

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE
REGULAR COUNCIL MEETING
April 7, 2015

The Council of the Corporation of the Township of McNab/Braeside met at 7:00 p.m.

Staff in attendance: Lindsey Parkes, CAO/Clerk
Angela Young, Deputy Clerk
Angela Lochtie, Treasurer
David Hartwick, Fire Chief (7:30)
Mandy Cannon, Executive Assistant

Media in attendance: Derek Dunn, Metroland Media

1. CALL TO ORDER AND ROLL CALL

All members of Council were in attendance this evening.

2. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

No disclosures of pecuniary interest were declared at this time.

Mayor Peckett requested Council's indulgence before beginning the formal part of the Council meeting by permitting him to make a statement as follows:

Council for the Township of McNab/Braeside is committed strongly to accountability and transparency, and has exercised a number of measures since the beginning of our four-year term to enhance these two key principles of democracy. These measures include providing contact information for all members of Council on the Township website, for easy access; responding immediately to any questions, concerns, inquiries and the like, provided either to an individual Councillor or to Council as a whole; encouraging delegations and presentations at every opportunity; holding "Town Hall" meetings to enable residents to share their thoughts on topics that concern the Township; and setting up Council committees that have full community presentation from citizens and are driven by those committee members, who report back to Council. Mayor Peckett further stated that Council will continue to implement additional measures over the coming months and Council are committed to openness, transparency and engagement with the electorate. Council encourages all presentations and delegations, and are always pleased and eager to hear from the people who call this Township their home.

3. ADOPTION OF AGENDA

Mayor Peckett requested that two items be added to the agenda this evening as follows:

- Reports of Committees of Council & Other Boards - Arnprior Public Library Report

- Unfinished Business - Terry Thomson - Property Access - Mr. & Mrs. Glynn

The agenda dated April 7, 2015 was accepted as amended and circulated.

4. **DELEGATIONS AND PRESENTATIONS**

- Ontrac - Kristina Lafrance-Misener, Job Developer/Employment Specialist

Ms. Lafrance-Misener was in attendance this evening to provide an overview of the services available through Ontrac, Employment Resource Centre. Ms. Lafrance-Misener advised that Ontrac provides assistance with job placement, training and workshops. Ms. Lafrance-Misener further explained that there are grants available through the Province of Ontario to cover two-thirds of the cost of a worker's training, up to \$10,000.00 and that Ontrac can assist with the completion of this application. Mayor Peckett thanked Ms. Lafrance-Misener for her presentation.

- Shannon Cassidy-Rouleau - FACT-MB Inc.

Ms. Cassidy-Rouleau was in attendance this evening to request that Council consider contributing to the amount that was paid by FACT-MB Inc. for the experts that gave evidence for the defence at the recent Miller Quarry OMB hearing. Ms. Cassidy-Rouleau was clear in expressing FACT-MB Inc. feels as though the Township's lawyer, Ms. Bradley, was successful in defending the decision to refuse Miller's request for the permanent asphalt plant because of their experts and evidence brought forward (and paid for) by FACT-MB Inc. Ms. Cassidy-Rouleau respectfully requested that Council review the expenses as submitted and to consider the request from FACT-MB for reimbursement in the amount of \$95,729.93 and respond in a timely fashion. Mayor Peckett thanked Ms. Cassidy-Rouleau for her presentation and advised that a response will be provided as soon as possible, once the statements have been reviewed.

- CAO/Clerk - Municipal Administration Program Certification

Mayor Peckett presented the CAO/Clerk, Lindsey Parkes, with her certificate for completing the Municipal Administration Program. Mayor Peckett further stated that The Municipal Administrative Program is comprised of four Units of study - Introduction to Local Government, Municipal Administrative Structure, Municipal Financial Management and Management in the Municipality and is administered by the Association of Municipal Clerks and Treasurers of Ontario. Ms. Parkes has also completed her Employment Law and Human Resources certification and Mayor Peckett offered his congratulations to the CAO/Clerk on behalf of Council and the Township and stated that we are very fortunate to have an employee with this type of knowledge and experience on staff.

- Mandy Cannon - Executive Assistant

Mayor Peckett introduced Mandy Cannon as the new executive assistant with the Township and welcomed her to the staff.

- Fire Department Service Awards

Fire Chief Dave Hartwick together with Mayor Peckett presented service awards to the firefighters. Five year service pins were presented to Mike Coulas, Nicholas Tourangeau and Chris Crowder. Dwayne Lalonde was not able to attend and will also be presented with a five year pin. Ten year service pins were presented to Andrew Hamilton, Kevin Murray, Scott McGuire, Paul McCormick, Jason Robertson and Rod Vallier. Chad Trudeau was not available to attend and will also be presented with a 10 year service pin. Andrew Mohns was presented with a 20 year medal from the Province of Ontario and a 20 year service pin. Doug Kightley was presented with a 40 year ribbon from the Province of Ontario and a 40 year service pin.

Mayor Peckett thanked the Firefighters for their dedication and service and offered his appreciation for them putting their lives on the line daily and helping to make and keep the Township safe.

5. **MATTERS ARISING OUT OF THE DELEGATIONS HEARD**

Nil.

6. **ADOPTION OF PREVIOUS COUNCIL MINUTES**

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** the minutes of the March 10, 2015 - Public Meeting Under the Planning Act - ZA and OPA - LM & GM Zone be adopted as submitted and circulated.

CARRIED.

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** the minutes of the March 10, 2015 - Public Meeting Under the Planning Act - ZA - Rosien be adopted as submitted and circulated.

CARRIED.

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** the minutes of the March 13, 2015 Regular Council Meeting be adopted as submitted and circulated.

CARRIED.

7. **REPORTS OF COMMITTEES OF COUNCIL & OTHER BOARDS, COMMITTEES AND COMMISSIONS**

a) Clerks Report dated April 1, 2015

Moved by Councillor Lang, seconded by Deputy Mayor Armsden, **THAT** the Clerks Department Report dated April 1, 2015 be accepted as information as submitted and circulated.

CARRIED.

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** Council awards the proposal as submitted for the redevelopment of the Township website to Bluenorth Studios at the total cost of \$4,500.00 plus HST. In response to Council member questions, the CAO/Clerk advised that the website should be completed by the end of June 2015.

CARRIED.

b) Fire Department Report

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** the Fire Department Report dated April 1, 2015 be accepted as information as submitted and circulated.

CARRIED.

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** Council of the Township of McNab/Braeside hereby accepts the quotation from Arnprior Fire Trucks for the purchase of a 2016 Tanker Pumper Fire Truck in the amount of \$349,170.00 including HST; **AND FURTHER THAT**, after consideration of the HST rebate of \$34,731.38, the purchase be funded by \$241,938.62 from the Capital Asset Replacement (Fire Department Vehicles and Equipment) Reserve with the balance of \$72,500.00 funded through taxes.

CARRIED.

c) Public Works Department Report

Moved by Councillor Brum, seconded by Deputy Mayor Armsden, **THAT** the Public Works and Property Department Report dated April 1, 2015 be accepted as information as submitted and circulated.

CARRIED.

Council requested the CAO/Clerk bring this report back to the next regular Council meeting as they have several questions for the Director of Public Works.

d) Waste Management Department Report

Moved by Councillor Lang, seconded by Councillor MacKenzie, **THAT** the Waste Management Department Report dated April 1, 2015 be accepted as information as submitted and circulated.

CARRIED.

Moved by Deputy Mayor Armsden, seconded by Councillor MacKenzie, **THAT** Council of the Township of McNab/Braeside hereby accepts the tender from Castleford Excavating for a 3-year contract to supply earth borrow to the Waste Disposal Site for an estimated contract value of \$115,050.00 plus HST.

CARRIED.

e) Treasury Department Report

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** the Treasury Department Report dated March 31, 2015 be accepted as information as submitted and circulated.

CARRIED.

In response to Council member inquiries the Treasurer advised that she is preparing an update for the budget with changes that have been implemented in the first quarter to the next regular meeting of Council.

8. **INFORMATION ITEMS**

a) Correspondence Items Circulated

Moved by Councillor MacKenzie, seconded by Councillor Brum, **THAT** the correspondence items #1-18 (March 12th - April 2nd, 2015 inclusive) which were distributed separately be accepted as information as circulated.

CARRIED.

b) Library Card Renewals

Mayor Peckett reported that based on information he received from Karen DeLuca, Librarian at the Arnprior Public Library, library card renewals are up 53% for 2015 in the first quarter for adult residents and 59% for children who reside in the Township of McNab/Braeside.

9. **MOTIONS**

a) Requests for Support #1

Mayor Peckett and Councillor Brum requested that item #1 on the resolution support list be endorsed by Council.

Moved by Deputy Mayor Armsden, seconded by Councillor Lang, **THAT** Council of the Township of McNab/Braeside declare the Week of April 19 to 25, 2015 as National Victims of Crime Awareness Week in the Township of McNab/Braeside; **AND FURTHER THAT** a proclamation be issued by Mayor Peckett proclaiming April 19 to 25, 2015 as National Victims of Crime Awareness Week in the Township of McNab/Braeside.

CARRIED.

PROCLAMATION

I, **Mayor Tom Peckett** of the Township of McNab/Braeside do hereby proclaim

April 19 to 25, 2015 as National Victims of Crime Awareness Week

WHEREAS, when a crime occurs, it doesn't affect just one person, but their family members and the entire community; and

WHEREAS, victims of crime and their families deserve support from their community; and

WHEREAS, many victim service providers, police officers, and professionals working in the criminal justice system provide assistance to victims of crime and their families; and

WHEREAS, victims of crime need to know that they have a voice in our criminal justice system and that there are laws in place to help them; and

WHEREAS, National Victims of Crime Awareness Week, April 19 to 25, 2015 offers an opportunity to raise awareness about victim issues, and about the services and laws in place to help victims and their families; and

WHEREAS, the theme for National Victims of Crime Awareness Week - Shaping the Future Together 2015 - will help to promote greater understanding of victim issues; and

WHEREAS, an increased awareness of victim issues will encourage citizens to discuss the impact of crime; and

WHEREAS, public demonstrations of support for victims of crime help to build a community's capacity for compassion to assist victims and their families and the community as a whole; and

WHEREAS, addressing victim issues requires the support and dedication of the whole community; and

WHEREAS, the support of the Township of McNab/Braeside will encourage a greater number of citizens to participate in National Victims of Crime Awareness Week;

THEREFORE BE IT RESOLVED THAT I, Mayor Tom Peckett of the Township of McNab/Braeside, do hereby proclaim April 19 to 25, 2015 as National Victims of Crime Awareness Week in the Township of McNab/Braeside;

BE IT RESOLVED THAT during National Victims of Crime Awareness Week and throughout the year, the Township of McNab/Braeside will recognize victims of crime and those who assist them and

BE IT FURTHER RESOLVED THAT The Township of McNab/Braeside will remain committed to

addressing and advancing victim issues.

Dated at the Township of McNab/Braeside, in the County of Renfrew in the Province of Ontario this 7th Day of April, 2015

b) Appoint BMO as Township Banker

Moved by Deputy Mayor Armsden, seconded by Councillor Lang, **THAT WHEREAS** Section 286 (1) (b) of the Municipal Act, 2001 S.O. 2001 as amended states that the Treasurer is responsible for depositing all money received on behalf of the municipality in a financial institution designated by the municipality; **AND WHEREAS** the Township of McNab/Braeside has been approved as a new member of the Renfrew Area Administrator's Group (RAAG); **AND WHEREAS** the Corporation of the Township of McNab/Braeside has entered into a Consent to Addition of Customer to Interest Calculation Agreement with the other members of the RAAG and the Bank of Montreal (BMO) with respect to future Township Banking; **BE IT RESOLVED** that Council of the Township of McNab/Braeside appoints the Bank of Montreal as the Township's banker; **AND FURTHER THAT** any ONE of Mayor or Deputy Mayor TOGETHER with any ONE of CAO/Clerk or Deputy Clerk or Treasurer are authorized: 1. To sign and deliver any financial services agreements, service requests, and any other banking arrangements with BMO. 2. To give instructions, verifications and approvals on the Township's behalf from time to time. 3. Exercise power to borrow money and otherwise obtain services from BMO and to receive repayment thereof and to secure the Township's obligations to BMO arising out of the Township's acquisition of services from BMO which is conferred upon us by governing legislation. The required combination of persons are authorized to borrow money from BMO on credit from time to time in the amounts and on the terms that those persons determine and to grant security to you over any of the Township's property from time to time; **AND FURTHER THAT** all instructions, agreements and documents which the authorized officers sign, make, draw, accept, endorse or complete and which are signed by the persons Council has authorized from time to time are valid and binding upon the Township. The Township seal is required on any borrowing and other banking agreements, and signing officer notifications to make it valid or show consideration; **AND FURTHER THAT** this resolution remains in effect until cancelled by the Township by written notice to BMO and BMO has acknowledged receiving the notice.

CARRIED.

10. **UNFINISHED BUSINESS**

a) Code Of Conduct - Council Members

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** Council of the Corporation of the Township of McNab/Braeside hereby adopt the "**Council Code of Conduct Policy**" as submitted and circulated. **TABLED.**

Councillor Lang to provide her suggestions for changes to the CAO/Clerk in writing prior to the Policy being brought back to Council for adoption.

- b) Lighthouse Sandpoint
- Treasurer's Comments
 - Director of Public Works Comments
 - John Brady Comments
 - Solicitor's Comments

Moved by Councillor Lang, seconded by Councillor Brum, **THAT** the correspondence provided as noted above be accepted as information as submitted and circulated. **CARRIED.**

Council directed that Staff review the information as provided and advise if there are funds available to help with the maintenance of this structure prior to the Township applying and receiving ownership.

- c) Terry Thomson - Property Access
- Notice Circulated
 - Excerpt from February 10, 2015 PAC Meeting
 - E.M. Gardiner - Comments
 - Ralph Chown - Comments
 - Barbara Coburn - Comments
 - Mike & Penny Forster - Comments
 - Deborah Clark - Comments
 - Township response to 2003 request

Moved by Councillor Lang, seconded by Deputy Mayor Armsden, **THAT** this correspondence be accepted as information.

CARRIED.

Council requested a motion be drafted by Council to be brought forward to the next regular meeting of Council for this request.

- d) Plaque/Sign Playground at Braeside RA

Moved by Councillor MacKenzie, seconded by Councillor Brum, **THAT** Council of the Township of McNab/Braeside approve the design as presented and directed staff to move forward with the production of the sign.

CARRIED.

11. **NEW BUSINESS**

a) Property Standards Committee

Moved by Deputy Mayor Armsden, seconded by Councillor Lang, **THAT** the correspondence as noted above be accepted as information as submitted and circulated.

CARRIED.

The CAO/Clerk was directed to contact the Committee of Adjustment members and inquire if they would be agreeable to sit on this committee should the need arise.

b) Farmers Market - Glasgow Downs

Moved by Councillor Brum, seconded by Deputy Mayor Armsden, **THAT** the correspondence as noted above be accepted as information as submitted and circulated.

CARRIED.

The CAO/Clerk was requested to invite Rachel Dupuis to attend a Council meeting as a delegation to provide more information to Council.

c) Sustainability Committee

Moved by Councillor Lang, seconded by Deputy Mayor Armsden, **THAT** the correspondence as noted above be accepted as information as submitted and circulated.

CARRIED.

Councillor MacKenzie advised that he is still looking for 1-3 more volunteers to sit on this committee, and will follow up with some names he has been given in this regard.

d) Draft Code of Conduct - Employees

Moved by Deputy Mayor Armsden, seconded by Councillor Lang, **THAT** the correspondence as noted above be accepted as information as submitted and circulated.

CARRIED.

Councillor Lang and Councillor MacKenzie will submit changes to the CAO that they would like to see in the code of conduct.

- e) Partners in Caring - Knight in the Maritimes

Moved by Councillor Brum, seconded by Deputy Mayor Armsden, **THAT** the correspondence as noted above be accepted as information as submitted and circulated.

CARRIED.

Mayor Peckett requested that should Council wish to attend this event at their own expense they can advise the CAO of their interest to be registered.

12. **BY-LAWS**

- a) By-Law #2015-34 - Fees By-Law

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** By-Law #2015-34, Being a By-Law to Establish Fees and Charges for services or use of municipal property, I now deemed read a second and third time short and it is hereby enacted and passed.

CARRIED.

- b) By-Law #2015-35 - Procedural By-Law

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** By-Law #2015-35, Being a By-Law to Govern the Proceedings of Council and Committees, I now deemed read a second and third time short and it is hereby enacted and passed. **TABLED.**

Councillor MacKenzie brought forward several changes that he wished to see incorporated into the by-law. Mayor Peckett requested that Councillor MacKenzie forward the changes to the CAO/Clerk and that this by-law be brought back to the next regular Council meeting.

- c) By-Law #2015-36 - Burning By-Law

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** By-Law # 2015-36 Being a By-Law of the Corporation of the Township of McNab Braeside to regulate open air burning within the Township, I now deemed read a second and third time short and it is hereby enacted and passed.

CARRIED.

- d) By-Law #2015-37 - Borrowing By-Law

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** By-Law # 2015-37, Being a By-Law of the Corporation of the Township of McNab/Braeside to Authorize municipal borrowing

for current expenditures with pledge on revenues, I now deemed read a second and third time short and it is hereby enacted and passed.

CARRIED.

13. **NOTICE OF MOTIONS**

Nil.

14. **PUBLIC QUESTIONS**

- a) Joyce Rombuts inquired if she could get a copy of the information provided to Council for Terry Thomson's request.
- b) Terry Thomson commented that he feels as though the fence line was altered and a gate was put on illegally and further commented that it would be difficult to access the back of his property should there be a fire.

Council recessed for 10 minutes at 8:47 p.m.

Media representative and members of the public vacated the Council Chambers at this time.

Council Reconvened with the CAO/Clerk and Deputy Clerk present at 8:57 p.m.

15. **CLOSED MEETING SESSION**

Moved by Deputy Mayor Armsden, seconded by Councillor Lang, **THAT** Council of the Township of McNab/Braeside move into closed session under Section 239.2 (b) to discuss personal matters about an identifiable individual, including municipal or local board employees at 8:57 p.m.

CARRIED.

Moved by Councillor Brum, seconded by Councillor Lang, **THAT** Council resume the Open Session at 9:42 p.m.

CARRIED.

16. **NOTICE OF COUNCIL MEETING DATES**

As recorded on the Agenda

17. **CONFIRMATORY BY-LAW**

- a) Item: By-Law #2015-38 - Confirm the proceedings of Council - April 7, 2015

Moved by Deputy Mayor Armsden, seconded by Councillor Brum, **THAT** By-Law No. 2015-38, Being a By-Law to confirm the proceedings of the April 7, 2015 Regular Meeting of Council of the Corporation of the Township of McNab/Braeside, I now deemed read a second and third time short and it is hereby enacted and passed.

CARRIED.

18. **ADJOURNMENT**

Moved by Councillor Lang, seconded by Councillor Brum, **THAT** this meeting of Council adjourn at 9:43 p.m.

CARRIED.

MAYOR

CAO/CLERK