

**Township of Wollaston Council Meeting**  
**Monday, January 7, 2019**  
**Minutes**

**Attending:** Reeve Barbara Shaw, Deputy Reeve Lynn Kruger, Councillor Tim Conlin, Councillor Darlene Colton, Staff Dylinna Brock, Staff Verna Brundage

**Absent with regrets:** Councillor Jay Morrison

**1. Land acknowledgement (Reeve) (On File)**

**2. Greeting from the Chair**

**3. Call to order**

**4. Declaration of Pecuniary or other Conflict of Interest**

Councillor Colton declared a Pecuniary interest related to item #16-1 on the agenda.

**5. Approve Draft Minutes of December 19, 2018 Council meeting.**

Resolution #001

Moved by: L. Kruger

Seconded by: D. Colton

Be it resolved that the Council of Wollaston Township approves the minutes of the December 19, 2018 council meeting. Carried

**6. Business arising from the minutes**

Reeve Shaw requested more information from administration regarding the line painting (item #6).

**7. Adopt Agenda and any new business**

Resolution #002

Moved by: T. Conlin

Seconded by: L. Kruger

Be it resolved that the Council of Wollaston Township adopts the agenda of the January 7, 2019 council meeting. Carried

**8. Reports/Delegations to Council**

**8.1** 6:00pm Acting Fire Chief Jason Post

Resolution #003

Moved by: T. Conlin

Seconded by: D. Colton

Be it resolved that the Council of Wollaston Township accepts the Acting Fire Chief report for January 7, 2019. Carried

**9. Items for discussion & motions**

**9-1. Administrator's Report**

Resolution #004

Moved by: L. Kruger

Seconded by: D. Colton

Be it resolved that the Council of Wollaston Township direct the Administrator to begin developing operational procedures with senior staff to ensure business continuity in the event of absence of a senior staff member. Carried

Resolution #005

Moved by: D. Colton

Seconded by: T. Conlin

Be it resolved that the Council of Wollaston Township direct the Administrator to enroll Theresa Garcia in the Municipal Finance Course provided by AMCTO with the Township paying the course fees. Carried

Resolution #006

Moved by: T. Conlin

Seconded by: L. Kruger

Be it resolved that the Council of Wollaston Township direct the Administrator to inform all non-roads staff that all overtime must be approved by the Administrator and furthermore a report on Roads Department overtime will be brought back to the next Council meeting. Carried

Resolution #007

Moved by: L. Kruger

Seconded by: D. Colton

Be it resolved that the Council of Wollaston Township direct the Administrator to request Vacation schedules from all staff. Non-unionized staff will provide by February 1<sup>st</sup> and as per the union contract, all unionized staff will provide by April 30<sup>th</sup>. Carried

Resolution #008

Moved by: D. Colton

Seconded by: T. Conlin

Be it resolved that the Council of Wollaston Township approves the closure of Highway 620 from the Post Office to Wollaston Lake Road from 11:00am to 12:30pm on Monday, November 11, 2019 for the Remembrance Day service held in front of the Royal Canadian Legion. Carried

Resolution #009

Moved by: T. Conlin

Seconded by: L. Kruger

Be it resolved that the Council of Wollaston Township accepts the Administrator's report. Carried

## **9-2. Administrator's Report Cannabis**

Resolution #010

Moved by: D. Colton

Seconded by: L. Kruger

Be it resolved that the Council of Wollaston Township allows for cannabis retail establishments pending approval from the Alcohol and Gaming Commission of Ontario. Carried

## **9-3 Committee Appointment Policy and Procedure**

Resolution #011

Moved by: L. Kruger

Seconded by: T. Conlin

Be it resolved that the Council of Wollaston Township approves the Committee Appointment Policy and Procedure. Carried

## **10. Items to be read (to be brought forward for discussion and/or motion if necessary)**

### **10-1. Invitation to Community Safety and Well Being Committee meeting and background information.**

Resolution #012

Moved by: T. Conlin

Seconded by: L. Kruger

Be it resolved that the Council of Wollaston Township received and file the following item to be read

Invitation to Community Safety and Wellbeing Committee meeting and background information.

### **10-2. Voter Eligibility – deferred to closed session**

Carried

## **11. Correspondence for Council Information**

None

**12. Accounts**

None

**13. Committee Reports**

None

**14. Notice of Motions –** No notice of motions introduced

**15. New Business –** No new business

**16. Closed Session**

Councillor Colton left the meeting.

**16-1. Under section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board members**

Resolution #013

Moved by: L. Kruger

Seconded by: T. Conlin

Be it resolved that the Council of Wollaston Township go into closed session at 6:50pm under Section 239 of the Municipal Act for the following reason 239 (2)(b) personal matters about an identifiable individual, including Municipal or local board employees. Carried

Resolution #015

Moved by: T. Conlin

Seconded by: L. Kruger

Be it resolved that the Council of Wollaston Township come out of closed session at 7:05pm. Carried

Councillor Colton resumed her chair.

**16-2. Under section 239 (2) (f) Advice subject to solicitor – client privilege**

Resolution #016

Moved by: D. Colton

Seconded by: L. Kruger

1. Be it resolved that the Council of Wollaston Township go into closed session at 7:06pm under section 239 (2) (b) personal matters about an identifiable individual, including Municipal or local board employees. Carried

2. Be it resolved that the Council of Wollaston Township go into closed session at 7:06pm under section 239 (2) (f) Advice subject to solicitor – client privilege. Carried

Resolution #017

Moved by: L. Kruger

Seconded by: D. Colton

Be it resolved that the Council of Wollaston Township come out of closed session at 7:35pm. Carried

Resolution #018

Moved by: L. Kruger

Seconded by: T. Conlin

Be it resolved that the Council of Wollaston Township directs the Administrator to proceed with directions as indicated in the closed session regarding item 16-1. Carried

Resolution #019

Moved by: T. Conlin

Seconded by: L. Kruger

Be it resolved that the Council of Wollaston Township directs staff to get additional information regarding court file #CV-18-00000071-0000; item 16-2. Carried

**17. By-Laws**

**17-1. By-Law 01-19 Confirmation By-Law**

Resolution #020

Moved by: L. Kruger

Seconded by: T. Conlin

Be it resolved that the Council of Wollaston Township approves the following by-laws to be introduced, read, dealt with, signed by the Reeve and Clerk, sealed and numbered.

1. By-Law 01-19 Confirmation By-Law

Carried

**18. Adjournment**

Resolution #021

Moved by: D. Colton

Seconded by: T. Conlin

Be it resolved that the Council of Wollaston Township adjourn the meeting of January 7, 2019 at 7:46pm to meet again on January 21, 2019 at 6:00pm at the Coe Hill Legion or at the call of the Reeve or Council.

Carried

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Reeve Barbara Shaw

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Treasurer Deputy Clerk Verna Brundage