

THE CORPORATION OF THE TOWNSHIP OF WOLLASTON

June 15 and 16, 2020

By Electronic Participation

Reeve Shaw called the regular meeting of Council to Order at 3:00 p.m. on the above noted date, with all members present by electronic means.

Staff Present Electronically: B. Crocker, Clerk/Administrator  
CBO/By-law Enforcement Officer: S. Richardson  
Consultant Present Electronically: B. Wannamaker

The meeting was opened with a reading of a Land Acknowledgement from the Mayor. The Mayor thanked staff, volunteers, and consultants. Acknowledgement was also given regarding the third donation of masks which were donated to the Centennial Manor. Congratulations were also made to the Library for conducting curbside pick-up during the COVID-19 pandemic. Special thanks were given to Mr. Lake and Staff at Coe Hill Public School and best wishes given to all the graduates in the area. A moment of silence was conducted to acknowledge all frontline workers across the region.

Potential conflict of interest was declared by the following:

1. Mayor Shaw in regard to an item in the Clerk's Report.

MOTION NO.: 01 CONLIN - MORRISON

RESOLVED, THAT the Council approves the Agenda, as amended by moving Item No. 16, By-law (a) ahead of Item No. 15, Closed Meeting.

Opposed: None

MOTION NO.: 02 COLTON – MORRISON

RESOLVED, THAT Council approves the minutes of May 11, 2020, as circulated, as amended.

Opposed: None

Mayor Shaw did not participate in this part of the meeting due to a conflict of interest declared. Deputy-Mayor Kruger stepped in as Chair.

MOTION NO.: 03 COLTON – CONLIN

RESOLVED, THAT Council receives the Clerk's Report, as circulated.

Opposed: None

MOTION NO.: 04 CONLIN – MORRISON

RESOLVED, THAT Council directs the Clerk to apply for the Enabling Accessibility Fund to allow for a retrofit of the back-door area (doors and ramp) and accessibility for the washroom at the municipal office.

Opposed: None

MOTION NO.: 05            CONLIN – COLTON

RESOLVED, THAT Council approves the draft Freedom of Information Policy, as submitted.

Opposed: None

MOTION NO.: 06            CONLIN – COLTON

RESOLVED, THAT Council approves the draft Credit Card Policy, as submitted.

Opposed: None

MOTION NO.: 07            CONLIN – MORRISON

RESOLVED, THAT Council approves the draft Commissioner of Oaths and Affidavit Policy, as submitted.

Opposed: None

MOTION NO.: 08            CONLIN – MORRISON

RESOLVED, THAT Council approves the draft Social Media Policy, as submitted

Opposed: None

MOTION NO.: 09            KRUGER – COLTON

RESOLVED, THAT Council receives the Treasurer's Report, as submitted.

Opposed: None

MOTION NO.: 10            MORRISON – KRUGER

RESOLVED, THAT Council receives the Road Superintendent Report and Waste Site report, as submitted.

Opposed: None

MOTION NO.: 11            CONLIN – MORRISON

RESOLVED, THAT Council defers the machine brushing contract for further discussion.

Opposed: None

MOTION NO.: 12            CONLIN – MORRISON

RESOLVED, THAT Council approves the lease of a new truck from Winslow Gerolamy, as per the information provided from the Road Superintendent and as allotted in the 2020 budget.

Opposed: None

MOTION NO.: 13                    CONLIN – KRUGER

RESOLVED, THAT Council receives the Building Department Report, for June 2020, as submitted.

Opposed: None

MOTION NO.: 14                    CONLIN - KRUGER

RESOLVED, THAT Council receives the Mayor's Report, as submitted.

Opposed: None

Council began discussing the draft By-law to adopt policies and procedures for the disposition of the shoreline road allowance submitted by the Clerk. During the discussion, the Clerk lost contact with the Mayor. After sometime, the Clerk was able to briefly connect with the Mayor. It was noted by the Mayor that a lot of stakeholders in the Wollaston area had lost contact at the same time in the meeting. It was agreed that the meeting would adjourn, and that council would meet again at the earliest opportunity to continue with the rest of the meeting.

**JUNE 16, 2020 CONTINUATION OF MEETING**  
**START TIME 5:00 P.M.**  
**BY ELECTRONIC PARTICIPATION**

Mayor Shaw confirmed that this was a continuation of the meeting that was disconnected from June 15, 2020. She confirmed the council meeting adjourned suddenly on June 15, 2020 because of connection issues related to a fibre cut with Bell Canada. The Mayor called the meeting to order with all members in attendance. The Mayor then read the Land Acknowledgement and confirmed that the last item being discussed was Item 10. (a) in regard to establishing policies and procedures for the closure of the shoreline road allowance. Discussion continued from the day prior. Council discussed increasing the fees shown in Schedule "A", Paragraph 11 to \$2,000.00 for the first 150 linear feet of shoreline, plus \$5.00 per linear foot for frontage purchase over 150 feet. All members were in agreement and the following resolution was adopted:

MOTION NO.: 15                    CONLIN - KRUGER

RESOLVED, THAT Council approves the draft By-law to adopt policies and procedures for the disposal of the shoreline road allowance, as amended and hereby directs the Clerk to bring it back for formal adoption at the next regular meeting of council.

Opposed: None

MOTION NO.: 16                    MORRISON - CONLIN

RESOLVED, THAT Council agrees to offer to sell the shoreline road allowance to Neil and Deb Saunders.

Opposed: None

MOTION NO.: 17 COLTON - MORRISON

RESOLVED, THAT Council approves the draft By-law to establish policies and procedures for building permit classes, applications, fees and notices required for inspection, as presented and hereby directs the Clerk to bring it back for formal adoption at the next regular meeting of council.

Opposed: None

MOTION NO.: 18 CONLIN - COLTON

RESOLVED, THAT Council does not object to the application to sever land for the property owned by William and Vivian Graf located in Tudor and Cashel Township.

Opposed: None

MOTION NO.: 19 COLTON - MORRISON

RESOLVED, THAT Council approves the draft By-law to establish policies and procedures to prohibit or regulate the erection of signs, billboards, posters, and other advertising devices, as presented;

AND FURTHER, RESOLVED THAT Council approves the draft Provincial Offences Act fines schedule, as submitted.

Opposed: None

MOTION NO.: 20 CONLIN - KRUGER

RESOLVED, THAT Council approves the draft policy to establish an Application for Site Plan Approval, as presented and hereby directs the Clerk to bring it back for formal adoption at the next regular meeting of council.

Opposed: None

MOTION NO.: 21 CONLIN - COLTON

RESOLVED, THAT Council supports the correspondence received from the City of Kitchener in regard to urging the Ontario Provincial Government to pursue a partnership with the Federal Government for the establishment of a universal basic income.

Opposed: None

MOTION NO.: 22 COLTON - KRUGER

RESOLVED, THAT Council supports the correspondence from the City of Hamilton in regard to requesting the Province extend authority to Municipalities to enforce odour and lighting nuisance complaints stemming from licensed and unlicensed cannabis cultivations within its jurisdiction.

Opposed: None

MOTION NO.: 23            CONLIN - KRUGER

RESOLVED, THAT Council receives and files the correspondence for information purposes, as submitted.

Opposed: None

There were no Notice of Motions introduced at this time.

There was no New Business introduced at this time.

MOTION NO.: 24            CONLIN - MORRISON

RESOLVED, THAT By-law No.: 38-2020, being a by-law to approve a Delegation of Request Form for meetings of council, be passed this 16<sup>th</sup> day of June 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

Once the above was completed, Mayor Shaw advised that the public portion of the meeting was completed but that council would continue with a closed meeting as outlined in the Agenda.

MOTION NO.: 25            COLTON - KRUGER

RESOLVED, THAT Council go into a closed meeting to:

- (a) Approve the closed meeting minutes from May 11, 2020;
- (b) Under Section 239(2)(b) pertaining to personal information about an identifiable individual including municipal or local board employees – Fire Department and Office;
- (c) Under Section 239(2)(f) pertaining to advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Employee Concerns;
- (d) Under Section 239(2)(a) pertaining to request under the Municipal Freedom of Information and Protection of Privacy Act, if the council, board, commission or other body is the Head of an institution for the purposes of that Act;
- (e) Under Section 239(2)(c) pertaining to proposed or pending acquisition or disposition of land by the municipality or local board.

Opposed: None

MOTION NO.: 26            CONLIN - KRUGER

RESOLVED, THAT Council come out of the closed meeting, resuming regular business at 6:43 p.m.

Opposed: None

MOTION NO.: 27 COLTON - KRUGER

RESOLVED, THAT Council directs the Clerk to carry out all issues as discussed in the closed meeting.

MOTION NO.: 28 CONLIN - COLTON

RESOLVED, THAT By-law No.: 40-2020, being a by-law to authorize the Consultant and Clerk to execute an Agreement of Purchase and Sale with Douglas Paul Simpson and Marilyn Elizabeth Simpson, be passed this 16<sup>th</sup> day of June 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 29 CONLIN - MORRISON

RESOLVED, THAT Council hire Jennifer Peplinski for the Office Assistant position, effective June 22, 2020.

Opposed: None

MOTION NO.: 30 KRUGER - MORRISON

RESOLVED, THAT Council appoint Scott Reid as temporary Acting Fire Chief, effective immediately.

Opposed: None

MOTION NO.: 31 CONLIN - COLTON

RESOLVED, THAT By-law No.: 39-2020, being a by-law to confirm the proceedings of Council for June 15 and 16, 2020, be passed this 16<sup>th</sup> day of June 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 32 KRUGER - CONLIN

RESOLVED, THAT Council adjourn at 6:49 p.m. to meet again on July 13, 2020 or at the call of the Mayor.

Opposed: None

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**MAYOR: BARBARA SHAW**

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**CLERK: BERNICE CROCKER**