



TOWNSHIP OF DRUMMOND/NORTH ELMSLEY

#11 Council Meeting, May 26, 2015

AGENDA

COUNCIL – CALL TO ORDER 5:00 p.m.

PLEASE NOTE: *Meetings of Council and the Committee of the Whole are open to the public however they are not a public forum. Members of the public are welcome to attend and your interest is appreciated, however due to time constraints, we request that individuals or groups wishing to appear before Council or the Committee at a regular meeting shall advise the Clerk not later than 4:30 p.m. on the Thursday prior to the meeting as per By-law No. 2015-011*

MEMBERS WISHING TO DISCLOSE A PECUNIARY INTEREST DO SO NOW.

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Township of Drummond/North Elmsley

**#9 Council Meeting of May 12, 2015
Township Council Chambers**

Minutes

Call To Order: Reeve Churchill called the meeting to order at 5:00 p.m.

Present:

Council:	Reeve	Aubrey Churchill
	Deputy Reeve	Gail Code
	Councillor	Steve Fournier
	Councillor	George Sachs
	Councillor	Ray Scissons

Staff:	Clerk-Administrator	Cindy Halcrow
	Deputy Clerk	Cathy Ryder

Members Wishing To Disclose A Pecuniary Interest Do So Now. No members disclosed a pecuniary interest at this time.

1.0 Minutes

1.1 Regular Minutes of April 28, 2015

Moved By: Gail Code
Seconded By: Ray Scissons

BE IT RESOLVED THAT the Council of the Corporation of the Township of Drummond/North Elmsley does hereby approve the minutes of the Regular Meeting of April 28, 2015, as circulated.

**Carried
15-056**

2.0 Approval Of Agenda

2.1 Approval of Agenda

Moved By: Ray Scissons
Seconded By: Gail Code

BE IT RESOLVED THAT the Council of the Corporation of the Township of Drummond/North Elmsley does hereby adopt the agenda for the meeting of May 12, 2015 as presented.

**Carried
15-057**

3.0 Delegations - None

4.0 Committee & Board Reports

4.1 Committee of the Whole Report to Council

- **April 28, 2015**

Councillor Sachs presented and read Report #5 CoW-April 28, 2015 to Council on behalf of the Committee of the Whole.

Moved By: George Sachs
Seconded By: Steve Fournier

BE IT RESOLVED THAT the Report #5 CoW-April 28, 2015 is hereby adopted this 12th day of May 2015.

“A” 1 North Elmsley Parent Council – Play Structure

“B” 1 THAT the Council of the Corporation of the Township of Drummond/North Elmsley agrees to partner with the North Elmsley Parent Council in the Farm Credit Canada grant application for funds to purchase an outdoor play structure.

“A” 2. Township of Carling – Hydro One Resolution

“B” 2. THAT the Council of the Corporation of the Township of Drummond/North Elmsley supports the resolution enacted by the Corporation of the Township of Madawaska Valley which calls on Premier Wynne and the Province of Ontario to take immediate action to prevent these hydro rate increases from being implemented;

“A” 3. Curbside Fee Increase for 2015

“B” 3. THAT the Council of the Corporation of the Township of Drummond/North Elmsley supports the decision to increase the current curbside fee of \$170 to \$190 for the taxation year 2015; and

FURTHERMORE THAT staff shall provide public notice of Council's intention to pass a by-law at least seven calendar days prior to the Council meeting scheduled for May 12, 2015.

Carried
15-058

5.0 BY-LAWS

5.1 Final Tax Rate By-law 2015-021

Moved By: Ray Scissons
Seconded By: Gail Code

BE IT RESOLVED THAT By-law #2015-021 being a by-law to establish the 2015 tax rates for the Corporation of the Township of Drummond/North Elmsley, entitled, “2015 Drummond/North Elmsley Final Tax Rate By-law”, be read a first, second and third time and finally passed in open Council.

Carried

15-059

5.2 Walken Zoning Amendment 2015-022

Moved By: Gail Code
Seconded By: Ray Scissons

BE IT RESOLVED THAT By-law #2015-022 being a By-law to amend By-law No. 2012-060 of the Township of Drummond/North Elmsley for prohibiting the use of land for or except for such purposes as may be set out in this By-law and for prohibiting the erection, location or use of buildings or structures for or except for such purposes as may be set out in this By-law within the said lands; and for regulating the character of buildings or structures to be erected or located on the said lands, and entitled, "Walken Zoning Amendment By-law", be read a first, second and third time and finally passed in open Council.

Carried
15-060

5.3 Widenmaier Zoning Amendment 2015-023

The Planner informed Council that the minimum distance separation calculation was recalculated and as a result the area to be rezoned has to be reduced from 3.6 hectares to 1.76 hectares. It will be confirmed when the building permit is applied for. Kirsten Widenmaier has no objection to this reduction.

Moved By: Gail Code
Seconded By: Ray Scissons

WHEREAS Council of the Corporation of the Township of Drummond/North Elmsley held a public meeting on April 14th 2015 to consider a proposed zoning by-law under Section 34 of the Planning Act, RSO 1990, as amended;

AND WHEREAS Council deems it advisable to change the proposed zoning by-law, prior to its final passing, to reduce the area of land affected by this application from to 3.6 hectares 1.76 hectares and to limit the size of the operation to 50 clients at one time;

NOW THEREFORE BE IT RESOLVED that no further notice is to be given in respect of the proposed zoning by-law, pursuant to Section 34 (17) of the Planning Act, RSO, 1990, as amended.

Carried
15-061

Moved By: Gail Code
Seconded By: Ray Scissons

BE IT RESOLVED THAT By-law #2015-023 being a By-law to amend By-law No. 2012-060 of the Township of Drummond/North Elmsley for prohibiting the use of land for or except for such purposes as may be set out in this By-law and for prohibiting the erection, location or use of buildings or structures for or except for such purposes as may be set out in this By-law within the said lands; and for regulating the character of buildings or structures to be erected or located on the said lands, and entitled "Widenmaier Zoning Amendment By-law", be read a first, second and third time and finally passed in open Council.

**Carried
15-062**

6.0 RESOLUTIONS/NOTICE OF MOTIONS - None

7.0 CLOSED SESSION - None

8.0 COMMUNICATIONS/CORRESPONDENCE - None

9.0 UNFINISHED BUSINESS - None

10.0 CONFIRMATION OF COUNCIL PROCEEDINGS

**Moved By: Steve Fournier
Seconded By: George Sachs**

BE IT RESOLVED THAT By-law #2015-024 being a By-law to confirm the proceedings of Council at its meeting of May 12, 2015, be read a first, second and third time and finally passed in open Council.

**Carried
15-063**

11.0 Adjournment

**Moved By: Steve Fournier
Seconded By: George Sachs**

BE IT RESOLVED THAT the Council of the Corporation of the Township of Drummond/North Elmsley adjourn their regular meeting of Council.

Adjourned at 5:11 p.m.

**Carried
15-064**

Reeve

Clerk Administrator



**REPORT OF THE COMMITTEE OF THE WHOLE
REPORT #6 CoW-May 12, 2015**

To the Members of Council

We, the Members of your Committee of the Whole beg leave to report Section "A" as information and Section "B" as follows:

"A" 1 Otty Woods Subdivision Amendment

"B" 1 **THAT the Council of the Corporation of the Township of Drummond/North Elmsley** consents to the requested amendment to the restrictive covenants relating to the Otty Woods (McKay Farm) subdivision.

"A" 2. Used 2011 Case Wheeled Loader

"B" 2. **THAT the Council of the Corporation of the Township of Drummond/North Elmsley** approves the purchase of a used 2011 CASE 721E Wheeled Loader from Nortrax Equipment Sales at a cost of \$85,000 (plus tax).

"A" 3. Donation Request for School Play Structures

"B" 3. **THAT the Council of the Corporation of the Township of Drummond/North Elmsley** donates \$1,500.00 to Drummond Central School and the North Elmsley Public School toward the purchase of play structure equipment.

All of which is respectfully submitted by:

Deputy Reeve Gail Code

**Direction by the Head of council:
Council may remove items in Section "B" to be voted on separately prior to introducing a motion to accept the report in its entirety.**

Resolution #: 15-_____

Moved and Seconded by:

Moved By

Seconded By

BE IT RESOLVED THAT, Report #6 CoW-May 12, 2015 is hereby adopted this 26th day of May, 2015.

AUBREY CHURCHILL, REEVE

**CORPORATION OF THE TOWNSHIP
OF DRUMMOND/NORTH ELMSLEY**

**BY-LAW NO. 2015-025
TARIFF OF FEES BY-LAW**

BEING a by-law to establish fees and charges for services provided by the Township of Drummond/North Elmsley.

WHEREAS Section 391(1) of the Municipal Act 2001, c. 25, S.O. 2001, as amended, authorizes a municipality by by-law to impose fees or charges for services or activities provided or done by or on behalf of the municipality and the use of the municipality's property; and

WHEREAS the Planning Act, being Chapter P.13, R.S.O.1990 as amended, provides that the Council may prescribe a tariff of fees for the processing of applications made in respect to planning matters; and

WHEREAS pursuant to the Building Code Act, 1992, S.O. 1992 c 23 as amended, Council may require the payment of fees on applications for and issuance of building permits and prescribing the amounts thereof; and

WHEREAS Section of the ORDER-IN-COUNCIL 1413/08 provides the authority for municipalities to charge fees for lottery licenses.

WHEREAS the Corporation of the Township of Drummond/North Elmsley deems it expedient to update the fees and charges to be collected by the various departments of the Township;

NOW THEREFORE the Council of the Corporation of the Township of Drummond/North Elmsley enacts as follows:

1. That Schedule "A", "B", "C", "D", "E" and "F" sets out the fees and charges for the Corporation of the Township of Drummond/North Elmsley.
2. That any portion of a fee or charge that remains unpaid beyond the date fixed for payment may bear interest at the rate of 1.25% after thirty (30) days and each month thereafter until such fee or charge is paid in full.
3. That the Treasurer shall add unpaid fees and charges imposed by the municipality to the tax roll and collect them in the same manner as municipal taxes.
4. That where this by-law established a fee and charge for a fee that also exists in another by-law that predates the effective date of this by-law, the fee and charge in this by-law shall be the applicable fee and charge and the other by-law is hereby effectively amended.

- 5. Schedules “A”, “B”, “C”, “D”, “E” and “F” attached hereto shall form a part of this by-law.
- 6. That the provisions of this by-law shall come into force and take effect on the 26th day of May, 2015.
- 7. That By-law **2014-022** is hereby **rescinded**.

By-law read a first, second and third time and finally passed this **26th** day of **May, 2015**.

Aubrey Churchill, Reeve

Cindy Halcrow, Clerk-Administrator

Schedule to By-law “A” to By-law 2015–025
GENERAL FEES

Activity	Existing Costs
Municipal Consultation forms regarding Renewable Energy Approval Process	\$ 2,600.00
NSF charge on cheques	\$ 35.00
Document Search Fee	\$ 30.00/ hour one hour minimum
Township Map	\$10.00
Township History Book	\$ 24.95
Township pin	\$ 1.00
Photocopying	\$ 1.00
Tax Certificate	\$ 35.00
Zoning Certificate /Compliance Report	\$ 50.00
Tax Receipt Letter/ Duplicate tax receipt	\$ 15.00
Building & By-law Compliance Report	\$ 75.00
Property Maintenance Inspection Fee for complaints made to the Ministry of Housing (interior complaints)	\$ 278.25/ inspection
Property Maintenance Inspection Fee for complaints made to the Municipality (exterior complaints)	\$50.00
Septic Re-inspection Fee	In accordance with the Health Unit Fee schedule
Location/excavation of septic tank lid – If septic tank lid is not exposed	\$ 20.00/ lid (\$ 40 maximum charge)
Marriage License	\$ 100.00
Marriage Ceremony Performance	
During office hours (50/50 Township/Officiant)	\$ 350.00
Outside of office hours (Officiant)	\$ 400.00

HALL RENTALS

NORTH ELMSLEY HALL (Capacity 110)

FULL DAY		
Non-Resident	Any function	\$ 100.00
Township Resident	Any function	\$ 50.00
Non Profit or Charitable Group	At the discretion of the Rental Authority (Cleaning/Security Deposit required) \$50.00	
HALF DAY - 4 ½ Hrs or less		
Non-Resident	Any function	\$ 50.00
Township Resident	Any function	\$ 30.00
Non Profit or Charitable Group	At the discretion of the Rental Authority (Cleaning/Security Deposit required) \$50.00	

DRUMMOND HALL (Capacity 48)

FULL DAY		
Non-Resident	Any function	\$ 75.00
Township Resident	Any function	\$ 40.00
Non Profit or Charitable Group	At the discretion of the Rental Authority (Cleaning/Security Deposit required) \$50.00	
HALF DAY - 4 ½ Hrs or less		
Non-Resident	Any function	\$ 50.00
Township Resident	Any function	\$ 25.00
Non Profit or Charitable Group	At the discretion of the Rental Authority (Cleaning/Security Deposit required) \$50.00	

FERGUSON’S FALLS HALL (Capacity 85)

Any function where special occasions permit is required. <u>Note: Permit to be obtained by applicant*and Event Insurance Purchased from the Township at a cost of \$100.00 per event plus hall rental fees.</u>		
<i>Special Occasion Permits are permitted at this hall.</i>		
FULL DAY		
Non-Resident	Any function	\$ 75.00
Township Resident	Any function	\$ 50.00
Non Profit or Charitable Group	At the discretion of the Rental Authority (Cleaning/Security Deposit required) \$50.00	
HALF DAY - 4 ½ Hrs or less		
Non-Resident	Any function	\$ 50.00
Township Resident	Any function	\$ 25.00
Non Profit or Charitable Group	At the discretion of the Rental Authority (Cleaning/Security Deposit required) \$50.00	

Schedule to By-law “B” to By-law 2015-025
ENVIRONMENTAL SERVICES

Environmental	Fees
Bag Tag	\$ 2.00
Curb side Pickup	\$190.00 Per Household/Year
Blue Box	1 Free to NEW Resident
Replacement (exchange for broken box)	FREE
Additional Blue Box	\$ 7.00
Refrigeration Unit (not tagged)	\$ 18.00
Dehumidifier (not tagged)	\$ 18.00
Air Conditioner (not tagged)	\$ 18.00
Refrigeration Unit (tagged)	Free
Dehumidifier (tagged)	Free
Air Conditioner (tagged)	Free
Tire(s)	No Fee
Tire with rim	No Fee
<u>Garbage – Residential</u>	
1. Load of 100 kg or less	\$ 5.00 flat rate
2. Load over 100 kg	\$ 75.00 per metric tonne
<u>Garbage - Commercial & Demolition</u>	
1. Load of 100 kg or less	\$ 5.00 flat rate
2. Load over 100 kg	\$ 125.00 per metric tonne
<u>Public Weighing</u>	
• Any Public Weighing	\$ 5.00 flat rate
<u>Top Soil Removal</u>	
• Top Soil Removal Application	Deposit \$800.00

Schedule to By-law “C” to By-law 2015-025

PLANNING SERVICES

1. The fee may be applied to any of the following procedures:
 - i. For applications pursuant to Section 45 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990, as amended (Minor Variance):
Review of application, document preparation, site inspection, report and attendance at meeting.
 - ii. For applications pursuant to Section 21 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990, as amended (Official Plan Amendment):
Review of application, report to Council, and giving notice of public meeting, preparation of draft amendment, public meetings, adoption, notification and submission of amendment.
 - iii. For applications pursuant to Section 34 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990 as amended (Zoning By-law Amendment):
Review of application, report to Council, giving notice of public meetings, and notification of adoption of By-law
 - iv. For application pursuant to Section 51 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990, as amended (Plan of Subdivision):
Review of application, document preparation, site inspection, attendance at meetings and as a deposit on engineering, planning and legal fee incurred in reviewing the proposed plan of subdivision and any subsequent plans prior to registration of subdivision agreement.
 - v. For applications pursuant to Section 53 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990, as amended (Application for Consent):
Compiling a list of all persons owning lands within a prescribed distance, which is required to accompany an application. Providing report to Land Division committee, and coordinating the clearance of conditions.
 - vi. For applications pursuant to section 41 of the Planning Act, Chapter P.13 of the Revised Statutes of Ontario, 1990 as amended (Site Plan Control):
Review of application, document preparation, site inspection, attendance at meetings and as a deposit on planning and legal fees incurred in reviewing the proposed site plan and any subsequent plans prior to registration of the site plan agreement.
2. The applicant shall enter into an agreement at the request of the Municipality wherein the applicant agrees to pay all costs with respect to the application.
3. Notwithstanding the tariff of fees prescribed herein, the Council may, by resolution, reduce the amount of or waive the requirement for the payment of a fee in respect of the application where the Council is satisfied that it would be unreasonable to require payment in accordance with the tariff.
4. Upon completion of the processing of the application or if Council turns down an application at any point prior to completion, or if the applicant withdraws said application, a refund of the balance of the deposit remaining shall be made.
5. If the deposit is depleted through payment of applicable costs incurred in processing the application, the applicant will be required to pay at a rate determined by Council

based on a review of costs for each specific application.

- 6. The fees prescribed herein do not include any functions relating to an Ontario Municipal Board hearing. If a hearing is required, a separate fee will be established at that time. The municipality will only require such fee when the municipality is a proponent of the application.
- 7. Applicable fees are as follows for Planning Services:

Planning Fees	Fees
Official Plan Copy	\$ 30.00
Zoning Bylaw Copy	\$ 30.00
Mailing List	\$ 35.00
Consent Proposal Review Fee	\$ 250.00
Plan of Subdivision	Deposit \$ 5,000.00 Full Cost Recovery
Official Plan Amendment	Deposit \$ 1,500.00 Full Cost Recovery
Zoning By-Law Amendment	Deposit \$ 1,200.00 Full Cost Recovery
Site Plan Agreement	Deposit \$ 800.00 Full Cost Recovery
Minor Variance Deposit	Deposit \$ 800.00 Full Cost Recovery
Zoning Compliance	\$ 50.00
Other Planning Agreements	Deposit \$ 800.00 Full Cost Recovery
Inspection by other departments	\$ 50.00
Planning Site Inspections not included elsewhere	\$ 50.00
Road Closure Application	Deposit \$4,000.00 Full Cost Recovery
Lifting a Holding Zone	Deposit \$ 600.00 Full Cost Recovery
Deeming By-law	Deposit \$ 400.00 Full Cost Recovery

Schedule to By-law “D” to By-law 2015-025
ROADS AND PUBLIC WORKS

Roads	Fees
Road Sign	Recovery Cost of Sign & installation of sign
Entrance Permit:	
• Culvert Installation Security Deposit	\$ 900.00
• Inspection Fee	\$ 100.00
Property Identification Number (PIN) Signage	\$ 70.00
Replacement Post (PIN)	\$ 30.00
Replacement Sign (PIN)	\$ 40.00
Grader	\$ 120.00 / Hour
Plow Truck	\$ 150.00/ Hour
Single Axel Plow Truck	\$ 120.00/ Hour
Culvert Installation Deposit for Road Entrance regarding major Industrial and Commercial Development Installation on a cost recovery basis.	\$ 2,200.00
Entrance Inspection for major industrial and commercial development.	\$ 300.00
Deposit required prior to issuance of entrance permit which will be utilized by the Municipality for road maintenance and repair resulting from major Industrial and Commercial Development	\$ 47,500.00
Grader	\$ 200.00/hour
Tandem Truck	\$ 150.00/hour
Single Axle Truck	\$ 120.00/hour
Sweeper	\$ 150.00/hour
Other repairs and maintenance will be as determined by project. Some examples would include but not limited to traffic control, dust control, brushing, drainage control, engineering or expert costs or infrastructure upgrades each project will have unique and specific considerations	Full cost recovery

Schedule to By-law “E” to By-law 2015-025
LOTTERY LICENSES

Lottery Type	Fees
All Lotteries	3% of prize value

Schedule to By-law “F” to By-law 2015-025
PROTECTIVE INSPECTION SERVICES

Description	Fees
Pound Keeper attendance	\$ 50.00 plus Pound Keeper costs
Replacement Dog Tag	\$ 1.00
Micro Chip	50% of Dog Tag Fee
Dog Tags	\$ 20.00
Kennel License Fee	\$ 30.00

Drummond/North Elmsley Tay Valley Fire Rescue
Fire Department Fees and Tariffs

Item	Details	Fees
Inspections	Special Occasion Permit – non property owners	\$ 100.00
	Liquor License – non property owners	
	Compliance Letters –property owners	
Fire Reports	Non property owners	\$ 100.00
Emergency Response	Vehicle Fire, Extrication etc – non property owners	MTO Rates
Burning Permits	Contravention of Bylaw	MTO Rates

**CORPORATION OF THE TOWNSHIP
OF DRUMMOND/NORTH ELMSLEY**

BY-LAW NO. 2015-026

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL.

WHEREAS pursuant to Section 5 of the Municipal Act 2001 S.O. 2001 c.25, the powers of a municipal corporation are to be exercised by its Council through the passage of a by-law;

AND WHEREAS Subsection 2 of Section 11 of the Municipal Act, 2001, S.O. 2001, c. 25, the powers of every Council are to be exercised by By-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Drummond/North Elmsley at this meeting be confirmed and adopted by By-law;

NOW THEREFORE the Council of the Corporation of the Township of Drummond/North Elmsley enacts as follows:

1. The action of the Council of the Corporation of the Township of Drummond/North Elmsley at its meeting held on May 26, 2015 in respect of each recommendation contained in each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Drummond/North Elmsley at its meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. The Reeve and proper officials of the Corporation of the Township of Drummond/North Elmsley are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Drummond/North Elmsley referred to in the preceding section hereof.
3. The Reeve and the Clerk are authorized and directed to execute all documents necessary to that behalf and to affix thereto the seal of the Corporation of the Township of Drummond/North Elmsley.

By-law read a first, second and third time and finally passed this 26th day of April, 2015

Aubrey Churchill, Reeve

Cindy Halcrow, Clerk Administrator