



**AGENDA FOR  
THE CORPORATION OF THE TOWNSHIP OF WOLLASTON  
Special Council  
To Be Held on Wednesday, August 25, 2021 at 8:00 AM  
By Electronic Participation**

**LOGIN INFORMATION FOR MEETING**

Given the issue with unwarranted individuals speaking during meetings, the login information will no longer be posted in the Agenda. Should you wish to attend the meeting electronically, please email [office@wollaston.ca](mailto:office@wollaston.ca) and request that the login information be emailed to you. If you do not have an email, please call the office to make the request to login by telephone.

*Wollaston Township's Mission is to work toward its long-term Vision in a healthy natural environment by providing transparent leadership, strong communication, quality services and a welcoming community.*

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**1. CALL TO ORDER**

**2. LAND ACKNOWLEDGEMENT (MAYOR)**

**3. GREETING FROM THE CHAIR**

**4. DECLARATION OF PECUNIARY OR OTHER CONFLICT OF INTEREST**

## **5. ADOPTION OF AGENDA AND ANY NEW BUSINESS**

## **6. ITEMS FOR DISCUSSION AND MOTIONS**

- 3 - 4      6.1.    Nellie Lunn Park Land: Discussion regarding allowing the Friends of Nellie Lunn to enter the land to assist with completion of a business case study.  
[REPORT - NELLIE LUNN PARK LAND - AUG 25-2021](#)
- 5            6.2.    RFT - Surface Treatment and Line Painting.  
[RFT RECORD - SURFACE TREATMENT](#)
- 6 - 7      6.3.    TREASURER: RESERVE REPORT  
[Treasurer Reserves Report Special Meeting Aug 25 2021](#)

## **7. CLOSED MEETING**

- 7.1.    Under Section 239(2)(e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - letter from Donnelly Law
- 7.2.    Under Section 239(2)(b): personal matters about an identifiable individual, including municipal or local board employees - hiring of Equipment Operator

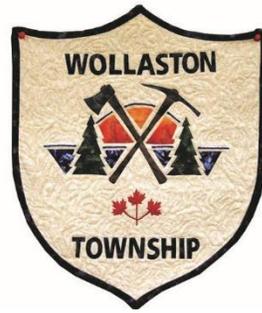
## **8. BY-LAWS**

\*Confirming By-law to be completed after virtual closed meeting

- 8            8.1.    55-2021: Confirming proceedings of August 25, 2021  
[55-2021 - CONFIRMING AUG 25-2021](#)

## **9. ADJOURNMENT**

The Council of the Township of Wollaston adjourns to meet again on September 13, 2021 at 3:00 p.m. or at the call of the Mayor



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**TO: Members of Council – Township of Wollaston**

**FROM: Bernice Crocker, Clerk Administrator**

**DATE: August 25<sup>th</sup>, 2021**

**RE: Nellie Lunn Park Land**

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**RECOMMENDATION:**

1. That Council grant approval to the four individuals of the Friends of Nellie Lunn Park Group, being Sheila Currie, JD Fentie, Naomi Visanji and Karen Fliess, for entry onto the Nellie Lunn Park land as follows:
  - i. Entry shall be by using the unopened road allowance South of The Ridge Road between Lots 15 and 16, Concession 5 and then continuing East using the unopened road allowance between Lots 14 and 15, Concession 4 and Lots 14 and 15, Concession 5;
  - ii. On a date and time to be agreed upon between the Township and the four individuals;
  - iii. Ensure that all individuals are aware of the unopened road boundary width and ensure no trespassing occurs onto private property.

**BACKGROUND:**

Four individuals from the Friends of Nellie Lunn Group attended at the August 09<sup>th</sup>, 2021 meeting as a delegation. Discussion occurred regarding the need for Nellie Lunn including community engagement, key characteristics of the Park, liability, access, operational costs, funds needed for reserves, legalities, ethical consideration, land

asset, municipal strategic plan, a community working group, partnerships, and park vs reserves for firehall. The members requested 9 months to prepare a business case and asked Council to defer any decisions until such time.

At the August 09, 2021 Council meeting, the following Motion was adopted:

MOTION NO.: 11      Councillor Swartman - Councillor Fuerth

RESOLVED, THAT Council defers the decision to sell the property known as Nellie Lunn be deferred for 3 months to give interested stakeholders time to organize and bring forward a viable plan to develop and maintain the park, which will include not trespassing on other people's property.

**ADDITIONAL INFORMATION:**

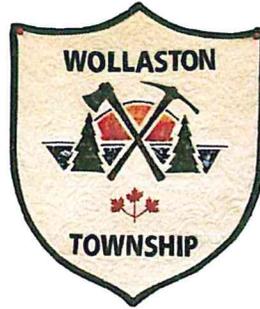
Once the above Resolution was adopted, there was mention of having the Friends of Nellie Lunn Group contact the abutting landowner, Fred Cox, to inquire whether it was possible for them to receive a tour of the land with the assistance of Mr. Cox. Mr. Cox was contacted and indicated that he would provide a tour to one individual of the Group only.

In order for the Friends of Nellie Lunn to create an effective business case, it is important that these individuals be given an opportunity to walk the unopened road allowances leading to the park and the park area. Since the Nellie Lunn Park Land was closed by resolution of Council, it is necessary for Council to adopt a Motion to allow for entry into the Park Land by the four individuals of the Friends of Nellie Lunn Park, all the while ensuring that the individuals stay within the unopened road allowances and do not trespass onto private property.

**FINANCIAL IMPACT:**

None

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COE HILL, ON K0L 1P0  
[clerk@wollaston.ca](mailto:clerk@wollaston.ca)  
[www.wollaston.ca](http://www.wollaston.ca)



**MAYOR: LYNN KRUGER**  
**CLERK: BERNICE CROCKER**  
613-337-5731 (Phone)  
613-337-5789 (Facsimile)

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**RECORD OF REQUEST FOR TENDER OPENED**  
**DATE: July 28, 2021 at 2:00 p.m.**  
**REQUEST FOR TENDER #2021-02**

**TENDER FOR: SURFACE TREATMENT AND LINE PAINTING**

**CLOSING DATE AND TIME: July 28, 2021 at noon**

<b>BIDDER'S NAME</b>	<b>TOTAL PROPOSED PRICE</b>	<b>COMMENTS</b>
Greenwood Paving (Pembroke Ltd.)	Surface Treatment: \$158,360.00, plus H.S.T.	Agreement to Bond provided
Greenwood Paving (Pembroke Ltd.)	Line Painting: \$7,700.00, plus H.S.T.	
Duncor Enterprises Inc.	Surface Treatment: \$212,395.00, plus H.S.T.	Agreement to Bond provided
Duncor Enterprises Inc.	Line Painting: \$12,793.76, plus H.S.T.	

REVIEWED BY: *Bernice Crocker*

REVIEWED BY: *Jacy Under*



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**To:** Members of Council – Township of Wollaston

**From:** Tracy Vader, Treasurer

**Date:** August 25<sup>th</sup>, 2021

**Re:** Reserves Report

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## **RECOMMENDATION**

THAT Council accepts the August 2021 Reserves Report as submitted by the Treasurer.

## **ORIGIN**

Reserves and reserve funds are an important financial indicator in a Municipality's overall financial health and is one of the key financial performance indicators in the Financial Information Return (FIR), measured by the Ministry of Municipal Affairs. By maintaining reserves, the Township of Wollaston has the capability to fund future liabilities, a key link to long-term financial planning practices. They also provide a cushion to absorb unexpected shifts in revenue and expenditures. The availability of reserves also reduces the cost of financing capital as it allows a municipality to avoid debt interest payments.

## **BACKGROUND**

The Council of the Township of Wollaston received the DRAFT 2020 Consolidated Financial Statements as presented by the Municipal Auditor at the August 9<sup>th</sup>, 2021, regular meeting of Council. It was determined that as of year-end 2020 there was an Accumulated Surplus of \$630,085, which is an accumulation over the last three plus years. The Auditor requires direction from Council on how they wish to allocate these surplus monies.

## **ADDITIONAL INFORMATION**

Through discussion with Staff and the Municipal Auditor we are suggesting the \$630,085 surplus be allocated as follows:

- \$ 20,000 (see 2021 Budget – approved May 2021)
- \$150,000 (Fire Reserve)
- \$150,000 (Waste Reserve)
- \$310,085 (Capital Reserve)

We currently have \$567,000 in our Capital Reserves which when referencing our Asset Management Plan is not a significant amount should an emergency arise with any of our Infrastructure or Capital Assets. For this reason, we are suggesting the majority of the Surplus be allocated to this account.

Staff is seeking support from Council on the allocation of these funds.

Staff would also suggest that a Surplus/Deficit Policy be created to deal with the allocation of any operating surpluses and funding of any operating deficits moving forward.

## **FINANCIAL IMPACT**

There is no direct financial impact on the 2021 Municipal Budget. This re-allocation of surplus funds increases the financial health of the Township of Wollaston.

## **OPTIONS**

N/A

Respectfully submitted,

Tracy Vader  
Treasurer

**THE CORPORATION OF THE TOWNSHIP OF WOLLASTON**

**BY-LAW NO. 55 – 2021**

Being a By-Law to Confirm the Proceedings of Council

**WHEREAS** Sub-Section 5 (1) of the *Municipal Act*, S.O. 2001, as amended, the powers of a municipal corporation are to be exercised by its Council'

**AND WHEREAS** by Sub-Section 5 (3) of the *Municipal Act*, S.O. 2001, as amended, states a municipal power, including a municipality's capacity, rights, powers, and privileges of a natural person shall be exercise by By-Law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Wollaston at its meeting be confirmed and adopted by by-law;

**NOW THEREFORE** the Council of the Township of Wollaston **ENACTS AS FOLLOWS:**

1. **THAT** the actions of the Council of the Corporation of the Township of Wollaston in respect to each recommendation contained in the reports of the Committees; and each action and resolution passed, and other actions taken by Council, at the meetings held on August 25<sup>th</sup>, 2021, are hereby adopted, and confirmed as if all such proceedings were expressly embodied in the by-law.
2. **THAT** the Mayor and proper officials of the Corporation of the Township of Wollaston are hereby authorized and directed to do all the things necessary to give effect to the action of the Council referred to in all proceeding sections hereof;
3. **THAT** the Mayor and the Clerk be authorized and directed to execute all documents in that behalf and to affix thereof the seal of the Corporation of the Township of Wollaston.

**PASSED** this 25<sup>th</sup> day of August 2021.

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**MAYOR: LYNN KRUGER**

**SEAL**

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**CLERK: BERNICE CROCKER**