

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

MINUTES

November 13, 2018

The regular meeting of the Council of the Township of Armour was held on Tuesday, November 13, 2018 at 7:00 p.m. Those in attendance were: Reeve Bob MacPhail; Councillors Rod Blakelock, and Marina Hammond; Absent; Councillors Jerry Brandt and Pat Hayes; Delegations: Amy Tilley, Waste Management Administrator and Keith McCoy, Roads Supervisor; Guests: Wendy Whitwell; Staff: John Theriault, Clerk-Treasurer/Administrator and Charlene Watt, Deputy-Clerk.

CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

The minutes of the regular Council meeting held on October 23, 2018 were approved, as circulated.

The minutes of the TRI Council meeting held on October 29, 2018 were approved, as circulated.

DECLARATION OF PECUNIARY INTEREST: None

DELEGATIONS:

The Waste Management Administrator presented her monthly report. Questions were asked and answered.

Council reviewed some of the Township's Health and Safety policies and passed a resolution to give the Reeve the authority to sign them.

The Roads Supervisor presented his monthly report. Questions were asked and answered. Winter salt for the year has been received and mixed with winter sand.

ACCOUNTS FOR APPROVAL:

The list of accounts for November 2018 was approved by resolution.

APPLICATIONS:

Council reviewed a site plan application for 163C Madill Road. Council passed resolution to request that the municipal planner proceed with drafting the site plan agreement.

BY-LAWS:

By-law #56-2018 being a by-law to amend the Township of Armour's Employment Policy was read in its entirety and passed by resolution.

By-law #57-2018 being a by-law to appoint a Committee of Adjustment was read in its entirety and passed by resolution.

By-law #58-2018 being a by-law to appoint amend By-law #16-2015, the Reserve and Reserve Fund Policy was read in its entirety and passed by resolution.

By-law #59-2018 being a by-law to confirm the proceedings of Council for the October 2018 meetings was read in its entirety and passed by resolution.

Council reviewed the Almaguin Municipalities Integrity Commissioner Request for Proposals Recommendations. By-law #60-2018 being a by-law to appoint and Integrity Commissioner was read in its entirety and passed by resolution.

By-law #61-2018 being a by-law to assign the lease agreement for 12 Three Mile Lake Road was read in its entirety and passed by resolution.

By-law #62-2018 being a by-law to approve a site plan agreement for 163C Madill Road was read in its entirety and passed by resolution.

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BY-LAWS cont'd:

By-law #63-2018 being a by-law to approve the purchase of a property, Parts 1 and 2 of reference plan 42R-20844, from the Province represented by the Minister of Transportation was read in its entirety and passed by resolution.

REPORTS:

Council reviewed the November 2018 building report.

Council reviewed the minutes of October 15, 2018 of the Historical Society.

A verbal report was given on the last Planning Board meeting.

Council discussed the October 29, 2018 TRI Council meeting.

Council was advised that the Township hired a new custodian, Brad Kellas, who started on November 3, 2018.

A verbal update was given on the last ASHH meeting.

CORRESPONDENCE:

Council received a letter from the West Parry Sound Health Centre requesting a donation to support their 2018 Toy Drive. Council passed a resolution to approve a donation.

Council reviewed an Ontario News release announcing they will give veterans and active armed forces members free recreational fishing licenses.

A letter was received a letter from AMO advising of their position concerning local governance reviews.

Council received and reviewed the minutes of March 22, 2018 for the East Parry Sound Veterinary Service Committee.

Council received and reviewed the October 2018 labour focus report.

Council received and reviewed the September 2018 monthly jobs report.

Council received and reviewed an AMCTO legislative express giving them information on several issues presently being discussed by the Province.

Council received and reviewed an Ontario News release advising the Province was cutting red tape to help create and protect jobs.

Council received and reviewed an Ontario News release concerning a statement from the Premier congratulating municipal election candidates.

Council received and reviewed an Ontario News release advising the Ministry of Health and Long-term Care has undergone an organizational realignment.

Council received and reviewed an Ontario News release asking for their ideas for a Made in Ontario Environmental Plan.

Council received and reviewed a Global News article on the legality of growing cannabis.

Council received and reviewed a notice of a public meeting concerning a proposed Zoning By-law Amendment in the Township of Joly.

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UNFINISHED BUSINESS

Council reviewed documentation regarding the municipal employment policy and the request to refund training costs our By-law Enforcement Officer incurred. A resolution was passed rescinding resolution #10 of October 23, 2018.

Council received and discussed a letter received from Gary & Gina Graham requesting that the Township of Armour allow retailing of cannabis within the municipality. Council directed staff to respond to the inquiry.

NEW BUSINESS:

Council received and reviewed a report from the Clerk-Treasurer/Administrator on committee appointments. Staff will send out a listing of the committees to Council that requires a representative. Council members are to respond indicating if they are interested in being appointed to a specific committee.

Council received and reviewed a report from the Clerk-Treasurer/Administrator on the shared services draft budgets. Council passed a resolution to forward the amended report to our partner municipalities.

Council received and reviewed a report from the Clerk-Treasurer/Administrator on year-end transfers to and from reserves. Council passed a resolution to approve the recommendation included in the report.

Council received and reviewed an end of the year report from the contractor that maintained the Doe Lake Park Washrooms. Council passed a resolution to direct staff to implement the recommendations included in the report.

Council received and reviewed the quote they received from the Klink Enterprises for the 2019 maintenance of the Doe Lake Park Washrooms. Council passed a resolution to approve the quote and to exempt it from the requirement of requesting three quotes.

Council received and reviewed the notice of closing of the municipal office for the 2018 Christmas Holidays.

RESOLUTIONS:

Moved by Rod Blakelock, seconded by Marina Hammond; That the Council of the Township of Armour approve the minutes of the regular council meeting held on October 23, 2018, as circulated. Carried

Moved by Marina Hammond, seconded by Rod Blakelock; That the Council of the Township of Armour approve the minutes of the TRI council meeting held on October 29, 2018, as circulated. Carried

Moved by Rod Blakelock, seconded by Marina Hammond; That the Council of the Township of Armour having reviewed the Township of Armour Health and Safety Policy Statement, Township of Armour Workplace Harassment Policy Statement and the Township of Armour Workplace Violence Policy Statement and authorize the Reeve to sign the Policy Statements. Carried

Moved by Marina Hammond, seconded by Rod Blakelock; That the Council of the Township of Armour approve the November 2018 accounts, in the amount of \$482,875.00, for payment and the Reeve and the Treasurer are hereby authorized to sign cheques for same. Carried

Moved by Rod Blakelock, seconded by Marina Hammond; That the Council of the Township of Armour accept the application for site plan approval, submitted by Kenneth Ain Valvur, Part Lot 4, Concession 4, described as 163C Madill Road, and request the municipal planner proceed with drafting the site plan agreement. Carried

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RESOLUTIONS cont'd:

Moved by Marina Hammond, seconded by Rod Blakelock; That the Council of the Township of Armour have read and approve By-law #56-2018 being a By-law to adopt an amendment to the Employment Policy, By-law #53-2015, and that we authorize the Reeve and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Moved by Rod Blakelock, seconded by Marina Hammond; That the Council of the Township of Armour have read and approve By-law #57-2018 being a By-law to establish a Committee of Adjustment and that we authorize the Reeve and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Moved by Marina Hammond, seconded by Rod Blakelock; That the Council of the Township of Armour have read and approve By-law #58-2018 being a By-law to amend By-law #16-2015, the Reserve and Reserve Fund Policy By-law and that we authorize the Reeve and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Moved by Rod Blakelock, seconded by Marina Hammond; That the Council of the Township of Armour have read and approve By-law #59-2018 being a By-law to confirm the proceedings of Council's October 2018 meetings and that we authorize the Reeve and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Moved by Marina Hammond, seconded by Rod Blakelock; That the Council of the Township of Armour have read and approve By-law #60-2018 being a By-law to appoint Elston Watt, Barrister & Solicitor as the Township of Armour's Integrity Commissioner and that we authorize the Reeve and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Moved by Rod Blakelock, seconded by Marina Hammond; That the Council of the Township of Armour have read and approve By-law #61-2018 being a by-law to assign the lease agreement for 12 Three Mile Lake Road and that we authorize the Reeve and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Moved by Marina Hammond, seconded by Rod Blakelock; That the Council of the Township of Armour have read and approve By-law #62-2018 being a by-law to enter into a site plan agreement with Kenneth Ain Valvur with respect to Part of Lot 4 Concession 4, known municipally as 163C Madill Road and fronting on Little Doe Lake in the Township of Armour and that we authorize the Reeve and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Moved by Rod Blakelock, seconded by Marina Hammond; That the Council of the Township of Armour have read and approve By-law #63-2018 being a by-law to approve an offer to purchase PIN 52140-0120(LT), Part of Lot 6, Concession 10, designated as Parts 1 & 2 on Ministry Plan P-2127-366 deposited in the Land Registry Office as Plan 42R-20844 from the Province of Ontario and that we authorize the Reeve and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Moved by Marina Hammond, seconded by Rod Blakelock; That the Council of the Township of Armour support the West Parry Sound Health Centre and approve a donation in the amount of \$100 to their annual EMS Toy Drive. Carried

Moved by Rod Blakelock, seconded by Marina Hammond; That the Council of the Township of Armour rescind resolution #10 dated October 23, 2018 and the requirement for the current By-law Enforcement Officer to refund any training costs as the courses were scheduled by a Department Head and considered staff training under article 28.1 of the Township of Armour's Employment Policy. Carried

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RESOLUTIONS cont'd:

Moved by Marina Hammond, seconded by Rod Blakelock; That the Staff Report dated November 13, 2018 from the Clerk-Treasurer/Administrator regarding the shared services 2019 draft budgets be received and forwarded to our partner municipalities for their consideration and response. Carried

Moved by Rod Blakelock, seconded by Marina Hammond; That the Staff Report from the Clerk-Treasurer/Administrator dated November 13, 2018 regarding year end transfers to and from reserves be received and that Council approves the following transfers:

1. The surplus of the Building Department for 2017 and 2018 to the Building Department Reserve.
2. The 2018 contribution from Northland Power for the Watt House to the capital reserve, to be used in the future to improve the Watt House Museum.
3. The 2018 capital expenditures for the Pickerel and Jack Lake Road bridge replacement from the capital reserve.
4. The OCIF Top Up Grant received in 2018 to the capital reserve to be used in 2019 to fund the Pickerel and Jack Lake bridge replacement project.
5. The balance of the boat launch construction to the capital reserve to be used to construct a boat launch if Council decides to go ahead with this project in the future.
6. The Provincial Main Street Revitalization grant to the capital reserve to be used to fund the construction of a boat launch and/or the improvements to the Watt House Museum.
7. The 2018 capital expenditures for the Highway 520 industrial park from the capital reserve. Carried

Moved by Marina Hammond, seconded by Rod Blakelock; That the Council of the Township of Armour receive the Doe Lake Park Washrooms report, dated October 19, 2018, from Jill Langerud of Klink Enterprises and direct staff to implement the recommendations included in the report. Carried

Moved by Rod Blakelock, seconded by Marina Hammond; That the Council of the Township of Armour exempt the contract from the requirement of obtaining three quotes and award the 2019 Doe Lake Washroom Cleaning and Maintenance Contract to Klink Enterprises for a contract price of \$5,100 plus HST. Carried

Moved by Marina Hammond, seconded by Rod Blakelock; That the Council of the Township of Armour adjourn this regular council meeting at 9:44 p.m. until the next regular council meeting scheduled for November 27, 2018 or at the call of the Reeve or the Clerk. Carried

Original Signed by Bob MacPhail

Robert MacPhail, Reeve

Original Signed by John Theriault

John Theriault, Clerk