



# Township of Chatsworth Council Minutes

Wednesday January 20, 2016

---

## **Members Present:**

Mayor – Bob Pringle  
Deputy Mayor – Scott Mackey  
Councillor – Brian Gamble  
Councillor – Shawn Greig  
Councillor – Elizabeth Thompson

## **Staff Present:**

CAO/Clerk, Will Moore  
Treasurer, Asst CAO/Clerk, Grace Nayler

### **1. Call to Order:**

Mayor Pringle called the meeting to order at 9:30 a.m.

### **2. Opening Ceremonies:**

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

### **3. Adoption of Agenda:**

**Motion Number 17-2016**  
**Moved by: Elizabeth Thompson**  
**Seconded by: Scott Mackey**

**Be it resolved that the Council of the Township of Chatsworth adopt the Agenda as amended to include an in-camera session.**

**Carried**

### **4. Disclosure of Pecuniary Interest:**

Mayor Pringle reminded Council members to disclose any pecuniary interest that may arise during the course of the meeting.

Councillor Thompson declared an indirect pecuniary interest under item 7.2 as she provides accounting services for the engineering firm that provided services for the Biodigester proposal.

**5. Minutes of Previous Meetings:**

5.1 Regular Meeting January 6, 2016

**Motion Number 18-2016**  
**Moved by: Scott Mackey**  
**Seconded by: Elizabeth Thompson**

**Be it resolved that the council of the Township of Chatsworth approve the Minutes of the regular meeting of January 6, 2016 as amended.**

**Carried**

5.2 GSCA Meetings November 25 & December 9, 2015

**Motion Number 19-2016**  
**Moved by: Brian Gamble**  
**Seconded by: Shawn Greig**

**Be it resolved that the council of the Township of Chatsworth receive the Minutes of the Grey Sauble Conservation Authority meetings of November 25 and December 9, 2016.**

**Carried**

**6. Public Meetings: None**

Council proceeded to go into camera as included by amending the agenda to deal with Labour relation issues.

**Motion Number 20-2016**  
**Moved by Elizabeth Thompson**  
**Seconded by Brian Gamble**

**Be it resolved that the Council of the Township of Chatsworth do now go into closed session to discuss an item which relates to:**

**Labour relations or employee negotiations under Section 239(2)(d)**

**Carried**

**Motion Number 21-2015**  
**Moved by: Scott Mackey**

**Seconded by: Brian Gamble**

**Be it resolved that the Council do now leave closed session.**

**Carried**

The Chair confirmed that Council discussed only those matters identified in the resolution to go into a closed meeting.

**Motion Number 22-2016**

**Moved by: Elizabeth Thompson**

**Seconded by: Shawn Greig**

**Whereas the Township of Chatsworth has a current 37.50 workweek;**

**And Whereas staff have been paid a 40 hour workweek;**

**Now Therefore be it resolved that the Council of the Township of Chatsworth will maintain hourly and salaried inside staff at the current weekly pay calculating a new hourly rate based on the 37.50 hour work week that will be red circled until such time as the hourly grid reaches the new hourly rate based on 37.50 hour week. Those staff not at the top of their grid may still receive a merit increase. The grid will remain the same and will only be reviewed through the budget process.**

**Carried.**

**Motion Number 23-2016**

**Moved by: Scott Mackey**

**Seconded by: Brian Gamble**

**Be it resolved that the Council of the Township of Chatsworth adopt a payroll grid increase of 1.54% which is the 2015 CPI rate applied to Council.**

**And that staff be instructed to bring back a by-law to the next Council meeting to formalize the change.**

**Carried**

Council amended the agenda to deal with the Fire Chief items 9.1, 9.2 and 9.3.

9.1 Fire Chief December 2015 Fire Summary

Council was presented with the Chatsworth Fire Department report for the month of December, 2015 which reflected 5 incidents with zero dollar loss.

**Motion Number 24-2016**

**Moved by: Scott Mackey**

**Seconded by: Brian Gamble**

**Be it Resolved that the Council of the Township of Chatsworth receive the Fire Chief Report for December 2015 showing 5 incidents with no fire loss.**

**Carried**

9.2 Fire Chief 2015 Annual Fire Summary report

Council was presented with the Chatsworth Fire Department Annual Report for January 1, 2015 to December 31, 2015 showing 98 responses, 1042 hours and 28 minutes of staff time. Total fire loss was \$277,000.00 and total property saved of \$900,000.00

**Motion Number 25-2016**

**Moved by: Elizabeth Thompson**

**Seconded by: Shawn Greig**

**Be it Resolved that the Council of the Township of Chatsworth receive the Fire Chief Summary Report FIRE 01-16 showing a total of 98 incidents in 2015 with fire losses of \$277,000 and property value saves of \$900,000.**

**Carried**

9.3 Fire Chief - Burn By-law and built up area map

The Fire Chief presented Council with the revised Burn By-Law which included a map of the Built up area. The Fire Chief is to bring the Burn By-Law back with minor changes. The map of the Built up area is to be revised.

**7. Deputations: 10:30 a.m. Zook re Second dwelling**

The Amish community made a proposal to Council to allow for a larger second dwelling on a lot. Council will give the request consideration.

11:30 a.m. Bob Dejong re SusGlobal (Closed Session regarding Personal matters about and identifiable individual. s.239(2)(b))

Councillor Thompson declared an indirect pecuniary interest as she provides accounting services for the engineering firm that provided services for the Biodigester proposal. Councillor Thompson left the Council Chambers.

**Motion Number 26-2016**

**Moved by Scott Mackey**

**Seconded by Brian Gamble**

**Be it resolved that the Council of the Township of Chatsworth do now go into closed session to discuss an item which relates to:**

**Personal matters about an identifiable individual Section 239(2)(b)**

**Carried**

**Motion Number 27-2015**

**Moved by: Brian Gamble**

**Seconded by: Shawn Greig**

**Be it resolved that the Council do now leave closed session.**

**Carried**

The Chair confirmed that Council discussed only those matters identified in the resolution to go into a closed meeting.

**Motion Number 28-2016**

**Moved by: Scott Mackey**

**Seconded by: Brian Gamble**

**Be it resolved that the Council of the Township of Chatsworth extend the meeting to 12:30 pm.**

**Carried**

**Motion Number 29-2016**

**Moved by: Shawn Greig**

**Seconded by: Brian Gamble**

**Whereas Bob DeJong is an employee of the Township of Chatsworth with respect to the Biodigester only;**

**Therefore Be it resolved that the Council of the Township of Chatsworth require Bob DeJong to be included in the closed session meetings for the Biodigester with respect to the SUSGlobal agreement;**

**And further failing this request that Chatsworth Council representatives to the joint board are directed not to participate in closed session without Bob DeJong.**

**Carried**

**Motion Number 30-2016**

**Moved by: Scott Mackey**

**Seconded by: Shawn Greig**

**Be it resolved that the Council of the Township of Chatsworth will only support working towards an agreement with SUSGlobal Energy Corp. when all due diligence has been completed to Council's satisfaction;**

**And further due diligence still needed must include, but not be limited to;**

- **Complete resumes, including references and criminal reference checks, for each of the Directors and members of senior management of SUSGlobal;**
- **Certainty of getting additional feed stock**
- **Their record of raising outside financing for special purposes vehicles**
- **Proposed owners of the Special Purposes Vehicle, and what are their respective percentage positions**
- **Ownership of the corporation, Canadian or American**

**Carried**

Councillor Thompson returned to the Council table.

**8. Accounts:**

**Motion Number 31-2016**

**Moved by: Scott Mackey**

**Seconded by: Elizabeth Thompson**

**Be it resolved that the council of the Township of Chatsworth approve the Accounts in the amount of \$121,204.70.**

**Carried**

**9. Reports/Recommendations/Quotes/RFP:**

Items 9.1, 9.2 and 9.3 were dealt with previously.

**9.4 CBO Report 06-15 December 2015**

The CBO report was presented to Council with 9 building permits for the month of December with a value of \$194,900.00. There was one house permit in the month of December.

**Motion Number 32-2016**

**Moved by: Brian Gamble**

**Seconded by: Shawn Greig**

**Be it resolved that the council of the Township of Chatsworth receive the Chief Building Official report CBO 06-15, the Monthly Building report for December 2015.**

**Carried**

9.5 Finance report FIN 01-16 re Canada 150 Grant

Council was presented with the Canada 150 Grant application details. Staff are to obtain prices for the projects and bring the information back to Council to deliberate.

Staff was also directed to obtain prices for a Consultant to review our recreation facilities.

9.6 Water report WTR 02-16 re OCWA compliance report

The Ontario Clean Water Agency monthly process and compliance report for the month of December was presented. There were no concerns.

**Motion Number 33-2016**  
**Moved by: Scott Mackey**  
**Seconded by: Elizabeth Thompson**

**Be it resolved that the council of the Township of Chatsworth receive the December 2015 OCWA Monthly Process & Compliance Report for the Chatsworth and Walters Falls Water Systems.**

**Carried**

**Motion Number 34-2016**  
**Moved by: Shawn Greig**  
**Seconded by: Brian Gamble**

**Be it resolved that the council of the Township of Chatsworth receive the Finance report FIN 01-16 with respect to the Canada 150 Grant and provide direction to staff.**

**Carried**

**10. Unfinished Business:**

10.1 Budget Deliberation

Staff is to set up a Public Meeting to discuss the Budget. The current tax dollar increase is 2.49% overall net of growth.

10.2 Procedural By-law

The Procedural By-Law is to be brought back to the next Council Meeting in the afternoon.

**11. New Business:**

10.1 Interm Tax Billing – by-law attached

10.2 Review of Fees & Charges

The Fees and Charges by-law is to be brought back to the next Council Meeting.

10.3 Municipal Service Board appointments

The Municipal Service Board appointments are to be brought back to the next Council Meeting.

10.4 Proposal for Public Meetings to get public input

The CAO is to get prices on having a Consultant come in and complete a study on what infrastructure the Municipality needs.

10.5 HR committee

The HR Committee report is to be brought back to the next Council Meeting.

**12. Information Items: No business arose from the information items**

**13. Closed Meeting Session:**

**14. Agreements: None**

**15. By-Laws:**

**Motion Number 35-2016**

**Moved by: Scott Mackey**

**Seconded by: Brian Gamble**

**That By-Law(s) 2016-05, and 2016-06 be introduced and taken as read a first and second time.**

**Carried**

**Motion Number 36-2015**

**Moved by: Brian Gamble**

**Seconded by: Elizabeth Thompson**

**That the following By-Law(s) as passed by Council be taken as read a third time, be finally passed, signed by the Mayor and Clerk, sealed with the seal of the Corporation and engrossed in the By-Law book.**

**By-Law 2016-05 Interim tax levy by-law**

**By-Law 2016-06 Appoint By-law Enforcement Officer**



**Carried**

**Motion Number 37-2016**

**Moved by: Brian Gamble**

**Seconded by: Scott Mackey**

**That By-Law(s) 2016-09 be introduced and taken as read a first and second time.**

**Carried**

**Motion Number 38-2016**

**Moved by: Elizabeth Thompson**

**Seconded by: Brian Gamble**

**That the following By-Law(s) as passed by Council be taken as read a third time, be finally passed, signed by the Mayor and Clerk, sealed with the seal of the Corporation and engrossed in the By-Law book.**

**By-Law 2016-09    Confirming By-law**

**Carried**

**16. Adjournment:**

**Motion Number 39-2016**

**Moved by: Scott Mackey**

**Seconded by: Elizabeth Thompson**

**Be it resolved that the Council of the Township of Chatsworth adjourn at 4:16 p.m.**

**Carried**

---

**Original Signed by  
Mayor, Bob Pringle**

---

**Original Signed by  
CAO/Clerk, Will Moore**