

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

**MINUTES**

**COMMITTEE OF THE WHOLE**

**Wednesday, June 8, 2011**

**Council Chambers**

**7:00 p.m.**

**Present:**

Mayor David Thompson  
Deputy Mayor Mary MacCafferty  
Councillors Christopher Carroll  
Ronald Desrochers  
Terry Myers  
Ruth Syme

**Absent:**

Councillor Daniel Banks

**Guests:**

Chief Michael Ueltzhoffer, Deep River Police Service

**Staff:**

Michelle Larose, CAO/Clerk  
Dawn Recoskie, Deputy Clerk  
Shelly Cull, Recreation Manager  
Khizar Hyatt, Director of Public Works  
Brian Quibell, Treasurer

**1. CALL TO ORDER**

Mayor Thompson opened the meeting at 7:03 p.m. and welcomed everyone.

**2. DECLARATION OF PECUNIARY INTEREST**

NIL

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

The following items were added to the agenda:

- Item #9.3 Correspondence from AECL to Renfrew County District School Board – Councillor Myers
- Item #9.4 Correspondence from Renfrew County District School Board to John Yakabuski, MPP – Councillor Myers
- Item #10.1 Pembroke and Area Airport Commission Update – Councillor Syme

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

##### **4.1 2010 Annual Report – Deep River Police Service – Chief Michael Ueltzhoffer**

Chief Ueltzhoffer provided an overview of the Deep River Police Service 2010 Annual Report.

#### **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**

Michelle Larose, CAO/Clerk, advised the next Tri-Council meeting will take place on June 28, 2011 at 7:00 p.m. at the United Townships of Head, Clara & Maria Town Hall.

##### **7.2 Administration**

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

Michelle Larose, CAO/Clerk, presented her report.

###### **7.2.2 2011DR004ISS – Review of Draft Procedural By-law – Committee of the Whole Meetings and Confirmatory By-law**

Dawn Recoskie, Deputy Clerk, provided an overview of her report. Direction was given to staff to amend the Draft Procedural By-law to delete the Committee of the Whole meetings and have two Council meetings per month instead. Direction was given to staff to amend the Draft Procedural By-law to delete the use of the Confirmatory By-law.

##### **7.3 Finance**

###### **7.3.1 Operating and Water/Sewer Reports**

Brian Quibell, Treasurer, presented his report.

### **7.3.2 Draft 2011 Budget Presentation**

Councillor Carroll, Chair of the Budget Committee, provided an overview of the budget process.

Discussion took place whether there were funds set aside in the budget for a generator for the arena as the arena is the evacuation centre in the event of an emergency. It was noted there were no specific funds set aside in the budget, but the Town has the opportunity to apply for JEPP funding in the fall. Discussion also took place regarding the increase from \$3,000 to \$7,000 for the Mayor's discretionary fund. It was noted this fund will be used for special events and other activities such as for the purchase of the cake for the Canada Day celebrations and for the recent donation made during the Night Without Shelter event.

Brian Quibell, Treasurer, advised the 2011 Budget will allow for a reduction in the residential tax rate of 8.09%.

A by-law will be brought forward at the June 15, 2011 Council meeting to adopt the 2011 Budget.

## **7.4 Recreation**

### **7.4.1 Recreation Monthly Report**

Shelly Cull, Recreation Manager, presented her report. Ms. Cull advised the Municipal Alcohol Policy Public Meeting has been confirmed for Thursday, June 23, 2011 at 7:00 p.m. in the Council Chambers.

## **7.5 Public Works**

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

Khizar Hayat, Director of Public Works, presented his report. Discussion took place regarding the Spring Clean Up; Mr. Hayat advised he is in the process of developing a tracking system to improve the process. Discussion also took place regarding the portable washrooms at Pinepoint Beach; Mr. Hayat is to confirm if the washrooms have been installed.

## **7.6 Planning & Development**

### **7.6.1 Planning & Development Monthly Report**

Michelle Larose, CAO/Clerk, presented the report. It was noted a copy of the Waterfront Master Plan will be provided to members of Council.

## **7.7** Fire Department

### **7.7.1** Fire Department Monthly Report

Michelle Larose, CAO/Clerk, presented the report.

## **8. RECOMMENDATIONS TO COUNCIL**

NIL

## **9. CORRESPONDENCE**

### **9.1** 15<sup>th</sup> Annual Golf Tournament – Community Living Upper Ottawa Valley

This item was received for information.

### **9.2** National Household Survey (NHS) – Statistics Canada

This item was received for information.

### **9.3** Correspondence from AECL to Renfrew County District School Board – Councillor Myers

Councillor Myers advised a letter was sent from AECL to the Renfrew County District School Board indicating AECL's interest in continuing to use the Keys School building.

### **9.4** Correspondence from Renfrew County District School Board to John Yakabuski, MPP – Councillor Myers

Councillor Myers advised he took offence to how his comments regarding Morison School were misconstrued to be his same opinion about Keys School by David Shields, Board Chair. Councillor Myers advised he did not agree with how his words have been interpreted.

Deputy Mayor MacCafferty advised the letter indicated the plan for the bus lane off of Brockhouse Way has been removed as an option.

Discussion took place regarding a letter Mayor Thompson sent to the Renfrew County District School Board whereby Council has offered the possibility of transferring ownership of property located along Brockhouse Way which borders RCDSB property and the Yacht and Tennis Club parking lot in order to expand the proposed playground area for Mackenzie Community School. The transfer of this property would then allow AECL to continue to use the Keys building.

Discussion took place regarding the economic impact on the municipality if 100 jobs were to be re-located out of Deep River.

## **10. COUNCILLOR UPDATES**

### **10.1** Pembroke and Area Airport Commission Update – Councillor Syme

Councillor Syme provided an update on the activities of the Pembroke and Area Airport Commission. She noted the airport is investigating solar power production to increase revenues for the airport property.

Mayor Thompson reminded Council and the public that the airport is hosting the Expo 150 activities June 9-12, 2011.

## **11. CLOSED SESSION**

### **RESOLUTION # 2011-151**

**MOVED BY:** Councillor Myers  
**SECONDED BY:** Councillor Desrochers

**WHEREAS** the Municipal Act states that a meeting or part of a meeting may be closed to the public if the subject matter being considered is permitted under Section 239 (2);

**AND WHEREAS** Council deems it advisable to hold a closed session meeting under Section 239 (2) (d) of the Municipal Act;

**NOW THEREFORE BE IT RESOLVED THAT** the next part of this meeting be closed to discuss an item pertaining to labour relations or employee negotiations;

1. Approve minutes – June 1, 2011; and
2. Senior staff salaries.

**CARRIED**

**Council went into closed session at 8:42 p.m.  
Council reconvened to open session at 9:17 p.m.**

### **Business Arising from Closed Session:**

**Direction was given to the CAO/Clerk to bring forward amendments to By-law 24-2010, By-law 25-2010, and By-law 38-2010 to include the position of Chief Building Official/By-law and Property Standards Officer. Direction was also given to the CAO/Clerk to further amend By-law 38-2010 to establish a salary range for the Fire Chief position.**

**12. ADJOURNMENT**

**RESOLUTION # 2011-152**

**MOVED BY:** Councillor Myers

**SECONDED BY:** Councillor Desrochers

**BE IT RESOLVED THAT** Council hereby adjourns the meeting at 9:18 p.m.

**CARRIED**

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Mayor David Thompson

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CAO/Clerk – Michelle Larose