



## #1 MINUTES MEETING OF JANUARY 8, 2013 COMMITTEE OF THE WHOLE

The Committee of the Whole met on Tuesday, January 8, 2013 2:00 p.m. at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

<b>MEMBERS PRESENT:</b>	Aubrey Churchill Gail Code Ken Fournier Ray Scissons	Reeve Deputy Reeve Councillor (Chair) Councillor
<b>ABSENT:</b>	Peter Wagland	Councillor
<b>STAFF PRESENT:</b>	Cindy Halcrow Linda Van Alstine Scott Cameron Shawn Merriman	Clerk Administrator Treasurer Manager of Public Works CBO

### 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.

### 3. Minutes of Previous Meetings

#### 3.1 Regular Session Minutes of December 18, 2013

**MOTION #COW-13-001 (Verbal)**

**MOVED BY: Aubrey Churchill**

**SECONDED BY: Ray Scissons**

**THAT the Committee of the Whole** approves the minutes of the regular Committee of the Whole meeting held on December 18, 2013 as circulated.

**ADOPTED**

### 4. Additions and Approval of Agenda

**MOTION #COW-13-002 (Verbal)**

**MOVED BY: Aubrey Churchill**

**SECONDED BY: Gail Code**

**THAT the Committee of the Whole** approves the agenda for the January 8, 2013 meeting of the Committee, as presented.

**ADOPTED**

## **5. Petitions and Delegations**

### **6. Communication/Correspondence**

No items were pulled from the Communication package.

**MOTION #COW-13-003 (Verbal)**

**MOVED BY:** Gail Code  
**SECONDED BY:** Ray Scissons

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT** Council receives the remainder of the communication items for the January 8, 2013 Committee of the Whole as information.

**ADOPTED**

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

### **7.1 PUBLIC WORKS**

#### **a) Report of the Public Works Manager – Subsurface Drainage**

Mr. Cameron gave a brief overview of his report and noted that there is no real benefit to the Township to contribute any money. Drainage and capacity are not a problem. There is an existing outlet that is sufficient for Township purposes. There are two options for the Committee to consider; participate in funding or not participate in the funding.

Andrew Dawson pointed out some of the changes that make the drainage basin area smaller than the map in the staff report and changes in the water volume percentage. Reeve Churchill suggested that staff should take a second look and see what the numbers are.

Councillor Fournier wanted to know what would happen if there was no drain across Dawson's property. Mr. Cameron said that there would be water ponding in the fields and pointed out that the water is naturally following a course through this property.

Andrew Dawson agreed that there are two options but he asked from his perspective, why would the Township expect him to manage Township water? Landowners are responsible to manage their own water. He suggested as a third option that the Township ditch the road properly so that the water stays in the ditch. That would be expensive to do.

Councillor Fournier asked what would happen if the culvert was not in the road. Mr. Cameron told him that the road would wash out. Mr. Dawson added that some of the run off would sheet over the west side of his property.

At the end of the discussion, the Committee accepted the recommendation in the staff report:

**MOTION #COW-13-004 (Verbal)**

**MOVED BY:** Gail Code  
**SECONDED BY:** Ray Scissons

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT** Council does not contribute municipal funds toward proposed subsurface drainage across Part Lot 6 Concession 10 Drummond, west of McIlquham Blair Road.

**ADOPTED**

**Action Item:**

**7.2 COMMUNITY DEVELOPMENT**

**a) Report of the CBO – Building Activity Report**

Mr. Merriman reviewed his building activity report. The Committee received the report as information.

**b) Report of the CBO**

Eric Kohlsmith, Inspector with the Health Unit, and Shawn Merrimen reviewed the results of the 2012 septic inspections for Otty Lake. The Committee received the report as information.

**7.3 CORPORATE SERVICES**

**a) Report of the Taxation Administrator**

The Committee received the report as information with the following direction:

**Action Item:** Direction given to bring the 2013 Interim Tax By-law forward for review and passage at the January 8, 2013 Council meeting.

**b) Report of the Clerk Administrator – Terms of Reference – Waste Disposal Advisory Committee**

The Committee discussed Section 4, Member Criteria. After a brief discussion, it was decided to have all the Members of Council sit on the committee. Staff support would include Scott Cameron, Bob Moore and Cindy Halcrow. Brian Dobbie and Jim Lewis would be called in as needed. Additionally experts in the field of waste management could participate as required. The Committee accepted the recommendation of the Clerk Administrator and the following motion was adopted:

**MOTION #COW-13-005 (Verbal)**

**MOVED BY:** Aubrey Churchill  
**SECONDED BY:** Ray Scissons

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT** Council approves the Terms of Reference for the Waste Disposal Advisory Committee as amended.

**ADOPTED**

**c) Report of the Clerk Administrator – Accountability & Transparency Policy**

The Committee accepted the recommendation of the CA with the following direction:

**Action Item:** Direction given to staff to bring a By-law to repeal and replace By-law 2007-072 to the January 8, 2013 Council meeting for review and passage.

d) Report of the Clerk Administrator – Declaration for Expression of Interest

**MOTION #COW-13-006 (Verbal)**

**MOVED BY: Gail Code**  
**SECONDED BY: Ray Scissons**

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT** Council certifies that:

- the information in the Expression of Interest is factually accurate; and
- the municipality is committed to developing a comprehensive asset management plan that includes all of the information and analysis described in Building Together” Guide for Municipal Asset Management Plans by December 31, 2013.

**ADOPTED**

e) Report of the Treasurer – Budget Expense

The Treasurer reviewed her report with respect to the Budget Expenses O.Reg. 284/09.

**MOTION #COW-13-007 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: Ray Scissons**

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT** Council adopts the report on Budget Expense Matters, in accordance with O Reg. 284/09.

**ADOPTED**

#### **7.4 COMMUNITY SERVICES**

a) Report of the Clerk Administrator – Chain of Command

Ms. Halcrow briefly reviewed her report. The Committee discussed another option of using the schedule of Chairpersons for the CoW meetings as the next person in line and that the person would continue with the emergency until it is terminated.

The Committee accepted the recommendation of the Clerk Administrator as amended with the following direction:

**Action Item:** Direction given to staff to bring a Chain of Command By-law forward for review and passage at the January 8, 2013 Council meeting.

b) Report of the Clerk Administrator – Rescue Services Agreement

The Committee accepted the recommendation of the Clerk Administrator with the following direction:

**Action Item:** Direction given to staff to bring a by-law to repeal and replace By-law 2007-051 forward for review and passage at the January 8, 2013 Council meeting.

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

**a) Report of Reeve - None**

**b) The Reeve provided an update from Lanark County Council – December 19, 2012**

- Lanark County elected a new Warden, Bill Dobson from Montague Township.
- Committee Chairs for the year 2013, Public Works Peter McLaren – Corporate Services John Gemmell – Community Services Brian Stewart – Community Development Val Wilkinson and Striking Committee Pat Dolan.
- The Director of Public Works will submit a Municipal Infrastructure Capital Program Expression of Interest to request \$2 Million of provincial funding for a \$3 million project to replace the Mississippi River Bridge.
- A draft by-law to regulate all-terrain vehicles on County Roads will be circulated to all local municipalities for their consideration and comment by April 1<sup>st</sup> 2013.
- Kurt Greaves has successfully completed his Trial Period Review for the position of CAO/Treasurer.
- Minister delegations at the 2013 OGRA/ROMA Conference: Minister of Transportation – Funding for paved shoulders; Minister of Agriculture, Food and Rural Affairs – proposed amendments to the Local Food Act; Minister of Finance – opting out of tax capping; and Minister of Community & Social Services – increased shelter funding.
- County is giving \$35,000.00 to Lanark County Interval House as one time Emergency Funding.
- The County is making a formal request to the Ministry of Government Services, Honourable Minister Dwight Duncan that the documents from Almonte Registry Office be retained in Lanark County until permanent local storage and/or archives can be established. Perth has offered temporary storage for the documents till a permanent location can be found.

**b) Report from Fire Board - None**

**c) Report from Library Board - None**

**d) Report from CA's**

### **Councillor Scissons**

RVCA met just before the Christmas break. There will be a 4% increase in the levy which represents \$37,667 for the Township; an increase of \$1,200. He suggested that RVCA staff could attend a meeting to explain why the levy is higher than the cost of living. After a brief discussion, Councillor Scissons was directed to arrange RVCA staff to attend a meeting.

Reeve Churchill questioned the fee schedule with respect to severance fees and noted that it did not make sense to charge for each lot severance when they are side-by-side.

Councillor Code

The budget for MVC will be passed on February 20, 2013.

**e) Report from Members of Committee - None**

8. **CLOSED SESSION** - None.

9. **Confidential Reports** - None.

10. **New Business** - None.

**11. Adjournment**

**MOTION #COW-13-008 (Verbal)**

**MOVED BY: Aubrey Churchill**

**SECONDED BY: Ray Scissons**

**THAT the Committee of the Whole** stand adjourned at 3:02 p.m.

**ADOPTED**

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CHAIR

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CLERK ADMINISTRATOR