

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
MINUTES OF THE REGULAR COUNCIL MEETING

The Regular Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Tuesday, November 19, 2024, at 7:00 pm.

Present: Mayor Brenda Reid
Councillor Dwayne Elliott
Councillor Janice Bowerman
Councillor Jennifer Hooper
Councillor Robert Maguire

Staff: Alton Hobbs, CAO, Deputy Clerk
Deb MacDonald, Treasurer
Jackie White PEC/Arena Manager
Crystal Lentir, Administrative Assistant

OPENING:

#233-16-2024 J. Bowerman – D. Elliott

THAT the Special Meeting of the Council of the Corporation of the Township of Assiginack be opened for business at 7:00 pm, with a quorum of members present, with Mayor Reid presiding in the Chair.

CARRIED

AGENDA:

#234-16-2024 D. Elliott – J. Bowerman

THAT we approve the agenda for this meeting as presented.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

None

ANNOUNCEMENTS:

Mayor Reid opened with the Land Acknowledgement.

Mayor Reid presented a 10 Year Employment Certificate to Jackie White and stated there was also one for Kelsey Maguire.

Councillor Hooper thanked the staff of Rainbow Ridge Golf Course for remaining open to provide washroom and other services during last week's closure of Cardwell Street.

Councillor Hooper also mentioned the Tim Horton's Smile Cookies Campaign and noted that local proceeds were going to the Lions Club and Fixing our Felines.

Councillor Bowerman reminded the public that RFP's are being advertised for grass cutting and park maintenance.

ADOPTION OF MINUTES:

#235-0516-2024 J. Bowerman – D. Elliott

THAT we approve the Minutes of the Committee of the Whole Meeting of November 5, 2024.

CARRIED

#236-16-2024 D. Elliott - J. Bowerman

THAT we approve the Minutes of the Regular Council Meeting of October 22, 2024.

CARRIED

#237-16-2024 J. Bowerman – D. Elliott

THAT we approve the Minutes of the Assiginack Museum Committee Meeting of October 21, 2024.

CARRIED

REPORTS:

#238-16-2024 D. Elliott – J. Bowerman

THAT we accept the Public Works Report and thank the Superintendent.

CARRIED

#239-16-2024 J. Bowerman – D. Elliott

THAT we accept the PEC/Arena Report and thank the PEC/Arena Manager.

CARRIED.

#240-16-2024 D. Elliott – J. Bowerman

THAT we accept the 2024 Curator's Report and thank the Museum Curator.

CARRIED

ACTION REQUIRED ITEMS:

#241-16-2024 J. Bowerman - D. Elliott

THAT Council authorizes the following Accounts for Payment: General \$ 306,668.91 pursuant to the attached Treasurer's Statement of Accounts.

CARRIED

#242-16-2024 D. Elliott – J. Bowerman

THAT Council authorizes the following Accounts for Payment: Payroll \$ 60,635.74 pursuant to the attached Treasurer's Statement of Accounts.

CARRIED

#243-16-2024 R. Maguire – J. Hooper

THAT we approve Christmas bonuses for staff members in the amounts of \$ 200.00 for full time and \$ 100.00 for part time and seasonal staff.

CARRIED

#244-16-2024 J. Hooper - R. Maguire

THAT we approve modifying the landfill hours as follows: Closed December 24th, Open December 31st from 10-3;

AND THAT we approve the closure of the municipal office on December 27th, 30th and 31st;

AND THAT we confirm closing of all municipal departments at Noon on December 24th.

CARRIED

#245-16-2024 R. Maguire – J. Hooper

THAT we confirm that any departmental surplus at year end be allocated to its respective reserves.

CARRIED

#246-16-2024 J. Hooper – R. Maguire

THAT we donate \$ 300.00 towards the Manitoulin Student Aid Fund, pursuant to the attached request.

CARRIED

INFORMATION ITEMS:

#247-16-2024 J. Hooper – R. Maguire

THAT we acknowledge receipt of the following correspondence items:

- a) Ministry of the Solicitor General
- b) Town of Petawawa- Provincial Policing Cost Concerns
- c) City of Quinte West- Canada Community Building Fund

CARRIED

BY-LAWS:

#248-16-2024 J. Hooper – R. Maguire

THAT By-law # 2024-14, being a by-law to establish Retention Periods for Documents and Records to be Kept by the Township of Assiginack and to repeal and replace By-law # 1995-23 be given first, second, third and final readings and enacted in open Council.

CARRIED

#249-16-2024 R. Maguire – J. Hooper

THAT By-law # 2024-16, being a by-law to establish a Marketing and Branding Policy for the Township be given first, second, third and final reading and enacted in open council.

CARRIED

CLOSED SESSION:

#250-16-2024 R. Maguire – J. Hooper

THAT in accordance with By-law #02-02 as amended and Section 239 of the Municipal Act, as amended, Council proceed to a Closed Session at 7:35 pm in order to attend to:

- a) Advice subject to solicitor-client privilege, including communications necessary for that purpose 2 issues
- b) Labour Relations, Employee negotiations 1 issue

CARRIED

#251-16-2024 J. Hooper – R. Maguire

THAT we adjourn from our closed session, resume our regular session at 8:15 pm, accept the Minutes of the previous closed session;

AND THAT staff be authorized to follow the instructions issued by Council during the closed session.

CARRIED

CLOSING:

#252-16-2024 R. Maguire – J. Hooper

THAT we adjourn until the next Regular Meeting at 8:16 pm or Call of the Chair.

CARRIED

Brenda Reid, MAYOR

Alton Hobbs, CAO/DEPUTY CLERK

*These Minutes have been circulated but are not considered Official until approved by Council.

8:16 pm.