

The MUNICIPAL SERVICES COMMITTEE (PUBLIC WORKS/PLANNING/COMMUNITY & LEISURE SERVICES) held a Meeting at the Municipal Office in Chantry on Monday, **August 11th, 2014**.

Mayor Holman called the Meeting to order at 2:30 p.m.

Roll Call was taken and the following Members of Council were in attendance: Mayor Holman, Deputy Mayor Ron Pollard, Councillors Jeff Banks, Rob Dunfield, Bob Lavoie, Cathy Livingston, Paul Smith and Robert Taylor.

Councillors Linda Carr and Cathy Monck were absent with prior notice.

Also in attendance were Mike Dwyer, Acting CAO; Mary Ellen Truelove, Deputy Clerk; Dan Chant, Roads Coordinator and Sue Dunfield, Manager of Community & Leisure Services.

Members of the Press & Public in attendance as attached hereto.

Mayor Holman asked if there were any emergency additions to the agenda and additions were noted under item #10 Correspondence Action.

Moved By: Councillor Banks
Seconded By: Councillor Dunfield

To pass a Resolution that;

The agenda be approved and adopted as amended.

Carried:

Mayor Holman asked if any Committee Member had a Pecuniary Interest on any Item on the Agenda, and if so, the Nature of that Interest and none was declared.

DEVELOPMENT SERVICES REPORT

Brittany Mulhern, Acting Manager of Development Services provided the Committee with a written Report regarding YTD Building Permit Activity, July 2014 Permit Application Activity, CFDC Program Changes Update and the Development Charges By-Law Public Meeting. Mike Dwyer, A/CAO provided a verbal report regarding same.

RECOMMENDATION #95-2014

Moved By: Councillor Banks
Seconded By: Deputy Mayor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the written Report as provided by Brittany Mulhern, Acting Manager of Development Services regarding Year to Date Building Permit Activity, July 2014 Permit Application Activity and the Development Charges By-Law Public Meeting;

AND FURTHER Recommends to Council that funding options through the EODP program be further investigated in 2015.

Carried:

PUBLIC WORKS REPORTS

ROADS

Dan Chant, Roads Coordinator provided the Committee with a verbal and written Roads Progress Report.

RECOMMENDATION #96-2014

Moved By: Councillor Smith
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Roads Progress Report, as provided by Dan Chant, Roads Coordinator.

Carried:

Dan Chant, Roads Coordinator provided the Committee with a verbal and written report regarding Speed Limits on Township roads.

RECOMMENDATION #97-2014

Moved By: Councillor Taylor
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written report regarding Speed Limits on Township roads as provided by Dan Chant, Roads Coordinator;

AND FURTHER Recommends to Council that the speed limit on McCann, Little Rideau Lake and Tower Road be reduced to 60km per hour;

AND FURTHER Recommends to Council that the speed limit on North Shore Road be reduced to 50km per hour;

AND FURTHER Recommends that Staff prepare the necessary By-Laws for consideration by Council.

Carried:

Dan Chant, Roads Coordinator provided the Committee with a verbal and written report regarding Options for ATV use on Township Roads.

The following motion was brought forward:

Moved By: Councillor Dunfield
Seconded By: Councillor Smith

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written report regarding Options for ATV use on Township roads as provided by Dan Chant, Roads Coordinator;

AND FURTHER Recommends to Council that discussion be pending on the outcome of the proposed Provincial Legislation changes prior to any change to the ATV By-Law with a review to be completed within a one-year period.

Discussion was held and the following amending motion was brought forward:

Moved By: Councillor Lavoie
Seconded By: Deputy Mayor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council amend the last paragraph of the main motion to read “AND FURTHER Recommends to Council that the subject be reviewed in January 2015.

Carried:

RECOMMENDATION #98-2014

Moved By: Councillor Dunfield
Seconded By: Councillor Smith

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written report regarding Options for ATV use on Township roads as provided by Dan Chant, Roads Coordinator;

AND FURTHER Recommends to Council that the subject be reviewed in January 2015.

Carried:

Dan Chant, Roads Coordinator provided the Committee with a verbal and written report regarding RFP results for the purchase and installation of GPS tracking system.

RECOMMENDATION #99-2014

Moved By: Councillor Lavoie
Seconded By: Councillor Livingston

To pass a Resolution that;

WHEREAS a Request for Proposals (RFP) was released for the supply, installation and management of new GPS tracking devices;

AND WHEREAS five (5) proposals were received prior to the deadline and opened following the closing deadline;

AND WHEREAS Staff has reviewed the five (5) proposals and determined that the only proposal to meet all RFP requirements is from Champion Industrial Equipment;

AND WHEREAS Staff has determined that the proposal from Champion Industrial Equipment meets the needs of the Public Works Department;

NOW THEREFORE the Municipal Services Committee Recommends to Council that the Request for Proposal (RFP) for supply, installation and management of GPS tracking devices be awarded to Champion Industrial Equipment in the amount of \$30,324 plus GST;

AND FURTHER Recommends to Council that Staff be authorized to execute the necessary documents to enter into an Agreement with Champion industrial Equipment.

Carried:

MUNICIPAL PROPERTIES

Michelle Jones, Supervisor of Properties and Environmental Services provided the Committee with a written Municipal Properties Update. Dan Chant, Roads Coordinator provided a verbal update regarding same.

RECOMMENDATION #100-2014

Moved By: Councillor Banks
Seconded By: Deputy Mayor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the written Municipal Properties Update, as provided by Michelle Jones, Supervisor of Properties and Environmental Services.

Carried:

Michelle Jones, Supervisor of Municipal Properties and Environmental Services provided the Committee with a written Report regarding Philippsville Garage Engineer's Report & Findings. Dan Chant, Roads Coordinator, provided a verbal update regarding same.

RECOMMENDATION #101-2014

Moved By: Councillor Taylor
Seconded By: Deputy Mayor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the written Report regarding Philippsville Garage Engineer's Report & Findings, as provided by Michelle Jones, Supervisor of Municipal Properties and Environmental Services;

AND FURTHER Recommends that Council acknowledge the Report from Eastern Engineering;

AND FURTHER Recommends to Council that the present discussions with MTO regarding property rental at Crosby patrol yard continue and a report be brought to Committee as soon as possible;

AND FURTHER Recommends to Council that consideration be given to future Public Works facility options during 2015 budget deliberations.

Carried:

Michelle Jones, Supervisor of Municipal Properties and Environmental Services provided the Committee with a written Report regarding Elgin Library Roof Engineer's Report & Findings.

RECOMMENDATION #102-2014

Moved By: Councillor Taylor
Seconded By: Councillor Smith

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the written Report regarding Elgin Library Roof Engineer's Report & Findings, as provided by Michelle Jones, Supervisor of Municipal Properties and Environmental Services;

AND FURTHER Recommends that Council acknowledge the Report from Eastern Engineering;

AND FURTHER Recommends to Council that Staff proceed with the tender process for a sloped roof at the Elgin Complex, where the flat roof currently exists;

AND FURTHER Recommends to Council that this project be completed this fall as an out of budget expenditure.

Carried:

ENVIRONMENTAL SERVICES

Michelle Jones, Supervisor of Properties and Environmental Services provided the Committee with a written Environmental Services Update.

RECOMMENDATION #103-2014

Moved By: Councillor Smith
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the written Environmental Services Update, as provided by Michelle Jones, Supervisor of Properties and Environmental Services.

Carried:

Michelle Jones, Supervisor of Properties and Environmental Services provided the Committee with a written report regarding a request from Parks Canada for curbside collection of recycling.

RECOMMENDATION #104-2014

Moved By: Councillor Smith
Seconded By: Councillor Livingston

To pass a Resolution that;

WHEREAS a request was received from Parks Canada to receive weekly curbside recycling collection at lock stations and the main office in the Township of Rideau Lakes;

AND WHEREAS Michelle Jones, Supervisor of Municipal Properties and Environmental Services provided a written report regarding same;

AND WHEREAS it is the Township's current policy that businesses are not eligible for curbside collection;

NOW THEREFORE the Municipal Services Committee recommends that Council acknowledge the written report as prepared by Michelle Jones;

AND FURTHER recommends to Council that as per Township Policy, the request from Parks Canada for weekly curbside recycling collection be denied.

Carried:

COMMUNITY & LEISURE SERVICES

Sue Dunfield, Manager of Community and Leisure Services, provided the Committee with a verbal and written Community and Leisure Services August Report and correspondence received from the YMCA

for the Summer Work Student Exchange. Ms. Dunfield advised that a Volunteer Appreciation event is being held on September 11th, 2014 at the Portland Legion.

RECOMMENDATION #105-2014

Moved By: Councillor Livingston
Seconded By: Deputy Mayor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written report by Sue Dunfield, Manager of Community & Leisure Services for the month of August;

AND FURTHER Recommends to Council that the correspondence from Glen Watts, Local Coordinator YMCA regarding the Summer Work Student Exchange be received.

Carried:

Minutes and Action Register of the Joint Hall Board Sub-Committee Meeting held July 21, 2014 were read as distributed to Committee.

RECOMMENDATION #106-2014

Moved By: Councillor Smith
Seconded By: Councillor Banks

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the Minutes of the Joint Hall Board Sub-Committee Meeting held July 21, 2014;

AND FURTHER Recommends that Council acknowledge all Recommendations included in said Minutes;

AND FURTHER Recommends that Council acknowledge the Joint Hall Board Action Register.

Carried:

Minutes and Action Register of the Joint Recreation Sub-Committee Meeting held July 21, 2014 were read as distributed to Committee.

RECOMMENDATION #107-2014

Moved By: Councillor Lavoie
Seconded By: Councillor Smith

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the Minutes of the Joint Recreation Sub-Committee Meeting held July 21, 2014;

AND FURTHER Recommends that Council acknowledge all Recommendations included in said Minutes;

AND FURTHER Recommends that Council acknowledge the Joint Recreation Action Register.

Carried:

RECOMMENDATION #108-2014

Moved By: Councillor Taylor
Seconded By: Councillor Banks

To pass a Resolution that;

WHEREAS at the Joint Recreation Sub-Committee meeting held July 21, 2014, Recommendation #10-2014 was passed approving a proposal to construct and install canoe racks at water access at Bay St for a one-year trial period with no costs to be incurred by the Township;

NOW THEREFORE the Municipal Services Committee Recommends that Council concur with the above-noted Recommendation subject to location approval by Public Works;

AND FURTHER recommends to Council that no cost or responsibility will be incurred by the Township of Rideau Lakes

AND FURTHER recommends to Council that this is a private initiative, not a Township initiative and will not fall under the Township insurance.

Carried:

HEALTH AND SAFETY COMMITTEE

Minutes of the Health and Safety Committee Meetings held April 10, 2014 and July 31, 2014 were read as distributed to Committee.

RECOMMENDATION #109-2014

Moved By: Councillor Lavoie
Seconded By: Deputy Mayor Pollard

The Municipal Services Committee Recommends that Council acknowledge the Minutes of the Health and Safety Board Meetings held April 10, 2014 and July 31, 2014.

Carried:

CORRESPONDENCE ACTION:

Correspondence was received from the residents from the Leisure Point Road area regarding the maintenance of Leisure Point Road.

RECOMMENDATION #110-2014

Moved By: Councillor Taylor
Seconded By: Councillor Dunfield

To pass a Resolution that;

WHEREAS correspondence was received from residents of the Leisure Point Road area regarding the maintenance of Leisure Point Road;

AND WHEREAS Leisure Point Road is one of the roads currently maintained by the Township of South Frontenac;

NOW THEREFORE the Municipal Services Committee recommends to Council that Staff be instructed to investigate the concerns of residents and the Agreement with South Frontenac in regards to road maintenance;

AND FURTHER recommends that staff provide a report regarding same and provide at the next Municipal Services Committee (Public Works) Meeting for Committee's consideration.

Carried:

Correspondence was received from the Cataraqui Trail Management Board requesting support for a grant application. Steve Knechtel, CRCA General Manager/Secretary-Treasurer was in attendance to provide background information on the proposed application and project.

RECOMMENDATION #111-2014

Moved By: Councillor Banks
Seconded By: Councillor Dunfield

To pass a Resolution that;

WHEREAS correspondence was received from the Cataraqui Trail Management Board regarding an application for infrastructure funding through the National Trails Coalition which is due on August 15th, 2014;

AND WHEREAS said grant is dependent upon matching local funding;

AND WHEREAS the Cataraqui Trail Management Board is requesting a commitment from the Township of Rideau Lakes in the amount of \$59,500.00;

NOW THEREFORE the Municipal Services Committee recommends to Council that the amount of \$59,500.00 be pledged toward said project with monies being taken from the Parkland Reserve Fund.

Carried:

Doug Good, Chair of the Cataraqui Trail Management Board was in attendance and addressed Council requesting funds for gravel and grading of the Trail between Harlem Rd. to Station Rd. to Polk Crescent.

RECOMMENDATION #112-2014

Moved By: Councillor Dunfield
Seconded By: Deputy Mayor Pollard

To pass a Resolution that;

The Municipal Services Committee recommends to Council that financial support up to \$1500 be provided to the Cataraqui Trail Management Board for gravel and grading between Harlem Rd and Polk Crescent.

Carried:

Correspondence was received from the Ministry of Environment in response to the letter sent regarding Portland Groundwater.

RECOMMENDATION #113-2014

Moved By: Councillor Banks
Seconded By: Councillor Smith

To pass a Resolution that;

WHEREAS correspondence was received from the Ministry of the Environment and Climate Change in response to the letter from the Mayor Holman regarding the Portland Groundwater;

AND WHEREAS said correspondence does not adequately address the concerns of the Township and its residents;

NOW THEREFORE the Municipal Services Committee recommends to Council that staff be directed to respond to the Ministry of Environment and Climate Change on behalf of Council advising that Township and residents' concerns outlined in the July 7th, 2014 letter have not been properly addressed.

Carried:

Correspondence was received from the Biosphere Trails Council regarding their 2014 National Trails Coalition Application.

RECOMMENDATION #114-2014

Moved By: Councillor Taylor
Seconded By: Councillor Livingston

To pass a Resolution that:

WHEREAS correspondence was received from the Biosphere Trails Council requesting a letter of support for their 2014 NTC (National Trails Coalition) application;

NOW THEREFORE the Municipal Services Committee recommends to Council that the requested letter of support be prepared and forwarded to the Biosphere Trails Council for inclusion in their application package.

Carried:

The following correspondence was received for information purposes only:

10.1 Rideau Corridor Landscape Strategy

NEW BUSINESS

Mayor Holman advised Council of the following:

- County
 - o passed By-Law to extend the reduced speed zone on County Rd 42 west of the Village of Newboro
 - o EMS – 2 stations combining at Johnstown
 - o Official Plan
 - o Seniors Housing
 - o Reviewing of Municipal Properties
 - o Asked Public works for plan on projects in budget not completed as well as projects started in 2014 that won't be completed until 2015
- EOWC
- Build Canada Fund – no established process to date

Mike Dwyer, A/CAO advised members of a report from the Ministry of Environment regarding Blue Green Algae in the Upper Rideau. Mike will be preparing a letter to go out to the RCVA regarding same.

Mayor Holman asked the press if they had any questions and questions were asked and answered.

RECOMMENDATION #115-2014

Moved By: Councillor Banks
Seconded By: Councillor Dunfield

To pass a Resolution that;

The Municipal Services Committee Recommends that Council confirm the Proceedings of the Committee Meeting held Monday, August 11th, 2014.

Carried:

Moved By: Councillor Livingston
Seconded By: Councillor Lavoie

To pass a Resolution that;

This Meeting do now adjourn at 4:50p.m.

Carried:

Ronald E. Holman
Mayor

Mary Ellen Truelove
Deputy-Clerk