

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

**Meeting Title: Regular Council Meeting Date: Wednesday February 1, 2012**

**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. **Jim McBain, Municipal Law Enforcement - Introduction**
9. **Departmental Reports**

Monthly reports from Waste Management, Treasurer, Fire, Public Roads, Environmental Services, By-law Enforcement
10. **Committee Reports**
  1. Official Plan Policy Review Steering Committee
  2. Growth and Development Committee
  3. Water and Sewer Committee
  4. Finance and Administration Committee
11. **Bylaws**
  - 1.
12. **Misc Correspondence**
  1. Environmental Services Operator Appointment – Ron Nieman
  2. 2012 Ontario Municipal Partnership Fund (OMPF) - Information
13. **New/Unfinished Business**
  1. Landfill Site Operator - Recruitment
  2. Equipment/Utilities Distribution Operator – Creation and Recruitment
  3. Unionized Certification Model – Ratification Collective Agreement
  4. 2011 Councilor Remuneration and Expense Statement
  5. Regular March Council Meeting Rescheduling
  6. Severance Application – Pt Lots 8, Conc 5 - Beachburg B150/11(1) –B152/11(3) – Vereyken
  7. Severance Application – Pt Lots 7, Conc 1 - Ross B176/11(1) – B179/11(4) – Dittburner
  8. 2011 Surplus Reserve Allocation - Motion
  9. Community Events and Councillor Announcements
  10. Accessibility Training Presentation– Steve Fiegan
14. **Closed Meeting to discuss litigation, potential litigation, labour relations, and the security of the property of the municipality.**
15. **Adjournment**

**REGULAR COUNCIL MEETING AGENDA**

1. **Call to Order**

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

Prayer was recited
3. **Roll Call**

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

None Reported.
5. **Adoption of the Agenda**

Moved by Donald Rathwell, Seconded by Allen Dick  
**2012 – 2030 “Be it Resolved that the Township of Whitewater Region adopt the Agenda dated February 1, 2012 for the Regular Council Meeting as submitted.”**

Carried by  
Jim Labow

6. **Adoption of the Minutes of the Last Meeting**  
Moved by Joey Trimm, Seconded by Donald Rathwell  
**2012 – 2031 “Be it Resolved that the minutes of the previous Regular Council Meeting dated January 18, 2012 be adopted as circulated.”**

Carried by  
Jim Labow

7. **Adoption of the Accounts**  
Moved by Joey Trimm, Seconded by Donald Rathwell  
**2012 – 2032 “Be it Resolved that Council of the Township of Whitewater Region approve the attached schedule of Accounts for the period January 1 – January 31, 2012, in the amount of \$798,972.46 in General Purposes and \$346,889.21 for Water Purposes and that the above accounts be paid.”**

Carried by  
Jim Labow

8. **Delegation**

1. **Jim McBain, Municipal Law Enforcement – Introduction**

Mr. McBain thanked Council for allowing him to speak at the Council meeting. Mr. McBain explained to Council what his position would involve. He would be enforcing the Township's BY-Laws and if the By-Law is not being used he would suggest taking it out.

Councillor Trimm questioned if Mr. McBain would be bringing forward updates for By-Laws?

Mr. McBain informed Council that he would provide suggestion to the Chief Building Official to bring forward to Council.

9. **Departmental Reports**

**Monthly reports from Environmental Services, Treasurer, Fire, Public Works, By-law Enforcement**

Departmental reports were reviewed and discussed.

Township of Whitewater Region Environmental Services Department  
Departmental Report January, 2012

**Plants:**

In the midst of preparing annual reports for the three (3) Drinking Water Systems. Reports are due at the end of February. Cobden and Beachburg are completed.

Andre Provost from Kemira Inc. was at the Cobden Water Treatment Plant this month for a morning session on jar testing and troubleshooting chemical dosages for Winter Operations at the Plant. Colder waters from the Muskrat Lake surface water source result in inhibited chemical reaction/process performance. System Operators have reduced flows through the treatment filtration unit to aid in improved performance in Flocculation and Sedimentation. Kemira is the company which supplies the Municipality with Treatment Chemicals Aluminum Sulphate and a Polymer.

Considering some building upgrades/improvements at the Cobden Wastewater Treatment Plant perhaps in 2012. The aging lab/office, kitchen and washroom are in dire need of some new windows, doors, paint, flooring and fixtures.

Failing light ballasts at the Beachburg Water Treatment Plant will be retrofitted with new ballasts and bulbs this Winter. The Plant is down to about 2/3 lighting. Work will be done “in-house” by our Operator.

Budget and Five Year Capital Asset Plan will get underway for Plants component of the Department.

**Waste:**

As with the Plants, annual operations and hydrogeological reporting is getting underway for the Waste Sites.

Currently, operations involve utilizing stockpile of mulch for daily cover. Terrific use of ground-up leaf and yard waste.

Budget and Five Year Capital Asset Plan will get underway for Waste component of Department.

WHITEWATER REGION DEPARTMENTAL REPORT

DEPARTMENT: Treasury

MONTHLY ACTIVITY: January 2012

**WATER BILLS**

It is expected that the first water/sewer bills for 2012 will not be processed until March.

**TAX BILLS**

The Interim Tax bills have been sent out with the 1<sup>st</sup> installment due February 29<sup>th</sup> and the 2<sup>nd</sup> installment due April 30<sup>th</sup>. The total dollar amount of the two installments is \$3,759,010.30.

**2011 YEAR-END**

The auditors are expected to begin the 2011 year-end audit around February 8<sup>th</sup>.

**2012 OMPF ALLOCATION**

We have now received information concerning the Township's 2012 OMPF allocation. Our total 2012 OMPF Funding allocation will be \$1,096,800, a decrease of \$30,500 from our 2011 allocation of \$1,127,300. This translates into a funding reduction of \$8.92 per household (based on 3,420 households).

The allocation consists of \$521,600 for the assessment equalization grant component that provides funding to municipalities if their total assessment per household is less than \$238,000. Our total assessment per household is \$196,784.

We have been allocated \$533,600 under the rural communities grant component that provides funding to municipalities based on the proportion of their population residing in rural areas. We have a measure of 100% and therefore receive the maximum amount of \$156 per household.

Lastly, our allocation includes \$41,400 for a police services grant that provides funding to rural municipalities to support policing costs.

We will not receive any transitional assistance for 2012.

Beginning with the 2012 year, the provincial government will start the phased upload for court security and prisoner transportation costs. The estimated funding provided to the municipality with respect to these costs in 2012 is \$200.

OMPF payments will be received in January, April, July and October 2012.

**PRELIMINARY EDUCATION RATES**

Although the 2012 education rates still must be finalized, the preliminary education rates show that the residential rate will decrease from 0.00231 (2011) to 0.00221 for 2012. We will receive regulations providing the final residential and business education tax rates later and they will be discussed during the budget process.  
Annette Mantifel, Treasurer

#### **WHITEWATER REGION FIRE DEPARTMENTAL REPORT 31-January - 12**

Total Emergency (Station) Responses for **000-03** Fire Chief Wayne Heubner  
02-January-12 – Moore attends Westmeath Stn practices. x 5  
05- January -12 – Heubner Moore attends chief's / capt's meeting.  
13- January -12 – Heubner met with Whitewater mechanic.  
13 - January -12 – Heubner met with Bill Misener.  
13- January 12 – Heubner, Moore met on budget / staffing.  
15- January -12 – Heubner met with new hires.  
21 – January – 12 Heubner, assisted at trivia night.  
25 – January – 12 – Heubner, met with Finance & Administration comm.

#### **STN. #1 – Haley's**

01- January-12 – MVC Portage –du-Fort bridge.

#### **STN. #2 – Cobden**

20- January -12– Flu fire 130 Emily Trail.

#### **STN. #3 – Foresters Falls**

#### **No Calls**

#### **STN. #4 – Beachburg**

02- January-12 –Alarm activation 197 Clement Trail.

#### **STN. #5 – Westmeath**

02- January-12 –Alarm activation 197 Clement Trail.

#### **Truck/Hall Report**

**Haley** – Bi-weekly training continues.

**Cobden** – Bi-weekly training continue,  
Extrication training ongoing.

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

**Beachburg** – Weekly training sessions continue.

**Westmeath** – Weekly training continues.

#### **RECOMMENDATIONS**

As budget allows more bunker suits need to be purchased.  
9639 needs to be replaces asap.

#### **T.W.P. Whitewater Region Departmental Report**

#### **Department of PUBLIC WORKS January 2012 Monthly Activities:**

- Trucks have been out plowing/salting/sanding/or snow removal 16 days this month, compared to 13 last year at this time
- Trees have been trimmed back on some roads that are making contact with the plow trucks during plowing
- Loader #2 that is situated at the Westmeath Garage is out of service and unrepairable.
- Snow removal has been completed in Beachburg, Cobden, Westmeath and Foresters Falls a few times this month

operations

#### **WHITEWATER REGION DEPARTMENTAL REPORT**

#### **DEPARTMENT: Building and By-law Enforcement DATE: January 25, 2012**

#### **MONTHLY ACTIVITIES:**

- Carried out building, plumbing, septic and By-law inspections and attend meetings for future developments.
- Since September 13, 2011 we issued 42 Building Permits at a constructions value of \$2,260,558.00 in total. 5 single family dwelling, 13 residential addition/renovation, 8 residential accessory buildings, 9 agricultural accessory building, one solar panel, 3 seasonal dwelling buildings, 2 seasonal demo and one demo garage.
- One letter was sent out regarding a complaint regarding a dog barking.

#### **RECOMMENDATIONS / MOTIONS TO BE BROUGHT FORWARD:**

None.

Chief Heubner informed Council that there would be a line added to his report. The new line is going to be Inspections, this would be for going to the schools, houses and Carescent Care etc.

Councillor McLaughlin questioned about the breakdown of calls per station. He would like the number of calls and the number of first response calls per station.

#### **10. Committee Reports**

##### **1. Official Plan Policy Review Steering Committee**

Information.

##### **2. Growth and Development Committee**

Moved by Donald Rathwell, Seconded by Daryl McLaughlin

**2012 – 2033 “Be it Resolved that the Township of Whitewater Region Growth and Development Committee recommend to Council that the proposal submitted by Jim McBain of Municipal Law Enforcement Services be accepted as submitted for the provision By Law Enforcement Services and the sale of Dog Tags.”**

Carried by  
Jim Labow

##### **3. Water and Sewer Committee**

Moved by Daryl McLaughlin, Seconded by Donald Rathwell

**2012 – 2034 “Be it Resolved that the Township of Whitewater Region Growth and Development Committee recommend to Council that they accept the Cardel Street design concept submitted by JP2G Consultants and that the concept subdivision agreement be amended as required.”**

Carried by

**4. Finance and Administration Committee**

Moved by Cathy Regier, Seconded by Allen Dick

**2012 – 2035 “Be it Resolved that the Finance and Administration Committee recommend to Council that we regretfully accept the resignation of Mr. Lorne Rathwell as Truck/Equipment Operator effective February 5<sup>th</sup>, 2012. In transition of personnel Mr. Rathwell has agreed to be (ORO) for the municipal water and sewer distribution system.**

**The Township certainly wishes Lorne all the best in his future endeavors.”**

Carried by  
Jim Labow

Moved by Donald Rathwell, Seconded by Allen Dick

**2012 – 2036 ““Be it Resolved that the Finance and Administration Committee recommend to Council that we proceed with the tender and purchase of 5 AED (Defibrillator) units for the Fire Department.”**

Carried by  
Jim Labow

Moved by Daryl McLaughlin, Seconded by Izett McBride

**2012 – 2037 “Be it Resolved that the Township of Whitewater Region Finance and Administration Committee recommend to Council that they accept with regret the resignation notification from:**

**Kyla Simmons – Beachburg Station Fire Department**

Carried by  
Jim Labow

Moved by Don Rathwell, Seconded by Allen Dick

**2012 – 2038 “Be it Resolved that the Township of Whitewater Region Finance and Administration Committee recommend to Council that the following firefighters be hired:**

**Bill Misener – Cobden Station Fire Department**

Carried by  
Jim Labow

**11. Bylaws**  
Nothing.

**12. Misc Correspondence**

**1. Environmental Services Operator Appointment – Ron Nieman**  
Information.

**2. 2012 Ontario Municipal Partnership Fund (OMPF) - Information**  
Information.

**13. New/Unfinished Business**

**1. Landfill Site Operator - Recruitment**

Moved by Izett McBride, Seconded by Cathy Regier

**2012 – 2039 “Be it Resolved that the Council of the Township of Whitewater Region agree to post the vacant Landfill Site Operator position internally for recruitment.”**

Carried by  
Jim Labow

**2. Equipment/Utilities Distribution Operator – Creation and Recruitment**

Moved by Cathy Regier, Seconded by Izett McBride

**2012 – 2040 “Whereas the Township of Whitewater Region through attrition has deleted a Truck/Equipment Operator position and a lead hand;**

**Whereas the Township of Whitewater Region deems it prudent to create a new Equipment/Utilities Distribution Operator position with an emphasis on Water and Sewer distribution qualifications;**

**Be it Resolved that the Council of the Township of Whitewater Region approve and accept the creation of a new Equipment/Utilities Distribution Operator position. Council approve the attached Job Description as submitted. The**

position be hereby posted internally and externally immediately.”

Carried by  
Jim Labow

**3. Unionized Certification Model – Ratification Collective Agreement**

Moved by Izett McBride, Seconded by Cathy Regier

**2012 – 2041 “Be it Resolved that the Council of the Township of Whitewater Region agree to incorporate the ratified Certification compensation model into the current CUPE 4353 Collective Agreement effective February 6, 2012.”**

Carried by  
Jim Labow

**4. 2011 Councilor Remuneration and Expense Statement**

Moved by Cathy Regier, Seconded by Izett McBride

**2012 – 2042 “Be it Resolved that the Council of the Township of Whitewater Region report as per Section 284(1) of the Municipal Act the 2011 remuneration and expenses of all Council members.”**

Carried by  
Jim Labow

**5. Regular March Council Meeting Rescheduling**

Moved by Izett McBride, Seconded by Cathy Regier

**2012 – 2043 “Be it Resolved that the Council of the Township of Whitewater Region accept and agree to advertise the proposed March Council meeting schedule as submitted.”**

Carried by  
Jim Labow

**6. Severance Application – Pt Lots 8, Conc 5 - Beachburg B150/11(1) – B152/11(3) – Vereyken**

Moved by Allen Dick, Seconded by Joey Trimm

**2012 – 2044 “Be it Resolved that the Council of the Township of Whitewater Region agree to grant severance application B150/11(1), B151/11(2) & B152/11(3) Vereyken on condition that a drainage plan be submitted and consideration be given to the future development concerns of the retained lands with regards to municipal roads and water services.”**

Carried by  
Jim Labow

**7. Severance Application – Pt Lots 7, Conc 1 - Ross B176/11(1) – B179/11(4) – Dittburner**

Moved by Joey Trimm, Seconded by Allen Dick

**2012 – 2045 “Be it Resolved that the Council of the Township of Whitewater Region agree to grant severance application B176/11(1), B177/11(2), B178/11(3) & B179/11(4) Dittburner on condition that favourable comments are received from the local road authority for access to the proposed severed and retained lots and detailed site plans are provided demonstration a building envelope for application B176/11(1), B177/11(2), B178/11(3).”**

Carried by  
Jim Labow

**8. 2011 Surplus Reserve Allocation - Motion**

Moved by Allen Dick, Seconded by Joey Trimm

**2012 – 2046 “Be it Resolved that the Council of the Township of Whitewater Region allocate the following amounts to Reserves for the 2011 Budget Year pending final figures:**

**Allocate \$40,000 to GL#1-2-2000-4035 (Reserve for Building Renovations)**

**Allocate \$200,000 to GL#1-2-2000-4020 (Reserve for Equipment Replacement).”**

Carried by  
Jim Labow

**9. Community Events and Councillor Announcements**

Beachburg Carnival – February 11, 2012 – Beachburg

Irish Parade – March 16, 2012 – Douglas

Super Bowl Party – February 5, 2012 – Cobden Legion

**10. Accessibility Training Presentation– Steve Fiegan**

Mr. Fiegan made a training presentation on Accessibility to Council, Annette Mantifel,

Steven Hodson, Bill Misener, Doug Schultz, Marilyn Labow and Erica Rice.

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

Nothing.

**15. Adjournment**

Moved by Allen Dick, Seconded by Joey Trimm

**2012 – 2047 “Be it Resolved that the Township of Whitewater Region Regular Council Meeting dated February 1, 2012 be adjourned at 3:35 P.M.”**

Carried by  
Jim Labow

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Mayor Jim Labow