



**Township of Cramahe Council  
Minutes  
February 4, 2020**

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Minutes of a regular meeting of Council held on Tuesday, February 4, 2020 at 07:00 PM, in the Council Chambers

**ROLL CALL**

Present Were: Mayor M. Martin  
Deputy Mayor S. Arthur  
Councillor D. Clark  
Councillor T. Gilligan  
Councillor E. Van Egmond

Also Present: CAO/Treasurer/Deputy Clerk, A. McNichol  
Clerk, J. Hyde  
Operations Manager, J. Hoskin  
Fire Chief, T. Burgess  
Manager of Planning & Development

**CALL TO ORDER**

The meeting was called to Order at 7:03 PM

As we gather, we are reminded that the Township of Cramahe is situated on treaty land that has a rich Indigenous history. As a municipality, we have a responsibility for the stewardship of the land on which we live and work. Today we acknowledge the Anishnabek, Huron-Wendat, Haudenosaunee (Iroquois) and Ojibway/Chippewa on whose traditional territory we are meeting.

This territory is covered by the Williams Treaty.

**RECORDING EQUIPMENT**

Members of the Public are to advise the Mayor or the Clerk of the use of devices for transcribing or recording the proceedings of open session by auditory or visual means prior to the meeting.

**CONFIRMATION OF AGENDA**

**Be it resolved that** Council confirm the agenda, as amended, to add Operations Report OPER 02-20.

**Moved by** Councillor Gilligan **Seconded by** Deputy Mayor Arthur  
“CARRIED”

### **DISCLOSURES OF PECUNIARY INTEREST**

None.

### **DELEGATIONS/PRESENTATIONS**

**Duff Sprague and Linda David, Community Health Centres of Northumberland**

**Moved by** Councillor Van Egmond **Seconded by** Councillor Gilligan

**Be it resolved that** Council receive the delegation from Duff Sprague and Linda Davis, Community Health Centres of Northumberland, as information.

#### **AMENDMENT #1:**

**Moved by** Councillor Van Egmond **Seconded by** Councillor Clark

Add a second clause to read as follows:

**That** Council direct staff to work with the Ontario Health Team - Northumberland to develop a Memorandum of Understanding with a two (2) year rent/utility free agreement with a yearly reconciliation review.

"CARRIED"

#### **MAIN MOTION AS AMENDED:**

**Be it resolved that** Council receive the delegation from Duff Sprague and Linda Davis, Community Health Centres of Northumberland, as information; and

**That** Council direct staff to work with the Ontario Health Team - Northumberland to develop a Memorandum of Understanding with a two (2) year rent/utility free agreement with a yearly reconciliation review.

“CARRIED”

### **REPORTS OF MUNICIPAL OFFICERS**

**ADMIN-02-20 Re: Manager of Public Works and Environmental Services Recruitment**

**Moved by** Councillor Clark **Seconded by** Deputy Mayor Arthur

**Be it resolved that** Administration Report ADMIN-02-20 be received for information; and

**That** Council direct staff to advertise for the newly created position of Manager of Public Works and Environmental Services; and

**That** Council authorize the CAO/Treasurer/Deputy Clerk, Manager of Planning and Development, Deputy Mayor Arthur, Councillor Van Egmond and an external engineer to complete the evaluation process and bring forward a recommendation to Council.

**"CARRIED"**

**TREA-08-20 Re: Development Charge Information Report**

**Moved by** Councillor Van Egmond **Seconded by** Deputy Mayor Arthur

**Be it resolved that** Council receive Treasury Report TREA-08-20 regarding Development Charges, for information.

**"CARRIED"**

**TREA-09-20 Re: Indexing and Annual Adjustment of Development Charges for 2020**

**Moved by** Councillor Clark **Seconded by** Councillor Van Egmond

**Be it resolved that** Council receive Treasury Report TREA-09-20, for information; and

**That** the Schedule "B" attached to Treasury Report TREA-09-20, as updated to reflect Construction Price Index, be hereby adopted as the Schedule of Development Charges effective January 1, 2020 for The Corporation of the Township of Cramahe; and

**That** Council consider the approval of By-law 2020-18 to repeal and replace Schedule B to By-law 2018-35.

**"CARRIED"**

**TREA-10-20 Re: Indexing and Annual Adjustment of Water and Sewer Impose charges for 2020 the Township of Cramahe**

**Moved by** Councillor Van Egmond **Seconded by** Councillor Clark

**Be it resolved that** Council receive Treasury Report TREA-10-20, for information; and

**That** the attached Schedule "A", updated to reflect Construction Price Index, be hereby adopted as the Schedule of Water and Sewer Impose Charges, effective January 1, 2020 for The Corporation of the Township of Cramahe.

**"CARRIED"**

**PLAN 10-20 Re: Assumption of George Court Subdivision**

**Moved by** Deputy Mayor Arthur **Seconded by** Councillor Gilligan

**Be it resolved that** Council defer Planning Report PLAN 10-20 until grading issues have been addressed on Lot 11.

**"CARRIED"**

**OPER 01-20 Re: Water Pollution Control Plan Uncommitted Reserve Capacity**

**Moved by** Councillor Van Egmond **Seconded by** Deputy Mayor Arthur

**Be it resolved that** Council receive Operations Report OPER-01-20, for information; and

**That** Council direct staff to proceed with the reserve capacity and any minor amendments.

**"CARRIED"**

**OPER 02-20 Re: Pre-Budget Approval - Area Velocity Meter for Sanitary Monitoring**

**Moved by** Councillor Gilligan **Seconded by** Councillor Van Egmond

**Be it resolved that** Council receive Operations Report OPER 02-20, for information; and

**That** Council authorize the pre-budget approval for the purchase of the portable area velocity flow meter at a total cost of \$5,000 + applicable taxes.

**"CARRIED"**

**CLERKS 01-20 Records Retention Mandated Updates**

**Moved by** Councillor Gilligan **Seconded by** Deputy Mayor Arthur

**Be it resolved that** Council receive Staff Report CLERK 01-20 for information; and

**That** Council consider the approval of the Updated Records Retention By-law No. 2020-14; and

**That** the Clerk be granted delegated authority for the establishing and amending the Records Retention Schedule (Schedule A) to By-law 2020-17 for the records of the Corporation of the Township of Cramahe.

**"CARRIED"**

**CONSIDERATION OF BY-LAWS**

**By-law 2020-18 Repeal and Replace Schedule B of By-law 2018-35, Development Charges**

**Moved by** Councillor Clark **Seconded by** Deputy Mayor Arthur

**Be it resolved that** Council approve By-law 2020-18, being a By-law to repeal and replace Schedule B of By-law 2018-35 regarding the Development Charges under the Development Charges Act, 1997, as amended, be read a first, second and third time, signed by the Mayor and the Clerk, sealed with the seal of approval and entered into the By-law book.

**"CARRIED"**

**By-law 2020-17 Records Retention By-law**

**Moved by** Councillor Gilligan **Seconded by** Councillor Van Egmond

**Be it resolved that** Council approve By-law 2020-17, being a By-law to provide a schedule of retention periods for the records of the Township of Cramahe and to repeal and replace Bylaw No. 2013-26, be read a first, second and third time, signed by the Mayor and the Clerk, sealed with the seal of approval and entered into the By-law book.

**"CARRIED"**

**By-law 2020-15 Civil Marriage Solemnization Services**

**Moved by** Councillor Gilligan **Seconded by** Councillor Van Egmond

**Be it resolved that** Council approve By-law 2020-15, being a by-law to authorize the Municipal Clerk (or Designate) for the Township of Cramahe to provide civil marriage solemnization services, be read a first, second and third time, signed by the Mayor and the Clerk, sealed with the seal of approval and entered into the By-law book.

**"CARRIED"**

**By-law 2020-19 Assumption of George Court Subdivision – DEFERRED WITH REPORT**

**By-Law 2020-20 Delegation of CAO Authority**

**Moved by** Councillor Clark **Seconded by** Councillor Van Egmond

**Be it resolved that** Council approve By-law 2020-20, being a by-law to delegate certain powers and duties to officers and employees, be read a first, second and third time, signed by the Mayor and the Clerk, sealed with the seal of approval and entered into the By-law book.

**"CARRIED"**

**By-law 2020-21 Repeal and Replace Schedule A to By-law 2013-71, a By-law to Impose Water Rates and Sewer Rates**

Moved by Councillor: Clark Seconded by Deputy Mayor Arthur

**Be it resolved that** Council approve By-law 2020-21, being a By-law to Repeal and Replace Schedule A to By-law 2013-71, a By-law to Impose Water Rates and Sewer Rates, be read a first, second and third time, signed by the Mayor and the Clerk, sealed with the seal of approval and entered into the By-law book.

**"CARRIED"**

**By-law 2020-16 Appointment of the Clerk as Head of the Municipality for the Purposes of MFIPPA**

**Moved by** Councillor Van Egmond **Seconded by** Councillor Clark

**Be it resolved that** By-law 2020-16, being a By-law to Authorize the Appointment of the Clerk as Head of the Municipality for the Purposes of the Municipal Freedom of Information, be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of approval and entered into the By-law book.

**"CARRIED"**

**CONFIRMATORY BY-LAW**

**Moved by** Councillor Van Egmond **Seconded by** Councillor: Clark

**Be it resolved that** By-law 2020-22, being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Cramahe, be read a first, second and third time, finally passed, signed by the Mayor and Clerk, sealed and included into the By-law book.

**"CARRIED"**

**MOTION TO ADJOURN**

**Moved by** Councillor Van Egmond **Seconded by** Councillor Gilligan

**Be it resolved that** Council adjourn the meeting at 7:47 PM.

**"CARRIED"**