

**THE TOWNSHIP OF ASPHODEL-NORWOOD  
COUNCIL MINUTES**

August 9, 2011

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The Municipal Council of the Township of Asphodel-Norwood held a regular council meeting on the 9<sup>th</sup> day of August 2011, at 9:00 a.m. in the Town Hall Council Chambers with the following in attendance:

Council:           Reeve Percy  
                      Deputy Reeve Crowley  
                      Councillor Millett  
                      Councillor Hay  
                      Councillor Kloosterman

Staff present:   Valerie Przybilla    CAO / Clerk-Treasurer  
                      Patricia Sherwin    Deputy Clerk

Media:            Mark Holt      Community Press

**CALL TO ORDER**

**DECLARATION OF PECUNIARY INTEREST**

Reeve Percy advised members that anyone having a pecuniary interest in any matter before this council could declare that interest now or at the time the matter arises.  
None declared at this time.

**AGENDA**

174/11 Moved by:       Deputy Reeve Crowley  
      Seconded by:   Councillor Millett  
      Additions:     Item C2 – Correspondence for Action from GPC AED – requesting relief from rental fee  
                      Correspondence for information – from Ministry of Transportation re: extending walk signal at Hwy#7 and County Rd 45 intersection.  
      “**THAT** the Asphodel-Norwood council agenda for August 9, 2011 be approved as amended.”

Carried

**MINUTES**

175/11 Moved by:       Councillor Millett  
      Seconded by:   Councillor Hay  
      “**THAT** the minutes from the council meeting of July 12, 2011 be adopted as circulated.”

Carried

**DELEGATIONS**

**Steven Fournier and Terry Low, ORCA**

Re: ORCA Governance and Operational Review

Notes:

- Reviewed with Council the report and the 7 recommendations detailed within.
- Introduced the new CAO, Allan Seabrook

Delegation excused at 9:35 a.m.

**Darlene Cook – Peterborough Housing Corporation**

RE: 53 Spring Street

Notes:

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- Operates 28 housing units in the Township of Asphodel-Norwood
- Requests complaints and/or comments be directed to the Peterborough Housing Corporation
- Policy change in 2001 from seniors to “seniors and singles” as they were unable to sustain occupancy
- Wait list is currently 18 seniors and 54 non seniors for the building in Norwood
- Potential tenants are screened when they apply based on specific guidelines pertaining to income and rental payment arrears
- Current occupancy rate is 56% - seniors (over 60) and 72% - non seniors (over 50)
- Canine companions are required to be licensed and up to date with rabies shots – no restrictions on size
- Peterborough Housing Corporation has procedures and protocols in place for reacting to illegal acts conducted on the premises by tenants
- Legislation does not permit screening of tenants based on prior criminal convictions – not permitted to run criminal background checks of applicants.

Delegation excused at 10:05 a.m.

**REPORTS**

Council received a verbal report from Michael Gundry, AECOM Inc., regarding the water meter tenders. James Mayo of Master Meter was on hand to answer questions pertaining to their equipment.

**R1 – Flag prices for PW Building**

177/11 Moved by: Councillor Hay

Seconded by: Deputy Reeve Crowley

***“THAT** the Council of the Township of Asphodel-Norwood receive the report regarding the Flags for Public Works Building for information purposes;  
**AND FURTHER THAT** the matter be brought forward in the 2012 Budget Deliberations.”*

Carried

**R2 – Speed Meter Signs**

178/11 Moved by: Councillor Hay

Seconded by: Councillor Millett

***“THAT** the Council of the Township of Asphodel-Norwood receive the report regarding the speed meter signs for information purposes;  
**AND FURTHER THAT** the matter be brought forward in the 2012 Budget Deliberations.”*

Carried

**R3 – Curbside Collection Contract Extension**

179/11 Moved by: Councillor Millett

Seconded by: Deputy Reeve Crowley

***“THAT** the Council of the Township of Asphodel-Norwood approve the extension of the existing Curbside Collection Contract with M&M Disposal Service from August 31<sup>st</sup>, 2011 to October 31<sup>st</sup>, 2011 at the existing monthly amount of \$3,720.00, with a monthly fuel surcharge fee of 5%;  
**AND FURTHER THAT** if diesel fuel falls below \$1.00/litre the fuel surcharge will be waived.”*

Carried

**R4 – 15T-96001 Street Name Request**

180/11 Moved by: Deputy Reeve Crowley

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Seconded by: Councillor Millett

*“**THAT** the Council of the Township of Asphodel-Norwood authorize the naming of the road as East Maple Avenue with the street numbering as 1 through 12.”*

Carried

**R5 - Fire Chief/Facilities Manager June Report**

181/11 Moved by: Councillor Millett

Seconded by: Councillor Kloosterman

*“**THAT** the Council of the Township of Asphodel-Norwood receive Fire and Facilities report for information purposes only.”*

Carried

**R6 – Surplus Equipment**

182/11 Moved by: Councillor Hay

Seconded by: Councillor Kloosterman

*“**THAT** the Council of the Township of Asphodel-Norwood defer the report regarding surplus equipment to the next meeting of Council on September 13<sup>th</sup>, 2011.”*

Carried

**R7 – CBO Monthly Update**

183/11 Moved by: Councillor Kloosterman

Seconded by: Councillor Hay

*“**THAT** the Council of the Township of Asphodel-Norwood receive the Building Department report for information purposes only.”*

Carried

**R8 – Closed Meeting Procedures Policy**

184/11 Moved by: Councillor Kloosterman

Seconded by: Councillor Millett

*“**THAT** the Council of the Township of Asphodel-Norwood receive for information the Closed Meeting Procedures Policy.”*

Carried

**R9 – Purchase of 2012 Tandem Truck**

176/11 Moved by: Councillor Hay

Seconded by: Councillor Millett

*“**THAT** the Council of the Township of Asphodel-Norwood authorize the purchase of a 2012 diesel powered tandem truck complete with snow plow harness, two-way plough, wing and all-season dump body/spreader from Winslow-Gerolamy Motors Limited for the cost not to exceed \$189,203 plus applicable taxes.”*

Carried

**ACCOUNTS**

185/11 Moved by: Councillor Kloosterman

Seconded by: Councillor Hay

*“**THAT** the Council of the Township of Asphodel-Norwood receive the June accounts in the amount of \$564,504.40.”*

Carried

**CORRESPONDENCE – For Action/Support**

**C1 Community Care Norwood**

Re: Play Works – Youth Friendly Community Recognition Program 2011

Recommendation: motion to receive and file

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186/11 Moved by: Councillor Millett  
Seconded by: Councillor Kloosterman  
“**THAT** the Council of the Township of Asphodel-Norwood receive and file the information receive from Play Works – Youth Friendly Community Recognition Program 2011.”

Carried

**C2 Sustainable Peterborough**

Re: Request for relief from rental fees

187/11 Moved by: Deputy Reeve Crowley  
Seconded by: Councillor Hay  
“**THAT** the Council of the Township of Asphodel-Norwood waive the rental fees for the Town Hall facility for the Greater Peterborough Corporation Area Economic Development, Sustainable Peterborough open house being held on August 9<sup>th</sup>, 2011.”

Carried

**CORRESPONDENCE – For Information**

**County of Peterborough** - County resolution regarding 4-way stop at County Road 38 and County Road 8

**County of Peterborough** - Subdivision File 15T-96001 extension of draft plan approval

**Township of Douro-Dummer** – Ontario Hydro Outages and Maintenance Program

**Peterborough County-City Health Unit** – Bed Bug Program – Additional Assistance

**Township of Douro-Dummer** – Intersection at County Rd 38 and County Rd 4 – Resolution Number 234-2011 in support of stop sign installation request.

**County of Peterborough** – Reduced Speed Limit – County Rd 45.

**Ministry of Transportation** – Extending walk signal at Hwy #7 and County Rd 45 intersection.

188/11 Moved by: Deputy Reeve Crowley  
Seconded by: Councillor Hay  
“**THAT** the Council of the Township of Asphodel-Norwood receive and file the above noted correspondence.”

Carried

**CAO/Clerk List**

- **Enabling Accessibility Fund – 2011 call for proposals** – Council agreed to apply for the grant pertaining to accessibility renovations to the Westwood Library and the Town Hall.
- **Funds donated** – asked to be used for park benches along County Rd 45 in the area of Mapleview Retirement Residence.
- **Purchasing Policy** – Chuck Pedersen requested to have the roof repair of the Westwood Library be exempted from the Purchasing Policy, so that the quotation process may be used to permit obtaining three (3) written quotes for the work instead.

189/11 Moved by: Deputy Reeve Crowley  
Seconded by: Councillor Millett  
“**THAT** the Council of the Township of Asphodel-Norwood approve the use of

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*the quotation process as requested for the roof repairs at the Westwood Library.”*

Carried

**REEVE & COUNCIL**

- **CETA – The Comprehensive Economic and Trade Agreement**

190/11 Moved by: Deputy Reeve Crowley

Seconded by: Councillor Millett

*“THAT the Council of the Township of Asphodel-Norwood supports the resolution from Trent Hills regarding their request to the Association of Municipalities of Ontario (AMO) pertaining to the Canada – European Union Free Trade Agreement (CETA).”*

Carried

- **Township of Havelock-Belmont-Methuen – Proposed Long Term Care Home**

191/11 Moved by: Councillor Millett

Seconded by: Deputy Reeve Crowley

*“THAT the Council of the Township of Asphodel-Norwood supports the proposed Long Term Care Facility in the Township of Havelock-Belmont-Methuen.”*

Carried

- **Letter of Recognition**

192/11 Moved by: Councillor Millett

Seconded by: Councillor Kloosterman

*“THAT the Council of the Township of Asphodel-Norwood authorize staff to send a letter of recognition and thanks to Mr. and Mrs. Perry for their continuing contribution to the clean-up of the downtown area.”*

Carried

- **Alma Street extension**

193/11 Moved by: Councillor Millett

Seconded by: Councillor Hay

*“THAT the Council of the Township of Asphodel-Norwood direct staff to obtain quotes for using tar and chip on both Alma St and Mill St as an alternative to the asphalt paving.”*

Carried

- **Conflicts with Council Meeting Dates:** Council agreed to move the Committee of the Whole meeting on October 11<sup>th</sup> at 9:00 a.m. to Thursday October 13<sup>th</sup> at 9:00 a.m.

**COMMITTEE UPDATES:**

- **Asphodel-Norwood Beautification Board** – minutes received for information
- **Asphodel-Norwood Historical Society**
- **Asphodel-Norwood Library Board** – meeting held on August 2<sup>nd</sup>: HVAC is a priority on the list of renovations at the Westwood branch; Library Board will supplement whatever shortfall of costs for replacing all of the windows to be done this year instead of just replacing two (2); also request the replacement windows are able to be opened and that their design is in keeping with the

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architectural heritage features of the building.

- **Mill Pond Committee** – next meeting is Monday, August 15<sup>th</sup>.
- **County Council**

**BY-LAWS**

194/11 Moved by: Councillor Millett  
Seconded by: Councillor Kloosterman  
*“THAT the by-law to appoint a Building Inspector, Property Standards Officer, By-Law Enforcement Officer, and Livestock Valuer for the Township of Asphodel-Norwood be read a first, second and third time and finally passed and numbered 2011-35.”*  
Carried

195/11 Moved by: Councillor Hay  
Seconded by: Councillor Millett  
*“THAT the by-law to authorize the Reeve and Clerk to sign an Agreement with the Ministry of Agriculture, Food and Rural Affairs for the Ontario Small Waterworks Assistance Program Phase 3 Contribution Agreement be read a first, second and third time and finally passed and numbered 2011-36.”*  
Carried

196/11 Moved by: Deputy Reeve Crowley  
Seconded by: Councillor Millett  
*“THAT the by-law to authorize the Reeve and Clerk to sign a Services Agreement between the Corporation of the Township of Asphodel-Norwood and the Ontario Clean Water Agency be read a first, second and third time and finally passed and numbered 2011-37.”*  
Carried

197/11 Moved by: Councillor Hay  
Seconded by: Councillor Millett  
*“THAT the by-law to share equipment with Otonabee-South Monaghan, Douro-Dummer and Havelock-Belmont-Methuen be read a first, second and third time and finally passed and numbered 2011-38.”*  
Carried

**CLOSED SESSION**

198/11 Moved by: Councillor Millett  
Seconded by: Councillor Hay  
*“THAT the Council of the Township of Asphodel-Norwood enters closed session to discuss two (2) matters: one (1) concerning labour relations or employee negotiations; and one (1) concerning an identifiable individual with relation to a property standards issue.”*  
Carried

**CONFIRMATION BY-LAW**

199/11 Moved by: Deputy Reeve Crowley  
Seconded by: Councillor Millett  
*“THAT the by-law to confirm the proceedings of the Corporation of the Township of Asphodel-Norwood held on the 9<sup>th</sup> day of August 2011 be read a first, second and third time and finally passed and numbered by-law 2011-39.”*  
Carried

**ADJOURNMENT**

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200/11 Moved by: Councillor Hay

Seconded by: Councillor Kloosterman

***“THAT** the meeting held on the 9<sup>th</sup> day of August, 2011 be adjourned at 1:00 p.m. with Council to meet at the Regular Committee of the Whole Meeting scheduled for Tuesday, September 13<sup>th</sup>, 2011 at 9:00 a.m. or at the Call of the Chair.”*

Carried

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Reeve Douglas J. Percy

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CAO / Clerk Valerie J. Przybilla