Township of Cramahe Committee of the Whole
Minutes

July 21, 2020, 6:00 p.m.

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

Members Absent:  Councillor Gilligan

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
               Fire Chief T. Burgess
               Manager of Public Works & Environmental Services, D. MacPherson

1.  MEETING DETAILS
   Join Zoom Meeting: https://us02web.zoom.us/j/86260616281
   https://us02web.zoom.us/j/86260616281
   Meeting ID: 862 6061 6281
   Dial In: 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 6:02 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.

None.

5. Statutory Public Meetings (If Required)

None.

6. Confirmation of Agenda
Moved by Councillor Van Egmond  
Seconded by Deputy Mayor Arthur  

Be it resolved that the agenda for the July 21, 2020 Committee of the Whole meeting be approved, as amended.  

CARRIED  

7. DECLARATION OF PECUNIARY INTEREST  
Members can declare now or at any time during the meeting.  
None.  

8. DELEGATIONS/PRESENTATIONS  
8.a Terry Gervais, Fire Services Executive, The Loomex Group regarding the Township of Cramahe, Fire Services Review - Update  

Moved by Deputy Mayor Arthur  
Seconded by Councillor Van Egmond  

Be it resolved that Committee of the Whole receive the delegation by Terry Gervais, Fire Services Executive, The Loomex Group, regarding the Township of Cramahe, Fire Services Review, for information.  

CARRIED  

9. COMMUNITY SERVICES  
9.a REPORTS OF MUNICIPAL OFFICERS  
9.a.a Little Lake Beach – Open or Close, REC-07-20  

Moved by Councillor Van Egmond  
Seconded by Councillor Clark  

BE IT RESOLVED THAT Committee of the Whole receive Report REC-07-20 for information; and  

THAT Committee of the Whole recommend to Council the approval of Option ______.
Amendment:
Moved by Councillor Clark
Seconded by Deputy Mayor Arthur

THAT the second clause be removed; and

That Committee of the Whole recommend to Council that staff be directed to proceed with the status quo until Labour Day Weekend.

CARRIED

9.a.b Parks and Recreation Advisory Committee – Terms of Reference, REC-06-20

Moved by Deputy Mayor Arthur
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Committee of the Whole receive Report REC-06-20 for information; and

THAT Committee of the Whole recommend to Council the approval of the Parks and Recreation Advisory Committee Terms of Reference, as Presented.

CARRIED

9.a.c Our Cramahe Engagement Charter, CLERKS-11-20

Moved by Councillor Van Egmond
Seconded by Councillor Clark

BE IT RESOLVED THAT Committee of the Whole receive Report CLERKS 11-20 for information; and

THAT Committee of the Whole recommends to Council the adoption of the Our Cramahe Engagement Charter, as presented.

CARRIED

9.a.d Health and Safety COVID-19 Update, REC-08-20
Moved by Councillor Clark
Seconded by Deputy Mayor Arthur

BE IT RESOLVED THAT Committee of the Whole receive Report REC-08-20 for information; and

THAT Committee of the Whole recommend to Council the approval of General Housekeeping Policy, Hand Washing Policy, Preventing COVID-19 in the Workplace Policy, Workplace Disinfection Policy, Infection and Disease Control Policy and Responding to COVID-19 in the Workplace Policy.

CARRIED

9.a.e Fire Advisory Committee Terms of Reference, FIRE 01-20

Moved by Councillor Van Egmond
Seconded by Councillor Clark

BE IT RESOLVED THAT the Committee of the Whole receive Report FIRE 01-20 for information; and

THAT the Committee of the Whole recommend to Council the approval of the Terms of Reference for the Fire Advisory Committee.

CARRIED

9.a.f 2019-2022 Strategic Plan, ADMIN-06-20

Moved by Deputy Mayor Arthur
Seconded by Councillor Clark

BE IT RESOLVED THAT Committee of the Whole receive Report ADMIN-06-20, for information; and

THAT Committee of the Whole recommend to Council that the 2019-2022 Strategic Plan as presented be approved; and
THAT the status of the priorities outlined in the 2019-2022 Strategic Plan be communicated to Council, at a minimum, on a yearly basis; and

THAT these priorities be utilized by staff in the development of the annual operating and capital budgets and other township planning documents.

CARRIED

9.a.g Facilities - COVID-19 Update, REC-09-20

Moved by Councillor Clark
Seconded by Deputy Mayor Arthur

BE IT RESOLVED THAT Committee of the Whole receive Report REC-09-20 for information.

CARRIED

9.b UPDATES FROM PLANNING & DEVELOPMENT CHAMPION

Moved by Councillor Van Egmond
Seconded by Deputy Mayor Arthur

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

CARRIED

9.c UPDATES FROM INFRASTRUCTURE CHAMPION

Moved by Deputy Mayor Arthur
Seconded by Councillor Clark

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

CARRIED
9.d **UPDATES FROM PARKS AND RECREATION CHAMPION**

*Moved by* Councillor Clark  
*Seconded by* Councillor Van Egmond

BE IT RESOLVED THAT Committee of the Whole receive the update from the Parks and Recreation Champion, Councillor Van Egmond, for information.

CARRIED

9.e **UPDATES FROM GOVERNANCE CHAMPION**

*Moved by* Councillor Van Egmond  
*Seconded by* Councillor Clark

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

CARRIED

10. **FINANCE**

10.a **REPORTS OF MUNICIPAL OFFICERS**

10.a.a **COVID-19 Financial Report, FIN-02-20**

*Moved by* Deputy Mayor Arthur  
*Seconded by* Councillor Van Egmond

BE IT RESOLVED THAT Committee of the Whole receive Report FIN-02-20 for information.

CARRIED

11. **PLANNING & DEVELOPMENT**

11.a **REPORTS OF MUNICIPAL OFFICERS**

11.a.a **Aggregate Resources Official Plan Amendment – Request for Second Public Meeting, PLAN-11-20**
Moved by Deputy Mayor Arthur
Seconded by Councillor Clark

BE IT RESOLVED THAT Committee of the Whole receive Report PLAN-11-20 for information; and

THAT Committee of the Whole recommend to Council That a second Public Meeting be scheduled to encourage further public review and input.

CARRIED

11.a.b Proposal to Construct a Gazebo at Castleton Town Hall, PLAN-15-20

Moved by Councillor Van Egmond
Seconded by Councillor Clark

BE IT RESOLVED THAT Committee of the Whole receive Report PLAN-15-20 for information.

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.

G. Koehl, Grafton inquired about letstalkcramahe.ca and the availability of responses to the public. The Clerk advised that all responses will be generated in a report and published through the Council Information Package on a monthly basis to remain open and transparent in allowing all members of council, the public and staff to view.

13. COUNTY UPDATE

14. CLOSED MEETING (IF REQUIRED)

Moved by Councillor Van Egmond
Seconded by Councillor Clark
**Be it resolved** that Committee of the Whole move into closed session at 7:55 p.m. to discuss matters about an identifiable individual; and

**That** CAO/Treasurer A. McNichol, Deputy Clerk, H. Grant, Fire Department Consultant, B. Greatrix, and Clerk J. Hyde remain in attendance.

CARRIED

**Moved by** Councillor Van Egmond  
**Seconded by** Councillor Clark

BE IT RESOLVED THAT Committee of the Whole move past the 3 hour time limit to extend the meeting beyond 9PM.

CARRIED

**Moved by** Councillor Van Egmond  
**Seconded by** Deputy Mayor Arthur

BE IT RESOLVED THAT Committee of the Whole come out of closed session at 9:41PM.

CARRIED

**Moved by** Councillor Van Egmond  
**Seconded by** Councillor Clark

BE IT RESOLVED THAT Committee of the Whole receive the verbal update provided by B. Greatrix, Fire Department Consultant, for information; and

THAT Committee of the Whole recommend to Council that the CAO be directed to proceed as discussed in closed session.

CARRIED

15. **ADJOURNMENT**

**Moved by** Councillor Van Egmond  
**Seconded by** Councillor Clark
Be it resolved that the Committee adjourn the meeting at 9:45 p.m.

CARRIED

_________________________  
Mayor

_________________________  
Clerk