

The MUNICIPAL SERVICES COMMITTEE (PUBLIC WORKS/PLANNING/COMMUNITY & LEISURE SERVICES) held a Meeting at the Municipal Office in Chantry on **Monday, May 14, 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 Bob Lavoie, Councillors Jeff Banks, Rob Dunfield, Claire Gunnewiek, Cathy Livingston and Ron Pollard.

Councillors Linda Carr, Arie Hoogenboom and Cathy Monck were absent with prior notice.

Also in attendance were Mike Dwyer, CAO; Mary Ellen Truelove, Clerk; Dan Chant, Roads Coordinator and Michelle Jones, Manager of Facilities and Environmental 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 Pollard

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.

DELEGATIONS: None

DEVELOPMENT SERVICES:

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

- Departmental Update
- Annual Section 7(4) – Building Fee Compliance Report
- Residential Tenancies Maintenance Standards Enforcement

Departmental Update:

RECOMMENDATION #56-2018

Moved By: Councillor Livingston

Seconded By: Councillor Banks

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

Carried:

Annual Section 7(4) – Building Fee Compliance Report:

RECOMMENDATION #57-2018

Moved By: Councillor Dunfield
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the Annual Section 7(4) – Building Compliance Report as provided by Mike Dwyer, CAO;

AND FURTHER Recommends that said Report be posted to the appropriate section of the Township’s website.

Carried:

Residential Tenancies Maintenance Standards Enforcement:

RECOMMENDATION #58-2018

Moved By: Councillor Gunnewiek
Seconded By: Councillor Livingston

To pass a Resolution that;

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

AND FURTHER Recommends that Council appoint the CBO and Building Inspector for the purpose of the *Residential Tenancies Act* Maintenance Standards;

AND FURTHER Recommends to Council that a Policy be developed which outlines the manner and form in which a complaint must be received, and associated service standards.

Carried:

PUBLIC WORKS:

ROADS:

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

RECOMMENDATION #59-2018

Moved By: Deputy Mayor Lavoie
Seconded By: Councillor Banks

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 verbal and written Reports regarding the following:

- Municipal Properties Update
- Elgin Rink Tender Results

Municipal Properties Update:

RECOMMENDATION #60-2018

Moved By: Councillor Dunfield
Seconded By: Councillor Pollard

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 camera service currently offered at the Newboro Harbor be discontinued due to lack of use and cost.

Carried:

Elgin Rink Tender Results:

RECOMMENDATION #61-2018

Moved By: Councillor Gunnewiek
Seconded By: Councillor Livingston

To pass a Resolution that;

WHEREAS Tenders were advertised for Site Preparation for a Concrete Pad and to Install and Finish a Reinforced Concrete Pad at the Elgin Rink;

AND WHEREAS Tenders were received and opened on April 6, 2018 following the deadline;

NOW THEREFORE the Municipal Services Committee Recommends that Council acknowledge the verbal and written Report regarding Elgin Rink Tender Results as provided by Michelle Jones, Manager of Facilities and Environmental Services;

AND FURTHER Recommends to Council that the Tender for Site Preparation for a Concrete Pad at the Elgin Rink (PW 2018-18) be awarded to French's Trucking in the amount of \$19,560 plus HST;

AND FURTHER Recommends to Council that the Tender to Install and Finish a Reinforced Concrete Pad at the Elgin Rink (PW 2018-19) be awarded to Rob Young's Forming and Concrete in the amount of \$60,675 plus HST.

Carried:

ENVIRONMENTAL SERVICES:

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

RECOMMENDATION #62-2018

Moved By: Councillor Dunfield
Seconded By: Deputy Mayor 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 to Council that Staff review the recommendations contained in the Waste Site report for further action.

Carried:

COMMUNITY & LEISURE SERVICES:

Minutes of the following Committee meetings were read as distributed to Committee:

- Joint Beautification Sub-Committee Meeting/Action Item Listing: April 18, 2018
- Joint Hall Board Sub-Committee Meeting/Action Item Listing: May 2, 2018
- Joint Recreation Sub-Committee Meeting/Action Item Listing: May 2, 2018

Joint Beautification Sub-Committee Meeting: April 18, 2018

RECOMMENDATION #63-2018

Moved By: Councillor Dunfield
Seconded By: Councillor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the Minutes and all Recommendations of the Joint Beautification Sub-Committee Meeting held April 18, 2018;

AND FURTHER Recommends that Council acknowledge all Recommendations included in said Minutes;

AND FURTHER Recommends to Council that Action Items within the Joint Beautification Minutes be added to the Action Items Listing for Budget consideration.

Carried:

Joint Hall Board Sub-Committee Meeting: May 2, 2018

RECOMMENDATION #64-2018

Moved By: Councillor Banks
Seconded By: Councillor Dunfield

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the Minutes of the Joint Hall Board Sub-Committee Meeting held May 2, 2018;

AND FURTHER Recommends that Council acknowledge all Recommendations included in said Minutes;

AND FURTHER Recommends to Council that Action Items within the Joint Hall Board Minutes be added to the Action Items Listing for Budget consideration.

Carried:

Joint Recreation Sub-Committee Meeting: May 2, 2018

RECOMMENDATION #65-2018

Moved By: Councillor Gunnewiek
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the Minutes of the Joint Recreation Sub-Committee Meeting held May 2, 2018;

AND FURTHER Recommends that Council acknowledge all Recommendations included in said Minutes.

Carried:

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

- Volunteer Appointments
- National Health and Fitness Day
- Participaction Pulse Report
- Community Garden Day Proclamation
- Asset Builder Certification

Volunteer Appointments:

RECOMMENDATION #66-2018

Moved By: Councillor Pollard
Seconded By: Deputy Mayor Lavoie

To pass a Resolution that;

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

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

- **Delta Athletic Association Recreation Sub-Committee:** Kathryn Nantel;
- **Newboro Hall Board:** Bob Bruin, Allen Fleming, Debbie Foster, Brian Parish;
- **Newboro Recreation/Parks/Events Committee:** Bob Bruin, Allen Fleming, Debbie Foster, Brian Parish, John Welsh;
- **Newboro Beautification Committee:** Bob Bruin, Allen Fleming, Debbie Foster, Brian Parish, John Welsh.

Carried:

National Health and Fitness Day:

RECOMMENDATION #67-2018

Moved By: Councillor Gunnewiek
Seconded By: Deputy Mayor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the written Report regarding National Health and Fitness Day as provided by Sue Dunfield, Manager of Community & Leisure Services;

AND FURTHER Recommends that Council proclaim June 2, 2018 to be National Health and Fitness Day.

Carried:

Participation Pulse Report:

RECOMMENDATION #68-2018

Moved By: Councillor Dunfield
Seconded By: Councillor Livingston

To pass a Resolution that;

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

AND FURTHER Recommends to Council that said Report be linked to the Township's website under Recreation.

Carried:

Community Garden Day Proclamation:

RECOMMENDATION #69-2018

Moved By: Councillor Livingston
Seconded By: Councillor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the written Report regarding Community Garden Day Proclamation as provided by Sue Dunfield, Manager of Community & Leisure Services;

AND FURTHER Recommends to Council that Mayor Holman be authorized to sign the Proclamation making June 15, 2018 Official Garden Day for 2018 in Rideau Lakes.

Carried:

Asset Builder Certification:

RECOMMENDATION #70-2018

Moved By: Deputy Mayor Lavoie
Seconded By: Councillor Pollard

To pass a Resolution that;

The Municipal Services Committee Recommends that Council acknowledge the written Report regarding Asset Builder Certification as provided by Sue Dunfield, Manager of Community & Leisure Services;

AND FURTHER Recommends to Council that a letter of congratulations be provided to Dayna McCumber.

Carried:

BUSINESS ARISING: None

CORRESPONDENCE:

The following correspondence was received and reviewed by Committee:

11.1 Township of Selwyn: Hockey Season Re-alignment

11.2 Minister of Seniors Affairs: June is Seniors Month

RECOMMENDATION #71-2018

Moved By: Councillor Banks
Seconded By: Councillor Dunfield

To pass a Resolution that;

The Municipal Services Committee Recommends that Council receive and file correspondence items 11.1 and 11.2.

Carried:

NEW BUSINESS:

Consent to Attend Events: None

Mayor Holman Comments:

- Toured Europe
 - Visited many well-maintained cemeteries, including Quarry Woods Cemetery
 - Had a listing of local soldiers' names from WWI to find their gravesites
- Received Environment, Energy and Climate Resources for Municipalities from the Environmental Commissioner of Ontario

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.

CLOSE MEETING

Moved By: Deputy Mayor Lavoie

Seconded By: Councillor Banks

To pass a Resolution that;

The Municipal Services Committee closes Meeting at 3:06 p.m. to discuss matters as per Section 239(2) (c) and (e) of the Municipal Act.

Carried:

Moved By: Councillor Livingston

Seconded By: Councillor Banks

To pass a Resolution that;

The Municipal Services Committee opens Meeting at 3:44 p.m.

Carried:

RECOMMENDATION #72-2018

Moved By: Councillor Gunnewiek

Seconded By: Councillor Pollard

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 March 12, 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 #73-2018

Moved By: Deputy Mayor Lavoie
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee Recommends that Council confirm the Proceedings of the Committee Meeting held Monday, May 14, 2018.

Carried:

Moved By: Councillor Gunnewiek
Seconded By: Councillor Dunfield

To pass a Resolution that;

This Meeting do now adjourn at 3:45 p.m.

Carried:

Ronald E. Holman
Mayor

Mary Ellen Truelove
Clerk