

**Township of Wollaston Committee of the Whole meeting  
Tuesday, May 21, 2019  
Coe Hill United Church  
Minutes**

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

**Attending Staff:** Clerk Dylinna Brock,

**Absent with regrets:**

**1. Call to order** – Meeting commenced 6:00pm

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

**3. Greeting from the Chair**

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

Reeve Barbara Shaw declared a pecuniary interest to Agenda Item #8-5

**5. Approve Draft Minutes of March 18, 2019**

Resolution #01

Moved by: Councillor Colton

Seconded by: Councillor Conlin

Carried

Be it resolved that the Committee of the Whole for Wollaston Township approves the draft minutes of the March 18, 2019 Committee of the Whole meeting.

**6. Business arising from the minutes**

No new business

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

Resolution #02

Moved by: Councillor Morrison

Seconded by: Councillor Conlin

Carried

Be it resolved that the Committee of the Whole for Wollaston Township adopts the Agenda for May 21, 2019.

## **8. Items for discussion & motions**

### **1. #2019 – Information-COW-01**

Resolution #03

Moved by: Councillor Colton

Seconded by: Deputy Reeve Kruger

Carried

Be it resolved that the Committee of the Whole for Wollaston Township receives the Report #2019-Information-COW-01 and further accepts the resignation letter of Darren Stevens and approves the appointment of Wendy Mortimer to the Environmental and Works Committee.

### **2. #2019-COW-02 Budget and Finance**

Resolution #04

Moved by: Councillor Morrison

Seconded by: Councillor Conlin

Carried

Be it resolved that the Committee of the Whole for Wollaston Township receives the Report #2019-COW-02 Budget and Finance and further recommends to Wollaston Council the following as per the Administrator's recommendations:

1. Council defer the recommendations within the budget and finance report
2. Staff follow up with Telus regarding our current service plan
3. Staff recommend that Council consider entering into an IT agreement for support and direction
4. Staff inventory the existing IT equipment, software and Licensing agreements
5. Staff will request support of the Budget and Finance Committee in the creation of IT procurement, policies and procedures.
6. To approve "item c – Monthly cell phone allotment of \$20 per month per councillor" from the report
7. To receive the Draft Budget and Finance Committee Work Plan – "item g"

### **3. #2019-COW-03 Communications**

Resolution #05

Moved by: Councillor Colton

Seconded by: Deputy Reeve Kruger

Carried

Be it resolved that the Committee of the Whole for Wollaston Township receives the Report #2019-COW-03 Communications Committee for Information.

#### **4. #2019-COW-04 Recreation**

Resolution #06

Moved by: Councillor Morrison

Seconded by: Councillor Conlin

Carried

Be it resolved that the Committee of the Whole for Wollaston Township receives the Report #2019-COW-04 Recreation Committee and further recommends to Wollaston Council the following:

1. That the terms of reference of the Junior Recreation Committee be reviewed by Council
2. That the Communications Committee partner with the Recreation Committee to promote Canada Day festivities.
3. That the Council consider offering First Aid training to all staff and volunteers, staff to research cost
4. That Council consider an alternate option for the deer that are being fed in Centennial Park – Deferred
5. That all Committees participate in the Canada Day parade by entering a float
6. That the Communications Committee review the “Letter of Donation”.

#### **5. #2019-COW-05 Environmental and Works**

Reeve Shaw left the meeting.

Resolution #07

Moved by: Councillor Conlin

Seconded by: Councillor Morrison

Carried

Be it resolved that the Committee of the Whole for Wollaston Township receives the Report #2019-COW-05 Environmental and Works Committee and further recommends to Council the Wollaston Township Asset Management Policy be approved.

Reeve Shaw returned to her chair.

#### **6. #2019-COW-06 Economic Development, Tourism & Planning**

Resolution #08

Moved by: Councillor Morrison

Seconded by: Councillor Conlin

Carried

Be it resolved that the Committee of the Whole for Wollaston Township receives the Report #2019-COW-06 Economic Development, Tourism and Planning Committee and further recommends to Wollaston Council the following:

1. That the property standards are enforced in the downtown area
2. That the staging area be completed

3. That the Coe Hill Riders ATV Club and Old Hastings Snow Riders Club be responsible for the trail network
4. That the Recreation Committee be directed to identify and assess the public assets for user numbers and frequency
5. That the work plan and action items be approved
6. That the minutes from meeting April 16, 2019 be approved.

**9. Notice of Motions – No new motions**

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

**11. Adjournment**

Resolution #09

Moved by: Councillor Colton

Seconded by: Deputy Reeve Kruger

Carried

Be it resolved that the Committee of the Whole for Wollaston Township adjourns to meet again on Monday, June 17, 2019 at 6:00pm at the Coe Hill Legion.

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Barbara Shaw, Reeve

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Dylinna Brock, Clerk