



# Township of Chatsworth

## Council Minutes

Wednesday, February 16, 2022, 6:30 p.m.

Members Present: Mayor Scott Mackey  
Deputy Mayor Brian Gamble  
Councillor Diana Rae

Regrets: Councillor Shawn Greig  
Councillor Elizabeth Thompson

Staff Present: CAO Clerk, Patty Sinnamon  
Fire Chief, Mike Givens  
CBO, Karl Schipprack  
Operations Manager, Anthony Gibbons  
Admin. Assistant Clerks/Planning, Tyler Zamostny

---

### 1. CALL TO ORDER

Mayor Mackey called the meeting to order at 6:30 p.m.

### 2. OPENING CEREMONIES – MOMENT OF REFLECTION

Mayor Mackey invited members of Council to join him in 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

Resolution 2022-04-01  
Moved by: Brian Gamble  
Seconded by: Diana Rae

That Township of Chatsworth Council adopt the Agenda as circulated.

**Carried**

With leave of Council, Township Auditors Vicky Watson and Traci Smith from BDO provided Council with an overview presentation of the 2020 Financial Statement following the approval of the agenda.

### 5. DECLARATION OF PECUNIARY INTEREST

None stated.

### 6. CONFIRMATION OF MINUTES

Resolution 2022-04-02  
Moved by: Diana Rae  
Seconded by: Brian Gamble

That the minutes of the Council Meeting held on February 2, 2022 be confirmed as recorded.

**Carried**

7. **MATTERS ARISING FROM MINUTES - None**
8. **PUBLIC MEETINGS (Statutory and Non-Statutory) - None**
9. **MATTERS ARISING FROM PUBLIC MEETINGS - None**
10. **INTRODUCTION OF BY-LAWS – FIRST AND SECOND READING**

Resolution 2022-04-03  
Moved by: Brian Gamble  
Seconded by: Diana Rae

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 Number 2022-07 being a By-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2022

**Carried**

## 11. **COMMITTEE OF THE WHOLE**

Resolution 2022-04-04  
Moved by: Brian Gamble  
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**

Resolution 2022-04-05  
Moved by: Brian Gamble  
Seconded by: Diana Rae

That the Consent Agenda items be hereby received for information except for the following:

Item 11.1.d.a. - Township of Perth South Resolution February 1, 2022 Re:  
City of Sarnia Catch & Release Justice Resolution

**Carried**

11.1.a Reports for Information – None

11.1.b Committee Minutes

11.1.b.a Grey Sauble Conservation Authority Minutes - Full Authority Board of Directors Meeting (December 22, 2021)

11.1.b.b Grey Sauble Conservation Authority - January 26, 2022, Board Meeting Highlights

11.1.b.c Saugeen Mobility and Regional Transit Minutes - General Board Meeting (December 3, 2021)

11.1.c Correspondence for Council information

11.1.c.a AMO Watchfiles (February 3, 2022, February 10, 2022)

11.1.c.b Minister of Finance Letter to Association of Municipalities Ontario (AMO) re: payment in lieu of taxes on federal properties

11.1.c.c Municipality of Grey Highlands Notice of Public Meeting (February 28, 2022) - Z05.2022 MGH Cannabis ZBLA

11.1.c.d Municipality of Grey Highlands Notice of Public Meeting - B19.2021/Z46.2021 Mazur

11.1.4 Motions from Other Municipalities

11.1.d.a Township of Perth South Resolution February 1, 2022  
Re: City of Sarnia Catch & Release Justice Resolution

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

Vicky Watson presented the draft 2020 financial statements and answered questions from Council. Ms. Watson confirmed that the \$350,000.00 donation is shown as revenue but is not part of the overall operating surplus as it gets transferred over to capital assets. A resolution of Council was previously introduced and passed authorizing any surplus to go into working capital reserves. The surplus for 2020 is \$323,000.00

Resolution 2022-04-06

Moved by: Brian Gamble

Seconded by: Diana Rae

THAT the 2020 Financial Statements prepared by BDO be accepted as presented.

**Carried**

**11.3 Matters Arising from Presentations/Delegation – None**

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

**11.4.1 Fire Chief's Report 2022-02 - January 2022 Fire Department Activity Report**

Resolution 2022-04-07

Moved by: Diana Rae

Seconded by: Brian Gamble

THAT Fire Chief's Report 2022-02 dated February 16, 2022, regarding the January 2022 Fire Department Activity Report be hereby received for information.

**Carried**

**11.4.2 Building Report 2022-01 - 2021 Q4 Building Activity**

Resolution 2022-04-08

Moved by: Brian Gamble

Seconded by: Diana Rae

THAT Report 2022-01 2021 Q4 building activity statistics, be hereby received for information.

**Carried**

**11.4.3 CAO Clerk's Report 2022-07 - Amendments to Establishing Speed Limits Policy**

Resolution 2022-04-09  
Moved by: Diana Rae  
Seconded by: Brian Gamble

THAT CAO Clerk's Report 2022-07 – Amendments to Establishing Speed Limits Policy PW 02 be hereby received;  
AND FURTHER THAT Committee of the Whole recommend to Council the approval of the amendments to the Establishing Speed Limit Policy PW02

**Carried**

#### **11.4.4 Public Works Report 2022-03 - Surplus Equipment**

Resolution 2022-04-10  
Moved by: Brian Gamble  
Seconded by: Diana Rae

THAT Report PW2022-03 regarding the Surplus Equipment be hereby received for information;  
AND THAT Committee of the Whole recommends to Council that staff be directed to sell or discard the following surplus equipment :  
Promac 36" brusher head for Excavator (Disc is cracked)  
Welding exhaust hood for in shop use Front weight for Cat 140M road grader.  
Old picnic tables in barn (many came from the old Chatsworth arena site) some in poor shape and maybe should just be thrown out  
2x Old ice re-surfacers (Olympias or Zambonis) in Desboro storage building  
Epps pressure washer with the heating coil out of it.

**Carried**

#### **11.4.5 Public Works Report 2022-04 - Keady Arena - Low Emissivity Ceiling**

Resolution 2022-04-11  
Moved by: Diana Rae  
Seconded by: Brian Gamble

THAT Report PW2022-04 regarding the Keady Arena – Low Emissivity Ceiling be hereby received for information;  
AND THAT Committee of the Whole recommends to Council the approval of the purchase and installation of Low-E ceiling and protective netting as quoted by Custom Ice Inc. for the cost of \$39,200.00 plus HST.  
AND FURTHER THAT the expense be allocated to the Parks and Recreation Reserve and reflected in the 2022 budget.

**Carried**

#### **11.4.6 Verbal Updates from Staff**

CAO Clerk Patty Sinnamon provided updates:

- 2021 year end financials are coming along well
- Reminder of the budget meeting on February 23, 2022 at 5:00 p.m.

- Anticipating a busy spring in both the Building and Planning Departments
- Preparing for the 2022 Municipal Election will begin very soon

Operations Manager Anthony Gibbons Updates included the following:

- Recreation Department is running well
- Staff are currently getting prices from contractors for upgrading recreation facilities
- Roads Department is doing well while being short staffed

Fire Chief Mike Givens Updates included the following:

- Fire Department will be moving forward with their annual garage sale this year (April 30, 2022)

#### **11.5 Consideration of By-laws**

Resolution 2022-04-12

Moved by: Brian Gamble

Seconded by: Diana Rae

That the following By-law(s) be referred to Council for consideration:

- By-law Number 2022-07 being a By-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2022

**Carried**

Council paused the regular session of the meeting to move into Closed Session at 8:00 p.m. to accommodate the zoom meeting with Ward & Uptigrove.

Councillor Elizabeth Thompson and Councillor participated in Closed Session through Remote Access.

Resolution 2022-04-13

Moved by: Brian Gamble

Seconded by: Diana Rae

That Council move into closed session for the following reason:

1. Labour Relations or Employee Negotiations

RE: Compensation Review, Pay Equity Plan (Ben Cornell Ward & Uptigrove)

**Carried**

#### **11.6 Items Requiring Direction - None**

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

The following were discussed:

Item 11.1.d.a. - Township of Perth South Resolution February 1, 2022 RE: City of Sarnia Catch & Release Justice Resolution

Resolution 2022-04-14  
Moved by: Diana Rae  
Seconded by: Brian Gamble

THAT Township of Chatsworth Council hereby support the resolution from the Township of Perth South regarding Catch & Release Justice program. AND FURTHER THAT the Township of Perth South be notified of our support.

**Carried**

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

Resolution 2022-04-15  
Moved by: Brian Gamble  
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 2022-04-16  
Moved by: Brian Gamble  
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 approved 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**

Resolution 2022-04-17  
Moved by: Brian Gamble  
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 Number 2022-07 being a By-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2022

**Carried**

**15. NOTICE PROVISION**

Mayor Mackey indicated that he was giving notice to bring forward a motion to look at the speed limit on the King's Highway 6 going through Williamsford.

**16. TRACKING SHEET**

No updates noted.

**17. OTHER BUSINESS - None**

**18. CLOSED MEETING**

Please refer to section 11.5 as Closed Meeting was moved to earlier in the meeting.

**19. CONFIRMATORY BY-LAW**

Resolution 2022-04-18

Moved by: Diana Rae

Seconded by: Brian Gamble

That By-law 2022-08 being a by-law to confirm all actions and proceedings of the February 16, 2022 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

**Carried**

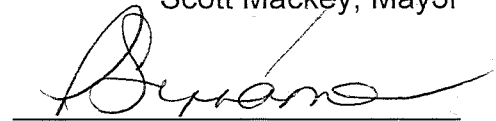
**20. ADJOURNMENT**

The Mayor adjourned the meeting at 9:40 pm.



---

Scott Mackey, Mayor



---

Patty Sinnamon, CAO Clerk