

**MINUTES**

**THE CORPORATION OF THE MUNICIPALITY OF  
MARKSTAY-WARREN  
REGULAR COUNCIL MEETING  
FOR THE TERM OF 2022-2026**

**MONDAY January 16<sup>th</sup>, 2023 @ 7:00 P.M.  
Markstay-Warren Council Chambers  
21 Main Street South, Markstay, ON**

**1. Opening Remarks and call meeting to order – 7:00 pm**

Mayor Whynott welcomed everyone in attendance

**# 2023-01**

**Moved by: Rachelle Poirier**

**Seconded by: Thomas Leslie**

**THAT** Council opens the Regular Council Meeting at 7:00 p.m.

**CARRIED**

**# 2023-02**

**Moved by: Tyler Kotanko**

**Seconded by: Rachelle Poirier**

**THAT** Council accept the agenda as circulated.

**CARRIED**

**2. Roll Call**

**Mayor:** Ned Whynott

**Councillor** Tyler Kotanko  
Thomas Leslie  
Steven Olsen  
Rachelle Poirier

**Staff:** Rheal Forgette, CAO/Clerk  
Ken Elliott, Director of Operations  
Mark Whynott, Fire Chief

**3. Disclosure of Pecuniary Interest and General Nature Thereof – None**

**4. Petitions and Delegations**

- 1) Arena Use Request - Winterfest

**# 2023-03**

**Moved by: Tyler Kotanko**

**Seconded by: Rachelle Poirier**

**THAT** Council receives the delegations relating to the arena use request – Winterfest;

**FURTHER THAT** Council endorse the event at a rate in line with the Firefighter Association rate broken down on a per day basis.

**FURTHER THAT** Council approve the request from the Helping Hands Family Missions for use of the municipal loader to assist in unloading the transport.

**CARRIED**

**5. Public Inquiries**

**None**

**6. Reports from Committees, Municipal Officers, Department Heads**

- 1) CAO Report – Municipal Affairs and Housing Additional Council Training

**#2023-04**

**Moved by: Steven Olsen**

**Seconded by: Rachelle Poirier**

**THAT** Council approve the CAO Report – Municipal Affairs and Housing Additional Council Training

**FURTHER THAT** approve the report as presented.

**CARRIED**

- 2) CAO Report – RFP#2022-08 – Tender Results - Council Chambers Audio & Visual System

**#2023-05**

**Moved by: Thomas Leslie**

**Seconded by: Rachelle Poirier**

**THAT** Council approves the CAO Report – RFP#2022-08 – Tender Results - Council Chambers Audio & Visual System

**CARRIED**

- 3) CAO Report - Yearly Conference Attendance

**#2023-06**

**Moved by: Steve Olsen**

**Seconded by: Rachelle Poirier**

**THAT** Council receives the CAO Report - Yearly Conference Attendance

**CARRIED**

- 4) CAO Report - Municipal Employees and/or Contractors on Private Property

**#2023-07**

**Moved by: Thomas Leslie**

**Seconded by: Tyler Kotanko**

**THAT** Council receives the Municipal Employees and/or Contractors on Private Property;

**FURTHER THAT** Council:

1. Direct staff to cease work on private property performed on a regular basis.
2. Permit staff or its contractors shall perform work on private property on a case by case basis for emergencies or to deal with municipal drain issues at the discretion of the Director of Operations and/or CAO only.
3. Direct staff to ensure no work shall be performed without prior written consent by the property owner.

**CARRIED**

- 5) Landfill Use Permit Application Process Streamlined

**#2023-08**

**Moved by: Rachelle Poirier**

**Seconded by: Tyler Kotanko**

**THAT** Council receives the CAO Report - Landfill UsePermit Application Process Streamlined.

**CARRIED**

- 6) CAO Report for the Board of Health Council appointment

**#2023-09**

**Moved by: Rachelle Poirier**

**Seconded by: Steven Olsen**

**THAT** Council receive the CAO Report for the Board of Health Council appointment.

**FURTHER THAT** Council approved the Municipality of French River request to allow them to continue on the Public Health Sudbury and District board for the 2022-2026 term of Council.

**CARRIED**

- 7) RFP #2022-05 Architect and Engineering Services Tender Results

**#2023-10**

**Moved by: Thomas Leslie**

**Seconded by: Tyler Kotanko**

**THAT** Council receive the CAO Report RFP #2022-05 Architect and Engineering Services Tender Results.

**FURTHER THAT** Council recommends that staff move forward with Phase 1 and Phase 2 for the amount of \$499,000.00 + HST.

**FURTHER THAT** Council direct staff to confirm the financial details for this project through the 2023 budget process.

**FURTHER THAT** Council award the contract to Mitchell Jensen.

**Recorded Vote:**

	Division Vote	
	Yea	Nay
Ned Whynott	X	
Tyler Kotanko	X	
Thomas Leslie	X	
Steven Olsen		X
Rachelle Poirier	X	

**CARRIED**

- 8) Treasurer Report – Financing By-Laws for Tandem and Loader

**#2023-11**

**Moved by: Steven Olsen**

**Seconded by: Rachelle Poirier**

**THAT** Council approves the Treasurer Report – Financing By-Laws for Tandem and Loader

**CARRIED**

**7. Consent Agenda**

**# 2023-12**

**Moved by: Tyler Kotanko**

**Seconded by: Steven Olsen**

**THAT** Council receive the consent agenda

**1. Adoption of Minutes**

That the following minutes be adopted;

1. Markstay-Warren Public Library Meeting Minutes – November, 2022

**2. Routine Management Reports**

1. 4<sup>th</sup> Quarter Reports for 2022
  - a. Fire Services
  - b. By-Law Enforcement
  - c. [Economic Development](#)
  - d. Markstay-Warren Public Library
  - e. Building Services

**3. Correspondence for Council's information only**

1. Manitoulin-Sudbury District Services Board

- a. None
- 2. Sudbury East Planning Board
  - a. None
- 3. Public Health Sudbury and District
  - a. Meeting Minutes October 20<sup>th</sup>, 2022
- 4. Municipal Property Assessment Corporation (MPAC)
  - a. Markstay Warren Quarterly Meeting December 2022
- 5. Sudbury East Municipal Association (SEMA)
  - a. None

**CARRIED**

**8. Correspondence**

- 1. Public Health Sudbury and District 2023 Approved Municipal Levy for Markstay-Warren

**# 2023-13**

**Moved by: Rachelle Poirier**

**Seconded by: Tyler Kotanko**

**THAT** Council receives Public Health Sudbury and District 2023 Approved Municipal Levy for Markstay-Warren.

**CARRIED**

**9. By-Laws:**

- 1. By-Law 2023-01 - Debenture By-Law for 2020 Tandem
- 2. By-Law 2023-02 - Debenture By-Law for 2018 JD Loader
- 3. By-Law 2023-03 – To Amend Schedule G of By-Law 2020-06 - Environmental Service Fees
- 4. By-Law 2023-04 - Amendment to By-Law 2021-14 - Kukagami Lake Road Watermain Project
- 5. By-Law 2023-05 Proceedings of Council

**# 2023-14**

**Moved by: Steven Olsen**

**Seconded by: Tyler Kotanko**

**THAT** Council perform 1<sup>st</sup> and 2<sup>nd</sup> reading of

- 1. By-Law 2023-01 - Debenture By-Law for 2020 Tandem
- 2. By-Law 2023-02 - Debenture By-Law for 2018 JD Loader
- 3. By-Law 2023-03 – To Amend Schedule G of By-Law 2020-06 - Environmental Service Fees
- 4. By-Law 2023-04 - Amendment to By-Law 2021-14 - Kukagami Lake Road Watermain Project
- 5. By-Law 2023-05 Proceedings of Council

**CARRIED**

**# 2023-15**

**Moved by: Thomas Leslie**

**Seconded by: Tyler Kotanko**

**THAT** Council perform 3<sup>rd</sup> and final reading for:

1. By-Law 2023-01 - Debenture By-Law for 2020 Tandem.

**CARRIED**

**# 2023-16**

**Moved by: Thomas Leslie**

**Seconded by: Steven Olsen**

**THAT** Council perform 3<sup>rd</sup> and final reading for:

1. By-Law 2023-02 - Debenture By-Law for 2018 JD Loader

**CARRIED**

**# 2023-17**

**Moved by: Thomas Leslie**

**Seconded by: Tyler Kotanko**

**THAT** Council perform 3<sup>rd</sup> and final reading for:

1. By-Law 2023-04 - Amendment to By-Law 2021-14 - Kukagami Lake Road Watermain Project

**CARRIED**

**10. Motions**

1. Motion – Location of Regular Council Meeting

**# 2023-19**

**Moved by: Tyler Kotanko**

**Seconded by: Rachelle Poirier**

**THAT** Council receives the Motion – Location of Regular Council Meeting.

**FURTHER THAT** Council direct staff to have a central location in Warren for public meeting viewing.

**CARRIED**

**11. Notice of Motions**

1. Steven Olsen – Quarterly financial meetings for Council to review budget.
2. Steven Olsen – Have minutes to the public regularly.
3. Steven Olsen – Bilingual website.

**12. Addendum  
None**

**13. Announcements & Inquiries**

1. Tyler Kotanko – 2 Chiropractors to potentially move in Warren
2. Rachelle Poirier – Admin assistant – what are we doing to have fair representation – diverse and inclusivity.
3. Steven Olsen – This weekend is the family tournament.
4. Rachelle Poirier – Requested past, present and future information.

**14. Closed Session**

**# 2023-20**

**Moved by: Thomas Leslie**

**Seconded by: Tyler Kotanko**

**THAT** Council enters into closed session at 9:01pm to deal with HR matters – identifiable persons.

**CARRIED**

**# 2023-21**

**Moved by: Tyler Kotanko**

**Seconded by: Rachelle Poirier**

**THAT** Council enters into open session at 9:50pm.

**CARRIED**

**# 2023-22**

**Moved by: Rachelle Poirier**

**Seconded by: Thomas Leslie**

**THAT** Council receives the report relating to identifiable persons in closed session.

**CARRIED**

**# 2023-18**

**Moved by: Tyler Kotanko**

**Seconded by: Thomas Leslie**

**THAT** Council perform 3<sup>rd</sup> and final reading for:



1. By-Law 2023-05 – Proceedings of Council.

**CARRIED**

**15. Adjournment**

**# 2023-25**

**Moved by: Thomas Leslie**

**Seconded by: Steven Olsen**

**THAT** Council adjourn the Regular Council Meeting at 9:52 pm.

**CARRIED**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

Minutes endorsed under resolution \_\_\_\_\_ on \_\_\_\_\_ 2023.