



The Corporation of
THE TOWNSHIP OF LANARK HIGHLANDS

COMMITTEE OF THE WHOLE MINUTES

Tuesday, April 6th, 2010

2:30 p.m.

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

ATTENDANCE:

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

Staff Present: Tom Derreck, Chief Administrative Officer
Amanda Mabo, Clerk/Deputy CAO
Robert Bunker, Treasurer

Members & Staff Absent: None

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-2010-063

MOVED BY: Tom Lalonde
SECONDED BY: Peter McLaren

“THAT, the minutes of the Committee of the Whole Committee meeting held on March 23rd, 2010 be approved as circulated.”

ADOPTED

4. APPROVAL OF AGENDA

RESOLUTION #COW-2010-064

MOVED BY: Bob Sutcliffe
SECONDED BY: Tom Lalonde

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

ADOPTED

5. DELEGATIONS & PRESENTATIONS

i) **Vincent Hall Memorial Ball Park.**
Baseball Committee.

Steve MacIntosh and Paul Heeley addressed the Committee and distributed a cost estimate summary for work to be undertaken in 2010 – *attached, page 10.*

The Baseball Committee is looking for funds to upgrade the main ball field. They would like the Township to hold the funds and the Committee would bring the bills for goods purchased to the Township for payment.

The main priorities for 2010 are the pitchers mound, home plate area and the baselines. A five year plan will be developed to bring forward to Council at a later date for both of the fields at this location.

There is also an outstanding amount for the grass cutting in 2009.

The Committee suggested that the Baseball Committee coordinate materials and supplies with Terry Donaldson who looks after the Clyde Ball Park as there may be savings in bulk purchasing.

The Baseball Committee would like to have the fields ready to go by June and therefore would need an answer by mid-May.

Monday nights there is a recreational league, Sunday's there is an old-timers league, Wednesday's a children's group. They are also looking at scheduling two tournaments a year.

The group also requested to speak to staff regarding submission of grants for funding. The Chief Administrative Officer informed the Committee that this request has already been forwarded to the Community Services Coordinator.

RESOLUTION #COW-2010-065

MOVED BY: Tom Lalonde
SECONDED BY: Bob Sutcliffe

“**THAT**, the Vincent Hall Memorial Ball Park funding request be referred to the Community Services Coordinator and the 2010 Budget Process.”

ADOPTED

6. COMMUNICATIONS

None.

7. REPORTS

- i) **Proposed 2010 Public Budget Meeting Schedule.**
Mayor Bob Fletcher.

The Mayor informed the Committee that once the draft budget is approved, that it will be taken, along with the Road Show to the public.

RESOLUTION #COW-2010-066

MOVED BY: Bob Fletcher
SECONDED BY: Bob Sutcliffe

“**THAT**, on the night of Tuesday, April 20th starting at 6:00 p.m. and on the night of Thursday, April 22nd starting at 6:00 p.m., that Council hear the staff presentations of the budget;

AND THAT, in order to hold these meetings, that the Council meeting normally held at 7:00 p.m. on April 20th be held immediately following the Committee of the Whole meeting at 2:30 p.m. on April 20th and the Corporate Services and Public Works Waste Management Committee meeting items be heard at the April 20th Committee of the Whole meeting.”

ADOPTED

Tuesday, April 20 th	2:30 p.m.	Committee of the Whole
	Following	Council
	6:00 p.m.	Corporate Services
Thursday, April 22 nd	6:00 p.m.	Corporate Services

- ii) **Report #C-06-2010 Election – Compliance Audit Committee.**
Amanda Mabo, Clerk/Deputy CAO.

RESOLUTION #COW-2010-067

MOVED BY: Bob Sutcliffe
SECONDED BY: Tom Lalonde

“**THAT**, the Clerk be directed to continue to work with neighbouring Municipal Clerks to determine if a joint Compliance Audit Committee is feasible with the development of draft Terms of Reference, followed by recommendation for appointments.”

ADOPTED

- iii) **Report #PWWM-10-2010 Middleville Sidewalk – County Road #8.**
Scott Cameron, Public Works Superintendent.

RESOLUTION #COW-2010-068

MOVED BY: Bob Sutcliffe
SECONDED BY: Tom Lalonde

“**THAT**, the Corporation of the Township of Lanark Highlands accepts the recent tendered prices from Smith’s Construction Co., submitted to the **County of Lanark** as low bid for their 2010 Road Reconstruction Contract # PW-C-05-2010-10-E0, for the construction of an asphalt sidewalk from Wolf Grove Road to Herron Mills Road;

AND THAT, the Corporation of the Township of Lanark Highlands pre-approves \$25,000 in advance of the 2010 Budget process to pay for the proposed sidewalk within the County’s Contract # PW-C-05-2010-10-E0.”

ADOPTED FORTHWITH

- iv) **Report #FIN-02-2010 2009 Councillor Remuneration & Expense Summary.**
Robert Bunker, Treasurer.

RESOLUTION #COW-2010-069

MOVED BY: Brian Stewart
SECONDED BY: Tom Lalonde

“**THAT**, the “other expense” line be broken down to itemize the “other expenses” in the 2009 Councillor Remuneration and Expense Summary.”

ADOPTED FORTHWITH

RESOLUTION #COW-2010-070

MOVED BY: Brian Stewart

SECONDED BY: Tom Lalonde

“**THAT**, the “other expenses” line be itemized for the 2008 Councillor Remuneration & Expense Summary;

AND THAT, the “other expenses” line be itemized on a carry-forward basis for the annual report.”

ADOPTED FORTHWITH

RESOLUTION #COW-2010-071

MOVED BY: Tom Lalonde

SECONDED BY: Peter McLaren

“**THAT**, Report #FIN-02-2010 2009 Councillor Remuneration & Expense Summary be received for information.”

ADOPTED

RESOLUTION #COW-2010-072

MOVED BY: Tom Lalonde

SECONDED BY: Peter McLaren

“**THAT**, Report #PWWM-12-2010 Sewer & Water Project Update be added as an addition to the Agenda and discussed as the next order of Business.”

ADOPTED

- v) **Report #PWWM-12-2010 Sewer & Water Project Update - *attached, page 14.***

RESOLUTION #COW-2010-073

MOVED BY: Leonard Echlin

SECONDED BY: Tom Lalonde

“**THAT**, Report #PWWM-12-2010 Sewer & Water Project Update be referred to the Technical Advisory Committee (TAC);

AND THAT, Northern Watertek be invited to the next TAC meeting in order to receive their input.”

ADOPTED

- vi) **Report #PWWM-11-2010 Sewer & Water Project Update.**
David Riis, Township Engineer.

RESOLUTION #COW-2010-074

MOVED BY: Leonard Echlin
SECONDED BY: Tom Lalonde

“**THAT**, the process to be followed to deal with Wilma Gibson’s concerns and to complete the approval process for the ESR Addendum for the Sewer & Water Project be as set out in Report #PWWM-11-2010 Sewer & Water Project Update.”

(SEE RESOLUTION COW-2010-075)

RESOLUTION #COW-2010-075

MOVED BY: Brian Stewart
SECONDED BY: Bob Fletcher

“**THAT**, Resolution #PWWM-2010-074 be deferred.”

ADOPTED

RESOLUTION #COW-2010-076

MOVED BY: Brian Stewart
SECONDED BY: Tom Lalonde

“**THAT**, the decision to remove the septage capability from the Addendum to the ESR for the Sewer & Water Project be deferred.”

ADOPTED

The Committee recessed at 3:38 p.m.

The Committee returned to regular session at 3:50 p.m.

RESOLUTION #COW-2010-077

MOVED BY: Tom Lalonde
SECONDED BY: Peter McLaren

“**THAT**, all of the resolutions passed at this Committee of the Whole meeting be adopted forthwith and brought forward to tonight’s Council meeting.”

ADOPTED

8. IN-CAMERA ITEMS

- i) **CONFIDENTIAL: Legal Matter.**
Tom Derreck, Chief Administrative Officer.

RESOLUTION #COW-2010-078

MOVED BY: Bob Fletcher
SECONDED BY: Peter McLaren

“THAT, the Committee move “in camera” at 3:50 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

AND THAT, T. Derreck, Chief Administrative Officer; A. Mabo, Clerk/Deputy CAO and R. Bunker, Treasurer remain in the room.”

ADOPTED

RESOLUTION #COW-2010-080

MOVED BY: Tom Lalonde
SECONDED BY: Peter McLaren

“THAT, the Committee return to regular session at 4:05 p.m.”

ADOPTED

The Chair rose and reported that the Mayor and Staff are to proceed as directed during the CONFIDENTIAL: Legal Matter discussion.

9. NEW/OTHER BUSINESS

None.

10. DEFERRED ITEMS

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

- **Working Session: Procedural By-Law Draft #1**– distributed separately to Committee Members.
Amanda Mabo, Clerk/Deputy CAO.

11. ADJOURNMENT

The Committee adjourned at 4:05 p.m. on motion by Councillors T. Lalonde and L. Echlin.

A handwritten signature in cursive script that reads "Amanda Mabo".

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

DELEGATIONS & PRESENTATIONS

COST ESTIMATE SUMMARY		April 6, 2010	Civil Total		\$ 8,295.68			
		Vincent Hall Ballfield Budget						
	DESCRIPTION	MATERIAL	LABOUR	UNIT	Amount	TOTAL	Reference	
CIVIL								
New Work spring 2010	Removal of grass along base paths & infield grass edger	\$ 150.00	incl.	ea	1 day	\$ 150.00		
Re-Build base paths and skined infield	70% Sand, 20% clay, & 10% silt	\$ 19.00	incl.	ton	75	\$ 1,425.00		
	Brick dust	\$ 28.50	incl.	ton	25	\$ 712.50		
	Backhoe	\$75.00	incl.	hr	24	\$1,800.00		
Beam Clay	Re-Build Pitchers Mound (50lb)	\$ 13.78	incl.	bag	80	\$ 1,102.00		
Beam Clay	Re-Build Home plate area	\$ 13.78	incl.	bag	60	\$ 826.80		
Clay Bricks	Pitcher mound, Batters, & Catcher area	\$ 1.38	incl.	ea	450	\$ 619.88		
	Dry Home Plate Clay (50lb)	\$ 5.95	incl.	bag	10	\$59.50		
	New home plate, pitcher, and bases	\$500.00	incl.	ea	5	\$500.00		
	Light bulbs for field lights	\$50.00			6	\$300.00		
	Bucket truck and man to install light bulbs		\$75.00	hr	4	\$300.00		
	Repair to lawnmower				my estimate	\$ 500.00		

Civil (2)

COST ESTIMATE SUMMARY		April 6, 2010		<i>CivilTotal</i>				
		Vincent Hall Ballfield Budget						
	DESCRIPTION	MATERIAL	LABOUR	UNIT	Amount	TOTAL	Reference	
CIVIL								
Grass cutting cost for summer 2009	May	\$ 10.00	\$ 10.00	hr	26	\$ 520.00		
	June	\$ 10.00	\$ 10.00	hr	33	\$ 660.00		
	July	\$ 10.00	\$ 10.00	hr	37	\$ 740.00		
	August	\$ 10.00	\$ 10.00	hr	24	\$ 480.00		
	September	\$ 10.00	\$ 10.00	hr	28	\$ 560.00		
					Total:	\$2,960.00		
	Pre-payment from Vincent Hall Ballfield fund turned over to Township					\$1,133.89		
	Balance Owning					\$1,826.11		
Grass cutting cost summer 2010		xxxxxxx	xxxxxxx		xxxxxxx	xxxxxxx		

REPORTS

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

COMMITTEE OF THE WHOLE

April 6, 2010

Report #PWWM-12-2010
of the Township Engineer and Public Works Superintendent

SEWER & WATER PROJECT UPDATE

AEROSOL DRIFT – HEALTH CONCERN

STAFF RECOMMENDATION(S)

THAT: Completion of the ESR Addendum be postponed pending funding.

AEROSOL DRIFT – HEALTH CONCERN

Background

In May, 2009 the Township received an Email from the Environmental Assessment Branch in Kingston stating that they had reviewed the draft proposed ESR Addendum and had no concerns regarding the environmental impact of the NWC sewage treatment plant on the North St site which could not be satisfactorily addressed during the design process as long as the plant could achieve the design objectives stated.

The Township understood this to mean that the assessment of aerosol drift, included in the proposed Addendum, was satisfactory.

In January, 2010 in preparation for the second public meeting the MOE Ottawa Office was asked to prepare information as to how MOE would ensure villagers that no health risk would result from aerosol drift. In reviewing this material the Township noted that the assessment was based primarily on spray irrigation data.

This prompted the Township to seek confirmation from MOE Kingston that they had reviewed the aerosol issue. Their response was that they had not and that the Township should deal with the Environmental Assessment and Approvals Branch (EAAB) in Toronto.

A response was received from the EAAB on Friday, April 2, 2010. It stated that the assessment in the proposed Addendum was inadequate and outlined their requirements.

Discussion

The EAAB requires the following assessment to be completed by the Township prior to review by the EAAB during the Certificate of Approval process:

1. Determine the concentration of the various contaminants at the property boundary.
2. Compare these concentration levels to human health based concentration limits including inhalation. This would involve a toxicological assessment.
3. Consider any risks associated with other possible pathways of exposure to humans and risks to other ecological systems/creatures – such as from deposition that could affect surface water, ground water and plant material that is consumed.

This issue needs to be addressed during the ESR Addendum process in order to confirm that this is not a safety issue.

Financial Implications

It is estimated that the cost involved in meeting the above requirements would be a minimum of \$25k up to in excess of \$100k.

Recommendation

Because funding is uncertain, it is recommended that completion of the Addendum be postponed pending funding.

The TAC has not had an opportunity to review this issue.

David Riis
Township Engineer

Tom Derreck
Chief Administrative Officer