road Markings Inc for Pavement Marking.
 - a. **2022 price - \$219/linear km, 2023 price - \$227.76/linear km and 2024 price - \$236.87/linear km.**
2. Midwestern Line Striping Inc for Parking Lot Pavement Marking for a **total price of \$4,672.55.**
3. Robinson Haulage for Temporary Traffic Control
 - a. Lane Closure with TCP and equipment - **\$96/hr and \$960/day.**
 - b. Road Closure with equipment No TCP - **\$50/hr and \$500/day.**
4. Waggs for coverall and mat rental for **\$196.40**, including HST, per week.

TENDER OPENING - BRIDGE 2 AND 4

Committee approved the bid from Four Brothers Construction to complete substructure repairs on Bridge 02 and Bridge 04 in Lagoon City at the contract price of \$480,000 for Bridge 2 and \$490,000 for Bridge 04.

ASSET MANAGEMENT PLAN - CORE ASSETS

The Asset Management Plan for Core Assets, as stipulated by [O.Reg 588/17](#), outlines the state of infrastructure, replacement costs, condition, level of service, life cycle activities and performance measures of our road network, bridges and structural culverts and stormwater management networks. Overall, the Township's assets are in good or very good condition with paved and unpaved roads averaging a fair condition and Bridges and Footbridges averaging a poor condition. Overall, the Asset Management Plan (AMP) provides information and guidance on costs, risk, and service levels for Township's assets for Ramara to meet corporate goals and objectives to serve its constituents better. The public can view the full asset management plan [here](#).

UPDATE LEASE TERMS - CANAL ROAD LEASE

Committee approved to amend the lease agreement for 1007 Canal Road to extend the lease term to 30 years. The lease agreement allows the property owners to have waterfront access.

2022 STRATEGIC PRIORITIES

Committee approved the 2022 Strategic Priorities that staff and Council hope to accomplish for 2022. View [2022 Strategic Priorities](#). A mid-year status report will be provided in July.

SOCIAL MEDIA POLICY

Committee approved the amendments to the Social Media policy that included personal use of social media by members of local boards and committees and Township-owned logos, photographs, graphics or other media by citizens without the Township authorization.

LIVE STREAMING COUNCIL AND COMMITTEE MEETINGS

Township of Ramara Committee of the Whole, Committee of Adjustment, Lagoon City Parks and Waterways Commission and Council meetings are all streamed through the Township of Ramara's [YouTube Channel](#).

At the January 24, 2022, Council meeting, Council requested staff to investigate archiving streamed meetings as it relates to freedom of information and closed captioning as it relates to accessibility. Live streaming of meetings improves accessibility and community participation in relation to decision making processes; however, any recording of meetings are not official records of decisions made or required to be retained. Written minutes, in accordance with the [Municipal Act, 2001 Section 239](#), are the official record of all Council meetings and must be retained and preserved.

Committee approved that video and audio recordings of Committee and Council meetings are retained until those minutes are approved, that a disclaimer is displayed, that participants not be video recorded during open forum, and participants of a deputation or presentation are given the option of being video recorded.

MUNICIPAL ACCOMMODATION TAX

Implementing a Municipal Accommodation Tax (MAT) allows municipalities across Ontario to apply a mandatory rate on accommodations. The funds collected can then be reinvested in Tourism promotion and products. Committee approved to implement a two (2) percent MAT on hotels and resorts and Short-Term Rental Accommodations.

WATER TOWER COST REVIEW

Staff presented a report on the estimated water rates based on a 200 m²/per year water usage for both residential and bulk rates. The bulk water rate in Ramara is competitive with other local municipalities that offer the same service, but it is staff's suggestion to increase the rate gradually over the next 1 to 5 years in order to cover increased operating and capital costs.

WATER USAGE AT FIRE STATION #1/ANIMAL SHELTER

Staff presented a report on the costs associated with the water fill up station located at Fire Station #1. The water usage, which is on average less than \$1,500 annually, is covered by the general rate payers and not taken out of the water and sewer budget.

2021 STATEMENT OF COUNCIL REMUNERATION AND EXPENSES

Staff provided an itemized statement on remuneration and expenses paid in the previous year to each member of Council as outlined in Section 284 of the **Municipal Act, 2001**. The full list of members of Council expenses can be found [here](#).

WATER AND WASTEWATER COMMITTEE TERMS OF REFERENCE

The Terms of Reference for the Water and WasteWater Committee outlines the advisory duties, functions, membership and strategic issues. Committee approved to appoint Deputy Mayor Joe Gough and Councillor Jennifer Fisher to the Bayshore Water and Wastewater Committee for the balance of the term, and for CAO, Jessica Gunby be appointed as a non-voting member.



The next municipal election will be held on **Monday, October 24, 2022**. Nomination and registration period commences on **Monday, May 2, 2022**. More information to come over the next month. **Learn more at www.ramara.ca/elections**.

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CONTACT US - MEDIA

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HAVE A COMPLAINT?

Submit it online using our 'Report a Concern' form at www.ramara.ca