

Township of Wollaston Council Meeting
Tuesday, February 19, 2019
St. Andrew's United Church
Minutes

Attending: Reeve Barbara Shaw, Deputy Reeve Lynn Kruger, Councillor Tim Conlin, Councillor Darlene Colton, Councillor Jay Morrison

Staff Dylinna Brock, Staff Verna Brundage

1. Call to order - Meeting Commenced: 6:00pm

2. Land acknowledgement (Reeve) (on file)

3. Greeting from the Chair

- Our advisory committees have come together to go through their preliminary meetings, I have felt a tremendous sense of excitement. Our committees are built of people from different backgrounds with all different life and educational experience yet are focused on a common goal
- To see staff welcome and embrace the community volunteers is something we can all be proud of
- To see community volunteers - our stakeholders - give up their personal time, to share their energy and their enthusiasm - this is what engagement is about
- Thank you to everyone who agreed to try something different. To those who volunteered and to staff for being professional and welcoming; and to Council for not doubting that we could engage more people, in more of the process, more of the time
- Our budget process has started and this year it will still be led by staff. We are grateful to have Verna get us going in the right direction and she will be presenting a draft to the budget and finance committee soon. After that, we will be hosting a special meeting of council to present the draft budget and yes, we will accept input from those present at that special meeting. And then, by 2020 this will be fully integrated, collaborative process between staff and committee.

4. Declaration of Pecuniary or other Conflict of Interest

Councillor Jason Morrison declared a pecuniary interest to Agenda Item #10-12
Councillor Tim Conlin declared a pecuniary interest to Agenda Item #10-12

5. Approve Draft Minutes of February 4th, 2019 Council meeting

Resolution #1

Moved by: Tim Conlin

Seconded by: Lynn Kruger

Carried

Be it resolved that the Council of Wollaston Township approves the Draft minutes of the February 4th, 2019 council meeting.

6. Business arising from the minutes

No business from the minutes

7. Adopt Agenda and any new business

Resolution #2

Moved by: Tim Conlin

Seconded by: Darlene Colton

Carried

Be it resolved that the Council of Wollaston Township adopts the agenda of February 19, 2019 council meeting with one additional item of new business:
10-13 Tree Canopy By-law

8. Reports/Delegations to Council

6:00pm Jennifer Kauffeldt, CARE North Hastings

9. Committee of the Whole

Resolution #3

Moved by: Jay Morrison

Seconded by: Darlene Colton

Carried

Be it resolved that the Council of Wollaston Township move into Committee of the Whole.

1. Report #2019-cow-01

2. Terms of Reference Communications Committee

3. Terms of Reference Recreation Committee

4. Terms of Reference Environmental & Public Works Committee

5. Terms of Reference Budget & Finance Committee

Resolution #4

Moved by: Darlene Colton

Seconded by: Lynn Kruger

Carried

Be it resolved that the Council of Wollaston Township approves the Terms of Reference for the following committees:

Communications, Recreation, Environmental & Public Works, and Budget & Finance, and further direct the Administrator to provide an updated Procedural By-law incorporation the Advisory Committee Structure.

Resolution #5

Moved by: Jay Morrison

Seconded by: Tim Conlin

Carried

Be it resolved that the Council of Wollaston Township rescind By-Law 46-17 with Schedule "A" Recreation and Social Programming Committee terms of reference.

10. Items for discussion & motions

1. Administrator's Report

Resolution #6

Moved by: Lynn Kruger

Seconded by: Darlene Colton

Carried

Be it resolved that the Council of Wollaston receives the Administrator's Report.

2. CBO Report

Resolution #7

Moved by: Tim Conlin

Seconded by: Lynn Kruger

Carried

Be it resolved that the Council of Wollaston receives the Chief Building Officials report.

3. Hiring Policy - Deferred

4. Health and Safety Policy - Deferred

5. Workplace Harassment and Workplace Sexual Harassment Policy - Deferred

6. Workplace Violence Policy - Deferred

7. Procedure and Reporting form for Workplace Harassment and Violence - Deferred

8. Council and staff relations policy – By-law

9. Pregnancy and Parental Leave of Members of Council – By-law

10. Accountability and Transparency policy – By-law

11. Audit planning and engagement letters

Resolution #8

Moved by: Jay Morrison

Seconded by: Tim Conlin

Carried

Be it resolved that the Council of Wollaston Township authorizes the Treasurer to sign the audit engagement letter outlining the services of Bakertilly regarding the audit of the 2018 consolidated financial statements.

12. Application for Consent B76/18, B77/18

Resolution #9

Moved by: Darlene Colton

Seconded by: Lynn Kruger

Carried

Be it resolved that the Council of Wollaston Township recommends consent applications B76/18 and B77/18 with the following conditions:

1. Rezoning of the proposed severed lots 1 and 2 with a Holding Symbol to require a lake capacity and a lake impact study prior to development of the properties, as well as meet the recommendations as per CVCA's comments;
2. Rezoning of the proposed severed lot 2 and the retained lands with a Holding Symbol to require a rezoning of the lands to a Special Limited Service Residential zone to limit the permitted uses to a fish and hunt camp only accessed via a private road and approval of the construction standard of the private road prior to the development of the properties.

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

1. Crowe Valley Conservation Authority Municipal Brief

Resolution #10

Moved by: Tim Conlin

Seconded by: Jay Morrison

Carried

Be it resolved that the Council of Wollaston Township receive and file the following to be read:

1. Crowe Valley Conservation Authority Municipal Brief

12. Correspondence for Council Information

1. Municipal World

Resolution #11

Moved by: Jay Morrison

Seconded by: Tim Conlin

Carried

Be it resolved that the Council of Wollaston Township receive and file the following of correspondence:

1. Municipal World

13. Accounts

January Vouchers

Resolution #12

Moved by: Jay Morrison

Seconded by: Darlene Colton

Carried

Be it resolved that the Council of the Township of Wollaston approves the vouchers of January 2019 as follows:

Fire	\$319.15
General	\$51,011.65
Public Areas	\$1,387.28
Roads	\$34,953.35
Recreation	\$350.70
Waste Site	\$2,157.12
Council Payroll	\$2,871.39
General Payroll	\$52,059.92

14. Committee Reports

No committee reports

15. Notice of Motions

Deputy Reeve Kruger requested that the private roads grant program be brought to council for information prior to budget discussions

16. New Business – 10-13 Tree Canopy By-Law

17. By-Laws

1. By-Law 07-19 Council – Staff Relations

Resolution #13

Moved by: Darlene Colton

Seconded by: Lynn Kruger

Carried

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

By-Law 07-19 Council – Staff Relations

2. By-Law 08-19 Pregnancy and Parental Leave Members of Council

Resolution #14

Moved by: Darlene Colton

Seconded by: Jay Morrison

Carried

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

By-Law 08-19 Pregnancy and Parental Leave Members of Council

3. By-Law 09-19 Accountability and Transparency

Resolution #15

Moved by: Darlene Colton

Seconded by: Tim Conlin

Carried

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

By-Law 09-19 Accountability and Transparency

4. By-Law 10-19 Appointment of Clerk

Resolution #16

Moved by: Jay Morrison

Seconded by: Lynn Kruger

Carried

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

By-Law 10-19 Appointment of Clerk

5. By-Law 12-19 Tree Canopy Protection and Enhancement

Resolution #17

Moved by: Darlene Colton

Seconded by: Tim Conlin

Carried

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

By-Law 12-19 Tree Canopy Protection and Enhancement

6. By-Law 11-19 Confirmation By-Law

Resolution #18

Moved by: Darlene Colton

Seconded by: Tim Conlin

Carried

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

By-Law 11-19 Confirmation By-Law

18. Adjournment

Resolution #19

Moved by: Jay Morrison

Seconded by: Darlene Colton

Carried

Be it resolved that the Council of Wollaston Township adjourn the meeting of February 19th, 2019 at 7:20pm to meet again on February 22nd, 2019 at 1:00pm at the Wollaston Township Office or at the call of the Reeve or Council.

Reeve Barbara Shaw

Treasurer Deputy Clerk Verna Brundage