

Township of Chatsworth

Digital Council Meeting Minutes Wednesday September 16, 2020 @ 7:00 p.m.

Members Present:

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

Staff Present:

CAO Clerk, Patty Sinnamon
Deputy Clerk, Carolyn Marx
Treasurer, Karmen Krueger
Operations Manager, Jamie Morgan
Fire Chief, Mike Givens

1. **Call to Order**
Mayor Mackey called the meeting to order at 7:00 p.m.
2. **Opening Ceremonies**
Mayor Mackey called for a moment of reflection before proceeding with the Council Meeting.
3. **Open Forum**
There were no speaker requests for Open Forum.
4. **Adoption of Agenda**
Resolution 2020-24-01
Moved by: Brian Gamble
Seconded by: Diana Rae
That Council adopt the Agenda as circulated. **Carried**
5. **Declaration of Pecuniary Interest**
Mayor Mackey asked members of Council if they had any declarations.
6. **Confirmation of Minutes**
Resolution 2020-24-02
Moved by: Shawn Greig
Seconded by: Diana Rae
That the minutes of the Council Meeting in Committee of the Whole and Council Session held on September 2, 2020 be confirmed as recorded. **Carried**
7. **Matters Arising from Minutes**
8. **Public Meetings (Statutory and Non-Statutory)**
9. **Matters Arising from Public Meetings**
10. **Introduction of By-laws – First and Second Reading – none**
11. **Committee of the Whole**
Resolution 2020-24-03
Moved by: Elizabeth Thompson
Seconded by: Shawn Greig
That Council now go into Committee of the Whole. **Carried**
- 11.1 **Consent Agenda**
Resolution 2020-24-04
Moved by: Diana Rae
Seconded by: Shawn Greig
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) Fire Department Report 2020-10 – August Activity Report

Resolution 2020-24-05

Moved by: Shawn Greig

Seconded by: Elizabeth Thompson

That Fire Chief's Report 2020-10 dated September 16, 2020 regarding the August 2020 Activity Report be hereby received for information. **Carried**

b) Public Works Report 2020-15 – Desboro and Keady Arenas 2020-21 Winter Season

Resolution 2020-24-06

Moved by: Diana Rae

Seconded by: Brian Gamble

That Report PW2020-15 regarding the Desboro and Keady Arenas 2020-21 Winter Season, be hereby received for information;

And that Committee of the Whole recommends to Council that both Desboro and Keady Arenas be open for the 2020-21 winter season and time slots be offered to the user groups that blocked ice time in the facilities during the 2019-20 winter season, provided that written commitments for rental hours be obtained from the facility user groups;

And further that the facilities be open for rentals on Monday to Friday starting at 18:00 and the last rental starting at 22:00;

And further that the facilities be open for rentals on Saturday and Sunday starting at 07:00 and the last rental starting at 23:00;

And further that the 2020-21 winter season commence on October 01, 2020 and end on March 31, 2021;

And further that the rentals be booked at 1 hour time slots with 1 hour intervals between rentals to allow users 15 minutes before and 15 minutes after the rental for dressing room usage and time to vacate the buildings, and allowing time for staff to prepare and clean the facility. **Carried**

A recorded vote was requested by Councillor Thompson.

Deputy Mayor Brian Gamble - Yes

Councillor Shawn Greig - No

Mayor Scott Mackey - Yes

Councillor Diana Rae - Yes

Councillor Elizabeth Thompson - No

c) Verbal Department Updates

Operations Manager, Jamie Morgan

Installation of box culvert on Elder Lane Bridge started and will be pouring distribution slab tomorrow, with road scheduled to re-open by the end of next week.

Variety of species of fish removed from bridge construction area.

Road side mowing starting next week.

Vehicles and equipment has Krown rustproofing completed.

Clearing brush around intersections . Brusher is operating out in the Walters Falls area.

Small culvert repairs for winter season.

Parks staff cutting grass and preparing facilities for upcoming season.

Fire Chief, Mike Givens

Training has resumed. Burn Permits at 215 issued, to date. Focus is on public education.

Treasurer Karmen Krueger

Grant application for asset management plan updates including– sidewalk and condition assessment plus enhancements to meet Legislative deadlines July 2021

Due to timing deadlines we may need to talk about during budget discussions and may need to fund prior

RFP for Insurance Services (JLT now Marsh) – now is a good time to go to market for that hoping to award by mid November.

Getting ready for conversations on strategic capital program, multi-year budgeting

CAO Clerk Patty Sinnamon

New Bylaw Enforcement Officer begins tomorrow. Deputy Clerk and Admin Assistant have reviewed and prepared files; so she is able to prioritize and familiarize herself with files. Council's policy on bag tags for vendors has been well received.

Facility re-openings must have protocols and plans in place; ECG has reviewed and submission to Medical Officer Health has occurred. Waiting to hear back on approval.

SMT has been working on long term capital forecasts etc for Strategic Planning Session Council Meeting on September 30th.

October 7th Council Meeting will resume in person at the Chatsworth Firehall.

11.5 Consideration of By-laws - none

11.6 Items Requiring Direction – none

11.7 Items Requiring Discussion including Items Removed from Consent Agenda

11.8 Rise and Report from Committee of the Whole

Resolution 2020-24-07

Moved by: Shawn Greig

Seconded by: Diana Rae

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 2020-24-08

Moved by: Elizabeth Thompson

Seconded by: Diana Rae

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 - none

14. Notices of Motion

15. Notice Provision

15.1 Special Public Council Meeting - Wednesday September 23, 2020 – 6:30 p.m.

16. Tracking Sheet

16.1 Council reviewed the Tracking Sheet

17. Other Business

Councillor Gamble brought forward concerns regarding lost revenues at the Williamsford Community Centre and if there was a contingency through any COVID Funding. The Treasurer will review and investigate utilizing COVID Funding and/or other external options.

18. Closed Meeting

Resolution 2020-24-09

Moved by: Shawn Greig

Seconded by: Brian Gamble

That Council move into closed session to to discuss matters relating to;

18.1 Closed Session minutes of September 2, 2020

18.2 Potential Acquisition of Land - Treasurer's Confidential Report FIN2020-18

Carried

CAO Clerk Patty Sinnamon and Treasurer Karmen Krueger will remain in attendance for Closed Session.

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 2020-24-10


Moved by: Shawn Greig

Seconded by: Brian Gamble

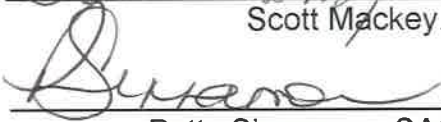
That By-law 2020-63 being a by-law to confirm all actions and proceedings of the September 16, 2020 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal. **Carried**

20. Adjournment

The Mayor adjourned the meeting at 9:17 p.m.



Scott Mackey, Mayor



Patty Sinnamon, CAO Clerk