

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

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Council met in Regular Session on September 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: Raymond Bennis  
Walter Broegelmann  
Bill Holmes  
Art Jeninga  
Cathie Ritchie

**Staff Present:** Terrence Korotki, Clerk/Administrator  
Robin van de Moosdyk, Deputy Clerk  
David Wright, Fire Chief  
Mike Godin, CBO/MBEO  
Cam Ward, Public Works Superintendent

**Others Present:** Betty Carruthers, resident  
Jessica Botsma, resident

**I. CALL TO ORDER**

Mayor Finley to call the meeting to order at 1:06 p.m.

**MOMENT OF SILENCE FOR OUR FALLEN SOLDIERS**

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

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There were no disclosures of pecuniary interest or general nature thereof at this time.

**III. APPROVAL OF AGENDA AS CIRCULATED – 1:07 P.M.:**

Moved by Councillor Ritchie, seconded by Councillor Broegelmann;  
Resolution #2008-530

"Be it resolved that the Agenda as circulated for the Regular Session of the Council of the Township of Alnwick/Haldimand of September 4<sup>th</sup>, 2008, be approved, with one additional By-Law only. CARRIED."

**IV. DAVID WRIGHT, CHIEF, VOLUNTEER FIRE DEPARTMENT 1:05 P.M.**

**Alnwick/Haldimand Fire Rescue Report dated August 2008**

- A large structure fire at #670 Packer Road was investigated by the Fire Marshal and the O.P.P., but no results have been given to the Fire Department at this time.
- We are waiting for new pump for #492 (Centreton), it is expected to be back in service the first week of September.
- 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 172 calls compared to 260 calls in the same time period in 2007, this is a decrease of 20 percent from last year.

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

The fire apparatus arrived first on scene for three (3) of the medical assist ahead of the ambulance.

Moved by Councillor Jeninga, seconded by Councillor Broegelmann;  
Resolution #2008-531

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

CARRIED."

Moved by Deputy Mayor McDonald, seconded by Councillor Bennis;  
Resolution #2008-532

"Be it resolved that Fire Chief Wright proceed with the sale of the said surplus equipment, defined as Pumper #491, which is parked at the Municipal Public Works Yard; and further that Fire Chief Wright contact the following individuals/organizations in order to obtain the best possible price for this surplus equipment: Mr. Gord Hunter, Auto Trader and Mr. Weatherby. CARRIED."

Letter from the Ministry of Transportation dated August 7, 2008 RE: Payments to Municipalities.

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Moved by Councillor Bennis, seconded by Councillor Holmes;  
Resolution #2008-533

"Be it resolved that the letter received from the Ministry of Transportation dated August 7, 2008 regarding payments to municipalities for Fire Response Calls, be received and filed. CARRIED."

**Delegation at 1:24 p.m. – 1:46 p.m. - Ms. Jessica Botsma RE: Open Air Burning Issues – Northshore/Nawautin area**

Mrs. Botsma was present to express her concerns with regards to the Open Air Burning that is being conducted in the North Shore/Nawautin area and is requesting that some solution be determined to address this issue in her area and other areas of similar structure within the municipality.

Mrs. Botsma would like Council to look into a possibility of amending the By-law to restrict the number of burns within high residential density areas, which maybe a potential solution.

Alnwick/Haldimand Fire & Rescue 401 Calls – 2008 as prepared and submitted by Mrs. Dianne Nicholls, Administrative Assistant.

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Moved by Councillor Jeninga, seconded by Councillor Broegelmann;  
Resolution #2008-534

“Be it resolved that the Alnwick/Haldimand Fire & Rescue 401 Calls – 2008 as prepared and submitted by Mrs. Dianne Nicholls, Administrative Assistant, be received and filed. CARRIED.”

Memo from Fire Chief Mann, County of Northumberland Fire Coordinator, dated August 14, 2008 and Interoffice Memorandum from Terrence Korotki, Clerk/Administrator dated August 18, 2008 RE: Fire Dispatch/Communication Network Study – Draft Terms of Reference and Request for Proposal

Moved by Councillor Jeninga, seconded by Councillor Holmes;  
Resolution #2008-535

“Be it resolved that the Council of the Township of Alnwick/Haldimand acknowledge receipt of the Draft Terms of Reference and Request for Proposal for the proposed County wide Fire Dispatch/Communications Network Service as submitted by Mr. Allan Mann, Fire Chief, Town of Cobourg and Northumberland County Fire Coordinator; and further that the Clerk/Administrator, Terrence Korotki, compile and forward all enquiries and concerns of the Members of Council and forward to Fire Chief Mann for his perusal, response and/or inclusion into the proposed two said documents. CARRIED.”

**V. MIKE GODIN, C.B.O., BUILDING DEPARTMENT- 2:04 P.M.**

**Building Department Report dated August 2008:**

Moved by Councillor Ritchie, seconded by Councillor Bennis;  
Resolution #2008-536

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

Community Solutions Ltd. dated September 4, 2008 RE: Home Occupation status for 909 Lakeshore Road.

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Moved by Councillor Broegelmann, seconded by Councillor Holmes  
Resolution #2008-537

“Be it resolved that the letter from Community Solutions Ltd. dated September 4, 2008 requesting Home Occupation status for 909 Lakeshore Road, be deferred to the next Regular Council meeting of September 17, 2008. CARRIED.”

**MOTION TO ADJOURN TO IN CAMERA SESSION – 2:15 P.M.:**

Moved by Deputy Mayor McDonald, seconded by Councillor Broegelmann;  
Resolution #2008-538

“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) of the Municipal Act 2001, at 2:15 p.m. CARRIED.”

**MOTION TO RECONVENE TO REGULAR SESSION – 2:30 P.M.:**

Moved by Councillor Jeninga, seconded by Councillor Broegelmann;  
Resolution #2008-539

"Be it resolved that the Council of the Township of Alnwick/Haldimand reconvene to Regular Session, at 2:35 p.m. CARRIED."

**Scheduling of a Meeting** with Pinnacle Park Trailer & Camping Association to discuss proposal as dated and submitted on August 18, 2008 and August 22, 2008 respectively.

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Moved by Councillor Bennis, seconded by Councillor Ritchie;  
Resolution #2008-539

"Be it resolved that a Special Session be scheduled on Tuesday, September 23, 2008 at 7:00 p.m. with the members of the Pinnacle Park Trailer & Camping Association in order to review and discuss the proposed changes and amendments to the existing Campground By-Law; and further that an amending Schedule to the existing Municipal By-Law be prepared, if required, to be passed the Council of the Township of Alnwick/Haldimand at the Regular Session scheduled on Thursday, October 2, 2008; and further that the Chief Building Official/By-Law Enforcement Officer, Mike Godin notify the Pinnacle Park Trailer & Camping Association of the date of the meeting to review and discuss the proposals; and further that Mr. Godin contact the Municipal Solicitor for clarification on authority to act within the provisions of existing laws and regulations; and further that Draft Proposals be reviewed at the September 17, 2008 Regular Session during a Committee of the Whole In Camera Session. CARRIED."

Memorandum from Terrence Korotki, Clerk/Administrator to Mr. Godin, CBO/MBEO dated August 20, 2008 RE: Council's Request for specific by-laws.

Moved by Councillor Holmes, seconded by Councillor Broegelmann;  
Resolution #2008-540

"Be it resolved that the Memorandum as submitted by Terrence Korotki, Clerk/Administrator and addressed to Mr. Godin, CBO/MBEO dated August 20, 2008 regarding specific By-Laws which were requested by Council, be received and filed. CARRIED."

**VI. CAM WARD, PUBLIC WORKS SUPERINTENDENT – 2:05 P.M.**

**Municipal Road Report dated August 2008:**

- Macklin, George, Fanning Roads were surfaced treated between August 14<sup>th</sup> to the 18<sup>th</sup>
- New One Ton Truck was delivered on August 6, 2008.
- Second round of Road Side Mowing in progress by Hayden Ferguson (main roads)
- sidewalk on Station Road is ready for asphalt
- Public Works Students will be finished on August 28, 2008
- Roseneath Sand Dome Repairs have been completed. Public Works Department will fill the Dome in early September.
- More heavy rains in August have washed out our gravel roads significantly and have required about a week of grader time to repair.
- Railway Crossing Report attached.

Moved by Councillor Bennis, seconded by Councillor Jeninga;  
Resolution #2008-541

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

2008/2009 Sand Tenders:

Moved by Councillor Broegelmann, seconded by Councillor Holmes;  
Resolution #2008-542

"Be it resolved that the 2008/2009 Sand Tenders as received be opened.  
CARRIED."

Results:

Finley Construction	\$5.16 per tonne all taxes
Doug Kelly Construction	\$5.41 per tonne all taxes
Bill Harris Construction	\$5.10 per tonne all taxes

Awarding of 2008/2009 Sand Tender:

Moved by Councillor Holmes, seconded by Councillor Bennis;  
Resolution #2008-543

"Be it resolved that the 2008/2009 Sand Tender as received from W. D. Harris Construction in the amount of \$5.10 per tonne including all applicable taxes, be accepted and approved subject to review and confirmation by the Public Works Superintendent to ensure the tender submission meets all specifications as outlined within the tender invitation package.  
CARRIED."

Email from Mr. Lou Rinaldi, M.P.P., Northumberland dated August 25, 2008 RE: Creating Jobs, Building Ontario – Investing in Ontario Act Delivers \$1.1 Billion for Municipal Infrastructure.

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Moved by Councillor Jeninga, seconded by Councillor Ritchie  
Resolution #2008-544

"Be it resolved that the email from Mr. Lou Rinaldi, M.P.P., Northumberland dated August 25, 2008 announcing, "Creating Jobs, Building Ontario – Investing in Ontario Act Delivers \$1.1 Billion for Municipal Infrastructure", be received and filed; and further that the PWS and Clerk compile a list of priorities of infrastructure works for 2009.  
CARRIED."

**VII. APPROVAL OF MINUTES-3:05 P.M.:**

Special Council Session Minutes of August 13<sup>th</sup>, 2008.

Moved by Councillor Holmes, seconded by Councillor Jeninga;  
Resolution #2008-545

"Be it resolved that the Minutes of the Special Council Session held on August 13<sup>th</sup> 2008, be adopted.  
CARRIED."

Special Council Session Minutes of August 18<sup>th</sup>, 2008.

Moved by Councillor Bennis, seconded by Councillor Ritchie;  
Resolution #2008-546

"Be it resolved that the Minutes of the Special Council Session held on August 18<sup>th</sup> 2008, be adopted.  
CARRIED."

**VIII. COMMITTEE REPORTS – 3:22 P.M.:**

Alnwick/Haldimand Police Services Board meeting Minutes of July 22, 2008.

Moved by Councillor Bennis, seconded by Councillor Jeninga;  
Resolution #2008-547

"Be it resolved that the Minutes of the Police Service Board meeting of July 22, 2008, be received and filed. CARRIED.'

**IX. COMMUNICATION (COUNCIL ACTION) – 2:47 P.M.:**

Email from Dan Borowec, Director of Economic Development, County of Northumberland dated August 27, 2008 RE: Support resolution for the Broadband Initiative.

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Moved by Councillor Jeninga, seconded by Councillor Holmes;  
Resolution #2008-548

WHEREAS in March 2008, the Government of Ontario announced a \$30 million, four year initiative designed to improve broadband access in rural regions in southern Ontario, known as the Rural Connections Program;

AND WHEREAS the Rural Connections program will help rural communities foster partnerships and pursue innovative approaches to promote economic development and improve access to government programs and services;

AND WHEREAS the Rural Connections program will help families and individuals in rural Ontario by improving access to public services such as e-learning, e-health and e-government, and broadband services for economic and social development;

AND WHEREAS the Rural Connections Intake One Application deadline announced is September 18, 2008;

AND WHEREAS significant areas of the County of Northumberland have been identified as under served areas;

NOW THEREFORE BE IT RESOLVED that the Corporation of the Township of Alnwick/Haldimand as a partner in the Application, hereby approves the submission of an Application by the County of Northumberland as lead applicant for underserved areas in Northumberland County;

AND FURTHER THAT IT BE RESOLVED that the Corporation of the Township of Alnwick/Haldimand confirms that the application to the Rural Connections Program is a priority for the Municipality that the Corporation of the Township of Alnwick/Haldimand is committed to pursuing the necessary funding from all parties for the project as identified within the Proposal Submission. CARRIED."

Thank you card from Esther Vandemeer, Summer Student.

Moved by Councillor Bennis, seconded by Councillor Holmes;  
Resolution #2008-549

"Be it resolved that the thank you card from Esther Vandemeer, Summer Student, be received and filed. CARRIED."

Email from Pam Lancaster, Ganaraska Region Conservation Authority dated August 21, 2008 RE: Update on Community Advisory Committee for Cobourg Creek Watershed Plan.

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Moved by Councillor Bennis, seconded by Councillor Holmes;  
Resolution #2008-550

"Be it resolved that the Email from Pam Lancaster, Ganaraska Region Conservation Authority dated August 21, 2008 providing an update on Community Advisory Committee for Cobourg Creek Watershed Plan, be received and filed. CARRIED."

Notice of Public Meeting from the Township of Cramahe dated August 21, 2008  
RE: Zoning By-Law Amendment

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Moved by Councillor Ritchie, seconded by Councillor Holmes;  
Resolution #2008-551

"Be it resolved that the Notice of Public Meeting from the Township of Cramahe dated August 21, 2008 regarding a proposed Zoning By-Law Amendment in Lot 35, Concession 5, Cramahe Township, be received and filed. CARRIED."

Email from Rick Norlock, M.P., Northumberland dated August 26, 2008 RE: Partnership Investment: Building Canada Fund Announced.

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Moved by Councillor Holmes, seconded by Councillor Jeninga;  
Resolution #2008-552

"Be it resolved that the email from Rick Norlock, M.P., Northumberland dated August 26, 2008 regarding the Partnership Investment: Building Canada Fund Announcement, be received and filed. CARRIED."

Email from Amy Griffith, Ganaraska Region Conservation Authority dated August 27, 2008 RE: Building for Change Fundraisers.

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Moved by Councillor Holmes, seconded by Councillor Jeninga;  
Resolution #2008-553

"Be it resolved that the email from Amy Griffith, Ganaraska Region Conservation Authority dated August 27, 2008 regarding the Building for Change Fundraisers, be received and filed. CARRIED."

**X. BY-LAWS – 3:31 P.M.:**

**Proposed Draft By-law For Discussion:**

81-2008 - By-Law to Prohibit or Regulate Signs within the Township of Alnwick/Haldimand

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**Proposed Draft By-law For Discussion:**

90-2008 - By-Law for the provisions for giving and serving of Notice for the Township of Alnwick/Haldimand.

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**Proposed Draft By-law For Discussion:**

Number not assigned - Draft Contract Agreement for Mr. Ross Barth from the Joint Animal Control Board of Management.

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Moved by Councillor Bennis, seconded by Councillor Broegelmann;

"Be it resolved that the Proposed By-Law for Discussion 81-2008, 90-2008 and Number not assigned, be deferred to the September 17, 2008 Regular Council Session for consideration. CARRIED."

**By-Law No. 91-2008** - Being a By-Law to provide for the Naming of Road(s) within the Municipal Road System of the Township of Alnwick/Haldimand, to be known as "Helen's Lane"

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Moved by Councillor Bennis, seconded by Councillor Holmes;

"Be it resolved that **By-Law No. 91-2008**, being a By-Law to provide for the Naming of Road(s) within the Municipal Road System of the Township of Alnwick/Haldimand, to be known as "Helen's Lane" located in Lot 22, Concession 3, be deferred for assumption into the Municipal Road System. CARRIED."

**XI. NEW BUSINESS – 3:30 P.M.:**

**Date for Meeting for the Active Cemeteries Committee:**

The inaugural meeting of the Active Cemeteries Committee for the Township of Alnwick/Haldimand shall be held on Monday, September 15<sup>th</sup>, 2008 commencing at 10:30 a.m. at the Grafton Municipal Offices.

**By-Law No. 93-2008** - Being a by-law to Authorize the Signing and Execution of an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture Food and Rural Affairs for OSWAP Funding in the amount of \$93,465.24 for a four year period – Grafton Communal Water System.

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Moved by Councillor Jeninga, seconded by Councillor Holmes;

"Be it resolved that **By-Law No. 93-2008**, Being a by-law to Authorize the Signing and Execution of an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture Food and Rural Affairs for OSWAP Funding in the amount of \$93,465.24 for a four year period for the Grafton Communal Water System, be given a FIRST, SECOND and THIRD READING and FINALLY PASSED this 4<sup>th</sup> day of September, 2008. CARRIED."

**XII. BUSINESS FROM COUNCILLORS - 3:41 P.M.:**

**Councillor Ritchie:**

Councillor Ritchie suggested that letters be forwarded to all Department Heads, Committees/Boards to direct that their proposed 2009 Budget shall be required by November 1, 2008

Moved by Councillor Ritchie, seconded by Councillor Jeninga  
Resolution #2008-554

"Be it resolved that the First Draft 2009 Budget review meeting shall be conducted on Tuesday, November 18, 2008 commencing at 7:00 p.m. at the Grafton Municipal Offices; and further that Councillor Jeninga suggested that the Draft Budget format be conducive for use of the laptops in order to incorporate changes/amendments and show immediate overall total amount results resulting from these changes/amendments. CARRIED."

The Clerk/Administrator, Terrence Korotki and Mr. Cam Ward, Public Works Superintendent are directed to prepare a Report illustrating the estimated costs relating to the Contracting of Public Works Projects to outside Contractors versus Hiring additional Public Works Personnel and completing Public Works Projects in house.

All Council Members are requested to submit their list of Public Works Projects that they wish to have included in the 2009 Budget prior to the completion of the above noted Contractor/Hiring Report.

**Councillor Bennis:**

**Ganaraska Golf Tournament Building Fund fundraiser:**

Moved by Deputy Mayor McDonald, seconded by Councillor Jeninga;  
Resolution #2008-555

"Be it resolved that the Council of the Township of Alnwick/Haldimand authorize the expenditure in the amount of \$110.00 representing the Green Fees for Councillor Bennis to participate in the Ganaraska Region Conservation Authority Golf Tournament Building Fund Fundraiser on September 25, 2008. CARRIED."

**Mayor Finley:**

Mayor Finley requested that an additional Thank-you letter be forwarded to Mr. Rob O'Neil, Northumberland Food Bank for his generosity in letting the Canada Day Committee use the Cold Storage Unit to keep the water for their event cold, as well as, for the Waterfront Trail Great Adventure.

Mayor Finley noted, as a reminder, of the following up coming events in the municipality:

- Vernonville – Annual Potluck Dinner on September 6<sup>th</sup> – bring a salad or dessert 4:30 p.m. to 8:00 p.m.
- Alnwick/Haldimand Community Police Annual Corn Roast 2-4 Wicklow Boat Launch
- Hundred Mile Diet – September 7<sup>th</sup> 10:00 a.m. – 3:00 –Grafton Arena

**XIII. QUESTIONS FROM THE PRESS/PUBLIC/GALLERY – 3:55 P.M.:**

Mrs. Carruthers requested clarification with respect to the proposed Notice By-Law, which was deferred, pertaining to various schedules. Mrs. Carruthers was advised that the Notice By-law covers all sections of the Municipal Act which require reasonable notice to be given, even though some of these activities or incidents may not occur in the municipality.

**MOTION TO ADJOURN TO COMMITTEE OF THE WHOLE IN CAMERA:**

Moved by Councillor Broegelmann, seconded by Councillor Bennis;  
Resolution #2008-556

"Be it resolved that Council adjourn to a Committee of the Whole In Camera Session in accordance with Section 239(2)(b) of the Municipal Act 2001 at 4:08 p.m. CARRIED."

Discussion of Human Resource issues that remain outstanding or unaddressed.

**MOTION TO RECONVENE TO REGULAR SESSION AT 4:37 P.M.**

Moved by Councillor Jeninga, seconded by Councillor Bennis;  
Resolution #2008-557

"Be it resolved that the Council of the Township of Alnwick/Haldimand reconvene to Regular Session at 4:37 p.m. CARRIED."

**CHRISTMAS HOLIDAY OFFICE CLOSURE POLICY & PROCEDURE**

Moved by Councillor Ritchie, seconded by Councillor Jeninga;  
Resolution #2008-558

"Be it resolved that the Council of the Township of Alnwick/Haldimand approve the closure of the Municipal Offices (Grafton and Roseneath) and Public Works Department, subject to winter road maintenance with respect to snowfall/freezing rain and road conditions, from 12:00 noon on December 24<sup>th</sup> to January 1<sup>st</sup> inclusive; and further that all staff be required to utilize annual allocated vacation/holiday days to comply with the closure or time shall be taken without pay (of which shall consist of three (3) full days); and further that the said office closures during the Christmas/New Years Holiday period be in force and effect commencing in the 2008 calendar year; and further that a Policy and Procedure be prepared for inclusion into the Human Resources Policy for the Township of Alnwick/Haldimand. CARRIED."

**BENEFITS: Short Term Disability**

Moved by Councillor Holmes, seconded by Councillor Bennis;  
Resolution #2008-559

"Be it resolved that the Council of the Township of Alnwick/Haldimand direct that the existing Short Term Disability Benefit for all full time Municipal Employees, remain as status quo; and further that a copy of this resolution be forwarded to the Municipal Public Works Employees in order to address their request of February 2008. CARRIED."

Councillor Jeninga suggested that Council consider establishing a Reserve Fund in the 2009 Budget and contribute to this Reserve annually in order to build a sufficient reserve which would permit the Municipality to take governance of this benefit for all Full Time Employees of the Municipality.

**CONFIRMING BY-LAW – 4:40 P.M.:**

**By-Law No. 92-2008** - Being a by-law to confirm the proceedings of the Regular Council Session held on September 4, 2008 of the Council of the Township of Alnwick/Haldimand.

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Moved by Councillor Jeninga, seconded by Councillor Ritchie;

"Be it resolved that **By-Law No. 92-2008**, being a by-law to confirm the proceedings of the Regular Council session held on September 4, 2008 of the Council of the Township of Alnwick/Haldimand, be read a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 4th day of September, 2008.

CARRIED."

**XIV. ADJOURNMENT 4:41P.M.**

Moved by Deputy Mayor McDonald, seconded by Councillor Holmes;  
Resolution #2008-560

"Be it resolved that the Regular Council Session held on Thursday, September 4<sup>th</sup>, 2008, be adjourned at 4:41 p.m.

CARRIED."

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MAYOR, WILLIAM FINLEY

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CLERK/ADMINISTRATOR, TERRENCE KOROTKI