
**Township of Ramara
Committee of the Whole
Monday, July 16, 2018
Report 09/18, As Amended**

Present

Basil Clarke
John O'Donnell
Marilyn Brooks
Margaret Sharpe
Erika Neher
John Appleby
Kal Johnson

Mayor
Deputy Mayor
Councillor
Councillor
Councillor
Councillor
Councillor

Janice McKinnon
Jennifer Connor
Nicole Brittain
Kathy Sipos
Carol James
Deb McCabe
Dave Wellman
Caroline Schiavone
Dave McCarthy
Rob McCarthy
Dave Readman

Chief Administrative Officer
Manager of Legislative Services/Clerk
Council/Committee Coordinator
Manager of Municipal Works
Manager of Financial Services/Treasurer
Planning Supervisor/Zoning Administrator
Chief Building Official
Recreation Services Supervisor
Fire Chief
Deputy Fire Chief
Manager of Environmental Services

Section "A"

1. OPENING OF THE MEETING BY THE MAYOR

Committee of the Whole met at 9:31 a.m. in the Council Chambers and recommends the following to Council:

- 1.1 CW.142.18 THAT we receive Staff To Dos dated July 11, 2018;
AND THAT completed items be removed from the list.

2. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor O'Donnell declared a pecuniary interest with respect to Item 4.1, the nature being that the matter was monetary to himself.

3. DEPUTATIONS BY TOWNSHIP CONSULTANTS AND/OR STAFF

4. ADMINISTRATION/FINANCE/PERSONNEL

Motion CW.143.18 became Section "B" by motion CR.335.18, which was adopted by motion CR.338.18.

Motion CW.144.18 became Section "C" by motion CR.335.18, which was adopted by motion CR.339.18.

Questions from the media and public regarding Administration/Financial/Personnel:

Ron Taylor asked how long it would take to implement the short term rental regulations, who was going to enforce it, and who he should call when there are issues.

There was consensus of the Committee of the Whole to review Item 9.1 at this time.

Motion CW.145.18 became Section "D" by motion CR.336.18, which deferred the report back to Committee of the Whole by CR.340.18.

Questions from the media and public regarding Planning & Development Services:

Pat Radonicich asked what happened to the branding tagline and how many people responded to the logo survey.

- 4.3 CW.146.18 THAT we receive the April 2018 Lagoon City Parks and Waterways Kaizen presentation as information;
AND THAT we request a delegation with the Minister of Agriculture, Food and Rural Affairs at the 2018 AMO Conference regarding the regulations required when placing aquatic weeds on local farmlands.
- 4.4 CW.147.18 THAT we receive Report AD-14-18, dated July 16, 2018, regarding Policy on Naming Buildings etc. be received;
AND THAT we adopt the Naming/Renaming of Corporate Assets Policy and Schedule "A" attached to Report AD-14-18.
- 4.5 CW.148.18 THAT we receive Report AD-15-18 dated July 16, 2018 regarding the recruitment for the CAO be received;

AND THAT we waive Section 16 of the Goods and Services Procurement Policy to accept the proposal from Whitesell & Company for their CAO Recruitment Process as outlined in Report AD-15-18.

AND THAT we appoint the following to the Hiring Committee:

Councillor John Appleby
Councillor Margaret Sharpe
Councillor Kal Johnson.

- 4.6 CW.149.18 THAT we receive Report TR-11-18 dated July 16, 2018 regarding the review of Legal, Engineering, and Planning Services;
AND we approve the extension to March 31, 2019 for Legal, Engineering and Planning services.
- 4.7 CW.150.18 THAT we receive the memo dated July 16, 2018 from the Human Resources Assistant regarding Human Resources Policy Changes;
AND THAT we amend the Human Resources Policy to reflect that carry over vacation time must be taken by March 31 each year;
AND THAT we amend the Human Resources Policy to reflect that specific shifts are not required by salaried employees.
- 4.8 CW.151.18 THAT we request staff to prepare a report regarding the implementation of a 4% Accommodation Tax on applicable properties within the Township of Ramara.

Questions from the media and public regarding Administration/Financial/Personnel:

Brian Graham asked, regarding Item 4.5, will the current Council be narrowing down the selection to three or one candidate(s) for the new Council to review?

CW.152.18 THAT we waive Section 11.2 of Procedure Bylaw 2018.07 to extend the hour of adjournment.

There was consensus of the Committee of the Whole to review Section 6, being Transportation Services at this time and to begin with Item 6.3.

6. TRANSPORTATION SERVICES

- 6.3 CW.153.18 THAT we receive Report WD-21-18 dated July 16, 2018 regarding 1545 Monck Road;

AND THAT legal counsel be directed to draft a Road Use Agreement for the road allowance east of 1545 Monck Road.

- 6.1 CW.154.18 THAT we receive Report WD-19-18 dated July 16, 2018 regarding Courtland Street as information.
- 6.2 CW.155.18 THAT we receive Report WD-20-18 dated July 16, 2018 regarding Dock Road Dock as information.
- 6.4 CW.156.18 THAT we receive Report WD-22-18 dated July 16, 2018 regarding 4656 Daniel Street;
AND THAT the residents of 4656 Daniel Street be given 60 days to remove the fill they placed in the roadside ditch;
AND THAT, if the fill is not removed, the Township remove the fill at the owners' expense.
- 6.5 CW.157.18 THAT we receive the Municipal Works Incident Report dated July 16, 2018 as information.
- 6.6 CW.158.18 THAT we receive the Municipal Works Incident Report dated July 16, 2018 as information.

5. PROTECTIVE SERVICES

- 5.1 CW.159.18 THAT we receive Report FD-06-18 dated July 16, 2018 regarding the Ramara Fire Benefits booklet;
AND THAT, under Car Points, it be reflected that "Township employees are not paid through the point system, they will receive their normal firefighting wage instead.";
AND THAT we adopt the Ramara Fire Benefit Booklet, as amended.

7. CULTURE & RECREATION SERVICES

- 7.1 CW.160.18 THAT we receive Report RD-02-18 dated July 16, 2018 regarding Swim Fee Increase;
AND THAT Bylaw 2017.18, being a bylaw to impose fees or charges, be amended to increase the swim fees by \$5 (five) dollars, effective immediately.

There was consensus of the Committee of the Whole to review Closed Session Item 10.1 at this time.

Committee of the Whole met in closed session from 1:40 p.m. to 1:50 p.m.

- 10.1 CW.161.18 THAT we receive and adopt the Physician Terms of Accommodation Letter AND THAT, when required, we delegate the signing authority to the Clerk to execute the letter.

There was consensus of the Committee of the Whole to review Section 9, being Planning & Development Services, at this time.

9. PLANNING & DEVELOPMENT SERVICES

There was consensus of the Committee of the Whole to move Item 9.2 in to closed session due to the discussion of confidential property matters.

- 9.3 CW.162.18 THAT we receive the correspondence from the Assistant Zoning Administrator/Economic Development Officer dated July 16, 2018 regarding Gateway Signage as information.

There was consensus of the Committee of the Whole to review Section 8, being Environmental Services, at this time.

8. ENVIRONMENTAL SERVICES

- 8.1 CW.163.18 THAT we receive Report ES-05-18 dated July 16, 2018 regarding the South Ramara water system service area to be extended to include Bayview Drive; AND THAT the 6" watermain be extended from Sideroad 15 to the end of Bayview Drive; AND THAT the appropriate bylaw be presented to Council for consideration.

10. CLOSED SESSION

Committee of the Whole met in closed session from 2:10 p.m. to 2:35 p.m.

- 9.2 CW.164.18 THAT we receive Report BP-39-18 dated July 16, 2018 regarding Ramara Industrial Park; AND THAT we forward the details of the required road and servicing construction to 2019 Budget for consideration;

AND THAT we increase the land price to \$88,500 per acre within the Industrial Park.

- 10.2 CW.165.18 THAT we receive Report CD-10-18 regarding Appointment to the Lagoon City Parks and Waterways Commission;
AND THAT we re-appoint Todd Billinger to the Lagoon City Parks and Waterways Commission for a three-year term ending June 30, 2021.
- 10.3 CW.166.18 THAT we adopt Report AD-13-18 regarding Service Agreement, as amended.
- 10.4 CW.167.18 THAT we receive Report AD-12-18;
AND THAT the Township organization chart be updated;
AND THAT staff proceed as directed.

Section "B"

- 4.1 CW.143.18 THAT we receive Integrity Commissioner Recommendation Report dated July 16, 2019;
AND THAT the report be posted on the Township of Ramara's website for public access;
AND THAT having been found to have breached the Code of Conduct for Members of the Council of the Township of Ramara, the remuneration paid by the Township to Deputy Mayor John O'Donnell be suspended for a period of five days commencing with his next pay period;
AND THAT Council and staff proceed expeditiously in developing and implementing a Council-Staff relations Policy.

Section "C"

- 4.2 CW.144.18 THAT we receive the presentation from the Short Term Rental Ad Hoc Committee dated July 16, 2018;
AND THAT Short-Term Rentals be banned within the Township of Ramara;
AND THAT an amended draft of the Short Term Rental bylaw be forwarded to Township Managers, the Economic Development Committee, and the Township Solicitor for comment.

Section "D"

- 9.1 CW.145.18 THAT we receive report BP-38-18 dated July 16, 2018 regarding Branding Exercise;
AN THAT we approve the recommended logo for the Township of Ramara.

11. ADJOURNMENT

Committee of the Whole adjourned at 2:37 p.m.