

TOWNSHIP OF BRUDENELL, LYNDOCH AND RAGLAN

Minutes of the Regular Meeting of the Municipal Council of the Township of Brudenell, Lyndoch and Raglan held on December 4, 2019 at the Municipal Office located in Palmer Rapids - Ontario at 7:00 p.m.

**Present Were:** Mayor, **Sheldon Keller**  
Councillor, **Andrea Budarick**  
Councillor, **Iris Kauffeldt**  
Councillor, **Trevor Lidtkie**  
Councillor, **John Rutledge**

**Also Present:** Clerk-Treasurer, **Michelle Mantifel**  
Deputy Clerk, **Virginia Phanenhour**  
Charlie Behm, **Public Works Superintendent**  
Fire Chief/Facility Manager, **Jordan Genrick**

**Public:** 5 Members of the Public

1. The meeting was called to order by Mayor **Keller**.

2. **PECUNIARY INTERESTS –**

Councillor **Budarick** declared a pecuniary interest in regards to Item # 7 - Payments.

Mayor **Keller** declared a pecuniary interest in regards to Item # 4 ii - Deputation.

3. **ADOPTION OF MINUTES**

Resolution # 1

Moved by **Trevor Lidtkie**, sec. by **Andrea Budarick**

“THAT we the Council for the Township of Brudenell, Lyndoch and Raglan hereby adopt the minutes of the Special Meeting October 30, 2019, Special Meeting November 1, 2019 and Regular Council Meeting November 13, 2019 as printed and circulated.”

Carried.

4. **DEPUTATIONS**

i. Kristen & Martin Callaghan

Mr. and Mrs. Callaghan were present to discuss the issue of trespassers on their property on Finnerty Road. They requested that Municipal signage be installed prior to their private trail off of Finnerty Road. As well, they are requesting permission to create a walking path on the unopened road allowance for other land owners to use.

After some discussion, Council agreed to provide signage on Finnerty Road and granted Mr. and Mrs. Callaghan permission to create a walking path on the unopened road allowance.

ii. Carl Cybulski

Resolution # 2

Moved by **Trevor Lidtkie**, sec. by **Andrea Budarick**

“THAT we the Council for the Township of Brudenell, Lyndoch and Raglan hereby appoint John Rutledge to chair the meeting in the Mayor’s absence.”

Carried.

Mayor **Keller** left the Council chambers.

Mr. Cybulski was seeking assistance from the Municipality to repair damage to a culvert on a forestry road. The forestry road is located on an unopened road allowance and is maintained by him to access his property. The culvert was damaged by trucks transporting logs from Crown land.

Council felt that this was a matter for Ottawa Valley Forestry Inc. and/or the logging company to resolve. The Clerk will send a letter to Ottawa Valley Forestry Inc. and Gulick's Forest Products.

## 5. REPORTS

### i. Public Works Superintendent

The public works report was accepted as presented.

The 2017 International had to be towed to Valley Truck and Spring for repairs. There is still issues with the 2011 International. Council requested that this truck be serviced again as it is a safety hazard for the driver.

Mr. Behm asked about plowing Hartwick Ranch Road and Fire Tower Road, as they have seasonal residents. The Clerk will send letters to the land owners on the roads to provide feedback.

The tires on the loader at the Waste Site are in rough shape. Mr. Behm was asked to obtain quotes for puncture proofing the tires.

The clutch in the Ford 9000 was repaired but is still not working properly. As it cannot be used in this condition, Council agreed to sell it on Gov Deals, and to advertise locally.

### ii. Clerks

Council approved the Roads, Admin, Waste and Building Departments receiving a \$ 50.00 Christmas Bonus. The Roads, Admin, Waste and Building Departments will also be given the afternoon off on December 24th and December 31st. The municipal office will close at noon on December 24th and reopen on January 2, 2020.

The Clerk will contact other Municipalities to inquire if they provide Christmas bonuses to their employees.

The January Council meeting will be held on January 8<sup>th</sup>, 2020 as the first Wednesday in January is a statutory holiday.

Killaloe CRC inquired if there would be a fee for using the BLR Community Centre for additional senior fitness classes. Council agreed that the CRC could use the facility for no cost.

Council expressed concern with overtime being paid to Road employees filling in for the Waste Site Attendant. The Clerk will contact the Casual Waste Site Attendant to see if he could work extra shifts. Council discussed the option of hiring a casual employee to fill in at the waste sites, the roads department, and the arena.

Council reviewed the proposal from PSD for the Municipal Modernization Program and the following motion was made;

Resolution # 3

Moved by **Iris Kauffeldt**, sec. by **Andrea Budarick**

“THAT we the Council for the Township of Brudenell, Lyndoch and Raglan hereby approve applying to the Municipal Modernization Program for funding to complete a Service Delivery Review as it relates to Asset Management, a Lifecycle Activities Strategy Review and a Line-by-Line Review: Budget vs. Actual.”

Carried.

The Clerk informed Council that we are still awaiting a reply from OFMEM regarding the review of our Fire Protection Services.

The Clerk reported that she contacted Wishart LLP regarding our Code of Conduct, IC Inquiry Protocol, and Council-Staff Relations Policy. They apologized for the delay and will provide them shortly.

iii. Mayor & Council

The Mayor reported that the independent review of the 2019 flood events found that human error was not the cause. However, several recommendations were made in the review.

The sale of Beaumen Waste Management has been finalized. The new owner plans to upgrade the recycling plant and hope to be in operation in early 2020.

Mayor **Keller** informed Council that a Request for Proposal for the Eastern Ontario Regional Network project will be going out in early 2020. A 5G network will not be available in Renfrew County.

Councillor **Rutledge** expressed his concern for paying the invoices associated with the costs of the public washroom.

Councillor **Budarick** asked if the audio recordings of the Council meetings could be made available on the Municipal Website. The Clerk will contact other municipalities for information on providing this service.

Councillor **Budarick** expressed her concern with how the Integrity Commissioner is invoicing the Municipality. The Clerk will send E4M an email for clarification on their billing system.

iv. Fire Chief

The Fire Chief's report was accepted as presented.

Mr. Genrick informed Council of a fire truck available for purchase on Gov Deals. It would be an asset to the current fleet, as it would add to the volume of water readily available.

Resolution # 4

Moved by **Trevor Lidtkie**, sec. by **Iris Kauffeldt**

"THAT we the Council for the Township of Brudenell, Lyndoch and Raglan hereby authorize the Fire Chief to bid a maximum of \$25,000.00 total cost, pending inspection, for a 1999 Freightliner Tanker."

Carried.

v. Building Inspector Report - None

vi. Waste Management - None

vii. Recreation

The Facility Manager reported that the hours for the Mini Gym have been finalized and is now open for operation. Ice rentals are filling up fast. Some new activities for this year include a kids hockey league and adult broomball league.

Mr. Genrick attended the Killaloe CRC meeting regarding the Game On Program. The CRC are seeking help with funding for the program as well as help applying for additional funding.

viii. Joint Health & Safety Committee - None

**6. CORRESPONDENCE**

- i. Killaloe CRC – re: Request for Donation – Annual Food and Toy Drive – Council agreed to donate \$100.00

- ii. Township of Larder Lake – re: Main Street Revitalization Grant – Extension Request – The Clerk will send a Letter of Support.

## 7. PAYMENTS

Resolution # 5

Moved by **John Rutledge**, sec. by **Andrea Budarick**

“THAT we the Council for the Township of Brudenell, Lyndoch and Raglan hereby approve the General Account/Voucher # 11 in the amount of **\$ 70,884.97**, the Roads Account/Voucher # 11 in the amount of **\$ 70,838.38**, the Recreation Account/Voucher # 11 in the amount of **\$ 4,611.14** and the Bicentennial Park Account/Voucher # 11 in the amount of **\$ 196.18.**”

Carried.

Council requested documentation for total expenses incurred for the public washroom.

## 8. SEVERANCES - None

## 9. BY-LAWS

- i. Resolution # 6

Moved by **Andrea Budarick**, sec. by **John Rutledge**

“THAT By-Law No. 2019-35, being a By-Law to enter into a Professional Services Agreement with Meara Sullivan, PhD. And Joint Municipalities, with respect to development and adoption of a Community Safety and Well-being Plan, was read a first and second time.

By-Law No. 2019-35 was read a third and final time and passed.”

Carried.

- ii. Resolution # 7

Moved by **Iris Kauffeldt**, sec. by **Trevor Lidtkie**

“THAT By-Law No. 2019-36, being a By-Law to provide for the indemnity and defence of Councillors and Employees of the Township of Brudenell, Lyndoch and Raglan against liability incurred while acting on behalf of the Township of Brudenell, Lyndoch and Raglan, was read a first and second time.

By-Law No. 2019-36 was read a third and final time and passed.”

Carried.

## 10. OTHER BUSINESS

- i. Resolution # 8

Moved by **Trevor Lidtkie**, sec. by **Andrea Budarick**

“THAT we the Council for the Township of Brudenell, Lyndoch and Raglan hereby accept the quote in the amount of \$54,979.00 plus PST from Jardine Lloyd Thompson Canada for the 2020 insurance policy.”

Carried.

- ii. Resolution # 9

Moved by **Trevor Lidtkie**, sec. by **John Rutledge**

“THAT Council go into closed session to discuss personal matters about an identifiable individual.”

Carried.

Resolution # 10

Moved by **John Rutledge**, sec. by **Trevor Lidtkie**

“THAT Council comes out of closed session.”

Carried.

The Mayor reported that one issue regarding personal matters about an identifiable individual was discussed in closed session.

## 11. CONFIRMATION BY-LAW

Resolution # 11

Moved by **Andrea Budarick**, sec. by **Iris Kauffeldt**

“THAT By-Law No. 2019-37, being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Brudenell, Lyndoch and Raglan at its Regular Council Meeting of December 4, 2019, was read a first and second time.

By-Law No. 2019-37 was read a third and final time and passed.”

Carried.

## 12. ADJOURNMENT

Resolution # 12

Moved by **John Rutledge**, sec. by **Trevor Lidtkie**

“THAT this meeting adjourn at 10:55 pm.”

Carried.

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**Mayor**, Sheldon Keller

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**Clerk**, Michelle Mantifel