



Chatsworth

Township of Chatsworth Council Minutes

Wednesday, June 15, 2016

Members Present:

Mayor – Bob Pringle
Deputy Mayor – Scott Mackey
Councillor – Brian Gamble
Councillor – Shawn Greig
Councillor – Elizabeth Thompson

Staff Present:

Acting CAO/Clerk, Norman Gamble
Deputy Clerk, Grace Nayler

1. Call to Order:

Mayor Pringle called the meeting to order at 6:30 p.m.

2. Opening Ceremonies:

Mayor Pringle called for a moment of reflection before proceeding with the Council Meeting

3. Motion Number 301-2016

Moved by: Scott Mackey
Seconded by: Shawn Greig

Be it resolved that the Council of the Township of Chatsworth adopt the Agenda as amended.

Carried

4. Disclosure of Pecuniary Interest:

Mayor Pringle reminded Council members to disclose any pecuniary interest that may arise during the course of the meeting.

5. Minutes of Previous Meetings:

5.1 Police Service Board February 18, 2016

Motion Number 302-2016
Moved by Brian Gamble
Seconded by Shawn Greig

Be it resolved that Council of the Township of Chatsworth receive the Police Services Board Minutes of February 18, 2016.

Carried

5.2 Council Meeting June 1, 2016

Motion Number 303-2016
Moved by Shawn Greig
Seconded by Brian Gamble

Be it resolved that Council of the Township of Chatsworth approve the minutes from the Council Meeting of June 1, 2016.

Carried

5.3 Council Meeting June 8, 2016

Motion Number 304-2016
Moved by Shawn Greig
Seconded by Scott Mackey

Be it resolved that Council of the Township of Chatsworth approve the minutes from the Council Meeting of June 8, 2016.

Carried

6. Public Meetings: None

7. Deputations: None

8. Accounts:

Motion Number 305-2016
Moved by Brian Gamble
Seconded by Shawn Greig

Be it resolved that the Accounts in the amount of \$255,786.49 be approved.

Carried

9. Reports/Recommendations/Quotes/RFP:

9.1 Acting CAO/Clerk Report CAO 01-16 – Implementation

Acting Clerk/CAO Norm Gamble presented Council with a Report on the Ward & Uptigrove Organization Review, Staffing Level Review and Market Study Project. A table showing the 17 recommendations and how they should proceed was presented.

Motion Number 306-2016
Moved by Shawn Greig
Seconded by Brian Gamble

Be it Resolved that the Council of the Township of Chatsworth receive Report CAO 01-16 including the implementation and Priority Chart attached as Schedule “A”.

Carried

9.2 Fire Chief Report FIRE 05-16 – May Activity

The Fire Chief Report showed 7 incidents during the month of May, fire loss of \$0 and 6 training sessions. There was 1 fire safety inspection and 24 burn permits.

Motion Number 307-2016
Moved by Scott Mackey
Seconded by Shawn Greig

Be it Resolved that Council receives FIRE Report 05-16 showing 7 incidents during the month of May 2016 with a fire loss of \$0, 6 training sessions, 1 fire safety inspection and 24 burn permits issued.

Carried

9.3 CBO Report CBO 05-16 Monthly Building Report

The CBO reported on the activity for the month of May, 2016.

Motion Number 308-2016
Moved by Shawn Greig
Seconded by Brian Gamble

Be it resolved that the Report of the Director, Building, Facilities and By-Law Services be received for information purposes only.

Carried

9.4 Water & Admin Coordinator WEB 01-16 Report

The Water & Admin Coordinator presented Council with a report for the surrounding municipalities and what historical records are being kept on their websites along with the current costs for the website. It was recommended that a Public Meeting be held on July 6, 2016 for the Website Policy.

Motion Number 309-2016
Moved by Shawn Greig
Seconded by Scott Mackey

Be it resolved that Council of the Township of Chatsworth receive the WEB 01-16 report and that a public meeting be scheduled for July 6, 2016 to discuss the attached Draft Website Policy.

Carried

9.5 Deputy Clerk – DCL 01-16 Records Retention

The Deputy Clerk presented Council with the TOMRMS method of record retention. This method is being used by all other Grey County municipalities and a Records Management Working Group is being formed County Wide.

Motion Number 310-2016
Moved by Scott Mackey
Seconded by Brian Gamble

That the Council of the Township of Chatsworth receive report DCL 01-16;

And that Council approve the purchase of TOMRMS for proper Records Retention and Management;

And that a new Records Management and Retention By-Law be enacted as soon as it can be prepared.

Carried

10. Unfinished Business :

10.1 Notice Policy By-Law

The Notice Policy By-Law was reviewed by Council. A Public Meeting is to be held on July 6, 2016.

Motion Number 311-2016
Moved by Shawn Greig
Seconded by Brian Gamble

Be it resolved that a public meeting for the Notice By-Law be scheduled for July 6, 2016.

Carried

10.2 Petition for Drainage Works by Owner

A petition for a Municipal Drain was received by a property owner. Council deferred the petition until June 22, 2016 in order for the Engineer and Roads Superintendent to attend.

10.3 Roadside Grass Cutting

Roadside Grass Cutting has commenced.

11.New Business:

11.1 Building Department Deposit Not Authorized

A property owner was requesting their deposit be returned that was the result of an agreement where the garage was built before the house . They had asked for an extension of their agreement and have now applied for a building permit. The deposit was to be returned to them.

11.2 Williams Lake Snow Removal Fees

The 2016 fees for Snow Removal were presented to Council for their approval.

Motion Number 312-2016

Moved by Scott Mackey

Seconded by Brian Gamble

Be it resolved that the Council of the Township of Chatsworth approve the Snow Removal Fees for Williams Lake as follows:

Lakeview Road	\$22.26
Country Side Drive	\$55.97

Carried

11.3 Vida & William Dove Re: GBTel usage of Water Tower

A request was made to Council that GBTel be allowed to use the Water Tower for Internet services to residents.

Motion Number 313-2016

Moved by Shawn Greig

Seconded by Brian Gamble

Therefore be it resolved that the Council of the Township of Chatsworth note and file the letter of William and Vida Dove.

Carried

12. Information Items: No business arose from the information items.

13. Closed Meeting Session: None

14. Agreements: None

15. By-Laws:

**Motion Number 314-2016
Moved by: Brian Gamble
Seconded by: Shawn Greig**

That By-Law(s) 2016-51 and 2016-52 be introduced and taken as read a first and second time.

Carried

**Motion Number 315-2016
Moved by Scott Mackey
Seconded by Shawn Greig**

That the following By-Law(s) as passed by Council be taken as read a third time, be finally passed, signed by the Mayor and Clerk, sealed with the seal of the Corporation and engrossed in the By-Law book.

By-Law	2016-51	Appoint Deputy Clerk
	2016-52	Appoint Treasurer

Carried

**Motion Number 316-2016
Moved by: Shawn Greig
Seconded by: Brian Gamble**

That By-Law(s) 2016-54 be introduced and taken as read a first and second time.

Carried

**Motion Number 317-2016
Moved by Scott Mackey
Seconded by Shawn Greig**

That the following By-Law(s) as passed by Council be taken as read a third time, be finally passed, signed by the Mayor and Clerk, sealed with the seal of the Corporation and engrossed in the By-Law book.

By-Law 2016-54 Confirming By-Law

Carried

16. Adjournment:

Motion Number 318-2016
Moved by: Brian Gamble
Seconded by: Scott Mackey

Be it resolved that the Council of the Township of Chatsworth adjourn at 8:18 p.m.

Carried

Original Signed by
Mayor, Bob Pringle

Original Signed by
Acting Clerk, Norman Gamble