

**1) CALL TO ORDER**

**2) OPENING CEREMONIES**

**3) ADOPTION OF AGENDA**

**4) DISCLOSURE OF PECUNIARY INTEREST**

**5) CONFIRMATION OF MINUTES**

- 5.1 Council Meeting January 2, 2019
- 5.2 Special Public Meeting January 9, 2019

**6) MATTERS ARISING FROM MINUTES**

- 6.1 Resolution to Consider Cannabis Retail Sales Establishments

*THAT in consideration of the legalization of recreational cannabis by the Federal Government through Bill C-45 and the Ontario Cannabis Licence Act and Ontario Regulation 468/18 the Township of Chatsworth Council has chosen to opt-in/opt-out to the retail sale of recreational cannabis.*

**7) CONFIRMATORY BY-LAW**

- 7.1 2019-07 Confirm All Actions of Council

**8) ADJOURNMENT**

# Township of Chatsworth

## Council Minutes

Wednesday January 2, 2019 @ 9:00 a.m.

### Members Present:

Mayor - Scott Mackey  
Deputy Mayor - Brian Gamble  
Councillor - Shawn Greig  
Councillor - Diana Rae  
Councillor - Elizabeth Thompson

### Staff Present:

CAO Clerk, Patty Sinnamon  
Deputy Clerk, Carolyn Marx  
Treasurer, Valerie Manning

#### 1. Call to Order

Mayor Mackey called the meeting to order at 9:21 a.m.

#### 2. Opening Ceremonies

Mayor Mackey called for a moment of reflection before proceeding with the Council Meeting.

#### 3. Adoption of Agenda

Resolution 2019-01-01  
Moved by: Brian Gamble  
Seconded by: Diana Rae

That Township of Chatsworth Council adopt the Agenda as circulated. **Carried**

#### 4. Disclosure of Pecuniary Interest

#### 5. Confirmation of Minutes

Resolution 2019-01-02  
Moved by: Shawn Greig  
Seconded by: Elizabeth Thompson

Be it resolved that the Council of the Township of Chatsworth hereby approve the minutes of the December 19, 2018 regular Council Meeting as amended. **Carried**

#### 6. Matters Arising From Minutes: None

#### 7. Delegations

##### 7.1 Chatsworth Community Outreach – Carol Deering

Carol Deering spoke on behalf of the Chatsworth Community Outreach Committee about the need for a new Foodbank location and necessary insurance. The current location has been sold effective the end of February and the Committee is asking for assistance in finding a new location to house the Foodbank. Various locations and scenarios were discussed and Council directed staff to look into the matter and bring a report back to Council.

#### 8. Matters Arising from Delegations: None

#### 9. Public Meetings (Other than Planning Act): None

#### 10. Matters Arising From Public Meetings: None

#### 11. Accounts

Resolution 2019-01-03  
Moved by: Brian Gamble  
Seconded by: Diana Rae

Be it resolved that the Council of the Township of Chatsworth approve the Accounts in the amount of \$272,438.86. **Carried**

**12. Reports and Verbal Updates From Staff:**

Verbal Departmental Updates

The CAO Clerk provided a verbal update on the following:

- Ontario Municipal Partnership Fund letter re: cuts to funding to affect the 2019 Budget
- Interviews Friday for new Chief Building Official (CBO)
- Acting CBO has moved building files to Township Municipal Office
- Plan is to have CBO and Building Inspector in place by end of February
- Jamie Morgan returning as Operations Manager January 27, 2019

The Treasurer provided a verbal update on the following:

- Working on year end and 2019 budget

**13. Minutes From Committees and Local Boards**

Resolution 2019-01-04

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

That Township of Chatsworth Council hereby receive the Chatsworth Police Services Board October 18, 2018 minutes. **Carried**

**14. Approval of By-Laws**

Resolution 2019-01-05

Moved by: Diana Rae

Seconded by: Brian Gamble

That the following by-laws:

2019-01 Appoint Acting Chief Building Official - Bill Plewes

2019-02 Establish Committee of Adjustment and Property Standards Committee

2019-03 2019 Interim Tax Levy

2019-04 Appoint Property Standards Committee

2019-05 Appoint Committee of Adjustment

be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal. **Carried**

**15. Correspondence for Direction - none**

**16. Correspondence for Information**

**17. Notice of Motion - none**

**18. Notice Provision**

Notice of Special Public Meeting

Wednesday January 9, 2019 at 7:00 p.m. at Keady Community Centre

18.1 Retail Cannabis

18.2 Revisions to Procedural By-law

18.3 Consider Increase in Fees and Charges – Septic Disposal Fees for Sunset Strip

18.4 2019 Water Supply Rates and Water Related Charges and 2019 Water Budget

**19. Tracking Sheet**

19.1 The January 2, 2019 Tracking Sheet was reviewed.

**20. Other Business**

**21. Closed Meeting**

Resolution 2019-01-06

Moved by: Shawn Greig

Seconded by: Brian Gamble

That Township of Chatsworth Council move into closed session for the following reasons:

21.1 Closed Session Minutes of October 3, November 7, December 19, 2018 **Carried**

Council resumed in open session. Mayor Mackey confirmed that the only items discussed in closed session were the items listed.

**22. Confirmatory By-law**

Resolution 2019-01-07

Moved by: Brian Gamble

Seconded by: Diana Rae

That By-law 2019-06 being a by-law to confirm all actions and proceedings of the January 2, 2019 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal. **Carried**

**23. Adjournment**

The Mayor adjourned the meeting at 2:10 p.m.

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Scott Mackey, Mayor

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Patty Sinnamon, CAO Clerk

# Township of Chatsworth

## Special Public Meeting Minutes

Wednesday January 9, 2019 @ 7:00 p.m.

### Members Present:

Mayor - Scott Mackey  
Deputy Mayor - Brian Gamble  
Councillor - Shawn Greig  
Councillor - Diana Rae  
Councillor - Elizabeth Thompson

### Staff Present:

CAO Clerk, Patty Sinnamon  
Deputy Clerk, Carolyn Marx  
Treasurer, Valerie Manning

### 1. Call to Order

Mayor Mackey called the meeting to order at 7:00 p.m.

### 2. Adoption of Agenda

Verbal Motion

Moved: Brian Gamble

Seconded: Elizabeth Thompson

That Township of Chatsworth Council adopted the Public Meeting Agenda as circulated.

**Carried**

### Public in Attendance

Heather Stirling  
Marilyn Taylor  
Graham Taylor  
Jagdeep Singh  
Rachael Banks  
Skylar Radojkovic  
Ross Gabert

### 3. Public Meeting (Other than Planning Act)

#### 3.1 Retail Cannabis – Opt in Or Opt Out?

CAO Clerk Patty Sinnamon provided a presentation on the background of retail cannabis and the municipalities requirement to opt in or opt out of allowing retail sales establishments by January 22, 2019. Council will make their decision on January 16, 2019.

#### Council comments/concerns

- The Township current Zoning By-law does not allow for cannabis.
- Control when applicant opens retail store – 15 days -are municipalities notified or how do we know that an application has been made
- Employees that work in private residence – Personal Support Workers
- Smoking and vaping in public areas; option to increase further restrictions
- Maximum possession at any one time; 30g

#### Public comments/concerns

- Province awarding 25 retail stores; 400,000 applications received with a cost of \$75.00 per application. Non-refundable application so where does the money go?
- Why commercial restrictions; zoning by-law prohibits
- Cannabis should be treated the same as cigarettes and alcohol
- Stay ahead of other municipalities and be a leader
- Cannabis is being sold everywhere so make it convenient to the community
- Not positive or beneficial to the community; too many unknowns
- Enforcement; some under OPP and others under By-law enforcement
- Weigh funding monies (\$5,000) with associated costs
- Environmental and land-use implications
- No control on store locations or number of stores

- Council's responsibility to mitigate adverse land use impact
- Adopt policy that reflects communities needs and values
- Chatsworth has a geographic advantage with central location
- Opportunity to make additional money
- 4 recommended to opt in; 2 to opt out; 1 opt out now with option to opt back in

### **3.2 Revisions to Procedural By-law**

CAO Clerk Patty Sinnamon provided a presentation on the proposed amendments to the Township of Chatsworth procedural By-law.

Council comments/concerns

- Clarification on quorum; 2/3rds versus majority
- Non-scheduled meetings of Council – coffee shops – deemed a meeting if discussing advancing the business; public perception
- Clerk or designate must be attendance at all meetings
- Can't participate in a vote if absent from the public meeting; too much restriction
- Public input at the beginning or end of the Council meeting;

Public comments/concerns

- Q&A at the end of meeting provides opportunity for clarification and reasoning

### **3.3 Consider Increase in Fees and Charges – Septic Disposal Fees for Sunset Strip**

CAO Clerk Patty Sinnamon provided a presentation on a proposed fee increase for biodigester – Sunset Strip businesses.

Council comments/concerns

- Missing out on supreme product; feed stock
- No cost increase to Chatsworth ratepayers; will increase revenues overall
- Fee increase to be in line with CPI increases since 2011
- Acknowledgement from partner that fees should increase

Councillor Thompson declared an indirect pecuniary interest regarding the Bio Digester, as she provides accounting services for the engineering firm (GSS Engineering) involved in the operation of the system. Councillor Thompson left the council table and did not participate in the discussion.

### **3.4 2019 Water Supply Rates and Water Related Charges and 2019 Water Budget**

CAO Clerk Patty Sinnamon presented the proposed 2019 Water Rates and Water Related Charges along with the 2019 Proposed Water Systems Budget.

Council comments/concerns

- Capital rate increase; new water standpipe
- Monthly fixed rate fee decreased; due to more users on the system
- Surplus amount; still waiting for some yearend payables and journal entries
- Chatsworth and Walters Falls individual systems; combined financials

Public comments/concerns

- New standpipe system pressures; currently same set points as old standpipe

## **4. Adjournment**

The Mayor adjourned the meeting at 9:32 p.m.

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Scott Mackey, Mayor

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Patty Sinnamon, CAO Clerk

# THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

## BY-LAW NUMBER 2019-07

**BEING** a By-law to confirm the proceedings of the Council Meeting of the Corporation of the Township of Chatsworth held on January 16, 2019

**Whereas** Section 5(1) of the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, grants powers of a Municipal Corporation to be exercised by its Council; and

**Whereas** Section 5(3) of the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, provides that powers of every Council are to be exercised by By-law unless specifically authorized to do otherwise; and

**Whereas** it is deemed expedient that the proceedings of the Council Meeting held on January 16, 2019 are confirmed and adopted by By-law;

**Now Therefore** the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. That the actions of the Council of the Corporation of the Township of Chatsworth at its Council Meeting held on January 16, 2019 in respect to each motion and resolution passed, reports received and direction given by the Council at the said meeting is hereby adopted and confirmed.
2. The Mayor and the proper Officials of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.

Read a first and second time this 16<sup>th</sup> day of January 2019

Read a third time and finally passed this 16<sup>th</sup> day of January 2019

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Scott Mackey, Mayor

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Patty Sinnamon, CAO Clerk