



The Corporation of
THE TOWNSHIP OF LANARK HIGHLANDS

COMMITTEE OF THE WHOLE MINUTES

Tuesday, June 23rd, 2009

2:30 p.m.

**Lanark Highlands Municipal Office - 75 George Street, Lanark, Ontario
Council Chambers**

ATTENDANCE:

Members Present: Chair, Deputy Mayor, Bruce Horlin
Councillor Brian Stewart
Councillor Leonard Echlin
Councillor Tom Lalonde
Councillor Bob Sutcliffe

Staff Present: Tom Derreck, Chief Administrative Officer
Amanda Mabo, Clerk/Deputy CAO
Robert Bunker, Treasurer
Janie Laidlaw, Planning Assistant (left at 3:06 p.m.)
Scott Cameron, Public Works Superintendent (left at 3:10 p.m.)
David Riis, Township Engineer (left at 3:03 p.m.)

Members & Staff Absent: Mayor, Bob Fletcher
Councillor Peter McLaren

1. CALL TO ORDER

The meeting was called to order at 2:30 p.m.
A quorum was present.

2. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None at this time.

3. APPROVAL OF MINUTES

RESOLUTION #COW-2009-196

MOVED BY: Tom Lalonde
SECONDED BY: Leonard Echlin

“**THAT**, the minutes of the Committee of the Whole Committee meeting held on June 2nd, 2009 be approved as circulated.”

ADOPTED

4. APPROVAL OF AGENDA

- i) Addition under New/Other Business: Infrastructure Funding – Highland Line & Galbraith Road.

RESOLUTION #COW-2009-197

MOVED BY: Bob Sutcliffe
SECONDED BY: Brian Stewart

“**THAT**, the item, Infrastructure Funding – Highland Line & Galbraith Road, be added as an addition to the agenda under New/Other Business.”

ADOPTED

RESOLUTION #COW-2009-198

MOVED BY: Brian Stewart
SECONDED BY: Leonard Echlin

“**THAT**, the agenda be adopted as amended.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

- i) **Lanark Highlands Police Services Board - 2008 Annual Report – *deferred to the next meeting.***
Derek Love, Municipal Appointee and
George Braithwaite, Provincial Appointee.

6. COMMUNICATIONS

- i) **09-06-03 Councillor Communication Package.**
- ii) **Motorsport Club of Ottawa:** Lanark Highlands Forest Rally Update.
- iii) **Township of South Stormont:** Request for Simultaneous Dispatch for Emergency Medical Service (EMS) and Fire Response.
- iv) **City of Cornwall:** Provincial Harmonized Sales Tax.

- v) **City of Pickering:** Provincial Harmonized Sales Tax.
- vi) **Ontario Property and Environmental Rights Alliance:** Species Habitat Regulations Emerging from Endangered Species Act (ESA) 2007.

RESOLUTION #COW-2009-199

MOVED BY: Bob Sutcliffe
SECONDED BY: Leonard Echlin

“**THAT**, the communication items for the June 23rd, 2009 Committee of the Whole Committee meeting be received for information only.”

ADOPTED FORTHWITH

7. REPORTS

- ii) **Report #PD-17-2009 Severance Application (Easton).
PART LOTS 7, 8 AND 9, CONCESSION 2
FORMER TOWNSHIP OF LANARK**
Janie Laidlaw, Planning Assistant and
Scott Cameron, Public Works Superintendent.

An application has been received from the County of Lanark Land Division Committee for the creation of a new lot for residential purposes. The holding is located west of the Clyde River and has frontage on both County Road 511 and 2nd Concession A Lanark and is legally described as Part of Lots 7, 8 and 9, Concession 2, former Township of Lanark, now in the Township of Lanark Highlands, County of Lanark.

The applicant wishes to create a new lot from an existing vacant parcel of land enjoying frontage on both 2nd Concession A Lanark and County Road 511. The proposed retained parcel will have frontage of 300 metres on 2nd Concession A Lanark and an area of approximately 73 hectares (180 acres). The proposed severed lot will have 70 metres of frontage on the 2nd Concession A Lanark and area of approximately 38 hectares (93 acres). Surrounding land uses are rural and residential. The lots will be serviced via private wells and septic systems.

RESOLUTION #COW-2009-180

MOVED BY: Peter McLaren
SECONDED BY: Leonard Echlin

“**THAT**, the Council of the Township of Lanark Highlands recommend to the Land Division Committee of Lanark County that the Easton Severance Application be approved subject to the following conditions:

1. That the applicant submit to the Township of Lanark Highlands the 5% cash-in-lieu of parkland requirement.

2. The balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.
3. That the balance of any outstanding fees pertaining to this application be submitted to the Township of Lanark Highlands.
4. That the applicant provide the Township of Lanark Highlands with a Building Location Survey or Surveyor's Certificate demonstrating that the lands severed (including the purchaser's abutting property) and the lands retained are in compliance with all zoning provisions. The surveyor's information shall include confirmation of adequate frontage for both the severed and retained parcels along the maintained road. Should compliance not be demonstrated the applicant will take any and all steps to bring the property into compliance.
5. That an acceptable reference plan or legal description of the severed lands and the deed conveying the severed lands shall be submitted to the Township of Lanark Highlands.
6. That entrance permits for both the severed and retained parcels be obtained.
7. That any required road widening be given to the Township of Lanark Highlands at no cost to the Township.
8. That the 2nd Concession A Lanark be improved to the satisfaction of the Township of Lanark Highlands' Public Works Superintendent.
9. That the applicant undertake an application to stop up and close the old road/carriageway."

(SEE RESOLUTION #COW-2009-200)

The Public Works Superintendent reviewed Report #PWWM-15-2009 Severance Application – Easton – *attached, page 15.*

RESOLUTION #COW-2009-200

MOVED BY: Tom Lalonde

SECONDED BY: Leonard Echlin

“**THAT**, RESOLUTION #COW-2009-180 be amended to replace the wording for Condition No. 8 which requires the applicant (owner) to upgrade approximately 700 M of the 2nd Concession A Lanark and replace it with the following:

8. That, the Applicant shall obtain the appropriate zoning for the severed parcel to acknowledge that these lands front on a non-maintained municipal road (from “Rural” to “Limited Service Rural”)

AND THAT, the following condition be added:

10. That, the Applicant shall enter into a Development Agreement with the Township of Lanark Highlands to be registered on title of the lot to be severed, and binding upon the owner and all subsequent owners in title. The wording of the agreement shall be acceptable to the Township of Lanark Highlands and shall address their concerns, but not limited to, that the Township will not be responsible for the year-round maintenance and the upgrades of the affected portion of the 2nd Concession A Lanark and that the 2nd Concession A Lanark be upgraded by the applicant to a "Private Road Construction" standard."

ADOPTED

RESOLUTION #COW-2009-180

MOVED BY: Brian Stewart

SECONDED BY: Leonard Echlin

"THAT, the Council of the Township of Lanark Highlands recommend to the Land Division Committee of Lanark County that the Easton Severance Application be approved subject to the following conditions:

1. That the applicant submit to the Township of Lanark Highlands the 5% cash-in-lieu of parkland requirement.
2. The balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.
3. That the balance of any outstanding fees pertaining to this application be submitted to the Township of Lanark Highlands.
4. That the applicant provide the Township of Lanark Highlands with a Building Location Survey or Surveyor's Certificate demonstrating that the lands severed (including the purchaser's abutting property) and the lands retained are in compliance with all zoning provisions. The surveyor's information shall include confirmation of adequate frontage for both the severed and retained parcels along the maintained road. Should compliance not be demonstrated the applicant will take any and all steps to bring the property into compliance.
5. That an acceptable reference plan or legal description of the severed lands and the deed conveying the severed lands shall be submitted to the Township of Lanark Highlands.
6. That entrance permits for both the severed and retained parcels be obtained.
7. That any required road widening be given to the Township of Lanark Highlands at no cost to the Township.

8. That, the Applicant shall obtain the appropriate zoning for the severed parcel to acknowledge that these lands front on a non-maintained municipal road (from "Rural" to "Limited Service Rural").
9. That, the applicant undertake an application to stop up and close the old road/carriageway.
10. That, the Applicant shall enter into a Development Agreement with the Township of Lanark Highlands to be registered on title of the lot to be severed, and binding upon the owner and all subsequent owners in title. The wording of the agreement shall be acceptable to the Township of Lanark Highlands and shall address their concerns, but not limited to, that the Township will not be responsible for the year-round maintenance and the upgrades of the affected portion of the 2nd Concession A Lanark and that the 2nd Concession A Lanark be upgraded by the applicant to a "Private Road Construction" standard."

ADOPTED FORTHWITH

RESOLUTION #COW-2009-201

MOVED BY: Brian Stewart
SECONDED BY: Bob Sutcliffe

"**THAT**, Staff explore means by which Planning Applicants who are required to upgrade a Township Road might recoup portions of their costs as subsequent development takes place along that road."

ADOPTED FORTHWITH

- i) **Report #PWWM-14-2009 Sewer & Water Project Update.**
David Riis, Township Engineer.

RESOLUTION #COW-2009-202

MOVED BY: Leonard Echlin
SECONDED BY: Bob Sutcliffe

"**WHEREAS**, the Township has been advised that the Township Engineer is willing to continue, on an as-needed basis, in his current role as the Township's sewer and water project manager;

NOW THEREFORE BE IT RESOLVED THAT, staff be directed to stand down from Council's previous directive to seek applications to fill that position as of June 30, 2009."

ADOPTED FORTHWITH

D. Riis, Township Engineer left at 3:03 p.m.

- iii) **Report #PD-18-2009 Site Plan Agreement (Bruce).**
PART LOT 3, CONCESSION 4
FORMER TOWNSHIP OF DALHOUSIE
Janie Laidlaw, Planning Assistant.

An application has been received for Site Plan control to allow for the re-location of a mobile home on Iron Mine Road.

RESOLUTION #COW-2009-203

MOVED BY: Bob Sutcliffe

SECONDED BY: Leonard Echlin

“**THAT**, the site plan for File #SP09/005 be amended to include additional plantings along the river as outlined in condition 6 of the site plan agreement;

THAT, Council adopt a by-law to enter into a site plan control agreement with David and Dorothy Bruce (File #SP09/005);

AND THAT, the necessary by-law be presented at the June 25th, 2009 meeting of Township Council.”

ADOPTED FORTHWITH

- iv) **Report #PD-19-2009 Site Plan Agreement (Langlois).**
PART LOT 24, CONCESSION 7
FORMER TOWNSHIP OF DARLING
Janie Laidlaw, Planning Assistant.

An application has been received for Site Plan control in order to construct an above ground pool on the subject lands. Site Plan Control is required by Section 4.34 Swimming Pools as the property is adjacent to a navigable waterway.

RESOLUTION #COW-2009-204

MOVED BY: Tom Lalonde

SECONDED BY: Brian Stewart

“**THAT**, Council approve the site plan control agreement for Daniel Langlois (File #SP09/006);

AND THAT, the necessary by-law be presented at the June 25th, 2009 meeting of Township Council.”

ADOPTED FORTHWITH

- v) **Report #PD-20-2009 Severance Application (Jackson).**
PART LOT 25, CONCESSION 2
FORMER TOWNSHIP OF DALHOUSIE
Janie Laidlaw, Planning Assistant.

An application has been received from the County of Lanark Land Division Committee for the creation of a new lot. The holding is located on 2nd Concession Dalhousie, and is legally described as Part Lot 25, Concession 2, former Township of Dalhousie, now in the Township of Lanark Highlands. The applicant wishes to create a lot with approximately 182 metres of frontage and an area of 11 ha (29.6 acres). The remnant parcel will enjoy approximately 68 metres of road frontage and an area of 24.1 ha (59.7 acres).

The lands are at present vacant. The applicant wishes to create an additional building or residential lot although no specific development proposal is being considered by the applicant at this time.

RESOLUTION #COW-2009-205

MOVED BY: Leonard Echlin
SECONDED BY: Brian Stewart

“THAT, the Council of the Township of Lanark Highlands recommend to the Land Division Committee of Lanark County that the Jackson Severance Application be approved subject to the following conditions:

1. That the applicant submit to the Township of Lanark Highlands the 5% cash-in-lieu of parkland requirement.
2. The balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township of Lanark Highlands.
3. That the applicant provide the Township of Lanark Highlands with a Building Location Survey or Surveyor’s Certificate demonstrating that the lands severed (including the purchaser’s abutting property) and the lands retained are in compliance with all zoning provisions. The surveyor’s information shall include confirmation of adequate frontage for both the severed and retained parcels along the maintained road. Should compliance not be demonstrated the applicant will take any and all steps to bring the property into compliance.
4. That an acceptable reference plan or legal description of the severed lands and the deed or instrument (in triplicate) conveying the severed lands shall be submitted to the Planning Approvals Administrator at the County for review and consent endorsement within a period of one year after the Notice of Decisions is given under Section 53 (17) or (24) of the Planning Act and that a copy of same be submitted to the Township of Lanark Highlands.”

ADOPTED FORTHWITH

J. Laidlaw, Planning Assistant left at 3:06 p.m.

9. NEW/OTHER BUSINESS

- v) **Infrastructure Funding – Highland Line & Galbraith Road.**
Councillor Bob Sutcliffe.

RESOLUTION #COW-2009-206

MOVED BY: Bob Sutcliffe
SECONDED BY: Tom Lalonde

“**THAT**, the Treasurer and Public Works Superintendent prepare a preliminary report outlining a schedule of events with timelines and where funds would come from, for the Council meeting on Thursday, June 25th.”

ADOPTED FORTHWITH

The Public Works Superintendent was also requested to look into the status of the Crain Agreement for Highland Line.

S. Cameron, Public Works Superintendent left at 3:10 p.m.

7. REPORTS

- x) **Report of the Lanark Highlands Public Library Board (verbal).**
Councillor Tom Lalonde.

Councillor T. Lalonde reported that the lighting in the Library is being replaced, once complete, the walls will be repainted and the floors re-carpeted. The Board will have no meetings over the summer.

RESOLUTION #COW-2009-207

MOVED BY: Leonard Echlin
SECONDED BY: Brian Stewart

“**THAT**, the Report of the Lanark Highlands Public Library Board (verbal) be received for information.”

ADOPTED FORTHWITH

- xi) **Report of the Lanark Museum Board (verbal).**
Councillor Leonard Echlin.

Councillor L. Echlin reported that the 50th Anniversary of the Lanark Village Fire on June 14th was a huge success.

RESOLUTION #COW-2009-208

MOVED BY: Tom Lalonde

SECONDED BY: Leonard Echlin

“**THAT**, the Report of the Lanark Museum Board (verbal) be received for information.”

ADOPTED FORTHWITH

The Committee requested that the Chief Administrative Officer send a “Welcome” package to Unique Towing, a new business in the Township.

- xii) **Report of the Middleville Museum Board (verbal).**
Councillor Bob Sutcliffe.

No Report. Councillor B. Sutcliffe was not notified of the last meeting due to a change in Board Members.

- xiii) **Report of the Lanark Highlands Youth Centre Inc. Board (verbal).**
Councillor Brian Stewart.

Councillor B. Stewart was not able to attend the last meeting. However, Councillor B. Stewart reported that the money received from the County for the full time Director position has gone a long way to get things accomplished. The Centre is also considering a summer student for 7 weeks and an intern for 18 weeks.

RESOLUTION #COW-2009-209

MOVED BY: Tom Lalonde

SECONDED BY: Leonard Echlin

“**THAT**, the Report of the Lanark Highlands Youth Centre Inc. Board (verbal) be received for information.”

ADOPTED FORTHWITH

- xiv) **Report of the Lanark Highlands Business and Tourism Association Board (verbal) – *deferred to the next meeting.***
Councillor Peter McLaren.

- xv) **Report of the Waste Sub-Committee.**
Councillor Tom Lalonde.

No Report.

Next Meeting: To be determined.

8. IN-CAMERA ITEMS

None.

9. NEW/OTHER BUSINESS

- i) **Thank You Letter to White Lake Property Owner’s Association for Spring Clean Up (verbal).**

Deputy Mayor Bruce Horlin.

RESOLUTION #COW-2009-210

MOVED BY: Tom Lalonde

SECONDED BY: Brian Stewart

“**THAT**, a Thank You Letter be sent to the White Lake Property Owner’s Association for the spring clean-up they undertook on Township roads and ditches.”

ADOPTED FORTHWITH

RESOLUTION #COW-2009-211

MOVED BY: Tom Lalonde

SECONDED BY: Brian Stewart

“**THAT**, the Public Works Superintendent review the County Adopt-A-Road program and provide a report and recommendation for implementing something similar within the Township.”

ADOPTED FORTHWITH

- ii) **OEMC Conference Registration.**
Amanda Mabo, Clerk/Deputy CAO.

The Clerk/Deputy CAO informed the Committee that the conference hotel is now sold out and reservations can be made at alternate hotels. Registration is also now open for the conference and the Clerk/Deputy CAO requested that those Councillors wishing to attend notify her by June 29th.

- iii) **AMO Conference Delegations.**
Tom Derreck, Chief Administrative Officer.

The Chief Administrative Officer informed the Committee that the deadline for requesting delegations with Ministers is July 15th. He requested that if Councillors would like any issues brought forward to contact him prior to that date.

- iv) **Township Emblem (verbal) – *deferred to the next meeting.***
Councillor Leonard Echlin.

The Committee recessed at 3:21 p.m.

The Committee returned to regular session at 3:38 p.m.

7. REPORTS

- vi) **Report #FIRE-07-2009 Five Year Special Levy & Capital Fire Reserve –**
deferred to the next meeting.
Gord Kemp, Fire Chief.
- vii) **Report #FIRE-08-2009 Support for Presumptive Legislation for Volunteer Firefighters.**
Gord Kemp, Fire Chief.

On May 3, 2007, the Ontario Provincial Government passed Bill 221, the Workplace Safety and Insurance Amendment Act 2007 (Presumptions for Firefighters). The Bill recognizes workplace safety and insurance entitlement for full-time (career) firefighters who have incurred certain work-related occupational diseases. The diseases recognized include job-related cancers and heart injury after responding to call.

At that time the government indicated that the same coverage would be extended to Volunteer and Part time Firefighters. The issue has some complications but despite numerous meetings with the government over the past two years, coverage has not been yet been extended to Volunteer and Part Time firefighters.

RESOLUTION #COW-2009-212

MOVED BY: Tom Lalonde

SECONDED BY: Leonard Echlin

“THAT, the Council of the Township of Lanark Highlands support the resolutions regarding the need for Presumptive Legislation for Volunteer Firefighters as expressed in the resolutions of the Township of Otonabee-South Monaghan, the City of Ottawa and the Township of Centre Wellington;

AND THAT, this expression of support for the inclusion of volunteer firefighters be forwarded to Ontario Premier Dalton McGuinty, Minister of Labour the Honourable P. Fonseca, Minister of Community Safety and Correctional Services the Honourable R. Bartolucci, Local MPP Randy Hillier, the Leader of the Progressive Conservative Party of Ontario, the Leader of the New Democratic Party of Ontario, the Association of Municipalities of Ontario (AMO), the Fire Fighters Association of Ontario (FFAO), MPP Gary Dunlop, MPP Ted Arnott and the Ontario Association of Fire Chiefs (O AFC).”

ADOPTED FORTHWITH

- viii) **Report #FIRE-09-2009 Additions & Deletions of Firefighters.**
Gord Kemp, Fire Chief.

RESOLUTION #COW-2009-213

MOVED BY: Tom Lalonde
SECONDED BY: Bob Sutcliffe

“THAT, Mike Soper be added as a Volunteer Firefighter to the roster of the Lanark Village District;

THAT, Simon James be added as a Volunteer Firefighter and Ray Halpenny be deleted as a Volunteer Firefighter to the roster of the Middleville District;

THAT, James Hargraft be added as a Volunteer Firefighter to the roster of the White Lake District;

AND THAT, Stephanie Duncan be removed as a Junior Firefighter and added as a Volunteer Firefighter on the roster for the Tatlock District.”

ADOPTED FORTHWITH

- ix) **Report #FIRE-10-2009 OFM Administrative Review – Priority Listing & Action Plan – *defer to the next meeting.***
Gord Kemp, Fire Chief.

10. DEFERRED ITEMS

**The following items will be discussed at the next and/or future meeting:*

- **2008 Employee Service Awards (August).**

11. ADJOURNMENT

The Committee adjourned at 3:39 p.m. on motion by Councillors B. Sutcliffe and L. Echlin.



**Amanda Mabo,
Clerk/Deputy-CAO**

REPORTS

**THE CORPORATION OF THE
TOWNSHIP OF LANARK HIGHLANDS**

COMMITTEE OF THE WHOLE MEETING

June 23, 2009

Report #PWWM-15-2009
of the Public Works Superintendent

Easton Severance Application Part - Lots 7,8 &9 Conc. 2 Former Twp. Of Lanark

FURTHER DISCUSSION ON TOWNSHIP ROAD ACCESS

STAFF RECOMMENDATION

THAT, Council review the **Condition of Severance No. 8**, within **Report No. PD-17-2009**, which required the severance applicant (owner) to upgrade approximately 700m of the 2nd Concession of Lanark, and consider the option of allowing the applicant to re-zone the proposed severance lands from "Rural" to "Limited Services" and not have the roadway upgraded to municipal standards.

BACKGROUND

On June 2nd, 2009, Report No. PD-17-2009 was presented to Council regarding the severance application for Mr. Easton for Part Lots 7, 8 & 9, Concession 2, former Township of Lanark. As part of the conditions for severance, the Public Works Superintendent required that approximately 700m of the 2nd Concession of Lanark, be upgraded to Township Standards.

The owner would have to enter into an agreement with the Township and pay all costs associated to have the road upgraded, with the provision that any future development along the roadway would help to contribute to the capital cost of the upgrades, and the Township would do its best efforts to ensure that any contributing dollars would be repaid to the owner.

During the presentation of the above noted Report, Council requested that staff explore other options with regards to allowing access to the proposed severance.

DISCUSSION

Another option that would provide allowable access to the proposed severed lands would be to have the lands re-zoned from "Rural" to "Limited Services". This would allow the owner to

apply for a Building Permit with the understanding that the Township would not be responsible for year round maintenance on the roadway. However, the owner would be responsible to upgrade the road to a minimum standard that would allow emergency vehicles to access the property if required. The requirements for this type of upgrade are identified within as the “Private Road Construction Standards” within the Township’s Official Plan.

OPTIONS CONSIDERED

Option #1 – That Council keep the Condition to upgrade the road to “Municipal Standards” as part of the severance requirements as noted in Report No. PD-17-2009.

Option #2 – That Council recommend the rezoning of the proposed severed lands from “Rural” to “Limited Services” and have the roadway upgraded to “Private Road Construction Standards”.

FINANCIAL IMPLICATIONS

Option #1 – The Township would incur additional annual maintenance costs for the 700m of upgraded roadway. (approx. \$2,200/yr)

Option #2 – N/A

ATTACHMENTS

“A” Map of Severance location

Prepared and Submitted By:

Approved for Submission By:

**Scott Cameron.
Superintendent of Public Works**

**Tom Derreck,
CAO**

ATTACHMENT "A"

