



#8 Minutes Meeting of April 25, 2017 Committee of The Whole

The Committee of the Whole met on Tuesday, April 25, 2017 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:

Aubrey Churchill	Reeve
Gail Code	Deputy Reeve
Steve Fournier	Councillor
George Sachs	Councillor
Ray Scissons	Councillor (Chair)

Staff Present:

Cindy Halcrow	Clerk Administrator
Cathy Ryder	Deputy Clerk
Shawn Merriman	Chief Building Official
Scott Cameron	Public Works Manager
Karl Grenke	Planner

1. Call to Order

The meeting was called to order at 5:08 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 April 11, 2017

MOTION #COW-17-062 (Verbal)

MOVED BY: Steve Fournier

SECONDED BY: George Sachs

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on April 11, 2017 as circulated.

ADOPTED

3.2 Closed Session Minutes of April 11, 2017

MOTION #COW-17-063 (Verbal)

MOVED BY: Gail Code

SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole approves the minutes of the closed Committee of the Whole meeting held on April 11, 2017 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-17-064 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: George Sachs

THAT the Committee of the Whole approves the agenda for the April 25, 2017 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 5:10 p.m. 200th Anniversary Plaque Presentation

Mary Stewart and Liz Theobald presented Council with a plaque in appreciation of hosting an event for the Settlers Trek 2016, commemorating Perth's 200th Anniversary.

5.2 5:20 p.m. 2016 Financial Statements – Howard Allan

Howard Allan provided a review of the 2016 consolidated financial statements. The information was received as information. He reported that the Township was in good financial shape.

5.3 5:36 p.m. Building Permit Fee Increases – Public Meeting

In Attendance: Shane Atkinson, Jose Antunes

Shawn Merriman, Chief Building Official presented the Building Permit Fee review. He explained how the building permit fee calculations are completed including both direct and indirect costs. The recommendation is 5 cents per square foot for the revised fee structure and provides for the annual CPI adjustment. He reported that the increases allow the Township to be cost competitive with an increase which does not have a significant impact on the average resident.

There were no comments from the audience and the public meeting ended at 5:51 p.m.

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

6. Communication/Correspondence

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

#12 Lanark County – 2017 Taxation Policy

There was discussion on revenue neutrality between the tax classes. Howard Allan provided a brief explanation on the tax ratios.

MOTION #COW-17-065 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the April 25, 2017 Committee of the Whole as information.

ADOPTED

Note: Dealt with Item 7.3 at this point in the meeting.

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Planner – Bain Minor Variance Appeal

The Planner provided an update of an appeal to the Committee of Adjustment's decision on a minor variance application for 117 Sunrise Lane, Curtis and Jennifer Bain. The variance proposed the removal of the existing single storey cottage and replacing it with a taller dwelling and replacing the existing garage with a larger garage. The Planner reported that the Rideau Valley Conservation Authority did not support the application because there was ample room on the property to relocate the rebuilt structure. The report was received as information.

Action Item: Direction given to staff to provide the Committee with an update as the appeal develops.

b) Report of the Planner – Forward Zoning Amendment

The Planner provided an update on the Forward Public Meeting held on March 28, 2017 and reviewed the next steps on the zoning amendment for the Town and Country RV to purchase a 14 acre lot owned by Michael and Margret Forward. The Committee accepted the recommendation of the Planner and the following motion was presented:

MOTION #COW-17-066 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council *approves the Forward zoning amendment application and rezones the subject property to Highway Commercial with a Holding provision. The holding provision would be lifted following the submission of a development plan and submission of the following:*

- 1. A Stormwater quality and quantity management plan;*
- 2. An Environmental Impact Study that, subsequent to the scoped Environmental Impact Statement prepared by Geofirma Engineering dated December 23, 2013, evaluates the impacts of the development on adjacent natural heritage features;*
- 3. A traffic impact study to determine the appropriate location of an access to the subject land relative to the specific commercial use(s) being proposed. The traffic study shall be accepted in writing by the Ministry of Transportation and implemented in an agreement between the Owner(s) and the Ministry that addresses appropriate improvements required relative to the location of the access and any improvements required to Highway 7 to accommodate the traffic generated by the proposed development. If the accepted traffic impact study determines that access to the subject lot is required to be relocated*

from the current shared access then a reciprocal access easement shall be obtained to ensure continued legal highway access to all affected properties;

4. *Any studies that may be required to demonstrate that the proposed development can be satisfactorily serviced and accommodated with no unacceptable impacts on ground water resources; and*
5. *Registration on Title of a Site Plan Agreement that implements the development standards for commercial development as outlined in the Official Plan and implements any of the required conditions relating to the preceding sections; and*

FURTHERMORE THAT Council directs staff to bring the Forward By-law forward for approval at the next Council meeting.

ADOPTED

c) Report of the Chief Building Official/Public Works Manager – Rideau Ferry Regatta

The CBO presented his report requesting Council's support for Township resources during the Rideau Ferry Regattas such as: Township trucks, staff time and resources, traffic control, etc. The Committee supported the recommendation and authorized the utilization of Township staff involvement and Township resources for the Rideau Ferry Regatta and the following motion was presented:

MOTION #COW-17-067 (Verbal)

MOVED BY: Gail Code
SECONDED BY: George Sachs

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports staff involvement and the use of Township resources for the Rideau Ferry Regatta.

ADOPTED

7.2 PUBLIC WORKS

a) Report of the Public Works Manager – Sale of 92 Dynapac Landfill Compactor

The Public Works Manager reported that the Dynapac did not receive any bids on GovDeals and was seeking approval to sell the Dynapac to Ewen Alexander for \$7,500. The Committee approved selling the Dynapac to Mr. Alexander and the following motion was presented:

MOTION #COW-17-068 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: George Sachs

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the sale of the 1992 Dynapac Landfill Compactor by way of a private sale to Mr. Ewen Alexander of Tatlock Ontario for the amount of \$7,500.

ADOPTED

b) Report of the Public Works Manager – LED Streetlights

The Public Works Manager provided an update on converting 112 streetlights within the Township to LED lighting. The conversion will reduce the annual hydro electrical and maintenance costs. He reported that while the street light conversion was not part of the 2017 budget, it was cost effective to start the project this year. The Committee accepted the recommendation and the following motion was presented:

MOTION #COW-17-069 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Gail Code

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council gives direction to the Manager of Public Works to proceed with a Public Tender to Supply and Install L.E.D. Street Lighting throughout the municipality to replace all existing High Pressure Sodium Street Lights, and

FURTHERMORE THAT Council approves that the funding source for the Street Light Upgrades to L.E.D. Illumination project be paid out of the Working Capital Reserve.

ADOPTED

7.3 CORPORATE SERVICES

a) Report of the Clerk Administrator – Petition for Drainage Works by Owners

The Public Works Manager reported that a petition for drainage works by owners was received from John and Geraldine Vanderspank. He also provided an update on the history of the location of the proposed drain and the properties that will be impacted. Monica Shade, McIntosh Perry, discussed the timelines and next steps that must happen before the drain is approved. The Committee supported the recommendation and the following motion was presented:

MOTION #COW-17-070 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: George Sachs

WHEREAS the Council of the Corporation of the Township of Drummond/North Elmsley has received a Petition for Drainage Works by Owners under Section 4 of the Drainage Act, from landowners of Lot 9, Concession 10, Township of Drummond/North Elmsley;

AND WHEREAS the validity of the Notice will ultimately be determined by the Council appointed engineer, it is of the opinion of the Drainage Superintendent that there are sufficient signatures on the Notice to satisfy conditions of the Drainage Act, should Council decide to proceed as recommended.”

AND WHEREAS under Section 5(1) of the Drainage Act, Council has considered the Notice.

THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Drummond/North Elmsley decides to proceed with the drainage works;

AND FURTHERMORE THAT notice of the petition and its decision be sent to each petitioner, the clerk of each local municipality that may be affected, and the conservation authority.

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:

- Lanark County Rodeo – Rick Patterson the Township’s Public Works employee came in 4th.
- #### **b) Report from Fire Board , April 20th Gail Code**
- Approved PTSD policy
 - Used Fire Department equipment donated to the Dominican, Mexico, St. Lucia
 - Arnprior Fire Trucks business has been bought out
 - Calls BBDE 59, South Sherbrooke 14
 - Fire ban still on
 - Fire Department will be at the Festival of Maples in Perth and will be displaying fire trucks and new side by side
- #### **c) Report from Library Board, April 24th George Sachs**
- Reviewed policy changes
 - Golf Tournament to support summer literacy on June 9th
 - Investing LED lighting in library and replacing furnaces and air conditioners
 - Next Board meeting – May 15th at 5:30
 - Next Policy meeting – June 12th at 5:30
 - Next Property meeting – May 8th at 6:00
- #### **d) Report from CA's, Mississippi Valley Conservation Authority, April 19th, Gail Code**
- Further discussion on wetlands
- #### **e) Report from Members of Committee: No Reports**

8. CLOSED SESSION

8.1 A proposed acquisition of real property by the municipality – Landfill

MOTION #COW-17-071 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:39 p.m. to discuss a proposed acquisition of real property by the municipality – Landfill.

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

ADOPTED

MOTION #COW-17-072 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 6:48 p.m.

ADOPTED

RISE AND REPORT

MOTION #COW-17-073 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council gives direction to the Manager of Public Works to initiate a “Request for Proposal” for consulting services to proceed with the Operational and Development Plan for Phase II of the Code Road Waste Site ECA #A451101, and

FURTHERMORE THAT Council approves that the funding source for the Operational and Development Plan for Phase II be paid out of the Waste Site Capital Reserve.

ADOPTED

The Public Works Manager reported an electrical fire on the landfill loader. The wiring harness was damaged and an insurance fire investigator will review later this week.

8.2 A proposed disposition of real property by the municipality – Port Elmsley Hall

MOTION #COW-17-074 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:59 p.m. to discuss a proposed disposition of real property by the municipality – Port Elmsley Hall

AND THAT the Clerk Administrator and Deputy Clerk remain in the room.

ADOPTED

MOTION #COW-17-075 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 7:10 p.m.

ADOPTED

RISE AND REPORT

MOTION #COW-17-076 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council does not accept any of the tenders submitted for the Port Elmsley lands and property and proceeds with listing the Port Elmsley property for sale by Brian Cavanagh, Royal LePage.

8.3 Personal matters about an identifiable municipal individual – CBO Update

MOTION #COW-17-077 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: George Sachs

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 7:11 p.m. to discuss personal matters about an identifiable municipal individual – CBO update.

AND THAT the Clerk Administrator and Deputy Clerk remain in the room.

ADOPTED

MOTION #COW-17-078 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 7:34 p.m.

ADOPTED

RISE AND REPORT

- The Committee received information relating to identifiable individuals.

Note: *Gail Code left the meeting at 7:34 p.m.*

9. Unfinished Business: None

10. New Business:

10.1 No Parking Ferguson's Falls – Verbal Update

The Clerk Administrator provided an update on the County of Lanark's proposal to not allow parking on the both sides of the road going into the Hamlet of Ferguson's Falls. The Committee were not in support of the no parking and presented the following motion:

MOTION #COW-17-079 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council does not support no parking on both sides of the road in Ferguson's Falls.

ADOPTED

10.2 Rideau Corridor Landscape Recognition Award Program

The Clerk Administrator reviewed the Rideau Corridor Landscape Award Program.

Action Item: Direction given to staff to submit two applications under the Award Program.

11. Adjournment

MOTION #COW-17-080 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Steve Fournier

THAT the Committee of the Whole stand adjourned at 7:36 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR