



**THE CORPORATION OF THE
TOWNSHIP OF ALNWICK/HALDIMAND
REGULAR MEETING MINUTES OF
THURSDAY, JANUARY 13TH, 2011 - 1:00 P.M.**

Council met in Regular Session on Thursday, January 13th, 2011 at 1:00 p.m. in the Council Chambers with Mayor Dalton McDonald presiding.

Members Present: Mayor Dalton McDonald
Deputy Mayor Raymond Bennis
Councillors: Jim Fell
Bill Holmes
Sandra Jaynes
John Logel
Joan Stover

Staff Present: Robin van de Moosdyk, Deputy Clerk

Others Present: Betty Carruthers

I. CALL TO ORDER

Mayor McDonald called the meeting to order at 1:00 p.m.

II. MOMENT OF SILENCE FOR OUR FALLEN SOLDIERS AND CITIZENS

III. DISCLOSURES OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Jaynes declared a pecuniary interest with respect to the letter received from Mr. Michael Walls-Kelly, as it is her son.

IV. APPROVAL OF AGENDA AS CIRCULATED

Agenda of Thursday, January 13, 2011

Moved by Councillor Stover, seconded by Councillor Jaynes;

"Be it resolved that the Agenda as circulated for the Regular Council Session of Thursday, January 13, 2011, be approved. CARRIED."

V. DAVID WRIGHT, CHIEF, VOLUNTEER FIRE DEPARTMENT

Alnwick/Haldimand Fire & Rescue Monthly Report:

Moved by Deputy Mayor Bennis, seconded by Councillor Jaynes;

"Be it resolved that the Alnwick/Haldimand Fire Rescue Report dated December 2010, submitted by Fire Chief David Wright, be received and filed. CARRIED."

Moved by Councillor Logel, seconded by Councillor Holmes;

"Be it resolved that the Council of the Township of Alnwick/Haldimand accept and approve the 2.5 percent increase to the Fire Dispatch Service Agreement as proposed by the Town of Cobourg; and further that the Fire Dispatch Service for the fiscal Year 2011 be in the amount of \$21,060.00.

CARRIED."

ATVU SIDE-BY-SIDE UNIT:

Moved by Deputy Mayor Bennis, seconded by Councillor Jaynes;

"Be it resolved that the proposed ATVU Side-by-side Unit for the Alnwick/Haldimand Fire Department, be referred to the 2011 Fiscal Year Budget deliberations for further review and discussion.

CARRIED."

PRESCRIBED BURNS PUBLIC MEETING

The Prescribed Burns Public Meeting preferred date is Tuesday, February 22, 2011.

Resolution to commence remuneration for new Firefighters:

Moved by Deputy Mayor Bennis, seconded by Councillor Logel;

"Be it resolved that the Council of the Township of Alnwick/Haldimand accept the recommendation of Fire Chief, Dave Wright, Alnwick/Haldimand Volunteer Fire Department, to commence the remuneration for the following Volunteer Firefighters, as of the date noted, in accordance with By-Law No. 45-2007, as the probationary period and requirements have been fulfilled:

#414 Craig MacAusland, Station #1, start date December 1st, 2010

#420 Mathew Dingman, Station #1, start date December 1st, 2010

#428 John Hurley, Station #1, start date December 1st, 2010;

And further that the Administrative Assistance, Dianne Nicholls be forwarded a copy of this resolution in order to complete the directive of the Council of the Township of Alnwick/Haldimand pertaining to the remuneration for these Volunteer Firefighters.

CARRIED."

Monthly Fire Department Reports as prepared and submitted by Mrs. Dianne Nicholls, Administrative Assistant dated December 15, 2010.

Moved by Councillor Fell, seconded by Councillor Jaynes;

"Be it resolved that the Monthly Fire Department Reports as prepared and submitted by Mrs. Dianne Nichols, Administrative Assistant dated December 15, 2010, be received and filed.

CARRIED."

Memorandum as prepared and submitted by J. R. Eagleson – Carbon Monoxide Detectors

Moved by Councillor Logel, seconded by Councillor Jaynes;

"Be it resolved that the memorandum as prepared and submitted by J. R. Eagleson in conjunction with Ross Poole, Deputy Fire Chief with respect to the purchase and installation of Carbon Monoxide Detectors in Municipal Buildings, be referred to the 2011 Fiscal Year Budget deliberations for further consideration.

CARRIED."

VI. MIKE GODIN, C.B.O., BUILDING DEPARTMENT – 1:42 p.m.:

Building Department Monthly Report:

Year end (2010) building permit report for regular meeting.

1. Keys to the Alnwick Civic Centre for distribution to Council members.

Keys were given to – Mayor Dalton McDonald, Councillor John Logel, Councillor Sandra Jaynes, Councillor Joan Stover, Deputy Mayor Ray Bennis and Councillor Jim Fell.

2. Accessibility annual report (approx. 50% completed) – Updated information with respect to completed projects, as noted in original report, as well as any newly identified projects is being compiled. Original charts are to be amended and should be completed for end of March 2011. Due to other legislated reports to be focused on and the fact that this report needs to be available for public viewing but not submitted to any Ministry has resulted in it being relegated to a lesser status.

3. Special Events by-law comments ~ I have only received comments from the Township Road Superintendent requesting that his department be listed as a required notification agency. It will be added and was an oversight on my part; the Roads Department should have always been on the list. Since there were not any other comments from the other listed agencies or individuals, I will assume that I can proceed to finalize the by-law for passage at the February 3/11 meeting. Mike to phone individuals of previous events to ensure they have no comments.

4. Site Alteration by-law ~ movement of fill onto or off of a lot without a building permit being required. A 14 page sample from another municipality is being used as a template and the previous Council requested that I pare it down to a manageable and understandable and less complicated by-law. I am approximately 50 % through the original and will have a draft for Council review first of March 3/11.

5. Dunnette Landing Road Civic Address ~ Due to the recent property transfers/sales in this area an issue has arisen regarding the former camp/resort properties. I have attended on site with John Eagleson and we have determined one property requires a civic address number with "A & B" sides to recognize the 2 existing rental cottages from the former resort. Two properties with civic address numbers are actually part of a different former camp and should not have been given a number outside of the camp address as a unit number. However, since these numbers have existed from the outset of civic addressing I recommend that they remain as is. One additional property is mis-numbered and will be corrected. All new and adjusted numbers will be provided to Dianne in Roseneath and Mary in Grafton so that they can adjust their records.

6. Campground license fees ~ Since 2001 the fee for a campground license has been \$1.00 per site or \$ 100.00 minimum charge. Most camps have been paying the minimum charge because only a few are greater in size than 100 sites. Assuming that an annual increase of 2% (cola) was being levied, then the actual fee as of January 1/11 should be \$1.22 per site or \$122.00 minimum fee.

Moved by Councillor Logel, seconded by Councillor Holmes;

"Be it resolved that the Annual Campground Fee be increased in increments of \$5.00 commencing January 1st, 2012 with notification being given to all Campground owners with their annual renewal notice for the year 2011 thus giving them approximately ten to eleven months notice of the proposed fee increase; and further that the 2010 Annual Campground Fee remain status quo. CARRIED."

Moved by Councillor Fell, seconded by Councillor Stover;

"Be it resolved that the Chief Building Official/By-Law Enforcement Officer, Mike Godin be permitted to meet with individuals outside the normal working hours and that these types of appointments be approved by the immediate supervisory prior conducting the appointment; and further that this time be documented as time-for-time with respect to time in lieu of wages. CARRIED."

Moved by Councillor Jaynes, seconded by Councillor Logel;

"Be it resolved that the Building Department Report dated December 2010, as submitted by Mike Godin, Chief Building Official/By-Law Enforcement Officer, be received and filed. CARRIED."

Letter from Mike Currie dated January 2, 2011 RE: Request for repair of Fence between his property and the Grafton Public School.

Moved by Deputy Mayor Bennis, seconded by Councillor Holmes;

"Be it resolved that the letter from Mr. Currie dated January 2, 2011 pertaining to his request to have the fence between his property at 100 Bowman Court and the Grafton Public School be repaired, be received for information; and further that Mr. Currie's letter be forwarded to the School Board for further action. CARRIED."

VII. CAM WARD, PUBLIC WORKS SUPERINTENDENT 2:25

Public Works Department Monthly Report:

Moved by Deputy Mayor Bennis, seconded by Councillor Jaynes;

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

VIII. TREASURY FINANCIAL ACCOUNTS -2 :34 p.m.

Memo from Beth Vosbough, Treasurer dated January 4, 2011 RE: Ceridian - Payroll.

Moved by Deputy Mayor Bennis, seconded by Councillor Jaynes;

"Be it resolved that the Council of the Township of Alnwick/Haldimand approved option No. 2 as specified on the memorandum prepared and submitted by Beth Vosbough, Treasurer dated January 4, 2011 pertaining to the Payroll Software supplied by Ceridian Canada Ltd.; and further that Insync Lite software program be implemented and effective as of March 1, 2011. CARRIED."

Grafton Communal Water Financial Accounts:

Moved by Councillor Holmes, seconded by Councillor Stover;

"Be it resolved that the Financial Accounts for the Grafton Communal Water System in the amount of \$ **21,634.92**, be approved. CARRIED."

Financial Accounts Voucher Nos. #47 and 48

Moved by Councillor Logel, seconded by Councillor Stover;

"Be it resolved that Council approve the following expenditures:

Voucher #47:

CORPORATION & TAXES - 9,841.23
COUNCIL - 2,850.91
ADMINISTRATION - 4,855.58
FIRE OPERATION AND CAPITAL - 28,335.67
CBO2 - 78.41
LIVESTOCK - 1,106.67
OPP - 81,035.96
EMO - 424.00
PWS - 29,811.53
ENV2 - 128.15
GCC - 363.14
ACC - 2,857.00
LIBRARY - 2,538.33
ARENA - 117.08
TOTAL – V #47 - **\$164,343.66**

Voucher #48:

CORPORATION & TAXES - 22,279.35
ADMINISTRATION - 4,501.08
FIRE OPERATION AND CAPITAL - 28,848.54
CBO2 - 88.55
OPP - 1,027.98
EMO - 275.63
PWS - 7,748.81
ENV2 - 3,119.65
WATER - 235.66
GCC - 470.39
ACC - 57.67
RECREATION - 252.42
LIBRARY - 87,653.13
ARENA - 265.66
VCC - 47.13
RECREATION - 572.68
PLANNING - 2,415.98 TOTAL – V#48 - **\$159,860.31** CARRIED."

Financial Accounts - Voucher #49:

Moved by Councillor Holmes, seconded by Deputy Mayor Bennis;

"Be it resolved that the following financial Accounts as listed in Voucher 49, be approved:

CORPORATION & TAXES - 2,182.77
COUNCIL - 807.30
ADMINISTRATION - 2,261.09
FIRE OPERATION AND CAPITAL - 796.40
CBO2 - 125.58
ANIMAL CONTROL - 35.21
LIVESTOCK - 16.93

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EMO - 333.25
PWS - 11,773.44
HAH - 91.58
LIBRARY - 8,344.55
ARENA - 121.50
OPP - 86.72
RECREATION - 205.23
TOTAL – V #49 - **\$ 27,181.55**

CARRIED.”

Financial Accounts - Voucher #1:

Moved by Councillor Logel, seconded by Councillor Jaynes;

"Be it resolved that the following accounts as listing for Voucher #1 for the Year 2011, be approved:

CORPORATION & TAXES - 3,091.84
COUNCIL - 4,927.93
ADMINISTRATION - 8,754.74
FIRE OPERATION AND CAPITAL - 193.34
CBO2 - 1,691.44
EMO - 115.19
PWS - 7,970.47
ENV2 - 115.19
WATER - 115.19
ARENA - 234.85
PRK - 537.51
TOTAL – V #1 - **\$27,747.69**

CARRIED.”

IX. DELEGATIONS

2:55 p.m. - Mr. Viano Ciaglia and Mr. David McGlennon of Cowan Insurance and McGlennon Insurance, respectively RE: Review of the 2011 Insurance Program for the Municipality.

214,504 plus applicable taxes.

Moved by Councillor Holmes, seconded by Councillor Stover;

"Be it resolved that the Council of the Township of Alnwick/Haldimand accept receipt of and approve the 2011 Insurance Coverage Program Proposal as prepared and submitted by McGlennon Insurance in conjunction with Cowan Insurance for the Township of Alnwick/Haldimand in the amount of \$214,504.00 plus applicable taxes. CARRIED.”

- 3:35 P.M. - Mrs. Glenda Rogers, General Manager, Lower Trent Conservation Authority – Proposed 2011 Budget and General Levy for the Township of Alnwick/Haldimand.

Mrs. Glenda Rogers, General Manager, Lower Trent Conservation Authority, together with Mr. Craig Kerr, Chair of the Lower Trent Conservation Authority Board of Directors/Councillor, Town of Brighton, were in attendance and Mrs. Rogers provided a Power Point Presentation with respect to the mandate and initiatives of the Conservation Authority.

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Letter from Michael Walls-Kelly dated January 7, 2011 RE: Request for Internship.

Moved by Councillor Logel, seconded by Councillor Stover;

"Be it resolved that Mr. Michael Walls-Kelly attend the Committee of Council meeting scheduled for February 8, 2011 at 1:00 p.m. CARRIED."

Resolution for an amendment to the Development Charge Fees By-Law No. 50-2007.

Moved by Councillor Logel, seconded by Councillor Fell;

RE: AMENDMENT TO DEVELOPMENT CHARGE FEES FOR THE TOWNSHIP OF THE TOWNSHIP OF ALNWICK/HALDIMAND AS SPECIFIED ON SCHEDULE "B" OF MUNICIPAL DEVELOPMENT CHARGES BY-LAW NO. 50-2007

"Be it resolved that Schedule "B" of Municipal By-Law No. 50-2007, known more particularly as the Development Charges By-Law of the Township of Alnwick/Haldimand, be amended as follows:

**SCHEDULE "B"
TO THE TOWNSHIP OF ALNWICK/HALDIMAND
BY-LAW NO. 50-2007**

Development Charge:

<u>Services</u>	<u>Township-wide Development Charge</u>	<u>Grafton Water Service Development Charge</u>
<u>Residential (charge per unit)</u> All Development Types	\$4,812.70	\$4,315.05
<u>Non-Residential</u> All Development Types (charge per square metre of building space)	\$7.74 / sq.m.	\$4.00 / sq.m.

CARRIED."

XIV. BY-LAWS

Bylaw No. 03-2011 – Being a by-law to provide for the Interim Tax Levy for the Year 2011 to provide for the Payment of Taxes and to provide for Penalty and Interest on Accounts which are in Default.

Moved by Councillor Holmes, seconded by Councillor Logel;

"Be it resolved that **By-Law No. 03-2011**, being a by-law to provide for the Interim Tax Levy for the Year 2011 to provide for the Payment of Taxes and to provide for Penalty and Interest on Accounts which are in Default, be read and deemed to be PASSED this 13th day of January, 2011. CARRIED."

By-Law No. 01-2011 - Being a by-law to provide for Stop Sign at the intersections of Shearer Point Road and Parkview Drive and Parkview Drive and Hampton Crescent within the Shearer Point Estates Subdivision in the Township of Alnwick/Haldimand.

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Moved by Councillor Holmes, seconded by Councillor Fell;

"Be it resolved that By-Law No. 01-2011 being a by-law to provide for Stop Sign at the intersections of Shearer Point Road and Parkview Drive and Parkview Drive and Hampton Crescent within the Shearer Point Estates Subdivision in the Township of Alnwick/Haldimand, be read and deemed to be passed this 13th day of January, 2011. CARRIED."

By-Law No. 02-2011 - Being a by-law to appoint a Committee of Adjustment/Land Division Committee in the Township of Alnwick/Haldimand for the Term of the existing Municipal Council of the Township of Alnwick/Haldimand.

Moved by Deputy Mayor Bennis, seconded by Councillor Jaynes;

"Be it resolved that **By-Law No. 02-2011** being a by-law to appoint a Committee of Adjustment/Land Division Committee in the Township of Alnwick/Haldimand for the Term of the existing Municipal Council of the Township of Alnwick/Haldimand, be read and deemed to be passed this 13th day of January, 2011. CARRIED."

By-Law No. 06-2011 - Being a by-law to declare that a portion of a highway, street or walkway is assumed for Public Use (Road Widening Purposes), that being Part of Lot 29, Concession 1 (former Township of Haldimand) now in the Township of Alnwick/Haldimand (J. Mihelcic).

Moved by Councillor Fell, seconded by Councillor Holmes;

"Be it resolved that **By-Law No. 06-2011** being a by-law to declare that a portion of a highway, street or walkway is assumed for Public Use (Road Widening Purposes), that being Part of Lot 29, Concession 1 (former Township of Haldimand) now in the Township of Alnwick/Haldimand (J. Mihelcic), be read and deemed to be passed this 13th day of January, 2011. CARRIED."

By-Law No. 08-2011 - Being a by-law to provide for Stop Sign at the intersection of Canning Factory Road and Station Road.

Moved by Councillor Stover, seconded by Councillor Logel;

"Be it resolved that **By-Law No. 08-2011** being a by-law to provide for Stop Sign at the intersection of Canning Factory Road and Station Road, be read and deemed to be passed this 13th day of January, 2011. CARRIED."

By-Law No. 09-2011 - Being a by-law to appoint Members of Council to Boards, Committees and Agencies for the 2010-2014 Term.

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Moved by Councillor Logel, seconded by Councillor Stover;

"Be it resolved that **By-Law No. 09-2011** being a by-law to appoint Members of Council to Boards, Committees and Agencies for the 2010-2014 Term, be read and deemed to be passed this 13th day of January, 2011. CARRIED."

By-Law No. 10-2011 - Being a by-law to appoint a Chief Administrative Officer/Deputy Clerk for the Corporation of the Township of Alnwick/Haldimand.

Moved by Councillor Holmes, seconded by Councillor Stover;

"Be it resolved that **By-Law No. 10-2011** being a by-law to appoint a Chief Administrative Officer/Deputy Clerk for the Corporation of the Township of Alnwick/Haldimand, be read and deemed to be passed this 13th day of January, 2011; and further that the respective Job Description and Salary Grid Review be submitted for review within 30 days. CARRIED."

By-Law No. 11-2011 - Being a by-law to appoint a Clerk for the Corporation of the Township of Alnwick/Haldimand.

Moved by Councillor Logel, seconded by Councillor Jaynes;

"Be it resolved that **By-Law No. 11-2011** being a by-law to appoint a Clerk for the Corporation of the Township of Alnwick/Haldimand, be read and deemed to be passed this 13th day of January, 2011; and further that the respective Job Description and Salary Grid Review be submitted for review within 30 days. CARRIED."

By-Law No. 12-2011 - Being a by-law to Establish and Appoint Members to the Alnwick/Haldimand Public Library Board.

Moved by Councillor Stover, seconded by Councillor Logel;

"Be it resolved that **By-Law No. 12-2011** being a by-law to Establish and Appoint Members to the Alnwick/Haldimand Public Library Board, be read and deemed to be passed this 13th day of January, 2011. CARRIED."

By-Law No. 13-2011 - Being a by-law for the Licensing and Registration of dogs and for the regulation of dogs and prohibiting the running at large of animals within the Township of Alnwick/Haldimand.

Moved by Councillor Logel, seconded by Councillor Holmes;

"Be it resolved that **By-Law No. 13-2011** being a by-law for the Licensing and Registration of dogs and for the regulation of dogs and prohibiting the running at large of animals within the Township of Alnwick/Haldimand, be read and deemed to be passed this 13th day of January, 2011. CARRIED."

By-Law No. 14-2011 - Being a by-law to establish and prescribe fees and charges for the services provided by the Township of Alnwick/Haldimand and to provide for interest charges and penalties thereon.

Moved by Councillor Fell, seconded by Councillor Jaynes;

"Be it resolved that **By-Law No. 14-2011** being a by-law to establish and prescribe fees and charges for the services provided by the Township of Alnwick/Haldimand and to provide for interest charges and penalties thereon, be read and deemed to be passed this 13th day of January, 2011.

CARRIED."

By-Law No. 15-2011 - Being a by-law to prescribe a Tariff of Fees for the processing of Applications made in respect to Planning Matters in the Township of Alnwick/Haldimand.

Moved by Councillor Holmes, seconded by Councillor Logel;

"Be it resolved that **By-Law No. 15-2011** being a by-law to prescribe a Tariff of Fees for the processing of Applications made in respect to Planning Matters in the Township of Alnwick/Haldimand, be read and deemed to be passed this 13th day of January, 2011.

CARRIED."

XV. C.A.O. REPORT/UPDATES

None at this time.

XVI. BUSINESS FROM COUNCILLORS

Councillor Jaynes noted briefly the OMB Decision pertaining to the DeGraauw Consent application.

Councillor Jaynes noted that there was a proposed Property Tour and Road Tour mentioned at the previous meeting and inquired if a date had been set for either of these events.

The Property Tour is scheduled for Tuesday, March 8, 2011 commencing at 9:00 a.m. from the Grafton Municipal Office.

Councillor Fell inquired as to the septic holding tank pumping at the Centreton Community Centre issued and if it had been resolved. Mayor McDonald advised that this is still being monitored at this time.

Councillor Fell noted that the Revitalization Committee brought forward a proposal of a gazebo and plaque to recognize the years of service of Rosemarie Robins and stated that he would keep Council Members informed of any further discussions in this regard if Council was in favour of the initial proposal and the consensus of Council was yes they are in favour of this proposal.

Deputy Mayor Bennis advised that he attended his first Cycling Committee meeting the previous night in representation of the Municipality.

Deputy Mayor Bennis noted that he would be bringing forward a notice of motion for the commencement of the Remuneration Committee subsequent to the 2009 and 2010 Financial Statements being presented and accepted.

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Councillor Stover noted that the foot traffic from the Restaurant to Brimley has increased and would it be possible to extend the sidewalk from the Restaurant to Brimley. It was noted that this would be a Northumberland County matter for consideration as it is a County Road.

Councillor Stover noted that she had been advised of some discrepancies on the Heritage Cemeteries Financial Reports. It was noted that this information would be given to the Treasurer for further investigation.

Councillor Stover noted that she was contacted with respect to the legal conformity of the Buildings that exist on Mr. DeGrauw Lot. This information would be given to Mr. Godin for further investigation.

Councillor Logel questioned the appointment of Council as the Committee of Adjustment/Land Division Committee and not private citizens. Mayor McDonald noted the basic reasoning for Council being this appointment.

XVII. QUESTIONS FROM THE RATEPAYERS

Mrs. Carruthers asked if the provisions of the Site Alteration By-Law, if approved, would have any bearing on someone digging a test hole for the purposes of installing a septic system and Mayor McDonald advised that the individual would not be in contravention of the provisions of the By-law for this activity.

Mrs. Carruthers asked if there would be a regular Council Session next week in Roseneath and was advised that there would not be a meeting next week.

XVIII. APPROVAL OF CONFIRMING BY-LAW

By-Law No. 07-2011 - Being a by-law to approve the proceedings of the Regular Council Session of the Township of Alnwick/Haldimand on Thursday, January 13th, 2011.

Moved by Councillor Stover, seconded by Councillor Holmes;

"Be it resolved that **By-Law No. 07-2011**, being a by-law to approve the proceedings of the Regular Council Session of the Township of Alnwick/Haldimand on Thursday, January 13th, 2011, be read and deemed to be PASSED this 13th day of January, 2011. CARRIED."

XIX. ADJOURNMENT

Moved by Deputy Mayor Bennis, seconded by Councillor Fell;

"Be it resolved that the Regular Council Session of Thursday, January 13th, 2011, be adjourned at 5:04 p.m. CARRIED."

Mayor, Dalton McDonald

Deputy Clerk, Robin van de Moosdyk