



## #4 Minutes Meeting of February 17, 2015 Committee Of The Whole

The Committee of the Whole met on Tuesday, February 17, 2015 at 5:06 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 (Chair)
	George Sachs	Councillor
	Ray Scissons	Councillor
<b>Staff Present:</b>	Cindy Halcrow	Clerk Administrator
	Cathy Ryder	Deputy Clerk
	Karl Grenke	Planner
	Scott Cameron	Public Works Manager
	Shawn Merriman	Chief Building Officer

### 1. Call to Order

The meeting was called to order at 5:06 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 February 3, 2015

**MOTION #COW-15-032 (Verbal)**

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

**THAT the Committee of the Whole** approves the minutes of the Regular Committee of the Whole meeting held on February 3, 2015 as circulated.

**ADOPTED**

#### 3.2 Closed Session Minutes (8.1) of February 3, 2015

**MOTION #COW-15-033 (Verbal)**

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

**THAT the Committee of the Whole** approves the minutes of the Closed Session (8.1) of the

Committee of the Whole meeting held on February 3, 2015 as circulated.

**ADOPTED**

**3.3 Closed Session Minutes (8.2) of February 3, 2015**

**MOTION #COW-15-034 (Verbal)**

**MOVED BY: Ray Scissons**  
**SECONDED BY: George Sachs**

**THAT the Committee of the Whole** approves the minutes of the Closed Session (8.2) of the Committee of the Whole meeting held on February 3, 2015 as circulated.

**ADOPTED**

**4. Approval of Agenda**

**MOTION #COW-15-035 (Verbal)**

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

**THAT the Committee of the Whole** approves the agenda for the February 17, 2015 meeting of the Committee, as presented.

**ADOPTED**

**5. Petitions/Delegations/Public Hearings - None**

**6. Communication/Correspondence**

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

**MOTION #COW-15-036 (Verbal)**

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

**THAT THE COMMITTEE OF THE WHOLE** receives the communication items for the Tuesday, February 17, 2015 Committee of the Whole as information.

**ADOPTED**

**7. Committee and Board Reports**

**7.1 PUBLIC WORKS**

- a) Report of the Public Works Manager  
The Public Works Manager provided an update on the tender for the reconstruction of Drummond School Road. He reported that eight bids were received and that Crains’ Construction Ltd. was the lowest bid for the project. The Committee accepted the recommendation of the Public Works Manager and the following motion was adopted:

**MOTION #COW-15-037 (Verbal)**

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

**THE COMMITTEE OF THE WHOLE RECOMMENDS,**  
**THAT** Council accepts the tendered price from Crains' Construction Ltd. of \$639,979.50 (plus applicable taxes) for the Drummond School Road Reconstruction Tender 2015-01 and;

**FURTHERMORE THAT the Council of the Township of Drummond/North Elmsley** gives the Reeve and Clerk Administrator the authority to sign all pertinent documentation with Crains' Construction Ltd. for the Drummond School Road Reconstruction Tender 2015-01.

**ADOPTED**

## **7.2 COMMUNITY DEVELOPMENT**

- a) Report of the Planner – Lantern Donation for the 200<sup>th</sup> Anniversary  
The Planner provided an update to the Committee regarding the donation of a lantern from the Perth & District Historical Society. The Society donated lanterns to the local municipalities asking them to display these lanterns during 2015 in support of the 200<sup>th</sup> Anniversary.
- b) Report of the Planner – McCreary's Beach Site Plan  
The Planner provided an update on entering into a site plan control agreement with McCreary's Beach Resort to accommodate the redevelopment of the site. The Planner presented the draft agreement and noted it recognizes the existing development and the evolution of the property as trailers have been replaced by park model homes. The Committee accepted the recommendation of the Planner with the following direction:

**Action Item:** Direction given to staff to bring a Site Plan Control By-law forward for review and passage at the next future Council meeting.

- c) Report of the CBO – Building Activity Report  
The CBO provided the Committee with an overview of building related activities for 2014. He noted that there were 191 building permits issued and that 1153 inspections were completed. The CBO suggested amending the Development Charges By-law to change the four dates when fees increase to January of the same year.

**Action Item:** Direction given to staff to proceed with adjusting the date by reviewing the process and presenting it to the Committee.

- d) Report of the CBO – Building Contract for Services – K. McRae  
The CBO provided the Committee with an update regarding retaining K. McRae to provide casual building inspection services for the Township. He noted that incremental increases will occur as K. McRae becomes more qualified by the Ministry of Municipal Affairs. The committee accepted the recommendation of the CBO and the following motion was adopted:

**MOTION #COW-15-038** (Verbal)

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

**THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,  
THAT Council authorizes a contract with Kyle McRae, for casual building inspection services.**

**ADOPTED**

**7.3 CORPORATE SERVICES – No Reports**

**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 – George Sachs**

- Elizabeth Goldman, CEO has resigned as of March 6, 2015
- Hiring committee has been selected to seek new CEO
- Emergency meeting has been called for February 18<sup>th</sup> to appoint an interim CEO
- Looking at possibly rfid'ing library books to increase
- In April there will be a volunteer tea plus a celebration for the Angus Mowat Award of Excellence

**d) Report from CA's – No reports**

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

**8. Closed session - None**

**9. Unfinished Business - None**

**10. New Business - None**

**11. Adjournment**

**MOTION #COW-15-039 (Verbal)**

**MOVED BY: Aubrey Churchill**

**SECONDED BY: Ray Scissons**

**THAT the Committee of the Whole stand adjourned at 5:50 p.m.**

**ADOPTED**

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CHAIR

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DEPUTY CLERK