



## #18 Minutes Meeting of September 22, 2015 Committee Of The Whole

The Committee of the Whole met on Tuesday, September 22, 2015 at 5:17 p.m. at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

**Members Present:**

Aubrey Churchill	Reeve
Gail Code	Deputy Reeve
Steve Fournier	Councillor
George Sachs	Councillor (Chair)
Ray Scissons	Councillor

**Staff Present:**

Cindy Halcrow	Clerk Administrator
Cathy Ryder	Deputy Clerk
Karl Grenke	Planner
Scott Cameron	Public Works Manager

### 1. Call to Order

The meeting was called to order at 5:17 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 Regular Session Minutes of September 8, 2015

**MOTION #COW-15-134 (Verbal)**

**MOVED BY: Steve Fournier**

**SECONDED BY: Gail Code**

**THAT the Committee of the Whole** approves the minutes of the regular Committee of the Whole meeting held on September 8, 2015 as circulated.

**ADOPTED**

#### 3.2 Closed Session Minutes of September 8, 2015

**MOTION #COW-15-135 (Verbal)**

**MOVED BY: Aubrey Churchill**

**SECONDED BY: Steve Fournier**

**THAT the Committee of the Whole** approves the minutes of the closed Committee of the Whole meeting held on September 8, 2015 as circulated.

**ADOPTED**

#### 4. Approval of Agenda

**MOTION #COW-15-136 (Verbal)**

**MOVED BY: Steve Fournier**

**SECONDED BY: Gail Code**

**THAT the Committee of the Whole** approves the agenda for the September 22, 2015 meeting of the Committee, as presented.

**ADOPTED**

#### 5. Petitions/Delegations/Public Hearings

##### 5.1 Patrick Cordick/Tracy Zander – Road Access for Rothwell Road/First Avenue

Tracy Zander addressed the Committee providing background information on a proposal by Patrick Cordick, the new owner of the property of 635 Ebbs Bay Rd.

Mr. Cordick wants to complete the severance application for 6.03 acres started by the previous owner and eliminate the extension of the lot down to Cooke's Shore Road. This will ensure that there is no access to Cooke's Shore Road and eliminates the thruway which was a concern of the Rothwell Park Road Association. The new proposal would include access from First Avenue which is owned by the Township but privately maintained, with a municipally owned 1-foot reserve at the end. Mr. Cordick spoke to Council about his proposal and his desire to have Council lift the 1-foot reserve. Reeve Churchill asked the Planner for clarification as this issue had been before Council previously and Council did not support lifting the 1-foot reserve for the previous owner. The Planner reported that the current proposal is different than the last proposal.

**Action Item:** Direction given to staff to bring a report back to the Committee for review. Further direction was given to obtain a letter from the Rothwell Park Road Association reversing their decision relating to the right-of-way.

#### 6. Communication/Correspondence

No items were pulled from the Communication package although the following items were discussed before the motion was adopted:

#5 Recycling Council of Ontario – Resolution

**MOTION #COW-15-137 (Verbal)**

**MOVED BY: Gail Code**

**SECONDED BY: Aubrey Churchill**

**WHEREAS** the generation of solid waste and the needless waste of water and energy resources are recognized as global environmental problems; and

**WHEREAS** municipal and provincial governments have an important role to play in promoting waste reduction, reuse, recycling, composting and other conservation measures; and

**WHEREAS** communities, businesses and organizations across Canada have committed to working together to raise awareness of these issues during Waste Reduction Week in Canada; and

**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Township of Drummond/North Elmsley does hereby proclaim October 19 – 25, 2015 as Waste Reduction Week.

**ADOPTED**

#6 Chamber of Commerce Annual Dinner - Gail Code and Aubrey Churchill will attend. Staff to rsvp.

#7 The Table – Donation Request – Defer to budget deliberations

**MOTION #COW-15-138 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: Gail Code**

**THAT THE COMMITTEE OF THE WHOLE** receives the remainder of the communication items for the September 22, 2015 Committee of the Whole as information.

**ADOPTED**

*Dealt with item 7.3 b at this point in the meeting*

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

### **7.1 COMMUNITY DEVELOPMENT**

a) Report of the CBO – Building Activity Report

The Clerk Administrator presented the report on behalf of the CBO. The report was received as information.

### **7.2 PUBLIC WORKS**

a) Report of the Public Works Manager – 2015 OSIM Bridge Report

The Public Works Manager provided a summary of the 2015 Ontario Structure Inspection Manual relating to the Township's bridges. McIntosh Perry carried out the inspections of fourteen structures and provided recommendations for repairs and maintenance for each structure as well as any roadside safety issues and an associated ten year capital plan. The report was received as information.

b) Report of the Public Works Manager – Activity Update

The Public Works Manager provided Council with an update regarding activities within the Public Works Department. The report was received as information with the following action items:

**Action Item:** Direction given to staff to:

- replace the chevron sign on the Frist Line
- replace missing sign on Ebert Road
- replace old Township sign on 511 off of Concession 7
- complete brushing at the Township where the cedar rails will be placed
- cleanup of waste site

### 7.3 CORPORATE SERVICES

a) Report of the Clerk Administrator – Inter-Municipal Service Delivery

The Clerk Administrator provided a review of a possible inter-municipal service delivery between local municipalities. She stated that sharing services would be an efficient use of resources and there is potential to save tax dollars. George Sachs had questions relating to any possible job loss due to sharing of services, whether it would cost the taxpayers additional dollars, if DNE residents would be paying for services received by other municipalities and if this could lead to amalgamation. The Clerk Administrator assured Councillor Sachs that the reason for sharing services would be for local municipalities to save tax dollars and Township residents would not be paying for services provided in other municipalities. Opportunities for sharing services would happen primarily through job attrition, and not necessarily through job losses. She also mentioned that this is not about amalgamating and there would be no support for this.

**MOTION #COW-15-139 (Verbal)**

**MOVED BY: Aubrey Churchill**

**SECONDED BY: Gail Code**

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**

**THAT** the Council endorse, in principle, the inter-municipal service delivery concept as presented in Report #CA 2015-20.

**ADOPTED**

b) Report of the Clerk Administrator – Bishop's Way Encroachment Agreement

The Clerk Administrator reviewed the proposed encroachment request by Doug McLaren and Ann Meuser (124 Bishops Way) to allow for a workshop and vehicle parking. A deposit would be requested from the applicants to cover any legal costs to have the Township's lawyer review the agreement and to have the agreement on title. The Committee accepted the recommendation of the Clerk Administrator to approve the encroachment to allow the applicants to use a small portion of the road allowance.

**Action Item:** Direction given to staff to bring an encroachment agreement by-law forward for review and passage at a future Council meeting.

c) Report of the Clerk Administrator – Amending the Fire Department By-law

The Clerk Administrator reviewed the changes to the Fire Department By-law which addressed definitions to reflect changes to the current operations of the Fire Board and Fire Department operations. The changes included terms of Council from 3 years to 4, full-time administrative assistant/treasurer position, minimum number of Fire Board meetings from 6 to 4 with additional meetings called by the chair if required.

**Action Item:** Direction given to staff to bring a by-law forward for review and passage at a future Council meeting.

d) Report of the Clerk Administrator – Tariff of Fees for the Fire Department  
The Clerk Administrator provided the Committee with an update regarding the Tariff and Fees charged by the Fire Department. Definitions have been updated to provide clarity for Motor Vehicle Accidents & Fires, Natural Gas Incidents and Hazardous Material Incidents. Schedule A has been rewritten to include: natural gas incidents, extra ordinary expenses, hazardous material incidents, fire watch and request for assistance by other agencies. These items have been added to help the fire department recoup some costs for services that are not offered within their core services.

**Action Item:** Direction given to staff to bring the by-law forward for review and passage (after the 20-day public notice has been given) at a future Council meeting.

e) Report of the Clerk Administrator – Fire Services Responsibilities Agreement  
The Clerk Administrator provided an update on the process followed for paying invoices for fire services from the Town of Smiths Falls. The Township Auditor identified an issue with how the invoices were being paid and noted that the Township should enter into a formal agreement with the Fire Rescue to formalize the payment of these invoices.

**Action Item:** Direction given to staff to bring a Responsibility Agreement by-law forward for review and passage at a future Council meeting.

## **7.4 COMMUNITY SERVICES**

### **7.5 CLERK/MEMBERS OF COUNCIL**

a) **Report of Reeve** – No reports

b) **Report from Fire Board – Gail Code**

- Next meeting September 28, 2015

c) **Report from Library Board – George Sachs**

- Jim Noble golf tournament raised \$48,200
- 150 children registered for the literacy program; 116 spots filled with a waiting list for Perth and Lanark
- Film night international covered costs (approximately \$4,700) for some new furniture for the library
- Property meeting October 5
- Library Board meeting, October 19
- Policy committee meeting, November 9

d) **Report from CA's**

MVCA, September 9, 2015 – Gail Code

- coastal wetlands policy
- more open houses will be held to obtain public input regarding wetlands
- next meeting October 24, 2015

e) **Report from Members of Committee – No reports**

8. **CLOSED SESSION - None**

9. **Unfinished Business None**

10. **New Business- None**

11. **Adjournment**

**MOTION #COW-15-140 (Verbal)**

**MOVED BY: Steve Fournier**

**SECONDED BY: Aubrey Churchill**

**THAT the Committee of the Whole stand adjourned at 6:45 p.m.**

**ADOPTED**

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CHAIR

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CLERK ADMINISTRATOR