



**MINUTES
Regular Council**

January 22, 2019
6:00pm
Town Hall, Council Chambers

Council Present: Mayor Strathdee
Councillor Craigmile
Councillor Edney
Councillor Luna
Councillor Hainer
Councillor Pridham
Councillor Winter

Staff Present: Brent Kittmer, CAO / Clerk
Richard Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Building and Development
Jim Brown, Director of Finance / Treasurer
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
Lisa Lawrence, Director of Human Resources
Trisha McKibbin, Director of Corporate Services
Jenna McCartney, Deputy Clerk

1. CALL TO ORDER

Mayor Strathdee called the meeting to order at 6:00pm.

2. DECLARATIONS OF PECUNIARY INTEREST

**2.1 Councillor Pridham – DEV 09-2019 Application for Zoning By-law
Amendment (Z04-2017) 275 Queen Street South**

Councillor Pridham declared a potential pecuniary interest in this matter.

**2.2 Councillor Pridham – DEV 10-2019 Sign Permit Application – 175
Queen Street East**

Councillor Pridham declared pecuniary interest in this matter.

3. AMENDMENTS AND APPROVAL OF AGENDA

Mayor Strathdee stated that the author of correspondence listed in agenda item 7.5 wishes to withdraw it from Council's consideration at this time.

Resolution 2019-01-22-01

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT the January 22, 2019 regular Council meeting agenda be accepted as amended.

CARRIED

4. PUBLIC INPUT PERIOD

None.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Four County Labour Market Planning Board re: Skills Advance Ontario and Local Labour Market Plan

Gemma Mendez-Smith of Four County Labour Market Planning Board spoke to the Skills Advance Ontario and Local Labour Market Plan presentation and responded to questions from Council.

Resolution 2019-01-22-02

Moved By Councillor Pridham

Seconded By Councillor Hainer

THAT the presentation from Four County Labour Market Planning Board regarding Local Labour Market Plan be received.

CARRIED

5.2 Randy Pettapiece, MPP re: Greetings and Introduction

Randy Pettapiece, MPP welcomed the new term of Council and congratulated them on their election to the Office. MPP Pettapiece provided an overview of the Provincial government's areas of focus for the upcoming year, and responded to questions from Council.

Resolution 2019-01-22-03

Moved By Councillor Winter

Seconded By Councillor Luna

THAT the presentation from Randy Pettapiece, MPP regarding general greetings and an update from the Province of Ontario be received.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - January 8, 2019

Councillor Winter asked that his name be stricken from item 9.1.2 of minutes.

Resolution 2019-01-22-04

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT the January 8, 2019 regular Council meeting minutes be approved as amended and signed and sealed by the Mayor and the Clerk.

CARRIED

6.2 Special Meeting of Council - January 15, 2019

Resolution 2019-01-22-05

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT the January 15, 2019 Special Meeting of Council minutes be approved and signed and sealed by the Mayor and the Clerk.

CARRIED

7. CORRESPONDENCE

7.1 Minister of Finance re: 2019 Ontario Municipal Partnership Fund (OMPF)

Resolution 2019-01-22-06

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT the correspondence from the Minister of Finance regarding the 2019 Ontario Municipal Partnership Fund be received.

CARRIED

7.2 Randy Pettapiece, MPP re: OMPF Funding

Resolution 2019-01-22-07

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT the correspondence from Randy Pettapiece, MPP regarding the Ontario Municipal Partnership Fund be received.

CARRIED

7.3 Blake and Wanda Mossey re: Skatepark Concerns

Resolution 2019-01-22-08

Moved By Councillor Edney

Seconded By Councillor Luna

THAT the correspondence from Blake and Wanda Mossey regarding the skatepark concerns be received.

CARRIED

7.4 Minister of the Environment, Conservation and Parks re: Apportionment of Levies under the Conservation Authorities Act

Resolution 2019-01-22-09

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT the correspondence from the Minister of the Environment, Conservation and Parks regarding apportionment of levies under the *Conservation Authorities Act* be received.

CARRIED

7.5 Canadian Baseball Hall of Fame and Museum re: Funding Request

Author of correspondence wishes for the letter to be withdrawn from the agenda.

8. STAFF REPORTS

8.1 Administration and Human Resources

8.1.1 CAO 09-2019 January Monthly Report (Administration and Human Resources)

Brent Kittmer and Lisa Lawrence spoke to CAO 09-2019 report and responded to questions from Council.

Resolution 2019-01-22-10

Moved By Councillor Edney

Seconded By Councillor Luna

THAT CAO 09-2019 January Monthly Report (Administration and Human Resources) be received for information.

CARRIED

8.1.2 CAO 10-2019 Housekeeping – Open Public Highway for Multiple Parcels

Brent Kittmer spoke to CAO 10-2019 report and responded to questions from Council.

Resolution 2019-01-22-11

Moved By Councillor Pridham

Seconded By Councillor Luna

THAT CAO 10-2019 Housekeeping – Open Public Highway for Multiple Parcels be received; and

THAT Council approve By-laws 12-2019, 13-2019, 14-2019, 15-2019 and 16-2019 for the purpose of opening, establishing and assuming multiple parcels as public highway.

CARRIED

8.1.3 CAO 11-2019 Draft Pregnancy and Parental Leave Policy for Council

Brent Kittmer spoke to CAO 11-2019 report and responded to questions from Council. Council requested one amendment to provide Council with the ability to make appointments to fill committee vacancies for Councillor leaves.

Resolution 2019-01-22-12

Moved By Councillor Edney

Seconded By Councillor Luna

THAT CAO 11-2019 regarding a pregnancy and parental leave policy for Council be received; and

THAT staff be directed to finalize the policy subject to Council's amendments; and

THAT staff present a final version of the policy for adoption prior to March 1, 2019.

CARRIED

8.2 Corporate Services

8.2.1 COR 05-2019 January Monthly Report (Corporate Services)

Trisha McKibbin spoke to COR 05-2019 report and responded to questions from Council.

Resolution 2019-01-22-13

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT COR 05-2019 January Monthly Report (Corporate Services) be received for information.

CARRIED

8.3 Finance

8.3.1 FIN 01-2019 January Monthly Report (Finance)

Jim Brown spoke to FIN 01-2019 report and responded to questions from Council.

Resolution 2019-01-22-14

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT FIN 01-2019 January Monthly Report (Finance) be received for information.

CARRIED

8.3.2 FIN 02-2019 Temporary Borrowing By-law

Jim Brown spoke to FIN 02-2019 report and responded to questions from Council.

Resolution 2019-01-22-15

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT FIN 02-2019 Temporary Borrowing By-law be received; and

THAT By-law 10-2019 authorizing temporary borrowing be approved.

CARRIED

8.3.3 FIN 03-2019 2019 Interim Tax Levy

Jim Brown spoke to FIN 03-2019 report and responded to questions from Council.

Resolution 2019-01-22-16

Moved By Councillor Winter

Seconded By Councillor Edney

THAT FIN 03-2019 Interim Tax Levy report be received; and

THAT By-law 11-2019 authorizing the 2019 Interim Tax Levy be approved.

CARRIED

8.4 Fire and Emergency Services

8.4.1 FD 01-2019 January Monthly Report (Emergency Services)

Brent Kittmer, on behalf of Fire Chief Anderson, spoke to FD 01-2019 report and responded to questions from Council.

Resolution 2019-01-22-17

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT FD 01-2019 January Monthly Report (Emergency Services) be received for information.

CARRIED

8.5 Community Services

8.5.1 DCS 04-2019 January Monthly Report (Community Services)

Stephanie Ische spoke to DCS 04-2019 report and responded to questions from Council.

Resolution 2019-01-22-18

Moved By Councillor Luna

Seconded By Councillor Edney

THAT DCS 04-2019 January Monthly Report (Community Services) be received for information.

CARRIED

8.6 Building and Development Services

8.6.1 DEV 11-2019 January Monthly Report (Building and Development)

Resolution 2019-01-22-19

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT DEV 11-2019 January Monthly Report (Building and Development) be received for information.

CARRIED

8.6.2 DEV 10-2019 Sign Permit Application – 175 Queen St East

Having declared pecuniary interest with respect to this matter at the beginning of the meeting, Councillor Pridham vacated her seat at Council.

Grant Brouwer spoke to DEV 10-2019 report and responded to questions from Council.

Resolution 2019-01-22-20

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT DEV 10-2019 Sign Permit Application – 175 Queen Street East be received; and

THAT Council support the application for a variance to the sign by-law 86-2018 for the installation of two ground signs at 175 Queen St East.

CARRIED

Councillor Pridham resumed her seat at the Council table.

8.6.3 DEV 09-2019 Application for Zoning By-law Amendment (Z04-2017) 275 James Street

Mark Stone, Planner, spoke to DEV 09-2019 report and responded to questions from Council.

During the deliberation of the matter, Councillor Pridham declared pecuniary interest in the matter and vacated her seat at the Council table.

Resolution 2019-01-22-21
Moved By Councillor Edney
Seconded By Councillor Luna

THAT DEV 09-2019 Application for ZBA (Z04-2017) A. Paola for 275 James Street South be received;

THAT Council determine that no further public notice and / or public meeting is required for the Application for Zoning By-law Amendment (Z04-2017) in accordance with Section 34(17) of the *Planning Act* since a public meeting was held in accordance with the *Planning Act* and the modifications to the proposed By-law are minor in nature; and

THAT Council enact Zoning By-law Z131-2019 for 275 James Street South.

CARRIED

Councillor Pridham returned to her seat at Council.

8.7 Public Works

8.7.1 PW 04-2019 January Monthly Report (Public Works)

Jed Kelly spoke to PW 04-2019 report and responded to questions from Council.

Resolution 2019-01-22-22
Moved By Councillor Pridham
Seconded By Councillor Craigmile

THAT PW 04-2019 January Monthly Report (Public Works) be received for information.

CARRIED

8.7.2 PW 02-2019 Award of RFT-PW-20-2018 Supply and Delivery of Unleaded Gasoline and Diesel Fuel

Jed Kelly spoke to PW 02-2019 report and responded to questions from Council.

Resolution 2019-01-22-23
Moved By Councillor Pridham
Seconded By Councillor Hainer

THAT PW 02-2019 Award of RFT-PW-20-2018 Supply and Delivery of Unleaded Gasoline and Diesel Fuel be received; and

THAT the procurement for the supply and delivery of fuel be awarded to Bluewave Energy (Parkland Fuel Corporation) for the bid unit prices of -0.025 for clear diesel, -0.021 for coloured diesel and -0.016 for regular unleaded gasoline ; and

THAT By-Law 17-2019 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

9. EMERGENT OR UNFINISHED BUSINESS

Mayor Strathdee informed Council that he would be attending the ROMA conference this weekend.

10. NOTICES OF MOTION

None.

11. BY-LAWS

Councillor Pridham restated her declaration of pecuniary interest related to proposed By-law Z131-2019 and vacated her seat at Council. Council agreed to consider By-law Z131-2019 separately.

Resolution 2019-01-22-24

Moved By Councillor Hainer

Seconded By Councillor Edney

THAT By-Laws 10-2019 through 17-2019 be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.1 By-Law 10-2019 Temporary Borrowing

11.2 By-Law 11-2019 Interim Tax Levies

11.3 By-Law 12-2019 Open, Establish and Assume Public Highway (Queen Street East)

11.4 By-Law 13-2019 Open, Establish and Assume Public Highway (Park Lane)

- 11.5 **By-Law 14-2019 Open, Establish and Assume Public Highway (Queen Street East - south side)**
- 11.6 **By-Law 15-2019 Open, Establish and Assume Public Highway (Multiple Parcels along Maxwell Street)**
- 11.7 **By-Law 16-2019 Open, Establish and Assume Public Highway (Water Street South)**
- 11.8 **By-Law 17-2019 Authorize an Agreement with Bluewave Energy (Parkland Fuel Corporation)**

- 11.9 **Z131-2019 Zoning By-law Amendment (Z04-2017) 275 James Street South**

Having declared a pecuniary interest Councillor Pridham vacated her seat at Council.

Resolution 2019-01-22-25

Moved By Councillor Winter

Seconded By Councillor Hainer

THAT By-Law Z131-2019, being a zoning amendment by-law for 275 James Street South, be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

Councillor Pridham resumed her seat at Council.

12. UPCOMING MEETINGS

Mayor Strathdee reviewed the upcoming meetings as presented on the agenda.

Councillor Edney provided regrets for February 12, 2019.

Council agreed to extend the meeting time for the Special Meeting of Council on Tuesday, January 29, 2019 until 2:00pm.

13. CLOSED SESSION

None.

14. CONFIRMATORY BY-LAW

Resolution 2019-01-22-26

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT By-Law 18-2019, being a by-law to confirm the proceedings of January 22, 2019 regular Council meeting be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

15. ADJOURNMENT

Resolution 2019-01-22-27

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT this regular meeting of Council adjourn at 8:38p.m.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk