

Minutes of Committee of the Whole
January 15, 2019



Time: 6:00 pm

Location: Council Chambers

Meeting # 2

Present: Mayor Ron Vandewal, Pat Barr, Ray Leonard, Doug Morey, Alan Revill, Norm Roberts, Randy Ruttan, Ron Sleeth, Ross Sutherland

Staff: Wayne Orr, Chief Administrative Officer, Angela Maddocks, Clerk, Mark Segsworth, Director of Public Services, Louise Fragnito, Director of Corporate Service and Treasurer, Brian Kirk, Operations Supervisor

1. Call to Order
 - a) Mayor Vandewal called the meeting to order at 6:00 pm.

2. Declaration of pecuniary interest and the general nature thereof
 - a) There were no declarations of pecuniary interest reported.

3. Approval of Agenda
 - a) Councillor Sutherland moved a motion to amend Agenda Item 4 (c) and provide the "general topic" of the litigation. There was not a seconder for the motion.

The agenda was adopted as presented.

4. Scheduled Closed Session
 - a) Insurance Claims and Litigation Updates

 - b) Labour Relations

 - c) Business Arising from Litigation Matters

5. ***Recess - reconvene at 7:00 p.m. for Open Session

6. Public Meeting - n/a

7. Delegations
 - a) David Townsend, Executive Director, Southern Frontenac Community Services Corp, re: Senior Services Report

David Townsend, Executive Director and Susan Ward-Moser, Chair of South Frontenac Community Services Corporation presented statistics on overall population projections for seniors and a review of their service delivery projections. Their goal is to help as many area residents with the programs and services they need to stay healthy and house in our community however this continues to be an ongoing challenge. They are asking for a meeting with all of Council and their Board of Directors in hopes of developing a better partnership

that will benefit all residents.

Council was receptive to coordinating a meeting. This will be organized through the CAO.

- b) Julie Servant, Executive Director, Frontenac Arch Biosphere Network, re: Benefits of having a UNESCO designated biosphere

Julie Servant, Executive Director and Helen Ann Judson, Co-Chair of the Frontenac Arch Biosphere Network reviewed the natural history of the Frontenac Arch Biosphere along with the vision and mission to improve relationships between people and their environments. They noted their new interactive website for public use. Council was asked to consider several options to help their network including partnering with the Biosphere, ongoing financial support, cross-committee participation, website linkage and project collaboration.

The CAO is to follow up.

8. Reports Requiring Direction

- a) Development Services - Committee of Adjustment - Terms of Reference

Council was generally supportive however the following comments were offered:

- There should be mention of imposing conditions to the approval of minor variances as well as consents.
- Under "Organization" and composition - rewording... "is composed of 4 public members and 4 members of Council"
- Duties and Responsibilities and the requirement for all members to conduct site visits. The practice has been that the district representatives conduct a visit the site for applications in their district and if they had concerns then the entire committee would also go. It would be extra mileage expense to have every member attend every site.

- b) Public Services - Tandem Dump Truck Replacement

Recognizing the challenge with delivery, Council provided approval for staff to issue a tender for a Tandem Dump Truck prior to the approval of the 2019 Budget. The truck is already within the scope of the budget based on the vehicle replacement schedule. The 30-60 day acceptance period for the tender also provides flexibility.

- c) Public Services - Keeping Pace with Growth & Expectations

Council requested that more information be provided as to the costs associated with the proposal for a night shift.

Comments from Council included the following:

- cost analysis is needed to recognize savings, hard to gauge without numbers
- what is the impact on the vehicle replacement schedule if equipment is utilized more, can the size of the fleet be reduced?
- is there a need for staffing increase? what will staff do if there is no snow?
- are we not already exceeding the winter maintenance standard on

- roads?
- impact of existing contractors for winter control

It was agreed that this merits further discussion at the upcoming Public Services Committee meeting.

d) Code of Conduct and Council Staff Relationship Policy

Council discussed concerns about the amount of \$300 as outlined in Section 7(2). It was also recognized that the document was crafted as a model for all four lower tier and the upper tier levels of governments in Frontenac County and that what is proposed has been drafted by Aird Berlis who have experience with this. There was a concern about the respecting of Council decisions while remaining honest and transparent to the public and freedom of speech for Council members. The CAO was directed to discuss the draft document at the upcoming meeting with County CAO's to review the concerns addressed.

There were concerns expressed about Item 5.1 of the Council and Staff Relationship policy and Council requesting information from staff directly as opposed to going through the CAO for information. The CAO indicated that this is the one area that is different for each township.

e) CAO Recruitment

Council provided direction to move forward with the recruitment process but requested more information on how the HR services would be provided. Three members of Council will be named to the committee on January 22, 2019.

9. Reports for Information - n/a
10. Rise & Report from Committees of Council
- a) County Council

No updates, County Council will be meeting tomorrow.

b) Arena Board

No update, the Arena Board will be meeting tomorrow evening.

c) Police Services Board

No updates.

d) Portland Heritage

No updates.

11. Information Items - n/a
12. Notice of Motions - n/a
13. Announcements/Statements by Councillors
- a) Councillor Revill requested a report and/or listing of vendors that provides a breakdown on what has been paid. He felt this would be helpful to Council as part of the budget process.

- b) On behalf of the Director of Development Services, the Clerk advised Council members of the upcoming training for Committee of Adjustment members on January 31, 2019 at 5:00 pm at the County offices. Invitations will be sent out by the end of the week for this training opportunity.

- 14. Question of Clarity (from the public on outcome of agenda items) - n/a
- 15. Closed Session - n/a
- 16. Adjournment
- a) The meeting was adjourned at 8:45 pm.