



#1 Minutes Meeting of January 9, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, January 9, 2018 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
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1. Call to Order

The meeting was called to order at 5:00 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 19, 2017

MOTION #COW-18-001 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: George Sachs

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on December 19, 2017 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-002 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Gail Code

THAT the Committee of the Whole approves the agenda for the January 9, 2018 meeting of the Committee, as amended:

Addition under Closed Session

8.1. Disposition of Land – one acre vacant lot on Station Road.

ADOPTED

5. Petitions/Delegations/Public Hearings - none

6. Communication/Correspondence

No items were pulled from the Communication package however the following correspondence was discussed:

#3. Ministry of Finance, Legal Cannabis. George Sachs wanted to know what the monetary impact to the Township would be. Staff will research and report back.

#5 MVCA 2018 Draft Budget – George Sachs wanted to know if MVCA spend a lot of time and resources on programming. Gail Code noted that they use a lot of summer students and the programs have been excellent.

#8. OPP Superintendent Bedard ROMA Meeting. George Sachs asked if anyone was going to ROMA and only Gail Code responded that she was.

MOTION #COW-18-003 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE receives the communication items for the January 9, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT – No reports.

7.2 PUBLIC WORKS

a) Report of the Public Works Manager - Roadside Mowing & Brushing Tractor

Scott Cameron reviewed his report on the results of the RFP for a tractor. He noted that all submissions were very close in scoring and it came down to the lowest cost which was Elliott's Farm Equipment. The proposal also provided for an upgrade to a Votec flail mower for an additional \$5,807. Council asked several questions and at the end of the discussion, passed the following motion:

MOTION #COW-18-004 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council accepts the bid from Elliott Farm Equipment Ltd. to purchase a Roadside Mowing & Brushing Tractor for \$168,182.53 (plus applicable taxes);

AND FURTHERMORE THAT Council approves that the additional funding required over the existing 2017 Budget funding of \$130,000 which will come from the Equipment Reserve.

ADOPTED

7.3 CORPORATE SERVICES

a) Report of the Clerk Administrator - One-Third Allowance

The Clerk Administrator reviewed her report on the one-third allowance for members of Council that has to be passed by by-law each term of Council. Council agreed with the report and passed the following motion:

MOTION #COW-18-005 (Verbal)

MOVED BY: Gail Code
SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council approve that one-third of the remuneration paid to the elected members of Council continue to be considered as expenses incident to the discharge of their duties as members of Council or a local board as per the provisions of subsection 283(7) of the Municipal Act, 2001;

AND FURTHERMORE that staff be directed to bring a by-law forward for passage.

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:

- He attended a meeting at the Township on January 4th with staff, Claudia Chowaniec, Valley Heartland and the County to discuss development on Claudia's property and in Rideau Ferry

b) Report from Fire Board – No Report

c) Report from Library Board – George Sachs

- Next meeting January 15th at 5:30 p.m.

d) Report from CA's

Mississippi Valley Conservation Authority – Gail Code

- AGM will be on February 21, 2018

Rideau Valley Conservation Authority – Ray Scissons

- AGM on January 25, 2018 at 6:30 p.m.

e) Report from Members of Committee - None

8. CLOSED SESSION

8.1. Disposition of Land – vacant one acre lot on Station Road

MOTION #COW-18-006 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: **Steve Fournier**

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 5:37 p.m. p.m. to discuss the disposition of municipal land – one acre vacant lot on Station Road;

AND THAT the Clerk Administrator remain in the room.

ADOPTED

MOTION #COW-18-007 (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 5:38 p.m.

ADOPTED

RISE AND REPORT

- Direction was given to the Clerk Administrator to proceed with a counter offer.

9. Unfinished Business: None

10. New Business

10.1 Street Lighting - Concession 1 & Highway 43 (George Sachs)

George Sachs mentioned that he received two complaints about the darkness of the intersection of Concession 1 and Highway 43. He suggested the Township develop a policy for installing street lights at major intersections.

Scott Cameron said he will price the cost to put a light at that location. Depending on if there is a pole at the site it could cost as much as \$10,000 which could be added to next year's capital budget. The lower energy costs with the LED lighting will make street lights more affordable in the future. The Township may be able to install a couple each year.

11. Adjournment

MOTION #COW-18-008 (Verbal)
MOVED BY: **George Sachs**
SECONDED BY: **Steve Fournier**

THAT the Committee of the Whole stand adjourned at 5:39 p.m.

ADOPTED

CHAIR

DEPUTY CLERK



#2 Minutes

Meeting of Tuesday, January 23, 2018

Committee of The Whole

The Committee of the Whole met on Tuesday, January 23, 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
Councillor (Chair)

Staff Present:

Cathy Ryder
Linda Van Alstine
Peter Echlin

Deputy Clerk
Treasurer
Chief Building Official

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 January 9, 2018

MOTION #COW-18-009 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on January 9, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of January 23, 2018

MOTION #COW-18-010 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: George Sachs

THAT the Committee of the Whole approves the minutes of the closed Committee of the Whole meeting held on January 9, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-011 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the agenda for the January 23, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings

6. Communication/Correspondence

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

MOTION #COW-18-012 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE receives the communication items for the January 23, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Chief Building Official – 2017 Year End Report

The CBO reviewed the 2017 Building Department activity. The report was received as information.

7.2 PUBLIC WORKS

7.3 CORPORATE SERVICES

a) Report of the Treasurer – 2017 Surplus Allocation

The Treasurer reviewed the transfers to reserves as a result of the 2017 year end surplus. The Committee accepted the recommendation and the following motion was presented:

MOTION #COW-18-013 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council approves the following transfers to reserves as a result of the 2017 year end surplus in the amount of \$397,350:

1. Technology Reserve \$ 25,000

2. Working Funds Reserves	\$ 64,000
3. Police Reserve	\$ 15,000
4. Environment Reserve	\$ 70,500
5. Facilities Reserve	\$166,666
6. Roads-Vehicle & Equipment Reserve	\$ 10,000
7. Capital & Construction Reserve	\$ 46,184
<u>Total</u>	<u>\$397,350</u>

ADOPTED

b) Report of the Clerk Administrator – Restricted Acts of Council

The Deputy Clerk reviewed the report regarding restricted acts of Council during the 2018 Election. The Committee accepted the recommendation to delegate authority to the Clerk Administrator from July 27, 2018 to December 3, 2018 to:

- a) Be the financial signing authority for expenditures, outside the current budget, exceeding \$50,000 and/or for the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal
- b) Be the authority to hire or remove any officer from/to employment with the Township of Drummond/North Elmsley.

MOTION #COW-18-014 (Verbal)

MOVED BY: Steve Fournier

SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council approves delegating authority to the Clerk Administrator from July 27, 2018 to December 3, 2018 for restricted acts of Council;

AND FURTHERMORE THAT staff be directed to prepare a by-law delegating authority to the Clerk Administrator.

ADOPTED

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve: None

b) Report from Fire Board, January 22, 2018 Ray Scissons

- Appointment of New Chair Fred Dobbie, Vice Chair Ray Scissons
- Recruitment training underway
- Total calls for BBD&E 119; South Sherbrooke 28

c) Report from Library Board, January 15, 2018 George Sachs

- working on draft programming plan
- waiting on invoice from the Town of Perth for the Honeywell project
- labour negotiations will begin in February
- next meeting February 26

d) Report from CA's

e) Report from Members of Committee,

Lanark County Economic Development, January 18, Steve Fournier

- Wrap-up meeting
- Councillor Fournier signed up for Transportation and Lanark County Trails

8. Closed Session: None

9. Unfinished Business: None

10. New Business

10.1 Hockey Eastern Ontario - \$250 Bursary Request

Reeve Churchill reviewed the bursary request from Hockey Eastern Ontario for the Community Hockey Hero program. There was discussion on how many Drummond/North Elmsley residents would be recipients of the bursary.

Action Item: Direction given to staff to investigate how many D/NE residents would be possible recipients of the bursary.

10.2 School Bus Parking in the Pines

The CBO provided an update on the school bus parking in the pines. There was discussion on the intent and permitted use of the by-law and whether school bus parking should be allowed in certain location. Council agreed to review the issue during the Comprehensive Zoning By-law review.

MOTION #COW-18-015 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council defer a decision on the parking of school buses in residential areas until the next Comprehensive Zoning By-law review.

ADOPTED

11. Adjournment

MOTION #COW-18-016 (Verbal)

MOVED BY:
SECONDED BY:

THAT the Committee of the Whole stand adjourned at 5:38 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#3 Minutes Meeting of February 13, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, February 13, 2018 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 (Chair)
	George Sachs	Councillor
	Ray Scissons	Councillor
Staff Present:	Cindy Halcrow	Clerk Administrator
	Cathy Ryder	Deputy Clerk
	Linda Van Alstine	Treasurer
	Karl Grenke	Planner
	Scott Cameron	Public Works Manager

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 member declared a pecuniary interest.

3. Minutes of Previous Meetings

3.1 Regular Session Minutes of January 23, 2018

MOTION #COW-18-017 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on January 23, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-018 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Gail Code

THAT the Committee of the Whole approves the agenda for the February 13, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings: None

6. Communication/Correspondence

The following items were pulled from the Communication package and voted on separately before the motion was adopted:

#1 AMO Policy – Fire Medic Protection

MOTION #COW-18-019 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council supports AMO's resolution regarding legislated protection from arbitrators imposing fire medic pilots or programs on unwilling municipalities.

ADOPTED

#10 Township of Norwich – Ontario Building Code Amendment

MOTION #COW-18-020 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Aubrey Churchill

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council supports the Township of Norwich's resolution regarding the Ontario Building Code Amendments.

ADOPTED

#11 Township of Montague – Police Services Act

Direction given to staff to draft a resolution to be included with the Township's written submission to the Standing Committee on Justice Policy concerning Bill 175, *Safer Ontario Act*, 2017 prior to March 1, 2018.

MOTION #COW-18-021 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Gail Code

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the February 13, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Planner – Mason Zoning Amendment

The Planner provided an update on the proposed zoning amendment to rezone the Mason property at 132 Elizabeth Drive in Rideau Ferry from Residential to Residential-

Special Exception to allow Marine Repair as a permitted use.

Action Item: Direction given to staff to schedule a public meeting for April 13, 2018 to consider the zoning amendment.

Note: Dealt with Item 9.1 at this point in the meeting.

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES

Reports of the Treasurer

a) FIN-02-2018 Year End Actual to Budget Reserves 2017

The Treasurer provided an update on the actual results of reserve activity for 2017. The report was received as information.

b) FIN-03-2018 Financial Summary 2017 Year End

The Treasurer reviewed her report requesting an extension of a capital works project to the purchase of a tractor with brushing unit, and provided a summary of the financial performance for the fourth quarter actual to budget.

MOTION #COW-18-022 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Gail Code

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council approve the extension of the 2017 Capital Works Program into 2018 Capital Works Program to include the purchase of a tractor and brushing unit budgeted for \$130,000 under account 01.30.336.6243 and that the funding for this project will come from the equipment reserve.

Adopted

c) FIN-04-2018 Development Charges Update

The Treasurer provided an update on services for which development charges have been collected, how the funds have been spent, what funds have been borrowed and how much interest was accrued. The report was received as information.

d) FIN-05-2018 Gas Tax Update

The Treasurer provided an update regarding projects for which the federal gas has been used in 2017. In 2017 \$166,860 was spent on the following projects: Buttermilk Hill Bridge, Armstrong Bridge, Tennyson Road and Stamford Drive. The report was received as information.

e) FIN-06-2018 Municipal Investments Update

The Treasurer provided an update on the Township's investments with BMO Nesbitt Burns for 2017. The report was received as information.

f) FIN-07-2018 Statement of the Treasurer

The Treasurer provided an update on remuneration and expenses paid to Council and

members of Boards and Committees appointed by Council for 2017. The report was received as information.

g) FIN-08-2018 Borrowing By-law

The Treasurer provided an update on revising the annual borrowing by-law for current and capital expenditures for 2018 for short term borrowing.

MOTION #COW-18-023 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council direct staff to bring a Borrowing By-law for Current and Capital Expenditures to the next Council meeting.

ADOPTED

h) FIN-09-2018 Budget Impacts per Ontario Regulation 284/09

The Treasurer provided an update on the necessary requirements of Ontario Regulation 284/09 which requires municipalities that have excluded expenses in their budgets to prepare a report detailing those excluded expenses and adopt the report by resolution.

MOTION #COW-18-024 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Aubrey Churchill

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council adopt Report #FIN-09-2018 Budget Impacts as per Ontario Regulation 284/09 respecting the 2018 budget.

ADOPTED

i) FIN-10-2018 Annual Statement of Building Permit Revenues and Expenses

The Treasurer provided an update on the 2017 building permit fees and related costs. The report was received as information.

j) FIN-11-2018 Ontario Community Infrastructure Fund Update

The Treasurer provided an update on the allocation of funds under the Ontario Community Infrastructure Fund formula allocation. The report was received as information.

7.4 COMMUNITY SERVICES: None

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve: No Reports

b) Report from Fire Board: No reports

c) Report from Library Board: No reports

d) Report from CA's

Rideau Valley Conservation Authority, Ray Scissons, January 25, 2018

- Election of Chair, Lyle Pederson, Vice-Chair, Peter Leenhouts, Ray Scissons elected to the executive.
- Goulbourn wetlands regulation revisited and was passed with 11 in favour and 10 opposed
- Tree purchases from Ferguson Tree Nursery extended one year
- Next meeting February 22, 2018

e) Report from Members of Committee: No reports

8. CLOSED SESSION: No closed sessions

9. Unfinished Business

a. Rodger Robertson – Past Due Tax Bill for Entrance

The Public Works Manager provided an update on how the entrance was installed by Crain's Construction. His recommendation was to re-allocate the costs to Crain's Construction for the balance owing for the culvert at Mr. Robertson's property. The Public Works Manager reported that Mr. Robertson's entrance will be paved in the spring. Mr. Robertson stated that he will apply and pay for an entrance permit.

MOTION #COW-18-025 (Verbal)

MOVED BY: Gail Code
SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council accept \$1,400 as final payment for the culvert installment;

AND FURTHERMORE THAT Crain's Construction be billed the outstanding amount \$675 plus GST;

AND FURTHERMORE THAT the Township will pave Rodger Robertson's driveway entrance;

AND FURTHERMORE THAT Rodger Robertson must pay for the entrance permit.

ADOPTED

b. Hockey Bursary Request

There was discussion on the bursary program and how it relates to local Township residents. Council agreed to support the one-time bursary donation of \$250 with Hockey Eastern Ontario matching the donation with \$250.

MOTION #COW-18-026 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council approve a one-time \$250 bursary donation to Hockey Eastern Ontario.

ADOPTED

10. New Business

11. Adjournment

MOTION #COW-18-027 (Verbal)

MOVED BY: Gail Code

SECONDED BY: Ray Scissons

THAT the Committee of the Whole stand adjourned at 6:05 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#4 Minutes Meeting of February 27, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, February 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 (Chair)
Councillor
Councillor

Staff Present:

Cindy Halcrow
Cathy Ryder
Scott Cameron

Clerk Administrator
Deputy Clerk
Public Works Manager

1. Call to Order

The meeting was called to order at 5:12 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 13, 2018

MOTION #COW-18-029 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on February 13, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-030 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

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

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 B. Fairchild – Road Allowance Conc. 10 & Conc. 11

Mr. Fairchild made a formal request to Council seeking permission to use the road allowance between Concession 10 and Concession 11, Drummond Ward. He was requesting usage of the road allowance to allow for public water access to his property. He stated that he would leave his vehicle at Tullis Lane and leave a small boat at a boat ramp at the river for his use. He would like access from public property as opposed to dealing with accessing via private property. He also mentioned that he cannot access his property from Hoddinott Road as it is a private road and he does not have permission to use it. He asked that if the public road allowance was not acceptable, if Council would agree to allow him to use the road allowance as a trail.

5.2 M. Murray - Road Allowance Conc. 10 & Conc. 11

Ms. Murray spoke to Council in opposition of allowing Mr. Fairchild to use the road allowance. She reported that the road allowance is quite steep and a vehicle would have to turn too sharply to travel past the edge of the built-up part of the road. She also had concerns regarding a turtle nesting site and suggested that a possible Environmental Assessment might be required. Her additional concerns were about damage to the river bank and vehicles turning around onto her property. She suggested that Mr. Fairchild could access his property either through Hoddinoot Road or Mackay line on the road allowance between Tay Valley and Drummond.

There was discussion on various options relating to the road allowance and Council agreed to defer a decision until staff arranged a site visit and reported back to Council.

Action Item: Direction given to staff to arrange a site visit of the property and to contact Mr. Fairchild, Ms. Murray to arrange a suitable time for Council to visit the property. Further direction was given for staff to inform Mr. Fairchild and Ms. Murray when this item will be back on the agenda for discussion.

6. Communication/Correspondence

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

MOTION #COW-18-131 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Aubrey Churchill

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

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT: None

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES

a) Report of the Deputy Clerk – 2018 Joint Compliance Audit Committee

The Deputy Clerk provided an update on the Joint Lanark County 2018 Election Compliance Audit Committee. Appointing a Compliance Audit Committee is mandatory to deal with complaints regarding election campaign financing. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-132 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council approve the Terms of Reference for the Joint Lanark County 2018 Election Compliance Audit Committee;

AND FURTHERMORE THAT staff be directed to bring a by-law forward for passage at the March 13, 2018 Council meeting.

ADOPTED

b) Report of the Deputy Clerk - Integrity Commissioner Appointment

The Deputy Clerk provided an update on the outcome of the joint RFP for an Integrity Commissioner for the Township. Seven submissions were reviewed and scored and Tony Fleming, Cunningham, Swan, Carty, Little & Bonham LLP was the proponent with the highest score. The Committee accepted the recommendation of and the following motion was adopted:

MOTION #COW-18-133 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council approve the appointment of Tony Fleming, Cunningham, Swan, Carty, Little & Bonham LLP as the Integrity Commissioner for the Township; and

THAT staff be directed to bring a by-law forward for passage at the next 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 item:

- Attended the Rideau Ferry Tourism Forum at the Township on February 23rd

b) Report from Fire Board: None

c) Report from Library Board

- Friends of Library bake sale raised \$2,300
- Library usage for DNE residents has increased

- Labour relations negotiation rescheduled to April 11
- Resignation from Tay Valley representative Jim Higginson
- Received a revised invoice from the Town of Perth for the Honeywell project – for an additional \$29,000 over what was agreed upon. The Library Board drafted a motion to dispute the charges as this amount was not part of the original invoice.
- Next meeting March 19 at 5:30 p.m.

d) Report from CA's

Rideau Valley Conservation Authority, February 23, Ray Scissons

- Britannia reduced flood risk
- New flood plan mapping for Hobbs Drain and Flowing Creek
- Revenue and expenditures report
- Next meeting March 22

Mississippi Valley Conservation Authority, February 21, Gail Code

- Approved budget
- New Chair, Duncan Abbott, Vice-Chair Janet Mason

e) Report from Members of Committee: None

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-134 (Verbal)
MOVED BY: Ray Scissons
SECONDED BY: Gail Code

THAT the Committee of the Whole stand adjourned at 6:15 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



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

The Committee of the Whole met on Tuesday, March 7, 2018 at Drummond Concession 10 & 11.

Members Present:

Aubrey Churchill
Steve Fournier
George Sachs
Ray Scissons

Reeve
Councillor
Councillor (Chair)
Councillor

Staff Present:

Scott Cameron

Public Works Manager

Absent:

Gail Code

Councillor

Members of the Public:

M. Murray, P. Krogh, B. Fairchild, S. McInnis, Mr. & Ms. Stan Lane

1. Call to Order

The meeting was called to order at 5:35 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. Unfinished Business

a. Unopened Road Allowance between Drummond Concession 10 & 11

The Committee met to gather information about the road allowance between Drummond Concession 10 and 11. The site visit provided an opportunity for members of Council and staff to inspect the unopened road allowance and hear the concerns of both M. Murray and B. Fairchild. There was general discussion on:

- Who would be allowed to use the Road Allowance
- Concern of turtle nesting
- Who would pay for fencing
- Would a dock be allowed
- Is parking allowed
- Concerns of tree cutting

No decisions were made at this meeting. Council will make their final decision after staff presents a full Report to Council at a later date.

4. Site visit concluded at 6:10 p.m.

CHAIR

SCOTT CAMERON



#6 Minutes Meeting of March 13, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, March 13, 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
Scott Cameron
Karl Grenke

Clerk Administrator
Deputy Clerk
Public Works Manager
Planner

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 February 27, 2018

MOTION #COW-18-33 (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 February 27, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-34 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the agenda for the March 13, 2018 meeting of the Committee, as presented.

ADOPTED

The Clerk Administrator noted that an email was received from J. Lane in opposition of the unopened road allowance on Concession 11 and Tullis Lane.

5. Petitions/Delegations/Public Hearings

5.1 5:10 p.m. McIntosh Perry – Code Road Landfill Annual Report

Jennifer Cavanagh gave the Committee an overview of the 2017 Annual Code Road Landfill report as well as discussing the summary and recommendations. It was noted that the site was inspected by the MOECC and there were no complaints or significant changes from last year. Overall the operations at the landfill were running smoothly.

MOTION #COW-18-35 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Gail Code

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council adopts the 2017 Annual Monitoring Report for the Code Road Waste Site prepared by McIntosh Perry Consulting Engineers Ltd.

ADOPTED

5.2 5:30 p.m. Coutts Bay Road – Proposed Road Closing Public Meeting

There were no members of the public signed in for the meeting.

At 5:30 p.m. the Chair asked Planner Karl Grenke to summarize the proposed road closure.

Mr. Grenke reported that this road closure proposal is tied to the process of the Township's reconstruction of Coutts Bay Road. He noted that a requirement was identified for an adequate turning circle at the end of the road; however there was not adequate space at the end of the current road. As such, the neighbouring property owner agreed to provide additional land at an earlier point on the road, which would be developed as part of the road rebuild. In turn, it was proposed that the Township close and convey the existing end of the Coutts Bay Road to that abutting owner. Mr. Grenke advised that prior to Council passing a by-law closing a portion of municipal road allowance; notice would need to be given to all abutting property owners.

Public Works Manager Scott Cameron noted that he had received calls from a number of residents in response to the notice and that the concerns expressed were of a more general municipal nature or related to property standards matters and not directly applicable to the proposed road closure.

The Chair asked the gallery if there were any public comments regarding the proposed road closure. There were none.

6. Communication/Correspondence

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

MOTION #COW-18-36 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Gail Code

THAT THE COMMITTEE OF THE WHOLE receives the communication items for the March 13, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Planner – Poonamalie Dam Road Closure

The Planner provided an update on the information received from Parks Canada regarding the Poonamalie Dam road closure. Parks Canada has requested the acquisition of this land to provide secure and permanent legal access to the dam. Acquiring the land will allow for preservation of the dam, improve access and facilitate regular maintenance and repairs. A small gravel road and a small parking lot will be constructed with a locked gate for the use of Parks Canada personnel. Construction will start in the fall of 2018 and be completed in December 2018. The Committee accepted the recommendation of the Planner with the following and gave the following direction:

Action Item: Direction given to staff to conclude an Agreement with Parks Canada regarding the closure and sale of lands described as Part 2 or Plan 27R-5710 and to prepare all necessary by-laws to complete the process.

b) Report of the Planner – Wilson Cartage Severances

The Planner provided an update on an application by Wilson Cartage Construction to sever three new lots, plus a parcel to be dedicated as a new municipal road allowance. The new road would connect with Drummond Conc. 12C and abut Phase 2 of the Wilson Creek Subdivision. Council supported this application but the County's Land Division has deferred a decision as their position is that the Township needs to support and approve the road and lots prior to being created. This means that the Township has to acquire this land as a road allowance before the County will approve the severances fronting on it. The Committee accepted the recommendation of the Planner and the following motion was adopted:

MOTION #COW-18-37 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council supports the Wilson Cartage consent applications as revised from September 14, 2017, and

FURTHERMORE THAT staff be directed to prepare and finalize a by-law to acquire the land constituting the road allowance.

ADOPTED

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES: None

7.4 COMMUNITY SERVICES: None

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve

The Reeve provided a verbal update on the following:

- Attended the 417 Rebuild Extension Information Session

b) Report from Fire Board: None

c) Report from Library Board

Library Property meeting, March 12, George Sachs

- New website beta testing
- Looking at changing payment policy to accept debit transactions
- Next Property meeting May 7
- Next Board meeting March 19

d) Report from CA's

Rideau Valley Conservation Authority, Ray Scissons

- Executive Committee meeting on March 14, with Howard Allan
- Next meeting March 22, 2018

Mississippi Valley Conservation Authority, Gail Code

- Next March 21, 2018

e) Report from Members of Committee

- Cindy Halcrow, Chamber of Commerce Annual General Meeting on March 21, 2018

8. CLOSED SESSION

8.1 Land Acquisition – Landfill Buffer Lands

MOTION #COW-18-38 (Verbal)

MOVED BY: Steve Fournier

SECONDED BY: Gail Code

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 5:53 p.m. to discuss land acquisition – Landfill Buffer Lands;

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

ADOPTED

MOTION #COW-18-39 (Verbal)

MOVED BY: Ray Scissons

SECONDED BY: Gail Code

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 6:15 p.m.

ADOPTED

RISE AND REPORT

- Direction given to staff with respect to the land negotiations.

8.2 Personal matters about an identifiable individual – Municipal Employee

MOTION #COW-18-40 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Ray Scissons

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:15 p.m. to discuss; personal matters about an identifiable individual – municipal employee;

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

ADOPTED

MOTION #COW-18-41 (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 6:33 p.m.

ADOPTED

RISE AND REPORT

Council receives the resignation of Karl Grenke with regret and wishes him all the best. The Planning Hiring Committee will consist of the Clerk Administrator, Reeve, Deputy Reeve and Peter Echlin.

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-42 (Verbal)
MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THAT the Committee of the Whole stand adjourned at 6:36 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#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 downloaded 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



#8 Minutes Meeting of April 10, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, April 10, 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 (Chair)
Councillor
Councillor
Councillor

Staff Present:

Cindy Halcrow
Cathy Ryder
Scott Cameron
Karl Grenke

Clerk Administrator
Deputy Clerk
Manager of Public Works
Planner

1. Call to Order

The meeting was called to order at 5:09 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 March 27, 2018

MOTION #COW-18-059 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on March 27, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of March 27, 2018

MOTION #COW-18-060 (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 March 27, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-061 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: George Sachs

THAT the Committee of the Whole approves the agenda for the April 10, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 5:10 p.m. Myrna Lee – Roadside Spraying

Myrna Lee made a presentation to Council regarding roadside spraying and the unknown impacts of the pesticide Clearview. She reported that the actual scientific study completed on Clearview was done by Dow Chemicals, the manufacturer of Clearview. Ms. Lee reviewed her concerns regarding the safety to human, animal, plant and water with the continued use of roadside spraying. She was asking Council to review the roadside spraying program as well as water testing before and after spraying. The Chair thanked Ms. Lee for her presentation.

5.2 5:30 p.m. Mason Zoning Amendment Public Meeting ZA-18-01 Chris and Liane Mason

Public (signed in): Cindy Rivington, Elizabeth Campbell, Chris Van Wingerden, Elaine Mason, Liane Mason, Adele Watson.

Call to Order

Deputy Reeve Code opened the meeting at 5:30 p.m.

Purpose of Meeting

Deputy Reeve Code advised that the purpose of the meeting is to consider a zoning amendment application under Section 34 of the Planning Act. She advised that the public meeting is the opportunity to provide any feedback in favour or in opposition to a proposed amendment and that the OMB may refuse to consider an appeal by someone who does not participate in the process.

Presentation

Deputy Reeve Code invited Township Planner Karl Grenke to summarize each application and report on the notification.

Planner's report and presentation

Mr. Grenke described the Mason application, noting that it applies to a roughly 1.25 acre lot that includes their parcel on Elizabeth Drive and a portion of neighbouring land they are in the process of acquiring, for the purpose of formalizing a marine repair facility on the property. This zoning amendment application is associated with a consent application that was provisionally

approved by Lanark County. As the severed, retained and enlarged lands are all zoned Residential, this application is required as a condition of the consent approval to ensure that the zoning matches the intended land use. The proposal seeks a Residential Special Exception Zone that allows “marine repair” as an additional permitted use, with a definition provided for that use. Mr. Grenke described the lot and summarized the notification.

Following the description of the application Mr. Grenke described the evaluation process for a zoning amendment application and the next steps. He noted that a decision would not be made this evening, a report and recommendation would follow at the next meeting. Council's decision can be appealed.

Public Hearing

Deputy Reeve Code described the hearing process and reminded the audience that comments do form part of the public record. He asked that comments be directed through the chair and advised that written comments can also be provided.

Presentations and Discussion

Deputy Reeve Code opened the floor for discussion on the application and asked if there were any members of the public who wish to speak to the application.

Chris Van Wingerden (135 Elizabeth Drive) lives across the street and is in favour of the application since it has no adverse effects on his property.

Adele Watson (1069 Rideau Ferry Road) objects to the application, noting that the site is not meant for commercial uses. She has concerns about traffic, given that she shares a driveway access to the site. She is also concerned about contamination from oil and battery acid on neighbouring wells and the nearby lake. She is concerned the application may impact property values and notes that this business has been operating for some time.

Elizabeth Campbell (131 Elizabeth Drive) has no complaints with the application, noting that it is a necessity in the area. She notes that the applicants have kept the site neat and tidy.

Elaine Mason (1065 Rideau Ferry Road) notes that the property is kept very tidy. She mentioned there are marinas all over the place so pollution should not be an issue.

Cindy Rivington (122 Elizabeth Drive) notes this process has been going on for a few years and there has never been an issue with the use.

Deputy Reeve Code asked if the applicants had any closing remarks regarding the application.

There was some discussion regarding an abutting property however Deputy Reeve Code advised the discussion can only concern the property subject to the application.

Chris Mason had no further comments, just noted he was trying to make a living.

Deputy Reeve Code asked if there were any questions by Council.

Councillor Fournier asked Mr. Grenke whether there were written comments from neighbours.

Mr. Grenke advised that he received two comments- one with concerns about traffic on Elizabeth Drive and one with concerns about potential commercial storage along Elizabeth Drive. He noted these comments would be published in the follow-up staff report to this application.

Councillor Fournier asked Mr. Grenke whether the zoning can restrict the size and location of the use.

Mr. Grenke advised that the application submitted just requested permission for the use, however Council can consider modifications to a potential approval to establish certain provisions. Zoning is an appropriate tool for that, and this can be considered.

Councillor Fournier asked Ms. Watson whether there were concerns in the past regarding this site.

There was some discussion about gates and general discussion about history.

Councillor Scissons noted they are good people and have been there for a while.

Deputy Reeve Code adjourned this portion of the public meeting at 5:50.

Closing Remarks

Deputy Reeve Code reminded the audience that any person wishing further notice of the decision regarding either application is asked to leave their full name and address on the sign-in sheet located on the table by the door prior to leaving the meeting.

6. Communication/Correspondence

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

MOTION #COW-18-062 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE receives the communication items for the April 10, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

7.2 PUBLIC WORKS

a) Report of the Public Works Manager Otty Lake Side Road Reconstruction
The Public Works Manager reviewed the tender results for the Otty Lake Side Road reconstruction. He reported that three bids were received and that Crain's Construction Ltd. was the lowest bid. He reported the project is a joint reconstruction venture with Tay Valley Township and that 90% funding was received from CIF Grant. Each Township's financial costs would be \$142,383 or 5% of the total costs. The Committee accepted the recommendation and the follow motion was adopted:

MOTION #COW-18-063 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council accepts the tendered price from Crains' Construction Ltd. of \$1,798,418.73 (including HST) for the Otty Lake Road Reconstruction Tender 2018-001; and.

FURTHERMORE THAT, Drummond/North Elmsley's portion of the funding, being \$142,383 be funded as follows:

\$50,000 from the 2017 OCIF – Formula Based Grant
\$50,000 from the 2018 OCIF – Formula Based Grant
\$42,383 from the Federal Gas Tax Reserve

AND FURTHERMORE THAT, Council authorize the Clerk Administrator to deal with any contract revisions, change orders or budget adjustments associated with this project, should the "Lame Duck" provisions contained within the *Municipal Elections Act* take effect while the project is in progress.

ADOPTED

Action Item: Direction given to staff to bring an update back to the Committee.

7.3 CORPORATE SERVICES

a) Report of the Deputy Clerk – Website RFP

The Deputy Clerk reviewed the RFP results for the Website Redesign. Six proposals were submitted and all were evaluated based on the costs for the website and the ongoing maintenance costs, municipal experience, the professionalism of the proposal, implementation schedule, suggestions and project methodology. TD Graham was the highest scoring proposal but it came in over budget by \$2,500 with the project costing \$19,500 and \$1,500 annually for maintenance. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-064 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council accepts and awards the Website Redesign RFP to TD Graham and Associates for \$19,500 plus HST.

ADOPTED

b) Report of the Clerk Administrator – Access to Unopened Road Allowance – B. Fairchild

The Clerk Administrator reviewed her staff report regarding Bob Fairchild's request to use an unopened road allowance. She reviewed three options for Council to consider; do nothing, wait for the judge's decision or amend the by-law. There was discussion on the three options and Council selected Option 3 to amend the by-law and allow Bob Fairchild to use the road allowance:

MOTION #COW-18-065 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council authorizes amending By-law # 2017-057 Use of Unopened Road Allowance with the addition of the following:

Notwithstanding anything contained in this By-Law, the Township may, on a case-by-case basis, permit new encroachments, structures or storage and vehicle travel and minor tree cutting, on a road allowance.

AND FURTHERMORE THAT staff be directed to bring the amended by-law and agreement to a future Council meeting for approval.

ADOPTED

c) Report of the Clerk Administrator – Municipal Gas Franchise Agreement
The Clerk Administrator reviewed her report regarding entering into the Municipal Gas Franchise Renewal Agreement which gives Enbridge the right to supply and distribute gas to the residents of the Township for the next twenty years.

MOTION #COW-18-066 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the Municipal Gas Franchise Renewal Agreement with Enbridge Gas Distribution Inc.;

AND FURTHERMORE THAT staff be directed to prepare a bylaw for passage to authorize the Reeve and Clerk Administrator to enter into this agreement.

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 28th attended Tender opening for Otty Lake Side Road
- March 29th attended CC's on the Rideau for Karl Grenke's farewell dinner
- April 7th attended the Great War Memorial Hospital Black Tie Bingo event

b) Report from Fire Board: No reports

c) Report from Library Board – George Sachs

- Little League Baseball registration at the library, gave away library cards

d) **Report from CA's:** No reports

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

8. CLOSED SESSION

8.1 Personal Matters about an Identifiable Individual Municipal Employee

MOTION #COW-18-067 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:40 p.m. to discuss personal matters about an identifiable individual - municipal employee;

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

ADOPTED

MOTION #COW-18-068 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 6:50 p.m.

ADOPTED

RISE AND REPORT

MOTION #COW-18-069 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council authorizes Employee #46 pay grid to remain in Level 5;

AND FURTHERMORE when Employee #46 vacates the position, the pay grid reverts back to Level 4 for this position.

ADOPTED

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-070 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Steve Fournier

THAT the Committee of the Whole stand adjourned at 6:52 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#9 Minutes Meeting of April 24, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, April 24, 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 (Chair)
Councillor
Councillor
Councillor

Staff Present:

Cindy Halcrow
Cathy Ryder
Karl Grenke
Pete Echlin
Linda Van Alstine

Clerk Administrator
Deputy Clerk
Planner
Chief Building Official
Treasurer

1. Call to Order

The meeting was called to order at 5:09 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 10, 2018

MOTION #COW-18-071 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on April 10, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of April 10, 2018

MOTION #COW-18-072 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the minutes of the closed session Committee of the Whole meeting held on April 10, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-073 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the agenda for the April 24, 2018 meeting of the Committee, as amended.

ADOPTED

Amendment:

10.2 Planning Services

5. Petitions/Delegations/Public Hearings

5.1 Facility Fee Increase Public Meeting

The Clerk Administrator opened the public meeting to review facility rental fees. As part of Council priorities for 2014-2018 the community halls were identified as an area for review. Hall rental revenues and expenses were reviewed as well as usage statistics. The public meeting was to receive feedback from the community on whether a rental fee increase would be feasible. The Chair invited members of the public to speak.

Comments from the Public:

Kara Symbolic, North Lanark Community Health Center, suggested a mandate which contributes to a healthy community in rural areas. Having a venue where people can congregate in an accessible way is really important.

Bonnie Allan, Second Line of Drummond Women's Institute - their group does not use the hall a lot but they do because it is difficult for the women to host their group in their homes. She was inquiring as how much the fee increase would be as they do not raise a lot of money and what they do raise goes back to the community.

Tom McEwen – since retiring, he uses Ferguson's Falls Hall quite a bit, attending fitness classes on a regular bases as well as booking the hall every two months for band practice. His wife has rented the hall for a day in June to put on a craft fair. He feels that rates are reasonable and would not object to a modest increase.

Deborah Ireton, Drummond Centre Literary Club and Drummond Centre Women's Institute stated that the groups use the hall due to accessibility, availability of a kitchen and the low rental fees. Money they raise as a group goes back into the community. The Women's Institute has been meeting there since 1913. They also hold their district group meetings at the hall. The Literary Club feel that they pay taxes in the Township and should not have to pay for renting the hall. A fee increase would not be beneficial at all.

Samantha Shaw, Samantha Dance Studio – the dance class has grown to 105 pupils. Most kids are older than 7 years and the studio is bringing people into the community where they are spending money. She is trying to keep her costs low because most of the kids are from the rural area. A large rental increase would have an impact on her ability to offer affordable recreation to kids in the area.

Comments from Council members:

Reeve Churchill stated the facility report was brought forward to receive community feedback. He supports all the groups renting the facility and did not support raising the rental fees.

Steve Fournier stated that he supports the groups and would rather see the kids enjoying the recreation. He did not support a fee increase.

George Sachs supported everyone but stated that it was diligent on Council's part to review the rental fees.

With no further questions the public meeting adjourned.

MOTION #COW-18-074 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council accepts the Facility Rental Fee report as information, and

FURTHERMORE THAT the Facility Rental Fees remains status quo with no increase.

ADOPTED

5.2 Howard Allan – Financial Statements

Howard Allan of the Auditing Firm of Allan & Partners LLP, provided a review of the 2017 consolidated financial statements. He reported that the Township was in good shape. The report was received as information.

Note: Deal with Item 8.1 Closed Session at this point in the meeting

5.3 Rodger Robertson – South Shores – MOE Approval Stormwater Management

Mr. Robertson reported that his property is high and dry and therefore low risk. He stated that he does not think MOE is asking the Township to take full responsibility for all the stormwater management but rather an endorsement that the Township is onboard. He reported that they are completing well water quality testing once a year and since there is no water on the property he cannot test water quality.

George Sachs inquired whether Mr. Robertson's engineer put his seal on the stormwater report. Mr. Robertson reported that he did and that his engineer is licensed and insured. Mr. Robertson stated that he does not know why one particular reviewer at MOE is requesting further endorsement from the Township when three others have given approval.

The Public Works Manager reported that the report was lacking in details such as runoff coefficient prior to development and after and how do they compare, increase of flow comparison.

Mr. Robertson said that he is finding this process difficult. The Public Works Manager said that he would like to meet with Mr. Robertson's engineer.

The Chair reported that Council has to be cautious and that they are looking after the interests of the residents in the future.

Action Item: Direction given to staff to meet with Mr. Robertson's engineer and bring a report back to Council for discussion.

Note: Reeve Churchill left the meeting at 6:00

6. Communication/Correspondence

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

Livestock Valuer – Resignation Stuart McIntosh

The Township received the resignation of Stuart McIntosh as Livestock Valuer with regrets.

Action Item: Direction given to staff to advertise for a livestock valuer.

MOTION #COW-18-075 (Verbal)

MOVED BY: Steve Fournier

SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the April 24, 2018 Committee of the Whole as information.

ADOPTED

Dealt with Item 7.3 a at this point

Dealt with Item 7.1 d following 7.3

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Planner – Mason Zoning Amendment

The Planner provided an update from the public meeting and feedback received and to consider next steps on the application to rezone the property Residential to Residential Special Exception to allow for a marine repair business at

MOTION #COW-18-076 (Verbal)

MOVED BY: Ray Scissons

SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves the Mason Zoning Application (ZA-18-01) to rezone the subject property from Residential to Residential Special Exception for the purposes of permitting "Marine Repair" and defining "Marine Repair" be modified to include the following additional provisions:

1. *Any repair and servicing shall occur within an accessory building that shall not exceed a gross floor area of 140 m² [That is the size of the Quonset hut]*

2. *There shall be no commercial activity or vehicle storage within 50 m of the front lot line (defined as the lot line abutting the municipally maintained portion of Elizabeth Drive) or 5 m of any side or rear lot line that abuts a residential use;*
3. *Subject to subsection (2), any outdoor storage and parking related to a commercial land use shall not exceed an area of 0.15 ha, exclusive of driveways.*
4. *With the exception of driveways existing on the date of the passing of this by-law, a planting strip with a minimum width of 3 m shall be required along any portion of a side lot line or rear lot line which abuts a lot having a residential use situated thereon. A planting strip required for the R-x zone shall:*
 - a. *not be used for any use otherwise permitted by this By-law;*
 - b. *consist of a row or rows of evergreen trees or a continuous unpierced hedgerow of evergreen trees or shrubs not less than 2 m high; or,*
 - c. *be a fence erected in place of a hedgerow or shrubs, provided the fence is opaque and not less than 2 m high.*

AND FURTHERMORE THAT be directed to bring a zoning by-law forward for review and passage.

ADOPTED

b) Report of the Planner – Wayne McNamee Severances

The Planner provided Council with an update of a recent severance application near Wayside seeking approval for three new lots at the southwest corner of Highway 7 and Tennyson Road with the Wayside Hamlet. The Committee accepted the recommendation of the Planner to approve the severance applications subject to conditions outlined in the Planners report.

Action Item: Direction given to staff to proceed with the severance applications subject to conditions as well as adding a condition to provide a viable entrance.

c) Report of the Planner – Wilson Creek Subdivision

The Planner provided Council with an updated regarding Mr. Wilson's request for a 3 year extension for the Wilson Subdivision in Innisville. Mr. Wilson requires additional time to obtain final clearance letters from various agencies and the Township. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-077 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves the request by Craig Wilson of Wilson Cartage Ltd., pursuant to subsection 51(33) of the Planning Act, to extend the draft approval period for Plan of Subdivision 09-T-09003 by a period of three (3) years.

ADOPTED

d) Report of the Chief Building Official – Building Department First Quarter Update

The CBO provided an update on the activity in the Building Department for the first quarter. He reported that 13 building permits were issued and 52 building inspections have been completed since March 31, 2018. The report was received as information.

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES

a) Report of the Treasurer – First Quarter Actual

The Treasurer provided an update on first quarter actual to budget for 2018. The report was received as information.

Dealt with Item 10.1 at this point in the meeting

b) Report of the Clerk Administrator – Appointment of Drainage Superintendent

The Clerk Administrator provided an update on the appointment of a Drainage Superintendent. At the last Council meeting, Council appointed Eldon Hutchings, McIntosh & Perry Engineering Consultants Ltd., as the Township's Drainage Superintendent. Since that time Mr. Hutchings spoke with Mr. Vander Veen from OMAFRA who recommended appointing McIntosh & Perry as the Drainage Superintendent with Mr. Hutchings as the authorized representative. This would allow other staff from McIntosh Perry to assist Mr. Hutchings and their costs would be eligible for the 50% drainage grant. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-078 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: George Sachs

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council supports the appointment of McIntosh & Perry Engineering Consultants Ltd. as the Township Drainage Superintendent for the purposes of the Drainage Act;

AND FURTHERMORE THAT staff are directed to bring an appointment bylaw forward for passage.

ADOPTED

Action Item: Direction to bring an appointment by-law forward for review and passage.

c) Report of the Clerk Administrator – Town of Perth Recreation Cost Sharing Agreement

The Clerk Administrator provided an update on the weighted assessment formula used to create the recreation cost sharing agreement with the Town of Perth and to seek approval to enter into a four-year Recreation Cost Sharing Agreement. The Committee accepted the recommendation and the following motion was adopted:

MOVED BY:

Steve Fournier

SECONDED BY:

Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves the 2019-2022 Recreation Agreement with the Town of Perth

AND FURTHERMORE THAT staff be directed to prepare a bylaw for passage to authorize the Reeve and Clerk Administrator to enter into this agreement.

ADOPTED

Action Item: Direction given to bring a by-law forward for review and passage.

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve – No report

b) Report from Fire Board, Ray Scissons

- Fire Report last
- BBDE fire calls 50 down from last year at 55, South Sherbrooke 11 down from last year at 14
- Training in NFPA standards
- Testing in Hazmat
- Burn Permit By-law being reviewed
- Greg Saunders appointed as County Fire Coordinator
- Fire Fighter appreciation night in May for South Sherbrooke Station
- New truck in South Sherbrooke

c) Report from Library Board, George Sachs, April 23

- Received invoice from the Town of Perth for Honeywell, \$29,000 approved to be paid from reserves
- SF Library looking for the Perth Library Board to make up donation difference and instead of 7,500 they are looking for 11,500 – issue was deferred until a later date
- Union ratified negotiations with staff, language changes as well as the amount of time a disciplinary notice stays on file
- Change advocacy plan to have literacy at the top, hours of operation and then increasing space at the library
- Received audited financial statements from Howard Allan
- How to Fair – April 21 well attended
- Property meeting – May 7,
- Library Board meeting - May 28
- Policy Committee - June 11

d) Report from CA's

e) Report from Members of Committee

8. CLOSED SESSION

8.1 Advice that is subject to solicitor-client privilege – South Shores MOE Approval – Stormwater Management

MOTION #COW-18-080 (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 5:25 p.m. to receive advice that is subject to solicitor-client privilege – South Shores MOE Approval – Stormwater Management;

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

ADOPTED

MOTION #COW-18-081 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 5:52 p.m.

ADOPTED

RISE AND REPORT

- Received as information.

9. Unfinished Business:

9.1 Roadside spraying presentation from April 10 – Discussion or Direction

The roadside spraying presentation is received as information.

10. New Business

10.1 Rideau Ferry Community Development Association/Rock the Docks

The Clerk Administrator provided an update on Rock the Docks: currently there is about \$20,000 in sponsorship and the community will be fundraising for additional funds

The Public Works Manager reported that the bands have been booked, the barge and docks will be in place, still working on the volunteer base, the yacht club will take out insurance and liquor license. There was discussion on security and there was a discussion to look into police security rather than a security company.

The Clerk Administrator reviewed the Rideau Ferry Community Development Association plans for capital works projects for the area such as, dock platforms, community space, wifi, improvements to the club house, signage, biking tours, food tours, etc.

10.2 Planning Services

The Clerk Administrator provided an update on the recruitment for a new Planner. She reported that the ad was extended by another two weeks. The demand for building services is picking up and it is becoming too busy for the CBO to assist. She is seeking approval to hire Mark Kirkham to help with the overflow until a new Planner is hired.

MOTION #COW-18-082 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves hiring Mary Kirkham for Planning Services on a temporary basis effective May 7, 2018.

ADOPTED

11. Adjournment

MOTION #COW-18-083 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole stand adjourned at 7:34 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#10 Minutes Meeting of May 8, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, May 8, 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
Councillor (**Chair**)

Staff Present:

Cindy Halcrow
Cathy Ryder
Karl Grenke
Scott Cameron
Linda Van Alstine

Clerk Administrator
Deputy Clerk
Planner
Public Works Manager
Treasurer

1. Call to Order

The meeting was called to order at 5:13 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 24, 2018

MOTION #COW-18-084 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on April 24, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of April 24, 2018

MOTION #COW-18-085 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole approves the minutes of the closed Committee of the Whole meeting held on April 24, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-086 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

THAT the Committee of the Whole approves the agenda for the May 8, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 Rob Bell – Mississippi Lake

Rob Bell, President of Mississippi Lakes Association, and Nader Nakhaei, Water Resources Engineer with Queens University and Mississippi Valley Conservation Authority provided Council with information on the Mississippi Lake Ecological Modeling Project with its goal to determine the main causes of water quality issues such as algae blooms within the lake.

5.2 Public Meetings:

MINUTES OF PUBLIC MEETING CONCERNING PROPOSED ZONING BY-LAW AMENDMENTS

ZA-17-08	Diane Pearen (1057 Rideau Ferry Rd)
ZA-18-02	Frances Smith (177 Rideau Street)
ZA-18-03	Darren Ramsden (1544 Drummond Conc. 9A)

Public (signed in): Liane Mason, Diane Pearen, Adele Watson, Eric Vandusen

Call to Order

Councillor Ray Scissons opened the meeting at 5:30 p.m.

Purpose of Meeting

Councillor Scissons advised that the purpose of the meeting is to consider three zoning amendment applications under Section 34 of the Planning Act. He advised that the public meeting is the opportunity to provide any feedback in favour or in opposition to a proposed amendment and that the new LPAT may refuse to consider an appeal by someone who does not participate in the process.

Presentation

Councillor Scissons invited Township Planner Karl Grenke to summarize each application and report on the notification.

Planner's report and presentation

Mr. Grenke described the Pearen application first, noting that it requests the rezoning of a 1.5 acre lot to permit on a permanent basis an accessory dwelling house. This accessory dwelling was originally approved through temporary use zoning, which has since expired. Mr. Grenke described the lot and summarized the notification process.

Mr. Grenke subsequently described the Smith-Zeidan application, noting that it requests the rezoning of a parcel of land owned by Frances Smith and in the process of being severed, with

half of it to be conveyed to her neighbor Rose Zeidan. The application is a condition of consent approval and recognizes the reduced size and frontage of the two lots; that a residential dwelling shall not be permitted on either of them; and recognizes a deficient interior side yard setback on the retained lot relating to an existing garage. Mr. Grenke described the lot and summarized the notification process.

Mr. Grenke subsequently described the Ramsden application, noting that it requests the rezoning of a 5 acre rural lot to accommodate a vehicle workshop and commercial storage related to a landscaping business. Mr. Grenke described the lot and summarized the notification.

Following the description of each application Mr. Grenke described the evaluation process for a zoning amendment application and the next steps. He noted that a decision would not be made on any application this evening, a report and recommendation would follow at the next meeting. Council's decision can be appealed to the new Local Planning Appeals Tribunal.

Public Hearing

Councillor Scissons described the hearing process and reminded the audience that comments do form part of the public record. He asked that comments be directed through the chair and advised that written comments can also be provided.

Presentations and Discussion- Pearen

Councillor Scissons opened the floor for discussion on the Pearen application.

Councillor Scissons asked if there were any members of the public who wish to speak to the application.

Cindy Rivington (122 Elizabeth Drive) noted that she is not opposed to the rezoning, however does not favour subsequent residential development on the site.

Councillor Scissons confirmed the application seeks approval for the one accessory dwelling.

Councillor Sachs asked Mr. Grenke whether the Health Unit has been out to inspect.

Mr. Grenke advised that they do not object to the proposal.

Councillor Fournier confirmed that the zoning only seeks to recognize what is currently physically present.

Councillor Scissons asked if the applicants had any closing remarks regarding the application. There were none.

Presentations and Discussion- Smith-Zeidan

Councillor Scissons opened the floor for discussion on the Smith-Zeidan application.

Councillor Scissons asked if there were any members of the public who wish to speak to the application. There were none.

Councillor Scissons asked if the applicants had any closing remarks regarding the application. There were none.

Councillor Scissons asked if there were any questions by Council.

Councillor Sachs asked whether the road allowance splits the proposed severed portion from the abutting lands owned by the applicants. Mr. Grenke confirmed that it did.

Presentations and Discussion- Ramsden

Councillor Scissons opened the floor for discussion on the Ramsden application.

Councillor Scissons asked if there were any members of the public who wish to speak to the application.

Eric Van Dusen (1605 Drummond Conc. 9A) spoke in opposition to the application. He noted that it is the only commercial use in the area and will be a significant change. He has concerns regarding noise, visual impact and the coming and going of heavy equipment. He is concerned that this proposed use would affect his property values and impede on the sale of his lot.

Councillor Scissons asked if the applicants had any closing remarks regarding the application.

Darren Ramsden advised that he would not be servicing equipment outside. He can move the garage further back from the front. He noted that overall site impacts would be minor. He noted that he does eventually plan to relocate the business from its current location in Tay Valley Township.

Councillor Scissons asked if there were any questions by Council.

Councillor Fournier asked the applicant if he proposes to open a nursery at this location.

Mr. Ramsden advised that he does not.

Closing Remarks

Councillor Scissons reminded the audience that any person wishing further notice of the decision regarding any of these applications is asked to leave their full name and address on the sign-in sheet located on the table by the door prior to leaving the meeting.

The meeting was adjourned at 5:47.

6. Communication/Correspondence

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

#6 Ministry of Agriculture – OCIF

The Clerk Administrator will bring a report back to Council with projects to consider for the funding stream.

MOTION #COW-18-087 **(Verbal)**

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

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the May 8, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT: None

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES

a) Report of the Treasurer – 2018 Final Tax By-law

The Treasurer reported that the 2018 tax rates are lower than in 2017; based on \$100,000 residential current value assessment the 2018 taxes will be \$24.36 lower. The Committee accepted the recommendation of the Treasurer and the following motion was approved:

MOTION #COW-18-088 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council hereby approves report TAX-1-18, for the 2018 Final Tax By-law providing for the billing and collection of the 2018 final tax levy for all property classes;

AND FURTHERMORE THAT the Treasurer be authorized to bring a by-law forward at the next Council meeting.

ADOPTED

b) Report of the Clerk Administrator – Easement Agreement 133 Elizabeth Street, Rideau Ferry

The Clerk Administrator provided a brief overview on the minor variance application from Chris and Pamela Saumure to demolish an existing cottage and replace it with a larger dwelling and boathouse. In lieu of a road widening, the Saumure's agreed to an easement agreement which allows the Township vehicles to use Saumure's property when turning around. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-089 (Verbal)

MOVED BY: Gail Code
SECONDED BY: George Sachs

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the easement agreement

AND FURTHERMORE THAT staff are directed to bring a bylaw forward for passage to authorize the Reeve and Clerk Administrator to enter into the Easement Agreement.

ADOPTED

c) Report of the Clerk Administrator – Lakeridge Adult Lifestyle Community

The Clerk Administrator reported to the Committee regarding the need to have a revised Stormwater Management Report, prepared by Daynel Consultants to address the comments and concerns of the Township, Rideau Valley Conservation Authority and the

Ministry of Environment and Climate Change. She recommended that Council would not provide a statement to MOECC until the Stormwater Management report has been reviewed and amended included the methodology to reach the calculations for water quality and quantity.

She also proposed the forming of a Technical Advisory Committee to help expedite the Lakeridge Adult Lifestyle Community development project. The purpose of forming the committee would be to allow Mr. Robertson to be part of the decision making process. The Technical Advisory Committee would work out the remaining issues with a final recommendation coming back to Council.

Mr. Robertson said that the report from McIntosh and Perry was very technical and he could not understand it but the report from his consultant was in layman's terms and easily understood. He said that the process was taking a long time and he thought he was getting close. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-090 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole requires the Lakeridge Adult Lifestyle Community development project, to submit a revised Stormwater Management Report to address the comments and concerns of the Township of Drummond/North Elmsley, Rideau Valley Conservation Authority and the Ministry of Environment & Climate Change.

AND FURTHERMORE that the Committee of the Whole approves that a Technical Advisory Committee be established to complete the Site Plan Agreement for Lakeridge Adult Lifestyle Community consisting of the following people:

Rodger Roberson, Cindy Halcrow, Township Planner, Scott Cameron as required, Greg Saunders as required and Aubrey Churchill and Steve Fournier.

ADOPTED

Action Item: The Clerk Administrator will contact members of the Technical Advisory Committee with meeting details.

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve

The Reeve provided a verbal update on the following items:

- April 24 - Attended the Emergency Service dinner at the Civitan
- April 26 – Site visit for road Inspection in Innisville
- May 2 - Mississippi Valley Conservation 50th Anniversary event
- May 4 – Participated in Township Planner interviews
- May 5 – Attended Randy Hillier's kickoff BBQ kick
- May 8 – Attended annual national prayer breakfast in Ottawa

b) Report from Fire Board, Ray Scissons

May 12 - Appreciation dinner South Sherbrook

c) Report from Library Board – George Sachs

Property Board Meeting, April 30

- Long-term financial plan review

d) Report from CA's: None

e) Report from Members of Committee

Rideau Valley Conservation Authority, April 26, Ray Scissons

- New flood and regulation limits mapping from Flewellyn Road to Jock River and Hobbs drain from Fallowfield Road to Jock River
- Cost increase for 2018 Tree Planting contract
- Information on Shoreline Naturalization Program
- May 24 at Baxter Conservation Area
- June 28 meeting Tay River
- Next meeting May 24

Mississippi Valley Conservation Authority, May 2, Gail Code

- Mississippi Valley Conservation 50th Anniversary event
- Next meeting May 15

8. CLOSED SESSION

8.1 Land Acquisition – Landfill Buffer Lands

MOTION #COW-18-091 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Steve Fournier

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:25 p.m. to discuss land acquisition – landfill buffer lands;

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

ADOPTED

MOTION #COW-18-092 (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 6:34 p.m.

ADOPTED

RISE AND REPORT

- Direction given to staff to proceed with current offer.

CLOSED SESSION

8.2 Personal matters about an identifiable individual – municipal employee

MOTION #COW-18-093 (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 6:35 p.m. to discuss personal matters about an identifiable individual – municipal employee

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

ADOPTED

MOTION #COW-18-094 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: George Sachs

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 comments as information.

CLOSED SESSION

8.3 Personal matters about an identifiable individual – Recruitment Planner Update

MOTION #COW-18-095 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: George Sachs

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:47 p.m. to discuss personal matters about an identifiable individual – Recruitment Planner Update.

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

ADOPTED

MOTION #COW-18-096 (Verbal)

MOVED BY: Gail Code
SECONDED BY: George Sachs

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 6:55 p.m.

RISE AND REPORT

- Direction given to staff to proceed with job offer.

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-097 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Gail Code

THAT the Committee of the Whole stand adjourned at 6:56 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#11 Minutes Meeting of May 22, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, May 22, 2018 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
Ray Scissons	Councillor

Staff Present:

Cindy Halcrow	Clerk Administrator
Cathy Ryder	Deputy Clerk

Absent:

George Sachs	Councillor
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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 May 8, 2018

MOTION #COW-18-098 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the minutes of the Regular Committee of the Whole meeting held on May 8, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of May 8, 2018 (8.1)

MOTION #COW-18-099 (Verbal)

MOVED BY: Gail Code

SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the minutes of the Closed Committee of the Whole meeting held on May 8, 2018 as circulated.

ADOPTED

3.3. Closed Session Minutes of May 8, 2018 (8.2)

MOTION #COW-18-100 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole approves the minutes of the Closed Committee of the Whole meeting held on May 8, 2018 as circulated.

ADOPTED

3.4 Closed Session Minutes of May 8, 2018 (8.3)

MOTION #COW-18-101 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Gail Code

THAT the Committee of the Whole approves the minutes of the Closed Committee of the Whole meeting held on May 8, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-102 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Gail Code

THAT the Committee of the Whole approves the agenda for the May 22, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 Amanda Brown – Expansion of Postal Services

Amanda Brown, President of the Perth local for the Canadian Union of Postal Workers, appeared before Council seeking support from Council to continue home delivery, offering more services through its existing retail network, transforming post offices into community hubs, offering wide band internet services and better cellular phone services in rural areas and offering and postal banking services.

MOTION #COW-18-103 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports sending a letter to the Honourable Minister Carla Qualtrough, Minister

of Public Services and Procurement to retain, enhance and expand postal services, including door-to-door delivery.

ADOPTED

6. Communication/Correspondence

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

#4 Autonomous Vehicles Test Corridor

The Clerk Administrator reported that George Sachs has requested his name be submitted as the contact person for the municipality relating to autonomous vehicles.

MOTION #COW-18-104 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council appoints George Sachs as the municipal point of contact for autonomous vehicle related activities for the Township.

ADOPTED

MOTION #COW-18-105 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the May 22, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

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

The Planner provided an update on the public meeting and to consider next steps on the 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 Committee accepted the recommendation of the Planner and the following motion was adopted:

MOTION #COW-18-106 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports the Smith/Zeidan Zoning Amendment and further that staff be directed to bring forward a by-law implementing the following zoning policy for the Limited Services Residential Special Exception 29 and 30 Zones:

LSR-29 Notwithstanding any provisions of this By-law to the contrary, on the lands zoned LSR-29, the following provisions shall apply:

1. No dwelling unit or sleeping accommodations shall be provided;
2. The minimum lot size shall be 617 m²
3. The minimum lot frontage shall be 16.54 m.

LSR-30 Notwithstanding any provisions of this By-law to the contrary, on the lands zoned LSR-30, the following provisions shall apply:

1. No dwelling unit or sleeping accommodations shall be provided;
2. The minimum interior side yard setback for an accessory structure shall be 1.5 m;
3. The minimum lot size shall be 636 m²
4. The minimum lot frontage shall be 17.53 m.

ADOPTED

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

b) Report of the Planner – Pearen Zoning Amendment

The Planner provided an update on the public meeting and to consider next steps on the 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 Committee accepted the recommendation of the Planner and the following motion was adopted:

MOTION #COW-18-107 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports the Pearen Zoning Amendment and further that staff be directed to bring forward a by-law implementing the following zoning policy for the Multiple Residential- 2 Zone:

MR-2 *Notwithstanding the provisions of Section 9.1 of this By-law, on the lands zoned MR-2, a detached secondary dwelling unit with a minimum floor area of 54 m² shall be a permitted use.*

ADOPTED

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

7.2 PUBLIC WORKS

a) Report of the Public Works Manager – Extension of Construction Maintenance Material Contract

The Public Works Manager provided an update regarding the supply and placement of maintenance material on the Township's Loosetop Roads. His recommendation was to extend the contract with Cavanagh Construction into 2018. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-108 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council extends the 2012 Maintenance Material Contract No. 2012-03 with Cavanagh Construction into 2018 at \$12.85/tonne, accepting a 2% increase from the 2017 price, resulting in an additional \$0.25/tonne (plus applicable taxes) to supply and place 5/8" Granular M Class II Crushed Rock for Area 1 on selected Township roads.

ADOPTED

7.3 CORPORATE SERVICES

a) Report of the Treasurer – Otty Lake Side Road Reconstruction

The Treasurer provided an update on changing the funding source of \$42,383 from gas tax funding to a transfer from Construction Reserves for the joint project with Tay Valley Township. The Treasurer reported that Tay Valley is using their Construction Reserves to fund the Otty Lake Side Road project and she recommended that the Township do the same. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-109 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council accepts the change in funding, and

FURTHERMORE THAT, the Township's portion of the funding, being \$142,383 be funded as follows:

\$50,000 from the 2017 OCIF – Formula Based Grant

\$50,000 from the 2018 OCIF – Formula Based Grant \$42,383 from the Construction Reserve.
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:

- May 11 – Mock Council meeting with North Elmsley School students in grades 5 & 6
- May 11 – North Elmsley School appreciation for volunteer
- May 12 – Firemen's appreciation dinner at Maberly
- May 17 – County wide Emergency Management Training – Smiths Falls
- May 22 – DNE Emergency Meeting at the Town of Smiths Falls

b) Report from Fire Board

- Attending Firemen's appreciation dinner on May 12

c) Report from Library Board: None

d) Report from CA's

Mississippi Valley Conservation Authority, May 16, Gail Code

- General Manager Paul Lehman leaving October 30, recruitment process has begun
- Gilmore case updated, went to Supreme Court, demolition order has been issued
- Great presentation on Whiskey Software
- Board of Directors meeting June 20

e) Report from Members of Committee

Drug Strategy Committee, May 10, Steve Fournier

- Looking for locations for drop boxes for syringes
- Health Unit will assist with locations

8. CLOSED SESSION

8.1 Personal Matters about a Municipal Employee – Planner Recruitment

MOTION #COW-18-110 (Verbal)

MOVED BY: Steve Fournier

SECONDED BY: Gail Code

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 5:45 p.m. to discuss personal matters about a Municipal Employee – Planner Recruitment;

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

ADOPTED

MOTION #COW-18-111 (Verbal)

MOVED BY: Aubrey Churchil

SECONDED BY: Gail Code

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 5:48 p.m.

ADOPTED

RISE AND REPORT

MOTION #COW-18-112 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the hiring of William Wood as Planner effective May 22, 2018.

ADOPTED

8.2 Litigation – Open Claims Status

MOTION #COW-18-113 (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 5:49 p.m. to discuss litigation – open claims status;

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

ADOPTED

MOTION #COW-18-114 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 5:57 p.m.

ADOPTED

RISE AND REPORT

- Received as information.

9. Unfinished Business: None

10. New Business: None.

11. Adjournment

MOTION #COW-18-115 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THAT the Committee of the Whole stand adjourned at 6:02 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#12 Minutes Meeting of June 12, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, June 12, 2018 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:

Gail Code
Steve Fournier
George Sachs
Ray Scissons

Deputy Reeve
Councillor (Chair)
Councillor
Councillor

Staff Present:

Cindy Halcrow
Cathy Ryder
Scott Cameron
Linda Van Alstine

Clerk Administrator
Deputy Clerk
Public Works Manager
Treasurer

Absent:

Aubrey Churchill

Reeve

1. Call to Order

The meeting was called to order at 5:16 p.m. A quorum was present.

2. Disclosure of Pecuniary Interest

No members declared a pecuniary interest.

3. Minutes of Previous Meetings

3.1 Regular Session Minutes of May 22, 2018

MOTION #COW-18-116 (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 May 22, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes (8.1) of May 22, 2018

MOTION #COW-18-117 (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 May 22, 2018 as circulated.

ADOPTED

3.3 Closed Session Minutes (8.2) of May 22, 2018

MOTION #COW-18-118 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the Closed Committee of the Whole meeting held on May 22, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-119 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: George Sachs

THAT the Committee of the Whole approves the agenda for the June 12, 2018 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-18-120 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the June 12, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

7.2 PUBLIC WORKS

a) Report of the Public Works Manager – Tree Cutting within Unopened Road Allowance

The Public Works Manager provided an update on the request by Peder Krog to cut trees within the unopened road allowance to allow clearance along the property. The tree cutting would

There was discussion on the road allowance and whether Council would want to close it

or leave it open. He reported that the original intent of the road allowance was to build a road around the wetlands to allow people public access to their property. He said that a recommendation could come back to Council to decide on how to deal with the road allowance at a future date. Maida Murray said that the easements have never been registered, they pay taxes on the road allowance yet it is not on their deed. There was further discussion on fencing and this would be dealt with at the staff level.

Council had no issues with cutting down the trees provided the Murrays' provide liability insurance. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18- 121 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves that the owner of Lot 3, Concession 11, Drummond Ward be allowed to cut trees along the north boundary of the unopened road allowance between Concessions 10 and 11 and install a fence.

ADOPTED

7.3 CORPORATE SERVICES

a) Report of the Treasurer – Short/Long Term Investment 2018

The Treasurer provided information and options on short and long term investments for 2018. Short term investments for one year are based on Parkland, Development Charges and Gas Tax Funds. The Treasurer said a report will be coming back to Council regarding long-term investments. A decision will not be made until Council decides what to do about Tennyson Road. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18- 122 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the proposed \$168,000 short term investment from BMO Nesbitt Burns for a one year term; and

FURTHERMORE THAT Council approves the proposed long term investment of up to \$500,000, subject to change based on operational requirements; and

FURTHERMORE THAT a letter of direction is signed by the Reeve and Clerk-Administrator or Treasurer.

ADOPTED

b) Report of the Clerk Administrator – OCIF Top Up Application

The Clerk Administrator was seeking authorization to submit an application under the Ontario Community Infrastructure Fund Top-Up in order to avoid a lame duck scenario.

Applications are evaluated on critical health and/or safety need, asset management plan and the financial need. A comprehensive asset management plan would provide more points. Money for a comprehensive asset management plan would come from Gas Tax and not tax dollars. She recommended applying for funding to complete 6 km of Tennyson Road with cycling lanes. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18- 123 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council authorize staff to submit a funding application for 6km of Tennyson Road with cycling lanes under the Ontario Community Infrastructure Fund – Top Up; and

FURTHERMORE THAT if required, staff be authorized to have McIntosh & Perry update the Asset Management Plan to be paid with Gas Tax Funds.

ADOPTED

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve – No report

b) Report from Fire Board - No

c) Report from Library Board
Library Board – George Sachs

- Review phone photo for library board meetings
- Approved 10 year financial plan
- Responded to the Town of Perth approving paying the Honeywell invoice
- New Board Member Elliott Neumann, Tay Valley
- Policy Committee, June 11
- Board Meeting, June 18
- Property Committee, October 1

d) Report from CA's

Rideau Valley Conservation Authority, Ray Scissons, May 24, 2018

- Baxter Conservation Area
- Report on the Tay River Subwatershed
- Finished program review with new administrative by-law
- June 28th – Watershed Tour starting in Perth at the wildlife reserve, tree planning, Perth Water Treatment Plant, Solar Farm in Tay Valley, Otty Lake Septic Inspections. If a member of Council work like to attend, let Ray know.

Mississippi Valley Conservation Authority – Gail Code

- Next meeting June 20th Constance Bay Tour

George Sachs asked for an update on the oil spill at Anderson's. The Clerk Administrator reported that the oil spill was small but out of the jurisdiction of the municipality.

Note: The Deputy Clerk left the meeting at 6:16 p.m.

e) Report from Members of Committee: None

8. CLOSED SESSION

8.1 A proposed or pending acquisition of land – Boldrick Property

MOTION #COW-18-124 (Verbal)

MOVED BY: Gail Code
SECONDED BY: George Sachs

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:17 p.m. to discuss a proposed acquisition of land;

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

ADOPTED

MOTION #COW-18-125 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Gail Code

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 6:18 p.m.

ADOPTED

RISE AND REPORT

- Received as information.

Note: The Deputy Clerk returned at 6:19

9. Unfinished Business: None

10. New Business

10.1 Special Capital Projects – Legacy Project

The Clerk Administrator provided options for a capital legacy project such as a platform under the bridge to host a marketplace, farmers market, a marketplace, a tower clock, a fountain, etc.

Action Item: Council will take some time to think of options and come back for further discussion.

11. Adjournment

MOTION #COW-18-126 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Ray Scissons

THAT the Committee of the Whole stand adjourned at 6:36 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#13 Minutes Meeting of June 26, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, June 26, 2018 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 (Chair)
	George Sachs	Councillor
	Ray Scissons	Councillor
Staff Present:	Cindy Halcrow	Clerk Administrator
	Cathy Ryder	Deputy Clerk

1. Call to Order

The meeting was called to order at 5:11 p.m. A quorum was present.

2. Disclosure of Pecuniary Interest

No members declared a pecuniary interest.

3. Minutes of Previous Meetings

3.1 Regular Session Minutes of June 12, 2018

MOTION #COW-18-127 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on June 12, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of June 12, 2018

MOTION #COW-18-128 (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 June 12, 2018 as circulated.

ADOPTED

4. Approval of Agenda
MOTION #COW-18-129 (Verbal)

MOVED BY:
SECONDED BY:

THAT the Committee of the Whole approves the agenda for the June 26, 2018 meeting of the Committee, as amended.

Amendments:
10.1 Kennels

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-18-130 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Gail Code

THAT THE COMMITTEE OF THE WHOLE receives the communication items for the June 26, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports
7.1 COMMUNITY DEVELOPMENT

7.2 PUBLIC WORKS

7.3 CORPORATE SERVICES

a) Report of the Clerk Administrator – Main Streets Revitalization Projects

The Clerk Administrator reviewed projects that would qualify for funding under the OMAFRA main street revitalization funding. She reported that each hamlet in the Township was visited to help identify possible projects. Highlights for each hamlet were reviewed and discussed before the following motion was adopted

MOTION #COW-18-131 Verbal

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves of the selection of the following projects under the Main Streets

Revitalization Initiative;

Ferguson's Falls Community Hall

- | | |
|---|----------|
| - Waterfront park development - estimated | \$10,000 |
| - Mural or Interpretative Board | \$ 3,000 |

Rideau Ferry

- | | |
|-----------------------|----------|
| - Dock platform | \$23,000 |
| - Wayfinding signs | \$ 5,000 |
| - Interpretive Boards | \$ 3,000 |

AND FURTHERMORE THAT staff be delegated the authority to make minor changes to the list.

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:

- May 31 – June 3 - Attended FCM Conference in Halifax
- June 26 Hospital Board Meeting – the Mayors of Smiths Falls and Perth will be making a future presentation to local municipalities regarding a possible hospital levy to cover capital costs.

b) Report from Fire Board, Ray Scissons, June 25

- Applied to Enbridge for a grant for smoke alarms/ CO detectors, will receive 120 alarms in July
- BBDE fire calls to date = 91 calls, 18 motor vehicle calls, South Sherbrooke fire calls to date = 16 calls with 2 motor vehicle calls
- new truck at South Sherbrooke Station in service

c) Report from Library Board, George Sachs, June 18

- Friends of the Library raised \$8,900 from book sale
- Updated policies - procedure bylaw and code of ethics
- Sent letters to the Town of Smiths Falls and Beckwith Township declining their requests for additional funding
- Discussion on reciprocal borrowing – D/NE residents would receive free membership at Beckwith and Smith Falls and their residents would receive free membership at Perth
- Membership and circulation numbers are up in Perth
- Board meeting – September 17

d) Report from CA's

RVCA – Ray Scissons

- Next meeting July 26

MVCA – Gail Code

- Annual tour June 20 – Constance Bay and Carp River
- Next meeting July 18

e) Report from Members of Committee

Environmental Initiatives Committee – George Sachs

- Pitch In Day was successful
- Volunteer training at the Reuse Center
- Received a welcome from Municipal Alliance for Connected and Autonomous Vehicles of Ontario, participating in a Webinar on July 10

8. Closed Session: Cancelled

9. Unfinished Business: None

10. New Business:

10.1 Kennels

Steve Fournier reported a complaint about barking dogs on Wayside Drive. The Clerk Administrator reported that the issue of animal control will be discussed at budget time.

11. Adjournment

MOTION #COW-18-132 (Verbal)

MOVED BY: Gail Code

SECONDED BY: George Sachs

THAT the Committee of the Whole stand adjourned at 5:55 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#14 Minutes Meeting of August 14, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, August 14, 2018 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:

Gail Code
Steve Fournier
George Sachs
Ray Scissons

Deputy Reeve
Councillor
Councillor **(Chair)**
Councillor

Staff Present:

Cindy Halcrow
Cathy Ryder
Linda Van Alstine
Scott Cameron

Clerk Administrator
Deputy Clerk
Treasurer
Public Works Manager

Absent:

Aubrey Churchill

Reeve

1. Call to Order

The meeting was called to order at 5:00 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. George Sachs declared a pecuniary interest for Item 7.2 (a) as he is the Service Manager for Mike Fair Chevrolet.

3. Minutes of Previous Meetings

3.1 Regular Session Minutes of June 26, 2018

MOTION #COW-18-133 (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 June 26, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-134 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the agenda for the August 14, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings: None

6. Communication/Correspondence

The following items were pulled from the Communication package and voted on separately before the motion was adopted:

#1 – Letter of Support for AMO – City of Niagara Falls

MOTION #COW-18-135 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council supports the City of Niagara Falls Resolution requesting all Municipalities represented through the Association of Municipalities of Ontario (AMO) stand together with the Federal government to protect Canadian jobs and local economies.

ADOPTED

#4 – Landfill Approval Authority - Township of Montague Resolution

MOTION #COW-18-136 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THAT THE COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL

THAT Council supports the Township of Montague's resolution regarding Bill 16, Respecting Municipal Authority over Landfill Sites Act to formally grant municipalities the authority to approve landfill projects in or adjacent to their communities; and

FURTHERMORE THAT this resolution be circulated to Ernie Hardeman, MPP, Kathleen Wynne, Premier of Ontario, AMO and Randy Hillier, MPP.

ADOPTED

#14 – Steve Fournier – Animal Control Complaints

Steve Fournier inquired about animal control. He requested that during budget deliberations that options and input from staff be considered.

MOTION #COW-18-137 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Gail Code

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the August 14, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Chief Building Official – 2nd Quarter Report

The Clerk Administrator reviewed the report on behalf of the Chief Building Official. As of June 30th, the Building Department has issued 64 building permits and conducted 138 building inspections. The report was received as information.

Note: George Sachs who declared a pecuniary interest earlier in the meeting vacated the chair and Deputy Reeve Gail Code took the chair at 5:08 p.m.

7.2 PUBLIC WORKS

a) Report of the Public Works Manager – Purchase of Two Half Ton Trucks

The Public Works Manager reviewed his report to replace the half ton trucks for the Building Department and Public Works with 2018 vehicles. He reviewed the tender process and the recommendation to purchase the vehicles from Mike Fair Ltd. Council accepted the recommendation and the following motion was adopted:

MOTION #COW-18-138

Verbal

MOVED BY:

Steve Fournier

SECONDED BY:

Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council accepts the tendered prices from Mike Fair Ltd. of \$36,888 each (plus applicable taxes) for two 2018 Half Ton Trucks.

ADOPTED

Note: George Sachs returned to the chair at 5:10 p.m.

b) Report of the Public Works Manager – Waste Collection Contract

The Public Works Manager reviewed his report recommending amending the Solid Waste Collection Contract 2014-01 to transition the blue box recycling program from single stream to dual stream recycling. Weekly collection will alternate between fibres one week and containers the next. Currently GIM hauls material to the Beaumen Recycling Depot but beginning November 2018, Beaumen's will no longer accept single stream material. This will force the Township to transition back to a dual stream collection process.

There was discussion on funding, adding graphics to the bins to clearly identify what goes in the containers, promoting and training residents. Council accepted the recommendation and the following motion was adopted:

MOTION #COW-18-139

Verbal

MOVED BY:

Gail Code

SECONDED BY:

Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves Amendment No.2 with regards to the changes in collection of recyclable materials to a dual stream collection process within the existing "Solid Waste

Collection Contract 2014-01” with Glenview Iron and Metal; and

FURTHERMORE THAT Council approves that the additional funding required to support Amendment No. 2 come from the “Environmental Reserve.

ADOPTED

7.3 CORPORATE SERVICES

a) Report of the Treasurer – 2nd Quarter Actual to Budget

The Treasurer provided a summary of the financial performance for the second quarter of the actuals compared to the 2018 budget. The report was received as information.

b) Report of the Treasurer – Elimination of the 1/3 Tax Free Exemption for Municipal Council Members.

The Treasurer reported that the one-third tax exemption will be eliminated in January 1, 2019. Options were presented to review council remuneration and the financial impacts of the elimination of the 1/3 tax-free allowance. Options presented were:

Option 1: Status quo – make no changes to the remuneration which would result in reduced take home pay for Council members. This option would have a minimal financial impact of less than \$5,000.

Option 2: Increase Council remuneration to offset the changes which would result in the take home pay staying the same. This option would require an increase in the budget of \$19,936 to increase Councillor salaries.

Councillor Fournier had concerns and suggested that the new Council should be reviewing. The Treasurer reported that to budget for the increase now would be a better option. The Clerk Administrator reported that making small incremental increases is better than trying to absorb a bigger increase later.

Councillor Fournier made a motion to defer this item and deal with it at budget time. There was no seconder and the motion was defeated.

After a brief discussion, the following motion was adopted to approve Option 2 – increase Council salaries:

MOTION #COW-18-140

Verbal

MOVED BY:

Gail Code

SECONDED BY:

Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves an increase to the remuneration for Council Members to offset the reduction in take home pay resulting from the implementation of Bill C44 in 2019 and subsequent years.

ADOPTED

c) Report of the Deputy Clerk – Election Compliance Audit Committee Appointments

The Deputy Clerk reported on the process to appoint members to the Election Compliance Audit Committee. She recommended accepting the 3 applicants and if further applicants come forward to act as alternates she would report back. Council accepted the recommendation and the following motion was adopted:

MOTION #COW-18-141

Verbal

MOVED BY:

Steve Fournier

SECONDED BY:

Gail Code

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves the appointments of Phil Hogan, Paul Howard and Al Lunney to the Joint Lanark County Compliance Audit Committee for the term December 1, 2018 to November 14, 2022 to deal with applications from the 2018 Election and any by-elections during the next Council term.”

ADOPTED

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve – No report

b) Report from Fire Board: No report

c) Report from Library Board: No report

d) Report from CA's: No reports

e) Report from Members of Committee

- Councillor Fournier will be attending the AMO conference August 20th

8. CLOSED SESSION

8.1 Personal matters about an identifiable individual – Planner

MOTION #COW-18-142

(Verbal)

MOVED BY:

Ray Scissons

SECONDED BY:

Gail Code

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 5:40 p.m. to discuss personal matters about an identifiable individual - Planner

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

ADOPTED

MOTION #COW-18-143 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Ray Scissons

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 6:03 p.m.

ADOPTED

RISE AND REPORT

- Information was received.

9. Unfinished Business: None

10.New Business: None

11.Adjournment

MOTION #COW-18-144 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THAT the Committee of the Whole stand adjourned at 6:08 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#15 Minutes Meeting of August 28, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, August 28, 2018 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:	Gail Code	Deputy Reeve
	Steve Fournier	Councillor
	George Sachs	Councillor (Chair)
	Ray Scissons	Councillor
Staff Present:	Cindy Halcrow	Clerk Administrator
	Cathy Ryder	Deputy Clerk
Absent:	Aubrey Churchill	Reeve

1. Call to Order

The meeting was called to order at 5:12 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 August 14, 2018

MOTION #COW-18-145 (Verbal)

MOVED BY: Steve Fournier

SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on August 14, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of August 14, 2018 (deferred to September 11th)

4. Approval of Agenda

MOTION #COW-18-146 (Verbal)

MOVED BY: Ray Scissons

SECONDED BY: Gail Code

THAT the Committee of the Whole approves the agenda for the August 28, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings: None

6. Communication/Correspondence

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

#6.1 The Clerk Administrator provided an update on the animal control complaint. She will be sending a letter to the neighbour in response.

MOTION #COW-18-147 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the August 28, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES

a) Report of the Clerk Administrator - Road Assumption for Danny Drive

The Clerk Administrator provided an update on a request from Craig Wilson on the naming of Danny Drive on Drummond Concession 12C in the Wilson Creek Subdivision with all costs associated to be paid by Mr. Wilson. Council accepted the recommendation and the following motion was adopted:

MOTION #COW-18-148 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the name Dany Drive;

AND FURTHERMORE THAT staff are directed to bring a road assumption/road naming by-law forward for passage.

ADOPTED

b) Report of the Deputy Clerk – Reschedule October 16th Council/CoW Meetings to October 30th.

The Deputy Clerk requested that the Council/CoW meetings scheduled for October 16th be rescheduled to October 30th to allow ample time to set up the Council chambers for advance voting on October 17th. Council approved the recommendation and the following motion was adopted:

MOTION #COW-18-149 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the October 16th Council/CoW meetings be rescheduled to October 30th.

ADOPTED

c) Report of the Deputy Clerk – Code of Conduct for Members of Council and Local Boards and Council-Staff Relations Policy

The Deputy Clerk reviewed the Code of Conduct for Members of Council and Local Boards. She noted that all local municipalities will be bringing the same policies to their Council for review. She reviewed various sections of the new Code as it related to definitions, conflict of interest, communications and media relations, interaction with staff. George Sachs expressed concern regarding the wording as well as the lack of definition for “disrespectful”. The Deputy Clerk reviewed the Council-Staff Relations Policy and noted that the Employee Code of Conduct would be coming to the next CoW meeting for review. Council agreed to adopt the policies and review in a year for any changes/deletions/additions.

MOTION #COW-18-150 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the Code of Conduct for Council and Local Boards and the necessary by-law be brought forward at the next Council meeting of Council;

AND FURTHERMORE THAT the Council-Staff Relations Policy be approved in principle and the necessary by-law be brought forward once the Employee Code of Conduct and Procedural By-law are finalized.

ADOPTED

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve: None

b) Report from Fire Board – Ray Scissons

Two used fire trucks in South Sherbrooke are being donated to Firefighters Without Borders.

c) Report from Library Board: None

d) Report from CA's: None

e) Report from Members of Committee

- Autonomous Vehicle Webinar – George Sachs
 - Provided a brief update on the webinar and the apps which will be required to operate the vehicles. He will provide additional information at a later date.
- OC Funding – Cindy Halcrow, Clerk Administrator
 - Provided a brief update on funding for the Otty Lake Side Road, funding has been turned down but Randy Hillier will be looking into the issue and she will report back.
- AMO Conference – Steve Fournier
 - Attended the conference. He noted that staff member, Cathie Green, did an excellent presentation on recycling and the Township's landfill site.

8. CLOSED SESSION: None

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-160 (Verbal)
MOVED BY: Gail Code
SECONDED BY: Ray Scissons

THAT the Committee of the Whole stand adjourned at 5:51 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#16 Minutes Meeting of September 11, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, September 11, 2018 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:	Aubrey Churchill	Reeve
	Gail Code	Deputy Reeve (Chair)
	Steve Fournier	Councillor
	George Sachs	Councillor

Staff Present:	Cindy Halcrow	Clerk Administrator
	Cathy Ryder	Deputy Clerk
	Linda Van Alstine	Treasurer
	Michelle Mahon	Interim Planner
	Karl Grenke	Interim Planner

Absent:	Ray Scissons	Councillor
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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 Closed Session Minutes of August 14, 2018

MOTION #COW-18-161 (Verbal)

MOVED BY:	George Sachs
SECONDED BY:	Steve Fournier

THAT the Committee of the Whole approves the minutes of the closed Committee of the Whole meeting held on August 14, 2018 as circulated.

ADOPTED

3.2 Regular Session Minutes of August 28, 2018

MOTION #COW-18-162 (Verbal)

MOVED BY:	Aubrey Churchill
SECONDED BY:	George Sachs

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on August 28, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-163 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: George Sachs

THAT the Committee of the Whole approves the agenda for the September 11, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 McIntyre – Rugby Fields 2649 Drummond Concession 2

Call to Order

Deputy Reeve Code opened the meeting at 5:13 p.m.

Purpose of Meeting

Deputy Reeve Code advised that the purpose of the meeting was to consider changing the zoning of the property from Rural (Ru) to Rural – Special Exception (Ru-xx) to accommodate four (4) grass playing fields and associated accessory private club, equipment shed and accessory parking.

Presentation

Deputy Reeve Code invited Michelle Mahon to summarize the application.

Planner's report and presentation

Mrs. Mahon described the application, noting that it pertains to an 8.0-ha (19 acres) lot at Part Lot 18/19 Conc. 1 Drummond. The dimensions of the playing fields will be a maximum of 70m in width and 144m in length, including the dead ball area. The fields will be set back a minimum of 10m from any residential use.

The accessory private club will be setback a minimum of 30m from any residential use.

Notwithstanding, all accessory buildings will be subject to the provisions of Section 4 of the Zoning By-law. Section 4.2.1.1 shall not apply thereby allowing for the sale of alcohol and other beverages in accordance with Provincial Regulations.

A parking lot will be established on an area not used for playing fields and will comply with the provisions of Sections 4.25.2 (Parking Area Regulations), 4.25.3 (Ingress and Egress), 4.25.4 (Aisle Widths) and 4.25.10 Accessible Parking Spaces) of the Zoning By-law.

Following the description of the application Mrs. Mahon described the evaluation process for a zoning amendment application and the next steps. She noted that a decision would not be made this evening, a report and recommendation would follow at the next meeting. Council's decision can be appealed.

Public Hearing

Deputy Reeve Code described the hearing process and reminded the audience that comments do form part of the public record. She asked that comments be directed through the chair and advised that written comments can also be provided.

Presentations and Discussion

Deputy Reeve Code opened the floor for discussion on the application and asked if there were any members of the public who wish to speak to the application.

Bonnie Allen requested clarification on the zoning process for this property. Karl Grenke explained the various steps required in the zoning process to determine whether rugby fields would be an appropriate land use in the Township.

Jeannie Seguin had concerns about the plans going forward regarding lighting, noise, safety, livestock, wildlife, fencing, hours of use, traffic, water table, site plan comments, liquor license and pesticides. Michelle Mahon explained that once the zoning process is complete, the applicants will be required to complete a site plan amendment to address those concerns. RVCA will address the wildlife, pesticide, water flow, drainage and storm water issues. Jeannie asked how the locals would have input into the site plan process. Michelle Mahon reported that the residents are welcome to submit letters outlining their concerns. Karl Grenke explained that any issues regarding traffic and/or road issues would be under the jurisdiction of the County of Lanark Roads Department. He reported that the alcohol sales are regulated under the Liquor Licence Act and that a hydrogeological assessment could be requested if directed by Council. Jeannie Seguin asked if the property has been sold. Mr. McIntyre reported that the sale was contingent on the zoning.

Andrew Lynch had concerns regarding traffic bottlenecks, fertilizer, water use and restrictions on other uses for the field. Michele Mahon explained that the site control plan process will address traffic and parking design. RVCA will address the water concerns, the zoning by-law will address the uses on the site. Karl Grenke explained that the applicant is for a single use/site specific for rugby only. Mr. Lynch inquired about the types of equipment that will be used in the construction of the site. Karl Grenke explained that this is not regulated through the Township. Mr. Lynch inquired if road modifications would happen. Karl Grenke explained that this would happen at the County level.

Norman James inquired as to the location of the wetlands. Michele Mahon explained that there were quite a distance away on a branch of Black Creek and that is why RVCA reported that they were not too concerned.

Dominic Richens inquired about by-laws around noise and time and restriction around usage. Karl Grenke explained that the Township does not have a noise by-law and that hours of operation are not normally regulated by the Township. Reeve Aubrey Churchill reported that the Township follows the provincial noise by-law which restricts noise from 11:00 p.m. to 7:00 a.m. Mr. Richens asked if there is any consideration regarding farmland being converted to non-farm usage. Karl Grenke reported that the property is designated as rural and consideration is given in the areas designated as agricultural.

Bonnie Allan had concerns regarding, traffic, property values, suitability of rugby fields, lights, mess, parking and noise. She asked if they would be able to see a detailed site plan. Michelle Mahon explained that the site plan would not be completed until the zoning has been approved.

Once the site plan is completed it is a public document and available for viewing at the Township. Karl Grenke reported that the site plan process is not a public consultation forum.

Susan Brandon inquired about the next opportunity for the public to provide additional comments. Deputy Reeve Gail Code reported that tonight is the public consultation process.

Joy Bali had concerns regarding traffic, snowmobiles, water usage, pesticide, noise, lighting, impact on wildlife, disappearing farm land and lack of information regarding the property. Deputy Reeve Gail Code stated that her concerns were well received.

Gilles Sequin inquired if turning lanes would be installed and would land expropriation happen. He wanted to know if any road modification would happen prior to the property being developed. Michelle Mahon reported that it is a County road and the specifications would come through them.

Lyn McIntyre explained that the he owns 155 acres and the 20 acres for the rugby field is in the middle of the property. He is still the adjacent land owner. He was approached to sell this property to use as rugby fields. He agreed that it was appropriate to provide an outdoor activity in a rural setting to promote physical activity. There is no through-way on the property so there would not be ATV traffic or snowmobiles.

Michelle Mahon thanked the audience for coming out and presenting their concerns.

Steve Fournier asked if one field was going to be lit or all four fields. Mr. McIntyre could not answer this question. What is the typical rugby season? Mr. McIntyre did not know. Is it more for Ottawa people or local – Mr. McIntyre said he has been told it was more for Lanark County. Are rugby fields the same size as soccer? Mr. McIntyre did not know. Will Mr. McIntyre be managing the fields? Mr. McIntyre said that he would not be managing the fields.

Reeve Aubrey Churchill stated that he heard that traffic was one of the biggest concerns and felt that turning lanes would be appropriate. He suggested that the Township will request the County of Lanark to consider turning lanes.

George Sachs reported that he had concerns regarding pesticides, hydrogeological study, light pollution, storm water management and light pollution.

Adjournment of Public Meeting: 6:10 p.m.

6. Communication/Correspondence

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

#2 Friends of the Tay – Request of Council Support for Bolingbrooke Dam

MOTION #COW-18-164 (Verbal)

MOVED BY Aubrey Churchill
SECONDED BY: George Sachs

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves the Friends of Tay request to send a letter to Parks Canada in support of initiatives to assist with planning and/or emergency preparations downstream of the Bolingbroke Dam.

ADOPTED

MOTION #COW-18-165 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: George Sachs

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the September 11, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Planner – Land Use Planning and Zoning Regulations and Cannabis Production

Michele Mahon reviewed her report regarding land use planning and zoning regulations as it pertains to a cannabis production facility. There was discussion on options for Council to consideration regarding the Zoning By-law.

The Clerk Administrator reported that the Township currently has a pending application for a cannabis production facility. Karl Grenke reported that noise, odour, traffic etc., would be reviewed later. He explained that in selecting an option, Council should take into consideration how much control Council wants over the regulations. After discussion, Council selected Option 2 and the following motion was adopted:

MOTION #COW-18-166 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: George Sachs

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council approves Option 2 to amend the Zoning By-law to define the terms and regulate the term “Cannabis Production Facility”; and

FURTHERMORE that the amendments be made to the Zoning By-law and brought forward at a future meeting for adoption.

ADOPTED

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES

a) Report of the Treasurer – FCM Grant Application

The Treasurer reviewed her report seeking Council approval for staff to work with a consultant to prepare an application to the Federation of Canadian Municipalities for municipal asset management funding. She reported that the Township would be eligible for

funding of up to 80% to a maximum of \$50,000 for projects that will enhance municipal asset management programs. The project must be completed within 11 months of receiving funding. Every five years the policy must be reviewed and updated. There was discussion regarding the costs of this reporting requirement. Council accepted the recommendation and the following motion was adopted:

MOTION #COW-18-167 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS

THAT, Council directs staff to apply for a grant from the Federation of Canadian Municipalities' Municipal Asset Management Program for a Municipal Asset Management Program in the Township of Drummond/North Elmsley up to an upset limit of \$2,500;

AND FURTHERMORE THAT the Township of Drummond/North Elmsley commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset management Program to advance our asset management program:

- Asset management Policy Development and Maturity Assessment Report compliant O. Reg. 588/17.
- Data Collection Tools, Data Gap and Maturity Analysis, and Condition Rating Criteria Development
- Asset Management Training Workshops on Asset Management Tools and Concepts
- Critical Activities Path (CAP) – Roads and Bridges, and;

AND THAT the Township of Drummond/North Elmsley commits up to \$20,000 toward the costs of this initiative out of the 2019 budget;

AND THAT Council directs staff to put out a Request for Proposal for the creation and completion of the Asset Management Plan and all requirements as per the legislative changes outlined in O. Reg. 588/17 if the grant application is successful.

ADOPTED

b) Report of the Deputy Clerk – Employee Code of Conduct

The Deputy Clerk reviewed her report regarding the updated Employee Code of Conduct. The new Employee Code of Conduct is consistent with the new Council Code of Conduct and is based on the principle that municipal staff hold positions of privilege and that public interests will be placed about the interests of the individual. Council accepted the recommendation and the following motion was adopted:

MOTION #COW-18-168 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS

THAT, Council approves the Employee Code of Conduct and that the necessary by-law be brought forward at the next meeting of Council.

ADOPTED

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

- a) **Report of Reeve:** None
- b) **Report from Fire Board:** None
- c) **Report from Library Board:** None
- d) **Report from CA's:** None
- e) **Report from Members of Committee**
Drug Strategy Committee, Steve Fournier, September 10
 - Will be making a request for \$500 to support the health unit presentations at local schools

8. CLOSED SESSION

8.1 Personal matters about a municipal employee - Planner

MOTION #COW-18-169 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:40 p.m. to discuss personal matters about a municipal employee - Planner;

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

ADOPTED

MOTION #COW-18-170 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: George Sachs

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 6:47 p.m.

ADOPTED

RISE AND REPORT

- Received as information

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-171 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: George Sachs

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

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#17 Minutes Meeting of September 25, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, September 25, 2018 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:	Aubrey Churchill	Reeve
	Gail Code	Deputy Reeve (Chair)
	Steve Fournier	Councillor
	George Sachs	Councillor
	Ray Scissons	Councillor
Staff Present:	Cindy Halcrow	Clerk Administrator
	Cathy Ryder	Deputy Clerk
	Scott Cameron	Manager of Public Works

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. Deputy Reeve Gail Code declared a pecuniary interest for Item 5.2 as the applicant is her son.

3. Minutes of Previous Meetings

3.1 Regular Session Minutes of September 11, 2018

MOTION #COW-18-172 (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 September 11, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of September 11, 2018

MOTION #COW-18-173 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the minutes of the closed Committee of the Whole meeting held on September 11, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-174 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the agenda for the September 25, 2018 meeting of the Committee, as amended.

Amendment:

8.1 Closed Session 8.1

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 Wayne McNamee Zoning Amendment

Call to Order

Deputy Reeve Code opened the meeting at 5:09 p.m.

Introduction:

Deputy Reeve Code provided an overview of the Zoning By-Law application review process to be followed, including:

- the purpose and process of the meeting
- the flow and timing of documentation and the process that follows this
- any person wanting a copy of the decision regarding the application was advised to leave their name and mailing address on the sheet provided at the meeting

Planner's report and presentation

Michele Mahon reported that the purpose of the meeting was to consider amending Zoning By-law 2012-060 to rezone the subject lands from Highway Commercial Special Exception 3 to Rural Exception. The effect of the proposed RU-Exception Zone would be to allow a residential use and to accommodate a 50m wetland setback.

The proposed Zoning By-law Amendment affects a roughly 3.2 ha (7.9 acres) area parcel of land in Wayside Hamlet that includes a property currently owned by Wayne McNamee in Trust at 3107 Tennyson Road. This property was severed through Applications B17/086 and B17/087. The applicant proposes to rezone the property from Highway Commercial – Special Exception 3 to Rural Exception allowing a residential use and to accommodate a 50m wetland setback.

No agencies comments as of September 25, 2018

Deputy Reeve Code asked if Tracy Zander, Agent, had any comments.

Tracy Zander, noted that RVCA did provide comments dated September 21, 2018. She reported that RVCA suggested a fixed setback of 30m from the rear lot line as opposed to the 50m wetland setback.

Deputy Reeve Code asked for comments in opposition to the application:

No comments.

Deputy Reeve Code asked for comments in support of the application.

No comments

Public Hearing

Deputy Reeve Code described the hearing process and reminded the audience that comments do form part of the public record. She asked that comments be directed through the chair and advised that written comments can also be provided.

Presentations and Discussion

Deputy Reeve Code opened the floor for discussion on the application and asked if there were any members of the public who wish to speak to the application.

No opposition/concerns.

Councillor Sachs asked if there were any plans to upgrade Tennyson Road. Tracy Zander reported there were no planned changes to the road.

Tracy Zander asked when the staff report would come before Council. The Clerk Administrator reported that it would go to the October 9th meeting and the by-law would be passed on October 30, 2018.

Adjournment of Public Meeting: 5:22 p.m.

***Note:** Deputy Reeve declared a pecuniary interest as the applicant is her son. She vacated the Chair and Councillor Ray Scissons took the chair.*

5.2 Darwin and Heather Code Zoning Amendment

Call to Order

Ray Scissons opened the meeting at 5:23 p.m.

Introduction:

Councillor Scissons provided an overview of the Zoning By-Law application review process to be followed, including:

- the purpose and process of the meeting
- the flow and timing of documentation and the process that follows this
- any person wanting a copy of the decision regarding the application was advised to leave their name and mailing address on the sheet provided at the meeting

Planner's report and presentation

Michele Mahon reported that the purpose of the meeting was to consider rezoning the subject lands from Rural to Rural-Special Exception and seek relief from the maximum accessory building lot coverage and maximum height.

The effect of the proposed RU Exception zone would be to recognize the existing commercial and residential uses through a Rural Exception zone by adding permitted uses; automobile body shop, contractors or tradesman's establishment, custom workshop, open storage area and service shop, repair. To bring the existing building into compliance, relief would be required for the existing accessory buildings from the maximum 140m² lot coverage to 393m². The property would also be seeking relief from the maximum 5m accessory building height to 6.1m in height for the existing shop at 285 Code Road to bring it into compliance.

External Agency Comments:

RVCA

- The owner should be aware of the need for environmental compliance approval (ECA) should quality control devices be required for some of the permitted uses on the subject property
- A stormwater management report, demonstrating the pre-development conditions will equal post development conditions and appropriate water quality targets, should future development introduce substantial increases in impervious surfaces.

Presentations and Discussion

Ray Scissons opened the floor for discussion on the application and asked if there were any members of the public who wish to speak to the application.

No opposition/concerns.

Adjournment of Public Meeting: 5:30 p.m.

Note: Councillor Scissons vacated the chair and Deputy Reeve Code returned to the chair.

5.3 Perth and Smiths Falls District Hospital – Proposed Tax Levy - rescheduled

6. Communication/Correspondence

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

#1 Township of Amaranth NAFTA Dairy Supply Management

MOTION #COW-18-175 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council supports the resolution from the Township of Amaranth urging the Federal Government to not allow a foreign party to interfere with the Dairy Management System and that it be removed from all North American Free Trade Agreement negotiations.

ADOPTED

MOTION #COW-18-176 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THAT THE COMMITTEE OF THE WHOLE receives the remainder of the communication items for the September 25, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports
7.1 COMMUNITY DEVELOPMENT

a) Report of the Interim Planner – Ramsden Zoning

Karl Grenke provided an update on the outcome of the public meeting on May 8 regarding the application by Darren Ramsden to allow commercial storage and a vehicle workshop on his property at 1544 Drummond Concession 9A. This is to accommodate machinery and storage related to his landscaping company, Kiwi Landscapes. Karl Grenke reported that the application is consistent with the intent of the Township’s planning policies. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-177 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports the Ramsden Zoning Amendment and further that staff be directed to bring forward a by-law implementing the following modified zoning policy for the Rural-Special Exception-X Zone:

Notwithstanding any provisions of the By-law to the contrary, on the lands zoning RU-X commercial storage and a vehicle workshop shall be additional permitted uses, subject to the following provisions:

1. The minimum setback for any buildings associated with a commercial use shall be 60m from the front lot line and 15m from side lot lines
2. Any commercial storage shall be set back a minimum 30m from the front lot line and 15 m from side lot lines.

ADOPTED

Note: Dealt with Item 7.2 at this point in the meeting

b) Report of the Clerk Administrator – Mulligan Minor Variance Appeal

The Clerk Administrator advised Council of an appeal to the Committee of Adjustment’s decision on a minor variance application at 143 Bayview Drive for Neil and Honey Mulligan for relief from the 30 m setback to 14.3 relief from the interior side yard setback from 3.0 to 1.3m and relief from the lot coverage provision from 15% to 25.4%.

She reported that due to lack of planning staff at that time there was no planning report or public agency comments. It was recommended to the applicant to defer to a later date but the applicant wanted to present his proposal. The application seemed straight forward and the Committee of Adjustment approved the application based on information from Neil Mulligan and his agent Tracy Zander. After the decision notices had been mailed, MVCA appealed the decision as it did not conform with the Township's Official Plan and they had not receive notice in time to provide comments.

The former Township Planners were not in support of the applicant. Karl reported that there were two issues; technical considerations and whether notice was given. Councillor Sachs asked about the section of the Official Plan that MVCA is having issues with and maybe it should be reviewed during the next update. Karl Grenke reported it was waterfront development and fish development around the water. The Clerk Administrator reported that there are new processes for appeals that allows for mediation staff will work with the applicant to resolve the appeal.

Action Item: Staff will provide Council will an update as the process unfolds.

7.2 PUBLIC WORKS

a) Report of the Public Works Manager - 2018 Winter Plow Contract

The Public Works Manager provided an update on the winter plow tender. He reported that only one bid was received and that was by Donald H. Wills Construction Co. Ltd. The prices have gone up over the past year. There was discussion on blades, expense, route, and complaints, purchasing a truck and hiring another staff operator. The Public Works Manager said this will need to be reviewed and compared at a later date and come back for discussion. The Committee accepted the recommendation of the Public Works Manager and the following motion was adopted:

MOTION #COW-18-178 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council accepts the tendered price from Donald H. Wills Construction Co. Ltd of \$9.93/km plus HST to provide Snow Plowing and Sanding Services for the Winter Maintenance Plow Contract 2018-003.

ADOPTED

7.3 CORPORATE SERVICES: None

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve

The Reeve provided a verbal update on the following item:

- He received a phone call from Randy Hillier, MPP reporting that the Township's funding for Otty Lake Side Road has been approved.

b) Report from the Fire Board, Gail Code, September 24

- BB&D 128 calls, South Sherbrooke 24 calls
- Smoke Alarm/CO blitz, 11 roads and 87 homes
- Old used vehicles will be shipped overseas
- Sold the other fire truck for \$16,000

c) Report from Library Board, George Sachs, September 17, 2018

- The fundraising committee raised \$37,000 for the summer literacy program
- Updated the procedural by-law
- The summer literacy program hosted 92 children in Perth and Lanark
- 292 attendees for summer reading club, read 3602 books
- Next Board meeting is October 15

d) Report from CA's

MVCA, Gail Code, September 19, 2018

- Still in recruitment negotiations for General Manager
- Administrative By-law

e) Report from Members of Committee

Environment Initiatives Committee, George Sachs

- Wrap up meeting next meeting October 17, 2018

8. CLOSED SESSION

8.1 Personal matters about an identifiable individual - Planner

MOTION #COW-18-179 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: George Sachs

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 6:17 p.m. to discuss personal matters about an identifiable individual - Planner;

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

ADOPTED

MOTION #COW-18-180 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 6:21 p.m.

ADOPTED

RISE AND REPORT

- Council accepts the Clerk Administrator's report as information to hire Reid Shepherd effective October 8, 2018 as per the Lane Duck By-law 2018-004.

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-190 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Ray Scissons

THAT the Committee of the Whole stand adjourned at 6:25 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#18 Minutes Meeting of October 9, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, October 9, 2018 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

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. Deputy Reeve Gail Code declared a pecuniary interest for Item 7.1 a as the applicant is her son.

3. Minutes of Previous Meetings

3.1 Regular Session Minutes of September 25, 2018

MOTION #COW-18-191 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: George Sachs

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on September 25, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of September 25, 2018

MOTION #COW-18-192 (Verbal)

MOVED BY: George Sachs

SECONDED BY: Steve Fournier

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

ADOPTED

4. Approval of Agenda

MOTION #COW-18-193 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

THAT the Committee of the Whole approves the agenda for the October 9, 2018 meeting of the Committee, as amended:

Amendment

Councillor Steve Fournier requested an update on the accident with the Township grader, to be discussed after Item 7.2.

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 Grant Street – Storm Fibre Network Plans

Grant Smith, Storm Networks, reviewed plans to potentially install fibre network access to every home in the township. This would provide all residents with high speed network access with unlimited data. He outlined plans to work with the Public Works Department for the installation of the fibre cable. He reported that a loan from the Township would speed up the project but he is not asking for a loan at this time. If the Township is agreeable, he requested entering into a road access agreement with the Township for the installation. Storm will accept all liability for any damage to Township roads during installation or future repairs. There was discussion on potentially setting a precedent for other organizations wishing to do the same, private investors and installation costs.

Action Item: Direction given to staff to come back with a report at a later date.

6. Communication/Correspondence

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

MOTION #COW-18-194 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THAT THE COMMITTEE OF THE WHOLE receives the communication items for the October 9, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

Note: *Deputy Reeve Gail Code declared a pecuniary interest as the applicant is her son. She vacated her seat.*

Note: *Item 7.2 dealt with at this point in the meeting.*

a) Report of the Interim Planner – Darwin & Heather Code Zoning Amendment

The Clerk Administrator presented the report on behalf of the Interim Planner recommending approving the application to rezone the lands at 285 Code Road from Rural to Rural-Special Exception in order to bring the existing building into compliance and seek relief from the maximum accessory building lot coverage and maximum height. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-195 (Verbal)

MOVED BY: Gail Code
SECONDED BY: George Sachs

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports Darwin and Heather Code's Zoning Amendment and further that staff are directed to bring forward at the next Council meeting

ADOPTED

Note: Deputy Reeve Gail Code returned to her chair.

b) Report of the Interim Planner – Wayne McNamee Zoning Amendment

The Clerk Administrator presented the report on behalf of the Interim Planner recommending approving the application to rezone the lands at 3107 Tennyson Road from Highway Commercial Special Exception 3 to Rural Exception to allow a residential use and to accommodate a 50m wetland setback. The Committee accepted the recommendation and following motion was adopted:

MOTION #COW-18-196 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports Wayne McNamee's Zoning Amendment and further that staff be directed to bring forward at the next Council meeting

ADOPTED

7.2 PUBLIC WORKS

a) Report of the Public Works Manager – Otty Lake Side Road Speed Limit

The Public Work's Manager provided an update on lowering the speed limit on Otty Lake Side Road from 80km to 60km to adhere to the design speed criteria of both the Ministry of Transportation and the Transportation Association of Canada. There was discussion on the reasons for reducing the speed limit. The Public Works Manager reported that the reduction in speed will increase the safety element for users of the paved shoulder adjacent to motorized traffic. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-197 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Gail Code

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the speed limit on Otty Lake Side Road be reduced from 80 km/hr to 60 km/hr from County Road 10 to Kenyon Road and that the Road Classification By-law 2010-094 be updated to identify the reduced speed limit.

ADOPTED

The Public Works Manager provided an update on an accident involving a Township grader. He reported that the accident occurred on October 4, 2018 on Buttermilk Road. While Township staff were grading, they saw an oncoming vehicle heading towards the grader. Staff moved the grader over to the shoulder but the vehicle hit the mow blade and the vehicle ending up in the ditch. There were no serious injuries.

7.3 CORPORATE SERVICES

a) Report of the Treasurer – Development Charges Review

The Treasurer provided an update on allocating Development Charges funds to the designated capital programs. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-198 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the allocation of Development Charges to the following designated capital programs:

Township capital equipment reserve	\$17,318
Fire Department (capital equipment reserve)	\$32,000

ADOPTED

b) Report of the Treasurer – 3rd Quarter Actual 2018

The Treasurer provided an update on the 3rd Quarter Actual to Budget for 2018. She reported that the Township was on track and there were no issues. The report was received as information.

c) Report of the Treasurer – OPP Billing 2019

The Treasurer provided an update on OPP Billing for 2019 and the estimated costs for January 1 – December 21, 2019. Council will decide on how to budget for the costs during budget deliberations. The report was received as information.

d) Report of the Clerk Administrator – Energy Consumption & Greenhouse Gas Emissions 2016

The Clerk Administrator provided an update on greenhouse gas emissions and energy consumption from 2012-2016. Ontario Regulation 396/11 under the Green Energy Act, 2009 requires that all public agencies must report their energy consumption and greenhouse gas emissions. She reported that the Township has reduced their energy footprint by replacing an older furnace with an energy efficient furnace at Drummond garage. Further reductions will be with the replacement of LED lights in all streetlights. The new Conservation Government introduced Bill 34; "An Act to repeal the Green

Energy Act, 2009 and to amend the Electricity Act, 1998. This would result in the municipality not having to report on its energy consumption and have an Energy Plan that is updated every five years. There was discussion on receiving the data in monetary form as opposed to kilograms/kilowatts to better understand the data. The report was received as information.

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve

- Attended the opening of the Ottawa Valley Recreational Trail Last on October 5 in Carleton Place.

b) Report from Fire Board: No report.

c) Report from Library Board, October 5, 2018 George Sachs

- Property Meeting received first draft of the budget, looking to revitalize the existing elevator.

d) Report from CA's

Rideau Valley Conservation Authority, September 27, Ray Scissons

- Received final draft of Administrative By-law
- Received final draft of Wetland Policy
- Heart's Desire Rocky Ramp update
- Next meeting October 25

e) Report from Members of Committee

- The Clerk Administration reported that we are advertising for volunteer members for the Committee of Adjustment and Environment Initiatives Committee as the current term ends with the term of Council.

8. Closed Session: None

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-199 (Verbal)

Moved by: Aubrey Churchill

Seconded by: George Sachs

THAT the Committee of the Whole stand adjourned at 6:10 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#19 Minutes Meeting of October 30, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, October 30, 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
Peter Echlin
Reid Shepherd
Karl Grenke

Clerk Administrator
Deputy Clerk
Chief Building Official
Planner
Interim 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 October 9, 2018

MOTION #COW-18-200 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on October 9, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-201 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Steve Fournier

THAT the Committee of the Whole approves the agenda for the October 30, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 Planet Youth Lanark County

Brenda McDonald-Rowe and Dr. Kevin Clouthier spoke about a new initiative of the Municipal Drug Strategy Committee called Planet Youth. Planet Youth represents a new approach to improving quality of life within a community. Planet Youth is designed to reduce or prevent drug/substance abuse and misuse among youth while helping to build and strengthen communities. It was pioneered successfully in Iceland over 20 years ago and is now in use in over 40 countries worldwide. The Icelandic Model targets young people and addressing the root causes of crime, like mental illness and addiction, using evidence-based solutions. At this time they are not asking for financial support from Council but their assistance to getting the word out to the community via website, posters, attendance at upcoming meetings. The Chair thanked them for their presentation.

5.2 Burchill Public Meeting

Call to Order

Councillor Ray Scissons opened the public meeting at 5:20 p.m.

Introduction:

Councillor Scissons provided an overview of the Zoning By-Law application review process to be followed, including:

- the purpose and process of the meeting
- the flow and timing of documentation and the process that follows this
- any person wanting a copy of the decision regarding the application was advised to leave their name and mailing address on the sheet provided at the meeting

Planner's report and presentation

Reid Shepherd reported that the purpose of the meeting was to consider amending Zoning By-law 2012-060 to rezone the subject lands at 1184 Barries Side Road from Rural to Rural-Special Exception and seek relief from the maximum accessory building area, maximum height and to store a commercial vehicle over 4,500 kg on the property.

The effect of the proposed RU-Exception Zone would be to grant relief to the accessory building size to allow an increased size of 223 m², a height of 7.5 m instead of 5 m and to store a commercial vehicle weighing 25,000 kg, instead of 4,500 kg. The property is well screened with mature trees.

External Agencies: No concerns identified.

Town Departments: No concerns have been identified.

Public Comments: Ron Matthews, Diana O'Brien, Gregory and Rosa Jaques

- Timing of accessory building construction
- Road conditions and size of crane
- Commercial uses on residential property
- Noise

Following the description of the application Reid Shepherd described the evaluation process for a zoning amendment application and the next steps. He noted that a decision would not

be made this evening, a report and recommendation would follow at a future Council meeting. Council's decision can be appealed.

Councillor Scissons asked if the applicant or agent would like to provide comments.

Tracy Zander, Agent, provided a review of the application and the concerns raised. She reported that this is not a commercial operation and that there are many trucks on the road such as gravel trucks, school buses, trailers etc. This is a non-paved rural Township Road and the traffic volume on the road is not heavy. She reported that there were comments regarding construction that may have happened on this property prior to the zoning amendment application which are not relevant to application being considered tonight.

Councillor Scissons asked for comments in opposition to the application:

Ron Matthews, 1150 Barries Side Road – Mr. Matthews inquired if a resident was not able to attend would they have an opportunity to appeal. The Chair reported that they would have that opportunity to submit comments. Mr. Matthews voiced his concerns regarding the building of the accessory building without a building permit, the possibility of noise if maintenance is required on the crane, the storage of industrial or commercial equipment on the property, deterioration of the road, safety issues, disrupting the peace and quiet of the rural setting, the possibility of commercial operations on the road and business creep. He reported that he was subjected to verbal abuse due to his opposition to Mr. Burchill's application. He wanted to clarify to the audience that he had taken pictures of the road and house for the purpose of the public meeting. He stated that he wants to keep the road and area the way it is quiet and rural so he can enjoy the lifestyle they are accustomed to.

Councillor Scissons asked for comments in support of the application.

Erin Maitland, Co-Owner of the property – She reported that they purchased the property in 2015 to be used as their family home and storage for their equipment. The property is not intended for commercial use. No maintenance of the equipment can take place on the property because Brandon is not a licensed mechanic and maintenance must be performed off site. During half-loads the equipment is stored off-site. She stated that they poured the foundation for both the house and accessory building at the same time. Once it was brought to their attention that they need zoning relief due to the size of the accessory building, they hired Tracy Zander to help them become compliant with the Township policies.

Brandon Burchill, Applicant – He stated that he was not aware that the house had to be built first before the accessory building. He was not aware of a zoning by-law restriction and was he was informed took the necessary steps to comply. Once the Township issued a stop work order, he worked with the Township and Tracy Zander to follow proper procedure. He reported that he was only trying to make a living for his family.

Tracy Zander read the letter from Samantha Choffe in support of the applicants. This letter of support came in late on October 30th and therefore was not included in the agenda package. Heather Kellar 3103 Drum Conc 6A spoke in support of the application. She expressed concerns with Mr. Matthews taking pictures of their house. The property is rural and there are large size vehicles travelling the road on a regular basis. Her husband operates and parks his vehicle on his property without complaint.

Public Hearing

Councillor Scissons described the hearing process and reminded the audience that comments do form part of the public record. He asked that comments be directed through the chair and advised that written comments can also be provided.

Presentations and Discussion

Councillor Scissons opened the floor for discussion on the application and asked if there were any members of the public who wish to speak to the application. There were no further questions or discussion.

Adjournment of Public Meeting: 6:02 p.m.

6. Communication/Correspondence

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

MOTION #COW-18-202 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THAT THE COMMITTEE OF THE WHOLE receives the communication items for the October 30, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Planner – Lynne McIntyre Zoning

Karl Grenke, Interim Planner provided an update on the public meeting held on September 11, 2018 to rezone a 8 ha parcel of land fronting on Drummond Concession 2 for the purpose of accommodating a recreation area to serve as a base for a local rugby association. Mr. Grenke reported that the proposed land use is supportable at this location and that site-specific design and mitigation measures can be implemented at the site plan control stage.

Councillor Sachs had concerns about the lack of a hydrogeological study. Mr. Grenke reported that it was up to Council to request a study. The Clerk Administrator asked Mr. Grenke if he felt a hydrogeological study was necessary. Mr. Grenke reported that he did not and he recommended supporting the application. Council accepted the recommendation and the following motion was adopted:

MOTION #COW-18-203 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the McIntyre Zoning Amendment and further that staff be directed to bring forward a zoning by-law establishing a new Rural Special Exception Zone as follows:

Notwithstanding the provisions of Section 7, on the lands zoned RU-x, a Commercial Sports and Recreation Centre shall be an additional permitted use, subject to the following provisions:

1. The minimum lot size shall be 8.0-ha.
2. No portion of any playing field shall be located closer than 10 metres from any lot line.
3. Any permanent structure intended to be used by guests of the Commercial Sports and Recreation Centre or general public shall be located a minimum of 30 metres from any lot line.

ADOPTED

b) Report of the Planner – McRae Deeming By-law

The Planner provided an update regarding the deeming of three undersized lots to be enlarged by way of three lot additions along the north side of Ebbs Bay Lane. The lots are part of an old plan of subdivision and do not meet today's standards and therefore would benefit from the lot additions. The Committee accepted the recommendation of the Planner and the following motion was adopted:

MOTION #COW-18-204 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council supports deeming Lots 34, 35, 36 and 37 on Plan 7396 to no longer be registered parts on a plan of subdivision, and further that the Committee direct staff to prepare a deeming by-law enabling the above lots to be no longer registered on a plan of subdivision.

ADOPTED

Note: Dealt with 7.3 A before 7.1 c

c) Report of the Chief Building Official – 2018 3rd Quarter Report

The Chief Building Official reviewed the statistics for the 3rd Quarter Building activity seeing construction values increases as well as permit fees. The report was received as information.

7.2 PUBLIC WORKS: No Reports

7.3 CORPORATE SERVICES

a) Report of the Clerk Administrator – Accessibility Update

The Clerk Administrator reported on accessibility achievements for 2018 as it relates to the Accessibility Plan. She reported that the commitment and strategy for 2018 has been completed with the new website design.

MOTION #COW-18-205 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Gail Code

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT Council receives the annual update of the Township's Accessibility Plan.

ADOPTED

b) Report of the Clerk Administrator – Le Boat Partnership

The Clerk Administrator reviewed her report requesting authorization to participate in the Le Boat Partnership Proposal with the OHTO, Le Boat and other municipalities at a cost of \$2,500. Local Township businesses in Rideau Ferry are showcased on the Le Boat advertisement medium. Concerns were raised regarding funding private rental boat organizations, local businesses participating in providing advertising funding dollars, docking fees, staff hours for clean up at the docks and putting the money elsewhere in the community. Councillor Fournier moved the motion to put it on the table.

MOTION #COW-18-206 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council supports the sponsorship in the amount of \$2,500;

AND FURTHERMORE THAT this project be included in the 2019 budget.

DEFEATED

There being no majority vote in favour, the motion was defeated.

c) Report of the Clerk Administrator – Local Improvements on Private Property – Islandview Drive

The Clerk Administrator provided an up on the Islandview Drive local improvements. She reported that the work on the private road was completed in September 2018 with the total cost of \$89,226.75. Each owner will be charged \$5,576.67 which they can pay in a lump sum or pay over ten years with interest.

MOTION #COW-18-207 (Verbal)

MOVED BY: Steve Fournier
SECONDED BY: Gail Code

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council receives this report on the Local Improvements Charges on Islandview Drive as information;

AND FURTHERMORE that staff be directed to bring a Special Charges By-law to a future Council meeting for passage.

ADOPTED

d) Report of the Clerk Administrator – Extension to Engineer's Report – Gold Creek Municipal Drain

The Clerk Administrator provided an update on the extension to the Engineer's Report for Gold Creek Municipal Drain and to seek authorization to extend the filing date for the Engineer's report. The extension has been requested due to a hold up working with

the Department of Fisheries and Oceans Canada to co-ordinate fish species and flow analysis sampling of the existing watercourse. A project review has been filed with DFO and the Engineer is waiting for the formal classification of the existing watercourse. The Committee accepted the recommendation and the following motion was adopted:

MOTION #COW-18-208 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Steve Fournier

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council authorizes an 18-month extension to the filing of the Engineer's Report for the Gold Creek Municipal Drain.

ADOPTED

e) Report of the Clerk Administrator – Rock the Dock

The Clerk Administrator provided a review of the Rock the Docks event held on June 30, 2018. She reviewed the donations, expenses, sponsorship and attendance. This item will be reviewed during budget deliberations.

f) Report of the Clerk Administrator – Council Priorities

The Clerk Administrator reviewed Council priorities set at the beginning of the new term of Council in 2014. She reviewed the priorities in the following areas: transportation, financial sustainability, economic development, waste site, communication, council, planning and recreation and tourism. Council did a great job of meeting their priorities and it should be noted that from 2016-2018, the Township reconstructed 17.26 kms of roads at a cost of \$4M and spent \$1M in equipment renewal. The report was received as information.

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve

The Reeve provided a verbal update on the following:

- Oct 18, attended the Annual Chamber of Commerce Business awards dinner
- Met with Cindy Halcrow and Randy Hillier regarding the Rideau Valley Marketplace fire and the water contamination issues some residents are still experiencing. Mr. Hillier is helping them through provincial emergency funding.

b) Report from Fire Board: No Reports

c) Report from Library Board

- Approved budget 1.99%
- Spending \$80,000 in capital on elevator
- Putting money into reserves
- Looking at renovation budget in the future

d) Report from CA's

Rideau Valley Conservation Authority, Ray Scissons, October 25

- Started draft budget 3.3% increase amount
- Appointments to the Mississippi-Rideau Source Protection Committee
- Chairman Lyle Peterson has resigned

Mississippi Valley Conservation Authority, Gail Code, October 25

- Received 2019 preliminary draft budget
- Current board members stay on until the annual meeting in February 2019

e) Report from Members of Committee

- Steve Fournier, George Sachs and Ray Scissons attended Lake Links at Civitan on October 20
- Environmental Initiatives Committee, George Sachs, October 17
- Receiving good feedback on the reuse center, yellow bins are going out and the new program is being communicated to resident. A report will be coming forward regarding rules for re-users.

8. Closed Session: None

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-209 (Verbal)

MOVED BY: Steve Fournier

SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole stand adjourned at 7:28 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#20 Minutes Meeting of November 13, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, November 13, 2018 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:	Aubrey Churchill	Reeve
	Gail Code	Deputy Reeve
	George Sachs	Councillor (Chair)
	Ray Scissons	Councillor
Staff Present:	Cindy Halcrow	Clerk Administrator
	Cathy Ryder	Deputy Clerk
	Scott Cameron	Manager of Public Works
	Reid Shepherd	Planner
Absent:	Steve Fournier	Councillor

1. Call to Order

The meeting was called to order at 5:09 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 October 30, 2018

MOTION #COW-18-210 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole approves the minutes of the regular Committee of the Whole meeting held on October 30, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-211 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the agenda for the November 13, 2018 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-18-212 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Aubrey Churchill

THAT THE COMMITTEE OF THE WHOLE receives the communication items for the November 13, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT

a) Report of the Planner – Burchill/Maitland Zoning Amendment

The Planner provided an update on the Burchill/Maitland zoning amendment public meeting to rezone the entire property at 1184 Barries Side Road from Rural to Rural Special Exception to permit an oversized accessory building and the storage of an oversized commercial vehicle on the property. The Committee accepted the recommendation of the Planner and the following motion was adopted:

MOTION #COW-18-213 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Gail Code

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approve Zoning Amendment Application ZA-18-09 and;

FURTHERMORE THAT staff be directed to prepare a bylaw to come forward at the next available Council meeting, re-zoning the above property from Rural (RU) to a Rural Special Exception zone (RU-XX) in order to permit a maximum accessory building size of 223 m², a maximum accessory building height of 7.5 m and the storage of a commercial vehicle over 4,500 kg.

ADOPTED

7.2 PUBLIC WORKS: None

7.3 CORPORATE SERVICES

- a) **Report of the Clerk Administrator – Old County Road Closure – Rideau Ferry**
The Clerk Administrator reviewed her report to determine if Council has an interest in the county road allowance located at the corner of Rideau Ferry Road and Port Elmsley Road. The Bethel United Church is interested in severing the manse. As access to the manse is through the church parking lot, the road access issue must be resolved before a severance application can be considered. There was

general discussion on retaining the road allowance as well as releasing interest in the land to allow the County to close the road access. The Committee agreed to release all interest in the lands and the following motion was adopted:

MOTION #COW-18-214 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council releases all interests in the old county road allowance located at the corner of Rideau Ferry Road and Port Elmsley Road.

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:

- November 5 – Attended Fire Board meeting
- November 9 – Thank you lunch with Randy Hillier, MPP
- November 11 - Attended the Legion Remembrance Day Ceremony

b) Report from Fire Board, Ray Scissons, November 5

- Draft Budget – 2019 slight increase overall increases
- New tanker truck
- New self-contained breathing apparatus
- Calls are down from last year, structure fires are getting less each year
- Said goodbye to three board members

c) Report from Library Board

- Next meeting November 19
- Township is accepting resumes for new library board members

d) Report from CA's: No Reports

e) Report from Members of Committee, George Sachs

Municipal Alliance for Connected and Autonomous Vehicles in Ontario has requested a mapping of the Township roads that would be suitable for autonomous vehicles. The list should include roads that the vehicles would be permitted.

Action Item: Direction to select roads after the Public Works Manager has had time to review the appropriate roads.

8. CLOSED SESSION

8.1 Personal matters about an identifiable municipal employee.

MOTION #COW-18-215 (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 5:36 p.m. to discuss personal matters about an identifiable municipal employee;

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

ADOPTED

MOTION #COW-18-216 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Gail Code

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 5:54 p.m.

ADOPTED

RISE AND REPORT

- The Committee received information and direction.

9. Unfinished Business: None

10. New Business: None

11. Adjournment

MOTION #COW-18-217 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Ray Scissons

THAT the Committee of the Whole stand adjourned at 6:04 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#21 Minutes Meeting of November 27, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, November 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 (Chair)
Councillor
Councillor

Staff Present:

Cindy Halcrow
Cathy Ryder
Scott Cameron

Clerk Administrator
Deputy Clerk
Public Works Manager

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 Regular Session Minutes of November 13, 2018

MOTION #COW-18-218 (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 13, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of November 13, 2018

MOTION #COW-18-219 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Gail Code

THAT the Committee of the Whole approves the minutes of the Closed Committee of the Whole meeting held on November 13, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-220 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Gail Code

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

ADOPTED

5. Petitions/Delegations/Public Hearings: None

6. Communication/Correspondence

#5 Animal Control Letter – J. Shearer

George Sachs inquired how the animal control calls are being dealt with by the local OPP. The Clerk Administrator reported that Derek Needham will be attending a future CoW meeting and he could address concerns regarding animal control at that time.

Action Item: Direction given to provide Derek Needham a list of concerns so that he can be prepared to answer them when he comes to Council.

The following item was pulled from the communication package and voted on separately:

#4 Randy Hillier's letter – Local Conservation Authorities

George Sachs moved a motion to support Randy Hillier's request to repeal the authority of local conservation authorities to enter into contractual services with municipalities outside of their statutory mandate.

MOTION #COW-18-221 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL

THAT Council supports Randy Hillier's request to repeal the authority of local conservation authorities to enter into contractual services with municipalities outside of their statutory mandate.

George Sachs requested a recorded vote.

- Yea: George Sachs, Aubrey Churchill
- Nay: Gail Code, Ray Scissons, Steve Fournier

Defeated 3 - 2

#2 Association of Ontario Road Supervisors

Gail Code congratulated Scott Cameron, Public Works Manager, on his completion of the Public Works Leadership Development Program.

MOTION #COW-18-222 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

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

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT: None

7.2 PUBLIC WORKS

a) Report of the Public Works Manager – Dock Platform Funding

The Public Works Manager provided an update regarding additional funding to complete the dock platform at Rideau Ferry that was including in the Main Street Revitalization Project. Council approved \$23,000 to go towards the funding for the dock platform on June 26, 2018. The estimate for the completion of the project is \$38,100 plus tax. He recommended that the difference of \$16,100 come out of the Amenities Reserve. Council accepted his recommendation and the following motion was adopted:

MOTION #COW-18-223 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Aubrey Churchill

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL

THAT Council approves \$16,100 (plus tax) from the Amenities Reserve to complete the construction of the dock platform at Rideau Ferry.

7.3 CORPORATE SERVICES: None

7.4 COMMUNITY SERVICES: None

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve: No report

b) Report from Fire Board: No report

c) Report from Library Board, George Sachs

- Reviewing a Memorandum of Understanding the Perth and District Community Association to host data sharing
- Declaration for the Truth and Reconciliation
- Next meeting December 17 at 5:30 p.m.

d) Report from CA's

RVCA, Ray Scissons, November 22

- Presentation from South Nations Conservation regarding forest cover

- Received financial statement until the end of September
- Draft budget to be sent to local municipalities
- Next meeting January 24, 2019

e) Report from Members of Committee

Drug Strategy Committee, Steve Fournier, November 26, 2018

- OPP provided an update on legal cannabis
- Parents will talk local children regarding cannabis

Dealt with Item 9 before 8.1 Closed session

8. CLOSED SESSION

8.1 A personal matter about an identifiable individual

MOTION #COW-18-224 (Verbal)

MOVED BY: George Sachs
SECONDED BY: Ray Scissons

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 5:43 p.m. to discuss a personal matter about an identifiable individual;

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

ADOPTED

MOTION #COW-18-225 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ray Scissons

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 5:48.

ADOPTED

RISE AND REPORT

- Received as information.

9. Unfinished Business

9.1 Municipal Alliance for Connected Autonomous Vehicles

Public Works Manager provided a review on the potential selection of the roads available for testing autonomous vehicles. He expressed his concerns regarding liability issues. The selected roads were identified on a map. There was general discussion on which roads would be best paved versus gravel. The autonomous vehicles are on the fringe at this point and there will be additional information coming forward at a later date.

Action Item: Direction given to staff to proceed with putting the roads on the online map.

10. New Business: None

11. Adjournment

MOTION #COW-18-226 (Verbal)

MOVED BY: Aubrey Churchill

SECONDED BY: Gail Code

THAT the Committee of the Whole stand adjourned at 5:52 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR



#22 Minutes Meeting of December 11, 2018 Committee of The Whole

The Committee of the Whole met on Tuesday, December 11, 2018 at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

Members Present:

Steve Fournier
Ray Scissons
Paul Kehoe
John Matheson
George Sachs

Reeve
Deputy Reeve
Councillor
Councillor
Councillor (Chair)

Staff Present:

Cindy Halcrow
Reid Shepherd
Pete Echlin

Clerk Administrator
Planner
Chief Building Official

1. Call to Order

The meeting was called to order at 5:04 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 27, 2018

MOTION #COW-18-227

MOVED BY: John Matheson

SECONDED BY: Ray Scissons

THAT the Committee of the Whole approves the minutes of the Regular Committee of the Whole meeting held on November 27, 2018 as circulated.

ADOPTED

3.2 Closed Session Minutes of November 27, 2018

MOTION #COW-18-228

MOVED BY: Ray Scissons

SECONDED BY: John Matheson

THAT the Committee of the Whole approves the minutes of the Closed Committee of the Whole meeting held on November 27, 2018 as circulated.

ADOPTED

4. Approval of Agenda

MOTION #COW-18-229 (Verbal)

MOVED BY: Paul Kehoe
SECONDED BY: John Matheson

THAT the Committee of the Whole approves the agenda for the December 11, 2018 meeting of the Committee, as presented.

ADOPTED

5. Petitions/Delegations/Public Hearings

5.1 YAK Youth Services - Funding Request

Jeff Kohl appeared before Council and provided an overview regarding the services provided by YAK and to request Council's consideration for funding of \$6,000 for 2019.

5.2 Medi-Green - Cannabis Retail

Trevor Hands and Ashleigh Koeslag appeared before Council to review the possibility of opening a cannabis location within a commercial highway zone within the Township. He reviewed their plan to deliver the retail experience including the products they will be selling and the security measures they will have in place.

6. Communication/Correspondence

No items were pulled from the Communication package but it was noted that the DNE/TV Fire Rescue minutes of September 24, 2018 were included in the package but not listed.

MOTION #COW-18-230 (Verbal)

MOVED BY: Paul Kehoe
SECONDED BY: Ray Scissons

THAT THE COMMITTEE OF THE WHOLE receives the amended communication items for the December 11, 2018 Committee of the Whole as information.

ADOPTED

7. Committee and Board Reports

7.1 COMMUNITY DEVELOPMENT: No Reports

7.2 PUBLIC WORKS: No Reports

7.3 CORPORATE SERVICES

**a) Report of Deputy Clerk - Stop Up Close and Convey Unopened Road Allowance
- Conc. 8 and 9 Rideau Ferry Road**

The Planner reviewed the report on behalf of the Deputy Clerk regarding a request from Alden Rattew to close an unopened road allowance between Concessions 8 and 9 on Rideau Ferry Road.

MOTION #COW-18-231

(Verbal)

MOVED BY:

Ray Scissons

SECONDED BY:

Paul Kehoe

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,

THAT the unopened road allowance between Concessions 8 and 9 on Rideau Ferry Road and County Road 1 be declared surplus to the Township's needs;

AND FURTHERMORE that staff be authorized to work with the applicant to process the application in accordance with the Township's road closure procedures.

ADOPTED

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

7.4 COMMUNITY SERVICES

7.5 CLERK/MEMBERS OF COUNCIL

a) Report of Reeve

The Reeve provided a verbal update on the following items:

- Drug Strategy meeting on November 26
- CBC Interview on the contaminated water on December 7
- Attended 2 inaugural meetings
- Township Christmas Party on December 7
- Attended 1 regular County council meeting

b) Report from Fire Board – Ray Scissons – No meeting

c) Report from Library Board – No meeting

d) Report from CA's – No meetings

e) Report from Members of Committee - none

8. CLOSED SESSION

8.1 Litigation or potential litigation – Claims Update

MOTION #COW-18-232

(Verbal)

MOVED BY:

Ray Scissons

SECONDED BY:

Paul Kehoe

THAT the Committee of the Whole shall hereby hold closed session of Committee of the Whole at 5:45 p.m. to discuss legal claim updates;

AND THAT the Clerk Administrator and Chief Building Official remain in the room.

ADOPTED

MOTION #COW-18-233 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: John Matheson

THAT the Committee of the Whole shall hereby return to regular session of the Committee of the Whole at 5:59 p.m.

ADOPTED

RISE AND REPORT

- Received as information.

9. Unfinished Business: None.

10. New Business

10.1 Public Appointments to Township Committees

Environmental Initiatives Committee

MOTION #COW-18-234 (Verbal)

MOVED BY: Paul Kehoe
SECONDED BY: John Matheson

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the public appointments to the Environmental Initiatives Committee
- Alex Clark and Laura Plummer

ADOPTED

Committee of Adjustment

MOTION #COW-18-235 (Verbal)

MOVED BY: Paul Kehoe
SECONDED BY: Ray Scissons

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the public appointments to the Committee of Adjustment
- Ken Fournier and Karl Grenke

ADOPTED

Perth & District Union Public Library

MOTION #COW-18-236 (Verbal)

MOVED BY: Paul Kehoe
SECONDED BY: John Matheson

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the public appointments to the Perth & District Union Public Library
- Ted Parkinson and John Kalbfleisch

ADOPTED

10.2 2019 Council Schedule Calendar

The Council/CoW schedule was reviewed and the following changes were made: move September 10 to September 3 to allow time to travel to Cornwall for the OEMC Conference.

MOTION #COW-18-237 (Verbal)

MOVED BY: Ray Scissons
SECONDED BY: John Matheson

THE COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL,
THAT Council approves the 2019 Council Calendar Schedule as amended.

ADOPTED

11. Adjournment

MOTION #COW-18-238 (Verbal)
MOVED BY: Ray Scissons
SECONDED BY: Paul Kehoe

THAT the Committee of the Whole stand adjourned at 6:26 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR