



**Township of Amaranth
Council Minutes
Wednesday, April 15, 2020
6:00 p.m.**

Electronic Meeting

The Township of Amaranth Council held its first electronic meeting on Wednesday, April 15, 2020, commencing at 6:00 p.m.

Council Present via audio:

Mayor	B. Currie
Deputy Mayor	C. Gerrits
Councilor	G. Little
Councilor	H. Foster
Councilor	M. Tijssen

Staff Present via audio:

CAO/Clerk	C. Hickey
Deputy Clerk	N. Martin
Treasurer	F. Quadri
Planner	B. Black

The Deputy Clerk having conducted a roll call and determined a quorum stated that the meeting would be able to continue. Electronic meeting technology features were reviewed, and the audio recording was started.

1. A) Opening of Meeting

Mayor Currie called the Meeting to Order at 6:05 p.m.

B) Resolution #1

Moved by: G. Little – Seconded by: C. Gerrits

BE IT RESOLVED THAT:

Council of the Township of Amaranth accept the Deputy Clerk report 2020-06 and approve the electronic form of participation amendment to the Procedural By-law and proceed as directed.

CARRIED

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

2. **Added Items (Late Submissions)** - To be in the office prior to the meeting

3. **Approval of Agenda**

Resolution #2

Moved by: C. Gerrits – Seconded by: G. Little

BE IT RESOLVED THAT:

Council do hereby approve the agenda as amended. The following items having been added to the agenda.

16.1 Added Items

Town of Shelburne Planning Application – Hyland Village

CARRIED

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

4. **Disclosure of Pecuniary Interest with Reasons** - None

5. **Approval of Minutes**

5.1. Regular Meeting Minutes held April 2, 2020

Discussion ensued on amending the draft minutes to correct the amount of the donation to the local food banks to reflect \$500.00 to three food banks for a total of \$1500.00 not \$1500.00 to each of the three food banks.

Resolution #3

Moved by: G. Little – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do hereby adopt the minutes of the Regular Meeting of Council held on April 2, 2020 as amended.

CARRIED

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie		X	

6. Public Question Period

*Please note that due to the Current COVID-19 Pandemic, there will be no Public Question Period at the April 15, 2020 Council Meeting.

7. Delegations/Presentations

7.1 Sean-Michael Stephen, Watson and Associates – Waldemar Water Rate Presentation

Mr. Stephen provided an overview of the Rate Study that the Watson and Associates was retained to prepare. Mr. Stephen discussed the requirement of the Township to provide a water license renewal to the province within 6 months of renewal and the due date is April 18, 2020. Mr. Stephen summarized the water capital needs assessment and operating budget forecast as well as the annual water system funding sources. The funding sources were reviewed and discussed. Growth on the system was discussed and establishing a rate forecast to support a no tax base support. Operating costs were discussed, and Council asked for further clarification from Mr. Stephen regarding past operating cost. Mr. Stephen responded with the needs of the system and clarified what was being asked of Council at this time. Mr. Stephen did indicate he would work with Township staff and review historical operating costs of the system and compare the rates. Developer contributions were discussed and the possibility of increasing those contributions.

Resolution #4

Moved by: G. Little – Seconded by: C. Gerrits

BE IT RESOLVED THAT:

Council do hereby receive the information from Sean-Michael Stephen, Watson and Associates with respect to Waldemar Water Rates.

And Further That the application for the Waldemar Heights Water Supply System be submitted by RJ Burnside to the Ministry of Environment, Conservation and Parks without the Financial Plan.

That Council consider the Financial Plan and Waldemar Water Rates at a later date.

CARRIED

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

8. **Public Meetings – None**

9. **Unfinished Business**

9.1. **Tender Results Calcium/Dust Control**

Discussion on the price increase was provided by Clerk Hickey.

Resolution #5

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

The 2020 Dust Control Products Tender be awarded to the lowest bidder Da-Lee Dust Control Ltd. In the total tender amount of \$160,076.00

Further resolved that staff be directed to notify the bidders of the tender results.

CARRIED

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

9.2 **Tender Results Winter Sand**

Discussion on the required salt and quantity was provided by Clerk Hickey.

Resolution #6

Moved by: C. Gerrits – Seconded by: M. Tijssen

BE IT RESOLVED THAT:

The 2020 Tender to Haul, Mix and Stack Winter Sand be awarded to the lowest bidder Dalton R. Lowe & Sons Construction in the total tender amount of \$20,340.00.

Further resolved that staff be directed to notify the bidders of the tender results.

CARRIED

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		

Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

9.3 Pulled Invoice

Details were requested at a previous meeting as to what the time frame of the invoice was. Clerk Hickey provided some answers in this regard. Instruction was given to staff to prepare a letter indicating that the invoice was not being paid as Council did not retain their services or instruct the law firm to conduct any work.

Resolution #7

BE IT RESOLVED THAT:

The following Bills and Accounts previously to Council be approved for payment:
 Macaulay Shiomi Howson Ltd.in the amount of \$1,017.00

DEFEATED

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits		X	
Councilor Heather Foster		X	
Councilor Gail Little		X	
Councilor Mark Tijssen		X	
Mayor Bob Currie		X	

10. Planning Department

10.1 Township Planner – Options Analysis report prepared by Councilor Tijssen
Resolution #8

Moved by: C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do hereby receive information from Councilor Mark Tijssen with respect to Planning Options.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

10.2 Associated Chart prepared by the Clerk

Resolution #9

Moved by: M. Tijssen – Seconded by: G. Little

BE IT RESOLVED THAT:

Council do hereby receive Clerks Report 2020-07 for information regarding Planning Fees from other municipalities.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

10.3 Verbal update from the Township Planner, Bob Black

Items discussed by the Planner included the Options Analysis report prepared by Councilor Tijssen. The Planners suggestion is to not implement the elimination of planning services by the Township but to come up with another suitable solution to employ a full-time planner and a planning technician or assistant to represent the townships interest. Additionally, the Planner suggested reviewing and updating the planning fees.

Council was updated on the *Planning Act* requirements under the current emergency situation. Suggestion from the province is to hold a public meeting virtually similar to the electronic format of this meeting. Council was informed that we are still accepting planning applications at this time and proceeding with circulating same. Further information is coming from the province with clarification rules around planning matters.

The Planner updated Council on planning files. Oleg Mouzitchka has requested to have his temporary use become a permanent use; the Planner reviewed what may be required for that application.

The Planner reviewed and updated Council on the Official Plan update and the corresponding mapping and prime agricultural designations and lot sizes.

The Planner reviewed the Town of Shelburne has circulated the township with the planning application regarding part lot control exemption proposal to Hyland Village. The Planner indicated that Council should respond that they have no comments or objections to the passing of the bylaw application.

Resolution #10

Moved by: M. Tijssen – Seconded by: C. Gerrits

BE IT RESOLVED THAT:

Council do hereby receive the Town of Shelburne Planning Application information regarding part lot control exemption proposal to Hyland Village and

direct staff accordingly being they have no comments or objections to the passing of the bylaw.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

11. **Public Works Department**

11.1. None

12. **County Council Business**

12.1. **County of Dufferin**
 None

13. **Committee Reports**

13.1. **Grand River Conservation Authority**
[Budget and Financial Statements](#)

Council discussed the Flood Plain Review and associated fees incurred for the review. Payment to upper tier and provincial agencies was discussed.

Resolution #11

Moved by: G. Little – Seconded by C. Gerrits

BE IT RESOLVED THAT:

Council do hereby receive and support The Grand River Conservation Authority Summary of Municipal Levy-2020 Budget; Township of Amaranth's share being \$33,483.00 for operating and \$3,022.00 for capital; for a total of Township of Amaranth's share being \$37,935.00.

DEFEATED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits		X	
Councilor Heather Foster		X	
Councilor Gail Little	X		
Councilor Mark Tijssen		X	
Mayor Bob Currie		X	

Council has directed staff to write a letter asking the conservation authorities to defer payments from the lower tiers during the pandemic.

13.2 Other

A Centre Dufferin Recreation meeting was held and Deputy Mayor provided some update from that committee meeting.

14. **General Business and Correspondence**

The following were received and/or dealt with:

- 14.1. [AMO WatchFile – April 2, 2020](#)
- 14.2. [AMO Policy Update – April 3, 2020](#)
- 14.3. [AMO COVID-19 Update Week Three – April 3, 2020](#)
- 14.4. [AMO 2020 Conference – April 4, 2020](#)
- 14.5. [AMCTO Update – COVID-19 Response](#)
- 14.6. [AMCTO – Ontario Registrar General Permits Temporary Measures for Burial Permit Issuance](#)
- 14.7. [AMO COVID-19 Update: New COVID-19 Related Items You Need to Know](#)

Council has directed a letter be sent to the Prime Minister, Premier of Ontario, AMO, AMCTO and other member municipalities seeking clarification on why the United Way is administering the federal funds provided to the Emergency Community Support Fund. Council has concerns on how much a Canadian taxpayer is paying to have United Way administer this. Council would like to build awareness to the situation as they do not support the involvement of the United Way.

15. **Treasury/Accounts**

- 15.1. Bills and Accounts - General Accounts
- 15.2. Bills and Accounts - Road Accounts

Resolution #12

Moved by: G. Little – Seconded by: C. Gerrits

BE IT RESOLVED THAT:

The following Bills and Accounts be approved for payment:

General 2020	\$1,165,795.26
Roads 2020	\$ 37,669.90

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

Council suggested that the full accounts be included on the agenda and not just a summary report.

15.3. 2019 Budget Summary Report

15.4. Comparison Report 2019-2020

Discussion around the budget items presented and bank account amounts. The Treasurer has been asked to look into the wind turbine amounts in particular. The auditors have been working with the Treasurer and the audit is not complete, and the Treasurer will provide further reports to Council at a later date. Council has asked for further details regarding the landfill amounts. The Treasurer has been asked to go line by line and account for the major differences in the comparison report. The Treasurer has asked for additional time to prepare a further report.

Resolution #13

Moved by C. Gerrits – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do hereby receive the Treasurer information concerning 2019 Budget Summary Report and Comparison Report 2019-2020.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

16. Added Items - Late Submissions (to be in office prior to meeting)

16.1 Town of Shelburne Planning Application – Hyland Village
 Dealt with under 10.3 Planners Report

The Mayor did leave the meeting for a break at 21:20 and returned at 21:27.

17. **New Business**

Council has asked for clarification on what is required by the Ministry to bring the Official Plan into compliance and clarification on what has been done by the Planner and legal fees. Discussion around Official Plan status and further requirements.

Resolution #14

Moved by: M. Tijssen – Seconded by: H. Foster

BE IT RESOLVED THAT:

The Council of the Township of Amaranth cease all current work on the Official Plan review; and that staff contact the Ministry to confirm the details required to bring the Official Plan into compliance and that information be reviewed again by Council at that time.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little		X	
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

18. **Notice of Motions – None**

19. **Closed Meeting**

19.1 Personal matters about an identifiable individual, including municipal or local board employees

Resolution #15

Moved by: H. Foster – Seconded by: M. Tijssen

BE IT RESOLVED THAT:

The April 15, 2020 agenda be amended to move the closed session discussion regarding short term disability to new business.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

Discussion surrounded the report provided by the Clerk and the options available from Sunlife at this time. Council directed staff to provide employees with the notification immediately regarding the change in benefits and suggested having an acknowledgement signed by the employee.

Resolution #16

Moved by: H. Foster – Seconded by: M. Tijssen

BE IT RESOLVED THAT:

Council of the Township of Amaranth direct staff to proceed with the Salary Continuance Option managed through Sunlife for Short Term Disability Benefits temporarily until Sunlife is able to add Short Term Disability to our existing insured Plan.

AND THAT by-law 4-82, Section 4, Short Term Disability Plan be amended to indicate that Full-time Employees are eligible for Short Term Disability based on 66.67% of their weekly earnings to a maximum of \$1500.00 for up to 17 weeks. The management of Short Term Disability Claims will be administered through our current benefit Provider and employees shall abide by the processes and requirements they have.

AND THAT Short Term Disability will change to Sunlife's Insured plan with the same coverage as soon as possible.

AND FURTHER THAT the amendment to By-law 4-82 be brought to the May 6, 2020 Council Meeting for approval.

AND FURTHER THAT a new Short Term Disability Plan take effect on May 16, 2020 and staff sign an acknowledgement of the Notice.

AND THAT the Clerk be authorized to enter into a salary continuance agreement with Sunlife Financial.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits		X	
Councilor Heather Foster	X		
Councilor Gail Little		X	
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

20. **By-Laws**

Notice of intention to pass the following By-Laws:

20.1 By-Law to Amend the Township Procedural By-Law 61-2018 with respect to electronic meetings.

Resolution #17

Moved by: G. Little – Seconded by: M. Tijssen

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to amend By-law 61-2018, being a By-law to govern the proceedings of the Council of the Township of Amaranth; and that it be given the necessary readings and be passed and numbered 23-2020.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

20.2 By-Law to Amend the Code of Conduct for Members of Council By-Law 21-2016

Deferred to a later meeting. The Mayor was disappointed in the wording concerning the CAO and the CEO designations and indicated that he will not be muzzled by anybody.

21. Confirming By-Law

Resolution #18

Moved by: C. Gerrits – Seconded by: M. Tijssen

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to confirm the Regular Meeting of Council of the Township of Amaranth for April 15, 2020; and that is be given the necessary readings and be passed and numbered 24-2020.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

22. Adjournment

There being no further business the meeting adjourned at 11:00 p.m.

Resolution #19

Moved by M. Tijssen – Seconded by: H. Foster

BE IT RESOLVED THAT:

Council do now adjourn to meet again for the Regular Meeting of Council on Wednesday, May 6, 2020 at 10:00 a.m. or at the call of the Mayor.

CARRIED.

Recorded Vote	Yea	Nay	Abstain
Deputy Mayor Chris Gerrits	X		
Councilor Heather Foster	X		
Councilor Gail Little	X		
Councilor Mark Tijssen	X		
Mayor Bob Currie	X		

Original Signed by _____
Head of Council

Original Signed by _____
Clerk