

**TOWNSHIP OF WHITEWATER REGION**  
**Committee Meetings**

**Meeting Title: Council in Committee Meeting**      **Date: Wednesday June 3, 2015**  
**Place: Municipal Council Chambers**                      **Start Time: 6:15 p.m.**

**COUNCIL IN COMMITTEE MEETING AGENDA**

*Any submissions received from the public, either orally or in writing may become part of the public record/package.*

**NOTE: As of February 4, 2015 all Committee and Council meetings will be recorded and will be available the following day to be viewed on the Township website [www.whitewaterregion.ca](http://www.whitewaterregion.ca)**

1. Call to Order
2. Disclosure of Pecuniary Interest
3. Adoption of the Agenda

**4. RECREATION COMMITTEE (Chair Chris Olmstead)**

**A. New/Unfinished Business**

1. Gospel Tent request – Cobden Park
2. Garden Lake Boat Launch issues
3. Delegation: Kirby Punt, MNR – Cobden Walking Trail
4. Delegation: Orkin – Bird Control Proposal
5. Delegation: Heather Watson – playground issue

**5. CORPORATE SERVICES COMMITTEE (Chair Charlene Jackson)**

**B. New/Unfinished Business**

1. Council Remuneration
2. Staff Mileage – returning to meetings after regular work hours
3. Staff Conference Policy
4. Honouring long time staff (wall display in lobby) – guidelines for qualification
5. Christmas Holiday Administrative Staffing
6. Summer meeting schedule
7. Delegation: Muskrat Watershed Council – proposed expenditures for \$5,000 grant Request

**6. PUBLIC WORKS COMMITTEE (Chair Dave Mackay)**

**C. New/Unfinished Business**

1. Delegation: Jason Davis, Mgr Forestry & GIS, Renfrew County – noxious weeds

**7. ECONOMIC DEVELOPMENT COMMITTEE (Chair Terry Millar)**

**C. New/Unfinished Business**

1. Acres Rd. Boat Launch draft By-Law – Licence Commercial Events (guided fishing tour)

**8. Councillor Announcements**

**9. Closed Sessions:** 1. PUBLIC WORKS COMMITTEE: 239 (2) d) Labour relations or employee negotiations  
239 (2) e) Litigation or potential litigation, affecting the Corporation of the Township of Whitewater Region

2. CORPORATE SERVICES COMMITTEE: 239 (2) a) The security of the property of the Corporation of the Township of Whitewater Region.

**10 Notice of Motion** – items requested by Council to be on next regular meeting agenda

**11. Adjournment**

**1. Call to Order**

**Present:** Mayor Hal Johnson, Reeve Terry Millar, Councillor Charlene Jackson, Councillor Dave Mackay, Councillor Daryl McLaughlin, Councillor Christopher Olmstead, Councillor Regier

**Staff:** Christine FitzSimons, Marsha Hawthorne, Bill Misener, Steven Hodson, Doug Schultz, Hope Dillabough, Danielle Howatson

**2. Disclosure of Pecuniary Interest – None**

**3. Adoption of the Agenda**

Moved by Charlene Jackson, Seconded by Daryl McLaughlin

**“Be it resolved that the Council in Committee of the Township of Whitewater Region adopts the agenda for the June 3<sup>rd</sup>, 2015 meeting with the following changes:**

**Delete agenda items 4-A-4 and 4-A-5: these delegations are not available at this time.”**

Carried by  
Hal Johnson

**4. RECREATION COMMITTEE (Chair Chris Olmstead)**

**A. New/Unfinished Business**

**1. Gospel Tent request – Cobden Park**

Moved by Charlene Jackson, Seconded by Daryl McLaughlin

**“Be it resolved that the Recreation Committee of the Township of Whitewater Region recommends that Council agree to allow the Valley Gospel Chapel to utilize the Veteran’s Memorial Park from August 1<sup>st</sup> to August 10<sup>th</sup> (2015) inclusive. An agreement is to be signed with the Township and a copy or certificate from their insurance company indicting coverage for the meetings and the location for ten days is to be provided to the Township. The tent is to be erected back to its original location between the Tourist Booth and the Presbyterian Church and be used only in the evenings. Locates from “One Call: will be necessary, 14 days in advance of tent set-up.”**

Carried by  
Chris Olmstead

**2. Garden Lake Boat Launch issues**

Moved by Daryl McLaughlin, Seconded by Charlene Jackson

**“Be it resolved that the Recreation Committee of the Township of Whitewater Region recommends that Council direct staff to erect “day use only – no overnight camping” & “no campfires allowed at any time” signs at the Garden Lake Boat Launch.”**

Carried by  
Chris Olmstead

**3. Delegation: Kirby Punt, MNR – Cobden Walking Trail**

Mr. Kirby Punt of the Ministry of Natural Resources was in attendance to make a presentation entitled “Cobden Marsh Interpretive Trail May 15, 2013 – June 3, 2015” which provided an overview of the history of the creation of the trail, the benefits of it to both the wildlife and residents and to identify what challenges the project still faces. Mr. Punt explained to Council that they are looking to enter Phase II of the project but there are challenges that they face such as lack of support and vandalism.

Councillor Olmstead and CAO FitzSimons discussed convening a special meeting of the Recreation and Culture Committee to visit the site and walk the trail. Councillor McLaughlin suggested extending the invitation to the Muskrat Watershed Council. CAO FitzSimons will get back to Mr. Punt with a date.

~~4. Delegation: Orkin – Bird Control Proposal~~

~~5. Delegation: Heather Watson – playground issue~~

**5. CORPORATE SERVICES COMMITTEE (Chair Charlene Jackson)**

**B. New/Unfinished Business**

**1. Council Remuneration**

Chair Jackson noted that CAO FitzSimons, Councillor McLaughlin and herself will get instructions together to send a letter of engagement to Mr. Beakley to retain his services. Whatever the recommendations are from the audit will be dealt with as a separate matter.

Moved by Daryl McLaughlin, Seconded by Terry Millar

**“Be it resolved that Corporate Services Committee of the Township of Whitewater Region recommends that the Council retain the services of Renfrew County Human Resources Director Bruce Beakley to perform a Councillor Remuneration Audit using a public engagement model and provide recommendations for Council’s consideration. This service will be at a cost of approximately \$1,000.”**

Carried by  
Charlene Jackson

**2. Staff Mileage – returning to meetings after regular work hours**

**3. Staff Conference Policy**

Moved by Cathy Regier, Seconded by Dave Mackay

**“Be it resolved that the Corporate Services Committee of the Township of Whitewater Region recommends that Council adopt the Staff Training and Development Policy as part of the Human Resources Policy.”**

Carried by  
Charlene Jackson

**4. Honouring long time staff (wall display in lobby) – guidelines for qualification**

More information is required and more time to consider the criteria is necessary. This matter has been tabled.

Moved by Dave Mackay, Seconded by Cathy Regier

**“Be it resolved that the Corporate Services Committee of the Township of Whitewater Region recommends to Council that wall space in the lobby be used to honour long-time Employees who have been with the Township for longer than \_\_\_\_years.”**

TABLED

**5. Christmas Holiday Administrative Staffing**

Moved by Cathy Regier, Seconded by Chris Olmstead

**“Be it resolved that the Corporate Services Committee of the Township of Whitewater Region recommends that Council approve that the Municipal Office will be closed this year over the Christmas Holidays on Thursday Dec. 24, Friday Dec. 25, Thursday Dec. 31 and Friday Jan. 2016.”**

Carried by  
Charlene Jackson

Moved by Hal Johnson, Seconded by Chris Olmstead

**“Be it Resolved that the Corporate Services Committee of the Township of Whitewater Region recommend the meeting extends past 9pm.”**

Carried by  
Charlene Jackson

**6. Summer meeting schedule**

Moved by Chris Olmstead, Seconded by Cathy Regier

**“Be it resolved that the Corporate Services Committee of the Township of Whitewater Region recommends to Council that the summer meeting schedule for Council and Committees be reduced to one combined meeting a month for July and August, on July 22<sup>nd</sup> and August 19<sup>th</sup>, 2015.”**

Carried by  
Charlene Jackson

**7. Delegation: Muskrat Watershed Council – proposed expenditures for \$5,000 grant Request**

Mr. Brian Whitehead, Mr. Andrew Laird and Mrs. Evelyn St. Amour provided an update of what the Muskrat Watershed Council has been working on as of late. Council had expressed a need to demonstrate that action is being taken and that the funding that has been provided is not simply spent on studies. At the end of the presentation, Chair Jackson asked Council if they had any objection to releasing the full \$5,000. Mayor Johnson noted that the Muskrat Watershed Council are moving in the right direction and taking a positive and exciting approach to the watershed problem. The full \$5,000 is to be released for the continued support of the Muskrat Watershed Council.

**6. PUBLIC WORKS COMMITTEE (Chair Dave Mackay)**

**C. New/Unfinished Business**

**1. Delegation: Jason Davis, Mgr Forestry & GIS, Renfrew County – noxious weeds**

Jason Davis, Manager of Forestry and GIS for the County of Renfrew attended the meeting to explain his role as the Weed Inspector for the lower tier municipalities. He noted that there is a misconception that he attends sites and removes weeds that are listed on the noxious weed list. Mr. Davis stated that he can only enforce the *Weed Control Act* and that it is the responsibility of the property owners to dispense with noxious weeds. There are currently 25 weeds on the noxious weed list and the criteria for enforcement are that the weeds affect the agricultural and horticultural properties of land, there is a complaint from a farmer and that the weeds are on the noxious weed list.

Mr. Davis noted that there is no spray program at the County. He also advised that he will attend a property to assist in confirming the presence of a noxious weed but that is where his role ceases. If a weed is not removed, he can only enforce the legislation and not remove the weed himself.

**7. ECONOMIC DEVELOPMENT COMMITTEE (Chair Terry Millar)**

**D. New/Unfinished Business**

**1. Acres Rd. Boat Launch draft By-Law – License Commercial Events (guided fishing tour)**

It was noted by a couple of members of Council and staff that the boat launch is very tidy and looks great. A lot of work has gone into improving the area. CAO FitzSimons mentioned that at a Recreation and Culture Committee in the future, a discussion should take place regarding putting some resources at the site such as picnic tables and portable toilets.

This matter will be returned to the June 17, 2015 Regular Council Meeting to pass the By-law.

**8. Councillor Announcements**

Councillor McLaughlin was wondering if anyone was interested in putting a float in the Canada Day Parade. Reeve Millar, Mayor Johnson, Councillor McLaughlin and Councillor Olmstead have all volunteered to participate.

9. **Closed Sessions: 1. PUBLIC WORKS COMMITTEE: 239 (2) d) Labour relations or employee negotiations 239 (2) e) Litigation or potential litigation, affecting the Corporation of the Township of Whitewater Region.**

Moved by Cathy Regier, Seconded by Charlene Jackson

**"Be it resolved that the Public Works Committee of the Township of Whitewater Region went in to Closed Session under Section 239 (2) of the Municipal Act at 9:30pm for the following purpose:**

- d) Labour relations or employee negotiations;
- e) Litigation or potential litigation, affecting the Corporation of the Township of Whitewater Region or local boards, including matters before administrative tribunals;"

Carried by  
Hal Johnson

Moved by Cathy Regier, Seconded by Charlene Jackson

**"Be it resolved that the Public Works Committee of the Township of Whitewater Region came out of closed session at 10:00pm.**

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In open session:

**A closed session meeting was held. Two items were on the agenda:**

- 239 (2) d) Labour relations
- e) Litigation or potential litigation affecting the Corporation of the Township of Whitewater Region"

Carried by  
Hal Johnson

**2. CORPORATE SERVICES COMMITTEE: 239 (2) a) The security of the property of the Corporation of the Township of Whitewater Region.**

Moved by Daryl McLaughlin, Seconded by Cathy Regier

**"Be it resolved that the Corporate Services Committee of the Township of Whitewater Region went in to Closed Session under Section 239 (2) of the Municipal Act at 10:05pm for the following purpose:**

- a) The security of the property of the Corporation of the Township of Whitewater Region or local board;"

Carried by  
Hal Johnson

Moved by Chris Olmstead, Seconded by Cathy Regier

**"Be it resolved that the Corporate Services Committee of the Township of Whitewater Region came out of closed session at 10:35 pm.**

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In open session:

**A closed session meeting was held. One item was on the agenda: 239 (2) a) The security of the property of the Corporation of the Township of Whitewater Region or local board.**

**The following Closed Session minutes were approved:**

**May 20, 2015 Council Meeting"**

Carried by  
Hal Johnson

**10 Notice of Motion – items requested by Council to be on next regular meeting agenda**

**11. Adjournment**

Moved by Cathy Regier. Seconded by Charlene Jackson

**"Be it resolved that the Council in Committee of the Township of Whitewater Region adjourns the meeting of June 3, 2015 at 10:40pm."**

Carried by  
Hal Johnson

  
Christine FitzSimons, CAO Clerk

  
Mayor Hal Johnson