

The Corporation of the Town of Deep River

MINUTES

COMMITTEE OF THE WHOLE

Wednesday, March 9, 2011

Council Chambers

7:00 p.m.

Present:

Deputy Mayor
Councillors

Mary MacCafferty
Daniel Banks
Christopher Carroll
Ronald Desrochers
Terry Myers

Absent:

Mayor David Thompson
Councillor Ruth Syme

Staff:

Michelle Larose, CAO/Clerk
Shelly Cull, Recreation Manager
Fire Chief Jim Hogue
Khizar Hyatt, Director of Public Works
John Walden, Planning & Development Director
Brian Quibell, Treasurer
Dawn Recoskie, Deputy Clerk

1. CALL TO ORDER

Deputy Mayor MacCafferty opened the meeting and welcomed everyone.

2. DECLARATION OF PECUNIARY INTEREST

NIL

3. APPROVAL/AMENDMENT OF MEETING AGENDA

Items added to the agenda:

#7.1.2 Contact Information – Councillor Banks

#7.1.3 Transparency By-law/Policy – Councillor Banks

#10.1 Riverbank Committee Update – Councillor Desrochers

4. DELEGATIONS AND PRESENTATIONS

NIL

5. BUSINESS ARISING OUT OF DELEGATIONS

NIL

6. REPORTS FROM OTHER SPECIAL PURPOSE BODIES

NIL

7. DISCUSSION ITEMS – STAFF BRIEFING NOTES

7.1 Council

7.1.1 A/O List

The A/O List was amended to include a presentation from John Walden regarding Community Improvement Plans on the March 16, 2011 council meeting agenda. A presentation from Bill Bishop regarding the Riverbank was added to the April 6, 2011 council meeting agenda.

7.1.2 Contact Information – Councillor Banks

Councillor Banks advised he was contacted by a resident who was looking for email addresses for each councillor to contact them individually. It was noted that not all members of Council have email addresses or if they do, they aren't checked on a regular basis. It was suggested that a disclaimer be placed on the Town's website for the public to contact the Town's CAO/Clerk to distribute information to members of Council. It was also noted that members of Council can also be contacted by telephone.

7.1.3 Transparency By-law/Policy – Councillor Banks

Councillor Banks advised he would like to review the current transparency policy for the municipality. Michelle Larose, CAO/Clerk, advised Deputy Clerk Dawn Recoskie has drafted a revised version of the policy.

7.2 Recreation

7.2.1 Recreation Monthly Report

Shelly Cull, Recreation Manager, presented the report. The Recreation Department was thanked for organizing a successful winter carnival. Discussion also took place regarding the timing of removing the ice from the arena. Staff was directed to look at costs for keeping the ice in longer and possibly putting the ice in earlier in the fall of the upcoming season.

7.3 Public Works

7.3.1 Public Works Monthly Report

Khizar Hayat, Director of Public Works, presented the report. The 2010 Summary Report for the Deep River Drinking Water System was also presented. A resolution will be provided at the March 16, 2011 council meeting to approve the report. It was recommended that the use of acronyms in the report be defined for future reporting years to make the report easier to understand. Discussion took place regarding the large variance in the amount of water used in July, as well as September and October. Staff was directed to report back regarding the large discrepancy. Council thanked Public Works staff for their hard work during the recent heavy snowfall.

7.4 Finance

7.4.1 Operating and Water/Sewer Reports

Brian Quibell, Treasurer, presented the report. Discussion took place regarding the consistent use of measurements for the graphs. It was noted the water and sewer budget was discussed at the last budget meeting; the next meeting will take place on March 21, 2011.

7.5 Planning & Development

7.5.1 Planning & Development Monthly Report

John Walden, Planning & Development Director, presented the report. Discussion took place regarding the proposed graphite mine in the Bissett Creek area; it was noted there would be economic spin-offs for the Town of Deep River should the business go ahead.

7.6 Fire Department

7.6.1 Fire Department Monthly Report

Fire Chief Jim Hogue presented the report.

7.7 Administration

7.7.1 Administration Monthly Report

Michelle Larose, CAO/Clerk, presented the report. She noted the Tri-Council meeting (Town of Deep River, Town of Laurentian Hills, and Township of Head, Clara and Maria) has been confirmed for Wednesday, March 30, 2011 at 7:00 p.m. in the Council Chambers of Deep River Town Hall.

7.7.2 Review of Procedural By-law

Discussion took place regarding the status of having Committee of the Whole meetings. It was noted if Committee of the Whole is deleted, Council has the option of having three Council meetings per month (the first three Wednesday's of each month) or having only two Council meetings per month (the first and third Wednesday). The procedural by-law will be reviewed again at the next meeting.

8. RECOMMENDATIONS TO COUNCIL

NIL

9. CORRESPONDENCE

9.1 Request for Donation – Family & Children's Services of Renfrew County

The letter was received as information.

9.2 Invitation to attend Renfrew County Regional Science & Technology Fair

The letter was received as information. Staff was directed to send regrets.

10. COUNCILLOR UPDATES

10.1 Riverbank Committee Update – Councillor Desrochers

Councillor Desrochers provided an update to Council regarding the Riverbank Committee. It was noted a future presentation will be made by Bill Bishop regarding the status of the project.

11. CLOSED SESSION

NIL

12. ADJOURNMENT

RESOLUTION # 2011-57

MOVED BY: Councillor Banks
SECONDED BY: Councillor Desrochers

BE IT RESOLVED THAT Council hereby adjourns the meeting at 9:05 p.m.

CARRIED

Mayor David Thompson

CAO/Clerk – Michelle Larose