



*The Corporation of the Township of Perry*

**MINUTES**  
**REGULAR MEETING**  
**Wednesday, January 15, 2020**  
**7:00 p.m.**  
**Council Chambers**  
**(1695 Emsdale Road, Emsdale, ON)**

Any and all Minutes are to be considered Draft until approved by Council at a Regular Meeting of Council

**In Attendance:**

**Council Members:**

Mayor Norm Hofstetter  
Councillors: Jim Cushman, Joe Lumley,  
Margaret Ann MacPhail and Paul Sowrey

**Municipal Staff:**

Beth Morton, Clerk-Administrator  
Kim Seguin, Treasurer-Tax Collector  
Mike Wilmon, Chief Building Official, and  
By-law Enforcement

**Members of the Public:**

See Sign in sheet

**Declaration of Pecuniary Interest**

None

**Resolution No. 2020-01**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** the Council of the Township of Perry approves the Minutes of the following Meeting as presented:

- 3.1. Regular Meeting of Council on Wednesday, December 18, 2019

**Carried**

**Resolution No. 2020-02**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law No. 2020-01 "Being a By-Law to Provide for an Interim Tax Levy." be given first and second reading.

**Carried**

**Resolution No. 2020-03**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law No. 2020-01 "Being a By-Law to Provide for an Interim Tax Levy." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2020-04**

**Moved by: Joe Lumley**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2020-02 "Being a By-law to set tax ratios and to define certain property classes for municipal purposes for the Year 2020." be given first and second reading.

**Carried**

**Resolution No. 2020-05**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2020-02 "Being a By-law to set tax ratios and to define certain property classes for municipal purposes for the Year 2020." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2020-06**

**Moved by: Joe Lumley**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law No. 2020-03 "Being a By-law to Authorize Borrowing from Time to Time to Meet Current Expenditures During the Fiscal Year Ending December 31, 2020." be given first and second reading.

**Carried**

**Resolution No. 2020-07**

**Moved by: Joe Lumley**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2020-03 "Being a By-law to Authorize Borrowing from Time to Time to Meet Current Expenditures During the Fiscal Year Ending December 31, 2020." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2020-08**

**Moved by: Joe Lumley**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law No. 2020-04 "Being a By-law to set reductions for prescribed property subclasses for municipal purposes for the Year 2020." be given first and second reading.

**Carried**

**Resolution No. 2020-09**

**Moved by: Joe Lumley**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2020-04 "Being a By-law to set reductions for prescribed property subclasses for municipal purposes for the Year 2020." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2020-10**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2020-05 "Being a By-law to authorize cost recovery (fees) with respect to Fire Department specific response." be given first and second reading.

**Carried**

**Resolution No. 2020-11**

**Moved by: Joe Lumley**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law No. 2020-05 "Being a By-law to authorize cost recovery (fees) with respect to Fire Department specific response." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2020-12**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2020-06 "Being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Perry." be given first and second reading.

**Carried**

**Resolution No. 2020-13**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law No. 2020-06 "Being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Perry." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2020-14**

**Moved by: Paul Sowrey**

**Seconded by: Margaret Ann MacPhail**

***Be it resolved that*** By-law No. 2020-07 "Being a By-law to provide a policy surrounding procurement, purchasing and tendering of goods and services." be given first and second reading.

**Carried**

**Resolution No. 2020-15**

**Moved by: Joe Lumley**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law No. 2020-07 "Being a By-law to provide a policy surrounding procurement, purchasing and tendering of goods and services." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2020-16**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Paul Sowrey**

***Be it resolved that*** By-law No. 2020-08 "Being a By-law to authorize the Corporation of the Township of Perry to enter into a Site Plan Agreement with 2152900 Ontario Inc. on lands legally described as Part of Lot 5, Concession 6, in the Township of Perry." be given first and second reading.

**Carried**

**Resolution No. 2020-17**

**Moved by: Joe Lumley**

**Seconded by: Jim Cushman**

***Be it resolved that*** By-law No. 2020-08 "Being a By-law to authorize the Corporation of the Township of Perry to enter into a Site Plan Agreement with 2152900 Ontario Inc. on lands legally described as Part of Lot 5, Concession 6, in the Township of Perry." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2020-18**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

***Be it resolved that*** By-law No. 2020-09 "Being a By-Law to Authorize the Execution of an Amending Agreement between Automotive Materials Stewardship Inc. ("AMS") and The Corporation of the Township of Perry (the "Municipality")." be given first and second reading.

**Carried**

**Resolution No. 2020-19**

**Moved by: Joe Lumley**

**Seconded by: Jim Cushman**

***Be it resolved that*** By-law No. 2020-09 "Being a By-Law to Authorize the Execution of an Amending Agreement between Automotive Materials Stewardship Inc. ("AMS") and The Corporation of the Township of Perry (the "Municipality")." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2020-20**

**Moved by: Paul Sowrey**

**Seconded by: Joe Lumley**

***Be it resolved that*** the Council of the Township of Perry hereby receive the January 15, 2020 Health and Safety Update from the Clerk-Administrator.

**Carried**

**Resolution No. 2020-21**

**Moved by: Jim Cushman**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Township of Perry authorize the purchase of a RJ-100SC 30 cubic yard capacity self-contained compactor from Metro Compactors at a cost of \$36,352.57 plus taxes; the purchase of the two existing compactors with 4 container bins at a cost of \$20,000 plus taxes; and rework the existing compactors (3) and the containers (6) for pin off systems at a cost of \$17,600 plus taxes (Total \$73,952.57 plus taxes);

**And That** Council hereby approves the electrical work required for the installation of the self-contained compactor;

**And That** the total project be funded from the Municipal Modernization Funding.

**Carried**

**Resolution No. 2020-22**

**Moved by: Jim Cushman**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Township of Perry authorize the placement of the Banger food trailer at the Almaguin Highlands Information Centre parking lot on weekends commencing January 17, 2020 to March 15, 2020 for a fee of \$20.00 per weekend and other days as required at the rate of \$10.00 per day.

**Carried**

**Resolution No. 2020-23**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Township of Perry have no objection to Consent Application B-038/19 (Elliott-Armstrong), subject to the following conditions:

1. The Township of Perry requires four (4) copies of the new survey, together with one digital copy for our digital files.
2. The Township requires payment of \$500 as an administration fee for the Consent Application as per the Fees and Charges By-law 2017-72, as amended by By-law 2018-33.

**Carried**

**Resolution No. 2020-24**

**Moved by: Jim Cushman**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Township of Perry have no objection to Consent Application B-036/19 (Edwards & Bradshaw-Knapton), subject to the following conditions:

1. The Township of Perry requires a "Cash-in-lieu of Parkland" payment of 5% based on the assessed value of the newly created lot as per By-Law No. 2007-33.
2. The Township of Perry requires four (4) copies of the new survey, together with a digital pdf copy for our records.
3. A draft reference plan of survey shall be submitted to the Secretary-Treasurer

of the District Planning Board and to the Municipality, for review, prior to registration.

If the reference plan or other evidence discloses that either the severed property or the retained property owned by the Applicant, contains a deviation road maintained by the Municipality as a public road, then the Applicant shall survey and transfer such deviation road to the Municipality as a condition of severance. The area to be surveyed and transferred shall generally be sixty-six (66') feet in width and centered upon the centre line of the present travelled road. In situations where this is impractical, the Applicant should discuss how this requirement will be fulfilled with the Municipality before the reference plan is finalized.

Prior to the finalization of consent, The District Planning Board must be advised in writing by the Municipality that the above condition has been satisfied.

4. The Township of Perry requires confirmation from the Working Roads Supervisor that an entrance permit can be obtained.
5. The Township of Perry requires that the North Bay-Mattawa Conservation Authority provide comments as to the suitability to the severed lot for sewage disposal services.
6. The Township of Perry requires that the severed lot be rezoned to the Rural Residential (RR) Zone.
7. The Township requires payment of the \$500 administration fee as per the Fees and Charges By-law 2017-72, as amended by By-law 2018-33.

**Carried**

**Resolution No. 2020-25**

**Moved by: Paul Sowrey**

**Seconded by: Joe Lumley**

***Be it resolved that*** the Council of the Township of Perry receive the Report prepared by Mike Wilmon, Chief Building Official & By-Law Enforcement Officer, and instruct staff to proceed with the preparation and advertising of a Request for Proposal for the purchase of one new 4 door 4X4 SUV for the Building and By-law Services Department.

**Carried**

**Resolution No. 2020-26**

**Moved by: Jim Cushman**

**Seconded by: Joe Lumley**

***Be it resolved that*** the Council of the Township of Perry approve a donation in the amount of \$100.00 towards a Gazebo in the park in Callander in Hector Lavigne's name.

**Carried**

**Resolution No. 2020-27**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

***Be it resolved that*** the Council of the Township of Perry considered the Water Monitoring Grant application received by the Clear Lake Property Owners Association and **authorizes** the expenditures deemed eligible to be funded from the 2019 Water Monitoring Grant funding in the amount of \$644.35.

**Carried**

**Resolution No. 2020-28**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

***Be it resolved that*** the Council of the Township of Perry hereby receives Correspondence Items 8.1 to 8.10 as outlined in the Agenda of January 15, 2020.

**Carried**

**Resolution No. 2020-29**

**Moved by: Joe Lumley**

**Seconded by: Jim Cushman**

***Be it resolved that*** in accordance with Section 239 of the *Municipal Act, 2001*, as amended, Council shall proceed into 'Closed Session' at 8:27 p.m. in order to address matters relating to Section 239 (2)(d) labour relations or employee negotiations (Administration).

**Carried**

**Resolution No. 2020-33**

**Moved by: Jim Cushman**

**Seconded by: Joe Lumley**

***Be it resolved that*** the Council of the Township of Perry hereby reconvenes the January 15, 2020 Regular Meeting of Council at 9:35 p.m.

**Carried**

**Report out of Closed**

Council was provided a letter of resignation from Julie Thur from the Senior Administrative Assistant position effective January 17, 2020.

Erica Cole accepted the Administrative Assistant – Development and Planning position effective January 13, 2020.

Council received a report with respect to the vacant Administrative Assistant positions and reviewed the positions with management staff. A complete review of the three administrative assistant positions was completed. Following discussion, Council directed that an offer be made for the Administrative Assistant position and Council supported that management advertise and hire a Finance Administrative Assistant.

The meeting adjourned at approximately 9:36 p.m.

Dated this 5<sup>th</sup> day of February, 2020.

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Norm Hofstetter, *Mayor*

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Beth Morton, *Clerk-Administrator*