

The MUNICIPAL SERVICES COMMITTEE (GENERAL GOVERNANCE/FINANCE/PP&P/ HUMAN RESOURCES) held a Meeting at the Municipal Office in Chantry on **Monday, September 25 2017**.

Mayor Holman called the Meeting to order at 2:00 p.m.

Roll Call was taken and the following Members of Council were in attendance: Mayor Ron Holman, Deputy Mayor Linda Carr, Councillors Rob Dunfield, Claire Gunnewiek, Arie Hoogenboom, Cathy Livingston, Cathy Monck and Ron Pollard.

Councillor Lavoie was absent with prior notice.

Also in attendance were Mike Dwyer, CAO; Mary Ellen Truelove, Clerk; Cynthia Laprade, Treasurer and Jay DeBernardi, Fire Chief/CEMC.

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

Mayor Holman asked if there were any emergency additions to the agenda and Councillor Banks requested that Agenda Item 11.1 be deferred until the October 23<sup>rd</sup> Municipal Services Committee Meeting.

Moved By: Councillor Dunfield  
Seconded By: Councillor Hoogenboom

To pass a Resolution that;

The agenda be approved and adopted as amended.

Carried:

Mayor Holman asked if any Committee Member had a direct or indirect Pecuniary Interest in regard to any Agenda Item, and if so, the Nature of that Interest and none were heard.

### **DELEGATIONS:**

Resident Peter Caldwell was in attendance to address Committee regarding his concerns regarding ditching along Big Rideau Lake Road and flooding which has occurred on his property as a result.

### **RECOMMENDATION #154-2017**

Moved By: Councillor Dunfield  
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee (GG) acknowledges the verbal presentation by Mr. Peter Caldwell regarding his concerns of the ditching that took place along Big Rideau Lake Road and flooding which has occurred on his property as a result;

AND FURTHER Recommends to Council that Staff further investigate the issue.

Carried:

**FINANCE:**

Cynthia Laprade, Treasurer, provided Committee with a verbal and written Treasury Year-to-Date Summary Report.

**RECOMMENDATION #155-2017**

Moved By: Councillor Monck  
Seconded By: Councillor Hoogenboom

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Treasury Year-to-Date Summary Report, including Current Loan Balances and the Cheque Register for August 2017, as provided by Cynthia Laprade, Treasurer.

Carried:

**PROTECTION TO PERSONS & PROPERTY:**

**CEMC:**

Jay DeBernardi, CEMC, provided the Committee with a verbal and written CEMC Update.

**RECOMMENDATION #156-2017**

Moved By: Deputy Mayor Carr  
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Community Emergency Management Update for the period of August 20 to September 14, 2017 as provided by Jay DeBernardi, CEMC.

Carried:

**FIRE SERVICES:**

Jay DeBernardi, Fire Chief, provided the Committee with verbal and written Reports regarding the following:

- Fire Department Update
- Medical Assist Calls
- Bill 148

Fire Department Update:

**RECOMMENDATION #157-2017**

Moved By: Deputy Mayor Carr  
Seconded By: Councillor Monck

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Fire Department Update for the period of August 20 to September 14, 2017 as provided by Jay DeBernardi, Fire Chief.

Carried:

Medical Assist Calls:

**RECOMMENDATION #158-2017**

Moved By: Councillor Pollard  
Seconded By: Councillor Gunnewiek

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report as provided by Jay DeBernardi, Fire Chief regarding Medical Assist Calls.

Carried:

Bill 148:

**RECOMMENDATION #159-2017**

Moved By: Councillor Dunfield  
Seconded By: Councillor Hoogenboom

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report as provided by Jay DeBernardi, Fire Chief regarding Bill 148.

Carried:

**ADMINISTRATION:**

Mike Dwyer, CAO, provided Committee with verbal and written Reports regarding the following:

- Ombudsman Recommendation Implementation – 3<sup>rd</sup> Quarter Update
- Pre-Budget Process and Timeline
- Otter Lake Outlet – Regulatory Pathways Follow-up & Assessment

Ombudsman Recommendation Implementation – 3<sup>rd</sup> Quarter Update:

**RECOMMENDATION #160-2017**

Moved By: Councillor Monck  
Seconded By: Deputy Mayor Carr

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Ombudsman Recommendation Implementation – 3<sup>rd</sup> Quarter Update, as provided by Mike Dwyer, CAO;

AND FURTHER Recommends to Council that the Job Description for the Treasurer remain as status quo with regard to the wording “Professional designation of CPA, CMA, CGA or CA is highly preferred.”

Carried:

Pre-Budget Process and Timeline:

**RECOMMENDATION #161-2017**

Moved By: Councillor Hoogenboom  
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Pre-Budget Process and Timeline, as provided by Mike Dwyer, CAO;

AND FURTHER Recommends that Council approve the pre-budget process and timeline as outlined in the report.

Carried:

Otter Lake Outlet – Regulatory Pathways Follow-up & Assessment:

Councillor Banks left the meeting at 3:30 p.m.

**RECOMMENDATION #162-2017**

Moved By: Councillor Dunfield  
Seconded By: Deputy Mayor Carr

To pass a Resolution that;

The Municipal Services Committee (GG) Recommends to Council that correspondence be forwarded to the Rideau Valley Conservation Authority outlining Council’s concerns regarding Otter Lake and requesting a response on the position of the RVCA;

AND FURTHER Recommends that any action on the Otter Lake Outlet report be deferred until a response from the RVCA on their position is received, and once the CAO has obtained a legal opinion.

Carried:

Committee observed a 5-minute break at 3:35 p.m.

**CORRESPONDENCE:**

The following correspondence was received and considered by Committee:

- 10.1. Town of Halton Hills: Zero Tolerance for Racism
- 10.2. Rideau Waterway Land Trust: The Land Trust News July 2017

**RECOMMENDATION #163-2017**

Moved By: Councillor Dunfield  
Seconded By: Councillor Monck

To pass a Resolution that;

The Municipal Services Committee Recommends that Council receive and file correspondence items 10.1 and 10.2.

Carried:

**BUSINESS ARISING:**

The proposed motion by Councillor Banks regarding the Town of Smiths Falls Recreation was deferred until the October 23<sup>rd</sup> Municipal Services Committee Meeting.

**NEW BUSINESS:**

Consent to Attend Events: None

Mayor Holman's Comments:

- Lois Hunter was presented with Governor General's Award for Volunteerism at last Monday's Town of Smiths Falls meeting
- Busy with planning 2018 ROMA Conference
- Le Boat held soft launch at their new Canadian Headquarters in Smiths Falls

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

Mayor Holman asked the Public if they had any questions and members of the Public stood and addressed Committee with comments, and questions were asked and answered.

**CLOSE MEETING**

Moved By: Councillor Gunnewiek  
Seconded By: Councillor Dunfield

To pass a Resolution that;

The Municipal Services Committee closes Meeting at 4:08 p.m. to discuss matters as per Section 239(2) (b) of the Municipal Act.

Carried:

Moved By: Councillor Monck  
Seconded By: Deputy Mayor Carr

To pass a Resolution that;

The Municipal Services Committee opens Meeting at 4:12 p.m.

Carried:

**RECOMMENDATION #164-2017**

Moved By: Councillor Hoogenboom  
Seconded By: Councillor Pollard

To pass a Resolution that;

The Municipal Services Committee approves and adopts the Minutes of the Closed Sessions of the Municipal Services Committee (GG) Meeting held August 28, 2017 and the Special Municipal Services Committee (GG) Meeting held September 18, 2017;

AND FURTHER that the Municipal Services Committee provided direction to Staff and authorizes Staff to follow through on matters as discussed in closed session as per Section 239(2) of the Municipal Act.

Carried:

**RECOMMENDATION #165-2017**

Moved By: Councillor Dunfield  
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council confirm the Proceedings of the Committee Meeting held Monday, September 25, 2017.

Carried:

Moved By: Councillor Livingston  
Seconded By: Councillor Monck

To pass a Resolution that;

This Meeting do now adjourn at 4:13 p.m.

Carried:

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Ronald E. Holman  
Mayor

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Mary Ellen Truelove  
Clerk