

Minutes of Committee of the Whole  
December 9th, 2014

Time: 7:00 p.m.

Location: Council Chambers

Meeting #31

Present: Mayor Ron Vandewal, Pat Barr, John McDougall, Alan Revill, Norm Roberts, Bill Robinson, Mark Schjerning, Ross Sutherland

Staff: Wayne Orr, Chief Administrative Officer, Louise Fragnito, Treasurer, Mark Segsworth, Public Works Manager, Lindsay Mills, Planner, Brian Gass, Chief Building Official

1 Call to Order

a) The meeting was called to order at 7:00 p.m.

2 Declaration of pecuniary interest and the general nature thereof - n/a

3 Scheduled Closed Session - n/a

4 \*\*\*Recess \*\*\*- n/a

5 Delegations - n/a

6 Reports Requiring Action

a) Brian Gass, CBO, re: Building By-law, permit fees minor wording amendment

Council was supportive of the changes to the Building fees that would see reduced fees as a result of rounding to the nearest dollar and accumulating changes until such time that the rate would round up. Opportunities for improved wording were discussed. The Public Meeting is to be advertised as required

b) Lindsay Mills, Planner, re: Proposed Official Plan Amendment: Common Element Lanes in Plans of Subdivision

Council had a number of questions on the implications of the Official Plan Amendment proposal. Mr. Mills to arrange for the Corporate Lawyer to attend Council to explain the concept and address questions. The Public Meeting has been scheduled for December 16. No decisions will be sought on December 16.

c) Wayne Orr, CAO, re: Sound System for Council Chambers

Council was supportive of purchasing a sound system for Council Chambers. To be brought forward for Council's decision

d) Wayne Orr, CAO, re: Management Compensation

Council was supportive of the recommended change to the non-union salary grid. To be brought forward for Council's decision

e) Wayne Orr, CAO, re: Committee Structure and Appointments

Initial direction from Council is summarized below. Council Member appointments to be brought forward for decision. Advertising to be confirmed

Committee of the Whole  
December 9, 2014

by Council.

**Frontenac Community Arena**  
2 members of SF Council - **Revill/Roberts**

**Police Services Board**  
**Mayor Vandewal**  
1 Citizen Appointee – **Advertise (1)**

**Rideau Valley Conservation Authority**  
1 member of Council - **Barr**

**Quinte Conservation Authority**  
1 member of Council - **Robinson**

**Cataraqui Region Conservation Authority**  
2 members of Council - **Sutherland/Revill**

**Cataraqui Trail Management Board**  
Up to four members–**McDougall/Sutherland**  
Citizens - **Advertise (2)**

**Committee of Adjustment**  
Four Council - **Barr/Sleeth/Schjerning/Robinson**  
Four Citizen - **Advertise (4)**

**Joint Accessibility Advisory Committee Representative**  
1 Citizen - **Advertise (1)**

**Pound Keeper (contracted service)**  
Citizen/Business - **Advertise (1)**

**Livestock Valuator (contracted service)**  
Citizen/Business - **Advertise (1)**

**Fence Viewers (contracted service)**  
Citizens - **Advertise (4)**

**Committee of the Whole**  
All of Council – **All of Council.**

**Corporate Services Committee**  
3 members of Council – **McDougall/Revill/Sutherland**

**Public Services Committee**  
3 members of Council – **discontinue transfer to Committee of the Whole**

**South Frontenac Recreation Committee**  
4 members of Council – **Schjerning/Roberts/Barr/Robinson**  
2 Members from District Committees - **To Be Determined**

**District Recreation Committees**  
Interested Citizens from each of the 4 Districts - **Advertise**

**Verona Community Association\***  
1 member of Council - **Robinson**  
Citizens

**Verona Medical Center**

**1 member of Council - McDougall**

Citizens

**Portland and District Historical Society**

1 member of Council - **McDougall**

Citizens

**Community Caring**

1 member of Council - **Robinson**

Citizens

**Battersea Pumpkin Festival**

1 member of Council - **Sleeth**

Citizens

- f) Wayne Orr, Chief Administrative Officer, re: Review of Procedural By-law

Council was generally supportive of:

- Housekeeping, minor grammatical and spelling corrections
- Maintaining the timing of the closed session with the exception of starting in Council Chambers and then moving into closed session.
- The posting, distribution of the agenda and notice provisions
- The relaxing of rules for the Committee of the Whole
- The introduction of a Notice of Motion section and the switch to announcements from new business
- Staff proposed changes regarding delegations
- Clarification on the process to govern staff participation in discussions
- The participation of the Presiding Officer following discussion, but surrendering the Chair to put forward motions
- The process for speaking to a motion
- Addressing changes to term appointments following the outcome on the notice of motion regarding term appointments

Following the debate on the notice of motion an amended version of the procedural bylaw will be brought forward for debate and decision of Council. Council was supportive of reviewing the revised procedural bylaw once it has been operational for a period of approximately 6 months.

- g) Wayne Orr, Chief Administrative Officer, re: 2015 Budget Schedule and Direction

Council gave direction of staff to proceed with the budget schedule as outlined and to prepare the budget with a target increase to the Township levy of 2 - 2.5%

7 Reports for Information

- a) Louise Fragnito, Treasurer, re: Year to Date Financials to September 30th, 2014

- b) Angela Maddocks, Executive Assistant, re: Quarterly E-Newsletters in 2015

8 Rise & Report

- a) County Council

Nothing to report at this time.

b) Arena Board

Nothing to report at this time.

c) Police Services Board

Nothing to report at this time.

9 Information Items

a) Allan McPhail, Chair, Cataraqui Region Conservation Authority, re: Letter of Congratulations

b) Doug Good, Cataraqui Trail Management Board, re: Cataraqui Trail - 2015 Budget Request

c) Ron Eddy, ROMA Chair, Rural Ontario Municipal Association, re: Request for Nominations for the 2015-2019 ROMA Board

10 New Business

a) Councillor Revill asked that the issue of restricting the discharging of fireworks within the Township be referred to the Corporate Services Committee for consideration.

11 Closed Session (if requested)

12 Adjournment

The meeting adjourned at 9:42 p.m.