Township of Cramahe Council Meeting

Minutes

May 19, 2020, 6:00 p.m.

Members Present:  Mayor Martin
                 Deputy Mayor Arthur
                 Councillor Van Egmond
                 Councillor Gilligan
                 Councillor Clark

Staff Present:  CAO/Treasurer, A. McNichol
               Clerk J. Hyde
               Deputy Clerk H. Grant
               Manager Parks, Recreation, and Facilities, J. Hoskin
               Fire Chief T. Burgess

1. Meeting Login Details

Meeting ID: 835 7626 9014

Dial by your location:  1 647 374 4685 / 1 647 558 0588

2. CALL TO ORDER

As we gather, we are reminded that the Township of Cramahe is situated on treaty land that has a rich Indigenous history. As a municipality, we have a responsibility for the stewardship of the land on which we live and work. Today we acknowledge the Anishnabek, Huron-Wendat, Haudenosaunee (Iroquois) and Ojibway/Chippewa on whose traditional territory we are meeting.
This territory is covered by the Williams Treaty.

Mayor Martin called the meeting to order at 6:08 p.m.

3. **RECORDING EQUIPMENT**

   In accordance with By-Law 2020-17, members of the Public are to advise the Mayor or the Clerk of the use of devices for transcribing or recording the proceedings of open session by auditory or visual means prior to the meeting.

   An individual must be granted permission by the Mayor and/or the Clerk of the Township of Cramahe to audio/visual record any meeting. As per The Township of Cramahe Records Retention By-law 2020-17, the Digital Privacy Act and The Personal Information Protection and Electronic Documents Act, individuals must swear that they will not attempt to alter the audio/video recordings of today’s meeting. Subject to the Municipal Freedom of Information and Protection of Privacy Act, the Digital Privacy Act and The Personal Information Protection and Electronic Documents Act, the Mayor and/or the Clerk may at any time request a copy of the recording and individuals will be required to produce the recording within 5 business days.

4. **OPEN DELEGATION FOR ITEMS ON AGENDA**

   Members of the Public have three (3) minutes to ask questions on items listed on the current agenda. Please state your name and address for the records. Each member may only speak once.

   G. Koehl, Grafton requested clarification on Report PW 01-20 and inquired about the discrepancy in the RFP amounts.

5. **CONFIRMATION OF AGENDA**

   Moved by Councillor Van Egmond
   Seconded by Councillor Clark

   Be it resolved that Council approve the agenda, as presented.

   CARRIED

6. **DECLARATION OF PECUNIARY INTEREST**

   Members can declare now or at any time during the meeting.
6.a Deputy Mayor Arthur - PW 01-20 Road Construction and Rehabilitation Tender Results

Operations Report 01-20 - Deputy Mayor Arthur’s son is an employee for one of the companies that bid on the tender.

7. DELEGATIONS/PRESENTATIONS

7.a Gary Warner, Apple Country Jamboree re: Cancellation of Events

Moved by Deputy Mayor Arthur
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Council receive the delegation by Gary Warner, Apple Country Jamboree, for information.

CARRIED

8. ADOPTION OF MINUTES

Moved by Councillor Van Egmond
Seconded by Councillor Gilligan

Be it resolved that Council approve the minutes of the following meeting(s):

- April 21, 2020 Council (Electronic); and
- April 30, 2020 Special Council (Electronic).

CARRIED

9. RECOMMENDATIONS FROM STANDING COMMITTEES

9.a ADMIN 11-20 Enterprise Software System

Moved by Councillor Clark
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Council receive Report ADMIN 11-20, for information

CARRIED
9.b OPER 08-20 Operations General Update

Moved by Councillor Van Egmond
Seconded by Deputy Mayor Arthur

BE IT RESOLVED THAT Council receive Report OPER 08-20, for information

CARRIED

9.c CLERKS 04-20 Closed Meeting Protocol

Moved by Councillor Clark
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Council receive Report CLERKS 04-20, for information; and

THAT Council approve the Closed Meeting Protocol.

CARRIED

9.d TREA 15-20 Tax Rate By-Law Report

Moved by Deputy Mayor Arthur
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Council receive Report TREA 15-20, for information; and

THAT Council approve the Final Tax Rate By-Law.

CARRIED

9.e TREA 16-20 2019-2020 Funding Agreement Re: Gas Tax for Public Transportation

Moved by Councillor Gilligan
Seconded by Councillor Clark

BE IT RESOLVED THAT Council receive Report TREA 16-20, for information; and
THAT Council authorize the Mayor and Clerk to enter into an agreement and sign the required letter of agreement, for the 2019/2020 Dedicated Gas Tax Funds for Public Transportation Program through the Ministry of Transportation for public transportation.

CARRIED

9.f PLAN 17-20 Planning Application During COVID-19

Moved by Councillor Van Egmond
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Council receive Report PLAN-17-20, for information; and
THAT Council direct staff to proceed with processing of applications, filed under the Planning Act, in accordance with the recommended approach, including:

1. Public Meetings/Committee of Adjustment Hearings under the Planning Act, will be held, using virtual Public Meeting protocols;

2. Approval of applications and issuance of Notices of Decision and Notices of Passing, by Council where there are not concerns expressed by members of the public or commenting agencies;

3. Issuance of a second notice for each decision made, once the Emergency Orders are lifted;

4. Applications for which there are concerns expressed will be placed on hold, until after the Emergency Orders are lifted;

5. Pre-consultation meetings will be held using ZOOM or teleconference; and

6. Commissioning of Applications can be facilitated with the Clerk or Deputy Clerk, using ZOOM.

CARRIED

9.g PLAN 18-20 Amendment to Site Plan Control By-Law
Moved by Deputy Mayor Arthur
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Council receive Report PLAN-18-20, for information; and
THAT Council approve the By-law to amend Township of Cramahe By-law No. 07-113, being a Bylaw to establish a site plan control area within the Township of Cramahe, be amended to specifically include cannabis production and processing in Section 4 and to specifically exclude cannabis production and processing in Section 5(d).

CARRIED

9.h PLAN 19-20 Cramahe Industrial Park North

Moved by Councillor Clark
Seconded by Deputy Mayor Arthur

BE IT RESOLVED THAT Council receive Report PLAN 19-20, for information.

CARRIED

9.i MOTION ARISING RE: EVENTS

Moved by Deputy Mayor Arthur
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Council direct staff to cancel any scheduled events within the Township of Cramahe up to and inclusive of Labour Day Weekend.

CARRIED

10. REPORTS OF MUNICIPAL OFFICERS

10.a PW 02-20 Little Lake Pit Aggregate Extraction Tender Results

Moved by Councillor Gilligan
Seconded by Councillor Van Egmond
BE IT RESOLVED THAT Council receive Report No. PW 02-20; for information; and

THAT Council authorize staff to award Tender No. 2020-02 for Little Lake Pit Aggregate Extraction to Finley Construction Ltd. totaling $149,968.80, applicable taxes included and,

THAT Tender No. 2020-02 for Little Lake Pit Aggregate Extraction is funded from the Capital Budget as per the approved Issue Paper RDS-20-04 – Little Lake Pit Aggregate and Rehabilitation.

CARRIED

10.b PW 01-20 Road Construction and Rehabilitation Tender Results

Deputy Mayor Arthur declared a conflict on this item. (Operations Report 01-20 - Deputy Mayor Arthur's son is an employee for one of the companies that bid on the tender.)

Moved by Councillor Gilligan
Seconded by Councillor Clark

BE IT RESOLVED THAT Council receive Report No. PW 01-20; for information; and

THAT Council authorize staff to award Tender No. 2020-01 for Road Construction and Rehabilitation to Tim Donaldson Excavating Ltd. totaling $268,728.83, applicable taxes included; and

THAT Tender No. 2020-01 for Road Construction and Rehabilitation is funded from the Operating budget as per the approved Issue Paper CON-20-01 – Road Construction.

CARRIED

11. BY-LAWS

11.a 2020-44 Tax Rate By-Law
Moved by Councillor Van Egmond
Seconded by Councillor Clark

BE IT RESOLVED THAT Council approve By-Law 2020-44 being a By-law to provide for the adoption of rates and to further provide for penalty and interest in default of payment for the year 2020, being read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed and entered into the By-Law book.

CARRIED

12. MOTIONS TO RECEIVE COUNCIL INFORMATION PACKAGE

Moved by Councillor Gilligan
Seconded by Councillor Clark

BE IT RESOLVED THAT Council receive the Council Information Package dated May 14, 2020, for information.

CARRIED

13. MOTIONS ARISING FROM COUNCIL INFORMATION PACKAGE

None.

14. OPEN FORUM

Members of the public have three (3) minutes to ask general questions and are not to enter into debate. Please state your name and address for the records. Each member may only speak once.

G. Koehl, Grafton, raised concerns over ATV's and squatters around Feeney Road.

15. COUNTY REPORT

Northumberland County Council Agendas

16. CLOSED MEETING (IF REQUIRED)

Moved by Councillor Van Egmond
Seconded by Councillor Clark
BE IT RESOLVED THAT Council move into closed session at 6:45PM to discuss personal items regarding an identifiable individual (Verbal Update from CAO/Treasurer A. McNichol); and THAT CAO/Treasurer A. McNichol and Clerk J. Hyde remain in attendance.

CARRIED

17. RESOLUTION COMING OUT OF CLOSED

Moved by Councillor Clark
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Council come out of closed session at 7:48PM.

CARRIED

Moved by Councillor Van Egmond
Seconded by Councillor Clark

BE IT RESOLVED THAT Council receive the verbal update provided by CAO/Treasurer A. McNichol regarding matters about identifiable individual(s); and THAT Council direct the CAO/Treasurer to proceed as discussed in closed session regarding communication to the staff(s); and THAT Council direct the CAO/Treasurer to proceed as discussed in closed session regarding communication to staff about the engagement survey.

CARRIED

18. CONFIRMING BY-LAW

Moved by Councillor Clark
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Council approve By-law 2020-46, being a By-law to confirm the proceedings of the Corporation of the Township of Cramahe Council Meeting held on May 19, 2020, be read a first,
second and third time, finally passed, signed by the Mayor and the Clerk, sealed and entered into the By-law book.

CARRIED

19. ADJOURNMENT

BE IT RESOLVED THAT Council adjourn the meeting at 7:49PM.

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Mayor

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Clerk