

REGULAR COUNCIL MINUTES

Meeting #: C-11/2021 - Regular Council
Date: Monday, June 21, 2021
Time: 5:30 PM
Location: Town of Pelham Municipal Office - Council
Chambers
20 Pelham Town Square, Fonthill

Members Present: Marvin Junkin
Lisa Haun
Bob Hildebrandt
Ron Kore
Wayne Olson
Marianne Stewart
John Wink

Staff Present: David Cribbs
Bob Lymburner
Jason Marr
Teresa Quinlin
Vickie vanRavenswaay
Barbara Wiens
Holly Willford
Sarah Leach
Derek Young
Bani Maini

1. Call to Order and Declaration of Quorum

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

The Mayor further called for a moment of silence to honour the memory of Former Councillor Gary Accursi.

2. Approval of Agenda

Moved By Wayne Olson

Seconded By Ron Kore

BE IT RESOLVED THAT the agenda for the June 21, 2021 Regular meeting of Council be adopted.

Amendment:

Moved By Bob Hildebrandt

Seconded By Ron Kore

THAT the Agenda be amended to include an item under 10.1 Reports from Members of Council regarding the Utility Sustainability Advisory Committee and MCC Hydro One Consumption;

AND THAT the Agenda be amended to have item 10.1.1, Councillor Hildebrandt's Report to be heard after item 5 'Adoption of Minutes on the Agenda'.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

Main Motion as Amended:

Moved By Bob Hildebrandt

Seconded By Ron Kore

THAT the agenda for the June 21st, 2021 Regular meeting of Council, be adopted as amended.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

3. Disclosure of Pecuniary Interests and General Nature Thereof

3.1 Item 10.2.3 – Councillor Stewart - Mandatory Face Covering Report

The Councillor sews a number of face masks for donation to various community members, friends and family as well as selling a small number of masks to offset the costs of materials and as such, has disclosed a direct pecuniary interest. She will not participate in this particular item and has removed herself as the mover.

4. Hearing of Presentation, Delegations, Regional Report

4.1 Presentations

4.1.1 COVID-19 Pandemic Update - CEMC

Fire Chief and Community Emergency Management Co-Ordinator presented updated information as it relates to the ongoing worldwide pandemic, COVID-19.

Moved By John Wink

Seconded By Bob Hildebrandt

BE IT RESOLVED THAT Council receive the COVID-19 update presentation from B. Lymburner, Fire Chief and Community Emergency Management Co-Ordinator, for information.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

4.1.2 COVID-19 Pandemic Update - CAO

Mr. David Cribbs, CAO, promoted the Town of Pelham up-coming Canada Day celebrations, release of additional Pelham ran summer camps and the continued success of using the Meridian Community Centre as a COVID-19 vaccination centre.

Moved By Marianne Stewart
Seconded By Ron Kore

BE IT RESOLVED THAT Council receive the COVID-19 update presentation from D. Cribbs, Chief Administrative Officer, for information.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

4.1.3 Climate Change Adaptation Plan Update

Ms. Bani Maini, Town of Pelham Climate Change Coordinator provided Council an up-date presentation with respect to the Town’s Corporate Climate Change Adaption Plan. A copy of the presentation is on file with the Clerk.

Ms. Maini answered various questions from Council with respect to the Town’s plan.

Moved By Lisa Haun
Seconded By Bob Hildebrandt

BE IT RESOLVED That Council receive the Town of Pelham's Climate Change Coordinator's presentation regarding the Town of Pelham's Corporate Climate Change Adaption Plan, for information.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	

Results	7	0
----------------	----------	----------

Carried (7 to 0)

4.2 Delegations

4.3 Report of Regional Councillor

5. Adoption of Minutes

Moved By Wayne Olson

Seconded By Ron Kore

BE IT RESOLVED THAT the following minutes be adopted as printed, circulated and read:

1. SC/09/2021 - Special Council Minutes - June 7, 2021; and

2. C10/2021 - Council Minutes - June 7, 2021

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

6. Reports from Members of Council:

6.1 Councillor Hildebrandt Report

Councillor Hildebrandt provided Council with a verbal update with respect to the work the USAC is completing and regarding the Meridian Community Centre Hydro consumption. Councillor Hildebrandt requested the Clerk's Department to 'share' their zoom screen to display charts and graphs for Council's benefit. Copies of these documents are available with Clerk.

Councillor Hildebrandt further provided insights with respect to the possibility of a generator at the Meridian Community Centre.

Moved By Wayne Olson

Seconded By Bob Hildebrandt

BE IT RESOLVED THAT Council receive the Utility Sustainability Committee verbal update and documentation presented by Councillor Hildebrandt, for information;

AND THAT Council direct staff to prepare a report in consultation with Utility Sustainability Advisory Committee, Councillor Hildebrandt, Jason Marr, Director of Public Works, and Fire Chief Lymburner with respect to a generator at the MCC;

AND THAT the report be brought back to Council by November 8, 2021.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

7. Business Arising from Council Minutes

8. Request(s) to Lift Consent Agenda Item(s) for Separate Consideration

Councillor Hildebrandt requested items 8.3.2 and 8.5.6 be lifted for discussion.

9. Consent Agenda Items to be Considered in Block

Moved By Marianne Stewart

Seconded By John Wink

BE IT RESOLVED THAT the Consent Agenda items as listed on the June 21, 2021 Council Agenda be received and the recommendations contained therein be approved, save and except items 8.3.2 and 8.5.6, as applicable:

8.3. Staff Reports of a Routine Nature for Information or Action

8.3.1. Sulphur Springs Design Build Project Update, 2021-0113-Public Works

BE IT RESOLVED THAT Council receive Report #2021-0113 Public Works entitled " Sulphur Springs Road Design Build Project Update" for Information Purposes.

~~8.3.2. Corporate Climate Change Adaptation Plan , 2021-0109 Public Works~~

~~BE IT RESOLVED THAT Council receive Report # 2021-0109 Public Works entitled "Corporate Climate Change Adaptation Plan" for information purposes;~~

~~AND THAT Council endorse the Corporate Climate Change Adaptation Plan (CCCAP). (lifted)~~

8.3.3. 2020 Town of Pelham Annual Report, 2021-0112-Corporate Services

BE IT RESOLVED THAT Council receive Report # 2021-0112-Corporate Services for the 2020 Town of Pelham Annual Report for information.

8.3.4. April 2021 Financial Reports, 2021-0093-Corporate Services

BE IT RESOLVED THAT Council receive Report #2021-0093-Corporate Services, April 2021 Financial Reports, for information;

AND THAT Council approve a budget transfer to decrease budgeted grant revenue by \$535,259 and increase budgeted transfer from the working funds reserve by \$535,259 to reflect 2020 Safe Restart COVID-19 funding carried forward to 2021.

8.5. Information Correspondence Items

8.5.1. Resolution re: Niagara Central Dorothy Rungeling Airport (NCDRA) Commission

BE IT RESOLVED THAT Council receive the resolutions from the City of Welland and Town of Wainfleet regarding the Niagara Central Dorothy Rungeling Airport Commission, for information.

8.5.2. Support of Town of Pelham Resolution re: Accessibility Issues for Seniors

BE IT RESOLVED THAT Council receive the resolution from the City of Niagara Falls, Town of Wainfleet, City of Welland and Town of Grimsby, supporting the Town of Pelham resolution re: Accessibility for Seniors, for information.

8.5.3. Support for Town of Pelham Request to Region of Niagara to Delay Official Plan Update

BE IT RESOLVED THAT Council receive support from the Town of Wainfleet and Town of Grimsby regarding a request to the Niagara Region to delay the Official Plan update, for information.

8.5.4. Support of Town of Pelham Resolution re: Declaration on Mental Health

BE IT RESOLVED THAT Council receive a resolution from the Town of Grimsby supporting the Town of Pelham resolution regarding a Declaration on Mental Health, for information.

8.5.5. 2021 Ministry of Natural Resources and Forestry Rabies Control Operations Notification

BE IT RESOLVED THAT Council receive the 2021 Rabies Control Operations Notification from the Ministry of Natural Resources and Forestry

~~8.5.6. Niagara Escarpment Commission Re: Streamlined Process for Minor Development Permit Applications~~

~~BE IT RESOLVED THAT Council receive the memo from the Niagara Escarpment Commission regarding Streamlined Process for Minor Development Permit Applications, for information. (lifted)~~

8.5.7. Letter of Opposition re Fish Habitat Compensation Project in Twelve Mile Creek - Dr. Brand

BE IT RESOLVED THAT Council receive the letter of opposition regarding the Fish Habitat Compensation Project in Twelve Mile Creek from Dr. Brand, for information.

8.7. Committee Minutes for Information

8.7.1. Community Beautification Committee Minutes

BE IT RESOLVED THAT Council receive the Community Beautification minutes dated February 26, 2020, May 27, 2020 and July 2, 2020, for information.

8.7.2. Pelham Active Transportation Committee Minutes

BE IT RESOLVED THAT Council receive the Pelham Active Transportation Committee minutes dated April 20, 2021, for information.

8.7.3. Cannabis Control Committee Minutes

BE IT RESOLVED THAT Council receive the Cannabis Control Committee minutes dated April 21, 2021, for information.

8.7.4. Pelham Art Advisory Committee Minutes

BE IT RESOLVED THAT Council receive the Pelham Art Advisory Committee minutes dated April 21, 2021, for information.

8.7.5. Pelham Finance and Audit Committee Minutes

BE IT RESOLVED THAT Council receive the Pelham Finance and Audit Committee minutes for May 5, 2021, for information.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	

John Wink	X	
Results	7	0

Carried (7 to 0)

10. Items for Separate Consideration, if Any

10.1 Corporate Climate Change Adaptation Plan , 2021-0109-Public Works

Moved By Marianne Stewart
Seconded By John Wink

BE IT RESOLVED THAT Council receive Report # 2021-0109-Public Works entitled “Corporate Climate Change Adaptation Plan” for information purposes;

AND THAT Council endorse the Corporate Climate Change Adaptation Plan (CCCAP).

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

10.2 Niagara Escarpment Commission Re: Streamlined Process for Minor Development Permit Applications

BE IT RESOLVED THAT Council receive the memo from the Niagara Escarpment Commission regarding Streamlined Process for Minor Development Permit Applications, for information.

Amendment:
Moved By Bob Hildebrandt
Seconded By Ron Kore

THAT the motion be amended to include:

AND THAT Council for the Town of Pelham does not support the proposed streamlining process suggested by the Niagara

Escarpment Commission for minor development permit application;

AND THAT Council for the Town of Pelham supports the continued circulation of minor development permit applications to municipalities;

AND THAT staff are directed to circulate a copy of this resolution to the Niagara Escarpment Commission for their information.

	For	Against
Marvin Junkin		X
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson		X
Marianne Stewart	X	
John Wink		X
Results	4	3

Carried (4 to 3)

Main Motion as Amended:

Moved By Bob Hildebrandt

Seconded By Ron Kore

BE IT RESOLVED THAT Council receive the memo from the Niagara Escarpment Commission regarding Streamlined Process for Minor Development Permit Applications, for information;

AND THAT Council for the Town of Pelham does not support the proposed streamlining process suggested by the Niagara Escarpment Commission for minor development permit application;

AND THAT Council for the Town of Pelham supports the continued circulation of minor development permit applications to municipalities;

AND THAT staff are directed to circulate a copy of this resolution to the Niagara Escarpment Commission for their information.

	For	Against
Marvin Junkin		X
Lisa Haun	X	

Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson		X
Marianne Stewart	X	
John Wink		X
Results	4	3

Carried (4 to 3)

11. Presentation & Consideration of Reports

11.1 Staff Reports Requiring Action

11.1.1 2022 Budget Schedule, 2021-0085-Corporate Services

Moved By Bob Hildebrandt

Seconded By Lisa Haun

BE IT RESOLVED THAT Council receive Report #2021-0085-Corporate Services – 2022 Budget Schedule;

AND THAT Council approve the 2022 Budget Schedule.

Moved By Bob Hildebrandt

Seconded By Lisa Haun

BE IT RESOLVED THAT Council refer this matter back to staff;

AND THAT the report be brought back to Council at the next Regular Council Meeting being July 26th, 2021 for consideration.

	For	Against
Marvin Junkin		X
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore		X
Wayne Olson		X
Marianne Stewart	X	
John Wink		X
Results	3	4

Defeated (3 to 4)

Moved By Bob Hildebrandt
Seconded By Lisa Haun

**BE IT RESOLVED THAT Council receive Report #2021-0085-
Corporate Services – 2022 Budget Schedule;**

AND THAT Council approve the 2022 Budget Schedule.

	For	Against
Marvin Junkin	X	
Lisa Haun		X
Bob Hildebrandt		X
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart		X
John Wink	X	
Results	4	3

Carried (4 to 3)

**11.1.2 Green and Inclusive Community Building Grants, 2021-
0114-Corporate Services**

Moved By Lisa Haun
Seconded By Wayne Olson

**BE IT RESOLVED THAT Council receive Report # 2021-0114-
Corporate Services – Green and Inclusive Community Buildings
Grant;**

**AND THAT Council approve the two grant applications for a new
Library at the Meridian Community Centre, and the retrofit of
Town Hall for public restrooms and event facilities with the
Green and Inclusive Community Buildings Grants.**

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	

Results

7

0

Carried (7 to 0)

11.1.3 Mandatory Face Covering Bylaw Extension 2021, 2021-0103-Clerks

Marianne Stewart declared a conflict on this item. (The Councillor sews a number of face masks for donation to various community members, friends and family as well as selling a small number of masks to offset the costs of materials and as such, has disclosed a direct pecuniary interest. She will not participate in this particular item and has removed herself as the mover.)

Councillor Stewart vacated the electronic meeting by turned off camera and muted herself.

Moved By Lisa Haun
Seconded By John Wink

BE IT RESOLVED THAT Council receive Report #2021-0103 – Mandatory Face Covering Bylaw Extension;

AND THAT Council hereby resolves to extend the Mandatory Face Covering By-law 4270(2010), as amended, until the revocation, repeal or removal of requirements related to the wearing of face coverings prescribed by orders issued by the Province pursuant to the *Reopening Ontario Act, 2020, S.O. 2020;*

AND THAT the Town Clerk be directed to prepare the necessary by-law amendment extending the requirement for mandatory face coverings in the Town of Pelham for consideration at the next Regular Council meeting.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
John Wink	X	
Results	6	

Carried (6 to 0)

11.1.4 Amendment to Procedural By-Law to Permit Continued Electronic Participation in Meetings until March 31, 2022, 2021-0110-Clerks

Councillor Stewart returned to the electronic meeting.

Moved By John Wink
Seconded By Wayne Olson

BE IT RESOLVED THAT Council receive Report #2020-0110-Clerks – Amendment to Procedural By-Law to Permit Continued Electronic Participation in Meetings until March 31, 2022;

AND THAT the proposed amendments to the Town of Pelham Procedural By-law as outlined in Appendix 1, be approved, thereby facilitating electronic meetings participation until March 31, 2022 for Council, Special Council, Committee of Adjustment, Committee of Council and Advisory Committees;

AND THAT the Clerk be directed to present the necessary By-law at the next Regular Meeting of Council on July 26, 2021.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0
Carried (7 to 0)		

11.1.5 New Region of Niagara Official Plan, Growth Projections and Urban Land Needs June 21, 2021, 2021-0108-Planning

Councillor Hildebrandt requested the motion be divided.

Moved By Bob Hildebrandt
Seconded By Ron Kore

BE IT RESOLVED THAT Council receive Report #2021-0108 for information;

AND THAT Council endorses the growth allocation for Pelham of 9,500 people, 2,300 jobs and 4,100 households to the year 2051;

AND THAT Council endorses the 25% intensification target for the Town of Pelham;

AND THAT Council endorses the land needs assessment of 40ha of additional urban land for the Town of Pelham;

AND THAT Council endorses that portion of Area 1 as identified in Report 2021-0108 that is not included in the Greenbelt Plan area and that portion of Area 2 as identified in Report 2021-0108 that is east of Pelham Street to the Welland border and west of Pelham Street to a depth of 130m be considered by the Region of Niagara for future urban boundary expansion;

AND THAT a copy of this Report be provided to the Region of Niagara for information.

Moved By Bob Hildebrandt

Seconded By Ron Kore

BE IT RESOLVED THAT Council receive Report #2021-0108 for information.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

Moved By Bob Hildebrandt

Seconded By Ron Kore

AND THAT Council endorses the growth allocation for Pelham of 9,500 people, 2,300 jobs and 4,100 households to the year 2051.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	

John Wink	X	
Results	7	0

Carried (7 to 0)

Moved By Bob Hildebrandt
Seconded By Ron Kore

AND THAT Council endorses the 25% intensification target for the Town of Pelham.

Amendment:
Moved By Bob Hildebrandt
Seconded By Ron Kore

THAT The motion be amend to strike and replace with the following:

WHEREAS, the Provincial A Place to Grow: Growth Plan for the Greater Golden Horseshoe requires the Region of Niagara to have a minimum intensification target of 50% over a 30 year planning horizon to 2051; and

WHEREAS, the Region of Niagara is in the process of undertaking a new Region of Niagara Official Plan to conform with the Provincial A Placed to Grow: Growth Plan for the Greater Golden Horseshoe; and

WHEREAS, the Region of Niagara is proposing an intensification target of 56% to 2051 for the Region in the proposed new Region of Niagara Official Plan; and

WHEREAS, the proposed Region is seeking input from local municipalities on the new Region of Niagara Official Plan;

NOW THEREFORE, the Town of Pelham recommends that the Region of Niagara incorporate a minimum intensification target of 50% to 2051, not 56% in the new Region of Niagara Official Plan;

AND THAT Council endorses the 25% Intensification target for the Town of Pelham based on the number of approved units

	For	Against
Marvin Junkin		X
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson		X
Marianne Stewart		X

John Wink		X
Results	3	4
Defeated (3 to 4)		

Main Motion:
Moved By Bob Hildebrandt
Seconded By Ron Kore

AND THAT Council endorses the 25% intensification target for the Town of Pelham.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0
Carried (7 to 0)		

Moved By Bob Hildebrandt
Seconded By Ron Kore

AND THAT Council endorses the land needs assessment of 40ha of additional urban land for the Town of Pelham.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0
Carried (7 to 0)		

Moved By Bob Hildebrandt
Seconded By Ron Kore

AND THAT Council endorses that portion of Area 1 as identified in Report 2021-0108 that is not included in the Greenbelt Plan area and that portion of Area 2 as identified in Report 2021-0108 that is east of Pelham Street to the Welland border and west of Pelham Street to a depth of 130m be considered by the Region of Niagara for future urban boundary expansion.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0
Carried (7 to 0)		

Moved By Bob Hildebrandt
Seconded By Ron Kore

AND THAT a copy of this Report be provided to the Region of Niagara for information.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0
Carried (7 to 0)		

- 12. Unfinished Business**
- 13. New Business**

14. Presentation and Consideration of By-Laws

Moved By John Wink
Seconded By Marianne Stewart

BE IT RESOLVED THAT the Council of the Town of Pelham, having given due consideration to the following By-laws do now read a first, second and third time and do pass same, and THAT the Mayor and Clerk be and are hereby authorized to sign and seal the by-laws:

- 1. By-law 4357(2021) - Being a By-law to Exempt Blocks, 31, 32, 33, 34 and 36 on Plan 59M-476 from Part Lot Control. Saffron Meadows Phase 2 (Hert Inc.) File No. PLC 01-2021
- 2. By-law 4358(2021) - Being a by-law to amend By-law No. 4299(2020), as amended, to establish 2021 Fees and Charges to be collected by the Corporation of the Town of Pelham; And to amend Schedule "1", Recreation & Culture Services to provide for Meridian Community Centre Arena Advertising Fees.
- 2. By-law 4358(2021) - Being a by-law to amend By-law No. 4299(2020), as amended, to establish 2021 Fees and Charges to be collected by the Corporation of the Town of Pelham; And to amend Schedule "1", Recreation & Culture Services to provide for Meridian Community Centre Arena Advertising Fees.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

15. Motions and Notices of Motion

15.1 Performance Evaluation and Policy for the CAO Position

Councillor Hildebrandt read his motion into the record with the final paragraph amended.

Moved By Bob Hildebrandt
Seconded By Lisa Haun

WHEREAS the position of Chief Administrative Officer (CAO) is the only staff that Council is directly responsible for hiring and managing performance;

AND WHEREAS the Town of Pelham lacks a performance evaluation system and associated corporate policy to assess the CAO position;

AND WHEREAS the relationships between the municipal council and the public service is a key determinant of the success of any municipality, an effective working partnership between Council and its CAO can be one of the most critical prerequisites for municipal success. Further, local elected officials rely on their CAO to be the link between them and municipal operations; to implement the Town of Pelham’s policies and programs; and, to help Council achieve their strategic goals and objectives including the overall efficiencies of the corporation;

AND WHEREAS it is considered a municipal best practice to create an associated corporate policy for performance evaluation of the CAO position that informs effective decision making on a range of assessment factors including core competencies, performance metrics, behaviors and how to support the CAO toward greater achievements with a view to fostering open, impartial and transparent continuous assessment;

NOW THEREFORE Council directs that Human Resources staff prepare a draft corporate policy for a formal annual assessment of the CAO position at the Town of Pelham and a formal annual performance evaluation process for the CAO, which will be developed with reference to municipal best practices for such assessments and performance evaluations and which will be brought to Council for consideration and approval on August 23, 2021. Once approved, the policy will be implemented for use within the 2021/2022 evaluation period; however, the performance of the CAO during the 2021/2022 evaluation period prior to approval and implementation of the policy will be evaluated with reference to the performance objectives and job requirements in place prior to the approval and implementation of the policy. Council and the CAO will meet in closed session in September 2021 to set performance targets for the 2021/2022 evaluation period.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	

Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

16. Matters for Committee of the Whole or Policy and Priorities Committee

17. Matters Arising Out of Committee of the Whole or Policy and Priorities Committee

18. Resolution to Move in Camera

19. Rise From In Camera

20. Confirming By-Law

Moved By Ron Kore

Seconded By John Wink

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

Being a By-law No. 4359(2021) to Adopt, Ratify and Confirm the proceedings of Council of the Town of Pelham at its Regular Meeting held on the 21st day of June, 2021;

AND to repeal Policy S201-02 Accessibility Policy to be replaced with S100-13 Accommodation Policy.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

21. Adjournment

Moved By Lisa Haun

Seconded By Wayne Olson

BE IT RESOLVED THAT this Regular Meeting of Council be adjourned until the next regular meeting scheduled for July 26, 2021 at 5:30 pm.

	For	Against
Marvin Junkin	X	
Lisa Haun	X	
Bob Hildebrandt	X	
Ron Kore	X	
Wayne Olson	X	
Marianne Stewart	X	
John Wink	X	
Results	7	0

Carried (7 to 0)

Mayor: Marvin Junkin

Town Clerk: Holly Willford