



**Township of Cramahe Committee of the Whole
Minutes**

April 13, 2021, 6:00 p.m.

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

Members Absent: Library CEO, M. Norton-Stack

Staff Present: CAO/Treasurer, A. McNichol
Clerk J. Hyde
Deputy Clerk H. Grant
Manager Parks, Recreation, and Facilities, J. Hoskin
Manager, Planning & Development, H. Sadler
Manager of Public Works & Environmental Services, D. MacPherson
BARB WALDRON
Melissa Rizzo

1. MEETING DETAILS

Join Zoom Meeting: <https://us02web.zoom.us/j/88310868802>

Meeting ID: 883 1086 8802

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

2. CALL TO ORDER

As we gather, we would like to formally recognize the traditional keepers of this land and, specifically, our neighbors of the Alderville First Nation, with a formal territorial acknowledgement. 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.

5. STATUTORY PUBLIC MEETINGS (IF REQUIRED)

None.

6. CONFIRMATION OF AGENDA

Moved by Deputy Mayor Arthur
Seconded by Councillor Van Egmond

Be it resolved that the agenda for the April 13th, 2021 Committee of the Whole meeting be approved, as presented.

CARRIED

7. DECLARATION OF PECUNIARY INTEREST

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

8. DELEGATIONS/PRESENTATIONS

8.a MPP David Piccini re: 2021 Ontario's 2021 Budget

Moved by Councillor Clark
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole receive the verbal update from MPP David Piccini regarding the 2021 Ontario's 2021 Budget, for information.

CARRIED

8.b Hwy 401 Planning Study from Colborne to Brighton - Preliminary Design and Class EA Study

Moved by Councillor Clark
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole receive the Hwy 401 Planning Study from Colborne to Brighton - Preliminary Design and Class EA Study presentation, for information.

CARRIED

9. COMMUNITY SERVICES

9.a REPORTS OF MUNICIPAL OFFICERS, ADMIN-04-21

Moved by Councillor Gilligan
Seconded by Deputy Mayor Arthur

BE IT RESOLVED THAT receive Report ADMIN-04-21 for information; and

THAT Committee of the Whole recommend to Council the approval of the Terms of Reference for the Structure & Function of Multi-Workplace Joint Health and Safety Committee. Once approved, it will be forwarded to the Ministry of Labour for their approval.

CARRIED

9.a.a 2021-07 Tender Results 4500 Scott Air Pack Cylinders, FIRE-02-21

Moved by Councillor Van Egmond

Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole receive Report FIRE-02-21 for information; and

THAT Committee of the Whole recommend to Council that Tender 2021-07 be awarded to M&L Supply Fire & Safety for the sum of \$47,625.00 plus HST

CARRIED

9.a.b Office of the Fire Marshal 2020/2021 Ontario Fire Safety Grant Application, FIRE-03-21

Moved by Deputy Mayor Arthur

Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Committee of the Whole receive Report FIRE-03-21 for information; and

THAT Committee of the Whole recommend to Council that the Ontario Fire Safety Grant of \$6,100.00 eligible to the Township of Cramahe be approved as outlined in this report.

CARRIED

9.a.c Municipal Approval Request – Castleton General Store, CLERKS-03-21

Moved by Councillor Clark

Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Committee of the Whole receive Report CLERKS-03-21, for information; and

That Committee of the Whole recommend to Council the approval to authorize the Castleton General Store at 1768 Percy Street, Castleton to sell beverage alcohol on Family Day, Victoria Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day and Boxing Day.

CARRIED

9.a.d Department Update, CLERKS-02-21

Moved by Deputy Mayor Arthur

Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole receive Report CLERKS-02-21 for information.

CARRIED

9.a.e Tender 2021-02 for Professional Services to Operate the Colborne Water Supply and Distribution System Results, PW-05-21

Moved by Councillor Gilligan

Seconded by Deputy Mayor Arthur

BE IT RESOLVED THAT Committee of the Whole receive the Tender 2021-02 for Professional Services to Operate the Colborne Water Supply and Distribution System Results Report for information; and

THAT Committee of the Whole recommend to Council that Tender 2021-02 be awarded to Aquatech Canadian Water Services Inc. for annual cost of \$243,444.00 plus HST.

THAT Committee of the Whole recommend to Council that the Mayor and Clerk to enter into a five-year agreement with Aquatech Canadian Water Services Inc. to operate, maintain and provide related services for the Township of Cramahe water supply and distribution system.

CARRIED

9.a.f Prospect Community Church, REC-10-21

Moved by Councillor Clark

Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole receive Report REC-10-21 for information; and

THAT Committee of the Whole recommend to Council that Council approve the Free Facility Request from Prospect Community Church for the use of Victoria Square as noted in the application.

CARRIED

9.b VERBAL UPDATES FROM INFRASTRUCTURE CHAMPION

Moved by Councillor Van Egmond

Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole receive verbal update from the Infrastructure Champion, Mayor Martin, for information.

CARRIED

9.c VERBAL UPDATES FROM GOVERNANCE CHAMPION

Moved by Councillor Van Egmond

Seconded by Councillor Clark

BE IT RESOLVED THAT Committee of the Whole receive verbal update from the Governance Champion, Deputy Mayor Arthur, for information.

CARRIED

9.d VERBAL UPDATES FROM PARKS & REC CHAMPION

Moved by Deputy Mayor Arthur

Seconded by Councillor Clark

BE IT RESOLVED THAT Committee of the Whole receive verbal update from the Parks & Rec Champion, Councillor Ed Van Egmond, for information.

CARRIED

9.e VERBAL UPDATES FROM PROTECTION SERVICES CHAMPION

Moved by Councillor Clark

Seconded by Deputy Mayor Arthur

BE IT RESOLVED THAT Committee of the Whole receive verbal update from the Protection Services Champion, Councillor Gilligan, for information.

CARRIED

9.f VERBAL UPDATES FROM PLANNING AND DEVELOPMENT CHAMPION

Moved by Councillor Van Egmond

Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole receive verbal update from the Planning and Development Champion, Councillor Clark, for information.

CARRIED

10. FINANCE

10.a REPORTS OF MUNICIPAL OFFICERS

10.a.a 2021 Tax Rate by-Law, FIN-18-21

Moved by Deputy Mayor Arthur
Seconded by Councillor Clark

BE IT RESOLVED THAT Committee of the Whole receive Report FIN-18-21 for information; and

THAT Committee of the Whole recommend to Council that the 2021 Tax Rate By-Law be prepared for consideration at the April 20th, 2021 meeting.

CARRIED

11. PLANNING & DEVELOPMENT

11.a REPORTS OF MUNICIPAL OFFICERS

11.a.a Building Permit Fee Report- Post Public Meeting, Plan- 23-21

Moved by

BE IT RESOLVED THAT Committee of the Whole recommend to Council the reconsideration of Resolution No. 2021-085

11.a.b Cramahe Industrial Park North Guide to Development, PLAN-22-21

Moved by Deputy Mayor Arthur
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole receive Report PLA-22-21 for information; and

THAT Committee of the Whole recommend that Council approve the Guide for release to the General Public, subject to including the appraised value in the Guide.

CARRIED

11.a.c Foxtail Ridge Subdivision - Phase 2 Final Approval, PLAN-14-21

Moved by Councillor Clark

Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole receive Report PLAN-14-21 for information; and

THAT Committee of the Whole recommend to Council that the Mayor and Clerk be authorized by By-law to sign the Subdivision Agreement between 1961059 ONTARIO Inc., once the Agreement is finalized by Solicitor.

CARRIED

12. 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.

Len Patterson, Colborne - Awarding of Tender 2021-02 and Fire Department grant clarification on equipment.

Moved by Councillor Van Egmond

Seconded by Councillor Gilligan

BE IT RESOLVED THAT Committee of the Whole proceed past 9:00p.m.

CARRIED

13. CLOSED MEETING (IF REQUIRED)

Moved by Deputy Mayor Arthur

Seconded by Councillor Gilligan

Be it resolved that Committee of the Whole move into closed session at 8:27 p.m. to discuss personal items regarding an identifiable individual - Interim Clerk (ADMIN report to follow from CAO/Treasurer A. McNichol); and

That CAO/Treasurer A. McNichol, remain in attendance.

CARRIED

Moved by Deputy Mayor Arthur
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Council come out of closed session at 9:09 p.m.

CARRIED

Moved by Councillor Gilligan
Seconded by Councillor Clark

THAT Report ADMIN-05-21 be received for information; and

THAT Committee of Whole recommend to Council that Holly Grant be appointed as Interim Municipal Clerk effective April 25th, 2021 for a period of 2 months; and

THAT Committee of the Whole recommend to Council Mellissa Rizzo, Temporary Part Time Records Clerk, move to a Contract Full Time Administrative Assistant effective April 26th, 2021 for a period of 2 months; and

THAT Committee of the Whole recommend to Council that the CAO be directed to bring a report back to Council regarding the future structure of the Clerks Department to the June 22nd, 2021 Council meeting.

CARRIED

14. ADJOURNMENT

Moved by Councillor Van Egmond
Seconded by Councillor Gilligan

Be it resolved that the Committee adjourn the meeting at 9:11p.m.

CARRIED

Mayor

Clerk