



Township of Georgian Bluffs & Township of Chatsworth

BioGRID Joint Board of Management Minutes

December 11, 2020, 11:00 a.m.

Members Present: Mayor Dwight Burley
Deputy Mayor Sue Carleton
Mayor Scott Mackey
Deputy Mayor Brian Gamble

Staff Present: Kassandra Rocca, Interim CAO / Director of Finance / Treasurer
Brittany Drury, Clerk
Troy Unruh, Utilities Coordinator
Patty Sinnamon, CAO/Clerk
Jamie Morgan, Director of Operations

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1. Call to Order

Chair Dwight Burley called the meeting to order at 11:00 a.m.

2. Approval of Agenda/Additions to the Agenda

At the request of Chair Dwight Burley, an update regarding projects and operations at the Biodigester facility was added to New Business.

Moved By: Mayor Scott Mackey

Seconded By: Deputy Mayor Sue Carleton

That the agenda be approved as amended.

Carried

3. Declaration of Pecuniary Interest

None declared.

4. Minutes of Previous Meetings

4.1 September 22, 2020

BIO-2020-16

Moved By: Mayor Scott Mackey

Seconded By: Deputy Mayor Sue Carleton

That the minutes of the Joint Board meeting held on September 22, 2020, be adopted.

Carried

5. Presentations

Nil

6. Delegations

Nil

7. Correspondence

Nil

8. Staff Reports

8.1 CAO Clerk's Report 2020-38- RFP – BioGRID Assets Peer Review

The CAO / Clerk of Chatsworth outlined the report, highlighting conversations with the awarding party and benefits of completing the review.

There was a lengthy discussion regarding:

- The intent of the RFP, including gathering of information relating to mothballing the facility
- Total cost, including HST, with half of the costs to be covered by each participating municipality
- Feasibility study being conducted by Georgian Bluffs and the differences between the two studies
- Option to defer pending completion of the feasibility study
- Completing the study to understand the impact of closing the facility on the existing equipment and gaining a holistic understanding of possibilities at the facility
- Responsibility of the Board to consider all viable options

Chair Dwight Burley requested a recorded vote.

BIO-2020-17

Moved By: Deputy Mayor Brian Gamble

Seconded By: Deputy Mayor Sue Carleton

That Township of Chatsworth CAO Clerk’s Report 2020-38 regarding the RFP – BIOGRID Assets Peer Review be hereby received;

And that the Joint BIOGRID Board recommends to the Councils of the Township of Georgian Bluffs and Chatsworth the acceptance of the RFP GHD Group in the amount of \$22,393.35 exclusive of HST, plus the cost from Ontario Clean Water Agency in the amount of \$6,800.00 exclusive of HST.

Member	For	Against
Mayor Dwight Burley		X
Deputy Mayor Sue Carleton	X	
Mayor Scott Mackey	X	
Deputy Mayor Brian Gamble	X	

Carried

9. Public Question Period

The Clerk noted that no questions had been submitted.

10. Unfinished Business

Nil

11. New Business

The Township of Georgian Bluffs Utilities Coordinator outlined operations at the facility, including potential new sources of materials.

The Utilities Coordinator noted that the inner cooler is currently non-operational, however staff are investigating methods to remedy the breakdown. Costs are estimated to be approximately \$10,000.00 to either fix or replace the unit. Staff will inform the Board of costs prior to moving forward with purchase, if said purchase totals greater than \$5000.00.

12. Closed Session

The motion was amended to include the Township Utilities Coordinator.

BIO-2020-19

Moved By: Deputy Mayor Brian Gamble

Seconded By: Deputy Mayor Sue Carleton

That the Georgian Bluffs - Chatsworth Joint Board move into closed session at 11:31 p.m. with the Interim CAO /Treasurer – Georgian Bluffs, CAO / Clerk – Chatsworth, Clerk –Georgian Bluffs, Operations Manager – Chatsworth, Utilities Coordinator, Georgian Bluffs to discuss:

12.1 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

The Board resumed opened session at 11:46 p.m.

13. Date of Next Regular Meeting/Adjournment

To be determined by the Board.

Moved By: Mayor Scott Mackey

Seconded By: Deputy Mayor Sue Carleton

That the meeting be adjourned at 11:47 p.m.

Carried

Mayor, Dwight Burley

Clerk, Brittany Drury