



Township of Drummond/North Elmsley

**#20 Committee of the Whole – Chair, Ken Fournier
November 18, 2014 at 2:00 p.m. - Council Chambers**

Agenda

PLEASE NOTE: *Meetings of Council and the Committee of the Whole are open to the public however they are not a public forum. Members of the public are welcome to attend and your interest is appreciated, however due to time constraints, we request that individuals or groups wishing to appear before Council or the Committee at a regular meeting shall advise the Clerk not later than 2:00 p.m. on the Thursday prior to the meeting as per By-law No. 2010-017.*

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1. Call to Order – 2:00 p.m.	
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b) Report from Fire Board	
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d) Report for CA's	

e) Reports from Members of Committee

8. Closed Session

9. Unfinished Business

9.1 Port Elmsley Karate Club Request for Monday Nights at Port Elmsley Hall 16

10. New Business

11. Adjournment



19 Minutes Meeting of November 4, 2014 Committee Of The Whole

The Committee of the Whole met on Tuesday, November 4, 2014 at 2:00 p.m. at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:	Gail Code Ken Fournier Ray Scissons Peter Wagland	Deputy Reeve Councillor (Chair) Councillor Councillor
Staff Present:	Cindy Halcrow Cathy Ryder Karl Grenke Bob Moore Linda Van Alstine	Clerk Administrator Deputy Clerk Planner Public Works Assistant Treasurer
Absent:	Aubrey Churchill	Reeve

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 declared a pecuniary interest.

3. Minutes of Previous Meetings

3.1 Regular Session Minutes of October 21, 2014

MOTION #COW-14-245 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Peter Wagland

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on October 21, 2014 as circulated.

ADOPTED

3.2 Closed Session Minutes of October 21, 2014

MOTION #COW-14-246 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the closed Committee of the Whole

meeting held on October 21, 2014 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-14-247 (Verbal)

MOVED BY: Ray Scissons

SECONDED BY: Gail Code

THAT the Committee of the Whole approves the agenda for the November 4, 2014 meeting of the Committee, as amended.

ADOPTED

Amendment:

Item 5.2 was dealt with prior to Item 5.1.

5. Petitions/Delegations/Public Hearings

5.1 Proposed Zoning By-law Amendment & Proposed Road Closure – Public Meeting

Troy and Tracy Noonan (2613 Drummond Conc. 7)

Public (signed in): None signed in

Call to Order

Councillor Ken Fournier opened the public hearing at 2:30 p.m.

A Purpose of Meeting

Councillor Fournier reported that the purpose of the meeting was to consider a Zoning Amendment application under Section 34 of the Planning Act to rezone a portion of lands to a new Rural Special Exception Zone to accommodate certain environmental considerations and also a request to close a portion of an unopened road allowance. The first part of the public meeting will pertain to the zoning amendment and then Council will consider the road closure. He invited Planner Karl Grenke to summarize the applications.

B. Planner's report and presentation

Mr. Grenke reported that these applications are required in order to administratively accommodate two severance applications on Drummond Concession 7. The zoning amendment was intended to implement certain development conditions suggested in an environmental impact study to allow development while protecting interior woodland habitat and provincially significant wetlands and was a condition of the severance approval. The road allowance did not appear on Township maps however was identified by a surveyor and needed to be closed to allow clear title to the severed and retained lots. Mr. Grenke reviewed the zoning amendment application as per Official Plan policies relating to woodlands, wetlands, ANSI, intent of rural designation, local roads and others and suggested that it complies. He noted that no written comments were received by neighbours. He also reported on the notification for both the zoning amendment and road closure and advised that it was undertaken in accordance with the Planning Act and Township's own policies. He recommended that Council approve both applications.

C. Oral and Written Presentations by those in Attendance

Councillor Fournier asked if there were any oral or written presentations from those in favour of the zoning amendment application. There were none.

Councillor Fournier asked if there were any oral or written presentations from those in opposition to the application. There were none.

Councillor Fournier asked if the applicants would like to make any concluding remarks. None were made.

D. Questions and Discussion by Council members

Councillor Peter Wagland asked if the Township knew about this road allowance beforehand and would it be advisable to close all of it rather than just the part through the Noonan property.

Would we need to know the exact dimensions of it?

Mr. Grenke reported that the road allowance was not on Township mapping and generally did not appear on registry mapping either. It was only picked up by the surveyor. In order for the remainder of the allowance to be closed, the area would need to be surveyed and legally described.

E. Reeve's Closing Remarks and Reminder to Audience

Councillor Fournier reminded audience members to sign the attendance sheet if they would like notice of Council's decision.

F. Adjournment of Public Meeting

Councillor Fournier adjourned the part of the public meeting pertaining to the Zoning Amendment.

G. Proposed Road Closure

Councillor Fournier asked if there were any members of the public in favour or in opposition to the road closure application and if the application or any members of the public wish to speak on the matter. There were none.

The Public Meeting for the zoning amendment and road closure closed at 2:42 p.m.

5.2 Reconsideration of MFIPPA Fees – Tom Nephin

Mr. Nephin made a request to Council to reconsider the costs associated with his Freedom of Information requests. He reported that it would present an undue hardship and financial burden to him and his neighbours. There was general discussion regarding the types of information he was seeking and various options to reduce the financial burden such as waiving the fees completely or a reduction of fees.

Peter Wagland suggested reducing the deposit fee to a 25% deposit for each FOI request with the understanding that before the documentation was released, the full fee would be required.

Ray Scissons stated that other residents of the Township might not be able to justify subsidizing Mr. Nephin's request as the impact is less to them.

Cathy Ryder stated that the fees are an estimate only and that after thorough review, if the fee is overstated, the money is returned to Mr. Nephin or if understated the costs could increase. She also reported that the fees charged are set by the *Municipal Freedom of Information and Privacy Act*.

Cindy Halcrow stated that staff would support the 25% and stated that staff will review how the fees can be reduced and work with Mr. Nephin.

MOTION #COW-14-248 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Ray Scissons

THAT the Committee of the Whole recommends that Council authorize a 25% deposit fee for the 3 FOI requests by Mr. T. Nephin with the full amount due before the information is released.

ADOPTED

Action Item: Direction given to staff to review the documentation to come up with an actual estimate of time involved and actual costs. Further direction to send Mr. Nephin a decision letter with the final costs.

6. Communication/Correspondence

Item #1 was pulled from the Communication package and voted on separately before the motion was adopted:

#1 Lanark Highlands Public Library

Peter Wagland provided clarification on the Lanark Highlands Public Library request to reinstate the portion of provincial funds provided to the Perth & District Union Library to assist with library programs used by Drummond/North Elmsley residents.

He reported that since 1973 the library board received a provincial grant for the number of users at the library. That grant has been frozen for the last 15 years. Built into the original agreements back in the 1970's based on what was provided by Lanark Highlands there was an agreement for Drummond Township to provide money to Lanark Highlands Library as that was the source of access for residents for library services.

In 2012, the Perth & District Union Library board reviewed the issue and questioned why they kept paying money to support Lanark Highlands for those residents who use the Lanark Highlands Library. Each Township also pays the Lanark Highlands Library money to help support the people who use the library and live in either Drummond/North Elmsley or Tay Valley. The Perth & District Union Library board sent a letter to each partner stating that everyone should be applying for their own grant. Once amalgamation occurred these historical agreements became null and void. The issue is that the Township of Lanark Highlands does not support its own library to the same financial extent as Perth, Tay Valley and Drummond/North Elmsley.

In 2012, the collective partners of the Perth & District Union Library paid approximately \$25 per capita to support the operation of the Perth Library yet Lanark Highlands pays less than \$10 to support their own library. There was general discussion regarding whether this is a DNE issue as DNE is already paying approximately \$3,800 to the Lanark Highlands Library to support our own residents.

MOTION #COW-14-249 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Gail Code

THAT the Committee of the Whole recommends that Council support the Perth & District Library Board decision to eliminate the payment of the provincial grant to the other library boards.

ADOPTED

MOTION #COW-14-250 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Ray Scissons

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the November 4, 2014 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 PUBLIC WORKS

a) Report of the Public Works Assistant – Verbal Update
 Bob Moore gave a verbal update on the following items:

- 2008 Ambulance - has been received from Lanark Ambulance Service and has gone for a safety check
- West Shore Drive – this has been completed
- Thompson Side Road – all issues have been cleared up
- Landfill leachate - initiated the actions requested by the MOE May Inspection Report on the landfill instructing us to decrease the amount of visible leachate

b) Report of the Public Works Assistant – McCreary’s Reduction in Landfill Fees
 Bob Moore provided Council with an update regarding a request from McCreary’s Beach Resort for a reduction in the tipping fees for demolition materials. Bob Moore reported that staff recommend a one-time tipping fee reduction for the demolition material of four cottages. He reported that having a large volume of waste being received at once would help with the infill requirements to reduce leachate infiltration. Council did not accept the recommendation and the following motion was adopted.

MOTION #COW-14-251 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Peter Wagland

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL, THAT Council uphold the current tipping fees at the landfill site for the McCreary’s Beach demolition materials.

ADOPTED

7.2 COMMUNITY DEVELOPMENT

- a) Report of the Planner – Dixon Site Plan

The Planner provided an update on a proposed site plan control agreement with A. Dixon to allow for the construction and addition of a 1,073 square foot two bay storage garage to the existing commercial building. Council accepted the recommendation of the Planner to proceed with the agreement once all conditions requested by MTO have been met and feedback has been received from RVCA.

Action Item: Direction given to staff to prepare and bring forward a Site Plan Control By-law to Council for approval once it has been approved by MTO and RVCA.

7.3 CORPORATE SERVICES

- a) Report of the Treasurer – Financial Summary – Third Quarter
Council receives the Financial Summary report as information.

- b) Report of the Treasurer – 5N Site Funds

The Treasurer provided an update on the sale of the former 5N property which was sold by tender to 2218737 for \$430,000. The Treasurer recommended that the Township’s contribution of approximately \$57,000 be put into reserves for the waste site. Council accepted the recommendation of the Treasurer and the following motion was passed:

MOTION #COW-14-252 (Verbal)

MOVED BY: Peter Wagland

SECONDED BY: Gail Code

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL, THAT Council authorize staff to transfer the proceeds from the 5N site into reserves for the Environment.

ADOPTED

- c) Report of the Treasurer – Impact of OPP Billing on Tax Bill

The Treasurer reviewed options for communicating and implementing the cost of police services to Drummond/North Elmsley residents. She reported that policing costs will be based on taxable assessment. She also reviewed the property counts used in the OPP billing model as well as definitions of property counts. The Treasurer recommended creating separate tax rates on the property tax bills to show policing costs. Council accepted the recommendation of the Treasurer and the following motion was adopted:

MOTION #COW-14-253 (Verbal)

MOVED BY: Gail Code

SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL, THAT Council authorize the creation of separate tax rates for the purpose of showing policing costs on property tax bills.

ADOPTED

7.4 COMMUNITY SERVICES – No reports

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve – No Reports

b) Report from Fire Board – No reports

c) Report from Library Board

Highlights from October 20, 2014 Meeting – Peter Wagland

- D/NE circulation increased by 7.3%.
- E-book downloads, website visits and people entering the library has increased.
- Target date of January 1, 2015 set for relocation to Old Fire Hall/Inge-Va House
- Draft budget being finalized.
- Need to appoint strong new members to the board – losing a lot of corporate history.
- Next meetings:
 - Property Committee November 7, 2014
 - Policy Committee November 10, 2014
 - Board Meeting November 17, 2014 (final)
 - Board Dinner November 28, 2014

d) Report from CA's

Highlights from RVCA Board of Directors Meeting – Ray Scissons, October 23, 2014

- Otty Lake Fish Habitat Enhancement Program – bass spawning beds are active
- Draft 2015 Budget – staff draft budget came in at 3.8% but they will review to bring the percentage down to approximately 2%

Highlights from MVCA Board of Directors Meeting Minutes – Gail Code, October 15, 2014

- September 17 - staff were directed to draft a policy to address fees for submission under the Municipal Freedom of Information and Protection of Privacy Act. Staff are using the City of Ottawa's policy to generate their own policy.
- All draw downs in the watershed have commenced except Mazinaw Lake which will begin the first week of November. All current watershed conditions are normal.
- Received a presentation on the effectiveness of the Wiski-Soda software on water management in the MVCA watershed.
- Next meeting November 12, 2014 for the Finance and Administration Advisory Committee.

e) Report from Members of Committee – No Reports

8. CLOSED SESSION – None

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS - None

11. ADJOURNMENT

MOTION #COW-14-254 (Verbal)

MOVED BY: Ray Scissons

SECONDED BY: Gail Code

THAT the Committee of the Whole stand adjourned at 3:42 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



Township of Drummond/North Elmsley

Councillor Communications List

#20 Committee of the Whole

November 18, 2014

(Note: List only - the below noted documents emailed to you as a separate file)

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**TOWNSHIP OF DRUMMOND/NORTH ELMSLEY
COMMITTEE OF THE WHOLE**

November 18, 2014

Author: Karl Grenke, Planner

Re: Ireton/Balfour Development Agreement

1. **STAFF RECOMMENDATIONS:** That Council directs Staff to bring a Development Agreement By-law forward for approval and signing.
2. **PURPOSE:** To enter into a Development Agreement with Jim Ireton and Lillian Balfour to address site specific planning considerations with respect to their proposed six lots on Drummond Concession 7 and Drummond School Road. This agreement is a condition of Consent #s B13/089 to 094.
3. **BACKGROUND:** On August 11th, the Lanark County Land Division Committee provisionally approved a six lot severance application by Jim Ireton and Lillian Balfour for lands within the Drummond Centre hamlet. Township Staff had brought a report to the Committee of the Whole on June 17th introducing the application and reviewing the municipal planning report to the County. The most significant technical issue in the evaluation of this report was the status of the nearby waste site and the hydrological investigations required to demonstrate that the abandoned waste site would not encumber residential development 250 metres to the east. In this case the Township and County accepted the applicants' engineer's report that there should be no impacts and that adequate water quality and quantity could be demonstrated provided that certain best practices and construction standards were implemented through the well construction. These conditions would normally be implemented in a subdivision or development agreement that would have the effect of establishing some parameters for well drilling that future purchasers will be aware of. Additionally, some monitoring conditions for species at risk have also been included in the County's decision to address feedback from the Ministry of Natural Resources with respect to an EIS that was submitted. In the County's approval of the six lots, a development agreement between the Township and County was requested in order to implement these conditions. The applicants have been working with the Township over the last number of weeks to finalize that condition and the other conditions of the severance approval.
4. **CONCLUSION:** Subject to Council's direction, Staff will finalize a development agreement and bring forward an implementing by-law for the next Council meeting.

Recommended By:



**Name: Karl Grenke
Title: Planner**

Approved for Submission By:

**Name: Cindy Halcrow
Title: Clerk Administrator**

**Township of Drummond/North Elmsley
COMMITTEE OF THE WHOLE
Disposal of Surplus Vehicle
ADMINISTRATION REPORT #CA 2014-32
November 18, 2014**

1. **STAFF RECOMMENDATION: Direction**
THAT staff be directed to bring a by-law authorizing an agreement for the vehicle transfer to a future council meeting.

2. **PURPOSE:**
This report is to seek authorization to transfer a surplus vehicle to Rideau Ground Search and Rescue.

3. **BACKGROUND:**
Last month, Council approved the acquisition of a 2008 surplus ambulance to replace the 2003 ambulance used by Public Works as an equipment van. As part of the approval, staff was directed to see if another organization would be interested in the 2003 vehicle.

4. **DISCUSSION:**
Rick Hannah, County Emergency Management Coordinator, contacted the Rideau Ground Search and Rescue and they advised him that they would be interested in acquiring the old ambulance. They would be responsible for costs associated with the safety, any required repairs and vehicle transfer costs.

A copy of the agreement is appended to this report.

5. **FINANCIAL IMPLICATIONS:**
None

6. **SUMMARY:**
The Township does not require the vehicle and another non-profit organization will be able to use it for a community-wide benefit.

7. **ATTACHMENTS –**
 - Draft Agreement

Prepared and Recommended By:



Cindy Halcrow, Clerk Administrator

regarding emergency lights and markings prior to use;

- 3) The Recipient will mark the vehicle to denote that the vehicle was donated by the County and the Township.

IN WITNESS WHEREOF the parties have executed this Agreement this ____ day of _____, 2014.

ON BEHALF RIDEAU GROUND SEARCH AND RESCUE

XXXXX,

ON BEHALF OF THE COUNTY OF LANARK

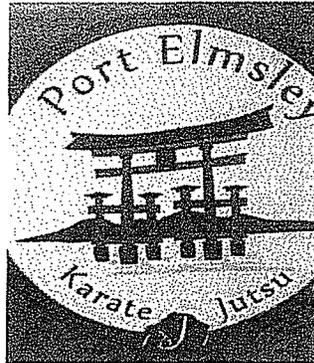
Richard Kidd, Warden

Kurt Greaves, CAO

ON BEHALF OF THE TOWNSHIP OF DRUMMOND / NORTH ELMSLEY

Aubrey Churchill, Reeve

Cindy Halcrow Clerk Administrator



September 29, 2014

Township of Drummond North Elmsley
Port Elmsley, Ontario

To Whom It May Concern:

RE: COMMUNITY HALL on Station Road

Please be advised that, should the Scouts no longer require the hall on Monday evenings from 5 – 9 pm, I would like to be able to rent it for that time.

The Karate club is receiving more children who are dealing with some with special needs and/or learning disabilities etc, it would be great to offer them a night where they can receive one on one instruction, without distractions of other students etc. This club is a huge asset to our community as many children/youth live in the area and are within a close commute to the hall.

Should you have any questions, I am available by cell at 613-285-0971

Thank you very much for your consideration.

Lisa Carroll
Port Elmsley Karate Jutsu

A handwritten signature in black ink, appearing to read "Lisa Carroll". The signature is fluid and cursive, written over the printed name.