

Town of Woodstock

Regular Council Meeting

June 22, 2020 @ 7pm

ATTENDANCE:

Council: Mayor Arthur Slipp, Deputy Mayor Amy Anderson, Councillor George Leonard, Councillor Bill Hogan, Councillor Theresa Blackburn, Councillor Jeff Bradbury, Councillor Catherine Sutherland

Staff: CAO Ken Anthony, DAS Ann Marie Voutour, Fire Chief Harold McLellan, Director of Recreation and Community Services Kelly Foster-Hallett, Police Chief Gary Forward, Tourism and Special Events Co-Ordinator Tobi Pirie

Media: Bugle Observer, Rivervalley Sun

Public:

Because of the state of Emergency, this council meeting is being held at the AYR Motor Centre where personal distancing is being respected. The meeting is being streamed through YouTube.

CALL TO ORDER: Mayor Slipp

OPENING REMARKS:

Mayor Slipp welcomed those in attendance and commented on community events.

Congratulations were extend to area graduates.

Thanks to Public Works for the line painting and the docks are in at the Farmer's Market and NBCC.

Thanks to Recreation Department, for their work in opening various recreation facilities.

Thanks to Woodstock Police Department for providing safety and security for the two marches that took place downtown this month.

Thanks to Tobi Pirie for work on the Canada Day program.

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APPROVAL OF AGENDA:

MOTION: Approval of agenda. Councillor Sutherland , Councillor Bradbury .

Carried. #141-2020

APPROVAL OF MINUTES:

MOTION: Approval of Minutes of June 8, 2020, as distributed. Councillor Sutherland, Councillor Leonard .

Carried. #142-2020

BUSINESS ARISING FROM THE MINUTES:

- Letter to the Premier was sent.
- Request to have the Grand March at AMC was withdrawn
- Peaceful Protest was on June 19 – about 100 people attended the march.
- Economic Development Resolution #9 will be on the agenda at the next Economic Development Committee Meeting.

CAO UPDATE:

- Anticipating the Site Alteration Permit from Minister Fitch's office so that the drilling can begin for the Second Water Source.
- The work is expected to begin Tuesday June 30.
- At the September Economic Development Committee meeting a list of vacant land will be reviewed for recommendations for RFP for Municipal Land and Development Incentive options for private vacant land.
- Has spoken with Cozy Cabins property owner concerning development plans.
- Had a meeting with Dillon Consulting about the urban / master plan specifically the movement of people in the Deakin drive / Eastwood Heights area.
- Pursuing funding through the Federal Government for an "Active Transportation Corridor".

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DEPARTMENTAL REPORTS:

Woodstock Police Force presented by Police Chief, Gary Forward

- WPD responded to 250 calls
- Plexiglass has been installed.
- June 7 and June 19 – peaceful assemblies were safe
- June 5 was able to stop 2 individuals with drugs and weapons.
- Body worn cameras – WPD has purchased 9.
- 19 online criminal record checks have been completed

Woodstock Fire Department presented by Fire Chief, Harold McLellan

- 97% are up to date in their First Aid training.
- Town is reimbursed for Forest Fires
- The seal for the tanker is in and will be repaired later this week
- At 120 calls for the year.
- Volunteers are a dedicated group on the WFD

Recreation Department Presented by Director of Recreation, Kelly Foster-Hallett

- almost everything reopened
- Working on opening Connell Park Playground – when the washrooms are complete.
- Full time staff are back & students & Neil Squire placement
- NBCC LPN pinning on Friday
- Western Valley baseball and Co-ed slow Pitch are set to begin this month.
- River Valley Gymnastics will be using the fieldhouse beginning July 6.
- All associated bodies are responsible for their own operational plan
- Beautification – working to keep everything watered and mulched
- Fire hydrants – 60 left to paint
- Arena lighting is 1/3 complete – better quality lighting than what we had
- Eco Chill is set to arrive July 24
- Solar Tender has been awarded
- Pool heat recovery unit will be tendered soon.

Tourism Department presented by Tourism and Events Co-Ordinator, Tobi Pirie

- New heritage walking tour pamphlets have been distributed.

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- New Town of Woodstock Guides have been distributed & available online
- Website last month had 2,078 unique visitors
- Walking tour signs have been reinstalled
- E-newsletter for June has been circulated
- Canada Day Planning is almost complete
- Business Directory Updates – students gathering information
- COVID19 Signage has been installed
- Sponsorship applications have been completed.

Public Works Department presented by CAO, Ken Anthony for Andrew Garnett

- Greg Stokes and the PW crew – great job working with the COVID-19 issues.
- Teaming up with AYR Motor Centre Staff.
- Line Painting is complete downtown using new paint
- Street patching is ongoing.
- Street Sweeping is almost complete. Will look at a business case to purchase the machine.
- Infrastructure Maintenance on items such as catch basins and hydrants is ongoing.

General Government presented by Director of Administrative Services, Ann Marie Voutour

- All Town Hall staff are back working in the office
- Operational Procedure for Town Hall has been implemented.
- Ministerial Order for request to borrow for 2020 Capital projects has been received
- Families Helping Families donations continue to be processed.
- 2021 Budget is required by the Province by December 20 this year.

FINANCE:

DAS Voutour reviewed the Financial Reports for May 2020.

MOTION: To accept the Financial and Departmental Reports for May 2020 as presented.

Councillor Sutherland, Councillor Leonard .

Carried. #143-2020

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CORRESPONDENCE:

1. Letter from Graham Gill – Northampton LSD – Dillon Report

A letter was received from Graham Gill, Chair of the LSD of Northampton, requesting a copy of the Dillon Report outlining the scope of work to be completed in Grafton for the Town of Woodstock's second water source.

MOTION: To refer to the CAO to organize a meeting with Mr. Gill to discuss his concerns with the Town of Woodstock's second water source. Councillor Sutherland, Councillor Hogan .

Carried. #144-2020

2. Letter from Graham Gill – Northampton LSD – Policing Services in Grafton

A letter was received from Graham Gill, Chair of the LSD of Northampton, requesting a meeting with Town Officials to discuss the provision of Policing Services to the LSD of Northampton.

MOTION: To refer to the CAO to organize a meeting with Mr. Gill to discuss his request to provide Policing Services to the LSD of Northampton. Councillor Hogan, Councillor Leonard.

Carried. #145-2020

3. Ministerial Approval for Borrowing for 2020 Capital Projects

Ministerial Approval was received from Honourable Jeff Carr, Minister of Environment and Local Government approving the application to borrow \$105,000 for Protective Services for a term not to exceed five years and \$295,000 for Transportation Services for a term not to exceed five years.

NEW BUSINESS:

Consideration of 3rd reading of the Zoning By-Law Amendment

By-Law #Z-301-44 – PID #10073260 – Eastwood Drive

MOTION: Third reading in its entirety. By-Law No. Z-301-44, a By-Law to amend By-Law Z-301, A Zoning By-Law for the purpose of rezoning PID 10073260 – Eastwood Drive from HC – Highway Commercial to R3, Multiple Residential for the purpose of allowing a 36 unit Special Care Home. Councillor Sutherland, Councillor Bradbury.

Carried. #146-2020

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Consideration of 1st and 2nd reading of Subdivision By-Law R-304

Resolved that the by-law entitled, “Town of Woodstock Subdivision By-Law No R-304”, updated to reflect changes since the last Subdivision By-Law adopted in July, 2008; and repealing and replacing the Subdivision By-Law enacted on the 28th day of July, 2008 and all amendments thereto, be read a first time. Councillor Hogan, Councillor Sutherland. Carried. #147-2020

Resolved that the by-law entitled, “Town of Woodstock Subdivision By-Law No R-304”, updated to reflect changes since the last Subdivision By-Law adopted in July, 2008; and repealing and replacing the Subdivision By-Law enacted on the 28th day of July, 2008 and all amendments thereto, be read a second time. Councillor Hogan, Councillor Bradbury. Carried. #148-2020

Assent of Council – Jones Street (Part II)

MOTION: To give assent of council to Jones Street to be recognized as a Municipal Street as per Timothy Cook Construction Ltd Subdivision Plan Lot 19-01. Deputy Mayor Anderson, Councillor Bradbury. Carried. #149-2020

Deputy Mayor Anderson declared a conflict of interest and left the meeting

Tender Results – Street Improvements – Designated Highway

CAO Anthony reviewed the tender results from Dillon Consulting for Street Improvements to Houlton Street.

Tenderer	Tender Price (incl 15% HST)
Timothy Cook Construction Ltd	\$387,705.00
Wilson Builders (1978) Ltd.	\$394,410.00
E. Cummings Contracting Inc.	\$397,772.50
Engineer's Estimate	\$388,886.40

MOTION: To award the tender for Street Improvements on Houlton Street to the low tenderer, Timothy Cook Construction Ltd in the amount of \$387,705.00 including HST. Councillor Hogan, Councillor Bradbury. Carried. #150-2020

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Deputy Mayor Anderson returned to the meeting.

Tender Results – Booster Station Upgrade – Eastwood Heights

CAO Anthony reviewed the tender results from Dillon Consulting for Eastwood Booster Station Upgrade.

Tenderer	Tender Price (incl 15% HST)
E. Cummings Contracting Inc.	\$ 62,300.00
Engineer's Estimate	\$120,500.00

MOTION: To award the tender for Eastwood Booster Station Upgrade to the low tenderer, E Cummings Contracting Inc. in the amount of \$62,300.00 including HST. Councillor Hogan, Councillor Bradbury. Carried. #151-2020

COMPLIANCE OFFICER AUTHORITY

RESOLUTION: Be it resolved, Mandy Hamilton is appointed by Council as Compliance Officer to exercise such powers and perform such duties required to administer and enforce:

By-law R-302, Maintenance and Occupancy Standards for Residential Properties, Swimming pool enclosures and other by-law enforcement as deemed necessary and as are designated pursuant to the Community Planning Act.

By-law 260, A by-law Regulating and licensing Peddlars and Transient Traders.

By-law S-2, A By-law Relating to the Control of Animals.

Councillor Blackburn, Councillor Bradbury

Carried. #152-2020

Report of the Planning Advisory Committee – June 15, 2020

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CAO Anthony presented the minutes of the Planning Advisory Committee meeting of June 15, 2020.

MOTION: To accept the report of the Planning Advisory Committee of June 15, 2020. Deputy Councillor Leonard, Councillor Bradbury. Carried. #153-2020

Report of the Public Works Committee – June 17, 2020

CAO Anthony presented the minutes of the Public Works Committee meeting of June 17, 2020.

CAO Anthony was directed to investigate the cost to place a blue bin in town to collect garbage from anyone who needs it during recycling week.

MOTION: To adopt the recommendation from the Public Works Committee not proceed with extra garbage pickups on recycling weeks. Councillor Leonard, Councillor Hogan.

Carried. #154-2020

MOTION: To amend the Water & Sewer By-Law so that the property owner is only responsible for the portion of service that is located on their property. Councillor Hogan, Councillor Blackburn.

Carried. #155-2020

MOTION: To change the rates in Schedule A of the Water & Sewer By-Law by adding the Water and Sewer rates for Mobile Home Parks (Unmetered), The Disconnection of Service Fees and charges for water purchased at the Fire Hall. Councillor Hogan.

MOTION: To table the motion on rate changes until the next meeting in order to provide clarity on the rate changes. Councillor Hogan, Councillor Bradbury.

Carried. #156-2020

MOTION: To approve the paving of the remainder of Jones Street and not pave Riverview Crescent as per the recommendation of the Public Works Committee. Councillor Leonard, Councillor Bradbury.

Carried. #157-2020

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MOTION: To accept the report of the Public Works Committee of June 17, 2020 with the amendment that there was no nay vote on the motion to change the rates. Councillor Hogan, Councillor Bradbury. Carried. #158-2020

NEXT MEETING DATE: July 27, 2020 at 7pm - Town Hall.

MOTION: Adjournment. Councillor Sutherland, Councillor Bradbury. Carried. #159-2020

Arthur Slipp, Mayor

Ann Marie Voutour, Clerk / Treasurer
Director of Administrative Services

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COMMITTEE OF THE WHOLE

There was no meeting of the Committee of the Whole.

Ann Marie Voutour, Clerk / Treasurer
Director of Administrative Services