

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – June 15, 2020
ELECTRONIC MEETING PARTICIPATION – LIVE STREAM TO YOUTUBE**

Present: Mayor Kurtis Smith, Deputy Mayor Mary Ann Hendrikx, Councillor Brodie, Councillor Sue Clarke and Councillor Betty Ann MacKinnon

Also Present: Township Manager and Moderator for the meeting Morgan Calvert, Clerk/Acting Treasurer Jennifer Turk, and Public Works Manager Coulter Cahill

Call to Order

At 7:01 pm, Mayor Kurtis Smith called the meeting to order.

Declaration of Pecuniary Interest and General Nature Thereof

The Municipal Conflict of Interest Act requires any member of Council to declare a pecuniary interest and the general nature thereof; and where the interest of a member of Council has not been disclosed by reason of the member's absence from a meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

None.

Minutes

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor MacKinnon

Resolved that the minutes of the June 1, 2020 Regular Virtual Council meeting, be approved and circulated. CARRIED.

Delegations & Timed Events

7:05 PM Scott Nantais, 3215 Napperton Drive
RE: Waste & Recycling Co-collection Options

Scott Nantais presented Council with questions regarding the new wheelie bin program that was approved by Council.

Deputy Mayor Hendrikx advised Council and Mr. Nantais background information pertaining to the fleet structure at Bluewater Recycling Association.

Clerk/Acting Treasurer Jennifer Turk advised Council and Mr. Nantais background information pertaining to the costs associated with the wheelie bin program versus bag tag program.

Clerk/Acting Treasurer Jennifer Turk advised Council and Mr. Nantais that there will be a report coming to Council at the July 6, 2020 Council meeting, as some residents have provided comment with the switch to the new program.

Mayor Smith thanked Mr. Nantais and Mr. Nantais exited the virtual meeting.

Correspondence

- A. Upcoming Conferences/Seminars/Meetings
 - 1) Special Council Meeting - Wednesday, June 17, 2020
 - 2) Regular Council Meeting - Monday, July 6, 2020
 - 3) Regular Council Meeting - Monday, July 20, 2020

- B. Recommended Reading
 - 1) CC-1 - FCHS - Spring Newsletter
 - 2) CC-2 OPP - Revenue Distribution Processes Change - Non-Contracts

- C. Action Required
 - 1) CC-3 Perth South - Resolution - Provincially Significant Wetlands Designation

MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that Council support the resolution from the Township of Perth South regarding provincially significant wetlands designation. CARRIED.

- 2) CC-4 Brantford - Resolution - Essential Workers Day
- 3) CC-5 Orangeville - Resolution - Diversity Training Program

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor Clarke
Resolved that Council receive and file Correspondence Items CC-1, CC-2, CC-4, and CC-5. CARRIED.

Staff Reports

Public Works Manager Coulter Cahill presented his reports to Council.

- 1) PWM-1 Winter Maintenance Sidewalks Report

MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that Council receive the Sidewalk Winter Maintenance Report as presented by the Public Works Manager. CARRIED.

Acting Township Manager Morgan Calvert advised Council that cheaper costs may be the result based on competitive pricing through the Request for Proposal/tender process with minimum maintenance standards for sidewalks.

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that Council approve the option to hire a contractor to maintain both Kerwood and Napperton/Pike sidewalks for the winter of 2020-2021, and that option two, use Township resources to maintain both locations, be incorporated in the 2021 budget as Council has shown interest in constructing new sidewalks in various locations throughout the Township. CARRIED.

Clerk/Acting Treasurer Jennifer Turk presented her reports to Council.

2) C-1 Municipal Audit Services for 2019 Fiscal Year

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that Council receive the External Audit Appointment Staff Report as presented by the Clerk/Acting Treasurer. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Council appoint Graham Scott Enns as municipal financial auditor for 2019 fiscal year. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that staff be directed to move forward with the Request for Proposal for municipal audit services for 2020, 2021, and 2022 fiscal years, as per the Township's Procurement Policy, By-law 4 of 2020. CARRIED.

3) C-2 Kerwood Park - Staff Report
C-2 Spriets Kerwood Park Agreement
C-2 Kerwood Park Design - Location
C-2 Kerwood Park – Design

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that Council defer the Kerwood Park – Spriets Associates Agreement Staff Report by the Clerk/Acting Treasurer until senior staff has reviewed the agreement to provide comment. CARRIED.

5) C-3 Spriets Association - Office Renovations
C-3 Office Renovations - Spriets Agreement

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that Council defer the Municipal Office - Spriets Associates Agreement Staff Report by the Clerk/Acting Treasurer until senior staff has reviewed the agreement to provide comment. CARRIED.

- 6) C-4 Municipal Modernization Program Staff Report
C-4 Expression of Interest Form - Adelaide Metcalfe - Financial Review (DRAFT)

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that Council receive the Municipal Modernization Program Intake 1 – Expression of Interest Staff Report as presented by the Clerk/Acting Treasurer. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council direct staff to transfer the \$35,000 Municipal Modernization Program Funds from a Fire Services Review to a Financial Services Review. CARRIED.

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that Council direct staff to submit the Expression of Interest for the Municipal Modernization Program – Intake 1 as presented by the Clerk/Acting Treasurer and Township Manager. CARRIED.

- 7) C-5 Accounts Payable May 29 - June 12, 2020 Staff Report
C-5 Invoice Payment May 29 - June 12, 2020 Listing

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that Council receive the Invoice Payment Approval Report as presented by the Clerk/Acting Treasurer and that Council approve the accounts listing for the period May 29, 2020 to June 12, 2020 in the amount of \$579,217.08. CARRIED.

Other Business

Landfill Operator

Councillor Brodie inquired if we had hired for the student landfill operator job vacancy. Clerk/Acting Treasurer Jennifer Turk advised Council that there were no applications received and after discussions with County HR staff, it was advised to revamp the posting to reflect permanent part-time landfill operator to appeal to a larger crowd.

August Council Dates

Councillor Brodie inquired when August Council meetings were taking place. Clerk/Acting Treasurer advised Council, meeting dates would be August 4, and August 17, 2020

4th Line Cemetery

Mayor Smith advised Council that he received a thank you from a resident that inquired about the long grass at 4th Line Cemetery. The resident was pleased with the condition of the cemetery after the Township's grass cutting contractor attended the site. The cemetery was late getting cut due to equipment breakdown.

Bluewater Recycling Association

Councillor MacKinnon advised Council that she had been contacted from a resident that requires an accessible solution for waste and recycling pickup with the new wheelie bin program. Acting Township Manager Morgan Calvert advised Council that a report from staff was coming to the July 6 Council meeting that will summarize comments/complaints received to date regarding the new waste and recycling program.

By-laws

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that By-law No. 33 of 2020, Site Plan Agreement for 1584 Melwood Drive, Creekside Ag Company, and Anna Francisca Sanders, and Gerardus Augustinus Sanders be deferred to the June 17, 2020 Special Council meeting. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that all three readings be given to:

By-law No 32 of 2020 – Appoint Municipal Auditor

By-law No 34 of 2020 – Amend Procedural By-law – Electronic Planning Meetings

By-law No 35 of 2020 – Confirm Council Proceedings

And that the by-laws be signed by the Mayor and Clerk and have the corporate seal attached. CARRIED.

Adjournment

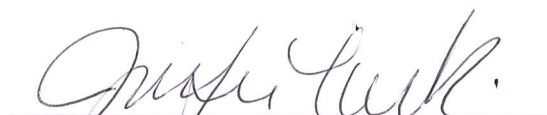
MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that the meeting be adjourned at 8:01 PM. CARRIED.



Kurtis Smith, Mayor


Jennifer Turk, Clerk/Acting Treasurer

