

# Township of Chatsworth

## Council Minutes

Wednesday, March 3, 2021, 9:30 a.m.

Members Present: Mayor Scott Mackey  
Deputy Mayor Brian Gamble  
Councillor Shawn Greig  
Councillor Diana Rae  
Councillor Elizabeth Thompson

Staff Present: Patty Sinnamon, CAO Clerk  
Jamie Morgan, Operations Manager  
Treasurer, Karmen Krueger

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**1. CALL TO ORDER**

Mayor Mackey called the meeting to order at 9:45 a.m.

**2. OPENING CEREMONIES – O CANADA AND MOMENT OF REFLECTION**

Mayor Mackey invited members of Council to join him in O Canada followed by a moment of reflection before proceeding with the Council Meeting.

**3. OPEN FORUM (MAXIMUM FIFTEEN MINUTES)**

There were no speaker requests for Open Forum.

**4. APPROVE OR AMEND AGENDA**

2021-07-01

Moved by: Shawn Greig

Seconded by: Elizabeth Thompson

That Township of Chatsworth Council adopt the Agenda as circulated with the addition of an Item for Direction re: TAPMO. **Carried**

**5. DECLARATION OF PECUNIARY INTEREST**

Mayor Mackey asked members of Council if they had any declarations. None were declared.

**6. CONFIRMATION OF MINUTES**

2021-07-02

Moved by: Shawn Greig

Seconded by: Brian Gamble

That the minutes of the Council Meeting in Committee of the Whole and Council Session held on February 17, 2021 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**

2021-07-03

Moved by: Elizabeth Thompson

Seconded by: Diana Rae

That Council now go into Committee of the Whole.

**Carried**

**11.1 Consent Agenda and Determination of Items to be Separated**

2021-07-04

Moved by: Shawn Greig

Seconded by: Brian Gamble

That the Consent Agenda items be hereby received for information with the exception of agenda item 11.1.c.e Request for Support for Delivering Community Power. **Carried**

**11.1.1 Reports for Information - none**

**11.1.2 Committee Minutes - none**

**11.1.3 Correspondence for Council information**

**11.1.3.1 SMART Minutes December 2 and Annual Report**

**11.1.3.2 SVCA Annual Meeting Minutes January 22**

**11.1.3.3 AMCTO An Open Letter to Ontario Municipal Councils**

**11.1.3.4 MMAH Municipal Notification Letter - February 17 2021**

**11.1.3.5 Request for Support for Delivering Community Power**

**11.1.3.6 AMO WatchFile - February 18, 2021**

**11.1.3.7 AMO WatchFile - February 25, 2021**

**11.1.4 Motions from Other Municipalities - none**

**11.2 Presentations/Delegations (Pre-Registered) - none**

**11.3 Matters Arising from Presentations/Delegation**

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

**11.4.1 FIN 2021-07 Statement of Council Remuneration - Revised**

2021-07-05

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

That Treasurer's Report 2021-07 regarding Council Remuneration and Expenses Revised is hereby received for information. **Carried**

**11.4.2 PW2021-01 Faith Lutheran Cemetery**

2021-07-06

Moved by: Elizabeth Thompson

Seconded by: Brian Gamble

That Report PW2021-01 regarding the Faith Lutheran Cemetery be hereby received for information.

And that Committee of the Whole recommends to Council that the Township of Chatsworth provide grass cutting and trimming services to the Faith Lutheran Church Cemetery Committee for the Faith Lutheran Cemetery on Sideroad 4A in the former Sullivan Township at a fee of \$500.00 for the 2021 season.

And further that staff prepare an agreement between the Faith Lutheran Cemetery Committee and the Township of Chatsworth for grass cutting services and that the CAO Clerk be authorized to execute the said agreement. **Carried**

**11.4.3 PW2021-02 Knox Presbyterian Cemetery - Williamsford**

2021-07-07

Moved by: Shawn Greig

Seconded by: Elizabeth Thompson

That Report PW2021-02 regarding the Knox Presbyterian Cemetery – Williamsford be hereby received for information;

And that Committee of the Whole recommends to Council that the Township of Chatsworth enter into an agreement with the Knox Presbyterian Church Cemetery Committee – Williamsford for the grass maintenance at the Knox Presbyterian Cemetery – Williamsford on Highway #6 for the 2021 season;

And further that the agreement will consist of mowing and trimming of the grass at the Knox Presbyterian Cemetery – Williamsford in amount of \$600 per season. **Carried**

#### 11.4.4 **PW2021-03 2021 Crack Seal Program**

2021-07-08

Moved by: Diana Rae

Seconded by: Brian Gamble

That Report PW2021-03 regarding the 2021 Crack Sealing Program be hereby received for information.

And further that Committee of the Whole recommends that Council approve the 2021 Crack Sealing Program quote from ALK Asphalt Maintenance in the amount of \$1.40/LM for clean and seal. **Carried**

#### 11.4.5 **Verbal Updates**

**Treasurer Karmen Kreuger** reported that working through renovations, preparing for the new hire of the Accounting Payroll Clerk and plugging away at year end.

**Operations Manager Jamie Morgan** reported that the snow has been removed downtown Chatsworth. Shop renovations are being completed. Reduced load restrictions came into effect on March 1, 2021. Recreation staff have been doing painting, upgrades to the facilities and helping out with the Admin. Office renos.

**CAO Clerk Patty Sinnamon** updated Council that employment offers for the two (2) positions; Accounting Payroll Clerk and Public Works and Recreation Admin Assistant have been issued and awaiting final contract agreements.

Property appraisals on tow (2) of the surplus properties were completed with the property reports to follow.

Office renovations are moving along and should be finished by the end of this week, first of next week.

A huge shout out to the Recreation staff for assisting in moving and rearranging furniture and completing minor carpentry work.

The Emergency Control Group met on Monday; Office has re-opened by appointment only and office staff. Grey Bruce is currently in the provincial green colour zone (protect). Province continues to encourage people to work from home where possible to protect staff and the public. Office staff are all back working in the Office. The majority of municipal services the public requires are able to be offered in an alternative method then attending the Municipal Office. Appointments provide the ability to control the number of people within the Office to ensure physical distancing. Council to continue with virtual meetings in April and look at resuming in person meetings in May. In persons meeting may be held at the Keady Community Centre.

**11.5 Consideration of By-laws - none**

**11.6 Items Requiring Direction - none**

**11.6.1 TAPMO**

2021-07-09

Moved by: Shawn Greig

Seconded by: Brian Gamble

That Committee of the Whole recommend Council support TAPMO in the hiring of a consultant, with the Township's share being \$2,100 to look into the analysis of methodology used for aggregate sites.

And further that the staff be directed to bring back a report to Council that is specific to Aggregates within the Township. **Carried**

**11.7 Items Requiring Discussion including Items Removed from Consent Agenda**

**11.7.1 11.1.c.e Request for Support for Delivering Community Power**

2021-07-10

Moved by: Diana Rae

Seconded by: Elizabeth Thompson

That the following item be hereby received for information and introduced for discussion; 11.1.c.e Request for Support for Delivering Community Power.

**Carried**

**11.8 Rise and Report from Committee of the Whole**

2021-07-11

Moved by: Shawn Greig

Seconded by: Elizabeth Thompson

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**

2021-07-12

Moved by: Shawn Greig

Seconded by: Diana Rae

That the actions taken in Committee of the Whole today be confirmed by this Council and the Minutes of the Committees be adopted;

And Further that staff be authorized to take the actions necessary to give effect to the recommendations contained within the staff reports;

And Further that by-laws under consideration be presented to Council for third reading.

**Carried**

**13. THIRD READING OF BY-LAWS - none**

**14. NOTICES OF MOTION**

Councillor Rae provided a Notice of Motion to support the Canadian Union of Postal Workers for delivering community power.

**15. NOTICE PROVISION**

**16. TRACKING SHEET**

**17. OTHER BUSINESS**

**17.1 Open Burn By-law**

2021-07-13

Moved by: Diana Rae

Seconded by: Brian Gamble

Councillor Rae provided a Notice of Motion to revisit the Township of Chatsworth Open Burn By-law; specifically as it pertains to normal farm practice of clearing land. **Carried**

**18. CLOSED MEETING**

2021-07-14

Moved by: Shawn Greig

Seconded by: Diana Rae

That Council go into Closed Session for the following reason(s):

For the purposes of educating and training the members of Council **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**

2021-07-15

Moved by: Elizabeth Thompson

Seconded by: Diana Rae

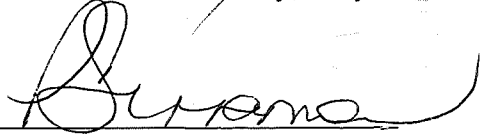
That By-law 2021-13 being a by-law to confirm all actions and proceedings of the March 3, 2021 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

**Carried**

**20. ADJOURNMENT**

The Mayor adjourned the meeting at 12:10 p.m.

  
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Scott Mackey, Mayor

  
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Patty Sinnamon, CAO Clerk