

THE CORPORATION OF THE MUNICIPALITY OF CENTRE HASTINGS

COMMITTEE OF THE WHOLE

MEETING MINUTES

DATE: WEDNESDAY, OCTOBER 12, 2011

TIME: 3:00 P.M.

LOCATION: COUNCIL CHAMBERS, MADOC

COUNCIL PRESENT: Reeve Ketcheson, Deputy Reeve Simpson, Councillor Kerby, Councillor Kramp-Neuman (arrived late), Councillor Mitz.

ABSENT: None.

STAFF PRESENT: Public Works Superintendent, Deputy Fire Chief, CAO/Clerk

ALSO PRESENT: Residents, John Spitters, CJBQ, MIX 97, Rock 107.

Call to Order

The Reeve called the meeting to order at 3:00 p.m.

Approve the Agenda

1. Kerby-Mitz: "To approve the Agenda". Carried

Disclosure of Pecuniary Interest and the General Nature Thereof

None.

Delegations:

The delegation was deferred until after the Personnel & Finance portion of the meeting.

PERSONNEL & FINANCE

Treasurer's Report

The Committee reviewed the Treasurer's report for the month of September. Clarification was sought in relation to revenue received under the Aggregate Resources Act and whether that revenue had a specified allocation under the Act or whether it was revenue that the municipality had the ability to allocate it as it determined.

2. Simpson-Kerby: "That the Committee receives the Treasurer's report and recommends that Council receive and approve the report at the regular scheduled meeting on October 26, 2011; and

That the Committee receives the report related to Point of Access (debit) at the Municipal Office and recommends that Council authorize the Reeve and CAO/Clerk to execute the agreement; and

That the Committee receives the report related to the Tri Area Medical Centre Lease Agreement and recommends that Council authorize the Reeve and CAO/Clerk to execute the agreement". Carried

Hours of Operation

The Committee discussed the of operation hours and noted that hours may be reviewed again at a future time to determine if there extended hours are required. The Committee also noted that notice of the extended hours for the four (4) week trial period should have been more widely circulated to ensure that the general public was aware.

3. Simpson-Kerby: “That the Committee receives the report of the CAO/Clerk and that the hours of operation for the administrative operations for the Municipality of Centre Hastings remain unchanged”. Carried

Centre Hastings Personnel Policy - Recruitment Policy

The Committee was advised that the many Municipality's have a recruitment policy and in particular a policy related to the hiring of relatives.

4. Simpson-Mitz: “That staff prepare and present to the Committee a draft Recruitment policy for consideration”. Carried

Council Members monthly Committee Reports

Clarity was sought in relation to Council member's ability to add items that may arise between submitting their report and the meeting of Council and the consensus was that this would still be permitted.

5. Simpson-Kerby: “That Council Members present in writing to the Clerk, prior to monthly Council Meetings their committee update reports”. Carried

Chamber of Commerce - Request for Continued Support

The Committee discussed the future of the Chamber of Commerce and continued support and the potential for duplication of efforts between the Chamber and the Economic Development Committee and the need for clarification in the roles of both and the coordination of efforts.

6. Simpson-Kerby: “That the request be referred to the 2012 Budget deliberations for discussion and consideration”. Carried

Delegation

Mr. Rob and Mrs. Shelly Bonter addressed the Committee regarding water and sewer allocations for their proposed Duncan Street plan of subdivision development. The Bonter`s provided a brief history of the development and the steps that they have taken to proceed with the development and provided an estimated timeframe for the development's completion at a rate of approximately three to five (3-5) homes per year. The Bonter`s requested that the Committee approve the allocation of forty two (42) units for their development.

The Committee brought item **7-3, Water and Sewer Capacity Report** forward to be dealt with during the discussion of this matter. The Committee discussed the report and the total uncommitted water and sewer units.

7. Kramp-Neuman-Simpson: “That the Municipality commit forty two (42) water and sewer units to the Bonter`s proposed development of a plan of subdivision”. Carried

TRANSPORTATION

Public Works Superintendent's Report - Public Works

The Committee reviewed the Public Works Superintendent's report for the month of September including the results of the recently completed Request for Quotations (RFQ) for paving work.

8. Simpson-Mitz: “That the Municipality receive and approve the Quote for paving work as submitted by Drain Brothers Excavating Limited in the amount of \$29,536.25”. Carried

The Committee also discussed a safety issue (trip hazard) posed by the stage at the Huntingdon Veterans Community Hall and a number of incidents that have taken place. Public Works has been tasked with constructing a movable post and chain barrier to physically mark the stage to address the issue.

9. Simpson-Kerby: “That the Committee receives the report of the Public Works Superintendent for the month of September and recommends that Council receive and approve the report at the regular scheduled meeting on October 26, 2011”. Carried

Public Works Superintendent's Report - Water and Sewer

The Committee reviewed the Public Works Superintendent's Water and Sewer Report.

10. Simpson-Kerby: “That the Committee receive the Public Works Superintendent's Water and Sewer Report for September and recommend that Council approve the report at the October 26, 2011 Council Meeting”. Carried

Four Way Stoplight - Resident Request

The Committee reviewed the request and discussed the need and alternatives to the establishment of a four way stoplight that might achieve the same goal of increasing safety at the intersection of Durham and St. Lawrence.

11. Simpson-Kramp-Neuman: “That the Committee receive the request and direct staff to investigate alternatives to the establishment of a four way stop and that staff prepare and present a report back to the Committee of the Whole”. Carried

Handicap Parking Space Request

The Committee discussed a request for the establishment of a handicap parking space in front of the Bank on St. Lawrence St. West and the removal of the current space on Durham St. North. The Committee discussed the option of keeping the current spaces and establishing another space. The safety of the proposed space in relation to large trucks turning onto St. Lawrence from Durham was also discussed.

12. Simpson-Kerby: “That the Municipality establishes a new handicap parking space in front of the Toronto Dominion Bank on St. Lawrence Street West”. Carried

Village Winter Maintenance Agreement

The Committee discussed tendering the service and the suggestion that staff could take back the plowing of the "Irish Settlement" area.

13. Simpson-Kerby: “That Municipal staff undertake winter maintenance for the "Irish Settlement" area, outside of the winter maintenance agreement”. Carried

14. Kramp-Neuman-Kerby: “That Municipality maintain the winter maintenance agreement with Danford Construction”.

The Reeve called for a recorded vote;

Deputy Reeve Simpson -	Yes
Councillor Kramp-Neuman -	Yes
Councillor Mitz -	Yes
Councillor Kerby -	Yes
Reeve Ketcheson -	No

the motion is Carried.

McCumber Road

The Committee discussed the options available in relation to opening the portion of road in question versus keeping it unopened and options for using the remaining funds on another section of the road.

15. Kerby-Kramp-Neuman: “That the Municipality continue with work on the McCumber Road in order to open and assume the unopened portion of the road”. Carried

The Reeve asked Mrs. Marie Phillips if she would like to address the issue. Mrs. Phillips spoke in opposition to the opening of the road and identified a number of reasons for her position. The Committee noted that they want budget updates throughout the project to ensure that it remains within the allocation.

The Committee also discussed the potential use of punch clocks at the Public Works garages and requested a report from the Public Works Superintendent on the issue.

PROTECTION & DEVELOPMENT

Chief Building Official's Report

The Committee reviewed the Chief Building Official's report.

16. Kramp-Neuman-Kerby: “That the Committee receive the Chief Building Official's Report for September and recommend that Council approve the report at the October 26, 2011 Council Meeting”. Carried

By-law Enforcement Officer's Report

The Committee reviewed the By-law Enforcement Officer's report.

17. Kramp-Neuman-Simpson: “That the Committee receive the By-law Enforcement Officer's Report for September and recommend that Council approve the report at the October 26, 2011 Council Meeting”. Carried

Water and Sewer Capacity Report

Agenda item was brought forward and dealt with earlier in the agenda with the related delegation.

Development Charges Revenue - Water and Sewer Capacity

The Committee discussed development charges revenue and the Municipality's ability to use these funds for work related to the identification and establishment of a new municipal water source and to increase the municipal sewage capacity. Staff advised the Committee that the development charges revenue account currently stands at \$59,320.27.

18. Simpson-Kramp-Neuman: “To use development charges revenue to proceed with addressing new sources of water and to increase sewage capacity in the urban area”. Carried

Fire Department - Department Update and Budget Update

Deputy Chief Bill Pollock was in attendance and addressed the Committee. The Committee was advised of a recent meeting between the Deputy Chief's and a number of Officers and the Reeve, Deputy Reeve and the CAO/Clerk related to the department budget and a number of issues.

19. Simpson-Mitz: “That the Committee receive the Report on the Fire Department for September and recommend that Council approve the report at the October 26, 2011 Council Meeting”. Carried

ENVIRONMENT & HEALTH

Landfill Related Proposal.

The Deputy Reeve sought clarification from the Public Works Superintendent regarding the outstanding Certificate of Approval (CofA) for the acceptance of electronic waste at the landfill site. The Public Works Superintendent advised that he has been advised by the Ministry of the Environment that it was still pending approval.

The Committee then reviewed and discussed a proposal for the removal of electronics and waste wood products from the landfill site.

20. Simpson-Mitz: “That the Municipality continue with the current operation in this regard and that staff continue to pursue the Certificate of Approval ”. Carried

Other Matters

Parks Recreation and Culture Coordinator's Report

21. Simpson-Kerby: “That the Committee receive the Parks Recreation and Culture Coordinator's Report and recommend that Council approve the report at the October 26, 2011 Council Meeting”. Carried

West Huntingdon/Luke's Cemetery - Funding Request for Fencing

The Committee reviewed the request for funding for fencing work at the cemetery and the financial standing of the Cemetery Board and discussed the number of similar requests that could potentially come forward for financial support if this request was to be approved.

22. Simpson-Kerby: “That staff prepare a report on cemetery's in the Municipality, including abandoned cemetery's for the Committee's consideration”. Carried

23. Simpson-Kerby: “That the request for funding from the Luke's/West Huntingdon Cemetery Board be referred to the 2012 Budget deliberations”. Carried

Committee Appointments - Application Review

24. Simpson-Kerby: “That the three (3) applications for committee appointments be approved; Ms. Lynda Matchett - Pool Committee; Ms. Cheryl Jamieson - Walking Trail Committee; Ms. Angie Smith - Pool Committee”. Carried

Closed Session

25. Mitz-Kramp-Neuman: “To go into Closed session as permitted under the *Municipal Act, 2001 S.239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees*; to deal with issues related to an employment contract, and matters related to staff employment status”. Carried

26. Simpson-Mitz: “To resume as before”. Carried

27. Simpson-Mitz: “That staff follow direction as given in the Closed Session as it relates to;

Forwarding personnel related correspondence to the Municipality of Madoc Township and to the Madoc and District Recreation Centre Board”. Carried.

Adjournment

28. Kramp-Neuman-Mitz: “To adjourn”. Carried

Owen Ketcheson
Reeve - Chair

Matt MacDonald
CAO/Clerk