



#23 MINUTES MEETING OF DECEMBER 3, 2013 COMMITTEE OF THE WHOLE

The Committee of the Whole met on Tuesday, December 3, 2013 at 2:00 p.m. at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

MEMBERS PRESENT:

Aubrey Churchill	Reeve
Gail Code	Deputy Reeve (CHAIR)
Ken Fournier	Councillor
Ray Scissons	Councillor
Peter Wagland	Councillor

STAFF PRESENT:

Cindy Halcrow	Clerk Administrator
Cathy Ryder	Deputy Clerk
Karl Grenke	Planner
Linda Van Alstine	Treasurer

1. Call to Order

The meeting was called to order at 2:00 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 disclosures of interest were declared.

3. Minutes of Previous Meetings

3.1 Regular Session Minutes of November 19, 2013

MOTION #COW-13-170 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Ken Fournier

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on November 19, 2013 as circulated.

ADOPTED

3.2 Closed Session Minutes of November 19, 2013 (*this item will be approved at a future meeting*)

4. Additions and Approval of Agenda

MOTION #COW-13-171 (Verbal)

MOVED BY: Peter Wagland

SECONDED BY: Ken Fournier

THAT the Committee of the Whole approves the agenda for the December 3, 2013 meeting of the Committee, as amended.

ADOPTED

Additions under New Business

10.2 Great War Memorial Hospital Foundation – Black Tie Bingo Sponsor

5. Petitions/Delegations/Public Hearings

5.1 2:00 p.m. Tracy Zander, Zoning Amendment Maple Glen Subdivision

Tracy Zander, Zander Plan, presented background information regarding development options on a block of land at the corner of Otty Lake Side Road and Mary Miller Road in the Maple Glen Subdivision. The applicants would like to sever off a parcel of land from this block to create a new residential lot. Options presented to divide the block included the Part Lot Control tool under the *Planning Act* and an Application for Consent to the Lanark County Land Division Committee.

T. Zander and K. Grenke noted that Official Plan and Zoning By-law amendments would be required in order to permit the development and creation of a new lot without frontage on an open public road. These amendments would be done prior to the lot being divided. There was discussion on the options and Council directed the Township Planner to work with T. Zander and the applicants to review the original proposal and policies to allow the severing of the block.

Action Item: Direction given to staff to bring a report forward for review and discussion at a future date.

6. Communication/Correspondence

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

#5 – Dominion Tankard – Advertising Rate

Peter Wagland inquired if this was something the Township supports. The Reeve stated that we have in the past and Council agreed to purchase a banner ad for \$175.00.

Action Item: Direction given to staff to purchase a banner ad for \$175.00 in support of the Dominion Tankard men’s curling event.

#6 Crime Stoppers

Council agreed to support Crime Stoppers by promoting the organization in the Township’s monthly ad in the EMC.

Action Item: Direction given to staff to promote Crime Stoppers in our monthly ad and to send a letter advising them of the Township’s support.

MOTION #COW-13-172 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT receives the remainder of the communication items for the December 3, 2013 Committee of the Whole as information.

7. Committee and Board Reports

7.1 PUBLIC WORKS - None

7.2 COMMUNITY DEVELOPMENT

a) Report of the Planner – M. McEwen Official Plan Amendment (Rideau Street)

The Planner informed Council that Lanark County Council has given final approval of Michael McEwen's Official Plan Amendment on November 27, 2013, subject to a 20-day appeal period before the OPA and implementing zoning amendment takes final effect.

b) Report of the Planner – Water Street Road Closure Next Steps

The Planner provided an update on the progress of the Water Street closure and the required next steps to complete the process. Council accepted the recommendation of the Planner with the following direction:

Action Item: Direction given to staff to prepare for a public hearing to:

- Consider the closure of Water Street road allowance.
- Consider a proposed Zoning By-law amendment to accommodate the reduced road frontage on the abutting Dickinson property.
- Prepare a deeming by-law to merge the two original subdivision lots on the Dickinson property and the four original lots on Bill MacDonald's abutting property.

7.3 CORPORATE SERVICES

a) Report of the Treasurer – 2014 Operating & Capital Budget

The Treasurer provided an update on the 2014 Operating & Capital Budget. The Committee accepted the recommendation of the Treasurer and the following motion was adopted:

MOTION #COW-13-173 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Ken Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council adopts the 2014 Operating and Capital Budget for a net levy of \$3,512.008 resulting in no changes to the 2013 tax rate.

ADOPTED

b) Clerk Administrator – Fire Department Agreements

The Clerk Administrator provided an update on automatic and mutual aid agreements which are essential and routine agreements that provide fire protection service. The Committee accepted the recommendation of the Clerk Administrator to enter into agreements with Lanark Highlands for Automatic Aid and Central Frontenac for Mutual Aid.

Action Item: Direction given to staff to bring two by-laws forward for review and passage at the December 10, 2013 Council meeting to authorize agreements with Lanark Highlands for Automatic Aid and Central Frontenac for Mutual Aid.

c) Report of the Clerk Administrator - 2014 – 2019 Annual Accessibility Plan

The Clerk Administrator provided an update on the requirement for municipalities to have multi-year accessibility plans in accordance with the Ontarians with Disabilities Act. The accessibility plan is a tool through which the Township can use to monitor its progress in removing or reducing barriers and outlines a strategy for the barrier mitigation for the next year. The Committee accepted the recommendation of the Clerk Administrator and the following motion was adopted:

MOTION #COW-13-174 (Verbal)

MOVED BY: Ken Fournier
SECONDED BY: Ray Scissons

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves and adopts the 2014-2019 Accessibility Plan.**

ADOPTED

d) Report of the Deputy Clerk – 2013 Council Salary Survey

The Deputy Clerk presented a salary survey comparing the salary ranges of elected officials from eight surrounding municipalities. The survey showed that D/NE elected officials are ranked as follows:

Head of Council: 7 out of 8 (low)
Deputy Reeve: 3 out of 6 (middle)
Councillor: 4 out of 8 (middle)

Action Item: Direction given to staff to bring a comparison back to CoW in June 2014 showing the percentage increases for 2014 for review during the 2015 budget deliberations.

7.4 COMMUNITY SERVICES - None

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve

The Reeve provided a verbal update on the following items:

- Nov. 15/13 Attended the Lanark County Warden's banquet held at the Smiths Falls Montague Airport, in Bob Hansen's new hanger
- Nov. 18/13 Attended a proposed recreation agreement meeting for the Town of Perth, Tay Valley and D/NE covering the years 2015 to 2018
- Nov. 22/13 Attended regular weekly meeting with C/A and attended the Township Christmas party held at the Perth Civitan Club
- Nov. 28/1 Attended the Rideau Canal Visitor Experience Opportunities Concept presentation held at Parks Canada in Smiths Falls
- Nov. 29/13 Attended regular meeting with C/A. Attended the Perth and District Community Foundation Christmas Gala held at the Best Western in Perth

b) Report from Fire Board - None

- c) **Report from Library Board** – Peter Wagland – November 18, 2013 Highlights
- Total circulation for the month down 4.3% to 11,075; D/NE was down 11.5%
 - E-books grew 125% over 2012 to 796; website visits up 30% to 15,007
 - Volunteer hours up 38% to 134; programs up 117% to 41; program attendance up 17% to 386.
 - 2014 Budget approved @2.42% on levy; we did cut payments of Provincial Grant to other libraries \$3.300
 - Michael Lamping, Secretary-Treasurer will retire at year end , replacement search has begun
 - RoxAnne Darling, Tay Valley Councillor resigned from Board, replacement is Mark Burnham
 - Friends will host a Book Sale Sunday December 8, from 12-3:00
 - Management letter revisions completed, approved by the Board & forwarded to the Auditors
 - Work continues on reviewing & updating policies
 - Financial report to October 31 reviewed & approved, budget on track
 - Next meeting: Property December 6, Policy December 9, Board December 16

d) **Report from CA's**

Rideau Valley Conservation Authority – Ray Scissons

- Attended a symposium in Allyson on climate change
- Attended a symposium, November 20 – 22, 2013 in Alliston on climate change
- Next meeting – December 12, 2013

Mississippi Valley Conservation – Gail Code

- Next meeting December 4, 2013
- State of the Lake draft report still in progress
- Next meeting – December 16, 2014

D/NE 200th Anniversary Committee – Gail Code

- Committee making progress, would like to encourage local school to be involved in the anniversary celebrations

e) **Report from Members of Committee**

The Reeve provided a verbal update Lanark County Council, November 27, 2013 Highlights:

- The 2013 Awards of Excellence were presented to the committee representing the Broom Ball Tournament held at the Beckwith Park in Beckwith in 2012 was well as Jim Lowry of Mississippi Mills.
- The Official Plan Amendment No. 1 for the Township of Drummond/North Elmsley, File No. 09-OP-0163-001 Michael McEwen, was approved.
- County Council authorized the Warden and CAO/Treasurer to Execute a Transfer Payment Agreement with the Ministry of Rural Affairs for the Mississippi River Bridge Replacement Project at a cost of \$3,108,770.00.
- Ashley Chase Apartments in Perth now have 15 units designated seniors only under the Rent Supplement Housing agreement.
- Lanark County Housing and Homeless 10-year plan got final approval.
- The 2014 Budget got final approval and was adopted as presented.
- County Council's request to look into downsizing was too late to be put in place for the 2014 election, but Council did implement a 2014 salary freeze, and will be looking into cutting the Conference and Travel budget.

Councillor Wagland provided an update from the Rideau Heritage Route Tourist Association – November 25, 2013 – Highlights:

- Visitor Experience Opportunities Concept conducted its Council update on Thursday, November 28 at Parks Canada Smiths Falls.
 - The focus of the work shifts thinking from a physical destination to an intellectual experience. It also identifies the traveller characteristics and helps to create travel experiences to meet their expectations
 - Finally, the focus is directed to the Rideau Corridor in a holistic manner; we are all partners & should be working together to provide the complete experience for our guests.
 - On line survey is available at www.surveymonkey.com/s/RideauExperiences for those who have not been part of the small group discussions
 - Gord Brown attended lending his continual support to the future of the Rideau
 - On Thursday December 5 @5:30pm MP Brown will be hosting a final public meeting at the Lombardy Agricultural Hall providing an open forum for public input as the final step of consultation before the report is presented in January
- Based on the October report it appears there will be a deficit in the budget
- RHRTA has agreed to co-host the Beyond City Lights Tourism Conference in January (date TBD)
- Next meeting January 27, 2014.

8. CLOSED SESSION - None

9. Unfinished Business - None

10. New Business

10.1 2014 Council Meeting Schedule

The Deputy Clerk presented the draft 2014 Council meeting schedule for review. Council will take time to review the schedule and report any changes at the next meeting.

10.2 Great War Memorial Hospital Foundation – Black Tie Bingo Sponsor

The Reeve provided an update on a request from the Great War Memorial Hospital Foundation for the Township of Drummond/North Elmsley to become a sponsor at the Black Tie Bingo instead of making a donation of \$5,000. Council agreed that they would be a sponsor for the same cost of \$5,000 and the following motion was adopted:

MOTION #COW-13-175 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Ken Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the Township of Drummond/North Elmsley being a sponsor at the Black Tie Bingo for the Great War Memorial Hospital Foundation at a cost of \$5,000 instead of a making a yearly donation of \$5,000.

ADOPTED

11. Adjournment

MOTION #COW-13-176 (Verbal)

MOVED BY: Peter Wagland

SECONDED BY: Ray Scissons

THAT the Committee of the Whole stand adjourned at 2:55 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR