



## #3 MINUTES MEETING OF FEBRUARY 5, 2013 COMMITTEE OF THE WHOLE

The Committee of the Whole met on Tuesday, February 5, 2013 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
Ken Fournier	Councillor
Ray Scissons	Councillor (CHAIR)
Peter Wagland	Councillor

**STAFF PRESENT:**

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

### 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 members disclosed.

### 3. Minutes of Previous Meetings

#### 3.1 Regular Session Minutes of January 15, 2013

**MOTION #COW-13-015** (Verbal)

**MOVED BY:** Gail Code  
**SECONDED BY:** Ken Fournier

**THAT the Committee of the Whole** approves the minutes of the regular Committee of the Whole meeting held on January 15, 2013 as circulated.

**ADOPTED**

### 4. Additions and Approval of Agenda

**MOTION #COW-13-016** (Verbal)

**MOVED BY:** Aubrey Churchill  
**SECONDED BY:** Peter Wagland

**THAT the Committee of the Whole** approves the agenda for the February 5, 2013 meeting of the Committee, as presented.

**ADOPTED**

**5. Petitions and Delegations**

**5.1 2:00 p.m.:** The HUB (Recreation, Arts & Athletic Association)

Darlene Maclachlan provided an overview of the HUB, including its operations and governance; the scope of services being planned, which includes the operation of the pool at the Gallipeau Centre and the programming. She also provided an overview of the benefits to having a one-stop recreational complex in the region and the benefits it brings both socially and economically. They are seeking an annual funding commitment from municipalities for the operating costs of the pool only. The Committee received the presentation as information.

**5.2 2:15 p.m.:** Rideau Valley Conservation Authority - Dell Hallit

D. Hallit provided an overview of the Municipal Information Sheet, the Tay River Sub-watershed Report and the Rideau Valley Conservation Authority 2013 budget. The Committee received the presentation as information.

**6. Communication/Correspondence**

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

**MOTION #COW-13-017 (Verbal)**

**MOVED BY: Peter Wagland**

**SECONDED BY: Gail Code**

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL, THAT** receives the communication items for the February 5, 2013 Committee of the Whole as information.

**ADOPTED**

**7. Committee and Board Reports**

**7.1 PUBLIC WORKS**

**a) Report of the Public Works Manager – ATV’s on Municipal Roads**

The Public Works Manager provided the Committee with an update regarding regulating ATV’s on municipal roads. He reviewed pros and cons of allowing ATV’s on Township roadways. G. Code had concerns regarding the wording from the insurance company regarding liability and how the regulations would be enforced. R. Scissons inquired whether the speed limits should be listed in the by-law. S. Cameron stated that they are following the speed limits according to the Highway Traffic Act and they do not need to be posted in the by-law. P. Wagland had concerns regarding boundary roads and neighbouring municipalities if their ATV by-laws are different.

**Action Item:** S. Cameron was directed to:

- review boundary roads with other municipalities,
- review enforcement regulations,
- amend the by-law to include boundary roads,
- bring amended by-law forward for review and passage on February 12, 2013.

**b) Report of the Public Works Manager – Recycling Tender Results**

The Committee accepted the recommendation of the Public Works Manager regarding the awarding of a tender for curbside recycling and the following motion was adopted:

**MOTION #COW-13-018 (Verbal)**

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

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT Council** accepts the annual tendered price from Matrec Inc. of \$270,502.96 plus HST to provide services for curbside collection of recyclable materials as per the requirements of Tender 2013-01.

**ADOPTED**

There was discussion on the tender for curbside collection of household waste material and the matter was deferred until February 19, 2013. Staff were directed to obtain a legal opinion. Further information and discussion will occur on February 15, 2013 at the Waste Disposal Advisory Committee.

**7.2 COMMUNITY DEVELOPMENT**

**a) Report of the Planner – Polson/Jones Site Plan**

The Committee accepted the recommendation of the Planner to enter into a site plan control agreement for property at 307 Poonamalie Sideroad to recognize the redevelopment of a vacant commercial/residential building. The owners plan on having an auto mechanic shop and sewing retail store on the bottom level and will live in the second story.

**Action Item:** Direction given to staff to bring the Polson/Jones Site Plan Control By-law forward for review and passage at a future Council meeting.

**b) Report of the Planner – Arbuckle Site Plan**

The Committee accepted the recommendation of the Planner to enter into a site plan control agreement for property at 162 Grasshopper Point to allow for expansion and redevelopment of the dwelling close to Mississippi Lake.

**Action Item:** Direction given to staff to bring the Polson/Jones Site Plan Control By-law forward for review and passage at a future Council meeting.

**c) Report of the Planner – Ireton/Balfour Road Closure**  
*(This item was dealt with before 7.2 a)*

The Planner informed the Committee of a request to close a portion of an old road allowance in Drummond Centre and transfer the land to the adjacent landowner. The Committee had no issues with the request and the following motion was adopted:

**MOTION #COW-13-019 (Verbal)**

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

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT** the portion of the public street right-of-way located at the southwest corner of Drummond School Road and Drummond Conc. 7 (part of the 14<sup>th</sup> Lot of the 6<sup>th</sup> Concession of Drummond) be declared surplus to the Township’s needs; and

**FURTHERMORE THAT** the Planner be authorized to work with the applicant to process the application in accordance with the Township's road closure procedures.

**ADOPTED**

**d) Report of the CBO – Short Forming Offences of Municipal By-laws**

*(The Clerk Administrator presented the report on behalf of the CBO)*

The Clerk Administrator provided the Committee with an update regarding short forming offences of Municipal By-laws. There was discussion on whether the existing Property Standards By-law #99-27 adequately addresses offences and fines. This item was deferred until February 19, 2013 for further review and discussion.

**e) Report of the CBO – 2012 Year End Building Activity Report**

The Committee received as information.

**7.3 CORPORATE SERVICES**

**a) Report of the Clerk Administrator – Assumption of former County Road 1 Lands**

The Committee accepted the recommendation of the Clerk Administrator to finalize the transfer of former County Road 1 property in Rideau Ferry to the Township of Drummond/North Elmsley

**Action Item:** Direction given to staff to bring a by-law to acquire and assume Parts 1,2,3,4 and 11 on Plan 27R10129 in the Township road system forward for review and passage at the next Council meeting. Further direction was given to determine if a by-law is required to close the road.

**7.4 COMMUNITY SERVICES – No Reports**

Brian King addressed Council with respect to how difficult the tender process was to complete. Council agreed that no further discussion should take place on this issue and Mr. King left the room.

**7.5 CLERK/MEMBERS OF COUNCIL**

**a) Report of Reeve – February 4, 2013**

The Reeve provided a verbal update on the following items:

- Jan. 18/13 Rideau Canal Landscape Strategy Committee met in Merrickville Council Chambers to discuss a strategy on how to deal with the new boating fees Parks Canada wants to bring into effect in 2014.
- Jan. 21/13 Attended the regular monthly Library meeting
- Jan. 25/13 Attended regular weekly meeting with CA
- Jan. 28/13 Attended Fire Board meeting
- Jan. 29/13 Attended Randy Hillier's Algonquin Land Claims presentation at the Perth Legion
- Feb. 1/2013 Regular weekly meeting with CA

**b) Report from Fire Board – January 28, 2013 Meeting**

The Reeve provided a verbal update on the following items:

- Appointment of Fire Board Chair and Vice Chair for 2013 – Chair Aubrey Churchill – Vice Chair Wayne Jordan.
- Received financial status update
- Fire Chief made a New Fire Equipment Presentation and why replacement of Fire Equipment Van in 2014 is necessary and how it will be funded.
- Fire Chief gave the Board a billing status and fire inspections update - no concerns

**c) Report from Library Board**

The Reeve provided a verbal update on the following items:

- The Library received annual lease payment for the Solar Panels in the amount of \$459.39, which is 5% of the net proceeds.
- The library received a Cultural Strategic Investment Fund Grant of \$14,000.00 for a digital media lab for the teen area, including 3 new computers and equipment for recording and editing photos, video and music.
- Two new volunteers; Linda Mikels and Sharon Bissonnette, have started work as computer tutors.
- The New Library Logo is complete and is being rolled out slowly on our marketing materials.
- Sharon Echlin has accepted a full-time position with Ontario Works, so Julie Hansen will move up into the adult services library assistant position.
- Our Head Librarian will be attending the Ontario Library Association Super Conference in Toronto January 30-February 2<sup>nd</sup>.
- The accomplishments of the Perth & District Union Public Library Strategic Plan 2012-16, were discussed.
- Drummond/North Elmsley's usage had a small increase over 2011 for the second month in a row.
- Next meeting date is February 11, 2013 at 4.30 p.m. at the Library.

**d) Report from CA's**

RVCA – Ray Scissons

- Next meeting schedule for February 28, 2012

MVC – Gail Code

- Next meeting scheduled for February 20, 2013

**e) Report from Members of Committee**

County Council – Reeve Aubrey Churchill

The Reeve provided a verbal update on the following items:

Lanark County Council approved the following:

- that the Ashton Bridge and Kings Creek Bridge located in Beckwith Township be uploaded to the County in 2014;
- County Council approve that the Director of Public Works is authorized to submit comments to the Minister of Transportation, on the Draft Ontario Cycling Strategy -County Council was very disappointed with the Draft Ontario Ministry of Transportation Cycling Strategy, and that they should be leading by example by way of implementing cycling lanes;
- County Council authorized staff to invoice the owner for the cost to remove their unauthorized signs from County Road allowances, if the removal cannot be done safely by the Public Works Department staff;
- County Council approved the report recommending that the kilometer reimbursement rate in accordance with the Travel Management and General Expenses Policy, be increased to 48 cents effective February 1/2013;
- County Council will be requesting a delegation request be made for the 2013 OGRA/ROMA Conference with the Minister of Health and Long-Term Care with respect to hospital funding discrepancies;
- the following appointments were changed by the Striking Committee, that Council Ed Sonnenburg be appointed to replace Pat Dolan on the Lanark County Accessibility Committee

for the year 2013 and that Councilor Wendy LeBlanc be appointed to replace Ed Sonnenburg on the Economic Development Steering Committee.

**8. Closed Session – None**

**9. Confidential Reports - None.**

**10. New Business**

**10.1 Letter of Understanding – 200<sup>th</sup> Anniversary**

The Planner gave the Committee an update regarding the 200<sup>th</sup> Anniversary Committee. He was seeking to formally establish the 200<sup>th</sup> Anniversary Committee as a Committee of Council. He recommends forming a formal committee, drafting a terms of reference and preparing public notification for members of the committee. He also discussed the Letter of Understanding between Drummond/North Elmsley, Tay Valley and Perth that provides for joint marketing, fundraising and coordination and terms of references which will be established. The Committee accepted the recommendation of the Planner and the following motion was adopted:

**MOTION #COW-13-020 (Verbal)**

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

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,  
THAT Council** does hereby support in principle a Joint 200<sup>th</sup> Anniversary Committee.

**ADOPTED**

**Action Item:** Direction given to staff to prepare the terms of reference for the DNE 200<sup>th</sup> Anniversary Committee for review by Council.

P. Wagland asked for a comparison of the tenders outlining the important points for comparison. He also suggested that further discussion could take place during the Waste Disposal Committee meeting on February 15, 2013.

**Action Item:** Direction given to staff to prepare a comparison of the tenders for review.

**11. Adjournment**

**MOTION #COW-13-021 (Verbal)**  
**MOVED BY: Gail Code**  
**SECONDED BY: Ken Fournier**

**THAT the Committee of the Whole** stand adjourned at 4:26 p.m.

**ADOPTED**

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CHAIR

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CLERK ADMINISTRATOR