



**MINUTES**

**Regular Council Meeting**

**Tuesday, August 17, 2021**

**<https://us02web.zoom.us/j/85382247778> 7:00 p.m.**

**COUNCIL PRESENT:** All members of Council were in attendance this evening.

**STAFF PRESENT:** Lindsey Lee, CAO/Clerk  
Angela Young, Deputy Clerk  
Mandy Cannon, Executive Assistant  
Kelly Coughlin, Treasurer  
Kevin Murray, Public Works Supervisor

**MEDIA PRESENT:** Nil.

**1. Call to Order and Roll Call**

**2. Disclosure of Pecuniary Interest and the General Nature Thereof**  
There were no disclosures of pecuniary interest declared at this time.

**3. Adoption of the Agenda**

3.1 Dated August 17, 2021

The following item was added to this evening's Agenda:

10.1 Clay Bank Park Report

**RESOLUTION - 256-2021**

Moved by Deputy Mayor Brian Armsden, seconded by Councillor Scott Brum

***THAT the Agenda dated August 17, 2021 be adopted as amended.***

**CARRIED.**

**4. Delegations and Presentations**

4.1 Angela Young - Civil Marriages Solemnization

Mayor Peckett presented Ms. Young with her certificate and congratulated her on this accomplishment.

4.2 Kevin Murray - Certified Road Supervisor

Mayor Peckett presented Mr. Murray with his certificate and congratulated him on this accomplishment.

4.3 Lindsey Lee  
Employment Law and Human Resources for Municipalities Certificate  
Municipal Accounting and Finance Program Certificate  
Diploma in Municipal Administration

Mayor Peckett presented Ms. Lee with her certificates and congratulated her on these accomplishments.

4.4 Mandy Cannon  
Municipal Accounting and Finance Program Certificate  
Diploma in Municipal Administration

Mayor Peckett presented Ms. Cannon with her certificates and congratulated her on these accomplishments.

**5. Matters Arising out of Delegations Heard**

Nil.

**6. Adoption of Previous Council Minutes**

6.1 July 27, 2021 - Special Council Meeting

**RESOLUTION - 257-2021**

Moved by Councillor Scott Brum, seconded by Councillor Oliver Jacob

***THAT** the minutes of the July 27, 2021 Special Council Meeting be adopted as submitted and circulated.*

**CARRIED.**

6.2 August 3, 2021 - Regular Council Meeting

**RESOLUTION - 258-2021**

Moved by Deputy Mayor Brian Armsden, seconded by Councillor Scott Brum

***THAT** the minutes of the August 3, 2021 Regular Council Meeting be adopted as submitted and circulated.*

**CARRIED.**

**7. Reports of Committee of Council and Other Boards, Committees and Commissions**

7.1 RFP-PW-2021-06 Single Axle Plow Truck

**RESOLUTION - 259-2021**

Moved by Councillor Heather Lang, seconded by Councillor Oliver Jacob

**THAT** Council for the Township of McNab/Braeside award the contract for the purchase of a new 2023 Freightliner 108SD Truck with Viking Cives equipment to Francis Canada Truck Centre Inc.; **AND FURTHER THAT** the total purchase cost be \$237,890.00 plus HST; **AND FURTHER THAT** upon satisfactory receipt of the purchase, the Township's Truck #19 (2007 Sterling Single Axle) be declared surplus and sold through the govdeals.ca website with a reserve bid of \$15,000.00.

**CARRIED.**

7.2 2022 Budget Timeline - Update

**RESOLUTION - 260-2021**

Moved by Councillor Scott Brum, seconded by Councillor Oliver Jacob

**THAT** Council accept the 2022 Budget Timelines - Updated Report as information as submitted and circulated.

**CARRIED.**

7.3 Transportation Asset Management Plan

**RESOLUTION - 261-2021**

Moved by Councillor Heather Lang, seconded by Councillor Oliver Jacob

**THAT** Council adopt the Transportation Asset Management Plan as submitted and circulated.

**CARRIED.**

7.4 2020 Consolidated Financial Statements

**RESOLUTION - 262-2021**

Moved by Deputy Mayor Brian Armsden, seconded by Councillor Scott Brum

**THAT** Council adopt the 2020 Consolidated Financial Statements of the Corporation of the Township of McNab/Braeside as submitted and circulated; **AND FURTHER THAT** Council adopt the 2020 Discretionary and Obligatory Reserve Schedules attached as submitted and circulated.

**CARRIED.**

7.5 July 2021 Financial Overview

**RESOLUTION - 263-2021**

Moved by Councillor Oliver Jacob, seconded by Councillor Heather Lang

**THAT** Council accept the July 2021 Financial Overview Report as information as submitted and circulated.

**CARRIED.**

7.6 FCM Green Municipal Fund Update

**RESOLUTION - 264-2021**

Moved by Councillor Scott Brum, seconded by Deputy Mayor Brian Armsden  
**THAT** Council adopt the FCM Green Municipal Fund Update Report as information as submitted and circulated; **AND FURTHER THAT** Council authorize staff to commence proceedings to debenture a total of \$2,400,000.00 from the Federation of Canadian Municipalities (FCM) related to the construction of the new municipal office and request grant funding of \$364,000.00.

**CARRIED.**

7.7 External Audit Service

**RESOLUTION - 265-2021**

Moved by Councillor Scott Brum, seconded by Deputy Mayor Brian Armsden  
**THAT** Council appoint MacKillican & Associates as the Township's external auditor for the fiscal term of 2021 to 2025.

**CARRIED.**

**8. Information Items**

- 8.1 Correspondence as circulated #1 (July 29 - August 11, 2021 inclusive) distributed separately.

**RESOLUTION - 266-2021**

Moved by Councillor Heather Lang, seconded by Councillor Scott Brum  
**THAT** Council accept Correspondence Item #1 as information as submitted and circulated.

**CARRIED.**

**9. Motions**

Nil.

**10. Unfinished Business**

- 10.1 Clay Bank Park Report

**RESOLUTION - 267-2021**

Moved by Deputy Mayor Brian Armsden, seconded by Councillor Oliver Jacob  
**THAT** Council accept the Clay Bank Park Report as information as submitted and circulated.

**CARRIED.**

Councillor Lang provided a verbal update on the open house she is planning at Clay Bank Park on September 11, 2021. If anyone is interested in volunteering, please contact her.

**11. New Business**

- 11.1 Municipal Office Hours - Christmas 2021

**RESOLUTION - 268-2021**

Moved by Councillor Scott Brum, seconded by Councillor Heather Lang

**THAT** Council authorize the closure of the Township Office from December 24-31, 2021; **AND FURTHER THAT** Council give staff one day to use towards this time off.

**CARRIED.**

## 11.2 Performance Management Plan Proposal

**RESOLUTION - 269-2021**

Moved by Councillor Oliver Jacob, seconded by Councillor Scott Brum

**THAT** Council approve the proposal from Cornerstones Management Solutions Limited in the amount of approximately \$2,975 - \$4,725 plus HST for the design and updating of the current Performance Management Program, which would be tailored to all employees and aligns to the Township's core competencies; **AND FURTHER THAT** this money be taken from the Modernization Grant reserve.

**CARRIED.**

**12. Notice of Motions**

Nil.

**13. By-Laws**

## 13.1 By-Law #2021-51 ZBLA - 90 Burnstown Road

**RESOLUTION - 270-2021**

Moved by Councillor Heather Lang, seconded by Deputy Mayor Brian Armsden

**THAT** By-Law #2021-51, being a By-Law to amend By-Law Number 2010-49, being the Comprehensive Zoning By-Law of the Corporation of the Township of McNab/Braeside, as amended, I now deemed read a second and third time short and is hereby enacted and passed.

**CARRIED.**

## 13.2 By-Law #2021-52 Use of Township Vehicles Policy

**RESOLUTION - 271-2021**

Moved by Councillor Heather Lang, seconded by Councillor Scott Brum

**THAT** By-Law #2021-52, being a By-Law to adopt the Use of Township Vehicles Policy, I now deemed read a second and third time short and is hereby enacted and passed.

**CARRIED.**

**14. Public Questions/Comments**

## 14.1 Debbie Currie (via Zoom chat) thanked Council for the ZBLA consideration at 90 Burnstown Road.

**15. Closed Meeting Session**

Nil.

**16. Notice of Council Meeting Dates**

As noted on the Agenda

**17. Confirmatory By-Law**

17.1 By-Law #2021-53 Confirm the Proceedings of the August 17, 2021 Regular Council Meeting

**RESOLUTION - 272-2021**

Moved by Councillor Scott Brum, seconded by Councillor Oliver Jacob

***THAT** By-Law #2021-53, being a By-Law to confirm the proceedings of the August 17, 2021 Regular Meeting of Council of the Corporation of the Township of McNab/Braeside, I now deemed read a second and third time short and is hereby enacted and passed.*

**CARRIED.**

**18. Adjournment**

This Regular Council Meeting adjourned at 7:38 p.m.

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MAYOR

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CAO/CLERK