



#9 Minutes Meeting of April 24, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, April 24, 2018 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:

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

Staff Present:

Cindy Halcrow	Clerk Administrator
Cathy Ryder	Deputy Clerk
Karl Grenke	Planner
Pete Echlin	Chief Building Official
Linda Van Alstine	Treasurer

1. Call to Order

The meeting was called to order at 5:09 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 April 10, 2018

MOTION #COW-18-071 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on April 10, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of April 10, 2018

MOTION #COW-18-072 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the minutes of the closed session Committee of the Whole meeting held on April 10, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-073 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the agenda for the April 24, 2018 meeting of the Committee, as amended.

ADOPTED

Amendment:

10.2 Planning Services

5. Petitions/Delegations/Public Hearings

5.1 Facility Fee Increase Public Meeting

The Clerk Administrator opened the public meeting to review facility rental fees. As part of Council priorities for 2014-2018 the community halls were identified as an area for review. Hall rental revenues and expenses were reviewed as well as usage statistics. The public meeting was to receive feedback from the community on whether a rental fee increase would be feasible. The Chair invited members of the public to speak.

Comments from the Public:

Kara Symbolic, North Lanark Community Health Center, suggested a mandate which contributes to a healthy community in rural areas. Having a venue where people can congregate in an accessible way is really important.

Bonnie Allan, Second Line of Drummond Women's Institute - their group does not use the hall a lot but they do because it is difficult for the women to host their group in their homes. She was inquiring as how much the fee increase would be as they do not raise a lot of money and what they do raise goes back to the community.

Tom McEwen – since retiring, he uses Ferguson's Falls Hall quite a bit, attending fitness classes on a regular bases as well as booking the hall every two months for band practice. His wife has rented the hall for a day in June to put on a craft fair. He feels that rates are reasonable and would not object to a modest increase.

Deborah Ireton, Drummond Centre Literary Club and Drummond Centre Women's Institute stated that the groups use the hall due to accessibility, availability of a kitchen and the low rental fees. Money they raise as a group goes back into the community. The Women's Institute has been meeting there since 1913. They also hold their district group meetings at the hall. The Literary Club feel that they pay taxes in the Township and should not have to pay for renting the hall. A fee increase would not be beneficial at all.

Samantha Shaw, Samantha Dance Studio – the dance class has grown to 105 pupils. Most kids are older than 7 years and the studio is bringing people into the community where they are spending money. She is trying to keep her costs low because most of the kids are from the rural area. A large rental increase would have an impact on her ability to offer affordable recreation to kids in the area.

Comments from Council members:

Reeve Churchill stated the facility report was brought forward to receive community feedback. He supports all the groups renting the facility and did not support raising the rental fees.

Steve Fournier stated that he supports the groups and would rather see the kids enjoying the recreation. He did not support a fee increase.

George Sachs supported everyone but stated that it was diligent on Council's part to review the rental fees.

With no further questions the public meeting adjourned.

MOTION #COW-18-074 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL, THAT Council accepts the Facility Rental Fee report as information, and

FURTHERMORE THAT the Facility Rental Fees remains status quo with no increase.

ADOPTED

5.2 Howard Allan – Financial Statements

Howard Allan of the Auditing Firm of Allan & Partners LLP, provided a review of the 2017 consolidated financial statements. He reported that the Township was in good shape. The report was received as information.

Note: Deal with Item 8.1 Closed Session at this point in the meeting

5.3 Rodger Robertson – South Shores – MOE Approval Stormwater Management

Mr. Robertson reported that his property is high and dry and therefore low risk. He stated that he does not think MOE is asking the Township to take full responsibility for all the stormwater management but rather an endorsement that the Township is onboard. He reported that they are completing well water quality testing once a year and since there is no water on the property he cannot test water quality.

George Sachs inquired whether Mr. Robertson's engineer put his seal on the stormwater report. Mr. Robertson reported that he did and that his engineer is licensed and insured. Mr. Robertson stated that he does not know why one particular reviewer at MOE is requesting further endorsement from the Township when three others have given approval.

The Public Works Manager reported that the report was lacking in details such as runoff coefficient prior to development and after and how do they compare, increase of flow comparison.

Mr. Robertson said that he is finding this process difficult. The Public Works Manager said that he would like to meet with Mr. Robertson's engineer.

The Chair reported that Council has to be cautious and that they are looking after the interests of the residents in the future.

Action Item: Direction given to staff to meet with Mr. Robertson's engineer and bring a report back to Council for discussion.

Note: Reeve Churchill left the meeting at 6:00

6. Communication/Correspondence

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

Livestock Valuer – Resignation Stuart McIntosh

The Township received the resignation of Stuart McIntosh as Livestock Valuer with regrets.

Action Item: Direction given to staff to advertise for a livestock valuer.

MOTION #COW-18-075 (Verbal)

MOVED BY: Steve Fournier

SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the April 24, 2018 Committee of the Whole as information.

ADOPTED

Dealt with Item 7.3 a at this point

Dealt with Item 7.1 d following 7.3

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Planner – Mason Zoning Amendment

The Planner provided an update from the public meeting and feedback received and to consider next steps on the application to rezone the property Residential to Residential Special Exception to allow for a marine repair business at

MOTION #COW-18-076 (Verbal)

MOVED BY: Ray Scissons

SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves the Mason Zoning Application (ZA-18-01) to rezone the subject property from Residential to Residential Special Exception for the purposes of permitting "Marine Repair" and defining "Marine Repair" be modified to include the following additional provisions:

1. *Any repair and servicing shall occur within an accessory building that shall not exceed a gross floor area of 140 m² [That is the size of the Quonset hut]*

2. *There shall be no commercial activity or vehicle storage within 50 m of the front lot line (defined as the lot line abutting the municipally maintained portion of Elizabeth Drive) or 5 m of any side or rear lot line that abuts a residential use;*
3. *Subject to subsection (2), any outdoor storage and parking related to a commercial land use shall not exceed an area of 0.15 ha, exclusive of driveways.*
4. *With the exception of driveways existing on the date of the passing of this by-law, a planting strip with a minimum width of 3 m shall be required along any portion of a side lot line or rear lot line which abuts a lot having a residential use situated thereon. A planting strip required for the R-x zone shall:*
 - a. *not be used for any use otherwise permitted by this By-law;*
 - b. *consist of a row or rows of evergreen trees or a continuous unpierced hedgerow of evergreen trees or shrubs not less than 2 m high; or,*
 - c. *be a fence erected in place of a hedgerow or shrubs, provided the fence is opaque and not less than 2 m high.*

AND FURTHERMORE THAT be directed to bring a zoning by-law forward for review and passage.

ADOPTED

b) Report of the Planner – Wayne McNamee Severances

The Planner provided Council with an update of a recent severance application near Wayside seeking approval for three new lots at the southwest corner of Highway 7 and Tennyson Road with the Wayside Hamlet. The Committee accepted the recommendation of the Planner to approve the severance applications subject to conditions outlined in the Planners report.

Action Item: Direction given to staff to proceed with the severance applications subject to conditions as well as adding a condition to provide a viable entrance.

c) Report of the Planner – Wilson Creek Subdivision

The Planner provided Council with an updated regarding Mr. Wilson's request for a 3 year extension for the Wilson Subdivision in Innisville. Mr. Wilson requires additional time to obtain final clearance letters from various agencies and the Township. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-077 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves the request by Craig Wilson of Wilson Cartage Ltd., pursuant to subsection 51(33) of the Planning Act, to extend the draft approval period for Plan of Subdivision 09-T-09003 by a period of three (3) years.

ADOPTED

d) Report of the Chief Building Official – Building Department First Quarter Update

The CBO provided an update on the activity in the Building Department for the first quarter. He reported that 13 building permits were issued and 52 building inspections have been completed since March 31, 2018. The report was received as information.

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES

a) Report of the Treasurer – First Quarter Actual

The Treasurer provided an update on first quarter actual to budget for 2018. The report was received as information.

Dealt with Item 10.1 at this point in the meeting

b) Report of the Clerk Administrator – Appointment of Drainage Superintendent

The Clerk Administrated provided an update on the appointment of a Drainage Superintendent. At the last Council meeting, Council appointed Eldon Hutchings, McIntosh & Perry Engineering Consultants Ltd., as the Township’s Drainage Superintendent. Since that time Mr. Hutchings spoke with Mr. Vander Veen from OMAFRA who recommended appointing McIntosh & Perry as the Drainage Superintendent with Mr. Hutchings as the authorized representative. This would allow other staff from McIntosh Perry to assist Mr. Hutchings and their costs would be eligible for the 50% drainage grant. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-078 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: George Sachs

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports the appointment of McIntosh & Perry Engineering Consultants Ltd. as the Township Drainage Superintendent for the purposes of the Drainage Act;

AND FURTHERMORE THAT staff are directed to bring an appointment bylaw forward for passage.

ADOPTED

Action Item: Direction to bring an appointment by-law forward for review and passage.

c) Report of the Clerk Administrator – Town of Perth Recreation Cost Sharing Agreement

The Clerk Administrator provided an update on the weighted assessment formula used to create the recreation cost sharing agreement with the Town of Perth and to seek approval to enter into a four-year Recreation Cost Sharing Agreement. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-079 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the 2019-2022 Recreation Agreement with the Town of Perth

AND FURTHERMORE THAT staff be directed to prepare a bylaw for passage to authorize the Reeve and Clerk Administrator to enter into this agreement.

ADOPTED

Action Item: Direction given to bring a by-law forward for review and passage.

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve – No report

b) Report from Fire Board, Ray Scissons

- Fire Report last
- BBDE fire calls 50 down from last year at 55, South Sherbrooke 11 down from last year at 14
- Training in NFPA standards
- Testing in Hazmat
- Burn Permit By-law being reviewed
- Greg Saunders appointed as County Fire Coordinator
- Fire Fighter appreciation night in May for South Sherbrooke Station
- New truck in South Sherbrooke

c) Report from Library Board, George Sachs, April 23

- Received invoice from the Town of Perth for Honeywell, \$29,000 approved to be paid from reserves
- SF Library looking for the Perth Library Board to make up donation difference and instead of 7,500 they are looking for 11,500 – issue was deferred until a later date
- Union ratified negotiations with staff, language changes as well as the amount of time a disciplinary notice stays on file
- Change advocacy plan to have literacy at the top, hours of operation and then increasing space at the library
- Received audited financial statements from Howard Allan
- How to Fair – April 21 well attended
- Property meeting – May 7,
- Library Board meeting - May 28
- Policy Committee - June 11

d) Report from CA's

e) Report from Members of Committee

8. CLOSED SESSION

8.1 Advice that is subject to solicitor-client privilege – South Shores MOE Approval – Stormwater Management

MOTION #COW-18-080 (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 5:25 p.m. to receive advice that is subject to solicitor-client privilege – South Shores MOE Approval – Stormwater Management;

AND THAT the Clerk Administrator, Deputy Clerk, Public Works Manager and Planner remain in the room.

ADOPTED

MOTION #COW-18-081 (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 5:52 p.m.

ADOPTED

RISE AND REPORT

- Received as information.

9. Unfinished Business:

9.1 Roadside spraying presentation from April 10 – Discussion or Direction

The roadside spraying presentation is received as information.

10. New Business

10.1 Rideau Ferry Community Development Association/Rock the Docks

The Clerk Administrator provided an update on Rock the Docks: currently there is about \$20,000 in sponsorship and the community will be fundraising for additional funds

The Public Works Manager reported that the bands have been booked, the barge and docks will be in place, still working on the volunteer base, the yacht club will take out insurance and liquor license. There was discussion on security and there was a discussion to look into police security rather than a security company.

The Clerk Administrator reviewed the Rideau Ferry Community Development Association plans for capital works projects for the area such as, dock platforms, community space, wifi, improvements to the club house, signage, biking tours, food tours, etc.

10.2 Planning Services

The Clerk Administrator provided an update on the recruitment for a new Planner. She reported that the ad was extended by another two weeks. The demand for building services is picking up and it is becoming too busy for the CBO to assist. She is seeking approval to hire Mark Kirkham to help with the overflow until a new Planner is hired.

MOTION #COW-18-082 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves hiring Mary Kirkham for Planning Services on a temporary basis effective May 7, 2018.

ADOPTED

11. Adjournment

MOTION #COW-18-083 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole stand adjourned at 7:34 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR