

The MUNICIPAL SERVICES COMMITTEE (GENERAL GOVERNANCE/FINANCE/PP&P/ HUMAN RESOURCES) held a Meeting at the Municipal Office in Chantry on **Wednesday, January 24, 2018.**

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 Jeff Banks (late), Councillors Linda Carr, Rob Dunfield, Claire Gunnewiek, Arie Hoogenboom, Bob Lavoie, Cathy Livingston, Cathy Monck and Ron Pollard.

Also in attendance were Mike Dwyer, CAO; Mary Ellen Truelove, Clerk; Cynthia Laprade, Treasurer; Jay DeBernardi, Fire Chief/CEMC, 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 none were noted.

Moved By: Councillor Gunnewiek
Seconded By: Councillor Pollard

To pass a Resolution that;

The agenda be approved and adopted as presented.

Carried:

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

DELEGATIONS: None

FINANCE:

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

Treasury Year-to-Date Summary Report:

RECOMMENDATION #3-2018

Moved By: Councillor Carr
Seconded By: Councillor Lavoie

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 December 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.

Deputy Mayor Banks joined the meeting at 2:05 p.m.

RECOMMENDATION #4-2018

Moved By: Councillor Carr
Seconded By: Councillor Dunfield

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 November 19, 2017 to January 14, 2018 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
- Appointments
- 2017 Training

Fire Department Update:

RECOMMENDATION #5-2018

Moved By: Councillor Monck
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Fire Department Update for the period of November 19, 2017 to January 14, 2018 as provided by Jay DeBernardi, Fire Chief.

Carried:

Appointments:

RECOMMENDATION #6-2018

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 Report regarding Appointments as provided by Jay DeBernardi, Fire Chief;

AND FURTHER Recommends that Council appoint the following individuals to the role indicated, assigned to the home station indicated:

- Tyler Miron: Firefighter (Firefighter Interior) Station #2 Portland;
- Jacob Bauder: Firefighter (Firefighter Interior) Station #4 Westport.

Carried:

2017 Training:

RECOMMENDATION #7-2018

Moved By: Councillor Carr
Seconded By: Deputy Mayor Banks

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding 2017 Training as provided by Jay DeBernardi, Fire Chief.

Carried:

COMMUNITY & LEISURE SERVICES:

Sue Dunfield, Manager of Community & Leisure Services provided a verbal and written Report to Committee regarding Volunteer Appointments.

RECOMMENDATION #8-2018

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 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:

- North Crosby Community Centre Hall Board: Adele Arsenault;
- Portland Outdoors – Skate the Lake: Barbara Black, Lucas Bongers, Robert Fisher, Gary Gaboury, Carolyn Green, Conny Menger, and Bridget O’Brien;
- South Crosby Recreation/Parks/Events Committee: Andrea Thompson;
- DARS: Kody Woods.

Carried:

ADMINISTRATION:

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

- Question on the 2018 Ballot
- Otter Lake, Outlet and Creek Follow-up Report

Question on the 2018 Ballot:

RECOMMENDATION #9-2018

Moved By: Deputy Mayor Banks
Seconded By: Councillor Hoogenboom

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding a Question on the 2018 Ballot as provided by Mike Dwyer, CAO;

AND FURTHER Recommends to Council that the question regarding the size of Council be placed on the 2018 ballot.

RECORDED VOTE:

<u>YES</u>	<u>NO</u>
Councillor Banks	Councillor Carr
Councillor Dunfield	Councillor Gunnewiek
Councillor Hoogenboom	

YES

NO

Mayor Holman

Councillor Lavoie
Councillor Livingston
Councillor Monck
Councillor Pollard

Denied:

Due to the absence of Deputy Mayor Banks at the beginning of this meeting, Mayor Holman asked if there were any declarations of pecuniary interest to be heard on any agenda items. None were heard.

Otter Lake, Outlet and Creek Follow-up Report:

RECOMMENDATION #10-2018

Moved By: Councillor Livingston

Seconded By: Councillor Dunfield

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Otter Lake, Outlet and Creek Follow-up Report as provided by Mike Dwyer, CAO;

AND FURTHER Recommends that Council acknowledge the letters from Cunningham Swan Lawyer, Tony Fleming, Sommer Casgrain-Robertson from the RVCA and the Otter Lake Land Owners Association;

AND FURTHER Recommends to Council that Staff be directed to obtain pricing on an Engineering Study to be completed.

Carried:

CORRESPONDENCE:

The following correspondence was received and considered by Committee:

- 11.1 Allan and Partners: Audit Planning Letter – December 31,2017
- 11.2 Rideau District High School: Request for Donation for Greenhouse
- 11.3 Chaffey’s Lock & Area Heritage Society: Community Improvement Plan – CIP Lite
- 11.4 Town of Lakeshore: Infrastructure Funding – Storm Water Management & Drainage Improvements
- 11.5 AMO: Local Share Presentation Materials
- 11.6 Leah Roberts, RVCA and Michelle Murray, CRCHC: Foley Mountain Nature Preschool Community Grant Application
- 11.7 CRCA: Creating an Invasive Plant Management Strategy Workshop

RECOMMENDATION #11-2018

Moved By: Councillor Gunnewiek
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the Audit Planning Letter for the Year Ending December 31, 2017 as submitted by Allan and Partners.

Carried:

RECOMMENDATION #12-2018

Moved By: Councillor Carr
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends to Council that Correspondence item 11.3 be considered by the Economic Development Committee;

AND FURTHER Recommends that Council receive and file correspondence items 11.2,11.4, 11.6 and 11.7 and item 11.3 be brought forward at a future date.

Carried:

BUSINESS ARISING: None

NEW BUSINESS:

Arup Mukherjee, Director of Public Works UCLG: Elgin Main Street Project Timeline:

RECOMMENDATION #13-2018

Moved By: Councillor Gunnewiek
Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the Elgin-Project Timeline follow-up letter as received by Mr. Arup Mukherjee, Director of Public Works for the United Counties of Leeds & Grenville;

AND FURTHER Recommends that Council supports the work by the United Counties of Leeds and Grenville for the Village of Elgin Main St. proceeding as soon as possible;

AND FURTHER Recommends to Council that Staff work with the United Counties of Leeds and Grenville Economic Development Department to ensure residents and the public are aware that businesses along the Elgin Main St. will remain open during construction.

Carried:

Consent to Attend Events:

RECOMMENDATION #14-2018

Moved By: Councillor Monck
Seconded By: Deputy Mayor Banks

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:

Portland Visioning Exercise	January 30 th	2 Ward Representatives;
Regional Economic Development Mtg.	January 30 th	All Who Attend.

Carried:

Mayor Holman's Comments: None

Councillor Hoogenboom advised that he attended the Lombardy Agricultural Society AGM. The Society reported on a very successful 2017 with upgrades for accessible washrooms and replacing a furnace. The Society expressed their appreciation to Council for their support through Community Grant and Canada 150 Funding.

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

Mayor Holman asked the Public if they had any questions and comments from the public were received regarding Otter Lake.

Committee observed a 5-minute break.

Moved By: Councillor Carr
Seconded By: Deputy Mayor Banks

To pass a Resolution that;

The Municipal Services Committee closes Meeting at 3:54 p.m. to discuss matters as per Section 239(2) (b) and (c) of the Municipal Act.

Carried:

Moved By: Councillor Dunfield
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee opens Meeting at 4:42 p.m.

Carried:

RECOMMENDATION #15-2018

Moved By: Councillor Pollard
Seconded By: Councillor Lavoie

To pass a Resolution 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 #16-2018

Moved By: Councillor Monck
Seconded By: Deputy Mayor Banks

To pass a Resolution that;

The Municipal Services Committee Recommends that Council confirm the Proceedings of the Committee Meeting held Wednesday, January 24, 2018.

Carried:

Moved By: Councillor Livingston
Seconded By: Councillor Hoogenboom

To pass a Resolution that;

This Meeting do now adjourn at 4:43 p.m.

Carried:

Ronald E. Holman
Mayor

Mary Ellen Truelove
Clerk