



**#01 Minutes  
Meeting of January 13, 2015  
Committee of The Whole**

The Committee of the Whole met on Tuesday, January 13, 2015 at 3:00 p.m. at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

<b>Members Present:</b>	Aubrey Churchill	Reeve
	Gail Code	Deputy Reeve (Chair)
	Steve Fournier	Councillor
	George Sachs	Councillor
	Ray Scissons	Councillor
<b>Staff Present:</b>	Cindy Halcrow	Clerk Administrator
	Linda Van Alstine	Treasurer
	Karl Grenke	Planner
	Scott Cameron	Public Works Manager
	Shawn Merriman	Chief Building Official

**1. Call to Order**

The meeting was called to order at 3:00 p.m. A quorum was present.

**2. Disclosure of Pecuniary Interest**

The Chair invited members wishing to disclose a pecuniary interest to do so now. No members declared a pecuniary interest.

**3. Minutes of Previous Meetings**

**3.1 Special Budget Meeting Minutes of December 15, 2014**

**MOTION #COW-15-001 (Verbal)**

**MOVED BY: Aubrey Churchill  
SECONDED BY: Ray Scissons**

**THAT the Committee of the Whole** approves the minutes of the Special Budget Meeting held on December 15, 2014 as circulated.

**ADOPTED**

**3.2 Regular Session Minutes of December 16, 2014**

**MOTION #COW-15-002 (Verbal)**

**MOVED BY: Steve Fournier  
SECONDED BY: George Sachs**

**THAT the Committee of the Whole** approves the minutes of the regular

Committee of the Whole meeting held on December 16, 2014 as circulated.

**ADOPTED**

### **3.3 Closed Session Minutes of December 16, 2014**

**MOTION #COW-15-003 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: Ray Scissons**

**THAT the Committee of the Whole** approves the minutes of the Closed Session of the Committee of the Whole meeting held on December 16, 2014 as circulated.

**ADOPTED**

### **4. Approval of Agenda**

**MOTION #COW-15-004 (Verbal)**

**MOVED BY: Gail Code**  
**SECONDED BY: George Sachs**

**THAT the Committee of the Whole** approves the agenda for the January 13, 2015 meeting of the Committee as presented.

**ADOPTED**

### **5. Petitions/Delegations/Public Hearings - None**

### **6. Communication/Correspondence**

No items were pulled from the Communication package and the following motion was adopted:

**MOTION #COW-15-005 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: Steve Fournier**

**THAT THE COMMITTEE OF THE WHOLE** receives the communication items for the January 13, 2015 as information.

**ADOPTED**

C. Halcrow reported that the Age-Friendly grant did not apply to capital projects, only programs and action plans. Therefore an application would not be submitted for Port Elmsley Hall accessibility upgrades.

### **7. Committee and Board Reports**

## 7.1 PUBLIC WORKS – No Reports

## 7.2 COMMUNITY DEVELOPMENT

### a) Report of the Planner – Hinton Part Lot Control Application

The Planner provided an overview of his report. John Hinton has requested an exemption from part lot control in order to divide an 11-acre block into four new lots for sale. The Planner noted that the request is in keeping with the goal of the original subdivision agreement and is consistent with the Zoning By-law and Official Plan. Council supported the recommendation of the Planner with the following direction:

**Action Item:** Direction was given to staff to prepare a by-law exempting a part of the Optima Commerce Park subdivision from the part lot control provisions of the Planning Act.

### b) Report of the Planner – Joint 200<sup>th</sup> Anniversary Heritage Grant Application

The Planner reviewed his report on the \$200,000 grant application proposed by the Joint 200<sup>th</sup> Anniversary Committee. He also reviewed all the events planned for 2016 to celebrate the anniversary.

## MOTION #COW-15-006 (Verbal)

**MOVED BY:** Aubrey Churchill  
**SECONDED BY:** Ray Scissons

**THAT THE COMMITTEE OF THE WHOLE** supports the \$200,000 grant application to be submitted to Canadian Heritage on behalf of the Joint 200<sup>th</sup> Anniversary Committee.

**ADOPTED**

## 7.3 CORPORATE SERVICES

### a) Report of the Clerk Administrator – 2015 Budget Changes

The Clerk Administrator and Treasurer reviewed the changes made to the 2015 budget resulting from the \$40,000 increase to the facility reserves.

C. Halcrow spoke with Don Edey, Rivington Real Estate to get an informal appraisal of the Port Elmsley Hall. He could not provide an informal quote for the specific building but according to his records commercial property is selling between \$20 and \$30 per square foot. Based on these figures, the hall would sell around \$100,000 to \$130,000, not counting the land.

Reeve Churchill said he had some positive conversations with the County and Lanark Archives regarding the relocation of Lanark Archives to this building. The Township should get a formal appraisal now to be prepared in the event this

happens. Starting in January 2015, the County will be paying full market price for the rental of the Drummond Hall Centre.

The Committee reviewed the requests for increased funding by YAK and Lanark Highlands library and did not approve them. The donation to the Perth & District Hall of Fame was added to the budget.

**Action Item:** Direction was given to Staff to get a formal appraisal of the Port Elmsley Hall

**MOTION #COW-15-007 (Verbal)**

**MOVED BY: Ray Scissons**  
**SECONDED BY: Steve Fournier**

**THAT THE COMMITTEE OF THE WHOLE** approves the 2015 budget as amended.

**ADOPTED**

b) **Report of the Treasurer – Interim Tax Rate Bylaw**

The Treasurer reviewed her report and noted that the tax due dates will be February 27 and April 30, 2015.

**Action Item:** Direction given to bring an interim tax by-law forward to the next council meeting.

c) **Report of the Treasurer – Temporary Borrowing By-law**

The Treasurer reviewed her report. A temporary borrowing by-law is needed if the Township needs to borrow funds to meet its obligations. Borrowing has not been required since amalgamation because there are now four tax due dates.

**Action Item:** Direction given to bring a temporary borrowing by-law forward to the next council meeting.

**7.4 COMMUNITY SERVICES – No reports**

**7.5 CLERK/MEMBERS OF COUNCIL**

a) **Report of Reeve**

The Reeve provided a verbal update on the following recent events.

- December 1 - Inaugural Council meeting
- December 5 - Meeting with Clerk Administrator
- December 15 - Budget Meeting
- December 17 - Christmas Luncheon for Staff and Council
- December 23 - Signed Cheques
- January 7 - Meeting with Clerk Administrator
- January 12 - Susan Freeman's Retirement Party

- David Onion passed away on January 12
- b) Report from Fire Board – Ray Scissons**
  - Next Meeting January 26, 2015
- c) Report from Library Board – George Sachs**
  - Next Meeting January 19, 2015
  - Perth has not made appointments yet
- d) Report from CA's**  
**RVCA – Ray Scissons**
  - Next meeting is the annual general meeting on February 26, 2015**MVCA – Gail Code**
  - Next meeting is the annual general meeting on February 18, 2015
- e) Report from Members of Committee**  
 Committee of Adjustment – Ray Scissons
  - Next meeting is on January 14, 2015

**8. CLOSED SESSION**

**8.1 Hiring of a Public Works Assistant**

**MOTION #COW-15-008 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: George Sachs**

**THAT the Committee of the Whole** shall hereby hold closed session of Committee of the Whole at 3:49 p.m. to discuss a matter pertaining to an identifiable individual;

**AND THAT** the Clerk Administrator and the Manager of Public Works remain in the room.

**ADOPTED**

**MOTION #COW-15-009 (Verbal)**

**MOVED BY: Ray Scissons**  
**SECONDED BY: Steve Fournier**

**THAT the Committee of the Whole** shall hereby return to regular session of the Committee of the Whole at 4:03 p.m.

**ADOPTED**

**RISE AND REPORT**

**MOTION #COW-15-010 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: Steve Fournier**

**THAT the Committee of the Whole** authorizes the hiring of Cathie Green as the Public Works Assistant at \$23.25 per hour (\$48,360 per year) effective February 2, 2015 with three weeks of vacation subject to a six-month probationary period.

**ADOPTED**

### **8.2 Marked Paintball Re-Zoning Court Appeal Update**

**MOTION #COW-15-011 (Verbal)**

**MOVED BY: Steve Fournier**  
**SECONDED BY: Aubrey Churchill**

**THAT the Committee of the Whole** shall hereby hold closed session of Committee of the Whole at 4:04 p.m. to discuss a matter pertaining to litigation;

**AND THAT** the Clerk Administrator and the Planner remain in the room.

**ADOPTED**

**MOTION #COW-15-012 (Verbal)**

**MOVED BY: George Sachs**  
**SECONDED BY: Steve Fournier**

**THAT the Committee of the Whole** shall hereby return to regular session of the Committee of the Whole at 4:12 p.m.

**ADOPTED**

### **RISE AND REPORT**

The Clerk Administrator provided an update on the appeal of the Judge's decision.

### **8.3 By-law Enforcement Issue**

**MOTION #COW-15-013 (Verbal)**

**MOVED BY: Ray Scissons**  
**SECONDED BY: Steve Fournier**

**THAT the Committee of the Whole** shall hereby hold closed session of Committee of the Whole at 4:13 p.m. to discuss a matter pertaining to an identifiable individual and pending litigation;

**AND THAT** the Clerk Administrator and the Chief Building Official remain in the room.

**ADOPTED**

**MOTION #COW-15-014 (Verbal)**

**MOVED BY: Ray Scissons**  
**SECONDED BY: Aubrey Churchill**

**THAT the Committee of the Whole** shall hereby return to regular session of the Committee of the Whole at 4:27 p.m.

**ADOPTED**

**RISE AND REPORT**

The Chief Building Official updated Council on an issue with respect to a property standards and building without a permit.

**9. New Business - None**

**10. Adjournment**

**MOTION #COW-15-015 (Verbal)**

**MOVED BY: Steve Fournier**  
**SECONDED BY: George Sachs**

**THAT the Committee of the Whole** stand adjourned at 4:28 p.m.

**ADOPTED**

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CHAIR

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CLERK ADMINISTRATOR