

**THE CORPORATION OF THE TOWNSHIP OF ALNWICK/HALDIMAND  
REGULAR MINUTES OF DECEMBER 4<sup>TH</sup>, 2008 – 1:00 P.M.**

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Council met in Regular Session on Thursday, December 4<sup>th</sup>, 2008 at 1:00 p.m. in the Council Chambers with Mayor William Finley presiding.

**Members Present:** Mayor William Finley  
Deputy Mayor Dalton McDonald  
Councillors: Bill Holmes  
Art Jeninga  
Cathie Ritchie

**Members Absent with Notification:** Councillor Raymond Bennis  
Councillor Walter Broegelmann

**Staff Present:** Terrence Korotki, Clerk/Administrator  
Robin van de Moosdyk, Deputy Clerk  
David Wright, Fire Chief  
Cam Ward, Public Works Superintendent  
Mike Godin, CBO/MBEO absent due to vehicle accident  
Beth Vosbourgh, Treasurer, absent due to software training

**Others Present:** Betty Carruthers, resident

**I. CALL TO ORDER**

Mayor Finley called the meeting to order at 1:04 p.m.

**MOMENT OF SILENCE FOR OUR FALLEN SOLDIERS**

**II. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

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There are no disclosures of pecuniary interest.

**III. APPROVAL OF AGENDA AS CIRCULATED**

Moved by Councillor Jeninga, seconded by Councillor Ritchie;  
Resolution #2008-814

"Be it resolved that the Agenda as circulated for the Regular Session of the Council of the Township of Alnwick/Haldimand of Thursday, December 4<sup>th</sup>, 2008, be approved, with addendums. CARRIED."

**IV. DAVID WRIGHT, CHIEF, VOLUNTEER FIRE DEPARTMENT 1:07 P.M.**

**Alnwick/Haldimand Fire & Rescue Report November 2008**

1. There has been no information from the Chief's meetings over the past four months as we have been working on the new Standard Incident Report introduced by the Fire Marshal (July & August) and preparing for the budget presentation (September & October).
2. Attached is a "revised" copy of the budget. Under Capital Line 5240-00 the amount should be \$176,375.00. I apologize for the error.
3. Attached is a presentation for the position of a firefighter/base operator.
4. Lakefront Utilities has completed the fire hydrant flushing and inspections.
5. Is there a new agreement with the County for the forest? Not at this time. The remuneration/compensation remains at \$5,000.00. A letter of consideration is to be forwarded to County of Northumberland for a proposed increase.

6. Goals that need to be completed or started for the department:

Project	% complete
a) Comprehensive emergency plans for high risks	30
b) Risk Assessment for the Municipality	100
c) Master Plan for the development of the department	10
d) M.I.F.P.I.S.S. for the O.F.M. Office	100
e) Bench Marking as legislated	25
f) Building audits for all non-residential buildings	10
g) Public Relations seminars and education	on-going
h) Reaching N.F.P.A. standards for hose, ladders, pumps, etc.	8
i) Proper documentation of secured training records	100
j) Fire inspections all of public assemblies/properties	95
k) Recruit training program	on-going

To date we have responded to 236 calls compared to 279 calls in the same time period in 2007, this is a decrease of 18 percent from last year.

The responses this month were to: (3) Motor Vehicle Collisions  
(5) Ambulance Assists  
(1) Fire and Alarms  
(2) Power Lines down and Alarms

The fire apparatus arrived first on scene for four (4) of the medial assist ahead of the ambulance.

**Invoices submitted to by Waldie Construction:**

Moved by Councillor Jeninga, seconded by Councillor Holmes;  
Resolution #2008-815

"Be it resolved that the Invoice as submitted by Waldie Construction pertaining to the Fire Site of Erich Falkenberg, dated August 13, 2008 in the amount of \$525.00, be processed in the same manner as the previous invoice submitted by Kelly Construction as it was incurred under direction of the Fire Marshal's Office; and further that a registered letter be forwarded to Mr. Falkenberg requesting his insurance information or provide payment of the said invoice from Waldie Construction prior to December 19, 2008 or the municipality will apply the total invoice amount in like manner as property taxes and include on the municipal property taxes. CARRIED.

Moved by Councillor Jeninga, seconded by Councillor Holmes;  
Resolution #2008-816

"Be it resolved that the Invoice as submitted by Mr. Grant Waldie, Waldie Construction with respect to the clean up of the Fire Site owned by Mr. Erich Falkenberg, be declined payment by the Municipality as it was not an order or directed by the Fire Marshal's Office and therefore not a fire protection service provision; and further that a letter of explanation be forwarded to Mr. Waldie with respect to reasons for denial of payment of this invoice. CARRIED."

Moved by Councillor Jeninga, seconded by Councillor Holmes;  
Resolution #2008-817

"Be it resolved that the Alnwick/Haldimand Fire Rescue Report dated November 2008, as submitted by Fire Chief David Wright, be received and filed. CARRIED."

**V. MIKE GODIN, C.B.O., BUILDING DEPARTMENT- 1:30 P.M.**

The Clerk/Administrator reviewed the documentation with respect to the Building Department, due to Mr. Godin's absence.

**Building Department Report dated November 2008:**

1. Building report for the month of November 2008.
2. Flat roof over north/east storage area at Roseneath Civic Centre. Moffat Bros. attended at site and effected the repairs, where they thought they should be done. Was notified last week that repair was ineffective and I contacted Moffat Bros. again. They went out to site immediately and completed repairs that have ended the leaks.
3. I will/have met with the Roseneath Civic Centre Hall Board to explain my report regarding the barrier free ramps at main and library entrances at Roseneath Civic Centre.
4. Confidential memo ~ update of active property standards files.

Moved by Councillor Holmes, seconded by Councillor Ritchie;  
Resolution #2008-818

"Be it resolved that the Building Department Report dated November 2008, as submitted by Mike Godin, Chief Building Official/By-Law Enforcement Officer, be received and filed. CARRIED."

**VI. CAM WARD, PUBLIC WORKS SUPERINTENDENT – 1:53 P.M.**

**Municipal Monthly Road Report for November 2008**

- The streets in Lakeport were paved on November 6<sup>th</sup> and 7<sup>th</sup>, 2008.
- Shouldering of the pavement in Lakeport has been completed.
- Three (3) new streetlights have been installed in Lakeport and are waiting for Hydro One to hook up.
- Canning Factory Road is ready for "B" gravel and the water services have been installed on both sides of the road.
- Work has started on Brooks Lane on November 18<sup>th</sup>, 2008 with the County of Northumberland.
- We have experienced a couple of snowfalls so far and our new winter plow operators (Shawn Robins and John Clarkson) have started.
- The Public Works Department will be plowing and sanding the Shearer Point Estates Subdivision this coming winter.
- Bridges in Nawautin are completed, all six (6)
- Rail crossing report attached.

Moved by Councillor Jeninga, seconded by Deputy Mayor McDonald  
Resolution #2008-819

"Be it resolved that the Public Works Department Report dated November 2008, as submitted by Cam Ward, Public Works Superintendent, be received and filed. CARRIED."



Email from Glenda Rogers dated November 17, 2008 RE: Municipal Involvement in Tier 2 Source Protection Water Budgets.

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Moved by Councillor Holmes, seconded by Councillor Ritchie;  
Resolution #2008-825

"Be it resolved that the email from Glenda Rogers dated November 17, 2008 regarding Municipal Involvement in Tier 2 Source Protection Water Budgets, be received and filed. CARRIED."

Alnwick/Haldimand Public Library Board meeting Minutes of October 20, 2008.

Moved by Councillor Holmes, seconded by Councillor Jeninga;  
Resolution #2008-826

"Be it resolved that Minutes of the Alnwick/Haldimand Public Library Board meeting of October 20, 2008, be received and filed. CARRIED."

Lower Trent Conservation Authority meeting Minutes of November 13, 2008.

Moved by Councillor Ritchie, seconded by Councillor Holmes;  
Resolution #2008-827

"Be it resolved that the Minutes of the Lower Trent Conservation Authority meeting Minutes of November 13, 2008, be received and filed. CARRIED."

Alnwick/Haldimand Police Services Board meeting Minutes of October 28, 2008.

Moved by Councillor Holmes, seconded by Councillor Ritchie;  
Resolution #2008-828

"Be it resolved that the Minutes of the Alnwick/Haldimand Police Services Board meeting of October 28, 2008, be received and filed. CARRIED."

**X. DELEGATIONS – 2:33 P.M.:**

2:33 p.m. to 3:05 p.m. – Viano Ciaglia, Account Manager and Mr. Dave McGlennon, McGlennon Insurance – Review of Coverage

Mr. Ciaglia and Mr. McGlennon provided a brief overview of the Insurance Coverage presently existing and being proposed for the Municipality. A brief discussion ensued with respect to various types of claims.

Mayor Finley thanked Mr. Ciaglia and Mr. McGlennon for attending and presenting this information to Council Members.

3:08 p.m. to 3:17 p.m. - Ms. Penny Sharman, Municipal Advisor, Ministry of Municipal Affairs and Housing – Presentation of 2007 Financial Analysis Report.

Ms. Sharman was in attendance and provided Council with a presentation advising on the reasoning for the Municipal Financial Review and the importance of each of the financial indicators. A copy of Ms. Sharman's presentation is attached to these minutes. Ms. Church will provide her presentation after Mr. Lou Rinaldi, M.P.P., Northumberland.

3:17 p.m. – 4:22 p.m. – Mr. Lou Rinaldi, M.P.P., Northumberland – Update.

Mr. Rinaldi was in attendance to provide Council with a brief overview and updates with respect to the operations of the Provincial Governments to date and future initiatives.

Councillor Holmes noted that with the Places to Grow Act, Oak Ridges Moraine Act, the Greenbelt Act and the actions of the Municipal Property Assessment Corporation, the municipality of Alnwick/Haldimand will come to a complete halt and requested that we be given assistance with respect to these regulations in order to be sustainable.

Councillor Jeninga noted that with most of the funding initiatives for the Provincial and Federal governments grants are based on a per capita calculation, and with the three Planning regulations as noted by Councillor Holmes, the Township of Alnwick/Haldimand will not be given fair consideration.

Mayor Finley reiterated the concerns of the Council Members and thanked Mr. Rinaldi for attending today and for all his assistance he has and can provide to the municipality in the future.

4:22 p.m. to 4:38 p.m. - Ms. Carol Church, Municipal Advisor, Ministry of Municipal Affairs and Housing – Changes to Council Composition

Ms. Church provided a brief presentation with respect to the Changes to a Municipal Council's composition prior to a future municipal election and the process to execution. A copy of Ms. Church's presentation is attached to these minutes.

**XI. COMMITTEE REPORTS CONT'D- 4:38 P.M.:**

Alnwick/Haldimand Community Policing Committee meeting Minutes of October 20, 2008.

Moved by Councillor Ritchie, seconded by Councillor Jeninga;  
Resolution #2008-829

"Be it resolved that the Minutes of the Alnwick/Haldimand Community Policing Committee meeting of October 20, 2008, be received and filed. CARRIED."

Alnwick/Haldimand Heritage Committee meeting Minutes of November 4, 2008.

Moved by Councillor Ritchie, seconded by Councillor Holmes;  
Resolution #2008-830

"Be it resolved that the Minutes of the Alnwick/Haldimand Heritage Committee meeting of November 4, 2008, be received and filed. CARRIED."

**XII. COMMUNICATION (COUNCIL ACTION) – 4:40 P.M.:**

Letter from the Ministry of Finance dated November 14, 2008 RE: Follow up to Release of the Report of the Provincial-Municipal Fiscal and Service Delivery Review (PMFSDR).

Moved by Councillor Holmes, seconded by Councillor Jeninga;  
Resolution #2008-831

"Be it resolved that the Letter from the Ministry of Finance dated November 14, 2008 RE: Follow up to Release of the Report of the Provincial-Municipal Fiscal and Service Delivery Review (PMFSDR), be received and filed. CARRIED."

Letter from the Ministry of the Environment dated November 17, 2008 RE: Amended Certificate of Approval for Ste. Anne's Country Inn and Spa.

Moved by Councillor Jeninga, seconded by Councillor Ritchie;  
Resolution #2008-832

"Be it resolved that Letter from the Ministry of the Environment dated November 17, 2008 advising of the Amended Certificate of Approval for Ste. Anne's Country Inn and Spa, be received and filed. CARRIED."

Newsletter/Government Update from WeirFoulds dated Winter 2008.

Moved by Councillor Jeninga, seconded by Councillor Holmes;  
Resolution #2008-833

"Be it resolved that the Newsletter/Government Update from WeirFoulds dated Winter 2008, be received and filed. CARRIED."

Letter from the Municipal Property Assessment Corporation dated November 17, 2008 RE: Update on MPAC Activities.

Moved by Councillor Holmes, seconded by Councillor Ritchie;  
Resolution #2008-8534

"Be it resolved that the Letter from the Municipal Property Assessment Corporation dated November 17, 2008 advising of the Updates on MPAC Activities, be received and filed. CARRIED."

Letter from Alnwick/Haldimand Township Fire and Rescue, Mr. Ross Poole, Deputy Fire Chief/Fire Prevention Officer dated November 19, 2008 RE: Addendum to Fire Safety Inspection Report dated November 18<sup>th</sup>, 2008.

Moved by Councillor Jeninga, seconded by Councillor Holmes;  
Resolution #2008-835

"Be it resolved that the recommendation received from the Deputy Fire Chief/Fire Prevention Officer for 24 hour fire monitoring program/service be investigated and installed, be referred to the 2009 Municipal Budget for consideration; and further that compliance is in process to complete recommendation number 2. CARRIED."

Letter from D. L. (Don) MacLeod dated November 24, 2008 RE: Speed Limit Change required on Lakeshore Road. This letter has been referred to Council by the Police Services Board.

Moved by Councillor Jeninga, seconded by Deputy Mayor McDonald;  
Resolution #2008-836

"Be it resolved that the letter from D. L. (Don) MacLeod dated November 24, 2008 requesting a Speed Limit Change on Lakeshore Road, which was referred to Council by the Police Services Board, be deferred to the Regular Council Session of December 17, 2008 to permit sufficient time for Council members to attend the site, CARRIED."

**XIII. NEW BUSINESS – 4:50 P.M.:**

**Establishment of Ledger Account – Fire Department  
Years of Service Recognition Program**

Moved by Councillor Jeninga, seconded by Councillor Ritchie;  
Resolution #2008-837

"Be it resolved that Council of The Corporation of the Township of Alnwick/Haldimand hereby authorize the establishment of a new General Ledger Account under the Fire Department in order to accommodate funds for the Years of Service Recognition Program; and further that the Municipal Treasurer be authorized to transfer funds from "Firefighter Wages" (General Ledger Account Number 5203-00-0) to the new account entitled, "Years of Service Recognition" (General Ledger Account Number 5204-99-9); and further that this department expense shall be accommodated in the Municipal Budget portion during budget deliberations each year, as was completed for each department in 2008.

CARRIED.

**By-Law 119-2008** - Being a by-law to Sign and Execute an Agreement with LAS- Energy Savings Program

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Moved by Councillor Ritchie, seconded by Councillor Holmes;

"Be it resolved that, **By-Law No. 119-2008**, being a by-law to sign and execute an Agreement with LAS for the provisions of the Energy Savings Program, be deferred for additional information and clarification from the Municipal Treasurer.

CARRIED."

**By-Law 119A-2008** - Being a by-law to Sign and Execute an Agreement with LAS- Energy Savings Program – Pricing Index

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Moved by Councillor Holmes, seconded by Councillor Ritchie;

"Be it resolved that, **By-Law No. 119A-2008**, being a by-law to sign and execute an Agreement with LAS for the provisions of the Energy Savings Program – Price Indexing, be deferred for additional information and clarification from the Municipal Treasurer.

CARRIED."

**Pay Equity/Job Evaluation – Awarding of Consultant**

Moved by Councillor Jeninga, seconded by Councillor Ritchie;  
Resolution #2008-838

"Be it resolved that the Council of the Corporation of the Township of Alnwick/Haldimand accept the Request for Proposal as submitted by Templeman Consulting Group Inc. in the total amount of **\$15,905.40** to complete the Pay Equity/Job Evaluation Study for all Alnwick/Haldimand's full time employees; and further that the representatives of Templeman Consulting Group Inc. shall present and review the Study package, as completed to date, at the Regular Council Session on Wednesday, January 21, 2009; and further that the final Study Package be submitted for final approval on Thursday, February 5<sup>th</sup>, 2009; and further that the commencement date of any and all recommendations, as approved, shall be January 1, 2009.

CARRIED."

It was the consensus of Council that the Consultant, Templeman Menninga, be requested to prioritize the Vacation Policy and Procedure as the number one issue for completion, in order to have this policy implemented for January 1, 2009.

**Library Board to piggy back:**

Move by Deputy Mayor McDonald, seconded by Councillor Ritchie;  
Resolution #2008-839

"Be it resolved that the Council of the Corporation of the Township of Alnwick/Haldimand direct the Clerk/Administrator, Terrence Korotki to contact Templeman Consulting Group Inc. to request a cost to incorporate the Pay Equity Review for the Alnwick/Haldimand Public Library Staff, of which is a total of eight (8) employees, as the comparators are thought to be similar in nature; and further that the cost as obtained from Templeman Consulting Group Inc. be forwarded to the Alnwick/Haldimand Public Library Board for their acceptance and approval; and further that the additional costs related to the review of Library staff be the responsibility of the Alnwick/Haldimand Library Board.

CARRIED."

**XIV. BUSINESS FROM COUNCILLORS 5:07 P.M.:**

**Councillor Ritchie:**

Councillor Ritchie asked if the letter had been forwarded to the Northumberland Art Gallery to withdraw the Council representation on this Committee due to the conflict with Regular Council Sessions.

Councillor Ritchie noted that the referral of information to employees who have been directed by Council to investigate an item or situation, be corrected immediately in order to ensure that the employee is obtaining the right information in a timely manner to meet the requested deadline set by the Council.

Councillor Ritchie stated that changes need to be made to the procedures pertaining to the agenda packages. It was noted that the existing procedures, which is a cut-off time of the Thursday prior to any meeting will remain as the deadline for submissions in order to compile the agenda for the following weeks meeting and that no addendums shall be permitted unless it is deemed to be an extreme emergency.

The Clerk/Administrator, Terrence Korotki was questioned as to when the Personnel Evaluations would be completed for the year 2008. Mr. Korotki advised that he would be completing the evaluations between Monday, December 15<sup>th</sup> and Friday December 19<sup>th</sup>, 2008.

It was decided that Councillors Ritchie and Jeninga will be assisting in the completion of Mr. Korotki's evaluation; Councillor Benns and Holmes will be assisting in Mr. Cam Ward's evaluation, and Mr. Korotki, Deputy Mayor McDonald and Co-Chair of the Arena Board will be assisting with Mr. Dave Harnden's evaluation.

**Councillor Jeninga:**

Councillor Jeninga noted that a few individuals who sit on the Centreton Community Centre Committee are of the opinion that there is no issue with the water quality at the Community Centre and were of the opinion that it remain status quo until such time as the proposed renovations are considered for completion.

Councillor Jeninga suggested that Council give consideration to having portfolio's for Committees/Boards instead of the appointments to each Committee/Boards.

**XV. QUESTIONS FROM THE PRESS/PUBLIC/GALLERY – 5:34 P.M.**

Mrs. Carruthers asked if the anyone has contacted that municipal office with respect to the diversion of the Brookside Creek and she was advised that there had been no calls to date regarding this matter.

**BUDGET MEETING SCHEDULE FOR JANUARY 2009**

Wednesday, January 7<sup>th</sup>, 2009 in Grafton  
Monday, January 12<sup>th</sup>, 2009 in Grafton

**MOTION TO ADJOURN TO AN IN CAMERA SESSION –5:42 p.m.**

Moved by Councillor Jeninga, seconded by Councillor Ritchie;  
Resolution #2008-840

"Be it resolved that the Council of the Township of Alnwick/Haldimand adjourn to an In Camera Session in accordance with Section 239(2)(b)(d) of the Municipal Act 2001, as amended at 5:42 p.m. CARRIED."

Discussion with respect to Human Resources – Consultant Pay Equity/Compensation/Human Resource Policy Review.

**MOTION TO RECONVENE TO REGULAR SESSION – 6:07 P.M.:**

Moved by Councillor Jeninga, seconded by Councillor Ritchie;  
Resolution #2008-841

"Be it resolved that the Council of the Township of Alnwick/Haldimand reconvene to Regular Session at 6:07 p.m. CARRIED."

**CONFIRMING BY-LAW:**

**By-Law No. 118-2008** - Being a by-law to confirm the proceedings of the Regular Council Session held on Thursday, December 4<sup>th</sup>, 2008 of the Council of the Township of Alnwick/Haldimand.

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Moved by Councillor Holmes, seconded by Councillor Jeninga;

"Be it resolved that **By-Law No. 118-2008**, being a by-law to confirm the proceedings of the Regular Council session held on Thursday, December 4<sup>th</sup>, 2008 of the Council of the Township of Alnwick/Haldimand, be read a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 4<sup>th</sup> day of December, 2008. CARRIED."

**XIV. ADJOURNMENT – 6:10P.M.:**

Moved by Councillor Ritchie, seconded by Deputy Mayor McDonald;  
Resolution #2008-842

"Be it resolved that the Regular Council Session held on Thursday, December 4<sup>th</sup>, 2008, be adjourned at 6:10 p.m. CARRIED."