

The MUNICIPAL SERVICES COMMITTEE (PUBLIC WORKS/PLANNING/COMMUNITY & LEISURE SERVICES) held a Meeting at the Municipal Office in Chantry on **Monday, February 12, 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 Rob Dunfield, Councillors Jeff Banks, Linda Carr, Claire Gunnewiek, Arie Hoogenboom, Bob Lavoie, Cathy Livingston, Cathy Monck and Ron Pollard.

Also in attendance were Mike Dwyer, CAO; Mary Ellen Truelove, Clerk; Malcolm Norwood, Associate Planner; 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 none were heard.

Moved By: Councillor Livingston
Seconded By: Councillor Banks

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.

DELEGATION:

Chris Lloyd, Chief of Leeds and Grenville Paramedic Service, was in attendance to address Committee regarding the Opioid Response and Naloxone Kits/Administration.

RECOMMENDATION #14-2018

Moved By: Councillor Carr
Seconded By: Councillor Monck

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the presentation by Chris Lloyd, Chief of Leeds and Grenville Paramedic Service, regarding Opioid Response and the administration of Naloxone;

AND FURTHER Recommends that Council await the presentation by Dr. Paula Stewart, Medical Officer of Health for Leeds & Grenville, prior to a decision regarding the administration of Naloxone.

Carried:

DEVELOPMENT SERVICES:

Mike Dwyer, CAO, provided Committee with a verbal and written Departmental Update.

RECOMMENDATION #15-2018

Moved By: Councillor Carr
Seconded By: Deputy Mayor Dunfield

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 January 2018 Permit and Application Activity as provided by Mike Dwyer, CAO.

Carried:

Malcolm Norwood, Associate Planner, provided a verbal and written Report to Committee regarding changes to the Residential Tenancies Act.

RECOMMENDATION #16-2018

Moved By: Deputy Mayor Dunfield
Seconded By: Councillor Carr

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Changes to the Residential Tenancies Act, as provided by Malcolm Norwood, Associate Planner;

AND FURTHER Recommends to Council that Carol Church, MMAH, be invited to make a presentation to the Municipal Services Committee regarding the changes and implications for the Township of Rideau Lakes;

AND FURTHER Recommends to Council that following the MMAH presentation, Council provide direction to Staff regarding enforcement options set out in the Residential Tenancies Act.

Carried:

PUBLIC WORKS:

ROADS:

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

- Roads Progress Report
- Tender for Street Sweeping
- RFP for Granular Placement
- Tender for Dust Suppressant

Roads Progress Report:

RECOMMENDATION #17-2018

Moved By: Councillor Gunnewiek
Seconded By: Councillor Lavoie

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:

Tender and RFP's for Street Sweeping, Granular Placement and Dust Suppressant:

RECOMMENDATION #18-2018

Moved By: Councillor Pollard
Seconded By: Councillor Gunnewiek

To pass a Resolution that;

WHEREAS Tenders were sent out and advertised for the Supply and Application of Dust Suppressant and for Street Sweeping and an RFP was advertised for the Placement of Granular Material in 2018;

AND WHEREAS the Tenders and RFP were received and opened on February 1, 2018 following the deadline;

NOW THEREFORE the Municipal Services Committee Recommends that Council acknowledge the verbal and written Reports as provided by Dan Chant, Roads Coordinator, regarding Tenders for Dust Suppressant and Street Sweeping and an RFP for the Placement of Granular Material;

AND FURTHER Recommends to Council that the contracts be awarded as follows:

- Tender for Street Sweeping (PW2018-2): John Sweeping
Tendered Price of \$22,835.00 + HST;
- RFP for Granular Placement (PW2018-3): G. Tackaberry & Sons Construction
RFP prices as outlined in the Report;
- Tender for Dust Suppressant (PW2018-4): Morris Chemicals Inc.
Tendered price of \$0.2335/litre.

Carried:

MUNICIPAL PROPERTIES:

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

RECOMMENDATION #19-2018

Moved By: Councillor Lavoie
Seconded By: Deputy Mayor Dunfield

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 a letter of thanks be sent to the Leeds Grenville Stewardship Council for their generous donation of 500 trees in celebration of Rideau Lakes' 20th anniversary;

AND FURTHER Recommends to Council that a By-Law be brought forward to Council, after a review with legal counsel, to enter into a new Agreement with Lanark, Leeds & Grenville Addictions and Mental Health for a 3-year term.

Carried:

ENVIRONMENTAL SERVICES:

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

RECOMMENDATION #20-2018

Moved By: Councillor Livingston
Seconded By: Councillor Monck

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.

Carried:

JOINT HEALTH & SAFETY:

January 25, 2018 Minutes:

RECOMMENDATION #21-2018

Moved By: Councillor Banks
Seconded By: Councillor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the Minutes of the Joint Health and Safety Committee Meeting held January 25, 2018.

Carried:

Workplace Health & Safety Policy and Program:

RECOMMENDATION #22-2018

Moved By: Councillor Hoogenboom
Seconded By: Councillor Carr

To pass a Resolution that;

WHEREAS the Municipal Services Committee received copies of the Health & Safety Policies at their meeting held June 12, 2017 and recommended that a By-Law be brought forward to adopt same;

AND WHEREAS following said meeting, the Policies were forwarded to the Township's Lawyer for review and amendment;

NOW THEREFORE the Municipal Services Committee Recommends that a By-Law be brought forward to adopt the Workplace Health & Safety Policy and Program as presented.

Carried:

COMMUNITY & LEISURE SERVICES:

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

- Volunteer Appointments
- Volunteer Appointments – Seniors
- Rideau Lakes Day Camp Fees
- Hall Rental User Groups

Volunteer Appointments:

RECOMMENDATION #23-2018

Moved By: Councillor Pollard
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 people be appointed to the Portland Outdoors (Skate the Lake) Committee: Caroline Bresee, Chris Hammer, Brenda Howes, Rod Howes, Len McFadden, Andrea Mackenzie, Nicole Michael and Diane Thomas.

Carried:

Volunteer Appointments – Seniors:

RECOMMENDATION #24-2018

Moved By: Councillor Carr
Seconded By: Deputy Mayor Dunfield

To pass a Resolution that;

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

AND FURTHER Recommends to Council that the Older Adult Club Registration Form be approved.

Carried:

Rideau Lakes Day Camp Fees:

RECOMMENDATION #25-2018

Moved By: Councillor Banks
Seconded By: Councillor Monck

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Rideau Lakes Day Camp Fees as provided by Sue Dunfield, Manager of Community & Leisure Services;

AND FURTHER Recommends to Council that Council endorse the proposed fees for the 2018 Rideau Lakes Day Camp Program as outlined in the Report.

Carried:

Councillor Hoogenboom left the meeting at 3:35 p.m.

Hall Rental User Groups:

RECOMMENDATION #26-2018

Moved By: Councillor Carr
Seconded By: Deputy Mayor Dunfield

To pass a Resolution that;

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

AND FURTHER Recommends to Council that the following be implemented with regards to Hall Rental Fees:

- Non-For-Profit Groups - Free of Charge;
- Regular Rental Fees - Increase by 20%;
- Multi-Day Rental Fees - Eliminate;

AND FURTHER Recommends that the above-noted changes be implemented for 2019.

Carried:

ADMINISTRATION:

Mike Dwyer, CAO, provided Committee with a verbal and written Report regarding a Review of DARS.

RECOMMENDATION #27-2018

Moved By: Deputy Mayor Dunfield
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding a Review of DARS and Township Partnership Structure, as provided by Mike Dwyer, CAO.

AND FURTHER Recommends to Council that a grant to cover the D.A.R.S. (Incorporated) general liability insurance be provided in 2018;



AND FURTHER Recommends to Council that the Sub-Committee of Council named D.A.R.S. (Delta Athletic Association Recreation Sub-Committee) be dissolved and Schedule B to By-Law 2010-115 be amended accordingly;

AND FURTHER Recommends to Council that during the year, Staff and D.A.R.S. (Incorporated) members investigate opportunities to transition the leased property and services to a mutually agreeable outcome.

Carried:

BUSINESS ARISING:

Local Share Initiative:

Due to the absence of Councillor Hoogenboom for the discussion regarding the Local Share Initiative, this agenda item was tabled until the February 26th Municipal Services Committee.

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

CORRESPONDENCE:

The following correspondence was received and reviewed by Committee:

- 13.1 Stacey Bell: Walk to End Pain - Request for Support
- 13.2 Town of Norwich: Ontario Building Code Amendments

RECOMMENDATION #28-2018

Moved By: Councillor Banks
Seconded By: Councillor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council receive and file correspondence items 13.1 and 13.2.

Carried:

Mayor Holman advised that correspondence would be sent regarding agenda item 13.1 to obtain more details and timing of being in the Rideau Lakes area.

NEW BUSINESS:

Consent to Attend Events: None

Mayor Holman Comments: None

No members of the Press or Public were present at this time.

Moved By: Councillor Monck
Seconded By: Councillor Banks

To pass a Resolution that;

The Municipal Services Committee closes Meeting at 4:20 p.m. to discuss matters as per Section 239(2) (d) and (i) of the Municipal Act.

Carried:

Moved By: Councillor Carr
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee opens Meeting at 5:23 p.m.

Carried:

RECOMMENDATION #29-2018

Moved By: Councillor Carr

Seconded By: Councillor Gunnewiek

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 January 8, 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 #30-2018

Moved By: Councillor Monck
Seconded By: Councillor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council confirm the Proceedings of the Committee Meeting held Monday, February 12, 2018.

Carried:

Moved By: Councillor Livingston
Seconded By: Councillor Lavoie

To pass a Resolution that;

This Meeting do now adjourn at 5:24 p.m.

Carried:

Ronald E. Holman
Mayor

Mary Ellen Truelove
Clerk