



#24 Minutes Meeting of December 8, 2015 Committee Of The Whole

The Committee of the Whole met on Tuesday, December 8, 2015 at 5:05 p.m. at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:	Aubrey Churchill Steve Fournier George Sachs Ray Scissons	Reeve Councillor (Chair) Councillor Councillor
Staff Present:	Cindy Halcrow Cathy Ryder Karl Grenke Shawn Merriman Linda Van Alstine Scott Cameron	Clerk Administrator Deputy Clerk Planner Chief Building Official Treasurer Public Works Manager
ABSENT	Gail Code	Deputy Reeve

1. Call to Order

The meeting was called to order at 5:05 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 November 24, 2015

MOTION #COW-15-174 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on November 24, 2015 as circulated.

ADOPTED

3.2 Closed Session Minutes of November 24, 2015

MOTION #COW-15-175 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the closed Committee of the Whole meeting held on November 24, 2015 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-15-176 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: George Sachs

THAT the Committee of the Whole approves the agenda for the December 8, 2015 meeting of the Committee, as presented.

ADOPTED

Note: Dealt with Items 7.1 a, b, c and 7.3 a, b, c at this point in the meeting.

5. Petitions/Delegations/Public Hearings

5.1 5:30 p.m. 2016 Proposed Budget Presentation

The Treasurer presented the Proposed 2016 Budget

- Policing costs – 5% on the overall budget
- Ontario Municipal Partnership Fund – increase of \$9,300
- Curbside Fees
- Capital Minor Projects – Wildlife road resurface treatment
- Capital Equipment – grader replacement in 2016
- Capital Bridges – Armstrong Road Bridge and Buttermilk Hill Bridge
- Capital Road Projects – Coutt’s Bay Road reconstruction
- Facilities – Drummond Salt Shed
- Reserves
- Tax Rates

Action Item: Direction given to staff to include information in the newsletter informing residents of possible increases due to policing costs and to bring back to the December 15, 2015 CoW for review.

6. Communication/Correspondence

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

#1 2016 Council Meeting Calendar and Chair Schedule

MOTION #COW-15-177 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THAT THE COMMITTEE OF THE WHOLE RECOMMENDS
THAT Council accepts the 2016 Council Meeting and Chair Schedule.

Adopted

Items 4, 5 and 6 Donation Requests – send letters advising that the budget has been set for 2016.

Action Item: Direction given to staff to shade February 23rd, June 3 and 4th.

MOTION #COW-15-178 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the December 8, 2015 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT PUBLIC WORKS

a) Report of the Planner – Myke/Watson Development Agreement

The Planner briefly reviewed his report regarding entering into a development agreement with Frank Myke and Donna Watson for three new lots at the corner of Baptist Church Side Road. The Planner reported that one of the conditions was that the applicants enter into a development agreement with the Township to implement recommendations of a hydrogeological study to address well and septic design. Council accepted the recommendation of the Planner with the following direction:

Action Item: Direction given to staff to prepare a development agreement and bring forward for review and passage at the next Council meeting.

b) Report of the Planner – Roberts Zoning Amendment

The Planner reviewed his recommendations in his report regarding the size of the proposed accessory garage from the original proposal of 4,521 square feet to 3,000 square feet. He asked Council to evaluate whether or not a structure of this size would be appropriate on the property. The Planner presented three options for Council to consider:

1. Approve the application as submitted.
2. Approve the application with modifications to reduce the size to 3,000 square feet
3. Deny the application

Reeve Churchill stated that he would support the original proposal due to its location at the back of the property and the minimal residential impact. Councillor Sachs stated that he supported the original proposal. Councillor Scissons stated that he had no issue with the original proposal and would support the original application. Council agreed to Option 1 – approve the application as submitted

Action Item: Direction given to staff to bring forward a by-law for review and passage at the next Council meeting.

c) Report of the Chief Building Official

The CBO provided a summary of the building activities up to November 30, 2015; total number of building permits = 149 anticipate 175 by year end, total inspections = 736. The report was received as information.

7.2 PUBLIC WORKS – No Reports

7.3 CORPORATE SERVICES

- a) Report of the Deputy Clerk – Bill 8 Accountably and Transparency Measures Act
The Deputy Clerk briefly reviewed her report with Council with respect to the changes in Bill 8 – Accountably and Transparency Measures Act. She reported that of the 11 schedules of the Act, only Schedules 6 (*Municipal Freedom on Information and Privacy Act*) and 9 (*The Ombudsman Act*) have an impact to the Township at this time.

Changes to the *Municipal Freedom on Information and Privacy Act* included: Individuals who are responsible for managing records can be found personally liable for offences related to the willful concealment, alteration or destruction of corporate records with a maximum fine of \$5,000.00.

Changes to the *The Ombudsman Act* included: Bill 8 extends the jurisdiction of the Provincial Ombudsman to include the municipal sector; the Provincial Ombudsman will by default become the ombudsman for municipalities if they do not appoint their own municipal Ombudsman.

The Deputy Clerk recommended that Council not exercise its authority to appoint a municipal ombudsman and to default to the Province for an Ombudsman. Council accepted the recommendation of the Deputy Clerk.

b) Report of the Clerk Administrator – 2016 Council Remuneration

The Clerk Administrator reviewed the Council salary increases for 2016 which are as follows:

	2016	2015
Reeve	\$22,467.17	\$22,244.72
Deputy-Reeve	\$16,308.83	\$16,147.36
Councillor	\$13,812.13	\$13,675.38

Action Item: Direction given to staff to bring a by-law forward for review and passage at the next Council meeting.

c) Report of the Clerk Administrator – Accessibility Plan Update

The Clerk Administrator provided a review on accessibility achievements in 2015 stating that commitments and strategies for 2015 have been completed with the exception of the Removal of Barriers as the future of the Port Elmsley Hall has not been finalized. Accessibility issues include the front door, ramp not built to standards, washrooms, bottom floor not accessible. There was general discussion

regarding the Port Elmsley Hall and costs to make it completely accessible. Options for the hall were reviewed such as completing an energy audit, multi-use partnership for the existing renter, possibility of building a new hall with grant funding. Reeve Churchill reported that it will cost approximately \$200,000. Councillor Fournier requested a tour of the building. The Clerk Administrator will bring a report back to Council at a future meeting for discussion. The Accessibility Plan was accepted and the following motion was passed:

MOTION #COW-15-179 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THAT THE COMMITTEE OF THE WHOLE RECOMMENDS
THAT Council receives the annual update of the Township's Accessibility Plan.

ADOPTED

7.4 COMMUNITY SERVICES – No Reports

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve

The Reeve provided a verbal update on the following items:

- Nov. 5/2015 Attended Rideau Canal Landscape Strategy committee meeting in Chaffey's Locks
- Nov. 6/2015 Regular weekly meeting with Clerk Administrator
- Nov. 11/2015 Attended the Legion Remembrance Day Service at the GWM Hospital Perth
- Nov. 12/2015 Had a meeting in office to discuss the Port Elmsley Hall, with Karate Club
- Nov. 16/2015 Attended the Library Budget presentation in Perth
- Nov. 17/2015 D/NE Budget Day
- Nov. 20/2015 Regular weekly meeting with Clerk Administrator
- Nov. 20/2015 Attended Lanark County Warden's Banquet
- Nov. 27/2015 Regular weekly meeting with Clerk Administrator

b) Report from Fire Board – Ray Scissons meeting Monday, December 7, 2015

- Received a financial update - on target
- Report on recruitment of volunteer fire firefighters
- Next meeting February 8, 2016

c) Report from Library Board – No reports

d) Report from CA's

Rideau Valley Conservation Authority – Ray Scissons November 26, 2015

- Expenditure and revenue report
- 2016 draft budget report
- Review of 2016 fee schedules for planning advisory and regulatory services programs

- Review of completed projects in conjunction with the City of Ottawa = Haggart and Motts Mill Dam

e) **Report from Members of Committee – No Reports**

8. Closed Session – None

9. Unfinished Business - None.

10. New Business - None.

11. Adjournment

MOTION #COW-15-180 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole stand adjourned at 5:58 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR