Township of Cramahe Special Council Meeting
Agenda

Date: Tuesday, June 9, 2020, 12:45 p.m.
Location: Virtual Meeting

1. MEETING DETAILS
   Meeting ID: 868 0065 9284
   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.
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.

5. CONFIRMATION OF AGENDA

BE IT RESOLVED THAT Council approve the agenda, as presented.

6. DECLARATION OF PECUNIARY INTEREST

Members can declare now or at any time during the meeting.

7. REPORTS OF MUNICIPAL OFFICERS

7.a Little Lake Beach Access Due to COVID-19 Restrictions, REC-03-20

BE IT RESOLVED THAT Council receive Report REC-03-20 for information; and

THAT Council authorize staff to fence the Little Lake park and beach area in order to support the Provinces physical distancing rules.
7.b  **Articulating Wheeled Loader Tender Results, PW-04-20**

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

THAT Council authorize staff to award Tender No. 2020-04 for One Articulating Wheeled Loader to Strongco Corp. totaling $177,062.40, applicable taxes included, and

THAT Tender No. 2020-04 is funded from the Capital budget as per the approved Issue Paper RDS-20-02 – Replacement Wheeled Loader.

8. **BY-LAWS**

None.

9. **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.

10. **CLOSED MEETING (IF REQUIRED)**

BE IT RESOLVED THAT Council move into closed session at TIME to discuss matters about an identifiable individual(s) (ADMIN-02-20); and

THAT CAO/Treasurer A. McNichol, Deputy Clerk H. Grant, and Clerk J. Hyde remain in attendance.

BE IT RESOLVED THAT Council come out of closed session at TIME.

10.a  **Fire Department Update, ADMIN-02-20**

11. **CONFIRMING BY-LAW**

BE IT RESOLVED THAT Council approve By-law 2020-50, being a By-law to confirm the proceedings of the Corporation of the Township of Cramahe Special Council Meeting held on June 9th, 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.

12. **ADJOURNMENT**

BE IT RESOLVED THAT Council adjourn the meeting at TIME.
Meeting: Special Council Meeting

Date: June 9, 2020

Report No.: REC-03-20

RESOLUTION NO:_______ BY-LAW NO: __________

Subject: Little Lake Beach Access Due to COVID-19 Restrictions

Recommendation(s):
BE IT RESOLVED THAT Council receive Report REC-03-20 for information; and

THAT Council authorize staff to fence the Little Lake park and beach area in order to support the Provinces physical distancing rules.

Background:

Little Lake Beach is a publically accessed park and beach area that is heavily used during the summer months.

Due to the COVID-19 Pandemic the Provincial government has issued physical distancing rules.

Staff has tried putting up signs and caution tape at Little Lake Beach to warn users of the physical distancing rules and the OPP has also tried to disperse users as well. Staff and local residence have witnessed users not abiding by the physical distancing rules at the beach and in the park. As well users are removing the signs and caution tape from the beach and park areas.

Staff has received numerous complaints from local residence regarding users disrespecting the physical distancing rules and has concerns over their own safety.
Staff Comments:
Staff recommends installing a physical barrier such as fencing to close the park and beach area due to users not following the Provinces physical distancing rules.

Financial Implications:
Approximately $700 for set-up and take down.
Approximately $250/month rental fee.

Concluding Comments:
Staff recommends fencing the Little Lake park and beach area in order to support the Provinces physical distancing rules.

Submitted by: ______________________
Jeff Hoskin, Manager of Parks, Recreation and Facilities

Reviewed by: ______________________
Arryn McNichol, CAO/Treasurer
Report Approval Details

<table>
<thead>
<tr>
<th>Document Title:</th>
<th>Little Lake Beach Access.docx</th>
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<tbody>
<tr>
<td>Attachments:</td>
<td></td>
</tr>
<tr>
<td>Final Approval Date:</td>
<td>Jun 5, 2020</td>
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This report and all of its attachments were approved and signed as outlined below:

ARRYN MCNICHOL - Jun 5, 2020 - 11:47 AM
Subject: Articulating Wheeled Loader Tender Results

Recommendation(s):
BE IT RESOLVED THAT Council receive Report PW 04-20, for information; and

THAT Council authorize staff to award Tender No. 2020-04 for One Articulating Wheeled Loader to Strongco Corp. totaling $177,062.40, applicable taxes included, and

THAT Tender No. 2020-04 is funded from the Capital budget as per the approved Issue Paper RDS-20-02 – Replacement Wheeled Loader.

Background:
Staff prepared Issue Paper RDS-20-02 Replacement Wheeled Loader which was approved by Council for the 2020 budget.

Staff prepared Tender # 2020-04 – Articulating Wheeled Loader which was publically advertised on May 8th and closed on May 29, 2020.

Tender Results:
Eight bids were received which are as follows:

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Net Price</th>
<th>Scoring Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strongco Corp.</td>
<td>$174,000</td>
<td>92</td>
</tr>
<tr>
<td>TriCity Equipment – 2018 Cat 930K</td>
<td>$175,000</td>
<td>63</td>
</tr>
<tr>
<td>TriCity Equipment – 2017 Cat 930K</td>
<td>$170,000</td>
<td>60</td>
</tr>
</tbody>
</table>
TriCity Equipment – Komatsu  $158,000  58
Bob Mark New Holland  $158,800  90
John’s Equipment Sales and Service  $185,345  63
Anderson Equipment Sales  $137,600  58
Toromont CAT  $189,000  63

**Staff Comments:**
Staff designed Tender No. 2020-04 which included a maximum budget amount of $175,000 + HST and a scoring matrix which consisted of the following categories and point system.

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Condition</td>
<td>20</td>
</tr>
<tr>
<td>Hours</td>
<td>20</td>
</tr>
<tr>
<td>Year</td>
<td>15</td>
</tr>
<tr>
<td>Local Part and Service</td>
<td>10</td>
</tr>
<tr>
<td>Warranty</td>
<td>5</td>
</tr>
<tr>
<td>Options</td>
<td>5</td>
</tr>
<tr>
<td>Price</td>
<td><strong>25 points</strong></td>
</tr>
<tr>
<td>Total</td>
<td>100</td>
</tr>
</tbody>
</table>

These conditions in the tender allowed for a transparent and fair bidding process for all proponents.

Each tender was independently evaluated by two staff members and the points recorded in a scoring matrix. Each staff member’s scores were averaged to make one score for each category.

The bidder with the highest score was Stronco Corp. who proposed a 2019 Case 261G Articulating Wheeled Loader with 350 hours and many positive attributes. This unit is the new version of the existing unit owned by the Municipality.

**Financial Implications:**
Capital budgeted amount for Wheeled Loader: $175,000 + HST. Total cost of tendered unit: $174,000 + applicable taxes

**Recommendation:**
It is therefore recommended by staff that Council authorize staff to award Tender No. 2020-04 for one Articulating Wheeled Loader to Stronco Corp. for $174,000 + applicable taxes totaling $177,062.40 and that it is funded from the Capital budget.

Submitted by: ____________________________
Jeff Hoskin, Manager of Facilities, Parks & Recreation

Reviewed by: _____________________________
Arryn McNichol, CAO/Treasurer
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This report and all of its attachments were approved and signed as outlined below:

ARRYN McNICHOL - Jun 5, 2020 - 11:44 AM
THE CORPORATION OF THE TOWNSHIP OF CRAMAHE

BY-LAW NO. 2020-50

being a By-law to Confirm the proceedings of the Corporation of the Township of Cramahe Special Council Meeting (Electronic) held Tuesday June 9th, 2020

Whereas the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 5 (3), provides that the jurisdiction of every Council is confined to the municipality that it represents, and its powers shall be exercised by by-law; and

Whereas Bill 187 – The Municipal Emergency Act, 2020, allows for electronic participation during a local or provincial Declaration of Emergency; and

Whereas the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 130 provides that every Council may pass such by-laws and make such regulations for the health, safety and well-being of the inhabitants of the municipality in matters not specifically provided for by this Act and for governing the conduct of its members as may be deemed expedient and are not contrary to law,

Now therefore be it resolved that the Council of the Corporation of the Township of Cramahe hereby enacts as follows:

1. That the action of the Council at its special meeting held on June 9th, 2020 in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law; and

2. That the Mayor and the proper officers of the Township are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents; and

3. That this by-law, to the extent to which it provides authority for or constitutes the exercise by the Council of its power to proceed with, or to provide any money for, any undertaking work, project, scheme, act, matter or thing referred to in subsection 65 (1) of the Local Planning Appeal Tribunal Act, 2017, S.O. 2017 Chapter 23, shall not take effect until the approval of the Local Planning Appeals Tribunal with respect thereto, required under such subsection, has been obtained; and
4. That any acquisition or purchase of land or of an interest in land pursuant to this by-law or pursuant to an option or agreement authorized by this by-law, is conditional on compliance with Environmental Assessment Act, R.S.O. 1990, Chapter E.18.

Read a first, second and third time, finally passed this 9th day of June 2020.

_____________________________
Mandy Martin, Mayor

_____________________________
Joanne Hyde, Clerk