



**Council in Committee Meeting
February 1, 2021 @ 6pm**

In attendance:

Mayor Arthur Slipp	CAO / EDO Ken Anthony
Deputy Mayor Anderson	DAS / Clerk / Treasurer Ann Marie Voutour
Councillor Sutherland	Police Chief Gary Forward
Councillor Leonard	Fire Chief Harold McLellan
Councillor Blackburn	Director of Public Works & Development Andrew Garnett
Councillor Bradbury	Director of Recreation and Community Services Kelly Foster-Hallett
	Tourism and Events Co-Ordinator Tobi Pirie

The meeting was called to order and the following items were discussed:

New Business

1. Introduction

Mayor Slipp explained the reason and new structure of the Council in Committee.

2. Finance & Administration

a All Net Meetings, Live Streaming, Tablets & NAS

DAS Voutour reviewed the information that was distributed concerning Tablets and the NAS system.

It was agreed that paperless meetings was not a priority at this time so tablets would not be required.

It was moved by Councillor Sutherland and seconded by Councillor Leonard to recommend to Council to move forward with the purchase of the NAS system.

DAS Voutour reviewed the information that was distributed concerning All Net Meetings & Live Streaming.

It was recommended by Councillor Sutherland that the consideration for the All Net Meetings & Live Streaming purchase be on the agenda for the next Council in Committee Meeting and that the budget is consulted for available funds.



b 2020 Year End Financials

DAS Voutour reviewed the 2020 Year End Financials for each department as it compares to the surplus of \$540,252.

c 2021 Capital

Department Heads submitted their Capital requirements for 2021. Council will review this information and submit their priorities.

d Procurement Policy – Local Purchasing & Standing Offers

Deputy Mayor Anderson has requested that a copy of the Procurement Policy be distributed to Council. It was also agreed that the document be distributed to Department Heads as well.

3. Tourism

The meeting reviewed the Draft Application for Special Events as distributed.

COVID Operational Plans, Department of Health requirements and signage were suggested additions.

Tourism and Events Co-Ordinator Tobi Pirie asked that any recommendations for change to this application be submitted to her by the end of February.

4. Protective Services

a Update on Window Installation, Jail Cell Retro-fit and HVAC Installation.

Police Chief Gary Forward provided the meeting with an update on the Window Installation, Jail Cell Retro-fit and HVAC Installation. A presentation of the new in car laptops was also given.

b Update on Off Road Rescue Equipment – Fire Department Lotto Funds

Fire Chief Harold McLellan and Director of Public Works & Development Andrew Garnett provided an update on the purchase of a Snow Ambulance, Side by Side, an enclosed Cargo Trailer and a ¾ ton Truck. These items are being tendered according to the Town of Woodstock Procurement Policy.



5. Recreation and Community Services

Director of Recreation and Community Services Kelly Foster-Hallett provided an update on the Flemming Estate Property, the McKinley Tennis Court, the Energy Upgrade at the AYR Motor Centre, the in-kind donation request from the Woodstock Golf and Curling Club, the Recreation Service Agreement with the LSD and the Bobby Vail Outdoor Rink.

It was recommended by Kelly to establish a written agreement for the waiver of rental fees for certain groups. The committee has requested that Kelly find out if NBCC and Best Western are charging for their rental to Rotary / Canadian Blood Services.

An email was received from Scott Dunlop, Rotary Club President, thanking Jill and Kelly for their work in providing activities and the operation of the AYR Motor Centre.

6. Planning and Development Services

Director of Public Works & Development Andrew Garnett, provided an update on Building Permits & Applications, Animal Control (SPCA) and the Animal Control By-Law.

It was recommended by Councilor Sutherland to revise the current Animal Control By-Law to address Dangerous Dogs.

The Developers Meeting will be on February 24 at 7-9 at the AYR Motor Centre Gallery Room. This meeting will discuss development in the Town of Woodstock and a review of changes to the proposed new Zoning By-Law. If Council has any change suggestions for the proposed new Zoning By-Law, please submit to Andrew by the end of February.

7. Public Works

Director of Public Works & Development Andrew Garnett, provided an update on Capital Equipment, the Well Project and the Gas Tax Plan.



8. Economic Development & Housing

CAO / EDO Ken Anthony provided an update on funding applications to the Environment Trust Fund, Federation of Canadian Municipalities.

Date of next Meeting Tuesday, February 16, 2021 at the AYR Motor Centre

Meeting was adjourned.

Council Recommendations:

Purchase of NAS System To purchase the NAS system for off-site access to files in the amount of \$1,200.00 plus HST.