

SPECIAL COUNCIL MINUTES

Meeting #: SC-03/2020 Special Council
Date: Monday, February 24, 2020, 5:30 pm
Location: Meridian Community Centre Kinsmen Community Room
C, 100 Meridian Way
Fonthill, ON
L0S 1E6

Members Present Marvin Junkin
Mike Ciolfi
Lisa Haun
Bob Hildebrandt
Ron Kore
Marianne Stewart
John Wink

Staff Present David Cribbs
Nancy Bozzato
Bob Lymburner
Jason Marr
Teresa Quinlin
Vickie vanRavenswaay
Barbara Wiens
Sarah Leach
Holly Willford
Marc MacDonald

1. Call to Order and Declaration of Quorum

Noting that a quorum was present, the Mayor called the meeting to order at approximately 5:30 p.m.

2. Approval of the Agenda

Moved By Lisa Haun

Seconded By Bob Hildebrandt

BE IT RESOLVED THAT the agenda for the February 24, 2020 Special Meeting of Council be adopted as circulated.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

There were no pecuniary interests disclosed by any of the members present.

4. 2019 Strategic Plan Prioritization Update

Mr. Cribbs reviewed the Strategic Plan that was developed in 2019, the goals and achievements to date and provided an overview on how the meeting will proceed in order to determine the 2020 strategic priorities as they relate to the remainder of the Council term. The motions noted below were used to prioritize, with all motions duly carried.

Moved By Marianne Stewart

Seconded By Bob Hildebrandt

BE IT RESOLVED THAT the Rules of Procedure as contained in the Town of Pelham Procedural By-law, be suspended as they pertain to Rules of Debate and that representatives of the Town of Pelham Staff be permitted to participate in the discussion; and

THAT this permission be recognized for the input and debate portion only and not be deemed to include making motions or for voting privileges.

Carried

5. Alignment of 2020 Strategic Priorities

Councillors Ciolfi and Hildebrandt: New Zoning By-law 1-5

Councillors Stewart and Hildebrandt: Future of Library 6-10

Councillors Wink and Kore: Pass by-laws for Cannabis; Short Term Rental Policy; Invasive Species Policy & Plan; Negotiate Collective Agreement 1-5

Councillors Hildebrandt and Kore: Renew and Enhance PSR System 6-10

Councillors Haun and Kore: Proactive Communication Protocol 6-10

Councillors Ciolfi and Hildebrandt: Comprehensive Parking Initiatives and Masterplan + MCC Parking Strategy (combined) 6-10

Councillors Ciolfi and Hildebrandt: By-law Enforcement Policy 6-10

Councillors Haun and Ciolfi: Review and Expand AMPs 16-20

Councillors Wink and Haun: Succession Planning 11-15

Councillors Kore and Haun: Whistleblower Protection 11-15

Councillors Ciolfi and Stewart: Heritage Advisory Committee 11-15

Councillors Wink and Hildebrandt: Capital Asset Management Plan 11-15

Councillors Wink and Hildebrandt: Risk Management Framework 36-40

Councillors Haun and Wink: Mass Notification System 36-40

Councillors Haun and Wink: Purchasing Policy Update and Operational Changes for Purchasing/Procurement 16-20

Councillors Haun and Wink: Delegation of Authority 11-15

Mayor Junkin, Councillor Wink: Joint Initiatives for Purchasing, Building Inspection, Drainage, Legal 16-20

Mayor Junkin, Councillor Stewart: New Procedural By-law 16-20

Councillor Wink, Mayor Junkin: Sign By-law 16-20

Councillor Wink, Mayor Junkin: Traffic Safety and Calming Measures 21-25

Councillors Wink and Kore: Future of Pelham Transit 26-30

Mayor Junkin, Councillor Wink: New - Grants 31-35

Councillors Ciolfi and Kore: Climate Change Best Practice and Community Education 21-25

Mayor Junkin, Councillor Stewart: Voice Activation for Customer Service 36-40

Mayor Junkin, Councillor Wink: Performance Management/Staff Recognition 21-25

Councillors Wink and Stewart: East Fenwick Secondary Plan 36-40

Councillors Wink and Hildebrandt: Move Transit and rants to 21-25

Councillors Wink and Ciolfi: Move By-law, Risk, Mass Notification, Voice Activation, East Fenwick to 26-30

1-5	6-10	11-15	16-20	21-25	26-30
New Zoning By-law	Future of Library	Succession Plan	Review/ Expand AMPs	Traffic Calming and Safety Measures	East Fenwick Secondary Plan
Short-Term Rental Policy	Renew and Enhance PSR System	Heritage Advisory Committee	Update Purchasing Policy; Changes re Purchasing/ Procurement	Climate Change Best Practice; Community Education	By-law Up-grades and Introductions
Negotiate a Collective Agreement	Proactive Communication Protocol	Whistle-blower Protection	Joint Initiatives – Purchasing, Building, Drainage, Legal	Compensation/ Performance Management and Staff Recognition	Introduce Mass Notification System
Pass By-laws for Cannabis	Parking Initiatives and Masterplan + MCC Parking Strategy	Capital Asset Management Plan	New Procedural By-law	Grants	Voice Activation for Customer Service
Invasive Species Policy and Plan	By-law Enforcement Policy	Delegation of Authority By-law	Sign By-law	Future of Pelham Transit	Risk Management Framework

Following a brief recess, the meeting reconvened at 8:35 to conclude the meeting.

Moved By Lisa Haun
Seconded By Marianne Stewart

BE IT RESOLVED THAT Council adopt the prioritization of the tasks as discussed at the February 24th 2020, Special Meeting of Council.

Carried

Moved By Mike Ciolfi

Seconded By Ron Kore

BE IT RESOLVED THAT Council adopt the alignment of strategic tasks with the six established Strategic Priorities.

Carried

Support Strong Organization	Financial Sustainability	Enhance Communication & Engagement	Develop Risk Management Framework to Prioritize Decisions	Build Strong Communities & Cultural Assets	Grow Revenue by Promoting Cultural Assets Protecting Environmental Assets
Delegation of Authority By-law	Capital Asset Management Plan	Voice Activation for Customer Service	Risk Management Framework	Traffic Safety and Calming Measures	Invasive Species Policy & Plan
Succession Plan	Joint Initiatives: Purchasing, Building Inspection, Drainage, Legal	Introduce Mass Notification System	Whistleblower Protection	Heritage Advisory Committee	Future of Pelham Transit
Negotiate Collective Agreement	East Fenwick Secondary Plan	Renew and Enhance PSR System	Review and Possibly Expand AMPS	New Zoning By-law	Sign By-law
By-law Upgrades & Introductions	Grants	Proactive Communication Protocol		Short-Term Rental Policy	Climate Change Best Practice and Community Education
New Procedural By-law	Update Purchasing Policy; Changes re Purchasing/ Procurement	By-law Enforcement Policy		Pass the By-laws that will work for Cannabis	
Performance Management/ Compensation/ Staff Recognition				Future of Library	
				Parking Initiatives and Masterplan + MCC Parking Study	

Moved By Bob Hildebrandt

Seconded By Lisa Haun

BE IT RESOLVED THAT the Chief Administrative Officer be and is hereby authorized to undertake the directions provided during this meeting of February 24th, 2020.

Carried

6. Confirming By-law

Moved By Lisa Haun
Seconded By Bob Hildebrandt

BE IT RESOLVED THAT the following By-law be read a first, second and third time and passed:

Being a By-law No. 4205(2020) to Adopt, Ratify and Confirm the proceedings of Council of the Town of Pelham at its Special Meeting held on the 24th day of February, 2020.

Carried

7. Adjournment

Moved By Marianne Stewart
Seconded By Lisa Haun

BE IT RESOLVED THAT this Special Meeting of Council be adjourned until the next regular meeting scheduled for March 2, 2020 at 5:30 pm.

Carried

Mayor Marvin Junkin

Town Clerk, Nancy J. Bozzato