

The MUNICIPAL SERVICES COMMITTEE (PUBLIC WORKS/PLANNING/COMMUNITY & LEISURE SERVICES) held a Meeting at the Municipal Office in Chantry on **Monday, April 10, 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 Holman, Deputy Mayor Arie Hoogenboom, Councillors Jeff Banks, Linda Carr, Claire Gunnewiek, Bob Lavoie, Cathy Livingston, Cathy Monck and Ron Pollard.

Also in attendance were Mike Dwyer, CAO; Mary Ellen Truelove, Clerk; Brittany Mulhern, Manager of Development Services; Dan Chant, Roads Coordinator; Michelle Jones, Manager of Facilities and Environmental Services and Sue Dunfield, Manager of Community & Leisure Services.

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

Mayor Holman asked if there were any emergency additions to the agenda and no additions were noted.

Moved By: Councillor Carr
Seconded By: Councillor Livingston

To pass a Resolution that;

The agenda be approved and adopted as presented.

Carried:

Mayor Holman asked if any Committee Member had a Pecuniary Interest on any Item on the Agenda and none were heard.

DELEGATIONS: None

DEVELOPMENT SERVICES:

Brittany Mulhern, Manager of Development Services, provided Committee with a verbal and written Departmental Update.

RECOMMENDATION #39-2017

Moved By: Deputy Mayor Hoogenboom
Seconded By: Councillor Monck

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding March 2017 Permit and Application Activity, as provided by Brittany Mulhern, Manager of Development Services.

Carried:

PUBLIC WORKS:

ROADS:

Dan Chant, Roads Coordinator, provided Committee with verbal and written Reports regarding the following:

- Roads Progress Report
- Tender for Culvert Supply

Roads Progress Report:

RECOMMENDATION #40-2017

Moved By: Councillor Banks
Seconded By: Councillor Pollard

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:

RFP PW2017-10 for Culvert Supply:

RECOMMENDATION #41-2017

Moved By: Councillor Carr
Seconded By: Councillor Pollard

To pass a Resolution that;

WHEREAS a Request for Proposal was sent out and advertised for the supply of culverts within the Township of Rideau Lakes in 2017;

AND WHEREAS five (5) tenders were received and opened on April 5, 2017 following the deadline;

NOW THEREFORE the Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding the RFP for Culvert Supply as provided by Dan Chant, Roads Coordinator;

AND FURTHER Recommends to Council that the contract for culvert supply (PW2017-10) be awarded to Rideau Pipe and Drilling Supplies for the locations in Rideau Lakes for the RFP prices listed in the report, plus HST, with procurement occurring on an as-needed basis.

Carried:

MUNICIPAL PROPERTIES:

Michelle Jones, Manager of Facilities and Environmental Services, provided Committee with a verbal and written Municipal Properties Update.

RECOMMENDATION #42-2017

Moved By: Councillor Livingston
Seconded By: Deputy Mayor Hoogenboom

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Municipal Properties Update as provided by Michelle Jones, Manager of Facilities and Environmental Services;

AND FURTHER Recommends to Council that the drawings and costing obtained from the engineer for a new trussed roof for the Portland Community Hall be taken under advisement until such time as further information is received on requested funding and other options within the Village of Portland are considered, including Rideau Centennial Elementary School.

Carried:

ENVIRONMENTAL SERVICES:

Michelle Jones, Manager of Facilities and Environmental Services, provided Committee with a verbal and written Environmental Services Update.

RECOMMENDATION #43-2017

Moved By: Councillor Gunnewiek
Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Environmental Services Update as provided by Michelle Jones, Manager of Facilities and Environmental Services;

AND FURTHER Recommends to Council that The Work Plan for Hartsgravel Road (Closed Waste Site), as attached to the Report as Attachment 'B', be approved;

AND FURTHER Recommends to Council that Staff be directed to move forward with said plan in order to address the actions required in the Ministry of the Environment and Climate Change (MOECC) 2016 Inspection Report.

Carried:

COMMUNITY & LEISURE SERVICES:

Sue Dunfield, Manager of Community & Leisure Services, provided Committee with verbal and written Reports regarding the following:

- Parks and Recreation of Ontario Conference Highlights
- Volunteer Appointments
- Elgin Park
- Welcome & Hamlet Signs

Parks and Recreation of Ontario Conference Highlights:

RECOMMENDATION #44-2017

Moved By: Councillor Lavoie
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding the Parks & Recreation of Ontario Conference Highlights as provided by Sue Dunfield, Manager of Community & Leisure Services.

Carried:

Volunteer Appointments:

RECOMMENDATION #45-2017

Moved By: Councillor Carr
Seconded By: Councillor Banks

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Volunteer Appointments as provided by Sue Dunfield, Manager of Community & Leisure Services;

AND FURTHER Recommends to Council that the following individuals be appointed to their respective committees:

- Seniors Special Events Committee – Chaffey’s Lock Seniors: Cindy Cranks, Barbara Miller, Ernest Scullion, John Ziegler and Shirley Ziegler;

AND FURTHER Recommends to Council that the following individual be thanked for their commitment as a volunteer and that their name be removed from the volunteer listing:

- North Crosby Community Centre Hall Board – Jackie Carruthers.

Carried:

Elgin Park:

RECOMMENDATION #46-2017

Moved By: Councillor Gunnewiek
Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Elgin Park as provided by Sue Dunfield, Manager of Community & Leisure Services;

AND FURTHER Recommends that Council be invited to attend the April 18th South Crosby Recreation/Parks/Events Committee Meeting where the general public has been invited to attend to review the conceptual plans for the development of the open space in Elgin.

Carried:

Welcome and Hamlet Signs:

RECOMMENDATION #47-2017

Moved By: Deputy Mayor Hoogenboom
Seconded By: Councillor Banks

To pass a Resolution that;

WHEREAS there has been interest in installing a Welcome Sign on Highway 15 in South Elmsley;

AND WHEREAS the Plum Hollow Hamlet Sign is in need of replacement;

AND WHEREAS Day Nite Signs is the company the Township contracted to create 18 new metal Welcome Signs in 2013, a replacement sign in 2014 and the new Municipal Office Daffodil Capital of Ontario Sign in 2016;

NOW THEREFORE the Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Welcome and Hamlet Signs as provided by Sue Dunfield, Manager of Community & Leisure Services;

AND FURTHER Recommends to Council that Staff be authorized to contract Day Nite Signs to create a new Hamlet Sign for Plum Hollow as per the design attached to the report;

AND FURTHER Recommends to Council that Sue Dunfield act as the authorized agent for the application for a permanent sign with the Town of Smiths Falls in the location proposed as Option 2 in the report;

AND FURTHER Recommends to Council that once permission has been received from the Town of Smiths Falls to install a Welcome Sign, that Day Nite Signs also create a Welcome Sign as per the design attached to the report.

Carried:

BUSINESS ARISING: None

CORRESPONDENCE:

The following correspondence was received and reviewed by Committee:

- 11.1** City of Ottawa: CycleON Action Plan
- 11.2** Frank Demuth: Dock Fees
- 11.3** John Sydor: Dock Fees
- 11.4** Ontario Honour and Awards Secretariat: 2017 Ontario Volunteer Service Awards
- 11.5** Municipality of Port Hope: Incineration of Waste
- 11.6** Otter Lake Landowners' Association: Spring 2017 Newsletter

RECOMMENDATION #48-2017

Moved By: Councillor Livingston
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council receive and file correspondence items 11.1 to 11.6 with item 11.1 being referred to the Cataraqui Trail Management Board.

Carried:

NEW BUSINESS:

Consent to Attend Events:

RECOMMENDATION #49-2017

Moved By: Councillor Pollard
Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee Recommends to Council that the following be approved for Council Members as a Circumstance as per the Remuneration By-Law:

Event	Date of Event	Council Member
Elgin Park Meeting	April 18	All Who Attend
Volunteer Service Awards	April 29	All Who Attend

Carried:

Mayor Holman Comments:

- Ontario Volunteer Service Awards being held in Elgin at the Lions Club Hall

- UCDSB – Rideau Centennial Elementary – Mike Dwyer, CAO asked to contact the School Board regarding the timing of next steps for the School after closure in June
- Compliments to the Economic Development Committee and Staff for putting together a successful Business Recognition Breakfast
- AMO report on Bill 68: Modernizing Ontario's Municipal Legislation Act, 2017

Mayor Holman asked the Press if they had any questions and none were heard.

No members of the Public were present at this time.

CLOSE MEETING

Moved By: Councillor Pollard
Seconded By: Deputy Mayor Hoogenboom

To pass a Resolution that;

The Municipal Services Committee closes Meeting at 3:09 p.m. to discuss matters as per Section 239(2) (b) and (c) of the Municipal Act.

Carried:

OPEN MEETING

Moved By: Councillor Livingston
Seconded By: Councillor Gunnewiek

To pass a Resolution that;

The Municipal Services Committee opens Meeting at 3:21 p.m.

Carried:

RECOMMENDATION #50-2017

Moved By: Councillor Banks
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee (PW) 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 #51-2017

Moved By: Councillor Carr

Seconded By: Councillor Monck

To pass a Resolution that;

The Municipal Services Committee Recommends that Council confirm the Proceedings of the Committee Meeting held Monday, April 10, 2017.

Carried:

Moved By: Deputy Mayor Hoogenboom
Seconded By: Councillor Gunnewiek

To pass a Resolution that;

This Meeting do now adjourn at 3:22 p.m.

Carried:

Ronald E. Holman
Mayor

Mary Ellen Truelove
Clerk