



## #10 Minutes Meeting of May 23, 2017 Committee of The Whole

The Committee of the Whole met on Tuesday, May 23, 2017 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
Ray Scissons	Councillor

**Staff Present:**

Cindy Halcrow	Clerk Administrator
Cathy Ryder	Deputy Clerk

**Absent:**

George Sachs	Councillor
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### 1. Call to Order

The meeting was called to order at 5:08 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 May 9, 2017

**MOTION #COW-17-092 (Verbal)**

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

**THAT the Committee of the Whole** approves the minutes of the regular Committee of the Whole meeting held on May 9, 2017 as circulated.

**ADOPTED**

#### 3.2 Closed Session Minutes of May 9, 2017

**MOTION #COW-17-093 (Verbal)**

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

**THAT the Committee of the Whole** approves the minutes of the closed Committee of the Whole meeting held on May 9, 2017 as circulated.

**ADOPTED**

### 4. Approval of Agenda

**MOTION #COW-17-094 (Verbal)**

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

**THAT the Committee of the Whole** approves the agenda for the May 23, 2017 meeting of the Committee, as amended.

**ADOPTED**

**Amendments:** Item 8 Closed Session - cancelled

**5. Petitions/Delegations/Public Hearings**

**5.1 Deborah Duffy – Perth Community Association Vital Signs**

Deborah Duffy, President of the Perth and District Community Foundation provided an overview of the Vital Signs program. The Vital Signs program measures community vitality and identifies significant trends to assist in addressing critical needs within the community. The presentation was received as information.

**6. Communication/Correspondence**

The following items were pulled and discussed from the Communication package before the motion was adopted:

#1 Perth Court House Facilities Committee

**MOTION #COW-17-095 (Verbal)**

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

**THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT Council** supports the renovation and expansion of the Perth Court House.

**ADOPTED**

**3. FCM Spring Flooding Appeal**

**MOTION #COW-17-096 (Verbal)**

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

**THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT Council** supports FCM's request for donations to the Canadian Red Cross to assist flood-affected areas, and

**FURTHERMORE THAT** Council approves a donation in the amount of \$1,000.

**ADOPTED**

**6. Sale of Council Lands – Port Elmsley Hall**

The Clerk Administrator reviewed a letter submitted by Damien Adams and Genevieve Irving

regarding severing and selling two blocks of lands which border their property at 4962 Highway 43. There was discussion on the purpose of the small pine forest which was intended for future septic needs for the property. The Committee agreed that those lands would not be severed. The grassy area to the side of the property might be required for sight lines but requires additional research.

**Action Item:** Direction given to staff to research the lands on the corner and report back to Council.

**MOTION #COW-17-097 (Verbal)**

**MOVED BY: Ray Scissons**

**SECONDED BY: Gail Code**

**THAT THE COMMITTEE OF THE WHOLE** receives the remainder of the communication items for the May 23, 2017 Committee of the Whole as information.

**ADOPTED**

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

### **7.1 COMMUNITY DEVELOPMENT**

#### **a) Report of the Planner – Official Plan 5 Year Review**

The Planner reviewed options on the Official Plan Review. The recommendation is to initiate a five year review of the Township’s Official Plan following the completion of the County’s Plan review. The Committee accepted the recommendation with the following direction

**Action Item:** Direction given to staff to proceed with the review of the Official Plan after the County has completed there review.

Gail Code asked the Planner for an update on the Eco Village. The Planner reported that Mr. Nickerson can’t proceed with the zoning application until there is a legal way into his property. Mr. Nickerson will need to consult with the County of Lanark regarding their position on his entrance.

**Action Item:** Direction given to the Planner to contact Mr. Nickerson and advise him that the Committee has discussed this issue and that Mr. Nickerson will have to consult with the County of Lanark.

### **7.2 PUBLIC WORKS**

#### **a) Report of the Public Works Manager – Verbal Update on Current Projects**

The Public Works Manager provided a verbal update on the following:

Spring Flooding:

- Riverside Drive/Canal Bank Road: Evans Road was opened to provide emergency access for residents and emergency access. Evans Road will be gated and locked and available for emergency access only.
- Sunset Boulevard on Otty Lake: Road built up to allow residents to pass over flooded area.

- Provided approximately 2000 bags of sand and dropped off sand at various locations.

Rideau Ferry Road

- Paving is taking place to provide bike lanes and to extend the parking at Rideau Ferry.

General Maintenance:

- Street sweeping completed, ditching is in progress, brushing is done, guard rail repairs completed. The Public Works Manager will be meeting with a street light consultant regarding the colour temperature of the street lights.

### 7.3 CORPORATE SERVICES

#### a) Report of the Treasurer – Auditor Appointment

The Treasurer provided an update regarding appointing an auditor for the Township. The last auditor appointment was in 2007. She recommended appointing Allan & Partners as the Township Auditor for the remainder of the current term of Council.

**Action Item:** Direction given to staff to bring a by-law forward for review and passage at a future Council meeting to appoint Allan & Partners as the Township Auditor.

#### b) Report of the Treasurer – Provincial Offences

The Treasurer provided an update on entering into an agreement with the Town of Perth and its municipal partners to add defaulted fines to the tax roll of individuals who own property to collect outstanding provincial offences fines. The Committee accepted the recommendation and the following motion was adopted:

**MOTION #COW-17-098 (Verbal)**

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

**THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT Council** approves the Provincial Offences collection agreement by adding the defaulted fines to the tax roll under section 69 of the Provincial Offences Act.

**AND FURTHERMORE THAT** staff be directed to bring an authorizing by-law forward to a future council meeting between the Corporation of the Town of Perth and its municipal partners.

**ADOPTED**

*Dealt with Item 7.3 e at this point in the meeting.*

#### c) Report of the Deputy Clerk – Bill 68, Integrity Commissioner

The Deputy Clerk reviewed her report regarding participating in a joint County-wide RFP process to appoint a Municipal Integrity Commissioner. The Committee accepted the recommendation and the following motion was adopted:

**MOTION #COW-17-099 (Verbal)**

**MOVED BY: Aubrey Churchill**

**SECONDED BY:** Gail Code

**THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT Council** authorizes staff to participate in a joint RFP with Lanark County municipalities for integrity commissioner services.

**ADOPTED**

**d) Report of the Clerk Administrator – Tree Planting and Staff Garden**

The Clerk Administrator reviewed her report regarding the planting of apple trees and creating a butterfly/bee garden and a vegetable garden at the Township. The Committee accepted the recommendation with the following direction:

**Action Item:** Direction given to staff to proceed with planting apple trees along the cedar rail fence. Further direction given to plant a butterfly/bee and vegetable garden at the back of the Township office.

**e) Report of the Clerk Administrator – Insurance Tender**

The Clerk Administrator provided an update on awarding the RFP for General Insurance and Risk Management Services to Halpenny Insurance Brokers. The Clerk Administrator reported that only two insurance companies submitted RFP's; Halpenny Insurance and AON Insurance. Halpenny provided unlimited retro date as well limits of protection per occurrence. The other insurance company did not offer these two options which are important to the Township. The Committee accepted the recommendation and the following motion was adopted:

**MOTION #COW-17-100 (Verbal)**

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

**THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,**  
**THAT Council** awards the RFP for General Insurance and Risk Management Services Program to Halpenny Insurance Brokers Ltd., in the amount of \$43,283 excluding taxes for a two year period from Jun 30, 2017 to June 30, 2019 with the possibility of a two-year extension.

**ADOPTED**

**7.4 COMMUNITY SERVICES**

**7.5 CLERK/MEMBERS OF COUNCIL**

- a) **Report of Reeve** – No report
- b) **Report from Fire Board** – No report
- c) **Report from Library Board** – No report
- d) **Report from CA's**  
Mississippi Valley Conservation Authority – Gail Code
  - Received information on spring flooding
  - Re-building fees will be reduced to help victims of flooding

- Presentation from A2A Adirondack and Algonquin – connected pathways for wildlife to roam.

**e) Report from Members of Committee**

Economic Development Committee May 17, 2017 Steve Fournier

- Rules and engagement
- Well attended

Mississippi Lake Property owner meeting May 18<sup>th</sup>

- Reviewed the Association's Constitution
- Received a 45,000 grant for an eco-study of Mississippi Lake

**8. Closed Session:** None

**9. Unfinished Business:** None

**10. New Business:** None

**11. Adjournment**

**MOTION #COW-17-101 (Verbal)**

**MOVED BY: Aubrey Churchill**

**SECONDED BY: Ray Scissons**

**THAT the Committee of the Whole stand adjourned at 6:30 p.m.**

**ADOPTED**

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CHAIR

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CLERK ADMINISTRATOR