

Township of Chatsworth

Council Minutes

Wednesday, April 5, 2023, 9:30 a.m.

Members Present: Mayor Scott Mackey
Councillor Elizabeth Thompson
Councillor Peter Whitten
Deputy Mayor Terry McKay

Regrets Councillor Shawn Greig

Staff Present: CAO Clerk, Patty Sinnamon
Planner, Ron Davidson
Administrative Assistant, Emma Fidler
Operations Manager, Jamie Edwards
Parks and Recreation Lead Hand, Matt Tanner

1. CALL TO ORDER

Mayor Mackey called the meeting to order at 9:30 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)

4. APPROVE OR AMEND AGENDA

Resolution 2023-13-01
Moved by: Terry McKay
Seconded by: Elizabeth Thompson

THAT Township of Chatsworth Council adopt the Agenda as circulated.

Carried

5. DECLARATION OF PECUNIARY INTEREST

6. CONFIRMATION OF MINUTES

Resolution 2023-13-02
Moved by: Terry McKay
Seconded by: Peter Whitten

THAT the minutes of the Council Meeting in Committee of the Whole and Council Session held on March 15, 2023 be confirmed as recorded.

Carried

7. MATTERS ARISING FROM MINUTES

8. PUBLIC MEETINGS (Statutory and Non-Statutory)

8.1 B02/2023 - Part Lot 20, Concession 3 Geographic Township of Sullivan, Township of Chatsworth (Peter, Mary, Lydia and Levi Yoder)

9. MATTERS ARISING FROM PUBLIC MEETINGS

9.1 Planning Report 2023-04 - Application for Consent B02 2023 (Peter, Mary, Lydia and Levi Yoder)

Resolution 2023-13-03

Moved by: Elizabeth Thompson

Seconded by: Terry McKay

THAT Planners Report 2023-04 be hereby received; and FURTHER THAT Committee of the Whole recommends to Council the approval of the provisional consent B02/2023 on the lands legally described as Part Lot 20, Concession 3 Geographic Township of Sullivan, Township of Chatsworth under the following conditions.

1. THAT a Zoning By-law Amendment, intended to reduce the minimum lot area and frontage requirements applicable to the severed parcel, is in force and effect;
2. THAT an entrance permit has been granted to the severed lands by the appropriate road authority; and further provide the CAO/Clerk of the Township of Chatsworth with a copy of the entrance permit.
3. THAT the Owner, as provided for under Section 60 of the Planning Act, R.S.O. 1990, shall pay to the Township of Chatsworth the administrative fee of \$850.00 or whatever fee is applicable at the time of review and issuance of the Certificate of Consent for the severed parcel;
4. THAT any outstanding taxes to the Township be paid;
5. THAT the parkland dedication fee be paid to the Township of Chatsworth as required by the Parkland Dedication By-law 2017-58;
6. THAT the transfer for registration with respect to description complies with the Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the CAO/Clerk of the Township of Chatsworth.
7. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the CAO/Clerk of the Township of Chatsworth a printed copy of the "completed electronic transfer document in preparation, along with the Certificate of Official for stamping";
8. THAT the Owner's solicitor give an undertaking in writing to provide to the CAO/Clerk of the Township of Chatsworth within 30 days of the date of registration in the applicable Land Registry/Land Titles Office, a copy of the receipted and registered electronic transfer document including the Certificate of Official for Consent B02/2023;

Carried

10. INTRODUCTION OF BY-LAWS – FIRST AND SECOND READING

Resolution 2023-13-04

Moved by: Peter Whitten

Seconded by: Elizabeth Thompson

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:

1. By-law 2023-15 being a by-law to authorize the Mayor and Clerk to enter into a Telecommunications Access Agreement between the Township of Chatsworth and Eh!Tel Networks Inc.

Carried

11. COMMITTEE OF THE WHOLE

Resolution 2023-13-05

Moved by: Terry McKay

Seconded by: Peter Whitten

THAT Council now go into Committee of the Whole.

Carried

11.1 Consent Agenda and Determination of Items to be Separated

Resolution 2023-13-06

Moved by: Elizabeth Thompson

Seconded by: Peter Whitten

THAT the Consent Agenda items be hereby received for information with the exception of items 11.1.1, 11.1.e (a, b and c).

11.1.a Accounts Payable Listing

11.1.b Reports for Information

11.1.c Committee Minutes

11.1.c.a Multi-Use Community Hub Facility Fundraising Committee Minutes - February 28

11.1.c.b Owen Sound & North Grey Union Public Library Board Minutes - October 6, 2022, December 1, 2022, January 26, 2023

11.1.c.c Saugeen Valley Conservation Authority - February 16, 2023 Minutes

11.1.c.d Grey Suable Conservation Authority Minutes - February 22, 2023 Annual General Meeting & Full Authority Board of Directors

11.1.d Correspondence for Council information

11.1.d.a AMO Watchfiles (March 16, 2023, March 23, 2023)

11.1.d.b Saugeen Valley Conservation Authority - Financial Report December 31, 2022

11.1.d.c Saugeen Mobility and Regional Transit - General Board Meeting Minutes February 24, 2023

11.1.e Motions from Other Municipalities

11.1.e.a County of Huron Motion February 1, 2023 Re: Call to Action: Review of the Cannabis Act

11.1.e.b Municipality of North Perth Resolution March 6, 2023 Re: School Bus Stop Arm Cameras

11.1.e.c Corporation of the Municipality of Calvin Resolution March 14, 2023 Re: English Public School Boards

11.2 Presentations/Delegations (Pre-Registered)

11.3 Matters Arising from Presentations/Delegation

11.4 Staff Reports and Verbal Updates from Staff

11.4.a Parks and Recreation Report 2023-02 - Request of Additional Staff for Parks & Recreation Department

Resolution 2023-13-07

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

THAT Parks and Recreation Report 2023-02 Request for Additional Parks Staff - be hereby received for information; AND FURTHER THAT Council hereby approve the additional position of one full time recreation operating, bringing the full time complement of operators to three.

Councillor Thompson requested a recorded vote on the resolution.

	For	Against	Conflict
Scott Mackey	X		
Elizabeth Thompson	X		
Peter Whitten	X		
Terry McKay	X		
Results	4	0	0
			Carried (4 to 0)

11.4.b Public Works Report 2023-12 - Road Surface Cost Comparison

Resolution 2023-13-08

Moved by: Terry McKay

Seconded by: Peter Whitten

THAT Public Works Report 2023-12 be hereby received for information;

AND FURTHER THAT Council recommend the direction they wish to proceed with moving forward with future projects.

Carried

11.4.c Public Works Report 2023-13 Circular Materials Ontario - Agreement Authorization

Resolution 2023-13-09

Moved by: Peter Whitten

Seconded by: Terry McKay

THAT Council receive Report 2023-13 regarding Circular Materials Ontario – Agreement Authorization, the Circular Materials Ontario - Master Services Agreement for Services Related to Blue Box Material 2022-00-016, Circular Materials Ontario - Attachment 1 to Schedule A, Statement of Work for Eligible Community Depot Collection for Master Services Agreement 2022-00-016, and the Circular Materials Ontario – Attachment 2 to Schedule A, Statement of Work for Eligible Community Promotion and Education (Only Depot Collection Services) for Master Services Agreement 2022-00-016 as information; and

THAT Council authorize Mayor Mackey and CAO Patty Sinnamon to sign the Circular Materials Ontario - Master Services Agreement for Services Related to Blue Box Material 2022-00-016 and all ancillary documentation to complete the execution of the agreement.

Carried

11.4.d Public Works Report 2023-14 - 2023 Maintenance Gravel Tender Results

Resolution 2023-13-10

Moved by: Elizabeth Thompson

Seconded by: Peter Whitten

THAT Public Works Report 2023-14 be hereby received for information; AND FURTHER THAT the tendered amount of \$342,125.00 plus HST submitted by Walker Industries for Maintenance Gravel for the North Section of Sullivan and the East Section of Holland be accepted.

Carried

11.4.e Public Works Report 2023-15 - 2023 Dust Suppressant Tender Results

Resolution 2023-13-11

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

THAT Public Works Report 2023-15 be hereby received; AND FURTHER THAT the tendered amount of \$206,244 plus HST for the application of Liquid Dust Suppressant to gravel roads and parking lots be awarded to Da-Lee

Carried

Resolution 2023-13-12

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

That Committee of the Whole extend the meeting time to 12:30 to break for lunch.

Carried

11.4.f CAO Clerk's Report 2023-22 - Township Subdivision Development

Resolution 2023-13-13

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

THAT CAO Clerk's Report 2023-22 regarding the Township Subdivision Development be hereby received for information.

Carried

11.4.g CAO Clerk's Report 2023-21 - Township Owned Cemeteries - Financial Information and Draft Operating By-law

Resolution 2023-13-14

Moved by: Terry McKay

Seconded by: Peter Whitten

THAT CAO Clerk's Report 2023 -21, a report regarding Township Owned Cemeteries – Financial Information and Draft Operating By-law be hereby received for information purposes.

Carried

11.4.h Verbal Updates from Staff

Recreation and Facilities Coordinator Matt Tanner provided an update on some of the projects he is working on. The tender for the Keady roof closes on April 12th. Mayor Mackey inquired about the water line at the hub site. Matt indicated that there had been some discussion at the building committee as to whether the line was needed. Mayor Mackey stated that the line is to go ahead and that direction of council was given previously.

Operations Manager Jamie Edwards indicated that he the railing on Snake Creek Bridge (Structure 32) was knocked off/fell off sometime over the weekend. He is working with BM Ross to get pricing for repair and/or replacement. He also advised that the pricing for the Sideroad 5 reconstruction project is being estimated much higher than was budgeted. A report will come to the next meeting to seek Council's direction. Tenders are due next week for Winter sand.

CAO Clerk advised that the tender for the BioGrid closes on Thursday, April 6th. She will be reviewing the tenders with CAO Fletcher of Georgian Bluffs and then arranging a meeting with the Joint Board or Joint Councils in the near future.

11.5 Consideration of By-laws

Resolution 2023-13-15

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

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

1. By-law 2023-15 being a by-law to authorize the Mayor and Clerk to enter into a Telecommunications Access Agreement between the Township of Chatsworth and Eh!Tel Networks Inc.

Carried

11.6 Items Requiring Direction

11.7 Items Requiring Discussion including Items Removed from Consent Agenda

Staff answered Council questions regarding the Accounts payable Listing. Mayor Mackey indicated that all three motions from other municipalities were worth supporting.

Resolution 2023-13-16

Moved by: Elizabeth Thompson

Seconded by: Terry McKay

That Council receive the Accounts Payable listing for information. AND FURTHER THAT Council supports the resolutions from the County of Huron, Municipality of North Perth and Corporation of the Municipality of Calvin and that the respective municipalities be notified of Township of Chatsworth's support.

Carried

11.8 Rise and Report from Committee of the Whole

Resolution 2023-13-17

Moved by: Elizabeth Thompson

Seconded by: Peter Whitten

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 2023-13-

Moved by: Terry McKay

Seconded by: Peter Whitten

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 2023-13-18

Moved by: Elizabeth Thompson

Seconded by: Terry McKay

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

i) By-law 2023-15 being a by-law to authorize the Mayor and Clerk to enter into a Telecommunications Access Agreement between the Township of Chatsworth and Eh!Tel Networks Inc.

Carried

14. NOTICES OF MOTION

Resolution 2023-13-19

Moved by: Scott Mackey

Seconded by: Elizabeth Thompson

Resolution

THAT Council direct staff to research what lower tier municipalities in Grey County are being charged in regard to information technology (IT) services; and FURTHER THAT staff be directed to contact both lower-tier municipalities and Grey County regarding the potential for shared IT services and FURTHER THAT staff provide a report to Council at a future meeting.

Carried

14.1 Mayor Scott Mackey

Resolution 2023-13-

Moved by: Scott Mackey

Seconded by: Elizabeth Thompson

THAT Council direct staff to research what lower-tier municipalities in Grey County are being charged in regard to information technology (IT) services; and

FURTHER THAT staff be directed to contact both lower-tier municipalities and Grey County regarding the potential for shared IT services; and FURTHER THAT staff provide a report to Council at a future meeting.

Carried

15. NOTICE PROVISION

16. TRACKING SHEET

17. OTHER BUSINESS

Councillor Thompson inquired about upcoming special meeting dates. The Special Meeting for April 26th is to review 3 Township Policies - i) Council/Staff Relations, ii) Alcohol Risk Management Policy and iii) Council Conference and Meetings Policy

May 3 - Council and staff have a training session with eScribe beginning at 9:00 a.m. This will be a closed session training. The regular Council meeting will follow.

Council discussed possible dates for a road tour - it was decided that it would take place on May 2nd, starting at 9:00 a.m. Staff are to look into renting a bus so that everyone can travel together.

Councillor Thompson also inquired about the Markdale Landfill and the annual monitoring report. CAO Sinnamon indicated that she has requested further information and it would be recommended that Mayor Mackey and Councillor Thompson meet with staff to review, once some of these questions have been answered.

18. CLOSED MEETING

Resolution 2023-13-20
Moved by: Terry McKay
Seconded by: Peter Whitten

THAT Council go into Closed Session for the following reason(s):
AND FURTHER THAT the following staff shall remain for the Closed Session:

- i) To approve closed session minutes of March 15, 2023
- ii) Personal matters about an identifiable individual including municipal or local board employees
 - a) Treasurer
 - b) (CAO Clerk Performance Review)
- iii) Litigation or potential litigation
- iv) A position, plan or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality (Sideroad 1 Drainage)

Carried

19. CONFIRMATORY BY-LAW

Resolution 2023-13-21
Moved by: Terry McKay
Seconded by: Elizabeth Thompson

THAT By-law 2023-16 being a by-law to confirm all actions and proceedings of the April 5, 2023 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 4:35 p.m.



Scott Mackey, Mayor



Patty Sinnamon, CAO Clerk