

# Township of Chatsworth

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## Digital Council Meeting Minutes

Wednesday October 21, 2020 @ 6:30 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 6:30 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 2020-28-01  
Moved by: Elizabeth Thompson  
Seconded by: Shawn Greig

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 2020-28-02  
Moved by: Diana Rae  
Seconded by: Shawn Greig

That the minutes of the Council Meeting in Committee of the Whole and Council Session held on October 7, 2020 be confirmed as recorded. **Carried**

#### 7. Matters Arising from Minutes

#### 8. Public Meetings (Statutory and Non-Statutory) - none

#### 9. Matters Arising from Public Meetings

#### 10. Introduction of By-laws – First and Second Reading - none

#### 11. Committee of the Whole

Resolution 2020-28-03  
Moved by: Brian Gamble  
Seconded by: Elizabeth Thompson

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

#### 11.1 Consent Agenda

Resolution 2020-28-04  
Moved by: Shawn Greig  
Seconded by: Elizabeth Thompson

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

**11.2 Presentations/Delegations (Pre-Registered)**

BDO Presentation - 2019 Financial Statements (Victoria Watson and Traci Smith)

**11.3 Matters Arising from Presentations/Delegations**

Resolution 2020-28-05

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

That the Auditors Annual Year End Report for 2019 and the Audit Final Report to Council for 2019 be hereby received for information;

And further that Committee of the Whole recommends that Council approve the draft Financial Statements as presented with amendments as noted. **Carried**

**11.4 Staff Reports and Verbal Updates from Staff**

a) Public Works Report PW2020-16 – Maintenance Gravel

Resolution 2020-28-06

Moved by: Diana Rae

Seconded by: Elizabeth Thompson

That Report PW2020-16 regarding Maintenance Gravel Crushing – East Pit be hereby received for information;

And that Committee of the Whole recommends to Council that staff is authorized to proceed with requesting quotes for Maintenance Gravel Crushing – East Pit under Section 11.1 of the Purchasing and Authorities By-Law 2012-12;

And further that the amount of the Maintenance Gravel Crushing –East Pit does not exceed \$150,000 to be funded from general operations. **Carried**

b) Treasurer's Report Fin 2020-22 – Year to Date Financial Report

Resolution 2020-28-07

Moved by: Shawn Greig

Seconded by: Diana Rae

That Treasurer's report 2020-22 regarding the Year-to-Date Financial Report is received for information. **Carried**

c) CAO Clerk's Report – CAO2020-31 – Proposed Community Improvement Plan

Resolution 2020-28-08

Moved by: Shawn Greig

Seconded by: Diana Rae

THAT CAO Clerk's Report 2020-31 dated October 21, 2020 regarding a proposed Community Improvement Plan for the Township of Chatsworth be hereby received;

AND FURTHER THAT Committee of the whole recommend to Council that staff be directed to prepare a by-law to designate the entire Township of Chatsworth as a Community Improvement Area;

AND FURTHER THAT the CAO Clerk be directed to coordinate a public information session for businesses located in the Township of Chatsworth as an introduction to a proposed Community Improvement Plan Program. **Carried**

d) CAO Clerk's Report - CAO 2020-32 – By Law to Open Up Ramage Lane

Resolution 2020-28-09

Moved by: Shawn Greig

Seconded by: Brian Gamble

THAT CAO Clerk's Report 2020-32 dated October 21, 2020 regarding a draft by-law to Open up a municipal Roadway, known as Ramage Lane, being East half of Lot 1, Concession 8 EGR former Township of Holland be hereby received;

AND FURTHER THAT Committee of the Whole recommends to Council that the draft by-law be presented to Council at the next meeting for adoption. **Carried**

e) CAO Clerk – Discussion on Township Animal Control By-law (Kennels)

Discussions were held regarding Section 1.8 c of By-law 2019-32 Animal Control By-law; Dogs and Kennels which states:

*Personal Use Kennel shall mean any property in which more than three (3) dogs are kept for show purposes, or for the personal enjoyment, or predator control.*

The consensus was that the intent of the by-law for a personal use kennel was for predator control. Staff were directed to bring an amending by-law back to Council to remove “for the personal enjoyment”.

f) Verbal Department Updates  
Water Service Coordinator

The Municipal Drinking Water Licenses have been received in draft. The drafts issued require additional information which we are working with OCWA to gather. The water standpipe had a leak at approximately ring 8, Greatario has fixed.

Operations Manager, Jamie Morgan

Nearing completion of capping at landfill with topsoil and grass seeding. Looking into available grant funding for tree planting. Brushing continues, as well as culvert replacement. Gravel on several bridges to reduce weight– Side Road 8, Con 3 were completed. Recreation facilities have ice installed and are running. Wifi is now available at the Keady Community Centre.

Treasurer Karmen Krueger

Completing follow up from audit, FIR completion etc.

CAO Clerk Patty Sinnamon

Main Street Revitalization – some of the new furniture is completed and looks great.

Grange hollow has been contacted for filling the planters

Barrel type planters are being offered back to business owner.

New furniture will go out in spring 2021

Admin. Assistant is contacting Township business to create a new business directory on the Township’s website

Xmas lights for Williamsford arrived – waiting for final approval from hydro one

Gateway signage budgeted for this year – discussion on design prior to issuing RFP

2021 budget, fees & charges review

**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 2020-28-10

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 2020-28-11

Moved by: Shawn Greig

Seconded by: Brian Gamble

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**

**16. Tracking Sheet**

Council reviewed the Tracking Sheet

**17. Other Business**

Councillor Greig passed along congratulations to the Fire Department, from a member of the public, regarding the handling of a stock truck fire carrying livestock.

The Hallowe'en event being held by the Chatsworth Agricultural Society with assistance from the Chatsworth Fire Department have received protocol approval from the Public Health Unit for covid measures.

**18. Closed Meeting - none**

**19. Confirmatory By-law**

Resolution 2020-28-12


Moved by: Elizabeth Thompson

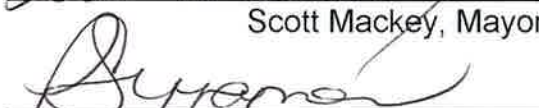
Seconded by: Shawn Greig

That By-law 2020-72 being a by-law to confirm all actions and proceedings of the October 21, 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 9:01 p.m.

  
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Scott Mackey, Mayor

  
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Patty Sinnamon, CAO Clerk