



## #23 Minutes Meeting of December 16, 2014 Committee of The Whole

The Committee of the Whole met on Tuesday, December 16, 2014 at 2:00 p.m. at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

<b>Members Present:</b>	Aubrey Churchill	Reeve
	Gail Code	Deputy Reeve
	Steve Fournier	Councillor
	George Sachs	Councillor
	Ray Scissons	Councillor (Chair)
<b>Staff Present:</b>	Cindy Halcrow	Clerk Administrator
	Cathy Ryder	Deputy Clerk
	Karl Grenke	Planner
	Scott Cameron	Public Works Manager

### 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 December 9, 2014

**MOTION #COW-14-275 (Verbal)**

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

**THAT the Committee of the Whole** approves the minutes of the regular Committee of the Whole meeting held on December 9, 2014 as circulated.

**ADOPTED**

#### 3.2 Closed Session Minutes of December 9, 2014

**MOTION #COW-14-276 (Verbal)**

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

**THAT the Committee of the Whole** approves the minutes of the Closed Committee of the Whole meeting held on December 9, 2014 as circulated.

**ADOPTED**

#### 4. Approval of Agenda

**MOTION #COW-14-277** (Verbal)

**MOVED BY:** Gail Code  
**SECONDED BY:** George Sachs

**THAT the Committee of the Whole** approves the agenda for the December 16, 2014 meeting of the Committee, as amended.

**ADOPTED**

#### Amendments:

- Report of the Treasurer – Notice of Vesting (see Item 7.3)
- Closed Session – Solicitor Advice/Potential Litigation (see Item 8.1)

#### 5. Petitions/Delegations/Public Hearings

**5.1** 2:00 p.m. Perth & District Sports Hall of Fame – Tracy Zander, Maureen Pegg & John Gemmill

Tracy Zander made a presentation to Council to introduce the Sports Hall of Fame for Perth and District. The Committee consists of Tim Zander, Tracy Zander, Clark Theobald, John Gemmill, Jill Graff and Maureen Pegg. The Sports Hall of Fame's mandate is to preserve the sporting history of Perth & District by recognizing individuals and teams who have achieved prominence in their sport or have made a significant contribution to the development of sport in the local area. The Hall Committee was seeking support from the local municipalities (Perth, Tay Valley, Drummond/North Elmsley and Lanark Highlands). Council supported the Sports Hall of Fame in principle and the \$250.00 donation request will go to budget deliberations.

**Action Item:** Direction given to staff to add the donation request to budget deliberations.

#### 6. Communication/Correspondence

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

**MOTION #COW-14-278** (Verbal)

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

**THAT THE COMMITTEE OF THE WHOLE** receives the communication items for the December 16, 2014 as information.

**ADOPTED**

#### 7. Committee and Board Reports

**7.1 PUBLIC WORKS** – No Reports

#### **7.2 COMMUNITY DEVELOPMENT**

##### **a) Report of the Planner – Midland Electric Zoning Amendment**

The Planner provided an update on a zoning amendment to permit commercial storage in an accessory building on a rural lot on Ebert Side Road. The property is currently zoned Rural and the applicant proposes to build a 1,200 square foot garage on the property to allow for storage for his electrical business. The Planner reported that accommodating the proposal through a Rural-Special Exception Zone would be the best approach. Council accepted the recommendation of the

Planner with the following direction:

**Action Item:** Direction given to staff to prepare for a public hearing for the Reid zoning amendment application for the earliest available opportunity in January 2015.

**b) Report of the Planner – 2014 Minor Variance Report**

The Planner provided a status report on minor variance applications considered in 2014 by the Committee of the Adjustment with 19 minor variance applications received for 2014. The report was received as information.

**c) Report of the Planner – 2014 Severance Report**

The Planner provided a status report on severance applications for 2014 with 12 applications received in 2014. The report was received as information.

**d) Report of the Planner – Carson-Darou Official Plan & Zoning Amendment**

The Planner provided an update on a public meeting held on November 25, 2014 to consider an application for 212 Mary Miller Road to establish site specific policies to allow an additional lot severance to the property. The Planner reported that the County has final approval and their final decision is required before consideration of the zoning amendment. Council accepted the recommendation of the Planner with the following direction:

**Action Item:** Direction given to staff to prepare an implementing Official Plan amendment and to prepare an implementing Zoning By-law amendment upon final approval of the Official Plan Amendment.

### 7.3 CORPORATE SERVICES

**a) Report of the Clerk Administrator – Chain of Command**

The Clerk Administrator provided an overview of putting in place a chain of command process for when the Reeve or Deputy Reeve are absent during an emergency situation. The Committee accepted the recommendation with the following amendment to the chain of command order:

Reeve Aubrey Churchill, Deputy Reeve Gail Code, Councillor Ray Scissons, Councillor George Sachs, Councillor Steve Fournier

**Action Item:** Direction given to staff to bring a Chain of Command By-law forward for review and passage at the December 16, 2014 Council meeting.

**b) Report of the Clerk Administrator – False Alarm By-law**

The Clerk Administrator provided an overview of the False Alarm By-law to impose a fee for police response to an unreasonable number of false alarm calls incurred by a person at a location. She also noted that the Township would be undertaking a public education campaign regarding the proper use of 9-1-1. Council accepted the recommendation of the Clerk Administrator to start in January 1, 2015.

**Action Item:** Direction given to bring forward in January 2015 and to review with other municipalities to see if their fee has reduced the number of calls.

**c) Report of the Treasurer – Notice of Vesting**

The Treasurer presented her report seeking approval to vest property into the Township's name

that was unsuccessful in the Tax Sale on July 9, 2014 and proportionately charge back the taxes owing to school board, county and Township before it could be vested. Council accepted the recommendation of the Treasurer and the following motion was presented:

**MOTION #COW-14-279 (Verbal)**

**MOVED BY: Gail Code**  
**SECONDED BY: George Sachs**

**THAT the Council of the Corporation of the Township of Drummond/North Elmsley** authorizes the registering of a Notice of Vesting within one month of Council approval for land described as PT LT 18 Con 9 North Elmsley N of Railway; Drummond/North Elmsley, Property identification Number 0532-0119(LT); and

**FURTHERMORE THAT** the property taxes be charged back to the school board, county and Township, it's proportionate share of the unpaid taxes on Roll Number 09 19 908 015 55505 000.

**ADOPTED**

## **7.4 COMMUNITY SERVICES**

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

#### **a) Report of Reeve**

The Reeve provided a verbal update on the inaugural meeting of County Council with the following appointments:

- Warden, Tay Valley Reeve Keith Kerr was acclaimed as Warden for 2015.
- Committee Chairpersons:
  - Corporate Services – Richard Kidd, Beckwith Reeve
  - Community Services – Sharon Mousseau, Beckwith Deputy Reeve
  - Economic Development – Bill Dobson, Montague Reeve
  - Public Works – Gail Code, Drummond/North Elmsley Deputy Reeve

**b) Report from Fire Board - No reports**

**c) Report from Library Board – No reports**

**d) Report from CA's – No Reports**

#### **e) Report from Members of Committee**

- Drug Strategy Meeting – Steve Fournier, December 10, 2014
  - Committee trying to get back on track and requested an annual donation of \$200

## **8. CLOSED SESSION**

### **8.1 Litigation or potential litigation – Marked Paintball**

**MOTION #COW-14-280 (Verbal)**

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

**THAT the Committee of the Whole** shall hereby hold closed session of Committee of the Whole at 2:53 p.m. to discuss a matter pertaining to Solicitor Advice.

**AND THAT** the Clerk Administrator, Deputy Clerk and Planner remain in the room.

**ADOPTED**

**MOTION #COW-14-281 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: George Sachs**

**THAT the Committee of the Whole** shall hereby return to regular session of the Committee of the Whole at 3:26 p.m.

**ADOPTED**

**RISE AND REPORT**

The Committee received information from the Township’s solicitor regarding a submission on court costs.

**Action Item:** Staff were directed to contact the applicant’s planner to discuss next steps. Staff were further directed to contact their municipal solicitor to discuss costs.

**9.1 Council and Committee of the Whole Meeting Dates and Times**

Council and staff reviewed options to change the Council and Committee of the Whole meeting dates and times. It was decided that the following changes be made to the existing dates and times:

Change the meeting day frequency from four times a month to two times a month. While there will still be four meetings a month, they will now occur on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month. The meetings will begin with Council at 5:00 p.m. and the Committee of the Whole will follow. These changes will occur once a public meeting has been held to update the procedure by-law

**Action Item:** Direction given to staff to proceed with a public meeting to update the Procedure By-law to reflect the above changes.

**9. New Business**

10.1 **Notice of Vesting** (see Item 7.3 c)

**10. Adjournment**

**MOTION #COW-14-282 (Verbal)**

**MOVED BY: Steve Fournier**  
**SECONDED BY: George Sachs**

**THAT the Committee of the Whole** stand adjourned at 3:34 p.m.

**ADOPTED**

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CHAIR

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CLERK ADMINISTRATOR