

The MUNICIPAL SERVICES COMMITTEE (GENERAL GOVERNANCE/FINANCE/PP&P/ HUMAN RESOURCES) held a Meeting at the Municipal Office in Chantry on **Monday, May 28 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 Bob Lavoie, Councillors Jeff Banks, Linda Carr, Rob Dunfield, Claire Gunnewiek, Arie Hoogenboom, Cathy Livingston and Ron Pollard.

Councillor Monck was absent with prior notice.

Also in attendance were Mike Dwyer, CAO; Mary Ellen Truelove, Clerk and Cynthia Laprade, Treasurer.

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

Mayor Holman asked if there were any emergency additions to the agenda and an addition was noted under Agenda Item #15 Closed Meeting – **ADD 15.6: Section 239 (2) (c): a proposed or pending acquisition or disposition of land by the Municipality or local board.**

Moved By: Deputy Mayor Lavoie

Seconded By: Councillor Banks

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 regards to any Agenda Item, and if so, the Nature of that Interest and none were noted.

FINANCE:

Cynthia Laprade, Treasurer, provided Committee with verbal and written reports regarding the following:

- Treasury Year-to-Date Summary Report
- Annual Development Charge Reserve
- Treasurer's 2017 Statement of Cash in Lieu of Parkland Reserve and 2018 Budget Allocations & Closing Balance Estimate
- Federation of Canadian Municipalities Grant Application

Treasury Year-to-Date Summary Report:

RECOMMENDATION #68-2018

Moved By: Councillor Carr

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 April 2018, as provided by Cynthia Laprade, Treasurer.

Carried:

Annual Development Charge Reserve:

RECOMMENDATION #69-2018

Moved By: Councillor Pollard

Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Annual Development Charge Reserve Report as provided by Cynthia Laprade, Treasurer.

Carried:

Treasurer's 2017 Statement of Cash in Lieu of Parkland Reserve Fund & 2018 Budget Allocations & Closing Balance Estimate:

RECOMMENDATION #70-2018

Moved By: Councillor Gunnewiek

Seconded By: Councillor Banks

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding 2017 Statement of Cash in Lieu of Parkland Reserve Fund & 2018 Budget Allocations & Closing Balance Estimate as provided by Cynthia Laprade, Treasurer;

AND FURTHER Recommends to Council that this Report which includes the Treasurer's Statement for 2017 (Schedule A), required under Section 42 (17) of the *Planning Act*, be posted on the Township's website.

Carried:

Federation of Canadian Municipalities Grant Application:

RECOMMENDATION #71-2018

Moved By: Councillor Carr

Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding the Federation of Canadian Municipalities Grant Application as provided by Cynthia Laprade, Treasurer;

AND FURTHER Recommends that Council direct Staff, through resolution, to apply for a grant opportunity from the Federation of Canadian Municipalities' (FCM) Municipal Asset Management Program;

AND FURTHER Recommends to Council that the necessary Resolution be brought forward to Council for consideration.

Carried:

PROTECTION TO PERSONS AND PROPERTY: None

ADMINISTRATION:

Mary Ellen Truelove, Clerk, provided Committee with a verbal and written RFP – Website Design Report.

RECOMMENDATION #72-2018

Moved By: Councillor Hoogenboom
Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written RFP – Website Design Report as provided by Mary Ellen Truelove, Clerk;

AND FURTHER Recommends to Council the Staff be authorized to negotiate acceptable final terms with West Unified and Floating Point; and once satisfied, to engage in a contract with the firm who will provide the most economical service while meeting the project goals as outlined in the RFP ADMIN2018-02.

Carried:

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

- *Residential Tenancies Act* – Maintenance Standards – Complaint, Investigation and Enforcement Policy
- Recreation and Volunteer Coordinator – Job Description Approval
- Portland Community Hub – Conceptual Plan

Residential Tenancies Act – Maintenance Standards – Complaint, Investigation and Enforcement Policy:

RECOMMENDATION #73-2018

Moved By: Councillor Livingston
Seconded By: Deputy Mayor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding *Residential Tenancies Act – Maintenance Standards – Complaint, Investigation and Enforcement Policy* as provided by Mike Dwyer, CAO;

AND FURTHER Recommends that Council approve the *Residential Tenancies Act – Maintenance Standards - Complaint, Investigation and Enforcement Policy*.

Carried:

Recreation and Volunteer Coordinator – Job Description Approval:

RECOMMENDATION #74-2018

Moved By: Councillor Pollard
Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Recreation and Volunteer Coordinator – Job Description Approval as provided by Mike Dwyer, CAO;

AND FURTHER Recommends that Council approve the Recreation and Volunteer Coordinator job description.

Carried:

Portland Community Hub – Conceptual Plan:

RECOMMENDATION #75-2018

Moved By: Councillor Dunfield
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Portland Community Hub – Conceptual Plan as provided by Mike Dwyer, CAO;

AND FURTHER Recommends that Staff arrange a tour of Rideau Centennial Elementary School;

AND FURTHER Recommends to Council that the issue be brought forward at the next Municipal Services Committee Meeting.

Carried:

CORRESPONDENCE:

The following correspondence was received and considered by Committee:

- 10.1. Municipality of Kilarney: Support for Recommendation re *Bill 16, Respecting Municipal Authority Over Landfilling Sites Act*
- 10.2. Town of Oakville: Support for recommendation re CN Intermodel Update
- 10.3. Ministry of Tourism, Culture and Sport: Ontario Public Libraries Pre-Budget Submission
- 10.4. Rideau Valley Conservation Authority: 2017 Annual Report

RECOMMENDATION #76-2018

Moved By: Councillor Carr
Seconded By: Councillor Banks

To pass a Resolution that;

The Municipal Services Committee Recommends that Council receive and file correspondence items 10.1 to 10.4.

Carried:

BUSINESS ARISING:

Council – May 7, 2018 Delegation: Canadian Union of Postal Workers – Request Council to send letter to Minister of Public Services and Procurement re: Standing Committee Recommendations

RECOMMENDATION #77-2018

Moved By: Councillor Livingston
Seconded By: Councillor Dunfield

To pass a Resolution that;

WHEREAS at the Regular Meeting of Council held on May 7, 2018, Diane Mitchell, National Campaign Coordinator for the Canadian Union of Postal Workers, was in attendance to address Council regarding recommendations by the Standing Committee on Government Operations with regards to retaining and enhancing postal services within Communities across Canada;

AND WHEREAS the Canadian Union of Postal Workers are requesting Council's support of the Standing Committee's Recommendations by way of sending a letter to the Minister of Public Services and Procurement;

NOW THEREFORE the Municipal Services Committee (GG) Recommends that the Council of The Corporation of the Township of Rideau Lakes supports the recommendations of the Standing Committee on Government Operations and a letter be forwarded to the Honourable Carla Qualtrough, Minister of Public Services and Procurement, advising of Council's support.

Carried:

NEW BUSINESS:

Consent to Attend Events: None

Mayor Holman's Comments:

- County committed funds to area Hospital projects:
 - Brockville General Hospital - \$2.125 million over 10 years for major redevelopment
 - Kingston University Hospitals Foundation - \$600,000
 - Kemptville District Hospital Foundation - \$75,000 for an Ophthalmology Clinic project
- Fire: new fire safety regulations under the Fire Protection and Prevention Act (FPPA)
- ROMA – mid term meeting held in Wawa May 16-18
 - Supporting FENOM & NOMA financially and the two-hater situation
 - Sponsoring Teeny Tiny Summit
 - Looked at challenges facing Northern municipalities
- AMO – quiet at this time due to Provincial Election
- Seniors Expo taking place tomorrow at the Elgin Lions Hall
- Touch a Truck Event at Kin Park – fabulous, well attended, congratulations and thanks to Staff

Councillor Gunnewiek inquired as to updates on the Elgin Main Street Project. Mike Dwyer, CAO, provided a verbal update regarding the design of the drainage and drainage behind commercial district grocery store that doesn't drain to the existing storm drain.

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

No members of the Public were present at this time.

Councillor Banks left the meeting at 3:50 p.m.

CLOSE MEETING

Moved By: Deputy Mayor Lavoie
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee closes Meeting at 3:52 p.m. to discuss matters as per Section 239(2) (b), (c) and (e) of the Municipal Act.

Carried:

Councillor Hoogenboom left the meeting at 4:29 p.m.

Moved By: Councillor Livingston
Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee opens Meeting at 4:29 p.m.

Carried:

RECOMMENDATION #78-2018

Moved By: Councillor Pollard
Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee approves and adopts the Minutes of the Closed Session of the Municipal Services Committee (GG) Meeting held April 23, 2018;

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 #79-2018

Moved By: Councillor Pollard
Seconded By: Councillor Gunnewiek

To pass a Resolution that;

The Municipal Services Committee Recommends that Council confirm the Proceedings of the Committee

Meeting held Monday, May 28, 2018.

Carried:

Moved By: Councillor Dunfield
Seconded By: Councillor Pollard

To pass a Resolution that;

This Meeting do now adjourn at 4:30p.m.

Carried:

Ronald E. Holman
Mayor

Mary Ellen Truelove
Clerk