

**TOWNSHIP OF WHITEWATER REGION**

Date: Wednesday January 5, 2005 Start Time: 7:00 p.m.

**REGULAR COUNCIL MEETING MINUTES**

1. Call to Order
2. Prayer
3. Roll Call
4. Disclosure of Pecuniary Interest
5. Adoption of the Agenda
6. Adoption of the Minutes of the Last Meeting
7. Adoption of the Accounts
8. **Delegation**
9. **Committee Reports**
  - a) Fire Committee
  - b) Finance and Administration Committee
10. **Departmental Reports**

Monthly reports from Waste Management, Treasurer, Fire Department, Roads, Water & Sewage, By-law Enforcement
11. **Bylaws**
  1. 05-01-179 Council Remuneration Bylaw
  2. 05-01-180 Tile Drain Bylaw – Desjardins
12. **Misc Correspondence**
  1. Town of Renfrew - Sunshine Coach Funding – Information
  2. National Defence – Exercise - Information
13. **New/Unfinished Business**
  1. Severance Application - Pt Lot 20, Con 4 Ross > Gould > B171/04
  2. Severance Application - Pt Lot 3, Con North Front “D” Westmeath > Giroux > B172/04
  3. Severance Application - Pt Lot 1, Con West Front “E” Westmeath > Dunn > B191/04 (1-3)
  4. COMRIF Application – Waste Management – Resolution
  5. Cobden Winter Carnival - Resolution
14. **Closed Meeting to discuss litigation , potential litigation, labour relations and the security of the property of the municipality.**
15. **Adjournment**

Present:- Reeve Donald Rathwell, Deputy Reeve Ron Lowe, Councillors - Art Cobb, Jack Ferguson, Jim Labow, Daryl McLaughlin, Jacob Rook, Joey Trimm and Beulah Wright.

Staff Present :- Dean Sauriol

Prayer was recited

Clerk conducted Roll Call

Conflict - None reported

**Adopt Agenda**

Moved by Jim Labow, Seconded by Beulah Wright

**2005-01 “Be it resolved that the Council of the Township of Whitewater Region adopt the agenda dated January 5<sup>th</sup> 2005 for the Regular Council Meeting as submitted.”**

Carried  
Donald Rathwell  
Reeve

**Adoption of Minutes**

Moved by Beulah Wright, Seconded by Jim Labow

**2005-02 “Be it Resolved that the minutes of the previous Regular Council Meeting dated December 15<sup>th</sup> 2004 be adopted as circulated.”**

Carried  
Donald Rathwell  
Reeve

## **Adoption of Accounts**

Moved by Jim Labow, Seconded by Beulah Wright

**2005-03 “Be it Resolved that Council of the Township of Whitewater Region approve the attached schedule of Accounts for the period December 1 – December 31 2004, in the amount of \$950,587.58 in general purposes and \$16,071.26 for Water Purposes and that the above accounts be paid.”**

Carried  
Donald Rathwell  
Reeve

**Delegation – None**

## **Committee Reports**

### **Fire Committee**

#### **Personnel Hires**

Moved by A. Cobb, Seconded by Ron Lowe

**2005-04 “Be it Resolved that the Township of Whitewater Region Fire Committee recommend to Council that the following firefighters be hired:**

**Ian England – Westmeath**

**Derrick England – Westmeath.”**

Carried  
Donald Rathwell  
Reeve

### **Personnel Resignations**

Moved Ron Lowe, Seconded by A. Cobb

**2005-05 “Be it Resolved that the Township of Whitewater Region Fire Committee recommend to Council that they accept a resignation form from:**

**Kevin McLean – Westmeath.”**

Carried  
Donald Rathwell  
Reeve

## **Finance and Administration Committee**

### **Reserve Allocations**

Moved by Ron Lowe, Seconded by Joey Trimm

**2005-06 “Be it resolved that the Finance and Administration Committee recommend that the following amount be put into reserves: Reserve for Equipment replacement \$7,000.00, Reserve for Roads Purposes \$13,000.00, Reserve for Building Renovations \$20,000.00, Reserve for Sewer Upgrades \$23,500.00, Reserve for Fire Purposes \$26,500.00 Reserve for Emergency Plan \$12,000.00, Reserve for Planning & Property \$10,000.00, Reserve for Working Fund \$5,551.56.”**

Carried  
Donald Rathwell  
Reeve

### **Windfield Energy – Proposal**

#### **Lease property in Industrial Park**

Moved by Joey Trimm, Seconded by Jacob Rook

**2005-07 “Be it Resolved that the Finance and Administration Committee recommend to Council of the Township of Whitewater Region that a lease agreement be negotiated with Windfield Energy for the leasing of property in the Whitewater Region Industrial Park, subject to review of our solicitor.”**

Carried  
Donald Rathwell  
Reeve

### **Apply for Green Fund**

Moved by Joey Trimm, Seconded by Jacob Rook

**2005-08 “Be it Resolved that the Finance and Administration Committee recommend to Council of the Township of Whitewater Region that we express our intent to apply to the Federal Municipal Green Fund for funds to aid the Windfield Energy Wind Turbine Demonstration Project.”**

Carried  
Donald Rathwell  
Reeve

## **Proposed Municipal Meeting Schedule**

Moved by Beulah Wright, Seconded by Jim Labow

**2005-09 “Be it Resolved that the Finance and Administration Committee recommend to the Council of the Township of Whitewater Region procedural By-law be amended**

to implement a new municipal meeting schedule according to the discussion and proposal submitted, identified as Proposal # 1 beginning February, 1/05, with a scheduled review at the end of six months.”

Carried  
Donald Rathwell  
Reeve

**2005 Municipal Insurance Renewal**

Moved by Jim Labow, Seconded by Beulah Wright

**2005-10 “Be it Resolved that the Finance and Administration Committee recommend to Council of the Township of Whitewater Region agree to accept the 2005 insurance renewal from Frank Cowan Company Ltd at a cost of \$86,181.00 plus tax. This renewal is an increase of less that 1%.”**

Carried  
Donald Rathwell  
Reeve

**Departmental Reports**

**DEPARTMENT: Building and By-law Enforcement**

**DATE: January 04, 2005**

**MONTHLY ACTIVITIES:**

- Continuing on my building inspections for all types of permits issued.
- Issued 4 Building Permits at a value of \$33 000.00 in total. 1 agricultural storage building, 3 addition or renovation to existing residential buildings.
- Went to a Mississauga from December 13 to 16 for a course put on by OBOA and MMAH about Part 9 - Buildings – Structural Requirements. This is my 8<sup>th</sup> course taken from a series of courses. I wrote the exam on the Thursday and a 70% mark is required for passing. I received my certificate with a passing grade.

**Department Head Signature ..... Jacques Benoit**

**DEPARTMENT:**

**TREASURER**

**DATE: DECEMBER 2004**

**MONTHLY ACTIVITIES**

**CRF Reconciliation**

We still have not received any notice from the Province concerning the reconciliation of the Community Reinvestment Fund.

**2005 Assessment**

We have received the 2005 assessment roll. As there is no re-assessment of properties this year, we have seen only a small increase in the assessment, from \$ 428,224,700 in 2004 to \$ 431,243,700 in 2005, an increase of 3,019,000 or 0.71%. This amounts to \$ 6,572.28 using the 2004 tax rate. There is an increase of 2.18% in commercial, a decrease of 0.64% in exempt, farmland has increased 1.29%, industrial has decreased 3.29% and large industrial has decreased 5.53%. This is largely due to reduced assessment for Timminco and Haley Industries. There is a small increase of 0.82% in residential. Managed Forest has a decrease of 5.88%.

**County and School Board Levies**

The 4<sup>th</sup> instalment of the County and School Board levies were paid on December 15, 2004. \$ 468,088.33 was paid to the County and \$ 461,496.25 was paid to the four school boards for a total of \$ 929,584.58. The 2004 County Levy was \$ 1,833,006 and school board levy was \$ 1,789,389.47. Two GIC’s were cashed to cover these payments. No money was borrowed.

**Budget**

The budget should be quite close to the budgeted amount. Council is fairly even with budget. Administration will be over budget due to unforeseen capping expenses and write-offs due to assessment appeals. Fire Department, By-Law Enforcement, Transportation and Sewer will be even with budget. Waste Management will be over budget due to extra studies done and higher amounts for salaries. Parks and Recreation will be over budget due to extra work done at the beach that was not in the original budget. Industrial Park and Emergency Planning will be even with budget. Please note that these figures are unaudited.

Respectfully Submitted ..... *Randi Keith*

**Waste Management Department Monthly Report December, 2004**

Wednesday, December 1<sup>st</sup>, Perry Larochele (Jp2g) and myself monitored ground water levels in boreholes surrounding the site. We also drew surface water samples at respective stations for analysis. Wednesday, December 1<sup>st</sup>, Waste Management Committee Meeting.

Given COMRIF Application for review and comments. Waste Management Department will apply for funding through this program with the assistance of Jp2g. Capping/closure of Westmeath Landfill, Slope Stabilization at Cobden Landfill as well as setting up Ross Landfill could all be depicted as necessary steps/actions in the Township’s Waste Management Strategy and all tied into one project. Although not the “Green”, “Sustainable Development” projects this organization will be looking for, if approached and submitted the right way, it could be potential funding. Kevin Mooder is taking the

lead on our submission and will keep us up to speed on progress. Deadline for submission is January, 10<sup>th</sup>, 2005.

Getting started on a Site Closure Plan for the Westmeath Landfill this month. Should have it prepared for CAO and Council to review in early – mid January.

Tuesday, December 7<sup>th</sup>, Perry Larochelle and myself surveyed entire site today. Carried out by our consultant for the purpose of annual determination of “in-place” volume as well as remaining proposed capacity. The result will be detailed surveyed drawings of the site, as required in the annual report. Although unable to carry out surveying exercise and the preparation of detailed drawings (I am neither licensed nor experienced), by assisting Perry with this exercise, it will save the Township in the upwards of \$500.00 in Technician fees.

Wednesday, December 8<sup>th</sup>, went to Ottawa Valley Waste Recovery Centre to watch a shredder demo. The large shear shredder from Germany was quite impressive. With a price tag of roughly \$600,000.00 it was self propelled, quite portable and able to grind up almost any type of waste available at the site. A single drum with shears was capable of grinding up asphalt shingles, tires, mattresses and Municipal Solid Waste with relative ease. The demo was well attended with individuals from many surrounding municipalities. A terrific alternative for regions that simply have no landfill space remaining nor are able to acquire another. With the potential particle size reduction and the increased density of waste, after grinding and prior to placement in the landfill, the impact on free air space within the landfill is obviously reduced. One could excavate out existing in-filled waste from a landfill, put it through the grinder, place and re-pack and potentially gain much landfill space back. Or simply grind newly received waste prior to placement in the landfill.

Thursday, December 9<sup>th</sup>, Managers Meeting at Cobden Office.

Snow removal at site being carried out with the use of Public Works Departments Volvo loader. Utilized during periods of snow fall when available and not inconveniencing PWD.

Site closed on Saturday, December 25<sup>th</sup>, 2004 as well as Saturday, January 1<sup>st</sup>, 2005. Alternative opening - Friday, December 31<sup>st</sup>, 8:00AM – 12:00PM. Advertised in respective papers prior.

I have been in contact with Ontrac twice recently and have informed them of my need to have the excavator repaired and back at the site. I suggested that I will have to come and get it (repaired or not). They assured me it would be done after the holidays. It has been at their location for a month without even being looked at. I am very displeased with the service/lack of.

**Landfill Operations Manager ..... Steven Hodson**

**Department : Plants**

**Date : December 2004**

Monthly Activities:

Normal operation and maintenance activities for the month of December included the following:

An Inspector from the MOE was at the Cobden WTP for the Annual Inspection. The previous inspection was conducted in March of this Year however their year runs from April to April.

A water break on Cowley St. resulted in a small surface flow but it was determined that a substantial flow was entering the sanitary sewer. After repairs were completed, flows from the WTP dropped by 30,000 gallons per day. The treated water flow meter was recalibrated this month. Disassembly and cleaning of all internal components was required in order to achieve acceptable accuracy.

Calibration checks were conducted on the Beachburg WTP flow meters. The new raw water flow meter demonstrated excellent accuracy however great difficulty was encountered in calibrating the treated water flow meter due to internal problems. Temporary results were achieved by calibrating it to the raw water meter in order to defer repair or replacement into the new year.

Two main 150 Amp fuses were blown on the 208 V 3 phase service during very cold weather placing extra demand on the new heating system. Pumping, chemical metering, and alarm system instrumentation controls operating on this same circuit were also lost. All components were restored to normal, however Valley Automation and Controls has informed us that the circuit is operating too close to it's limits and a separate 600/208 V transformer should be added to the electrical supply panel in order to prevent a reoccurrence of the problem and also to protect the existing transformer. Loads on the circuit were tested by plant staff and redistributed as a temporary measure until the new year. Low pressure related to the blown fuses resulted in a water hammer complaint however no subsequent complaints were received.

A complaint of milky water appearance was also received. It was explained to the resident that this is due to pressure drop at the tap releasing minuscule bubbles of dissolved air from oxygen supersaturated water and would clear by allowing the water to stand one minute.

The flow meter at the Haley WTP required only a calibration check which revealed acceptable accuracy and was installed at the plant.

A reply to the 2004 MOE inspection was prepared and submitted to meet the required deadline. Many issues raised by the inspection report under Regulatory Requirements and Best Practices Recommendations involved a difference of opinion in interpretation of Regulation 170/03.

Arguments countering the Inspector's demands were raised in the reply while other issues raised were replied to as being included under upgrading requirements currently to be completed May 31, 2005. A copy of the reply was given to Dean Sauriol CAO.

We were able to hold off sludge haulage from the Cobden WWTP to Ottawa this month thus requiring only four haulages for 2004. A temporary chlorine solution line leading from the

Hypochlorinator to the chlorine contact chamber was to have been replaced this year prior to the next MOE inspection scheduled for January 2005. Maintenance activities have been running behind thus the installation of a permanent line will have to wait until 2005.

**Plant Manager ..... David Simmons**

**FIRE REPORT**

**December 31, 2004**

**Chief/Deputy Chief's Monthly Activities**

- Dec 3/04 Chief's Heubner/Moore met with Fire Prevention Public Education Captain Terry Moore.
- Dec 6/04 Chief Moore attends Westmeath Stn. Practice
- Dec 7/04 Chief Heubner, Capt. T. Moore OFM Adviser D. Korocial inspect Caressant Care
- Dec 7/04 Chief Heubner and Wife attended Beachburg Fire Association Christmas Dinner
- Dec 9/04 Chief Heubner met with Dean, re: budget.
- Dec 10/04 Chief Heubner & Wife D.C. Moore attend staff party
- Dec 13/04 Chief's Heubner/Moore attendee Westmeath practice
- Dec 14/04 Chief's Heubner/Moore met with Fire Adviser B. Bowles
- Dec 14/04 Chief's Heubner/Moore met with Christie & Walther
- Dec 15/04 Chief Heubner attended Fire Comm.
- Dec 19/04 Chief's Heubner/Moore met re: Radio Tenders
- Dec 28/04 Chief's Heubner/Moore met with Emergency Preparedness Consultant Ivy Stewart and went over plan.

**TOTAL EMERGENCY (STATION) RESPONSES FOR DECEMBER ..... 13**

**STN # 1 HALEY'S**

- Dec 1 (M.V.A. roll over) 18085 Highway # 17
- Dec 1 (Carbon Monoxide) 907 Olmstead/Jeffrey Lake Rd.
- Dec 2 (M.V.A. head on) Logos Land
- Dec 20 (Flue Fire) 367 Calvin Road
- Dec 20 (M.V.A. Roll Over) Country Kitchen
- Dec 22 (Ice Rescue) 35 Olmstead/Jeffrey Lake Rd.

**STN. # 2 COBDEN**

- Dec 1 (Carbon Monoxide) 27 Gould St. Cobden
- Dec 2 (False Alarm) 16 Cowley St. Cobden C.D.P.S.
- Dec 3 (Shed Fire) Behm Line Rd.
- Dec 26 (Chimney Fire) 20200 Highway # 17

**STN # 4 BEACHBURG**

- Dec 8 (Tree on Line) Zion Line and Pappin Rd.
- Dec 10 (Vehicle Fire) 1097 Zion Line

**STN. # 5 WESTMEATH**

- Dec 10 (House Fire) 1940 Lapasse Rd.

**TRUCK/HALL REPORT**

**Foresters Falls Stn. 3** Pumper/Tanker truck # 9640 had batteries and cables replaced

**Westmeath Stn. 5** Furnace in the truck bay's not working called Ultramar.  
We should enter into a furnace contract with these people. Deputy Chief looking into this.

**RECOMMENDATIONS/MOTIONS TO BE BROUGHT FORWARD**

As in the previous month's Council Pack I again recommend that Whitewater Region look into purchasing a second pumper for Whitewater Region Fire Dept. This would cut down on the high cost of keeping the aging fleet on the road. This vehicle could be purchased near the end of 2004 to help with Budget.

I will put together a plan for Fire Comm.

More bunker suits and boots should be purchased for Whitewater Region. Pagers also need to be purchased for Whitewater Region. Pagers also need to be purchased immediately.

A complete yearend report will be submitted to Fire Chair later.

**DEPARTMENT HEAD SIGNATURE ..... Wayne Heubner**

**BY-LAWS**

**Council Remuneration**

Moved by Ron Lowe, Seconded by A. Cobb

**2005-11 "Be it Resolved that the Council of the Township of Whitewater Region enact a By-law to repeal council remuneration by-law # 01-01-08 and implement a further remuneration process and the said by-law be read a first, second and third time and that the said by-law numbered 05-01-179 be signed by the Reeve and clerk, sealed with the seal of the Corporation and be engrossed in the By-law Book this 5<sup>th</sup> day of January, 2005."**

Carried  
Donald Rathwell  
Reeve

**Tile Drainage Loan**

Moved by A. Cobb, Seconded by Ron Lowe

**2005-12 “Be it Resolved that the Council of the Township of Whitewater Region enact a By-law to impose special annual drainage rates and the said by-law be read a first, second and third time and that the said by-law numbered 05-01-180 be sign by the Reeve and clerk, sealed with the seal of the Corporation and be engrossed in the By-law Book this 5<sup>th</sup> day of January, 2005.”**

Carried  
Donald Rathwell  
Reeve

**Town of Renfrew – Sunshine Coach Funding – Information**

**National Defence –Information letter confirming the exercise**

**Severance Application – Pt Lot 20, Con 4 B171/04**

Moved by Ron Lowe, Seconded by A. Cobb

**2005-13 “Be it Resolved that the Council of the Township of Whitewater Region has no objections to severance application B171/04 – Gould.”**

Carried  
Donald Rathwell  
Reeve

**Severance Application – Pt Lot 3, Con North Front “D” B 172/04**

Moved by Joey Trimm, Seconded by Jacob Rook

**2005-14 “Be it Resolved that the Council of the Township of Whitewater Region agree with Severance Application B172/04 – Giroux on condition that items identified in the County of Renfrew Planning Department Planning Report concerning the possible floodplain issues are dealt with.”**

Carried  
Donald Rathwell  
Reeve

**Severance Application – Pt Lot 1, Con West Front “E” – B191/04 (1-3)**

Moved by Joey Trimm, Seconded by Jacob Rook

**2005-15 “Be it Resolved that the Council of the Township of Whitewater Region has no objections to severance application B191/04(1), B192/04(2), B193/04(3) – Dunn.”**

Carried  
Donald Rathwell  
Reeve

**COMRIF Application – Waste Management**

Moved by Joey Trimm, Seconded by Jacob Rook

**2005-16 “Whereas the Council of the Corporation of the Township of Whitewater Region has received and considered the Canada-Ontario Municipal Rural Infrastructure Fund (COMRIF) Application Guidebook Intake One and related documentation;**

**And Whereas Council has assessed capital works priorities of the municipality against the eligible project types and criteria as described in the Application Guidebook Intake One.**

**And Whereas Council considers the Waste Disposal Site Closures and Waste Diversion Program, as described in the application to be its highest priority.**

**Now Therefore Council endorses and directs the CAO and Jp2g Consultants Inc. to submit the application to the COMRIF Joint Secretariat by January 10, 2005.”**

Carried  
Donald Rathwell  
Reeve

**Cobden Winter Carnival**

Moved by Jack Ferguson, Seconded by Jim Labow

**2005-17 “Be it Resolved that the Council of the Township of Whitewater Region deems the February 4<sup>th</sup> – 6<sup>th</sup> 2005 Cobden Winter Carnival as a Community Festival and it does not knowingly contravene any Municipal By-laws.”**

Carried  
Donald Rathwell  
Reeve

**Adjournment**

Moved by Joey Trimm, Seconded by Jacob Rook

**2005-18 “Be it Resolved that the Township of Whitewater Region Regular Council Meeting dated January 5<sup>th</sup>, 2005 be adjourned at 8:45 p.m.”**

Carried  
Donald Rathwell  
Reeve

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Reeve

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CAO/Clerk

