

The MUNICIPAL SERVICES COMMITTEE (PUBLIC WORKS/PLANNING/COMMUNITY & LEISURE SERVICES) held a Meeting at the Municipal Office in Chantry on **Monday, August 13, 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 Holman, Deputy Mayor Cathy Monck, Councillors Linda Carr, Rob Dunfield, Claire Gunnewiek, Arie Hoogenboom, Bob Lavoie, Cathy Livingston and Ron Pollard.

Councillor Banks was absent with prior notice.

Also in attendance were Mike Dwyer, CAO; Mary Ellen Truelove, Clerk; Brittany Mulhern, Manager of Development Services; Steve Fournier, Interim Fire Chief; Dan Chant, Roads Coordinator; Michelle Jones, Manager of Facilities and Environmental Services, and Leila Stafford, Recreation and Volunteer Coordinator.

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 added under Agenda Item #6 – Delegations: **ADD 6.1: Inspector Michael Francis, OPP Leeds Detachment.**

Moved By: Councillor Hoogenboom
Seconded By: Councillor Carr

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 none were heard.

DELEGATIONS:

Inspector Michael Francis, Detachment Commander with Leeds County OPP, was in attendance to address Committee regarding the 2018 Quarters 1 & 2 Billing and Calls for Service Details.

RECOMMENDATION #103-2018

Moved By: Councillor Livingston
Seconded By: Councillor Gunnewiek

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the presentation by Detachment Commander Mike Frances, Leeds OPP Detachment Commander, regarding 2018 Quarter 1 and 2 Billing Summary and Calls for Service Detail.

Carried:

DEVELOPMENT SERVICES:

Brittany Mulhern, Manager of Development Services, provided Committee with verbal and written Reports regarding the following:

- Departmental Update
- Draft Swimming Pool Enclosure By-Law
- Inspection Vehicles RFP (with Steve Fournier, Interim Fire Chief)

Departmental Update:

RECOMMENDATION #104-2018

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 regarding Permit and Application Year to Year Comparison and July 2018 Permit and Application Activity as provided by Brittany Mulhern, Manager of Development Services.

Carried:

Draft Swimming Pool Enclosure By-Law:

RECOMMENDATION #105-2018

Moved By: Councillor Monck
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Draft Swimming Pool Enclosure By-Law as provided by Brittany Mulhern, Manager of Development Services;

AND FURTHER Recommends that the Draft By-Law be posted to the website for 60 days in order to receive public comment.

Carried:

Inspection Vehicles RFP:

RECOMMENDATION #106-2018

Moved By: Councillor Pollard
Seconded By: Councillor Monck

To pass a Resolution;

WHEREAS a Request for Proposal was advertised for the purchase of one new inspection vehicle for the Development Services Department and one new inspection vehicle for the Fire Department;

AND WHEREAS two (2) bids were received and opened on August 7th following the deadline;

NOW THEREFORE the Municipal Services Committee recommends that Council acknowledge the verbal and written Report as provided by Brittany Mulhern, Manager of Development Services, and Steve Fournier, Fire Chief;

AND FURTHER Recommends to Council that Staff be directed to finalize the contract for the purchase of one new Inspection Vehicle for the Development Services Department based on the RFP submission by Gananoque Chevrolet Buick GMC Cadillac for \$29,247.00 plus HST;

AND FURTHER that Staff be directed to finalize the contract for the purchase of one new Inspection Vehicle for the Fire Department based on the RFP submission by Petrie Ford for \$33,201.00 plus HST.

Carried:

PUBLIC WORKS:

ROADS:

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

RECOMMENDATION #107-2018

Moved By: Councillor Dunfield
Seconded By: Councillor Monck

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:

MUNICIPAL PROPERTIES:

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

RECOMMENDATION #108-2018

Moved By: Councillor Carr
Seconded By: Councillor Gunnewiek

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 Agreement between the Township of Rideau Lakes and Canada Post for leased space at the Elgin Municipal Complex be renewed commencing December 1, 2018 for a term of five years, ending November 30, 2023, for an annual fee of \$22,500 with an annual adjustment as negotiated by Staff.

Carried:

ENVIRONMENTAL SERVICES:

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

RECOMMENDATION #109-2018

Moved By: Councillor Livingston
Seconded By: Councillor Lavoie

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 that Council strongly consider discontinuing South Elmsley Public Works Garage as a location for Sunday Island Service, commencing in 2019, due to lack of use versus cost.

Carried:

ADMINISTRATION:

COMMUNITY & LEISURE SERVICES:

Leila Stafford, Recreation and Volunteer Coordinator, provided Committee with a verbal and written Report regarding Volunteer Appointments.

RECOMMENDATION #110-2018

Moved By: Councillor Pollard

Seconded By: Councillor Dunfield

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Volunteer Appointments as provided by Leila Stafford, Recreation and Volunteer Coordinator;

AND FURTHER Recommends that Council appoint the following volunteers to their respective committees:

- North Crosby Beautification Sub-Committee: Susan Hill Brooks;
- California Beautification Sub-Committee: Peigi and Bryan Dumouchel;
- Newboro Recreation Committee: Blythe Talbot-Cadue, Chris Cadue and Cathy Ryan;
and
- Morton Hall Board: Victoria Boyd.

Carried:

BUSINESS ARISING: None

CORRESPONDENCE:

The following correspondence was received and reviewed by Committee:

- 11.1 Resident: Request for Noise Variance
- 11.2 United Way: Request for Funding Support for *Tastes and Sounds*

RECOMMENDATION #111-2018

Moved By: Councillor Monck
Seconded By: Councillor Lavoie

To pass a Resolution that;

WHEREAS correspondence was received from a resident requesting a Noise By-Law Variance from 11pm to 2am for a wedding on Byrnes Road on Saturday, August 18, 2018;

NOW THEREFORE the Municipal Services Committee recommends to Council that the resident be encouraged to speak to and advise the neighbouring property owners and that no action be taken on the request for a noise exemption.

Carried:

RECOMMENDATION #112-2018

Moved By: Councillor Carr

Seconded By: Councillor Gunnewiek

To pass a Resolution that;

WHEREAS correspondence was received from United Way Leeds & Grenville requesting funding support for *Tastes and Sounds* event;

NOW THEREFORE the Municipal Services Committee Recommends to Council that a contribution of \$500 be made for the *Tastes and Sounds* event.

Carried:

NEW BUSINESS:

Proposed Motion – Mayor Holman re County Road 10 Rehabilitation:

RECOMMENDATION #113-2018

Moved By: Councillor Pollard

Seconded By: Councillor Lavoie

To pass a Resolution that;

WHEREAS County Road 10 is a critical tourism and employment link between the communities of Rideau Lakes, Westport, Perth and onward to Highway 7;

AND WHEREAS portions of the road require rehabilitation and/or further assessment;

AND WHEREAS the Township of Rideau Lakes and the Village of Westport wish to see these matters progress in a timely manner;

NOW THEREFORE the Municipal Services Committee Recommends that Council requests that the Council of the United Counties of Leeds and Grenville recognize the necessary rehabilitation and assessment work as a 2019 budget priority.

AND FURTHER requests that the feasibility study of County Road #10 in the area directly north of Westport, which has been approved by Counties Council for the 2018 budget but postponed until 2019, be reinstated for 2018;

AND FURTHER requests that the County review County Road #1 between Rideau Ferry and Highway 15 for rehabilitation.

Carried:

Notice: Portland Streetscape and Community Facility Design Options Open House – August 25/18:

Mike Dwyer, CAO, advised Committee that an Open House will take place at the Portland Community Hall on August 25th from 1-4 p.m. for the public to review the Portland Streetscape and Community Facility Design Options. The goal for the Open House is to receive public feedback on the design.

Conceptual Plans and Streetscape plans will be on display at the Open House.

Consent to Attend Events:

RECOMMENDATION #114-2018

Moved By: Councillor Pollard
Seconded By: Councillor Lavoie

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 Open House	August 25	All Who Attend.
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Carried:

Mayor Holman Comments: None

Mayor Holman asked Mike Dwyer, CAO to provide an update on the Elgin Main St. Revitalization project.

Mr. Dwyer advised that the contractor for the sidewalks will begin forming and pouring as of Tuesday. Cross culverts are in and will follow with pulverizing. Once the sidewalks are complete and pulverizing done, paving will begin. A full site meeting is taking place on Thursday.

Councillor Gunnewiek advised that the Elgin & Area Heritage Society is holding Open Houses over the next two weekends – *Changing Times*.

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 none were heard.

Committee observed a 5-minute break at 4:10 p.m.

CLOSE MEETING

Moved By: Deputy Mayor Monck
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee closes Meeting at 4:18 p.m. to discuss matters as per Section 239(2) (e) of the Municipal Act.

Carried:

Moved By: Councillor Dunfield
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee opens Meeting at 4:24 p.m.

Carried:

RECOMMENDATION #115-2018

Moved By: Councillor Livingston
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 (PW) Meeting held July 9, 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 #116-2018

Moved By: Councillor Lavoie
Seconded By: Deputy Mayor Monck

To pass a Resolution that;

The Municipal Services Committee Recommends that Council confirm the Proceedings of the Committee Meeting held Monday, August 13, 2018.

Carried:

Moved By: Councillor Carr
Seconded By: Councillor Hoogenboom

To pass a Resolution that;

This Meeting do now adjourn at 4:27 p.m.

Carried:

Ronald E. Holman
Mayor

Mary Ellen Truelove
Clerk