



Committee Report

The Blue Mountains

Committee of the Whole Meeting

Date: Monday, December 8, 2025
Time: 9:30 a.m.
Location: Town Hall, Council Chambers and Virtual Meeting
32 Mill Street, Thornbury, ON
Prepared by: Corrina Giles, Town Clerk

B. Staff Reports, Deputations, Correspondence

Administration, Corporate & Financial Services - To be chaired by Deputy Mayor Bordignon

B.4 Staff Reports

B.4.1 CAO Annual Performance Review Policy Update, ADM.25.075

THAT Council receive Staff Report ADM.25.075, entitled “CAO Annual Performance Review Policy Update”;

AND THAT Council direct staff to revise the “CAO Annual Performance Review, POL.COR.25.XX”, as attached to this report to engage a third party to lead the review of the CAO, and to provide the revised policy to the December 16, 2025 Council Meeting, for enactment;

AND THAT Council repeal policy “CAO Annual Performance Review Process, POL.COR.18.09”. **CARRIED**

B.4.2 Respectful Workplace Policies – Proposed Revisions Follow-Up, ADM.25.081

THAT Council receive Staff Report ADM.25.081, entitled “Respectful Workplace Policies – Proposed Revisions Follow-Up”;

AND THAT Council approve revisions to Corporate policies entitled “Respectful Workplace, POL.COR.24.02”, “Workplace Violence, POL.COR.24.03”, and “Respectful Public Interactions, POL.COR.22.07” to address non-consensual recordings (photo, video, and audio) of Town staff, and update the Advisor role, as attached to this report.
CARRIED

B.4.3 Whistleblower Policy – Revised Draft, ADM.25.080

THAT Council receive Staff Report ADM.25.080, entitled “Whistleblower Policy – Revised Draft”;

AND THAT Council approve the new Corporate Policy entitled “Whistleblower Program, POL.COR.25.XX” as attached to this report;

AND THAT Council approve revisions to the “Employee Code of Conduct, POL.COR.25.02” and “Respect in the Workplace, POL.COR.24.02” policies to include a reference to the availability of the Whistleblower reporting tool for staff. **CARRIED**

B.4.4 Single Source Road Patrol Software, CFS.25.051

THAT Council receive Staff Report CFS.25.051, entitled “Single Source Road Patrol Software”;

AND THAT, in accordance with the Town’s “Purchasing of Goods & Services Policy, POL.COR.07.05”, Council approves the request to Single Source the purchase of CityRover Road Patrol Software. **CARRIED**

B.4.5 Organizational Structure Update, ADM.25.066

THAT Council receive Staff Report ADM.25.066, entitled “Organizational Structure Update”. **CARRIED**

B.4.6 2026 Election: Information Re: Question on the Ballot, Municipal Contribution Rebate Program, Recount Policy, ADM.25.079

Moved by: Councillor Ardiel
Seconded by: Councillor Hope

THAT Council receive Staff Report ADM.25.079, entitled “2026 Election: Information Re: Question on the Ballot, Municipal Contribution Rebate Program, Recount Policy”, for information and consideration. **CARRIED**

Strategic Initiatives - To be chaired by Councillor Porter

B.8 Correspondence, if any

B.8.1 Dan Skelton, President and Chief Operating Officer, Blue Mountain Resort, Re: One-Year Update on Digital Signage Program (Receive For Information)

THAT Council receive the November 20, 2025 correspondence from Dan Skelton, COO, Blue Mountain Resort, providing the one-year update on the Digital Signage Program, as requested by Council in response to staff report "FAF.24.143 Blue Mountain Resort Parking Sign Program", for information. **CARRIED**

B.9 Staff Reports

B.9.1 Customer Service Action and Improvement Plan, SI.25.024

THAT Council receive Staff Report SI.25.024, entitled "Customer Service Action and Improvement Plan";

AND THAT Council direct staff to implement the proposed items in the Customer Service Action and Improvement Plan;

AND THAT Council direct staff to provide a status update in a followup staff report to Council before the summer break, 2026. **CARRIED**

B.9.2 Progress Update of the 2021–2025 Economic Development Strategy, SI.25.039

THAT Council receive Staff Report SI.25.039, entitled "Progress Update of the 2021 - 2025 Economic Development Strategy" for information. **CARRIED**

B.9.3 Consideration of a Destination Advisory Committee, SI.25.041

THAT Council receive Staff Report SI.25.041, entitled "Consideration of a Destination Advisory Committee";

AND THAT Council approves the creation of the Destination Advisory Committee and approves the Terms of Reference as attached to this report, with the following revisions to the Membership:

- Two (2) at large tourism sector members representing a range of tourism-related businesses and services, including but not limited to accommodation, retail and hospitality;
- One (1) from Blue Mountain Short Term Accommodation Association
- One (1) at large agricultural member

- Two (2) at large general resident members

AND THAT Council directs staff to initiate the recruitment process for the at-large members in accordance with the Terms of Reference, following the Town's standard Committee selection procedure administered by the Town Clerk;

AND THAT the Destination Advisory Committee will have the option to meet up to eight (8) times per year;

AND THAT Council waives the provisions of the Procedural Bylaw to provide that the Destination Advisory Committee meetings will be held in hybrid format, allowing both in person or virtual attendance;

AND THAT the at large members will be interviewed for consideration by Council.

CARRIED

B.14 Staff Reports

B.14.1 Town Cultural & Heritage Assets, CS.25.003

THAT Council receive Staff Report CS.25.003, entitled "Town Cultural and Heritage Assets";

AND THAT Council endorses the Town's Cultural Map, administered by the Craigeleith Heritage Depot Museum and Archive with TBM GIS support, as the corporate intake and working inventory for identifying cultural, natural, built-heritage, intangible, and agricultural assets, recognizing it as a living database;

AND THAT Council directs staff to include consideration of developing a Cultural Heritage Master Plan in the 2027 budget process, at which time consideration can be extended to the establishment of a Heritage Committee.

B.14.2 Request to Designate Delphi Point Beach an Official Quiet Beach, CS.25.048

THAT Council receive Staff Report CS.25.048, entitled "Request to Designate Delphi Point Beach an Official Quiet Beach";

AND THAT Council directs staff to create an etiquette for Delphi Point Park, highlighting existing by-laws that restrict noise and asking beach users to respect the quiet enjoyment of other users. **CARRIED**

B.14.3 Follow-Up Report to Address Parking on Carmichael Crescent, CS.25.044

THAT Council receive Staff Report CS.25.044, entitled "Follow-Up Report to Address Parking on Carmichael Crescent" **CARRIED**

C. New and Unfinished Business

C.1 Committees of Council Reports

C.1.1 Accountability and Transparency Committee Report dated October 9, 2025

THAT Council of the Town of the Blue Mountains receives for information and consideration the following recommendation from the Accountability and Transparency Committee dated October 9, 2025:

THAT the Accountability and Transparency Committee recommends Council to direct Staff that, in developing the new Council and Staff Relations Policy, the next steps incorporate and reflect the learnings and recommendations of the Strategic Plan re the Council Staff Relations Policy (. Viz Priority #1 , Accountability and Transparency Governance 1.1 Initiative 1.1.1) **CARRIED**

AND THAT Council direct staff in developing the new Council and Staff Relations Policy, the next steps incorporate and reflect the learnings and recommendations of the Strategic Plan re the Council Staff Relations Policy (. Viz Priority #1 , Accountability and Transparency Governance 1.1 Initiative 1.1.1) **CARRIED**

THAT Council of the Town of the Blue Mountains receives for information, the following recommendation from the Accountability and Transparency Committee dated October 9, 2025:

THAT the Accountability and Transparency Committee receives for information the verbal update regarding the Strategic Plan **CARRIED**

THAT Council of the Town of the Blue Mountains receives for information and consideration the following recommendation from the Accountability and Transparency Committee dated October 9, 2025:

THAT the Accountability and Transparency Committee receives for information the verbal update regarding improving and enhancing public participation

AND THAT the Accountability and Transparency Committee request Council to direct Staff to ensure the different public meeting formats are clearly laid out on the website

AND THAT all correspondence directed to this Committee be shared for information at the beginning of each Committee meeting.

AND THAT the Committee requests that the Correspondence agenda item be moved to occur after agenda item C. Public Comment Period on all agendas moving forward **CARRIED**

AND THAT Council provide the following direction to staff to:

- i. THAT the Accountability and Transparency Committee request Council to direct Staff to ensure the different public meeting formats are clearly laid out on the website;
- ii. THAT, where appropriate, correspondence directed to the Accountability & Transparency Committee be shared for information at the beginning of each Committee meeting;
- iii. THAT the Committee requests that the Correspondence agenda item be moved to occur after agenda item C. Public Comment Period on all agendas moving forward **CARRIED**

THAT Council of the Town of the Blue Mountains receives for information, the following recommendation from the Accountability and Transparency Committee dated October 9, 2025:

THAT the Accountability and Transparency Committee receives for information the verbal update regarding the Procedural By-law **CARRIED**

THAT Council of the Town of the Blue Mountains receives for information, the following recommendation from the Accountability and Transparency Committee dated October 9, 2025:

THAT the Accountability and Transparency Committee receives for information the verbal update regarding the Staff Report Template update **CARRIED**

THAT Council of the Town of the Blue Mountains receives for information and consideration the following recommendation from the Accountability and Transparency Committee dated October 9, 2025:

THAT the Accountability and Transparency Committee receives for information the verbal update

AND THAT the Accountability and Transparency Committee requests Council to amend the Procedural By-law to allow in person participation for all Committees of Council **CARRIED**

C.1.2 Accountability and Transparency Committee Report dated November 13, 2025

THAT Council of the Town of The Blue Mountains receives for information, the following recommendation from the Accountability and Transparency Committee dated November 13, 2025:

THAT the Accountability and Transparency Committee receives for information the verbal update regarding the Terms of Reference provided by CAO Smith;

AND THAT the Committee requests CAO Smith to present a staff report to Council recommending an extension of the Committee until April of 2026 **CARRIED**

AND THAT Council directs CAO Smith to present a staff report to Council recommending an extension of the Accountability & Transparency Committee until April of 2026.
CARRIED

THAT Council of the Town of The Blue Mountains receives for information, the following recommendation from the Accountability and Transparency Committee dated November 13, 2025:

THAT the Accountability and Transparency Committee receives for information the verbal update regarding the Draft Corporate Strategic Plan for public review, comment, and validation dated October 2025 provided by Chair Porter **CARRIED**

THAT Council of the Town of The Blue Mountains receives for information the following recommendation from the Accountability and Transparency Committee dated November 13, 2025:

THAT the Accountability and Transparency Committee receives for information the verbal update regarding public comment and correspondence provided by Chair Porter

AND THAT the Committee refer to the Accountability and Transparency Committee minutes of October 9th, 2025 section D.3 titled improving and enhancing public participation **CARRIED**