

**The Corporation of the Town of Deep River**

**MINUTES**

**COMMITTEE OF THE WHOLE**

**Wednesday, May 11, 2011**

**Council Chambers**

**7:00 p.m.**

**Present:**

Mayor  
Councillors

David Thompson  
Daniel Banks  
Christopher Carroll  
Terry Myers  
Ruth Syme

**Absent:**

Deputy Mayor Mary MacCafferty  
Councillor Ronald Desrochers

**Guests:**

Colin Evans, Abilita

**Staff:**

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

**1. CALL TO ORDER**

Mayor Thompson opened the meeting and welcomed everyone.

**2. DECLARATION OF PECUNIARY INTEREST**

NIL

**3. APPROVAL/AMENDMENT OF MEETING AGENDA**

Item #7.3 was moved to be heard after item #7.7 on the agenda.

#### **4. DELEGATIONS AND PRESENTATIONS**

##### **4.1 Communications Proposal – Colin Evans, Abilita**

Mr. Evans provided an overview of the proposed one year maintenance agreement. He indicated under the previous three year telecom expense management service the municipality saved approximately \$1,300 per month in telecom expenses, of which 50% of the savings was paid to Abilita for the service. The proposal now is to move to a one year maintenance agreement at a rate of \$200.00 per month. Quarterly reports will continue to be provided to the municipality to highlight trends, exceptions and make recommendations to improve service performance and reduce expenses.

#### **5. BUSINESS ARISING OUT OF DELEGATIONS**

##### **5.1 2011ML006ISS – Abilita Communications Proposal**

Michelle Larose, CAO/Clerk, provided an overview of her report. Direction was given to enter into a one year maintenance agreement with Abilita for the provision of ongoing maintenance of the municipality's telecom services. A by-law will be brought forward at the May 18, 2011 council meeting.

#### **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 reviewed and no changes were made.

##### **7.2 Administration**

###### **7.2.1 Administration Monthly Report**

Michelle Larose, CAO/Clerk, presented her report.

###### **7.2.2 2011ML006INF – Morison Public School disposal**

Michelle Larose, CAO/Clerk, presented her report. A motion will be brought forward at the May 18, 2011 council meeting, with reference to sending a letter of interest to the School Board.

### **7.2.3** 2011DR003ISS – Summer Meeting Schedule

Dawn Recoskie, Deputy Clerk, provided an overview of her report. There was a consensus to have summer council meetings on July 20, 2011 and August 17, 2011. A motion will be brought forward at the May 18, 2011 council meeting.

## **7.4** Recreation

### **7.4.1** Recreation Monthly Report

Shelley Cull, Recreation Manager, presented the report. Ms. Cull advised late registrations had been received since the submission of her monthly report, the number of registrants for baseball/T-ball is now 142 and the number of registrants for parent and tot soccer is now 30.

Discussion took place regarding the failing dectron at the community pool. Ms. Cull was directed to get updated quotes and installation prices for a new unit.

Discussion took place regarding the five-year marina plan. Ms. Cull was directed to bring the five-year plan forward to the June 1, 2011 council meeting. Ms. Cull was directed to bring forward an issue report regarding the marina docks to the May 18, 2011 council meeting. Ms. Cull was directed to look at other companies for quotes regarding the dredging of the marina.

## **7.5** Public Works

### **7.5.1** Public Works Monthly Report

Khizar Hayat, Director of Public Works, presented the report. Mayor Thompson recommended inviting Mr. Brad Sweet to make a presentation to council regarding OCWA. Discussion took place regarding how the municipality can encourage residents to conserve water rather than having to install water meters. Direction was given to Mr. Hayat to provide some information to Council with reference to possible incentive programs to install low flow toilets or subsidize the purchase of rain barrels as possible options.

## 7.6 Planning & Development

### 7.6.1 Planning & Development Monthly Report

John Walden, Planning and Development Manager, presented the report. Discussion took place regarding the location of the Visitor's Centre at the Petawawa Research Forest. It was noted there is a 90 day termination clause in the agreement; the municipality is currently in the third year of a five year agreement. The Town annually contributes approximately \$6,000 to the operation of the Visitor's Centre.

Mr. Walden advised there will be a meeting to review plans for the construction of a new Home Hardware store on May 17, 2011 and an Economic Development meeting will be held on May 31, 2011 to view the Expo 150 presentation. The Council's of Deep River, Laurentian Hills and Head Clara Maria are invited to attend.

### 7.6.2 Keys School Property

Mayor Thompson added this item to the agenda. Discussion took place regarding the Renfrew County District School Board's recent announcement to demolish the Keys School property once the lease agreement with AECL expires in January 2012 to make room for additional playground space for Mackenzie Community School. Direction was given to the Mayor and CAO to schedule a meeting with our MPP, John Yakabuski to discuss the issue.

## 7.7 Fire Department

### 7.7.1 Fire Department Monthly Report

Fire Chief Jim Hogue presented the report.

**Committee broke for a short recess at 8:35 p.m.**

**Committee reconvened at 8:45 p.m.**

## 7.3 Finance

### 7.3.1 Operating and Water/Sewer Reports

Brian Quibell, Treasurer, presented his report.

### 7.3.2 2011BMQ005ISS – Pembroke & Area Airport Commission Draft 2011 Budget Approval

Brian Quibell, Treasurer, provided an overview of his report. A motion will be brought forward at the May 18, 2011 council meeting to approve the budget and contribute \$4,998.00 for the 2011 fiscal year.

### 7.3.3 2011BMQ006ISS – 2011 “Draft” Budget Scenarios

Brian Quibell, Treasurer, provided an overview of his report. Discussion took place regarding the four scenarios presented. It was noted some of the figures may be incorrect. Direction was given to have the Budget Committee meet one more time to review the figures and present them at the Public Meeting scheduled for May 18, 2011 at 6:00 p.m. The Budget Committee agreed to meet on Tuesday, May 17, 2011 at 5:00 p.m.

## 8. RECOMMENDATIONS TO COUNCIL

NIL

## 9. CORRESPONDENCE

NIL

## 10. COUNCILLOR UPDATES

Council Myers requested an update regarding the ski club. Mayor Thompson advised a meeting will be held with the ski club, staff and himself first to discuss the issue and then the group will make a presentation to all of council.

### **Mayor’s Report**

Mayor Thompson advised he delivered hot chocolate to the high school students participating in the Night Without Shelter on Friday, May 6, 2011 at approximately 5:30 a.m. Mayor Thompson made a donation of \$200.00 on behalf of Council to be directed to the North Renfrew Family Services.

On Saturday, May 7, 2011 Mayor Thompson attended the 50<sup>th</sup> Anniversary celebrations for Giant Tiger. He noted Steve and Karen Langfield have been operating the local franchise in Deep River for approximately 24 years.

Mayor Thompson participated in the Big Bike fundraiser for the Heart and Stroke Foundation on Monday, May 9, 2011; municipal staff raised over \$1,200.00 for the cause.

He attended a memorial tree planting ceremony at the Riverbank on Friday, May 6, 2011 in memory of Belo Csomar. A tree planting ceremony will also take place on Friday, May 13, 2011 to plant the Expo 150 tree.

Mayor Thompson attended the Community Living Breakfast on Tuesday, May 10, 2011. He indicated the Town will fly the Community Living flag for the remainder of the month of May in honour of Community Living Month.

Mayor Thompson advised he will be sending a letter to the owners of the vacant property behind the JL Grey building to follow up with them to see if there are any plans for development for the property. He advised there is a demand for housing in Deep River. He noted he also contacted the owner of the Pine Point Road Subdivision to see if there are any plans for development.

Mayor Thompson noted the municipality's newsletter was sent out mid-April and that he has received very positive feedback from the public regarding the newsletter. He indicated it is a very useful vehicle to keep our residents informed.

Mayor Thompson advised there will be a municipal Open House on Saturday, May 28, 2011 from 10:00 a.m. to 2:00 p.m. in the lobby of Town Hall. He encouraged the Town's residents to attend and indicated representatives from the Riverbank Committee will be in attendance as well.

**11. CLOSED SESSION**

NIL

**12. ADJOURNMENT**

**RESOLUTION # 2011-113**

**MOVED BY:** Councillor Banks

**SECONDED BY:** Councillor Carroll

**BE IT RESOLVED THAT** Council hereby adjourns the meeting at 9:47 p.m.

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Mayor David Thompson

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CAO/Clerk – Michelle Larose