

THE CORPORATION OF THE TOWNSHIP OF WOLLASTON

July 13, 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
Treasurer:	T. Vader
Road Superintendent:	K. McCaw
Fire Chief:	S. Reid
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, consultants, and Hastings County members. She also mentioned that the Township was thinking of Greg Maxwell during his recent loss.

Potential conflict of interest was declared by the following:

1. Mayor Shaw regarding the delegation from the June 29, 2020 meeting.
2. Mayor Shaw regarding item 10.(b).

MOTION NO.: 01                      CONLIN - KRUGER

RESOLVED, THAT the Council approves the Agenda, as amended by moving Item No. 16, By-law (a) to (j) ahead of Item No. 15, Closed Meeting, and move 9.(a) to end of Staff Reports.

Opposed: None

MOTION NO.: 02                      COLTON – CONLIN

RESOLVED, THAT Council approves the minutes of June 15, 16 and 29, 2020 meetings, as circulated.

Opposed: None

MOTION NO.: 03                      KRUGER – COLTON

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

Opposed: None

MOTION NO.: 04                      CONLIN – MORRISON

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

Opposed: None

MOTION NO.: 05                      CONLIN – KRUGER

RESOLVED, THAT Council receives the Chief Building Official Report, as submitted.

Opposed: None

MOTION NO.: 06 COLTON – MORRISON

RESOLVED, THAT Council receives the Fire Chief Report, as submitted.

Opposed: None

MOTION NO.: 07 CONLIN – MORRISON

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

Opposed: None

MOTION NO.: 08 COLTON – CONLIN

RESOLVED, THAT Council receives the Clerks Report, as circulated.

Opposed: None

MOTION NO.: 09 COLTON – KRUGER

RESOLVED, THAT Council approves, with amendments, the following policies/forms and directs the Clerk to bring them back in the form of a by-law for formal adoption at the next regular meeting of council: Work Refusal, Health and Safety Policy Statement and General Occupational Health and Safety; Health and Safety Training; Workplace Inspection Checklist; Wild Parsnip; Needle Handling; Workplace Harassment and Violence Prevention; Working in a Community-Based Setting Assessment Form; Direct Contact with Clients Assessment Form; Workplace Safety Insurance (WSIB) Reporting Requirement Policy; Ministry of Labour Reporting Requirements; Internal Process and Information to File a Health and Safety Complaint to Ministry of Labour; Risk Factors – Selection Tool Form; and Injury/Accident/Damage Investigation.

Opposed: None

MOTION NO.: 10 CONLIN – MORRISON

RESOLVED, THAT Council directs staff to contact Nancy Wright-Laking to discuss the position of Election Coordinator for 2022 election and arrange for a contract to be prepared.

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.: 11 CONLIN – MORRISON

RESOLVED, THAT Council directs Greenview Environmental to apply for FCM funding for the purposes of updating asset condition studies.

Opposed: None

MOTION NO.: 12           MORRISON – COLTON

RESOLVED, THAT Council directs staff to prepare terms of an Agreement for Engineer of Record with Greenview Environmental

Opposed: None

MOTION NO.: 13           CONLIN – KRUGER

RESOLVED, THAT Council agrees with the recommendations made by Emily Galloway at the County of Hastings Planning Department as per her letter dated July 07, 2020 in regard to the Site Plan Application submitted on behalf of Angela Gardner- Brown and Denzil Brown.

Opposed: None

MOTION NO.: 14           CONLIN – COLTON

RESOLVED, THAT Council authorizes the Mayor and Clerk to sign the Designation for the Fire Chief to allow him to use his personal vehicle as a fire department vehicle.

Opposed: None

MOTION NO.: 14           CONLIN - KRUGER

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

Opposed: None

MOTION NO.: 15           COLTON - KRUGER

RESOLVED, THAT Council defers discussion for staff to prepare a cottage kit for the 2021 year and include costs related to each kit in a user fee by-law for further research.

Opposed: None

MOTION NO.: 16           CONLIN - MORRISON

RESOLVED, THAT Council receives and files the letter received from Hastings and Prince Edward Public Health regarding West Nile virus dated June 16, 2020.

Opposed: None

MOTION NO.: 17           COLTON - KRUGER

RESOLVED, THAT Council supports the correspondence received from the Town of Bracebridge in regards to supporting the FCM recommendation and requesting that both the Federal and Provincial Governments establish a municipal financial assistance program to offset the financial impact of the COVID-19 pandemic; and also supporting AMO in lobbying the Provincial Government for financial assistance to support

municipalities in offsetting the financial impact of the COVID-19 pandemic, as outlined in the Town's letter dated June 12, 2020.

Opposed: None

MOTION NO.: 18            COLTON - KRUGER

RESOLVED, THAT Council supports the correspondence received from the Town of Renfrew in regards to calling upon the Governments of Ontario and Canada to fast track the review of current and previous *Investing in Canada Infrastructure Program* grant applications in order to provide much needed employment and investment into Rural Ontario, as outlined in the Town's Resolution No. 2020 – 06 – 44.

Opposed: None

MOTION NO.: 19            COLTON - CONLIN

RESOLVED, THAT Council receives the correspondence marked for information purposes, as circulated.

Opposed: None

There were no Notice of Motions introduced at this time.

There was no New Business introduced at this time.

MOTION NO.: 20            CONLIN - KRUGER

RESOLVED, THAT By-law No.: 42-2020, being a by-law to approve the Freedom of Information Policy, be passed this 13<sup>th</sup> day of July 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 21            COLTON - MORRISON

RESOLVED, THAT By-law No.: 43-2020, being a by-law to approve the Credit Card Policy, be passed this 13<sup>th</sup> day of July 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 22            COLTON - MORRISON

RESOLVED, THAT By-law No.: 43-2020, being a by-law to approve the Commissioner of Oaths and For Taking Affidavits Policy, be passed this 13<sup>th</sup> day of July 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 23            CONLIN - KRUGER

RESOLVED, THAT By-law No.: 45-2020, being a by-law to approve the Social Media Policy, be passed this 13<sup>th</sup> day of July 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 24            CONLIN - MORRISON

RESOLVED, THAT By-law No.: 46-2020, being a by-law to adopt policies and procedures for the disposal of the shoreline road allowances, be passed this 13<sup>th</sup> day of July, 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 25            CONLIN - MORRISON

RESOLVED, THAT By-law No.: 47-2020, being a by-law respecting Building Permit Classes, Applications, Fees and Notices required for inspection, be passed this 13<sup>th</sup> day of July 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 26            COLTON - KRUGER

RESOLVED, THAT By-law No.: 48-2020, being a by-law to prohibit or regulate the erection of signs, billboards, posters and other advertising devices, be passed this 13<sup>th</sup> day of July, 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 27            COLTON - KRUGER

RESOLVED, THAT By-law No.: 49-2020, being a by-law to approve the Application for Site Plan approval, be passed this 13<sup>th</sup> day of July 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 28            CONLIN - COLTON

RESOLVED, THAT By-law No.: 50-2020, being a by-law to adopt a Face Covering Requirements Policy, be passed this 13<sup>th</sup> day of July 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. She further mentioned that if anyone had questions regarding the rest of the meeting, they could contact the Clerk the next day.

MOTION NO.: 29                    CONLIN - MORRISON

RESOLVED, THAT Council go into a closed meeting to:  
(a) Approve the closed meeting minutes of June 16 and 20, 2020;  
(b) Under Section 239(2)(b) pertaining to personal information about an identifiable individual including municipal or local board employees – staff concerns;  
(c) Under Section 239(2)(b) pertaining to personal information about an identifiable individual including municipal or local board employees – staff concerns;  
(d) Under Section 239(2)(b) pertaining to personal information about an identifiable individual including municipal or local board employees and under Section 239(2)(c): Proposed or pending acquisition or disposition of land by the municipal or local board – Report from Consultant;  
(e) Under Section 239(2)(b) pertaining to personal information about an identifiable individual including municipal or local board employees – staff concerns and under Section 239(2)(f) advise that is subject to solicitor-client privilege – legal.

Opposed: None

MOTION NO.: 30                    CONLIN - COLTON

RESOLVED, THAT Council come out of the closed meeting at 6:29 p.m., resuming regular business.

Opposed: None

MOTION NO.: 31                    CONLIN - COLTON

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

MOTION NO.: 32                    CONLIN - COLTON

RESOLVED, THAT By-law No.: 51-2020, being a by-law to confirm the proceedings of Council for July 13, 2020, be passed this 13<sup>th</sup> day of July 2020, to be signed by the Mayor and Clerk with the Corporate Seal affixed hereto.

Opposed: None

MOTION NO.: 33                    COLTON - CONLIN

RESOLVED, THAT Council adjourn at 6:31 p.m. to meet again on August 12, 2020 or at the call of the Mayor.

Opposed: None