



“SPECIAL” COUNCIL MEETING AGENDA

Tuesday, August 9th, 2022

Following the Committee of the Whole Meeting, following the Public Meeting – Zoning By-Law Amendment at 5:30 p.m.

Municipal Office – Council Chambers – 217 Harper Road

5:30 p.m. *Public Meeting – Zoning By-Law Amendment*

Following: Committee of the Whole Meeting

Following: “Special” Council Meeting

Chair, Reeve Brian Campbell

1. CALL TO ORDER

**2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST
AND GENERAL NATURE THEREOF**

3. MOTIONS

i) Report #FIN-2022-09 – Budget Review and Forecast as at June 30, 2022.

Suggested Motion by Councillor Rob Rainer:

*“**THAT**, Report #FIN-2022-09 - Budget Review and Forecast as at June 30, 2022, be received for information;*

***AND THAT**, the Reeve and Chief Administrative Officer be authorized to approve any potential cost overruns for the following projects:*

- Property Tax Software Lookup*
- Asset Management Software*
- Asset Management Plan*
- Road Condition Assessment*
- Second Line Bridge*
- Maberly Outdoor Sports Facility*
- Forest Trail.”*

ii) **Report #PW-2022-13 – Electric Vehicle – Request for Quotation Award.**

Suggested Motion by Councillor RoxAnne Darling:

“THAT Tay Valley Township purchase a Ford Mustang Mach-E from A&B Ford Sales;

AND THAT, the Reeve and Clerk be authorized to sign the necessary documentation.”

iii) **Report #PW-2022-14 – Sale of Public Works Surplus Equipment.**

Suggested Motion by Councillor Mick Wicklum:

“THAT, Staff be authorized to sell the surplus slip-in water tank, sweeper and utility trailer by advertising on GovDeals.net;

THAT, the revenue from the sales be transferred to the Roads Equipment Reserve;

AND THAT, the revenue from the previous sale of the 1998 Backhoe also be transferred to the Roads Equipment Reserve.”

iv) **Report #PW-2022-17 – Rehabilitation of the Penny Grand Tennis Court - Tender Award.**

Suggested Motion by Councillor Fred Dobbie:

“THAT, the Rehabilitation of the Penny Grand Tennis Court – Ground Works, Tender #2022-RF-002, excluding the replacement of the fence and gates, be awarded to Arnott Brothers Construction Ltd.;

THAT, the Accessible Swing, Outdoor Rink and Well be removed from the project;

AND THAT, the Reeve and Clerk be authorized to sign the necessary documentation.”

v) **Report #PW-2022-18 – Construction of an Accessible Trail - Tender Award.**

Suggested Motion by Deputy Reeve Barrie Crampton:

“THAT, the Construction of an Accessible Trail, Tender #2022-RF-004, be awarded to Arnott Brothers Construction Ltd.;

AND THAT, the Reeve and Clerk be authorized to sign the necessary documentation.”

vi) **Report #C-2022-24 – Maberly Hall – GICB Grant.**

Suggested Motion by Councillor Gene Richardson:

“THAT, staff be authorized to apply to the Green and Inclusive Community Buildings Fund (GICB);

AND THAT, should the grant be successful, the Township’s portion of \$60,000 be funded from the Maberly Community Hall Reserve and the Improve Municipal Buildings Access Reserve.”

vii) **Report #C-2022-25 – Municipal Office Server.**

Suggested Motion by Councillor Beverley Phillips:

“THAT, the server at the Municipal Office be upgraded in 2022 at an upset cost of \$68,400, which is to be funded from the Special Contingency Reserve;

AND THAT, the Reeve and Chief Administrative Officer/Clerk be authorized to approve any potential cost overruns.”

4. CLOSED SESSION

i) **CONFIDENTIAL: Identifiable Individual – Staffing Update.**

Amanda Mabo, CAO/Clerk

Suggested Motion by Councillor Rob Rainer:

“THAT, Council move “in camera” at ___ p.m. to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees, regarding a staffing update;

AND THAT, the CAO/Clerk remain in the room.”

Suggested Motion by Councillor Rob Rainer:

“THAT, Council return to open session at ___ p.m.”

· *Chair’s Rise and Report.*

5. BY-LAWS

i) **By-Law No. 2022-021: Appointment of Chief Administrative Officer/Clerk (Amanda Mabo) – attached, page 5.**

Suggested Motion by Councillor RoxAnne Darling:

“THAT, By-Law No. 2022-21, being a by-law to Appoint Chief Administrative Officer/Clerk (Amanda Mabo) be read a first, second and third time short and passed and signed by the Reeve and Deputy Clerk.”

6. ADJOURNMENT

BY-LAWS

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2022-021

A BY-LAW TO APPOINT A CHIEF ADMINISTRATIVE OFFICER/CLERK (AMANDA MABO)

WHEREAS, Section 229 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipality may appoint a Chief Administrative Officer who shall be responsible for exercising general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality; and performing such other duties as are assigned by the municipality;

AND WHEREAS, Section 228 (1) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipality shall appoint a Clerk whose duty it is;

- (a) to record, without note or comment, all resolutions, decisions and other proceedings of the council;
- (b) if required by any member present at a vote, to record the name and vote of every member voting on any matter or question;
- (c) to keep the originals or copies of all by-laws and of all minutes of the proceedings of the council;
- (d) to perform the other duties required under this Act or under any other Act; and
- (e) to perform such other duties as are assigned by the municipality;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of Tay Valley Township enacts as follows:

1. GENERAL REGULATIONS

- 1.1 **THAT**, Amanda Mabo be appointed as Chief Administrative Officer/Clerk for Tay Valley Township.
- 1.2 **THAT**, the duties, responsibilities and authority of the Chief Administrative Officer/Clerk shall be as set out in the Employment Agreement between Amanda Mabo and the Corporation of Tay Valley Township, dated July 13th, 2022.

2. BY-LAW REPEALED

- 2.1 By-Laws No. 2011-035 and No. 2014-037 are hereby repealed.
- 2.2 All by-laws or parts thereof and resolutions passed prior to this by-law which are in contravention of any terms of this by-law are hereby rescinded.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-021**

3. ULTRA VIRES

Should any sections of this by-law, be declared by a court competent jurisdiction to be ultra vires, the remaining sections shall nevertheless remain valid and binding.

4. EFFECTIVE DATE

THAT, this by-law shall come into force and effect as of the 14th day of July 2022.

ENACTED AND PASSED this 9th day of August, 2022.

Brian Campbell, Reeve

Janie Laidlaw, Deputy Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-021**

DECLARATION OF APPOINTED OFFICE

I, Amanda Mabo, do solemnly promise and declare that I will truly, faithfully and impartially, to the best of my knowledge and ability, execute the office of Chief Administrative Officer/Clerk, that I will truly, faithfully and impartially, to the best of my knowledge and ability, execute the office to which I have been appointed in this municipality, that I have not received and will not receive any payment or reward, or promise thereof, for the exercise of any partiality or malversation or other undue execution of such offices, and that I have not by myself or partner, either directly or indirectly, any interest in any contract with or on behalf of the Corporation except that arising out of my office as Chief Administrative Officer/Clerk.

Amanda Mabo,
Chief Administrative Officer/Clerk

Brian Campbell, Reeve

Date

Date