

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
THURSDAY OCTOBER 9, 2008 at 7:00 p.m.  
HELD AT THE LATCHFORD COMMUNITY RECREATION CENTRE**

**PRESENT:**

**Council:** Mayor Peter Davies, Councillor Larry Anderson, Councillor Maxine Cannon, Councillor Mike Cole and Councillor Ruby Shortt

**Regrets:**

**Staff:** Betty Gibson, Clerk-Treasurer

**Public:** 5

**Press:** Jim Patrickson, CJTT

**1. Call to Order**

Mayor Davies called the meeting to order.

**2. Resolution No. 08/481 - Adoption of the Agenda**

**Moved By:** Maxine Cannon

**Seconded By:** Larry Anderson

**Be it resolved that** the October 9, 2008 Agenda be adopted as circulated.

**CARRIED**

**3. Declaration of pecuniary interest/conflict of interest**

None

**4. Presentation:**

**Douglas Kane of Cold Water Hydro Corporation** made an excellent presentation on the development of the Latchford Dam as the first North American Demonstration Site using a new technology – VLH turbines to produce electricity. Mr. Kane advised they planned to apply to the Ministry of Natural Resources in December of this year with a possible approval date of 2010; it would then take eight years to develop the site.

If successful, Cold Water Hydro, would employ four residents of Latchford on a permanent part-time basis.

The project, when complete, would draw visitors interested in this new technology.

**5. Comfort Station:**

The following points were discussed.

- Outside Lights will be placed above each washroom. Also the light on the pole should be extended to expand the lighted area.
- A large “Washroom” sign will be placed on the south side of the building. Julie Robinson will order a sign.
- The period of operation will be from May 22<sup>nd</sup> to September 30.
- The washrooms will be left open during the summer season; the showers will be locked and keys given to campers when registering.

**6. Wednesday Office Closure:**

A resolution will be placed on the October 23<sup>rd</sup> meeting to extend the period until December, with further review at that time.

**7. 2007 Audit:**

The Mayor presented an analysis of the 2007 Financial Statements.

**8. 2008 Budget:**

A resolution will be placed on the October 23<sup>rd</sup> council meeting to amend the budget as follows:

- The transfer from reserves to cover the deficit amended from \$74,660 to \$71,784 per the final audit report.
- Remove the transfer from reserves of \$9,395.42 for the overpayment of the Ministry of Finance dam compensation.
- Redirect the transfer of \$20,000 from Greenwood Park to the General Government Reserves.

**9. Monthly Financial Report:**

The Clerk-Treasurer circulated the Monthly Financial Report to September 30<sup>th</sup>, which included the detailed monthly report and a one page budget summary.

The Mayor circulated a one page summary of the Monthly Financial Report which has formulas that enable the detailed report to be transferred to the one page summary without additional calculation required. It was noted that this is the report which Council wishes to receive.

**10. Landfill Site - Scrap:**

The scrap has been picked up but the tires have not yet been taken, nor has payment been received for the scrap. The Clerk-Treasurer will discuss this with Public Works and contact the purchaser.

**11. Halloween Dance:**

The dance is scheduled for Saturday November 1. The Community Recreation Committee signed the liquor permit. The Mayor confirmed he will arrange for a DJ etc. All proceeds will be donated to the Food Bank. Volunteers are need for the bar and the door.

**12. Recreation Centre Expansion:**

Councillor Anderson and the Clerk will prepare a Request for Proposal on Thursday October 16<sup>th</sup> for review by Council at the October 23<sup>rd</sup> Regular Council Meeting.

**13. Asset Management:**

The Clerk circulated a report with respect to a proposal to complete an Asset Management Plan in accordance with the new reporting guidelines for municipalities. Council directed the Clerk to advise the consultant that the proposal was accepted and a resolution will be passed at the October 23<sup>rd</sup> council meeting.

**14. Furnace at the Town Office:**

The Clerk-Treasurer provided a report to council. Council agreed other options should be investigated i.e. propane; outside wood-burning. The Town's insurance provider will be contacted to confirm the insurance premium will not be affected. A decision will be made as soon as possible as the furnace can not be left on as it overheats after a few hours.

**15. Employee Benefit Renewal:**

The Clerk-Treasurer provided a report on the Employee Benefit Renewal Policy. The premium has decreased by \$3,600. A resolution will be placed on the October 23<sup>rd</sup> Council meeting to accept the renewal policy.

**16. OCWA:**

Council directed the Clerk to investigate other options. A meeting will be coordinated with OCWA the week of October 14<sup>th</sup>.

**17. AMO re: Federal Election:** For Information.

**18. New Business:**

1. Council agreed that a driveway at the north end of town should be paved to the grade of the new pavement as were others. The Clerk will advise the Engineer and Contractor.
2. High Speed Internet – There have been technical difficulties and high speed will be in Latchford in two weeks.
3. Cosens Culvert: Cedar posts will be used to fence off the area for the wood lot.
4. FedNor Funding for an Intern was reviewed by Councillor Anderson. A resolution will be placed on the October 23<sup>rd</sup> meeting.
5. Fred Keenan Centre: The roof must be repaired as it is leaking badly.

**19. In-Camera**

**Resolution No. 482**

**Moved By:** Maxine Cannon

**Seconded By:** Ruby Shortt

**Be it resolved that** the Council for the Town of Latchford enter into a Closed Meeting at 8:50 p.m. to discuss the following matters as set out in the *Municipal Act, 2001* Section 239 (2);

- A proposed or pending acquisition or disposition of land by the municipality or board.

**CARRIED**

**20. In-Camera**

**Resolution No. 483**

**Moved By:** Larry Anderson

**Seconded By:** Mike Cole

**Be it resolved that** Council now arise from the In-Camera Session at 9:01 p.m. with no report.

**CARRIED**

**21. Confirming By-law**

**Resolution No. 484**

**Moved By:** Maxine Cannon

**Seconded By:** Ruby Shortt

**Be it resolved that** By-law No. 912/08 being a by-law to confirm certain proceedings of Council of the Corporation of the Town of Latchford for the Council Meeting held October 9, 2008 be taken as read a first, second and third time and finally passed by the Council of the Corporation of the Town of Latchford.

**CARRIED**

**22. ADJOURNMENT**

**Resolution No. 485**

**Moved By:** Larry Anderson

**Seconded By:** Mike Cole

**Be it resolved that** Council now adjourn at 9:03 p.m. until the next regular meeting or call from the Mayor.

**CARRIED**

**Dated at Latchford this 23<sup>rd</sup> day  
of October, 2008.**

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**Mayor**

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**Clerk-Treasurer**