



Township of Georgian Bluffs & Township of Chatsworth

BioGRID Joint Board of Management Minutes

Virtual

January 17, 2022, 10:00 a.m.

Members Present: Mayor Dwight Burley
Deputy Mayor Sue Carleton
Mayor Scott Mackey, Township of Chatsworth
Deputy Mayor Brian Gamble, Township of Chatsworth

Staff Present: Brittany Drury, Clerk
Steven Dollmaier, Director of Operations
Carly Craig, Deputy Clerk
Samantha Buchanan, Acting Treasurer
Cynthia Fletcher, Chief Administrative Officer
Patty Sinnamon, Chief Administrative Officer, Township of Chatsworth

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1. **Call to Order**

Mayor Dwight Burley called the meeting to order at 10:01 a.m.

2. **Land Acknowledgement Statement**

Mayor Dwight Burley opened the meeting with the land acknowledgement statement.

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

Moved By: Mayor Scott Mackey

Seconded By: Deputy Mayor Sue Carleton

That the agenda be approved as presented.

Approved

4. Declaration of Pecuniary Interest

None declared.

5. Minutes of Previous Meetings

5.1 November 24, 2021

Moved By: Deputy Mayor Brian Gamble

Seconded By: Deputy Mayor Sue Carleton

That the minutes of the Biodigester Joint Board of Management meeting held November 24, 2021, be adopted.

Approved

Mayor Scott Mackey requested that a closed session discussion be added to the agenda to receive an update from staff on previous closed session direction.

6. Delegations

Nil

7. Correspondence

Nil

8. Staff Reports

8.1 OPS2022-03 - Emergency Contractor Services – Biodigester

The Director of Operations outlined the request and need for emergency contractor services.

Board discussion on the report included:

- Clarification on the level of service to be provided by Aqua compared to what staff presently provide.
- Clarification on the role of GSS Engineers with the proposed contract.
- Concerns with duplication of services.
- Concerns about cost of contract.

- Clarification on the contract is for both the lagoon and biodigester.

The Director of Operations noted that staff are providing the scope of work outlined in the contract and that GSS will finish off the 2021 program with the final reporting, to be brought back at the next Board meeting.

The Township of Georgian Bluffs CAO noted that moving forward the objective is to avoid any duplication of service. She also noted that the high cost is associated with the emergent nature of the contract and services to be provided.

The Board also discussed the contract and clause for termination with GSS Engineers. It was discussed that there is no formal contract and that services have been continued on a month-to-month basis.

Moved By: Deputy Mayor Sue Carleton
Seconded By: Mayor Scott Mackey

That the BioGRID Joint Board Committee receive staff report OPS 2022-03 entitled “Emergency Contractor Services – Biodigester”, for information; and

That the Emergency Agreement in Schedule A for the Operation of the Bio-Digester, at a cost of \$15,333 per month for a two-month term contract be accepted.

Approved

9. Public Question Period

The Clerk noted that no public questions had been received for consideration of the Board.

10. Unfinished Business

Nil

11. New Business

Nil

12. Closed Session

Moved By: Mayor Scott Mackey
Seconded By: Deputy Mayor Sue Carleton

That the agenda be amended to include a closed session discussion.

Approved

Moved By: Deputy Mayor Brian Gamble
Seconded By: Mayor Scott Mackey

That the Biodigester Joint Board of Management go into closed session at 10:19 am. with the Clerk, Director of Operations, Chief Administrative Officer of the Township of Georgian Bluffs, and the Chief Administrative Officer of the Township of Chatsworth to discuss:

12.1. A position, plan, procedure criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality of local board.

Approved

The Board resumed open session at 10:39 a.m.

Mayor Dwight Burley reported out of closed session noting that the Board went into closed session under open meeting exemption "K" of section 239 of the *Municipal Act, 2001*. As a result, the following action was taken:

12.1. No action was taken

13. Date of Next Regular Meeting/Adjournment

Moved By: Deputy Mayor Sue Carleton
Seconded By: Mayor Scott Mackey

That the meeting be adjourned at 10:40 a.m.

Approved

Mayor, Dwight Burley

Clerk, Brittany Drury