



The Corporation of the Township of Malahide

A G E N D A

December 2, 2010 – 8:00 p.m.

- (A) Disclosure of Pecuniary Interest
- (B) Approval of Previous Minutes **RES 1**
- (C) Presentations/Delegations/Petitions
 1. Rezoning Application of George Francis Buchner relating to property at Part Lot 10, Concession 12, Geographic Twp of South Dorchester. **RES 2 - 4(Pages 1 - 9)**
- (D) Reports of Departments:
 - (i) Director of Fire & Emergency Services
 - (ii) Director of Physical Services
 - Water
 - Jamestown Line Water Line Extension **RES 5 (Page 10 -12)**
 - Drainage
 - Petition for Drainage Improvements to the S. Ryan Drain Extension **RES 6 (Pages 13 -15)**
 - Drainage Petition for Bergen Drain regarding property at Lots 14 and 15, Concession 4 (Luton). **RES 7 (Page 16 - 17)**
 - Roads
 - Activities Report; Roads Division **RES 8 (Page 18)**
 - Springfield Sidewalk Inspection **RES 9 (Pages 19 - 22)**
 - Speed Zones: Brook Line & College Line **RES 10 (Pages 23 -27)**
 - Springfield Santa Claus Parade **RES 11**
 - Street Lighting: Village of Springfield **RES 12 (Pages 28 - 29)**
 - Backhoe Replacement Committee **RES 13 (Page 30)**
 - (iii) Director of Community & Corporate Services
 - Building/By-law Enforcement – Council Report **RES 14 (Pages 31)**
 - Community & Corporate Services – Doors Open Ontario 2011 Application **RES 15 (Page 32 - 33)**

- (iv) Director of Financial Services
 - Accounts Payable **RES 16**
 - Banking Signing Authority **RES 17 (Pages 34 -36)**
 - 2010/11 Municipal Insurance Program Review **RES 18 (Pages 37 - 38)**
 - Policy – Council Attendance at Conventions, Seminars & Workshops **RES 19 (Pages 39 -44)**
 - East Elgin GIS Partnership Reserve Allocation **RES 20 (Pages 45)**
 - 2009 Consolidated Financial Statements **RES 21 (Pages 46)**
 - 2010 Year End Report – Parkland Fund **RES 22 (Pages 47)**
 - Tenders – Grader Purchase **RES 23 (Pages 48- 51)**
- (v) CAO/Clerk
 - Hazardous Waste/Electronics Recycling Depot **RES 24 (Page 52 - 53)**
 - 2011 Council Meeting Schedule **RES 25 (Page 54 - 55)**
 - 2010 Municipal Election Process **RES 26 (Pages 56 -58)**
 - 2010 Municipal Elections – Accessibility **RES 27(Pages 59 - 63)**
 - Designation of Community Emergency Management Coordinator (CEMC) & Alternate CEMC **RES 28 (Pages 64 - 65)**
 - Acknowledgement of Employee Years of Services **RES 29 (Pages 66 - 68)**
 - Accountability & Transparency Policy **RES 30 (Pages 69 -71)**
- (E) Reports of Committees/Outside Boards. **RES 31**
 1. Long Point Region Conservation Authority Minutes November 3, 2010; **(Pages 72 - 78)**
 2. East Elgin Community Complex – Draft Minutes dated Nov. 16, 2010. **(Pages 79 - 82)**
 3. Joint Health & Safety Committee Minutes – November 4, 2010 **(Pages 83 -87)**
- (F) Correspondence
- (G) New Business
 1. Rezoning Application - Versnick Farms Ltd. regarding property located at Part Lots 28 and 29, Concession 5, Malahide. (Agent: Lee Kent). **RES 33 (Pages 88 - 94)**
 2. East Elgin Community Complex request for support for Family New Year's Eve party and Canada Day Celebration Program. **RES 34 and 35 (Pages 95)**

3. Establishment of a Compensation Review Committee **RES 36(Page 96)**
4. Organizing Committee for the St. Thomas Elgin Children's Water Festival **(Page 97)**

(H) By-laws

1. 10-76 - Procedural By-law. **RES 37 (Page 98 - 120)**
2. 10-69 - Drainage By-law – Third Reading – Claxton Drain **RES 38 (Pages 121 - 122)**
3. 10-70 - Drainage By-law – Third Reading – Caroline Davis Drain **RES 39 (Pages 123 - 124)**

(I) Closed Session – _____ Matter

(J) Confirmatory By-law 10-77 **RES 40 (Page 125)**

(K) Adjournment **RES 41**

1. THAT the minutes of the regular meeting of the Council held on November 18, 2010 be adopted as printed and circulated.
2. THAT the Public Meeting for the Rezoning Application for George Francis Buchner be called to order at 8: p.m.

AND THAT Dave Mennill be appointed Chairman.

3. THAT the Public Meeting relating to Rezoning Application for George Francis Buchner be adjourned and the Council Meeting reconvene at 8: p.m.
4. THAT By-law No. 10-49 being a By-law to amend the Zoning for property owned by George Francis Buchner, relating to the property located on the northwest corner of Newell Road and Ron McNeil Line, in Part Lot 10, Concession 12, Geographic Township of South Dorchester, be given first, second and third readings, and properly signed and sealed.
5. THAT Report W-10-38 entitled "Jamestown Line Water Line Extension" be received.

AND THAT Council retains the services of Spriet Associates London Limited to prepare the necessary report.

6. THAT Report entitled "Petition for Drainage Improvements to the S. Ryan Drain Extension" be received;

AND THAT John R. Spriet of Spriet Associates London Ltd. be appointed to prepare an Engineer's report for the Thiessen petition for improvements to the S. Ryan Drain Extension.

7. THAT the Petition for the Bergen Drain signed by Herman Bergen, for property in Lots 14 and 15, Concession 4, Malahide, be accepted.

THAT the Engineer, Spriet Associates, be requested to prepare the necessary report.

8. THAT Report No. R-10-20 entitled "Activities Report: Roads Division" be received.
9. THAT Report PS-10-33 entitled "Springfield Sidewalk Inspection" be received;

AND THAT staff be authorized to undertake the recommendations outlined in the report.

10. THAT Report PS-10-32 entitled "Speed Zones: Brook Line & College Line" be received;

AND THAT staff be authorized to take the necessary steps to extend the 50 km/hr reduced speed zone on Brook Line westerly to the limit of the built up area as identified in staff report PS-10-32.

11. THAT the Springfield Santa Claus Parade be authorized to be held on Saturday, December 4, 2010, at 1:00 p.m.;

AND THAT the Chief Administrative Officer/Clerk be authorized and directed to enter into an agreement with the County of Elgin to permit the closure of Ron McNeil Line within the Village of Springfield on December 4, 2010 to accommodate the parade.

12. THAT Report No. PS-10-34 entitled Street Lighting Village of Springfield be received as information;

AND THAT Council authorizes staff to proceed with the installation of the street lights in the Village of Springfield as identified in the report;

AND THAT Staff be directed to develop a comprehensive street light policy for the Township of Malahide.

13. THAT Report No. PS-10-35 entitled Backhoe Replacement Committee be received as information;

AND THAT Councillor be appointed to sit as a member of the Backhoe Review Committee.

14. THAT Report No. BE-10-20 entitled "Building/By-law Enforcement – Council Report" be received;

15. THAT Report No. CS-10-23 entitled "Community & Corporate Services – Doors Open Ontario 2011 Application" be received;

AND THAT the Director of Community and Corporate Services be authorized to submit the Organizer Registration form with payment of \$1,695.00 to Doors Open Ontario to host an event in 2011 in partnership with the Town of Aylmer and the Municipality of Bayham.

16. THAT Cash Disbursements Journal No. 886 to No. 890 in the amount of \$674,276.72 be approved.

17. THAT Royal Bank of Canada (the "Bank") is appointed banker for the Customer.

THAT either the Mayor or Deputy Mayor with any one of the Treasurer or CAO/Clerk are authorized on behalf of the Customer from time to time:

- a) to withdraw or order transfers of funds from the Customer's accounts by any means including the making, drawing, accepting, endorsing or signing of cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;
- b) to sign any agreements or other documents or instruments with or in favour of the Bank, including the Bank's general financial services agreement and contracts relating to products or services provided by the Bank to the Customer; and
- c) to do, or to authorize any person or persons to do, any one or more of the following:

- (i) to receive from the Bank any cash or any securities, instruments or other property of the Customer held by the Bank, whether for safekeeping or as security, or to give instructions to the Bank for the delivery or other transfer of any such cash, securities, instruments or other property to any person named in those instructions;
- (ii) To deposit with or negotiate or transfer to the Bank, for the credit of the Customer, cash or any security, instrument or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the Customer, or any other name under which the Customer carries on business, on any security or instrument;
- (iii) to instruct the Bank, by any means, to debit the accounts of third parties for deposit to the credit of the Customer;
- (iv) to receive statements, instruments and other items (including paid cheques) and documents relating to the Customer's accounts with or any service of the Bank (including any revisions to the Bank's rules and manuals of operation), and to settle and certify the Customer's accounts with the Bank, and to receive from the Bank any software and any security devices, including security cards, codes, and passwords, relating to electronic banking services or electronic communications between the Customer and the Bank, and to determine and set the levels and limits of authority applicable to individual security device

THAT the provisions contained in the Bank's general financial services agreement including, without limitation, the provisions concerning the binding effect of electronic communications received by the Bank from or in the name of the Customer, are expressly approved.

THAT all instruments, instructions, agreements and documents made, drawn, accepted, endorsed or signed (under the corporate seal or otherwise) as provided in this Resolution and delivered to the Bank by any person, shall be valid and binding on the Customer, and the Bank is hereby authorized to act on them and give effect to them.

THAT the Bank be furnished with:

- a) a copy of this Resolution; and
- b) a list of the names of the persons authorized by this Resolution to act on behalf of the Customer, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons;
- c) each certified by the Mayor and Treasurer in writing, any authorization made under paragraph 2 (c) of this Resolution.

THAT any document furnished to the Bank as provided for in paragraph 5 of this Resolution shall be binding upon the Customer until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of the Bank where the Customer has its account.

18. THAT Report T-10-58 being the 2010/2011 Municipal Insurance Program Review be received;

AND THAT the Municipal Insurers be authorized and directed to amend the Insurance Deductible amount from \$5,000.00 to \$10,000.00 effective December 1, 2010.

19. THAT Report T-10-60 regarding the Policy for Council Attendance at Conventions, Seminars and Workshops be received;

AND THAT the Council Attendance at Conventions, Seminars and Workshops Policy be approved.

20. THAT Report T-10-61 regarding the East Elgin GIS Partnership – Reserve Allocation be received;

AND THAT funds of \$15,557.00 be transferred into the GIS Partnership Reserve.

21. THAT Report T-10-61 regarding 2009 Consolidated Financial Statements be received;

AND THAT the December 31, 2009, Consolidated Financial Statements be accepted as received.

22. THAT Report T-10-63 being the 2010 Year End Report for the Parkland Fund be received.

23. THAT Report T-10-64 regarding Tenders for a Grader Purchase be received;

AND THAT staff be authorized to prepare and call tenders for the purchase of a Grader to replace the 1991 John Deere Grader.

24. THAT the Township's participation with the Town of Aylmer in the Hazardous Waste and Electronics Recycling Collection Day to be held on Saturday, September 17, 2011, from 9:00 – 2:00 p.m. at the East Elgin Community Complex, with costs to be shared by municipalities on a pro-rated user basis be confirmed.

25. THAT the attached schedule of regular Council Meeting dates for the 2011 calendar year be approved;

AND THAT the Municipal Staff be requested to post such schedule on the municipal website.

26. THAT Report No. CAO-10-27 concerning the 2010 Municipal Election Process be received for information.

27. THAT Report No. CAO-10-28 regarding information about the identification, removal and prevention of barriers that affect voters and candidates with disabilities in relation to the 2010 Municipal Election be received.

28. THAT Paul Groeneveld, Director of Fire & Emergency Services, be designated as the Community Emergency Management Coordinator (CEMC) for the Township and Rob Johnson, Director of Physical Services, be designated as the alternate CEMC.

29. THAT the Municipal Staff be authorized to make the necessary arrangements for an Employee Years of Service Recognition Event to be held in late January or early February, 2011, for all eligible Municipal Employees, including volunteer firefighters.

30. THAT Report No. CAO-10-31 setting out the Accountability and Transparency Policy be adopted for the Township of Malahide.

31. THAT the following Reports of Committees/Outside Boards be noted and filed:
 1. Long Point Region Conservation Authority Board of Directors Minutes of November 3, 2010.
 2. East Elgin Community Complex Board of Management Draft Minutes November 16, 2010,
 3. Joint Health and Safety Committee Minutes of November 4, 2010.

32. THAT the following correspondence be noted and filed:
 1. The Preston Post – November 29, 2010.
 2. AMO Watch File dated November 18, 2010.
 3. Long Point Region Conservation Authority – 30 day notice to affected Municipalities – 2011 Draft LPRCA Budget.
 4. AMO Breaking News - Fall Economic Statement preserves up-load schedule for municipalities.
 5. Ontario Good Roads Association information regarding Minimum Maintenance Standards Litigation – Status Report.
 6. Central Elgin – Notice of Passing Zoning By-law – 6407 Sunset Road; 46291 New Sarum Line; and, 345 Elizabeth Street.
 7. Community Matters November/December 2010 Newsletter
 8. Ministry of Citizenship and Immigration invitation to participate in Volunteer Service Awards program.

33. THAT the Clerk be authorized and directed to forward the planning application of Versnick Farms Ltd., (Agent, Lee Kent) relating to the property located at Part Lots 28 and 29, Concession 5, Geographic Township of Malahide, to the Municipal Planner, IBI Group, for their review and comments.

34. THAT the Malahide Township Council supports the East Elgin Community Complex Family New Year's Eve Party in the maximum net amount of \$2,500.00 with the Township of Malahide paying 50% of the net costs not to exceed \$1,250.00.

35. THAT the Malahide Township Council supports the East Elgin Community Complex Canada Day Celebration Program in the maximum net amount of \$11,000.00 with the Township of Malahide paying 50% of the net costs not to exceed \$5,500.00.

36. THAT a Compensation Review Committee be established to undertake a review of the Township's compensation practices for all Municipal Staff, both Unionized and Non-Unionized, with a view to finding efficiencies and reducing overall municipal costs where practical and appropriate;

AND THAT the Mayor, the Deputy Mayor, the Chief Administrative Officer/Clerk, the HR Co-ordinator, and the County of Elgin Human Resources Director be appointed to the Compensation Review Committee;

AND THAT the Compensation Review Committee be requested to report back to the Council with respect to its findings and recommendations by mid-March, 2011.

37. THAT By-law No. 10-76 being a procedural By-law, be given first, second and third readings, and be properly signed and sealed.

38. THAT By-law No. 10-69 be read a third time and finally passed (Claxton Drain).

39. THAT By-law No. 10-70 be read a third time and finally passed (Caroline Davis Drain).

40. THAT By-law No. 10-77, being a Confirmatory By-law, be given first, second and third readings, and be properly signed and sealed.

41. THAT the Council adjourn its meeting at _____ p.m. to meet again on December 16, 2010, at 8:00 p.m.