

**TOWNSHIP OF WHITEWATER REGION**  
**Council Meeting**

**Meeting Title: Regular Council Meeting    Date: Wednesday April 3, 2013**

**Place: Cobden Council Chambers                      Start Time: 1:00 p.m.**

**REGULAR COUNCIL MEETING AGENDA**

Public Meeting:

Amending the Fee Schedules of By-Law  
(a By-Law to authorize a user fee schedule for all Municipal Departments).

1. Call to Order
2. Prayer
3. Roll Call
4. Disclosure of Pecuniary Interest
5. Adoption of the Agenda
6. Adoption of the Minutes of the Last Meeting
7. Adoption of the Accounts
8. **Delegation**
  1. Helen Francis – Whitewater Library Budget 2013
  2. Mayor Raye-Anne Briscoe: Renfrew & Area Health Service Village
  3. Roch Blaskovits Jp2g Consulting: Highway 17 Project
9. **Departmental Reports**
  - a. Monthly reports from Treasurer, Fire, Public Works, Environmental Services, Building & By-law Enforcement
  - b. Reeve's Report
  - c. CAO Report
10. **Committee Reports**
  1. Finance & Administration March 20/13 – no motions, information only
11. **Bylaws**
  1. 13-04-604 Development Agreement Bromley
  2. 13-04-605 Employment By-Law #21
  3. 13-04-606 Development Agreement 2269805 Ontario Inc.
  4. 13-04-607 Service Fees
12. **Misc Correspondence**
  1. Drought Program Deadline Extension - information
  2. Senior Achievement Award - information
  3. Ministry of Energy update - information
  4. Champlain Trail Museum event invitation
  5. Landowner & Volunteer Appreciation Dinner invitation
  6. Letter from Constituent
  7. Thank you from Cobden Agricultural Society Bd.
  8. Community Living Renfrew invitation
  9. Renfrew County – housing & Homelessness Plan – request from Warden
  10. Algonquin Land Claim fact sheet – information
13. **New/Unfinished Business**
  1. Contract offer – Art Cobb
  2. Contract offer - Elmer Winters
  3. Administration hours - Christmas
  4. Renfrew County Visitor Guide - advertising
  5. Community Events and Councillor Announcements
14. **Non Agenda Items** (which because of urgency cannot be deferred to a subsequent meeting identified to be considered in this meeting both in open and closed session)
15. **Notice of Motions**
  1. Contraband Tobacco – proposed motion
  2. Klaesi Heat Line – By-Law review for April 17<sup>th</sup> meeting
16. **Closed Meeting 239 (2); (a) The security of the property of the Corporation of the Township of Whitewater Region or local Board**  
**- approve minutes of March 20<sup>th</sup> Closed Session meeting.**
17. **Confirmation By-Law 13-04-608**
18. **Adjournment**

Public Meeting:

Amending the Fee Schedules of By-Law  
(a By-Law to authorize a user fee schedule for all Municipal Departments).

No Comments.

1. **Call to Order**  
Present: Councillors: Mayor Jim Labow, Deputy Mayor Izett McBride, Reeve Donald Rathwell, Cathy Regier, Joey Trimm, Daryl McLaughlin and Allen Dick.  
  
**Staff Present:** Christine FitzSimons and Annette Mantifel.
2. **Prayer**  
Prayer was recited
3. **Roll Call**  
Clerk conducted Roll Call
4. **Disclosure of Pecuniary Interest**  
None Reported
5. **Adoption of the Agenda**  
Moved by Joe Trimm, Seconded by Donald Rathwell  
**2013 – 2451 “Be it Resolved that Council of the Township of Whitewater Region adopt the Agenda dated April 3, 2013 for the Regular Council Meeting as submitted.”**  
  
Carried by  
Jim Labow
6. **Adoption of Regular Council Meeting Minutes**  
Moved by Donald Rathwell, Seconded by Joe Trimm  
**2013 – 2452 “Be it Resolved that the minutes of the previous Regular Council Meeting of the Township of Whitewater Region dated March 20, 2013 be adopted as circulated.”**  
  
Carried by  
Jim Labow
7. **Adoption of the Accounts**  
Moved by Joe Trimm, Seconded by Donald Rathwell  
**2013 – 2453 “Be it Resolved that the Council of the Township of Whitewater Region approve the attached schedule of General Purpose Accounts for the period March 1, 2013 to March 31, 2013 in the amount of \$1,883,640.90 and approve the attached schedule for Accounts for water purposes for the period March 1, 2013 to March 28, 2013 in the amount of \$36,889.04 and that the above accounts be paid.”**  
  
Carried by  
Jim Labow
8. **Delegation**
  1. **Helen Francis – Whitewater Library Budget 2013**  
Mrs. Helen Francis, Mrs. Debbie Byce and Mrs. Marilyn Labow thanked Council for allowing them to present.  
Mrs. Francis informed Council that the libraries are a free service for members of the municipality.  
Mrs. Francis informed Council that the patron numbers are going up yearly.  
Mrs. Francis informed Council that the libraries offer books, magazines, talking books, CNIB book, a summer reading program and internet service.  
Mrs. Francis informed Council that the library offers internet service because a lot of residents find internet too expensive or they are not able to get high speed where they live. A lot of people also use the free Wi-Fi that is offered.  
Mrs. Francis informed Council that NRTCOT gives the internet service to the libraries at half price.  
Mrs. Labow showed Council the new website for the library and explained what the libraries had to offer.  
Mrs. Francis informed Council that the libraries are looking for new board members.  
Mayor Labow informed Council that the library budget will go back to Finance and Admin Committee.  
Councillor Regier thanked the ladies for all their hard work.
  2. **Mayor Raye-Anne Briscoe: Renfrew & Area Health Service Village**  
Mayor Briscoe thanked Council for allowing her to present.  
Mayor Briscoe also thanked Mrs. Labow for all her help with trying to get the CAP grant reinstated.  
Mayor Briscoe informed Council that the Renfrew & Area Health Service Village mandate is Economic Development and the location of the Village is the horseshoe that encompasses Renfrew Victoria Hospital, Groves Park, Bonnechere Manor, Quail Creek and Hospice Renfrew.  
Mayor Briscoe informed Council that the Renfrew & Area Health Service Village is a not for profit organization.  
Mayor Briscoe informed Council that they involved Doctor Recruitment because it helped with Economic Development.

Mayor Briscoe informed Council that the four communities that make up the Village are Horton, Renfrew, Greater Madawaska and Admaston/Bromley.

Mayor Briscoe informed Council that the physicians that sign up with the Village get paid \$25,000.00 per year for six years, they must sign on for five years, they must live in either of the four municipalities, they get their patient lists from Connect Ontario, the residents of the four municipalities receive selection priority and the physicians need to acquire privileges from the Renfrew Victoria Hospital.

Mayor Briscoe asked Council to put together information and bring it to the Village for them to go over and see what the Village can come up with for Whiewater Region.

Reeve Rathwell stated that a lot of Whitewater Region residents are employed in the horseshoe.

Mayor Labow informed Council that this item will be taken to the Finance and Administration Committee.

### **3. Roch Blaskovits Jp2g Consulting: Highway 17 Project**

Mr. Roch Blaskovits informed Council that he had gone to investigate Mrs. Angie Olmstead and the Lakeview Deli properties.

Mr. Blaskovits informed Council that the problem was with the pipes because the pipes are meant to work with the pipe being half full. When the storms come the excess water fills the pipes and that is why Mrs. Olmstead and Lakeview Deli's basements flood.

Mr. Blaskovits informed Council that the way to fix the problem is to put in a pump with a check valve on it. This would force the water out quicker and the check valve would not allow the water to come back in.

Mayor Labow questioned what the cost is and who would be paying for it?

CAO asked Mr. Blaskovits to research and bring the cost back to Council.

Mr. Misener informed Council that the Township is responsible to get the water and sewer service to the property line and that it is the responsibility of the homeowner to get the service from there to their home.

Mr. Blaskovits informed Council that there has been a request to extend water service and that the water main is not being extended, just the service.

Mr. Harlow Hawthorn asked Council to hook up his property to the sanitary sewer system.

CAO informed Council that items will be dealt with one by one as they come in.

Moved by Don Rathwell, Seconded by Allen Dick

**2013 – 2454 “Be it Resolved that Council of the Township of Whitewater Region will pay for the cost of extending the water service line from the end of the main to the property line of Mr. Hawkins complete with a curbstop.”**

Carried by  
Jim Labow

Moved by Joe Trimm, Seconded by Allen Dick

**2013 – 2455 “Be it Resolved that Council of the Township of Whitewater Region will pay for the cost of replacing the sewer service from the t-connection of the main to the property line for the Lakeview Deli and Angie Olmstead. Additionally, the property at 25 Pembroke St. belonging to Harlow Hawthorn will be connected to the sanitary sewer system to the property line,”**

Carried by  
Jim Labow

## **9. Departmental Reports**

### **a. Monthly reports from Treasurer, Fire, Public Works, Environmental Services, Building & By-law Enforcement**

#### **WHITEWATER REGION DEPARTMENTAL REPORT**

**DEPARTMENT: Treasury**

**MONTHLY ACTIVITY: March 2013**

#### **PAYMENT TO SCHOOL BOARD AND COUNTY**

The first installment of the County and School Board levies was due at the end of March; \$607,420.00 was paid to the County, \$391,410.44 was paid to the English Public School Board, \$90,079.57 was paid to the English Separate School Board, \$4,795.85 was paid to the French Public School Board and \$15,953.77 was paid to the French Separate School Board for a total of \$1,109,659.63.

#### **2013 BUDGET**

We have met with one department head to go over his preliminary budget figures and capital expenditure listings. We are still awaiting additional information and figures from two departments. We will consolidate some of these meetings to include the Committee Chairs as we go over individual department budgets.

#### **WATER BILLS**

The first installment of the 2013 water/sewer bills was due at the end of March. A total of \$57,068.95 was billed in sewer revenue and a total of \$150,465.56 was billed in water revenue.

#### **TIMMINCO HALEY PROPERTY**

Further information is attached concerning the Timminco – Haley property and the Ministry of Northern Development and Mines (Ontario).

Annette Mantifel, Treasurer/Deputy CAO

#### **WHITEWATER REGION FIRE DEPARTMENTAL REPORT 30-March– 13**

Total Emergency (Station) Responses for **017-07** Fire Chief Wayne Heubner

02 – March – 13 – Heubner, Moore met with Cpt's Stone, McLaren re: expressions of interest.

03 – March – 13 – Moore attended Westmeath Stn. Practices x 4.

04 – March – 13 – Heubner, Moore attend accessibility training.

06 – March – 13 – Heubner attends Council.

06– March – 13 – Heubner, Moore work on budget.  
07 – March – 13 – Heubner attended Mutual Aid.  
13 – March – 13 – Heubner attended Dept. head meeting.  
22 – March – 13 – Heubner met with Lorraine Limlaw re: 1 Mackercher Fire.  
22 – March – 13 – Heubner attends Northeastern inspected Masonic Lodge.  
27 – March – 13 – Heubner, Moore work on final details of Fire Budget.

**STN. #1 – Haley's**

08 – March – 13 – House fire 605 Lapasse Rd.  
20 – March – 13 – Unit fire 1 Mackercher Dr.

**STN. #2 – Cobden**

08 – March – 13 – House fire 605 Lapasse Rd.  
20 – March – 13 – Unit fire 1 Mackercher Dr.  
25 – March – 13 – Smoke smell 12 Wren Dr.

**STN. #3 – Foresters Falls**

08 – March – 13 – House fire 605 Lapasse Rd.

**STN. #4 – Beachburg**

08 – March – 13 – House fire 605 Lapasse Rd.

**STN. #5 – Westmeath**

08 – March – 13 – House fire 605 Lapasse Rd.

**Truck/Hall Report**

**Haley** – Bi-weekly training continues.

**Cobden** – Bi-weekly training continue,  
Extrication training ongoing.

**Foresters Falls** – Bi-weekly training continues.

**Beachburg** – Weekly training sessions continue.

**Westmeath** – Weekly training continues.

**RECOMMENDATION**

BA's, Bunker gear, Coveralls Hose, nozzles etc. need to be purchased as soon as budget is approved.  
We need to replace Westmeath Pumper 9639 asap.

**Township of Whitewater Region Public Works Department  
Monthly Report March 2013**

- Plows have been out plowing/sanding/salting/removing snow 15 times this month, this is compared to 6 times last year during the month of March
- Snow banks have been pushed back to help with the drying out process on these roads
- Some ditches have had snow removed to help cut down on flooding problems
- A few culverts a been steamed to open them up so the water will flow when the thawing starts
- Cold patching is on going
- The graders are out trying to get some grading done on the gravel roads
- Public works budget is being worked on
- Pre-Trip and air brake inspection course was attended by all public works staff each will receive a certificate of completion

**- Township of Whitewater Region Environmental Services Department**

- Departmental Report
- March, 2013
- Plants:
- The Township of Whitewater Region Operating Authority has achieved accreditation from SAI Global with respect to the Drinking Water Quality Management Standard. The Quality Management System must now be maintained and demonstrate continual improvement.
- The Department Manager attended a Drinking Water Quality Management Standard Best Practices Workshop this month. The Workshop discussed upcoming changes to be initiated by MOE.
- Wastewater Treatment:
- Annual MOE Inspection Report for the Cobden Wastewater Treatment Plant was received this month. The report suggests the plant operated at 97% capacity based on the flow design.
- The Wastewater Treatment Plant had to initiate a primary bypass this month to keep up with high flows which negatively impacted the quality of the effluent leaving the Plant. MOE and Renfrew County Health Unit notification and reporting is a component of bypassing, as well as sampling waste waters not being treated. The By-pass lasted roughly 20 hours. Last March we carried out a primary by-pass of a much longer duration.
- Waste:
- The Department has been granted an "emergency certificate" or environmental compliance approval to keep operating on top the Stage I trench (within its perimeter). We will build a suitable road when weather and terrain conditions allow. This will allow us to get trucks to the back West corner. It appears the Department will not have to remove all landfilled waste beyond the perimeter of Stage I but instead place a thick intermediate cover application over it.
- K&K Recycling out of Pickering Ontario approached the Department about their scrap metal services they offer. It was suggested to Lee Jasper, Account Manager at K & K that Council would be made aware of their services. Perhaps it is time the Municipality looked at scrap metal services going out for public tender. There could be some of the potential revenue realized.

- Steven Hodson, Environmental Services Manager

**WHITEWATER REGION DEPARTMENTAL REPORT**

**DEPARTMENT: Building and By-law Enforcement      DATE: Mar 31, 2013**

**MONTHLY ACTIVITIES:**

- Carried out building, plumbing, septic and By-law inspections and attend Meetings for future developments.
- Since March 28, 2013 we have received approximately 6 permit applications. We issued 1 building permit for demo of a garage and 1 Single family dwelling, 2 accessory garages and 1 single family renovation in March with a construction value of \$ 507,000.00.
- We sold in 2012 by March 21, 2012 800 dog tags; by March 25, 2012 we have sold 905 tags.
- WE have been working on our filing system and receiving a lot of phone calls regarding building, septic, severances, re zonings etc
- We are working on our Parking by-law for the Township I have forwarded to all department heads for their comments.

**RECOMMENDATIONS / MOTIONS TO BE BROUGHT FORWARD**

**b. Reeve's Report**

**Reeves Renfrew County Report For the Month of March**

During March I attended three Half day meetings and one full day meeting.

For period January – February 2013 the County of Renfrew received 20 severance applications compared to 27 received for the same period in 2012.

A plan of subdivision in the Town of Arnprior was finally approved which totals 392 residential units made of 119 single detached lots 153 multiple attached units and 120 apartment units.

On Tuesday February 26, 2013 Ontario Works, Renfrew County Housing Corporation and Child Care moved offices from 100 Madawaska to new location at 80 McGonegal Street, Arnprior.

A Grand opening of the facility is being planned in conjunction with Social Services Committee meeting in the month of May 2013.

The County of Renfrew, Township Papineau-Cameron and County of Lanark – hence the need to sign a confidentiality agreement, Legal Counsel Dep. Recommend that individual agreements be signed between CP Rail and each municipality.

Ottawa Valley Wood wins Ontario Economic Development award of Merit the Economic Developers. Council of Ontario presented this award to the County of Renfrew held in London Ontario February 5 – 7, 2013. The award recognizes excellence in marketing and product development utilizing technology. The County of Renfrew beat out competitors from across Ontario.

The County of Renfrew is preparing a 10 year Housing and Homeless plan for delivery to the Province of Ontario on or before January 1, 2014. They are asking for information and help from Upper and Lower Municipalities and Public will be critical in developing the plan.

.Donald Rathwell

**c. CAO Report**

CAO went over the letter that was sent out to the residents concerning the Ross Landfill Site Stage II.

CAO gave Council an update on the Book Tree and said that there would be more information when the Committee meets in April.

Ms. Mantifel informed Council that the Federal Gas Tax money can be used for salt & sand sheds, energy plans, Official plan and Strategic plans.

Ms. Mantifel informed Council that there are two roads to be done this year, Pleasant Valley and Cornerview Road. The Gas Tax money will be used to cover the cost.

CAO gave an update on the meeting with BEI in regards to the future development in Cobden.

Moved by Donald Rathwell, Seconded by Joe Trimm

**2013 – 2456 “Be it Resolved that Council of the Township of Whitewater Region receives and files the following reports:**

**Treasury Dept.**

**Fire Dept.**

**Public Works Dept.**

**Environmental Services Dept.**

**Building and By-Law Enforcement Dept.**

**Reeve's report**

**CAO Report.”**

Carried by  
Jim Labow

**10. Committee Reports**

- 1. Finance & Administration March 20/13 – no motions, information only**  
Information.

**11. Bylaws**

- |           |                  |   |
|-----------|------------------|---|
| <b>1.</b> | <b>13-04-604</b> | <b>Development Agreement Bromley</b>              |
| <b>2.</b> | <b>13-04-605</b> | <b>Employment By-Law #21</b>                      |
| <b>3.</b> | <b>13-04-606</b> | <b>Development Agreement 2269805 Ontario Inc.</b> |
| <b>4.</b> | <b>13-04-607</b> | <b>Service Fees</b>                               |

Moved by Allen Dick, Seconded by Joe Trimm

**2013 – 2457 “Be it Resolved that Council of the Township of Whitewater Region Approves that the following By-Laws be introduced, read, dealt with, numbered, signed by the Mayor and Clerk and Sealed and recorded in the By-Law book:**

- |           |  |
|-----------|--|
| <b>1.</b> | <b>13-04-604 Development Agreement, Pt Lt 27 Con WFE, Westmeath: Bromley</b>                       |
| <b>2.</b> | <b>13-04-605 Employment By-Law #21 Township Officers &amp; Staff</b>                               |
| <b>3.</b> | <b>13-04-506 development Agreement 2269805 Ontario Inc. – Tabled pending further investigation</b> |
| <b>4.</b> | <b>13-04-607 Municipal Service Fees.”</b>  |

Carried by  
Jim Labow

**12. Misc Correspondence**

- 1. Drought Program Deadline Extension – information**  
Information.

- 2. Senior Achievement Award – information**  
Information.

- 3. Ministry of Energy update – information**

Information.

**4. Champlain Trail Museum event invitation**

Information.

**5. Landowner & Volunteer Appreciation Dinner invitation**

Information.

**6. Letter from Constituent**

Information.

**7. Thank you from Cobden Agricultural Society Bd.**

Information.

**8. Community Living Renfrew invitation**

Information.

**9. Renfrew County – housing & Homelessness Plan – request from Warden**

Information.

**10. Algonquin Land Claim fact sheet – information**

Information.

Moved by Joe Trimm, Seconded by Allen Dick

**2013 – 2458 “Be it Resolved that Council of the Township of Whitewater Region receives and files correspondence 1 – 10.”**

Carried by  
Jim Labow

**13. New/Unfinished Business**

**1. Contract offer – Art Cobb**

Moved by Allen Dick, Seconded by Joe Trimm

**2013 – 2459 “Be it Resolved that the Council of the Township of Whitewater Region directs the CAO to offer a contract to Art Cobb to coordinate and organize the tourist booth season, for a compensation of \$1,500.”**

Carried by  
Jim Labow

**2. Contract offer - Elmer Winters**

Moved by Cathy Regier, Seconded by Daryl McLaughlin

**2013 – 2460 “Be it Resolved that the Council of the Township of Whitewater Region directs the CAO to offer a contract to Elmer Winters to clean the tourist booth and washrooms at the Veteran’s Memorial Park as well as collect all park fees. His remuneration shall be 75% of park fees collected and a flat fee of \$2,300 to cover all other duties.”**

Carried by  
Jim Labow

**3. Administration hours – Christmas**

Moved by Daryl McLaughlin, Seconded by Cathy Regier

**2013 – 2461 “Be it Resolved that Council of the Township of Whitewater Region approves the Administration Staff to use 4 days of their own banked holidays or banked time in lieu to close the Municipal Office between Dec. 23<sup>rd</sup> and January 1<sup>st</sup>, reopening on Jan. 2/2014.”**

Carried by  
Jim Labow

**4. Renfrew County Visitor Guide – advertising**

Moved by Izett McBride, Seconded by Cathy Regier

**2013 – 2462 “Be it Resolved that the Council of the Township of Whitewater Region directs staff to repeat last year’s full page ad in the Eganville Leader’s Renfrew County Visitor Guide 2013 at a cost of \$725.00.”**

Carried by  
Jim Labow

**5. Community Events and Councillor Announcements**

Spaghetti Dinner – Ross Presbyterian Church – April 11

Plowman’s Trivia Night – Ag Hall – April 13

CPAC – April 9, 2013

Beachburg Lion’s Hal – Pancake Breakfast – April 6

Don’t Tell Mother – Ag Hall – April 5, 6, 7

Ag Hall is closed for renovations starting April 8  
Councillor Dick has documentation that he would like to give Council on Mental Health

14. **Non Agenda Items (which because of urgency cannot be deferred to a subsequent meeting identified to be considered in this meeting both in open and closed session)**  
Nothing.

15. **Notice of Motions**  
**1. Contraband Tobacco – proposed motion**  
**2. Klaesi Heat Line – By-Law review for April 17<sup>th</sup> meeting**  
CAO went over information that would be part of future Council meetings for Council to go over.

16. **Closed Meeting 239 (2); (a) The security of the property of the Corporation of the Township of Whitewater Region or local Board**  
**- approve minutes of March 20<sup>th</sup> Closed Session meeting.**  
Moved by Cathy Regier, Seconded by Izett McBride  
**2013 – 2463 “The Council of the Township of Whitewater Region went in to Closed Session under Section 239 (2) of the Municipal Act at 3:55 pm for the following purpose:**  
**(a) The security of the property of the Corporation of the Township of Whitewater Region or local board.”**

Carried by  
Jim Labow

Moved by Izett McBride, Seconded by Cathy Regier  
**2013 – 2464 “Be it Resolved that the Council of the Township of Whitewater Region came out of Closed Session at 4:20 pm.”**

Carried by  
Jim Labow

Moved by Daryl McLaughlin, Seconded by Cathy Regier  
**2013 – 2465 “Be it Resolved that the Council of the Township of Whitewater Region approved the minutes of the March 20<sup>th</sup> Closed Session meeting,”**

Carried by  
Jim Labow

17. **Confirmation By-Law 13-04-608**  
Moved by Cathy Regier, Seconded by Daryl McLaughlin  
**2013 – 2466 “Be it Resolved that Council of the Township of Whitewater Region approves that Confirmation By-Law #13-04-608 be introduced, read, dealt with, numbered and signed by the Mayor and Clerk.”**

Carried by  
Jim Labow

18. **Adjournment**  
Moved by Daryl McLaughlin, Seconded by Cathy Regier  
**2013 – 2467 “Be it Resolved that Council of the Township of Whitewater Region adjourns the regular meeting of April 3, 2013 at 4:21 pm.”**

Carried by  
Jim Labow