

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE
REGULAR COUNCIL MEETING
January 22, 2013

The Council of the Corporation of the Township of McNab/Braeside met at 7:00 p.m.

Staff in attendance: Noreen C. Mellema, CAO/Clerk
Connie Graham, Treasurer/Deputy-Clerk
Ryan Frew, Director of Public Works and Property Manager
Geoff Patterson, Recreation Director
Ken Walton, Fire Chief

Media in attendance: Peter DeWolf, MyFm Radio
Sherry Haaima, Metroland Newspapers

1. **CALL TO ORDER AND ROLL CALL**

All members of Council were in attendance this evening.

2. **DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

No disclosures of pecuniary interest were declared at this time.

3. **ADOPTION OF AGENDA**

Moved by Councillor McIlquham, seconded by Councillor Campbell,
THAT the agenda dated January 22, 2013 be adopted as submitted
and circulated. **CARRIED.**

4. **DELEGATIONS AND PRESENTATIONS**

- Mr. John Smith, President - Arnprior and McNab/Braeside Archives

Mr. Smith was in attendance this evening to review the work of the Archives over the past 12 months and to present the plans for 2013. Mr. Smith opened his presentation by extending thanks to Councillor Robert Campbell for his strong support and interest. He then provided a brief overview of changes to the archivist team as well as advising of the passing of volunteer Stan Horrall.

Mr. Smith then explained that the Archives were at 19 events in 2012 including winter carnivals, genealogical conferences, Legion events, a Remembrance Day event, McNab Fun Fair, McNab Days, Arnprior Fair, Canada Day and Arnprior 150th. He added that they expect to have about the same number of events this year. Mr. Smith then advised that the

Archives brochure has been translated into French and the Archives is now on Facebook. Continuing on Mr. Smith noted that the 150th Anniversary is coming up in 4 years and they hope to do something big for the event, adding that ideas are welcome. A brief overview of some of the other activities undertaken by the Archives was then provided as well as an explanation regarding how the Archives are affected following the closing of the National Archives in December 2012.

In concluding his presentation Mr. Smith discussed the budget, noting that the Archives currently remains in a stable financial condition and received a comparable level of donations from the general public in 2012 as compared to 2011. He advised that they did experience increases in revenues generated through research fees, reproduction services and fund-raising but added that operational expenses have increased as expected through the addition of Archivist hours, recent upgrading of computer hardware and software, and renovations to the customer service area. Mr. Smith closed his presentation by stating that the Arnprior and McNab/Braeside Archives is again not requesting any additional increase in funding from the municipalities. Mayor Campbell thanked Mr. Smith for his attendance and presentation at this evening's meeting.

5. **MATTERS ARISING OUT OF THE DELEGATIONS HEARD**

Nil.

6. **ADOPTION OF PREVIOUS COUNCIL MINUTES**

Moved by Councillor Campbell, seconded by Councillor Styles, **THAT** the minutes of the January 8, 2013 Regular Meeting be adopted as submitted and circulated. **CARRIED.**

7. **REPORTS OF COMMITTEES OF COUNCIL & OTHER BOARDS, COMMITTEES AND COMMISSIONS**

a) **Mayor's Report**

Nil.

b) **Public Works and Property Department Report**

Moved by Councillor McIlquham, seconded by Deputy Mayor Blimkie, **THAT** the Public Works and Property Department Report dated January 17, 2013 be accepted as information as submitted and circulated. **CARRIED.**

Mayor Campbell requested that Item 6(d) in the January 15th minutes regarding the road

name change be referred back to the Public Works Committee to obtain the actual costs for the request of changing the name of the Creek Side Road and possibly come up with a policy on such. Mr. Frew advised that the cost of changing a current road's name could vary depending on the road and the amount of residents living on that road. Mayor Campbell requested that a process to deal with requests be developed for future reference.

Moved by Councillor Campbell, seconded by Brad McIlquham,
THAT the concrete blocks be removed as soon as possible from the recreational trail from Campbell Drive to Division Street.
CARRIED.

The signage required for the current use of the CN trail was discussed by Council and Deputy Mayor Blimkie advised that the Recreation Committee had discussed this issue briefly but no recommendation was made at that time. This matter was referred back to the Recreation Committee for additional discussion and recommendation on usage to Council. Councillor McIlquham advised that this matter had also been discussed at the CPAC meeting and that the OPP are patrolling this area and following up on this matter.

Moved by Councillor Campbell, seconded by Councillor McIlquham,
THAT the Township approve the cost of advertising in the 2014 Municipal Trade Show Program at a cost of \$300.00 for a 1/4 page ad.
CARRIED.

c) **Fire Department Report**

Moved by Councillor Styles, seconded by Councillor Campbell,
THAT the Fire Department Report dated January 16, 2013 be accepted as information as submitted and circulated.
CARRIED.

Chief Walton advised that all three winter carnivals are supported by the Firefighters Association. The Clerk read an email received from Karen Barsoski inviting staff and Council to participate in the McNab Carnival and also advised the donation by members of Council of baked beans for the breakfast would be appreciated.

Mayor Campbell thanked Chief Walton for his presentation handout and inquired about his department's asset management strategy plan. The Mayor suggested that he meet with the Treasurer regarding this issue. Councillor Styles advised that the Treasurer and Chief Walton have already discussed this matter and a complete inventory is to be completed for this purpose.

Chief Walton advised he will be bringing forth a recommendation at the February Council meeting regarding the auto extrication service and which option as outlined in his report he would be recommending for the Township. Council advised Chief Walton that prior to

Council making any decision on this matter he is to provide them with a complete business plan outlining all associated costs for the Township in providing this service which is to include the cost of having the donated equipment put into service as well as future replacement costs of such.

d) **Parks & Recreation Report**

Moved by Deputy Mayor Blimkie, seconded by Councillor McIlquham, **THAT** the Parks & Recreation Department Report dated January 15, 2013 be accepted as information as submitted and circulated. **CARRIED.**

The Recreation Committee recommends that Council move forward with the Town of Arnprior's Joint Recreation Committee proposal and appoint appropriate participants from McNab/Braeside to become part of this process.

Moved by Councillor McIlquham, seconded by Councillor Styles, **THAT** the recommendation from the Parks and Recreation Department Committee regarding the Joint Recreation Committee appointment be tabled to the February 19th Regular meeting of Council. **CARRIED.**

Moved by Councillor Styles, seconded by Councillor McIlquham, **THAT** Council approve the Recreation Department's participation in the Arnprior Life magazine for the purposes of promoting upcoming recreation-related programs, events and facilities. **CARRIED.**

Moved by Deputy Mayor Blimkie, seconded by Councillor Campbell, **THAT** Council approve the appointment of John Brady as Chair of the McNab Days River event held at Red Pine Bay and that he be given the authority to initiate fund-raising opportunities on behalf of the Township, and further that Boyd and Rose Ann MacLaren, as Chairs of the Scottish Festival, be given the same authority to fund-raise for their event as official Township representatives in this capacity. **CARRIED.**

Mayor Campbell inquired if the Recreation Director had reviewed the Healthy Community grant application. Mr. Patterson advised he did not pursue this application due to his time allocated for other issues. Mayor Campbell directed the Chair for the Recreation Committee to follow up on this item and that the Township should outline their priorities to meet Provincial requirements for Healthy Ontarians. Councillor McIlquham asked the Recreation Director when the mats would be installed in Braeside and White Lake. Mr. Patterson

advised that the Township has already received approval for \$3,000.00 in funding for this project.

e) **Waste Management Department Report**

Moved by Councillor Campbell, seconded by Deputy Mayor Blimkie, **THAT** the Waste Management Department Report dated January 16, 2013 be accepted as information as submitted and circulated. **CARRIED.**

f) **Treasury Department Report**

Moved by Deputy Mayor Blimkie, seconded by Councillor Campbell, **THAT** the Treasury Department Report dated January 16, 2013 be accepted as information as submitted and circulated. **CARRIED.**

g) **Arnprior & McNab/Braeside Archives**

Moved by Councillor Campbell, seconded by Councillor Styles, **THAT** the Arnprior & McNab/Braeside Archives Board of Management Meeting Agenda for January 17th, 2013; Minutes of November 15th, 2012; Archivist's Report of September 4th, 2012 - November 13th, 2012; Archivist's Report of November 14th, 2012, January 10th, 2013 and the Treasurer Report January 1st, 2012 - October 31st, 2012 be accepted as submitted and circulated. **CARRIED.**

8. **INFORMATION ITEMS**

a) Item: Correspondence Items Circulated

Moved by Deputy Mayor Blimkie, seconded by Councillor Campbell, **THAT** the correspondence items #1- #14 (January 7th - 18th, 2013 inclusive) which were distributed separately be accepted as information as circulated. **CARRIED.**

Item #1 - AMO Communications - Re: AMO Watch File - January 3, 2013.

Mayor Campbell spoke on the section under Federal Matters - Building Communities through Arts and Heritage Program and recommended the Township submit an application for the McNab Days Festival. Mayor Campbell further advised that the deadline for this application is April 30th, 2013 for a 2014 event. Mayor Campbell advised that she will

provide an example for the Treasurer and Recreation Director to review.

Item #2 - Renfrew Landowners Association - Re: Information Seminar for Municipal Officials.

Mayor Campbell, Councillor Campbell and Deputy Mayor Blimkie advised they will be attending this information seminar on behalf of the municipality.

Item #7 - Centre for Sustainable Watersheds - Re: Fostering Shoreline Conservation in Renfrew County Forum Invite.

Mayor Campbell and Councillor Campbell advised they would be attending this forum.

Item #13 - AMO Communications - Re: AMO Watch File - January 17, 2013

Item #14 - AMO Communications - Re: AMO Watch File - January 10, 2013

Mayor Campbell requested that Council review these items and advised that the County of Renfrew will be submitting comments on this issue.

b) Item: Ministry of Natural Resources Pembroke District - Water Response Team

Moved by Deputy Mayor Blimkie, seconded by Councillor McIlquham, **THAT** Council of the Township of McNab/Braeside accept the above noted correspondence as information as submitted and circulated. **CARRIED.**

9. MOTIONS

a) Item: Grant Applications

Moved by Deputy Mayor Blimkie, seconded by Councillor McIlquham, **THAT WHEREAS** Provincial and Federal Grant Funding require specific reporting structures and requirements and should be reported through the Township office; **AND WHEREAS** municipal funds can only be authorized by Council as a Whole; **THEREFORE BE IT RESOLVED THAT** all proposals for grant applications and the lead person for the application process be authorized by Council resolution prior to submission; **AND FURTHER THAT** a copy of all completed applications be provided to Council for their review and submitted to the Treasurer in conjunction with all subsequent reports relating to the application. **CARRIED.**

10. UNFINISHED BUSINESS

- a) Item: Multi-use Recreational Corridor - Goshen to Mansfield
- Policy Manual & Management Plan

Moved by Deputy Mayor Blimkie, seconded by Councillor Styles,
THAT Council of the Township of McNab/Braeside receive the
above noted policy manual and management plan as information.
CARRIED.

Councillor Campbell requested that the snowmobile club representative be contacted and requested to attend the next Recreation meeting to discuss possible funding opportunities available to them for upgrades and improvements to the recreation trail. The CAO was directed to contact Mr. David Hamilton and request his attendance at the next Recreation Committee meeting as discussed.

- b) Item: Science Fair

Mayor Campbell reported that she received a response from AJ Charboneau School that they do not participate in the County Wide Science Fair, however, they do have an in house science fair program.

11. **NEW BUSINESS**

- a) Item: County of Renfrew - Leadership Training

Moved by Councillor McIlquham, seconded by Deputy Mayor Blimkie, **THAT** Council of the Township of McNab/Braeside accept the above noted as information as submitted and circulated.
CARRIED.

Mayor Campbell advised she will be attending this training. Councillor Campbell requested that he be registered for this as well.

- b) Item: Ottawa Valley Economic Development

Moved by Deputy Mayor Blimkie, seconded by Councillor Styles,
THAT Council of the Township of McNab/Braeside approve a mileage budget of \$700.00 maximum to be used for Debbie McCorkell - Hoy attending monthly OVED Committee Meetings in Pembroke. **CARRIED.**

- c) Item: Communication Tower at Fire Hall

The Clerk read correspondence from Glentel advising of their intention to get out of the

tower real estate business and as such wish to surrender their current agreement with the Township regarding the tower currently located on Township property next to Fire Station #1. Council advised they would be interested in acquiring this asset as it currently houses the Township's fire communications equipment. The CAO was directed to notify Glentel of the Township's interest in this regard.

Mayor Campbell suggested that Ryan Frew and Ken Walton contact Chief Nolan of the County to discuss future fire communications for dispatch service requirements and how this might impact the tower as well as provide us with the information we need for better future planning.

d) Item: Personnel Committee Meeting

The Mayor advised that the Personnel Committee met at 6:00 p.m. this evening to discuss the job replacement due to Mrs. Graham's upcoming retirement. Recommendations were brought forward at the Committee meeting that the Township advertise and hire two positions at the remuneration as discussed for a Treasurer and Deputy Clerk. Council further discussed the current staffing level and workload as well as succession planning and the following resolution was passed by Council:

Moved by Deputy Mayor Blimkie, seconded by Councillor Styles,
THAT the Township of McNab/Braeside authorize the CAO/Clerk to advertise and hire for the positions of Deputy Clerk and Treasurer.
CARRIED.

The CAO advised she would provide copies of the new job descriptions to Council once revised.

e) Item: Budget Meeting

The Treasurer advised that a Budget Meeting is scheduled for February 4th, 2013 commencing at 9:00 a.m. for all departments.

12. **BY-LAWS**

Nil.

13. **NOTICE OF MOTIONS**

Nil.

14. **PUBLIC QUESTIONS**

Mr. Buchanan was in attendance and requested to speak with regards to the Pegasus Subdivision. Deputy Mayor Blimkie stated that this item was not on the agenda this evening

and only questions pertaining to items on the agenda may be asked.

Mayor Campbell permitted Mr. Buchanan to ask his question.

- a) Item: Pegasus Subdivision - Town of Arnprior

Mr. Buchanan inquired as to what the next steps were with regards to receiving a letter of clearance for the Pegasus Subdivision. Mayor Campbell stated that until the Township received new information from the Town of Arnprior as well as the Township engineers regarding this issue there is no reason for further discussions of Council at this time.

15. **CLOSED MEETING SESSION**

Nil.

16. **NOTICE OF COUNCIL MEETING DATES**

As recorded on the agenda.

17. **CONFIRMATORY BY-LAW**

- a) Item: By-Law #2013-03 - Confirm the proceedings of Council - January 22, 2013

Moved by Deputy Mayor Blimkie, seconded by Councillor McIlquham, **THAT** By-Law No. 2013-03, Being a By-Law to confirm the proceedings of the Council of the Corporation of the Township of McNab/Braeside at the Regular Meeting held on January 22, 2013, I now deemed read a second and third time short and it is hereby enacted and passed. **CARRIED.**

18. **ADJOURNMENT**

Moved by Councillor Styles, seconded by Deputy Mayor Blimkie, **THAT** this meeting of Council adjourn at 9:30 p.m. **CARRIED.**

MAYOR

CAO/CLERK

(Original signed by Mayor Mary M. Campbell and CAO/Clerk Noreen C. Mellema)