

TOWNSHIP OF SOUTH STORMONT
REGULAR MEETING MINUTES

THE NINETY-FOURTH MEETING
December 15, 2021

Council Present	Mayor Bryan McGillis Deputy Mayor David Smith Councillor Andrew Guindon Councillor Jennifer MacIsaac
Council Regrets	Councillor Cindy Woods
Staff Present	Debi LucasSwitzer, Chief Administrative Officer Kevin Amelotte, Director of Parks and Recreation Gilles Crepeau, Fire Chief Karl Doyle, Director of Planning and Building Ross Gellately, Director of Public Works Loriann Harbers, Director of Corporate Services/Clerk David Ni, Director of Finance/Treasurer Cara Lemkay, Parks and Recreation Coordinator

1. Call to Order

A regular meeting of Council commenced at 5:00 PM at the South Stormont Town Hall.

2. Confirmation of Agenda

3. Disclosure of Pecuniary Interest

4. Presentations

5. Public Meeting

6. Delegations

7. Confirmation of Minutes

Resolution No. 109/2021

Moved by: Deputy Mayor Smith

Seconded by: Councillor MacIsaac

That the minutes of the November 24, 2021 meeting be adopted as circulated.

CARRIED

8. Consent Agenda

Resolution No. 110/2021

Moved by: Councillor Guindon

Seconded by: Deputy Mayor Smith

That all items under the Consent Agenda be received and filed for information purposes.

CARRIED

- a. Lost Villages Historical Society - November 15, 2021 AGM Minutes

- b. Raisin Region Conservation Authority - November 18, 2021 Board Meeting Highlights
- c. Monthly Activity Summary - CAO, Economic Development/Communications, Human Resources
- d. Monthly Activity Summary - Director of Corporate Services/Clerk
- e. Monthly Activity Summary - Fire Chief
- f. Monthly Activity Summary - Director of Finance/Treasurer
- g. Monthly Activity Summary - Director of Planning/Building
- h. Monthly Activity Summary - Director of Parks and Recreation
- i. Monthly Activity Summary - Director of Public Works

9. Items for Consideration

10. Key Information Reports

- a. Procurement Update
- b. Parks and Recreation Capital Projects Update
- c. Parks and Recreation Program Update
- d. Modernization Project Update
- e. Development Charges Background Study Update
- f. Long Sault East Industrial Park & Donation Lands Update
- g. Shaver Road Bridge Repairs and East Island Causeway Replacement Project Updates

11. Action Requests

- a. Adopt Human Rights and Position Classification Policies
Resolution No. 111/2021
Moved by: Councillor MacIsaac
Seconded by: Councillor Guindon
That Council receive and adopt the following Human Resource Policies, effective December 15, 2021:
 - Human Rights Policy; and
 - Position Classification Policy.

CARRIED

- b. Transfer of Funds from Working Capital Reserves for Surplus or Deficit of 2021
Resolution No. 112/2021
Moved by: Deputy Mayor Smith
Seconded by: Councillor Guindon
That Council authorize the transfer of funds to or from the Working Capital Reserves to alleviate an actual surplus or deficit from the 2021 operational budget.

CARRIED

- c. Approval of Cemetery Improvement Grants for 2022

Resolution No. 113/2021

Moved by: Councillor Guindon

Seconded by: Councillor MacIsaac

That Council authorize the following Cemetery Improvement Grants for the purpose of stone refurbishment and repair for 2022:

Waterdown Cemetery - \$5,000

Dixon Cemetery - \$5,000

Further, that Council instructs that the stone restoration and repair be coordinated by the Township in conjunction with the cemetery operators.

And further, that Council authorize a one-time Cemetery Improvement Grant in the amount of \$5,000 for the purpose of fence replacement and/or repair in 2022 to the Pleasant Valley Cemetery.

CARRIED

- d. Adopt a Multi-Year Accessibility Plan for the Township of South Stormont

Resolution No. 114/2021

Moved by: Councillor MacIsaac

Seconded by: Deputy Mayor Smith

That Council adopt the updated Multi-Year Accessibility Plan for the Township of South Stormont subject to any modifications requested by the SDG Accessibility Committee.

CARRIED

- e. Request for additional Sidewalk Snow Removal on Hoople Street and Wales Drive

Resolution No. 115/2021

Moved by: Councillor Guindon

Seconded by: Deputy Mayor Smith

Whereas By-law No. 2021-092, authorizes seasonal closure of specified sidewalks;

And whereas a request has been received to provide winter maintenance of the sidewalk on the south side of Hoople Street and the west side of Wales Drive leading to an outdoor rink;

And whereas Council adopted a Winter Level of Service Policy on November 24, 2021 where "safe roadway and sidewalk conditions" are established as objectives.

Now therefore be it resolved that Council instructs that a by-law be prepared to remove the described sidewalk from seasonal closure and further, that winter maintenance commence for the 2021/2022 season, based on the Township's Winter Level of Service and *Ontario Regulation 239/02, Minimum Maintenance Standards for Municipal Highways*.

CARRIED

- f. Support for FCM Grant Application for Municipal Building Assets Project

Resolution No. 116/2021

Moved by: Councillor MacIsaac

Seconded by: Councillor Guindon

Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for South Stormont Buildings Asset Management Plan;

Be it therefore resolved that the Township of South Stormont commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Developing Buildings Asset Management Plan including but not limited to:
 - Provide a detailed inventory of facilities and their components
 - Assess physical condition and rate facilities and their components
 - Forecast capital renewal costs of Assets including anticipated remaining life and recommended lifecycles
 - Estimate current replacement value of each Asset, broken into componentized listings
 - Propose a methodology to evaluate risk following the principles of ISO 31000

Be it further resolved that the Township of South Stormont commits \$55,685 from its budget toward the costs of this initiative.

CARRIED

12. By-laws

- a. By-law No. 2021-096 to Adopt 2022 Budget

Resolution No. 117/2021

Moved by: Deputy Mayor Smith

Seconded by: Councillor MacIsaac

That By-law No. 2021-096, being a by-law to set the 2022 general operating and capital budget for corporate purposes, excluding water and wastewater utilities budgets, be read and passed in open Council, signed and sealed this 15th day of December, 2021.

CARRIED

- b. By-law No. 2021-097 Amend By-law No. 2016-107 Appoint Municipal Law Enforcement Officers

Resolution No. 118/2021

Moved by: Councillor MacIsaac

Seconded by: Deputy Mayor Smith

That By-law No. 2021-097, being a by-law to Amend By-law No. 2016-107, appointing Municipal Law Enforcement Officer(s) for the enforcement of the Township's current parking by-law, be read and passed in open Council, signed and sealed this 15th day of December, 2021.

CARRIED

- c. By-law No. 2021-098 Appoint Municipal Law Enforcement Officer

Resolution No. 119/2021

Moved by: Councillor Guindon

Seconded by: Councillor MacIsaac

That By-law No. 2021-098, being a by-law to appoint a Municipal Law Enforcement Officer, be read and passed in open Council, signed and sealed this 15th day of December, 2021.

CARRIED

- d. By-law No. 2021-099 Establish a Fire Department

Resolution No. 120/2021

Moved by: Deputy Mayor Smith

Seconded by: Councillor Guindon

That By-law No. 2021-099 to repeal By-law No. 2009-028 and to establish and regulate a Fire Department, be read and passed in open Council, signed and sealed this 15th day of December, 2021.

CARRIED

- e. By-law No. 2021-100 Amend By-law No. 2016-20 Nuisance By-law

Resolution No. 121/2021

Moved by: Councillor MacIsaac

Seconded by: Deputy Mayor Smith

That By-law No. 2021-100, being a by-law to amend By-law No. 2016-20, to prohibit and regulate public nuisance, be read and passed in open Council, signed and sealed this 15th day of December, 2021.

CARRIED

- f. By-law No. 2021-101 Appoint a Deputy Chief Building Official

Resolution No. 122/2021

Moved by: Councillor Guindon

Seconded by: Councillor MacIsaac

That By-law No. 2021-101, being a by-law to appoint a Deputy Chief Building Official and Property Standards Officer, be read and passed in open Council, signed and sealed this 15th day of December, 2021.

CARRIED

13. Committee / Member Announcements and Updates

- a. Upper-Tier Report
- b. Committee Updates
- c. Member Announcements

14. Notice of Motion

15. New Business

16. Closed Meeting Summary

Resolution No. 123/2021

Moved by: Deputy Mayor Smith
Seconded by: Councillor Guindon

That Council, as provided in Section 239 (2) of the *Municipal Act*, 2001 move into a closed meeting at 5:58 PM to address a matter pertaining to a proposed or pending acquisition or disposition of land by the municipality, the security of the property of the municipality and advice that is subject to solicitor-client privilege; specifically: Trillium Road Landfill, and to address a matter pertaining to litigation or potential litigation and advice that is subject to solicitor-client privilege; specifically: Kraft Heinz.

CARRIED

Resolution No. 124/2021

Moved by: Councillor MacIsaac
Seconded by: Deputy Mayor Smith

That Council rise from the closed meeting at 6:24 PM and report.

CARRIED

Resolution No. 125/2021

Moved by: Councillor Guindon
Seconded by: Councillor MacIsaac

That the recommendations contained in the Confidential Report concerning the Trillium Road Landfill be adopted and that the verbal update concerning Kraft Heinz be received for information.

CARRIED

17. Confirmation By-Law

Resolution No. 126/2021

Moved by: Deputy Mayor Smith
Seconded by: Councillor MacIsaac

That By-law No. 2021-102 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in open Council, signed and sealed this 15th day of December, 2021.

CARRIED

18. Adjournment

Resolution No. 127/2021

Moved by: Councillor Guindon

Seconded by: Deputy Mayor Smith

That Council adjourn this meeting at 6:25 PM and return to the call of the chair.

CARRIED

Mayor

Clerk