



#7 Minutes Meeting of March 27, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, March 27, 2018 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:

Aubrey Churchill
Gail Code
Steve Fournier
George Sachs
Ray Scissons

Reeve
Deputy Reeve
Councillor
Councillor (Chair)
Councillor

Staff Present:

Cindy Halcrow
Cathy Ryder
Karl Grenke
Peter Echlin

Clerk Administrator
Deputy Clerk
Planner
Chief Building Official

1. Call to Order

The meeting was called to order at 5:07 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 Special Purpose Meeting Minutes of March 7, 2018 – Site Visit Drummond Concession 10 & 11

MOTION #COW-18-43 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole approves the minutes of the special purpose meeting of the Committee of the Whole held on March 7, 2018 as circulated.

ADOPTED

3.2 Regular Session Minutes of March 13, 2018

MOTION #COW-18-44 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Gail Code

THAT the Committee of the Whole approves the minutes of the regular Committee of the

Whole meeting held on March 13, 2018 as circulated.

ADOPTED

3.3 Closed Session Minutes of March 13, 2018 – Land Acquisition – Landfill Buffer Lands

MOTION #COW-18-45 (Verbal)

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

THAT the Committee of the Whole approves the closed session minutes of the Committee of the Whole meeting held on March 13, 2018 as circulated.

ADOPTED

3.4 Closed Session Minutes of March 13, 2018 – Personal matters about an identifiable individual – Municipal Employee

MOTION #COW-18-46 (Verbal)

**MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier**

THAT the Committee of the Whole approves the closed session minutes of the Committee of the Whole meeting held on March 13, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-47 (Verbal)

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

THAT the Committee of the Whole approves the agenda for the March 27, 2018 meeting of the Committee of the Whole, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 5:10 p.m.: Len Dickinson Eastern Ontario Young Hunter Collaboration

Mr. Dickinson provided an overview of the youth hunter education program to expose youth to hunting and outdoor experiences. Youth participate in a 20 hour workshop consisting of the Ontario Hunter Education Program and the Canadian Firearms Safety Course which provides education on firearm safety; trap shooting, bird hunting with dogs, goose hunt. The program aims to give youth a better hunting experience, show youth the adventure of hunting and promote safe hunting. The Committee supported the program through a sponsorship donation and the following motion was adopted:

MOTION #COW-18-48 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves a \$500 sponsorship donation to Eastern Ontario Youth Hunting Collaborative.

ADOPTED

6. Communication/Correspondence

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

MOTION #COW-18-49 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE receives the communication items for the March 27, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Planner – Pearen Zoning Amendment

The Planner provided an update on the Pearen application to rezone property from Rural to a Multiple Residential-Special Exception Zone to allow a 575 square foot accessory dwelling, garden suite as a permanent use at 1057 Rideau Ferry Road. The garden suite was approved in 2002 as a temporary use and has since expired. Ms. Pearen would like to retain the accessory dwelling on the property as a permanent use. The Zoning By-law does not permit two dwellings on a lot and therefore the zoning would need to be amended to multiple residential-Special Exception. The Planner recommended proceeding to a public meeting to receive feedback from neighbours.

Action Item: Direction given to staff to proceed to a public meeting.

b) Report of the Planner – Smith/Zeidan Zoning Amendment

The Planner provided an update on the Smith/Zeidan severance application which splits the Smith lot to allow for a functional lot addition to the existing Zeidan lot, the parcels are separated from the main Smith and Zeidan cottages by a road allowance and the back lots could be potentially sold separately. In order to comply with the Official Plan, two zoning amendments are required to rezone Zeidan lot addition from Rural to Limited Services Residential Special Exception and rezone the Smith retained lot from Rural to different Limited Services Residential Special Exception. The Planner recommended proceeding to a public meeting to receive feed from neighbours.

Action Item: Direction given to staff to proceed to a public meeting.

c) Report of the Planner – Coutts Bay Road Closure

The Planner provided an update on the public meeting regarding a proposed road closure affecting 1,312 square metres of land forming apportion of the previously travelled Coutts Bay Road including a turning circle. If approved, the effect would be to transfer the lands as a lot addition to an adjacent landholding owned by John McLaughlin. In turn, the Township would acquire an additional 690 square metres of land from Mr. McLaughlin to serve as a new turning circle for municipal equipment. The Committee supported the road closure and the following motion was adopted.

MOTION #COW-18-50 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT staff prepare the following by-laws:

1. To closed, stop up and convey a portion of a municipal road allowance described as Part 1 of Plan 27R-2264 and Part 2 of Plan 27R-10943; AND
2. To assume an area of land described as Part 1 of Plan 27R-10943 into the municipal road network.

ADOPTED

d) Report of the Planner - Ramsden Zoning Amendment

The Planner provided up update regarding rezoning the Ramsden property at 1544 Drummond Concession 9A from Rural to Rural Special Exception to allow commercial storage and a workshop as additional permitted uses. The applicant is looking to construct a 1,200 square foot garage in the front yard for commercial storage and a vehicle workshop to accommodate his Kiwi Landscapes business. The Planner recommended proceeding to a public meeting to receive feed from neighbours.

Action Item: Direction given to staff to proceed to the public meeting.

e) Report of the Planner - Robertson Site Plan Agreement

The Planner provided an update on matters relating to lighting and paving relating to the site plan agreement for Rodger Robertson’s proposed 54 unit mobile home community on the south shore of Mississippi Lake. He presented options for Council to consider and there was discussion on the number of street lights required and amount of paving that would be required. The Committee were supportive of Mr. Robertson’s position from an economical perspective in that lighting and paving could be completed in phases with limited lighting at the intersections and that paving be completed at the accesses to his park with the rest being paved at the discretion of Mr. Robertson.

MOTION #COW-18-51 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council supports street lightening installation at the intersections of all access roads to Concession 7;

AND FURTHERMORE THAT the main access roads be paved at the intersections of Lakeridge Drive and Concession 7.

ADOPTED

Action Item: Direction given to staff to work out the specific details with the proponent.

ADOPTED

f) Report of the CBO – Residential Tenancies Act

The CBO provided an update regarding the Ministry of Housing Residential enforcement which downlaoaded enforcement of residential rental maintenance standard responsibilities to municipalities from the Ministry of Housing. The CBO presented two options: continue with the Provincial Maintenance Standards for rental units or create a minimum standard for all properties including residential, commercial and vacant properties. There was general discussion on the two options before the following motion was presented:

MOTION #COW-18-52 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves that the municipal enforcement of property maintenance standards for rental properties continue under the Ontario Regulation 517/06 under the Residential Tenancies Act.

ADOPTED

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES

a) Report of the Clerk Administrator – Drainage Superintendent Appointment

The Clerk Administrator provided an update on the appointment of a Drainage Superintendent. In 2009 Adam O'Connor of McIntosh Perry Consulting Engineers was appointed as the Drainage Superintendent for the Township. Mr. O'Connor recommended appointing Eldon Hutchings as he has recently completed the necessary training and received his designation. With the appointment of Mr. Hutchings, the Township will receive reduced rates for the service. Mr. O'Connor will continue to be involved in the drainage consultation process but the day-to-day tasks will be assigned to Mr. Hutchings. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-53 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports the appointment of Eldon Hutchings of McIntosh & Perry as the Township Drainage Superintendent for the purposes of the Drainage Act;

AND FUTHERMORE THAT staff be directed to bring a By-law forward to authorize the appointment of the Drainage Superintendent to a future Council meeting.

ADOPTED

b) Report of the Clerk Administrator – Main Streets Revitalization Initiative

The Clerk Administrator provided an update on the Main Streets Revitalization Initiative through AMO and was seeking authorization to enter into an agreement to receive funding. The Township will receive approximately \$44,520 for projects such as signage, streetscaping, marketing plan implementations and promotions. She reported that Rideau Ferry would be a good match for funding for projects such as murals, wifi, walkway improvements etc. She requested that if Council has other suggestions on how to allocate funding, to email her. The Committee accepted the recommendation and the following motion was presented:

MOTION #COW-18-54 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves of entering into a Main Streets Revitalization Initiative Agreement with the Association of Municipalities of Ontario;

AND FUTHERMORE THAT staff be directed to bring a By-law forward to authorize the agreement to a future Council meeting.

ADOPTED

c) Report of the Clerk Administrator – Local Improvements By-law Islandview Drive

The Clerk Administrator provided an update on Islandview Drive and was seeking approval to pass a local improvements by-law for the reconstruction of Islandview Drive. Islandview Drive is on private property and in order to resurface the road, 100% of the residents must enter into an agreement with the Township for funding of the project. Once the road has been reconstructed, the Township will pay the costs associated with the resurfacing and will pass a special charges by-law which will expense the road works to the property owners for a period of ten years for repayment. The Committee agreed to the 3% interest rate and accepted the recommendation and the following motion was presented:

MOTION #COW-18-55 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports the Local Improvement By-law for Islandview Drive to be paid by the property owners abutting Islandview Drive;

AND FURTHERMORE THAT the Reeve and Clerk Administrator are authorized to execute the Islandview Drive Reconstruction Local Improvements agreement locked in at 3% interest rate;

AND FURTHERMORE THAT staff are directed to bring the Local Improvements By-law forward to a future Council meeting.

ADOPTED

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve

The Reeve provided a verbal update on the following items:

- March 23 – Met with Tay Valley and the Town of Perth regarding the recreation agreement. Will provide an update on costs or increases in two weeks.

b) Report from Fire Board: No report.

c) Report from Library Board, George Sachs

- Changes to the advocacy plan, change priority order
- Next Board meeting April 16, Howard Allan will present the financial statement
- Next Policy meeting April 9
- Next Property meeting May 7
- Have not heard an official response from the Town of Perth regarding the Honeywell invoice

d) Report from CA's

Rideau Valley Conservation Authority, March 22, 2018, Ray Scissons

- Budget finalized, Howard Allen reviewed the financial report
- Hired a new Director of Finance

MVCA – Gail Code

- Received annual report
- Reviewed strategic priorities
- 50th Anniversary May 2, 2:00 – 5:00 p.m.
- Next Board of Directors meeting April 26
- Next Foundation AGM April 19

e) Report from Members of Committee

Environment Initiatives, March 20, George Sachs

- Draft collaborative plan to go to the County
- Flyer came out
- New recycling containers with lids have arrived
- Receiving good feedback from our facebook page

- Cathie Green put on slideshow at Drummond Central School
- Participating in a waste audit for 100 households
- Invited Council to participate in an annual pitch in day – dates and road to be determined. Staff will organize.
- Looking for more opportunities for disposing hazardous waste

8. CLOSED SESSION

8.1 Advice that is subject to Solicitor-Client Privilege Use of unopened road allowance Concession 10 & 11

MOTION #COW-18-56 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:40 p.m. to discuss advice that is subject to Solicitor-Client Privilege – Use of unopened road allowance – Drummond Concession 10 & 11;

AND THAT the Clerk Administrator, Public Works Manager and Deputy Clerk remain in the room.

ADOPTED

MOTION #COW-18-57 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 6:46 p.m.

ADOPTED

RISE AND REPORT

- Received as information.

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-58 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole stand adjourned at 6:48 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR