

Township of Chatsworth

Digital Council Meeting Minutes

Wednesday June 3, 2020 @ 9:00 a.m.

Members Present:

Mayor - Scott Mackey

Deputy Mayor - Brian Gamble

Councillor - Diana Rae

Councillor - Shawn Greig

Regrets - Councillor - Elizabeth Thompson

Staff Present:

CAO Clerk, Patty Sinnamon

Deputy Clerk, Carolyn Marx

Treasurer, Karmen Krueger

Operations Manager, Jamie Morgan

Fire Chief, Mike Givens

Chief Building Official, Karl Schripprack

1. Call to Order

Mayor Mackey called the meeting to order at 9:00 a.m.

2. Opening Ceremonies

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

3. Adoption of Agenda

Resolution 2020-16-01

Moved by: Diana Rae

Seconded by: Brian Gamble

That Council adopt the Agenda as circulated. **Carried**

4. Open Forum

There were no speaker requests for Open Forum.

5. Declaration of Pecuniary Interest

Mayor Mackey asked members of Council if they had any declarations.

6. Confirmation of Minutes

Resolution 2020-16-02

Moved by: Brian Gamble

Seconded by: Diana Rae

That the minutes of the Council Meeting in Committee of the Whole and Council Session held on May 20, 2020, the Special Council Meeting in Committee of the Whole and Council Session held on May 27, 2020, and the Public Meeting minutes held on May 27, 2020 be confirmed as recorded;

AND further that the closed session minutes of May 20, 2020 meetings be hereby confirmed as recorded. (Closed session minutes circulated under separate cover). **Carried**

7. Matters Arising from Minutes

8. Public Meetings (Statutory and Non-Statutory)

8.1 Amendments to Fees & Charges By-law – Draft Schedules Attached

Schedule B – Licensing

Schedule D - Building Department Fees

9. Matters Arising from Public Meetings

10. Introduction of By-laws – First and Second Reading

Resolution 2020-16-03

Moved by: Shawn Greig

Seconded by: Brian Gamble

That the following by-laws be introduced and taken as read a first and second time, and that they be given consideration in Committee of the Whole:

- By-law 2020-39 Zoning Amendment Z02 - Fee
- By-law 2020-40 Zoning Amendment Z03 - N Somasundaram & M Nadarajah
- By-law 2020-41 Zoning Amendment Z05 - Danyluk
- By-law 2020-42 Tax Rate By-law
- By-law 2020-43 Elder Lane CP Rail Temporary Use & License Agreement
County of Grey

Carried

11. Committee of the Whole

Resolution 2020-16-04

Moved by: Diana Rae

Seconded by: Shawn Greig

That Council now go into Committee of the Whole. **Carried**

11.1 Consent Agenda

Resolution 2020-16-05

Moved by: Diana Rae

Seconded by: Brian Gamble

That the Consent Agenda items be hereby received for information. **Carried**

11.2 Presentations/Delegations (Pre-Registered) - none

11.3 Matters Arising from Presentations/Delegations - none

11.4 Staff Reports and Verbal Updates from Staff

a) PW2020-11 Resurfacing 2020 Sideroad 5 and 10 Sideroad

Resolution 2020-16-06

Moved by: Brian Gamble

Seconded by: Diana Rae

That Report PW2020-11 regarding the resurfacing of Sideroad 5 and 10 Sideroad be hereby received for information;

And that Committee of the Whole recommends to Council that the resurfacing with High Class Bitumen (HCB) of Sideroad 5 and 10 Sideroad be awarded to EC King Contracting as an extension of the Concession 8 tender awarded in 2019;

And further that the resurfacing with High Class Bitumen (HCB) of Sideroad 5 be approved in the amount of \$259,010.00 plus applicable taxes to EC King Contracting and the additional works provided by the Township of Chatsworth in the amount of \$20,000.00 for pulverizing and addition of gravel plus applicable taxes;

And further that the resurfacing with High Class Bitumen (HCB) of 10 Sideroad be approved in the amount of \$55,323.50 plus applicable taxes to EC King Contracting and the additional works provided by the Township of Chatsworth in the amount of \$7500.00 for pulverizing and addition of gravel plus applicable taxes.

And further that the pulverizing and gravel costs of approximately \$27,500 and the additional cost based on MTO Asphalt Cement Indexing be allocated to Roads Capital Reserves.

Carried

b) PW2020-12 30 Sideroad Reconstruction

Resolution 2020-16-07

Moved by: Diana Rae

Seconded by: Shawn Greig

That Report PW2020-12 regarding 30 Sideroad Reconstruction Tender Results be hereby received;

And that Committee of the Whole recommends to Council the 30 Sideroad Reconstruction project be awarded to Harold Sutherland Construction in the amount of \$502,542.57 plus applicable taxes;

And further that the pulverizing of the remaining hardtop surface be performed by Claussen Farms Custom Farming Inc. in the amount of \$4900.00 plus applicable taxes;

And further that the Mayor and CAO be authorized to execute the 30 Sideroad, Reconstruction Project No.19080 Contract No.2 Contract documentation and bind the Township of Chatsworth;

And further that the additional cost over the 2020 approved budget be allocated to Roads Capital Reserves. **Carried**

c) Boundary Bridges with Municipality of Meaford-For Discussion Purposes

Resolution 2020-16-08

Moved by: Diana Rae

Seconded by: Brian Gamble

That Committee of the Whole recommends that Council receive the background information on the Meaford-Chatsworth Twin Bridges including Municipality of Meaford staff reports and the estimate from Planmac for a Schedule "B" Environmental Assessment.

And Further that Council accept the cost from Planmac in the amount of \$18,648.00 excluding HST plus the provisional items, if required. **Carried**

A recorded vote was requested by Councillor Greig

Deputy Mayor Brian Gamble - Yes

Councillor Shawn Greig - No

Mayor Scott Mackey - Yes

Councillor Diana Rae - Yes

d) FIN 2020-06 Final 2020 Tax Rate

Resolution 2020-16-09

Moved by: Shawn Greig

Seconded by: Diana Rae

That Report 2020-06 regarding 2020 Property Tax Rates be hereby received for information;

And that Committee of the Whole Recommends to Council that the 2020 tax rates are hereby adopted as presented. **Carried**

e) FIN 2020-07 Year-to-Date Financial Report

Resolution 2020-16-10

Moved by: Shawn Greig

Seconded by: Diana Rae

That Treasurer's report 2020- 07 regarding the Year-to-Date Financial Report be received for information. **Carried**

f) FIN 2020-08 Corporate Credit Cards Report

Resolution 2020-16-11

Moved by: Shawn Greig

Seconded by: Diana Rae

That Treasurer's Report 2020-08 regarding Corporate Credit Cards is hereby received;

And That Committee of the Whole recommends to Council the authorization of increased aggregate credit limit to \$50,000;

And That Committee of the Whole recommends to Council the Credit Card policy be approved with the amendment to Section 12. **Carried**

g) CAO Clerk Update on Covid-19

CAO Clerk Patty Sinnamon provided Council with an update on a Return to Work Plan for Administrative Employees. Admin. Staff will return to the office on June 8, but the office will remain closed to the public. All services are still being provided with the exception of issuing marriage licenses. Possibly beginning to mid-July opening to the public on a limited basis (ie. Appointment only). Modifications are being made to the reception area including plexi-glass sneeze guards, new counter top, hand sanitizing stations, etc. Provincial restrictions do not yet allow Council meetings to resume.

h) Verbal Department Updates

Fire Chief Mike Givens

Resuming scheduled training this week with two (2) different platoons.

Operations Manager Jamie Morgan

Grading and maintenance gravel has been completed. Applying calcium. Brushing continues. Concession 8 preparation of ditching and top soiling in preparation of paving. Parks staff grass cutting.

CAO Clerk

Working through projects that were approved in the 2020 budget ; obtaining pricing for gateway signage and having verbal discussion with MTO regarding size and locations on provincial highways. Will include new logo and tag line. Issued McCullough Lake cottagers letters regarding 2016 Chatsworth Flood Trust monies. Obtaining pricing on street benches and waste receptacles.

11.5 Consideration of By-laws

Resolution 2020-16-12

Moved by: Shawn Greig

Seconded by: Diana Rae

That the following By-laws be referred to Council for consideration.

By-law 2020-39 Zoning Amendment Z02 - Fee

By-law 2020-40 Zoning Amendment Z03 - N Somasundaram & M Nadarajah

By-law 2020-41 Zoning Amendment Z05 - Danyluk

By-law 2020-42 Tax Rate By-law

By-law 2020-43 Elder Lane CP Rail Temporary Use & License Agreement
County of Grey

Carried

11.6 Items Requiring Direction

11.7 Items Requiring Discussion including Items Removed from Consent Agenda

11.8 Rise and Report from Committee of the Whole

Resolution 2020-16-13

Moved by: Shawn Greig

Seconded by: Brian Gamble

That Committee of the Whole rise as Council to report and confirm the actions taken in Committee of the Whole. **Carried**

12. Adopt Action of Council in Committee of the Whole:

Resolution 2020-16-14

Moved by: Diana Rae

Seconded by: Shawn Greig

That the actions taken in Committee of the Whole today be confirmed and adopted by this Council; And Further that staff be authorized to take the actions necessary to give effect to approved recommendations contained within the staff reports; And Further that by-laws under consideration be presented to Council for first, second and third reading. **Carried**

13. Third Reading of By-Laws

Resolution 2020-16-15

Moved by: Shawn Greig

Seconded by: Diana Rae

THAT the following by-laws be taken as read a third time, signed by the Mayor and Clerk and sealed with the Corporate Seal:

By-law 2020-39 Zoning Amendment Z02 - Fee

By-law 2020-40 Zoning Amendment Z03 - N Somasundaram & M Nadarajah

By-law 2020-41 Zoning Amendment Z05 - Danyluk

By-law 2020-42 Tax Rate By-law

By-law 2020-43 Elder Lane CP Rail Temporary Use & License Agreement
County of Grey

Carried

14. Notices of Motion

Resolution 2020-16-16

Moved by: Shawn Greig

Seconded by: Diana Rae

That Council dispense with a notice of motion provision under the procedural by-law.

Carried

Resolution 2020-16-17

Moved by: Shawn Greig

Seconded by: Brian Gamble

That Council direct staff to investigate the cost and location of a fireworks display on Canada Day. **Carried**

15. Notice Provision (see below)

16. Tracking Sheet – There were no updates to the Tracking Sheet

17. Other Business

Councillor Greig requested an update on the internet at the Recreation Facilities. Final touches are being completed on the Township's RFP for IT and that is included.

Councillor Rae would like to have the Township send a congratulatory letter to Murray's Print Shop on 30 years in business.

Councillor Greig requested a discussion on a possible Canada Day event. Council agreed that this would be a good step in light of the many weeks of COVID-19 shut down. Staff will obtain pricing and determine how it can be funded. The CAO Clerk and Fire Chief will work on this initiative.

Resolution 2020-16-18

Moved by: Shawn Greig

Seconded by: Diana Rae

That Council waive the Notice of Motion requirement under the Procedural By-law.

Carried

The following motion was then introduced:

Resolution 2020-16-19

Moved by: Shawn Greig

Seconded by: Brian Gamble

That staff be directed to investigate the costs and location of a fireworks display for Canada in light of the recent COVID-19 lockdown.

Carried

18. Closed Meeting

Resolution 2020-16-18

Moved by: Shawn Greig

Seconded by: Diana Rae

That Council move into closed session to discuss matters about:

18.1 Personal matters about an identifiable individual including municipal or local board employees and labour relations or employee negotiations

Carried

After resuming in open session, Mayor Mackey indicated that the only items discussed in Closed Session were those items listed on the Agenda.

19. Confirmatory By-law

Resolution 2020-06-19

Moved by: Shawn Greig

Seconded by: Diana Rae

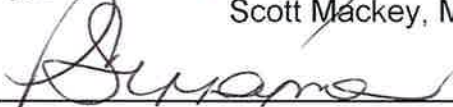
That By-law 2020-44 being a by-law to confirm all actions and proceedings of the June 3, 2020 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal. **Carried**

20. Adjournment

The Mayor adjourned the meeting at 12:04 p.m.



Scott Mackey, Mayor



Patty Sinnamon, CAO Clerk