Township of Cramahe Council Meeting

Minutes

July 28, 2020, 6:00 p.m.

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

Members Absent:    Manager of Public Works & Environmental Services, D. MacPherson

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

1. **MEETING DETAILS**
   
   Meeting ID: 810 6515 2964
   Dial by your location: 1 647 558 0588 / 1 647 374 4685

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 6:03 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 inquired about the timing of the Secondary Plan within the Strategic Plan. H. Sadler provided an update.

L. Paterson, Colborne asked for further clarification on the Committee and Champion system. J. Hyde provided clarification.

5. **CONFIRMATION OF AGENDA**
Resolution No. Resolution No. 2020-234  
Moved by Councillor Gilligan  
Seconded by Councillor Van Egmond  

Be it resolved that Council approve the agenda, as amended to defer PW-05-2020 to the Special Council Meeting on July 31, 2020.

CARRIED

6. DECLARATION OF PECUNIARY INTEREST

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

None.

7. DELEGATIONS/PRESENTATIONS

None.

8. ADOPTION OF MINUTES

Resolution No. Resolution No. 2020-235  
Moved by Deputy Mayor Arthur  
Seconded by Councillor Van Egmond  

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

- June 23, 2020 Council Meeting
- July 2, 2020 Special Council Meeting; and
- July 2, 2020 Special Council Meeting (Closed).

CARRIED

9. RECOMMENDATIONS FROM STANDING COMMITTEES

9.a Little Lake Beach - Open or Close, REC-07-20

Resolution No. Resolution No. 2020-236  
Moved by Deputy Mayor Arthur  
Seconded by Councillor Clark  

BE IT RESOLVED THAT Council receive Report REC-07-20 for information; and
THAT Council direct staff to proceed with the status quo until Labour Day Weekend.

CARRIED

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

Resolution No. Resolution No. 2020-237
Moved by Councillor Clark
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Council receive Report REC-06-20 for information; and
THAT Council approve the Parks and Recreation Advisory Committee Terms of Reference, as presented.

CARRIED

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

Resolution No. Resolution No. 2020-238
Moved by Councillor Van Egmond
Seconded by Councillor Clark

BE IT RESOLVED THAT Council receive Report CLERKS 11-20 for information; and
THAT Council approve the adoption of the Our Cramahe Engagement Charter, as presented.

CARRIED

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

Resolution No. Resolution No. 2020-239
Moved by Deputy Mayor Arthur
Seconded by Councillor Clark

BE IT RESOLVED THAT the Council receive Report FIRE 01-20 for information; and
THAT Council approve the Terms of Reference for Fire Advisory Committee.
9.e 2019-2022 Strategic Plan, ADMIN-06-20

Resolution No. Resolution No. 2020-240
Moved by Councillor Van Egmond
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Council receive Report ADMIN-06-20, for information; and
THAT Council approve the 2019-2022 Strategic Plan as presented; 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.f Facilities - COVID-19 Update, REC-09-20

Resolution No. Resolution No. 2020-241
Moved by Deputy Mayor Arthur
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Council receive Report REC-09-20 for information.

CARRIED

9.g COVID-19 Financial Report, FIN-02-20

Resolution No. Resolution No. 2020-242
Moved by Councillor Van Egmond
Seconded by Councillor Gilligan

BE IT RESOLVED THAT Council receive Report FIN-02-20 for information.
9.h  Aggregate Resources Official Plan Amendment– Request for Second Public Meeting, PLAN-11-20

Resolution No. Resolution No. 2020-243
Moved by Councillor Clark
Seconded by Councillor Van Egmond

BE IT RESOLVED THAT Council receive Report PLAN-11-20 for information; and THAT Council approve a second Public Meeting be scheduled to encourage further public review and input.

CARRIED

9.i  Proposal to Construct a Gazebo at Castleton Town Hall, PLAN-15-20

Resolution No. Resolution No. 2020-244
Moved by Councillor Van Egmond
Seconded by Councillor Gilligan


CARRIED

9.j  Update from B. Greatrix, Fire Department Consultant (CoW July 21, 2020)

Resolution No. Resolution No. 2020-245
Moved by Councillor Van Egmond
Seconded by Deputy Mayor Arthur

BE IT RESOLVED THAT Council direct the CAO to proceed as discussed in the Committee of the Whole July 21, 2020 closed session.

CARRIED

10. REPORTS OF MUNICIPAL OFFICERS
10.a LUSI Update Agreement, PW-05-2020

To be deferred to July 31, 2020 Special Council Meeting

10.b Health and Safety COVID-19 Update, REC-08-20

Resolution No. Resolution No. 2020-246
Moved by Deputy Mayor Arthur
Seconded by Councillor Clark

BE IT RESOLVED THAT Council receive Report REC-08-20, as amended, for information; and

THAT Council approve the 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; and

THAT the General Housekeeping Policy be updated to include the recommendations from the Ministry of Labour visit on Wednesday July 22, 2020 to request that staff are responsible for cleaning up after themselves.

CARRIED

11. BY-LAWS

11.a BY-LAW 2020-58, AMENDING BY-LAW 07-31, FOR THE REGULATION OF TRAFFIC IN THE TOWNSHIP OF CRAMAHE

Resolution No. Resolution No. 2020-247
Moved by Councillor Gilligan
Seconded by Councillor Clark

BE IT RESOLVED THAT Council approve By-Law 2020-58, being a by-law to Amend 07-31, for the Regulation of Traffic In The Township Of Cramahe, 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
12. **MOTIONS TO RECEIVE COUNCIL INFORMATION PACKAGE**

   **Resolution No. Resolution No. 2020-248**
   **Moved by** Councillor Clark  
   **Seconded by** Councillor Gilligan

   **Be it resolved** that Council receive the Council Information Package dated July 23, 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.

   N. Hamilton, Northumberland News, Media requested clarification on Little Lake Beach and the two options presented to Council.

   G. Koehl, Grafton asked about the Speed Zone By-law and the accident on Telephone Rd.

15. **COUNTY REPORT**

   15.a **Media Release**

       re. New Council governance structure to be introduced in 2021

   **Resolution No. Resolution No. 2020-249**
   **Moved by** Councillor Clark  
   **Seconded by** Deputy Mayor Arthur

   **BE IT RESOLVED THAT** Council receive for information.

   **CARRIED**

16. **CLOSED MEETING (IF REQUIRED)**
Resolution No. Resolution No. 2020-250
Moved by Deputy Mayor Arthur
Seconded by Councillor Clark

BE IT RESOLVED THAT the correspondence dated July 28, 2020 re. Committee of the Whole Direction be deferred to the August 2020 meeting.

CARRIED

16.a Approval of Closed Session Minutes
16.b Correspondence dated July 28, 2020 re Committee of the Whole Direction

17. CONFIRMING BY-LAW
Resolution No. Resolution No. 2020-251
Moved by Deputy Mayor Arthur
Seconded by Councillor Clark

Be it resolved that Council approve By-law 2020-59, being a By-law to confirm the proceedings of the Corporation of the Township of Cramahe Council Meeting held on July 28, 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

18. ADJOURNMENT
Resolution No. Resolution No. 2020-252
Moved by Deputy Mayor Arthur
Seconded by Councillor Gilligan

Be it resolved that Council adjourn the meeting at 6:46 p.m.

CARRIED