

**TOWNSHIP OF WHITEWATER REGION**  
**Council Meeting**

**Meeting Title: Regular Council Meeting Date: Wednesday March 9, 2011**

**Place: Cobden Council Chambers Start Time: 1:00 p.m.**

**REGULAR COUNCIL MEETING AGENDA**

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**
  - 1.
9. **Departmental Reports**
  1. Monthly reports from Waste Management, Treasurer, Fire Department, Roads, Water & Sewage, By-law Enforcement
  2. County Council Report – Reeve Rathwell
10. **Committee Reports**
  1. Public Works Committee
11. **Bylaws**
  1. 11-03-476 Collection, Removal and Disposal of Recyclables Contract Bylaw
  2. 11-03-478 Reduced Load Period/Half Load Bylaw
12. **Misc Correspondence**
  1. Cobden Agricultural Society – Cobden Fair – Donation Request
  2. Laurentian Valley – Notice of Zoning Amendment – Information
  3. Cobden Business Social Event – Dinner Invitation
  4. Renfrew County Child Poverty Action Network – Financial Contribution
  5. Hospice Renfrew – Participation in Hike for Hospice
  6. Building Canada Fund – Haley Townsite Project Extension – Information
  7. 2011 OSUM Conference – Attendance
  8. County of Renfrew – Half Load Request Response – Information
  9. Ministry of Community Safety and Correctional Services – Emergency Management and Civil Protection Act Requirements – Congrats Letter
  10. O.P.P. – News Release – Purchase and Disposal of Tractors
13. **New/Unfinished Business**
  1. Severance Application – Pt Lot 4, Concession 1 WML (Pt Block 6, Plan 65 - Cobden B223/10 – Cobden Auto Supply
  2. 2010 Annual Summary Reports for Municipal Water Treatment Plants
  3. Drinking Water Quality Management System Licensing Presentation by Rod MacGibbon WESA
  4. Community Events and Councilor Announcements
14. **Closed Meeting to discuss litigation, potential litigation, labour relations, and the security of the property of the municipality.**
15. **Adjournment**

- 
1. **Call to Order**

Present: Councillors: Mayor Jim Labow, Reeve Donald Rathwell, Cathy Regier, Joey Trimm, Daryl McLaughlin and Allen Dick. Deputy Mayor Izett McBride was absent.  
**Staff Present:** Dean Sauriol
  2. **Prayer**

Prayer was recited
  3. **Roll Call**

Clerk conducted Roll Call
  4. **Disclosure of Pecuniary Interest**

**Disclosure of Pecuniary Interest** – None Reported

**5. Adoption of the Agenda**

Moved by Donald Rathwell, Seconded by Joey Trimm

**2011 – 1727 “Be it resolved that the Township of Whitewater Region adopt the Agenda dated March 9, 2011 for the Regular Council Meeting as submitted with the addition of 12. 10) OPP – News Release – Purchase and Disposal of Tractors and 9 2) County Council Report.”**

Carried by  
Jim Labow

**6. Adoption of the Minutes of the Last Meeting**

Moved by Joey Trimm, Seconded by Donald Rathwell

**2011 – 1728 “Be it Resolved that the minutes of the previous Regular Council Meeting dated February 16 and 23, 2011 be adopted as circulated.”**

Carried by  
Jim Labow

**7. Adoption of the Accounts**

Moved by Donald Rathwell, Seconded by Joey Trimm

**2011 – 1729 “Be it Resolved that Council of the Township of Whitewater Region approve the attached schedule of Accounts for the period February 1 – February 28, 2011, in the amount of \$715,775.43 in general purposes and \$10,729.91 for Water Purposes and that the above accounts be paid.”**

Carried by  
Jim Labow

**8. Delegation**

None.

**9. 1) Departmental Reports were presented and reviewed.**

**Township of Whitewater Region Waste Management Departmental Report**

Ministry of the Environment HWIN Registration has been renewed for the Ross Waste Site and Mineview Garage as Municipal Property's which will receive hazardous wastes/materials. HWIN registration is essentially a component of a tracking system for generated "commercial" hazardous materials. The Ross Waste Site receives cylinders of/for compressed gas (propane) and the Mineview Garage hosts the two Hazardous Waste Events each year (receiver location). I attended a meeting in Arnprior for neighbouring Municipalities to talk about Continuous Improvement Fund (CIF) Funding for recycling system improvements through possible joint efforts on Tender/Contract preparation, joint ventures on Recycling Processing Facility set-ups, Transfer Site establishment, etc...

Another 20 cubic yard container has been filled with waste electronics.

The Department received a MOE Inspection Report for the Westmeath Landfill Site dated back in November, 2010. Inspecting Officer Lance Larkin had no issues to report for the Site.

The hydraulic excavator went in for some maintenance and a service this month. Over 4,000 hrs currently on the machine.

February 23<sup>rd</sup> was the Tender opening for both the Recyclables Collection and the Waste Collection. Both new contracts will be a four (4) year duration.

A bald eagle has been frequenting the landfill site daily this month. Very impressive.

The Department is in the process of finalizing 2010 third quarter funding for hazardous waste with Stewardship Ontario. This should enable us to finally receive the roughly 50% cost recovery for the disposal of the materials generated from the September 25<sup>th</sup>, 2010 Mobile Event.

**WHITEWATER REGION DEPARTMENTAL REPORT**

**DEPARTMENT: Treasury MONTHLY ACTIVITY: February 2011**

**2010 YEAR-END**

The auditors have now completed most of the 2010 year-end process – financial reports are being prepared for Council's approval.

**2011 BUDGET**

Final 2010 revenue/expenditure figures have now gone out to all departments to assist with their budget preparations. Five year capital plans are being submitted and we hope to meet with each department head over the next week or two to begin discussion on their budget. We will then arrange meetings with committee chairs to go over preliminary budget figures.

**TAX ARREARS**

Tax arrears letters have been sent out to owners representing 71 properties. They have until March 31, 2011 to make payment or contact me about payment arrangements. The necessary payments have already been received for sixteen properties to date.

Annette Mantifel, Treasurer/Deputy CAO

**WHITEWATER REGION FIRE DEPARTMENTAL REPORT 28-FEB-11**

Total Emergency (Station) Responses for 07-010 Fire Chief Wayne Heubner

- Moore attend Westmeath Stn. Practices x4
- Heubner attends Cobden Stn. Practice.
- Heubner, Capt. Terry Moore attend hoarder course.
- Heubner, Moore met with Bryan Dupuis
- Heubner, Moore met with Class A rep.

**STN. #1 – Haley's**

02-Feb-11 – MVC Roll over Haley Rd. & Hwy 17  
 05-Feb-11 – 237 Mineview Rd. Smoke Alarm  
 16-Feb-11 – Flue fire 531 Sullivan St.  
 17-Feb-11 – Combine fire 383 Quinn Rd.  
 18-Feb-11 – Tree on Hydro lines 631 Mowat rd.

**STN.#2 – Cobden**

02-Feb-11 – MVC Roll over Haley Rd. & Hwy 17  
 04-Feb-11 – Gas smell at 22 Ross St.  
 11-Feb-11 – Smoke in house 18115 Hwy 17  
 16-Feb-11 – Flue fire 531 Sullivan St.

**STN.#3 – Foresters Falls**

No/calls in February

**STN.#4 – Beachburg**

01-Feb-11 – Medical lift assist 2375 Bromley Line  
 03-Feb-11 – Fire Alarm 52 Grace St.  
 06-Feb-11 – Fire Alarm 20 Camerson St.

**STN.#5 – Westmeath**

01-Feb-11 – Medical lift assist 2375 Bromley Line.  
 03-Feb-11 – Fire Alarm 52 Gract St.

**Truck/Hall Report**

**Haley** – Bi-weekly training continues, 9719 safety completed

**Cobden** – Bi-weekly training continue, repairs were done on 9846 & 9840

**Foresters Falls** – Bi-weekly training continues

**Beachburg** – Weekly training sessions continue

**Westmeath** – Weekly training continues, 9639 alternator replaced

**RECOMMENDATIONS:**

Foresters Falls station needs a new roof. Captain Church needs a cell phone or help from region. Bunker suits need to be purchased. Other equipment will wait for budget.

**WHITEWATER REGION DEPARTMENTAL REPORT**

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

**DATE: March 2, 2011**

**MONTHLY ACTIVITIES:**

- Carried out building, plumbing, septic and By-law inspections and attend meetings for future developments.
- Issued 4 Building Permits at a value of \$100,000.00 in total. 2 agricultural accessory building, one Institutional addition and one residential accessory building.
- Filed an Information with the Ontario Court of Justice to a ratepayer Failing to Comply with and Order issued under our property standards By-law. First appearance in court was February 28, 2011 and was adjourned until March 21, 2011.
- Awarded the contract to Heather Watson Stoppa for the selling of dog tags in the Township.

**RECOMMENDATIONS / MOTIONS TO BE BROUGHT FORWARD: None**

**T.W.P. Whitewater Region Departmental Report****Department of PUBLIC WORKS**

**February 2011**

**Monthly Activities:**

- Plow trucks have been out on 12 weather responses compared to 14 last year at this time.
- Christmas lights have been taken down in Beachburg and put into storage.
- Snow removal was complete in all towns.
- 6 of our 911 signs were reported being found on the Quebec side near Pembroke. These have been picked up and put back up at the appropriate streets.
- Water leak on Meadow Street was located and repaired.
- Some ditches and catch basins we have problems with were cleared of snow during the warm spell to prevent some flooding.

**WHITEWATER REGION DEPARTMENTAL REPORT**

**Department: Plants**

**Date-February,2011**

**Monthly activities:**

Regular water quality testing and analysis as well as operation and maintenance activities on equipment were done at all four plants in the region. Plants operated well for the month, with no major equipment repairs required.

Annual reports for all four plants were completed and copies sent to the proper authorities. As well, annual summary reports for municipalities were completed and copies sent to the municipal office. Reports were prepared by Dave Simmons.

A large increase in water flow at the Cobden WTP had been detected early in the month. A watermain leak was located on Meadow Street. The leak found its way into a storm sewer making it difficult to find. A boil water advisory was issued for 20 residences on Crawford Street by the Ministry of Health. This was necessary because the watermain had to be de-pressurized for a valve installation. Bacteriological samples and chlorine residuals were collected at four residences on Crawford Street and sent to Caduceon Labs for analysis. All samples were clean. Boil water advisory was lifted. All adverse notification and issue of resolution were sent to the proper authorities.

Flows dropped back to normal for 3 days but began to climb again. Another leak in the system is suspected but has not yet been located.

2) **County Council Report**

Reeve Rathwell delivered the County Council Report.

During the month of February I attended three Committee Meetings, one Full day on County Council meetings as the Whitewater Representative at the County of Renfrew. On February 22<sup>nd</sup> and 24<sup>th</sup> we had 2 Special meeting on the 2011 Budget. I am pleased to say we came out of these meetings with a reduction from 2010 on \$100,000 assessment the savings would be around \$29.00.

The County is working with Lanark County on C.P.R. Rail bed. It seems no one is willing to pick up the train expense on C.P.R. to keep it running. The Counties will continue to look at the rail bed as an opportunity as a trail from Smith Falls and possible to Mattawa. At request from Mr. Langton the County agreed to meet and discuss half loads on County Roads. A meeting was held in Whitewater Council Chambers with county Reps Mr. Dave Darch and Manager of Operations Mr. Steve Boland with approximately 12 small business reps from Whitewater. Reps agreed to work on a Proposal permit basis.

10. **Committee Reports**

1. **Public Works Committee**

Moved by Allen Dick, Seconded by Joey Trimm

**2011 – 1730 “Be it Resolved that the Township of Whitewater Region Public Works Committee recommend to Council that By-Law 07-06-292 be amended restricting half loads on all Township of Whitewater Region Roads between the hours of 10am and 10pm from March 1 through May 31.”**

Carried by  
Jim Labow

Councillor McLaughlin questioned if trucks can cross County Roads when the half load restriction is on?

Council agreed to unanimously allow Mr. Langton to comment on the question.

Mr. Langton stated crossing roads are not a problem.

Councillor McLaughlin questioned if the new signs will be stating the time that the restrictions are on?

The CAO showed Council a photocopy of what the new signs are going to look like.

Sandra Moss informed Council that the cost of the new signs are approximately \$1500.00.

Moved by Allen Dick, Seconded by Joey Trimm

**2011 – 1731 “Be it Resolved that the Township of Whitewater Region Public Works Committee recommend to Council that we accept the offer of County of Renfrew Expo 150 committee to plant a large tree in our Township to commemorate the event.”**

Carried by  
Jim Labow

Moved by Joey Trimm, Seconded by Allen Dick

**2011 – 1732 “Be it Resolved that the Township of Whitewater Region Public Works Committee recommend to Council that the McCulloch’s request to use the unopened public road allowance located adjacent to Part Lot 5 Con EML Westmeath (Powers Road extension) be granted upon the successful execution of an agreement between the McCulloch’s and the Township setting out the terms of that maintenance and use of the road allowance.”**

Carried by  
Jim Labow

Moved by Joey Trimm, Seconded by Allen Dick

**2011 – 1733 “Be it Resolved that the Township of Whitewater Region Public Works Committee recommend to Council that they proceed with the disposal of the following surplus equipment by way of advertising and requesting sealed public tenders. Award will be based on the highest bid:**

1. 1988 International B885 Case Farm tractor
2. 1993 210 John Deere Industrial Loader
3. 1993 BH1050 Woods Backhoe
4. 1998 Model 5408 New Idea Disc Mower
5. 1991 Bryant Tow behind Sander”

Carried by  
Jim Labow

Moved by Joey Trimm, Seconded by Allen Dick

**2011 – 1734 “Be it Resolved that the Township of Whitewater Region Public Works Committee recommend to Council that the proposed tender for the Boom Mower**

for the Terex TL100 be accepted as presented and the tender be let as soon as possible”

Carried by  
Jim Labow

Moved by Joey Trimm, Seconded by Allen Dick

**2011 – 1735 “Be it Resolved that the Township of Whitewater Region Public Works Committee recommend to Council upon review of the report that we proceed with Scenario #3 which would look at recruiting a Public Works Department Head which would be responsible for all municipal roads and water and sewer distribution. Staff shall develop merging Water and Sewer and Waste Management into one department and one department head. Staff shall proceed with amending, creating and merging of appropriate Job Descriptions for Council approval. Where required staff be instructed to utilize the services of the County of Renfrew.”**

Carried by  
Jim Labow

Moved by Cathy Regier, Seconded by Daryl McLaughlin

**2011 – 1736 “Be it Resolved that the Township of Public Works Committee recommend to Council that we proceed with the screening of winter sand tender.”**

Carried by  
Jim Labow

Moved by Cathy Regier, Seconded by Daryl McLaughlin

**2011 – 1737 “Be it Resolved that the Township of Whitewater Region Public Works Committee recommend to Council that staff proceed with the development of a tender for the provision of tanks and Fuel for municipal machinery at appropriate municipal locations.”**

Carried by  
Jim Labow

## 11. Bylaws

### 1. 11-03-476 Collection, Removal and Disposal of Recyclables Contract Bylaw

Moved by Cather Regier, Seconded by Daryl McLaughlin

**2011 – 1738 “Be it Resolved that the Council of the Township of Whitewater Region enact a By-law to enter into an contract with M&L Enterprises Ltd regarding the collection of recyclables and the said bylaw be read a first, second and third time, and that the said by-law be numbered 11-03-476 be signed by the Mayor and Clerk, sealed with the seal of the Corporation, and be engrossed in the By-law Book this 9<sup>th</sup> day of March, 2011.”**

Carried by  
Jim Labow

### 2. 11-03-478 Reduced Load Period/Half Load Bylaw

Moved by Cathy Regier, Seconded by Daryl McLaughlin

**2011 – 1739 “Be it Resolved that the Council of the Township of Whitewater Region enact a By-law to Designate a reduced load period on Township of Whitewater Region roads and the said bylaw be read a first, second and third time, and that the said by-law be numbered 11-03-478 be signed by the Mayor and Clerk, sealed with the seal of the Corporation, and be engrossed in the By-law Book this 9<sup>th</sup> day of March, 2011.”**

Carried by  
Jim Labow

## 12. Misc Correspondence

### 1. Cobden Agricultural Society – Cobden Fair – Donation Request Information

Council directed the CAO to investigate what the common practice is for the donation process.

Mayor Labow commented that the garbage and recycling pick up at all local fairs in Whitewater Region is performed as an in-kind donation by the Township of Whitewater Region.

Referred at the Finance and Admin Committee.

### 2. Laurentian Valley – Notice of Zoning Amendment – Information

3. **Cobden Business Social Event – Dinner Invitation**  
Invitation was accepted and Reeve Rathwell will attend and send greetings from Council.
4. **Renfrew County Child Poverty Action Network – Financial Contribution**  
Information. Council agreed not to make a donation.
5. **Hospice Renfrew – Participation in Hike for Hospice**  
Information.  
Councillor Dick questioned if anything has been done in the past.  
Councillor Trimm stated that there is a policy that the Township does not make donations.  
Council agreed not to make a donation.
6. **Building Canada Fund – Haley Townsite Project Extension – Information**  
Information.  
Clerk informed Council that the Township is 95% done. There will be no issues for the October 31, 2011 deadline.
7. **2011 OSUM Conference – Attendance**  
This is one of the 4 main conferences that Council should attend.  
The clerk informed Council to let the office know if they would like to attend.
8. **County of Renfrew – Half Load Request Response – Information**  
Information.
9. **Ministry of Community Safety and Correctional Services – Emergency Management and Civil Protection Act Requirements – Congrats Letter**  
Congratulatory letter on completion of the 2010 Yearly Emergency Management Exercise.
10. **O.P.P. – News Release – Purchase and Disposal of Tractors**  
Information.
13. **New/Unfinished Business**
  1. **Severance Application – Pt Lot 4, Concession 1 WML (Pt Block 6, Plan 65 – Cobden B223/10 – Cobden Auto Supply**  
Moved by Daryl McLaughlin, Seconded by Cathy Regier  
**2011 – 1740 “Be it Resolved that the Council of the Township of Whitewater Region has no objections to Severance Application B223/10 Cobden Auto Supply on condition that a detailed site plan of the septic system is provided which will enabled the septic inspector to comment on the use and capacity of the septic, due to the change of use the building will require a possible building permit. The severed lot maybe limited due to its size and septic requirement.”**  
  
Carried by  
Jim Labow
  2. **2010 Annual Summary Reports for Municipal Water Treatment Plants**  
Moved by Daryl McLaughlin, Seconded by Cathy Regier  
**2011 – 1741 “Be it Resolved that the Council of the Township of Whitewater Region acknowledge receipt of the 2010 Municipal Water Treatment Annual and Summary Reports.”**  
  
Carried by  
Jim Labow
  3. **Drinking Water Quality Management System Licensing Presentation by Rod MacGibbon WESA**  
Rod MacGibbon from WESA gave a presentation on Drinking Water Quality Management System and the preparation of the Operational Plan that was submitted to the Ministry of Environment for the licensing requirement of our Water Plants.  
Mr. MacGibbon stated the there is no safer water than the water that is produced in Ontario.  
Mr. MacGibbon went through the Municipal Drinking Water Licensing Requirements which include:
    - Drinking Water Works Permit
    - Permit to take water
    - Approved Operational Plan (New)
    - Accredited Operating Authority (New)

Approved Financial Plan (New)  
 Mr. MacGribbon went through the responsibilities of the Owners (Council)  
 Mr. MacGribbon spoke on the New Legislation Standard of care as per Section 19 of the SDWA as of January 1, 2013.  
 Went over the Operating Authority Responsibilities.  
 The Operational Plan addressed the 21 Requirements and the part of the MOE inspectors.  
 Councillor McLaughlin left the Council meeting at 2:45 PM.

**4. Community Events and Councilor Announcements**

Beachburg Orange Hall is having a St. Patrick's dance on Saturday March 12<sup>th</sup>.  
 Trivia Night at the Ag Hall on Saturday March 12<sup>th</sup>.  
 Pancake Breakfast being held at the Cobden Ag Hall on Sunday March 13<sup>th</sup>.  
 Free style Kayak Comp Fundraiser at the Westmeath Arena on Saturday March 19<sup>th</sup>.

**14. Closed Meeting to discuss litigation, potential litigation, labour relations, and the security of the property of the municipality.**

Moved by: Joey Trimm, Seconded by: Cathy Regier

**2011 – 1742 THAT this meeting become a closed meeting for the purpose(s) – Time 3:10 PM**

- the security of the property of the municipality or local board;
- Personal matters about an identifiable individual, including municipal or Local board employees
- a proposed or pending acquisition or disposition of land by the municipality or local board;
- labour relations or employee negotiations;
- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- a matter in respect of which a council, board, committee or other body may hold a closed meeting under another act;
- A meeting of a council or local board or of a committee of wither of them may be closed to the public if the following conditions are both satisfied:  
 The meeting is held for the purpose of educating or training the members  
 AND  
 At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee

Carried By  
 Jim Labow

**15. Adjournment**

Moved by Joey Trimm, Seconded by Donald Rathwell

**2011 – 1743 “Be it resolved that the Council of the Township of Whitewater Region Regular Council Meeting committee of the Whole meeting dated March 9, 2011 hereby be adjourned at 3:40 PM.”**

Carried  
 Jim Labow

Moved by Izett McBride, Seconded by Cathy Regier

**2011 – 1744 “Be it resolved that the Council of the Township of Whitewater Region Regular Council meeting dated February 2, 2011 be adjourned at 3:45 P.M.”**

Carried  
 Jim Labow

---

Dean Sauriol

---

Mayor Jim Labow