

CORPORATION OF THE TOWNSHIP OF RYERSON

MINUTES

December 6, 2011

The regular meeting of Council of the Corporation of the Township of Ryerson was held at the Municipal Office Tuesday evening December 6, 2011 at 7:00 p.m. Council members present: Reeve Glenn Miller, Councillors Rosalind Hall, Barbara Marlow, George Sterling and Doug Weddel.

Staff, Delegations & Guests in attendance: Ian Gibson, Debra Crozier, Paul Brandt, Judy Ransome and Bob Edmunds.

Notice of this meeting was posted on the front door of the office and on the web site and recorded on the telephone voice message.

ADOPTION OF MINUTES

The minutes from the regular meeting November 15, 2011, were approved as circulated on a motion moved by Councillor Marlow and seconded by Councillor Weddel. Carried

DECLARATION OF PECUNIARY INTEREST

Councillor Sterling declared a pecuniary interest regarding Paul Brandt and the road allowance between part lot 17, concession 12.

BUSINESS ARISING FROM PREVIOUS MEETINGS

- Council received information from Spectrum regarding the communication tower proposals at the Doe Lake and Horn Lake sites
- Council received information regarding insurance for Winterfest
- Council was advised that an Ontario Municipal Board hearing has been scheduled for February 9 and 10, 2012

DELEGATIONS:

Community Delegations:

- Ian Gibson attended to discuss the proposed Spectrum Group communications tower to be situated on the boundary road allowance near Horn Lake. Mr. Gibson outlined his concerns and provided Council with handouts. Council will be taking all information received into consideration before a decision is made.
- Debra Crozier attended to clarify the property location of the proposed tower.
- Paul Brandt from Lot 17, Concession 12 was present to discuss the road allowance crossing the property and a gate that has been installed on the road allowance. Council will obtain copies of the surveys.

ACCOUNTS: fire, general, roads

REPORTS:

Road Department

- General up-date : Public Works Supervisor Robert Edmunds reported on the Baker Statement of Claim pre-trial conference, the ice storm events November 29 and 30, 2011, test holes dug at the gravel pit, Council received a summary of the Supervisor's hours
- Garage up-date: A meeting was held with a consultant Henk Van Pelt to review the records of the road department. Forms have been up-dated and we are in the process of implementing changes
- Council reviewed the 2011 Municipal Structure Inventory and Inspection from AECOM Engineering

Staff Reports Other Departments

- Council received the following reports: Christmas bonus, monthly bank balances, employee relations section of the human resources policy, Workplace Harassment and Workplace Violence policies, and a summary of 2011 taxes to write off.

Committee/Board Reports

- Council was notified of a Tri-Committee meeting Monday January 30, 2012 at 7:00 p.m. at Armour Township and a meeting for all Councillors at the Library January 18, 2012
- Council received a summary of area municipalities council remuneration
- Councillor Marlow reported on: the WSIB Workwell audit at the District of Parry Sound Social Services Administration Board; the planning for the 2012 Parry Sound District EMS budget and on the POA

CORRESPONDENCE REGISTER

- Fire Committee being the monthly budget up-date as of October 31, 2011
- Wayne Lynch, Spectrum Group re: communications towers
- Burks Falls, Armour, Ryerson Union Public Library Board being an invitation to a Board training meeting Minutes from:
 - Joint Building Committee
 - Arena Committee
 - Almaguin Highlands Health Centre Committee
 - Library Board
 - Tri-Committee meeting November 21, 2011

BY-LAWS

- By-law 40-11, being a By-law for establishing and maintaining a system for the collection, removal and disposal of garbage

RESOLUTIONS

- Moved by Councillor Weddel, seconded by Councillor Hall WHEREAS the Village of Burks Falls, the Township of Armour and the Township of Ryerson support the community event Winterfest, to be held January 14 and 15, 2012; AND WHEREAS we have been notified that this event will need special event insurance coverage; AND WHEREAS the Councils of the Village of Burks Falls, the Township of Armour and the Township of Ryerson have agreed to provide special events insurance coverage for Winterfest and will split the costs according to the cost sharing formula; NOW THEREFORE BE IT RESOLVED THAT the Township of Ryerson agree to pay their share of the special events insurance for Winterfest 2012. (Carried)
- Moved by Councillor Sterling, seconded by Councillor Weddel that we approve the following accounts: Fire Department accounts voucher number 11-11, in the amount of \$97,035.47; General accounts voucher number 11-11, in the amount of \$60,745.78; Road accounts voucher number 11-11, in the amount of \$35,538.87. (Carried)
- Moved by Councillor Weddel, seconded by Councillor Marlow be it resolved that Council of the Corporation of the Township of Ryerson adopt the attached forms: Record of General Incident, Record of Vehicular Incident, Service Request Event Day, Internal Work Order, Truck Daily Inspection Report (one form for each truck), Standard Operating Procedure: Fuelling Procedure and Chainsaw Operations. (Carried)
- Moved by Councillor Hall, seconded by Councillor Sterling be it resolved that Council of the Corporation of the Township of Ryerson adopt the Preventative Maintenance Statement dated December 6, 2011, as attached. (Carried)
- Moved by Councillor Marlow, seconded by Councillor Weddel be it resolved that Council of the Corporation of the Township of Ryerson adopt the attached Operational Plan to cover Use of Exemptions under Regulation 555/-6 of the Highway Traffic Act regarding Hours of Service. (Carried)

- Moved by Councillor Sterling, seconded by Councillor Hall be it resolved that Ryerson Township Council adopt the Record of Duty Hours as attached. (Carried)
- Moved by Councillor Sterling, seconded by Councillor Hall that we move to a closed session at 9:20 p. m., pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (b) as the subject matter being considered is regarding personal matters about an identifiable individual, including municipal or local board employees. The general nature of the closed meeting is to discuss: Review of road department procedures. (Carried)
- Moved by Councillor Hall, seconded by Councillor Sterling that we return to the open meeting at 9:50 p.m. (Carried)
- Moved by Councillor Marlow, seconded by Councillor Weddel be it resolved that Ryerson Township Council accept the attached staff report dated December 6, 2011. Regarding Christmas bonuses for employees and volunteers. (Carried)
- Moved by Councillor Hall, seconded by Councillor Sterling be it resolved that Council of the Corporation of the Township of Ryerson adopt the following Human Resources Policies: E 5.01 Employee Relations; E 5.02 Dispute Resolution; E 5.03 Workplace Harassment and Workplace Violence; E 5.04 Workplace Accommodation on the Basis of Handicap; E 5.05 Conduct and Behaviour; E. 5.06 Progressive Discipline; E. 5.07 Confidentiality of Information. (Carried)
- Moved by Councillor Marlow, seconded by Councillor Weddel be it resolved that Council of the Corporation of the Township of Ryerson adopt the Workplace Harassment Policy and the Workplace Violence policies dated December 6, 2011. (Carried)
- Moved by Councillor Marlow, seconded by Councillor Weddel be it resolved that Council of the Corporation of the Township of Ryerson write off taxes as per the attached 2011 spreadsheet. (Carried)
- Moved by Councillor Marlow, seconded by Councillor Hall be it resolved that the Council of the Township of Ryerson hereby request that the Ministry of Municipal Affairs and Housing be requested to attend a meeting to provide information and discussion on municipal restructuring. (Carried)

- Moved by Councillor Marlow, seconded by Councillor Weddel be it resolved that the Council of the Township of Ryerson support hiring Doug Christie to draft one agreement for shared services with a schedule for specifics regarding the Tri-R services. (Carried)

- Moved by Councillor Weddel, seconded by Councillor Marlow be it resolved that Ryerson Township Council authorize Glenn Miller, George Sterling and Rosalind Hall to attend the Ontario Good Roads Association conference in Toronto February 26 to 29, 2012. (Carried)

- Moved by Councillor Sterling, seconded by Councillor Hall be it resolved that leave be given to introduce a Bill # 40-11, being a by-law for establishing and maintaining a system for the collection, removal and disposal of garbage. (Carried)

- Moved by Councillor Sterling, seconded by Councillor Hall that By-Law # 40-11 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and Finally passed in Council this 6 day of December, 2011. (Carried)

- Moved by Councillor Weddel, seconded by Councillor Hall that we do now adjourn at 11:00 p.m. The next regular meeting is scheduled for January 10, 2012 at 7:00 p.m. A special meeting will be held Tuesday December 13, 2011. (Carried)

REEVE

CLERK