



Municipal Services Committee
(Public Works/Planning/Community & Leisure Services)
Minutes

June 9, 2025, 10:00 a.m.
Municipal Office, Chantry

Members Present: Mayor Arie Hoogenboom, Deputy Mayor Deborah Anne Hutchings (virtual), Councillor Jeff Banks, Councillor Paula Banks, Councillor Linda Carr, Councillor Sue Dunfield, Councillor Marcia Maxwell, Councillor Ron Pollard (virtual)

Staff Present: Shellee Fournier, CAO, Mary Ellen Truelove, Clerk, Tom Fehr, Manager of Development Services, Dan Chant, Manager of Roads and Drainage, Ben Rothwell, Works and Facilities Coordinator, Steve Holmes, Manager of Facilities and Parks, Leila Stafford, Recreation and Volunteer Coordinator

CALL TO ORDER

Mayor Hoogenboom called the Meeting to order at 10:00 a.m.

ROLL CALL

EMERGENCY ADDITIONS/AMENDMENTS TO AGENDA

Mayor Hoogenboom asked if there were any emergency additions to the Agenda and the following was added:

1. Councillor P. Banks requested to Speak to Steve Clark's media release and speak to the Mayoral Direction to Staff for Research - to be added under New Business
2. Notices of Motion from the June 2nd Council meeting will be added under New Business as 15.1, 15.2 and 15.3.
3. Councillor Dunfield requested that Agenda Item 16.4 (Notice of Motion) be move to 15.4.

ADOPTION OF AGENDA

RECOMMENDATION 100-2025

Moved by Councillor Carr
Seconded by Councillor P. Banks

Be it resolved, that the Agenda be approved and adopted as amended.

Carried

DECLARATION OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

Mayor Hoogenboom asked if any Council Member had a Pecuniary Interest in any Item on the Agenda and if so, the Nature of that Interest and none were declared.

PRESENTATIONS: None

DELEGATIONS: None

DEVELOPMENT SERVICES

Alison Merkley, Development Services Analyst: Road Renaming of 1401 North Shore Road

Alison Merkley, Development Services Analyst, provided a written Report to Committee regarding Renaming of Private Road - 1401 North Shore Road, under Report DS-2025-11. Tom Fehr, Manager of Development Services was in attendance to answer any questions.

RECOMMENDATION 101-2025

Moved by Councillor Maxwell
Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that:

- The private road currently named 1401 North Shore Road be renamed Blundons Lane.

Carried

Tom Fehr, Manager of Development Services: Departmental Update

Tom Fehr, Manager of Development Services, provided a verbal and written Departmental Update to Committee under Report DS-2025-12.

Councillor Ron Pollard (virtual) joined the meeting at 10:07 am.

RECOMMENDATION 102-2025

Moved by Councillor Dunfield
Seconded by Councillor Maxwell

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Development Services Department Update including the Permit and Application

Year to Year Comparison and the May 2025 Permit and Application Activity be received for information, as presented in MSC report DS-2025-12.

Carried

PUBLIC WORKS - ROADS: Dan Chant, Manager of Roads and Drainage

Roads Progress

Dan Chant, Manager of Roads and Drainage, provided a verbal and written Roads Progress Report to Committee under report RDS-2025-18.

RECOMMENDATION 103-2025

Moved by Councillor Maxwell
Seconded by Councillor P. Banks

Be it resolved that the Municipal Services Committee recommends to Council that the Roads Progress Report for May 2025 be received for information, as presented in MSC report RDS-2025-18.

Carried

PUBLIC WORKS - ENVIRONMENTAL SERVICES: Ben Rothwell, Works and Facilities Coordinator

Environmental Services Update

Ben Rothwell, Works and Facilities Coordinator, provided a verbal and written Environmental Services Update to Committee under report ENV-2025-10.

RECOMMENDATION 104-2025

Moved by Councillor J. Banks
Seconded by Deputy Mayor D. Hutchings

Be it resolved that the Municipal Services Committee (MSC) recommends that Council receive the Environmental Services Update for information purposes, as presented in MSC report ENV-2025-10.

Carried

PUBLIC WORKS - MUNICIPAL PROPERTIES: Steve Holmes, Manager of Facilities and Parks

Steve Holmes, Manager of Facilities and Parks provided verbal and written reports to Committee regarding the following:

- Award of RFP Sidewalk Replacement & Accessibility Corners
- Morton AC

- Municipal Properties Update

Award of RFP Sidewalk Replacement & Accessibility Corners

RECOMMENDATION 105-2025

Moved by Councillor Carr

Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that a By-Law be passed to award RFP PW2025-10 for the replacement of sidewalks and accessibility corners in the amount of \$58,800.00, (plus \$1,034.88) the Township's portion of the HST to Jamrock Construction, as presented in MSC Report FAC-2025-23.

Carried

RECOMMENDATION 106-2025

Moved by Councillor Carr

Seconded by Councillor P. Banks

Be it resolved that staff be directed to engage a consulting engineer to do design work on the Halladay St. sidewalk to a maximum of \$10,000.

Carried

Morton AC

RECOMMENDATION 107-2025

Moved by Councillor J. Banks

Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that it receives estimates of \$9,070 for AC at Morton Hall and required electrical upgrades,

AND FURTHER that staff be directed to contact the Morton CEC and obtain written approval for them to cover \$8,000 of the costs with their fundraised funds, and that Council approves a budget deviation in the remaining amount of approximately \$1,000 to be funded from year end results, as presented in MSC Report FAC-2025-24.

Carried

Municipal Properties Update

RECOMMENDATION 108-2025

Moved by Councillor Dunfield

Seconded by Councillor Pollard

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Municipal Properties Update Report for June 9, 2025, be received for information, as presented in MSC report FAC-2025-25.

Carried

ADMINISTRATION - COMMUNITY ENHANCEMENT COMMITTEES

CEC Minutes

The following Community Enhancement Committee minutes were received and reviewed by Committee:

- Delta and Area CEC Meeting: May 12, 2025
- Elgin and Area CEC Meeting: May 20, 2025
- Morton and Area CEC Meeting: May 9, 2025
- Newboro and Area CEC Meeting: May 20, 2025
- North Crosby and Area CEC Meeting: May 15, 2025
- Portland and Area CEC Meeting: May 14, 2025
- South Elmsley and Area CEC Meeting: May 14, 2025

RECOMMENDATION 109-2025

Moved by Deputy Mayor D. Hutchings
Seconded by Councillor Pollard

Be it resolved, that the Municipal Services Committee Acknowledges the following Community Enhancement Committee minutes:

- Delta and Area CEC Meeting: May 12, 2025
- Elgin and Area CEC Meeting: May 20, 2025
- Morton and Area CEC Meeting: May 9, 2025
- Newboro and Area CEC Meeting: May 20, 2025
- North Crosby and Area CEC Meeting: May 15, 2025
- Portland and Area CEC Meeting: May 14, 2025
- South Elmsley and Area CEC Meeting: May 14, 2025

Carried

Recommendations from CEC Minutes

RECOMMENDATION 110-2025

Moved by Councillor J. Banks
Seconded by Councillor P. Banks

WHEREAS at the Newboro and Area Community Enhancement Committee Meeting held May 20, 2025, a recommendation was passed requesting that Council approve the concept of installing banners on 12 hydro poles on Drummond St. in Newboro;

AND FURTHER that the Township enter into an agreement with Hydro One for the installation and removal of said banners;

AND FURTHER that the Newboro and area CEC shall be responsible for all costs associated with the permits, production, and installation/takedown, and replacement of the 12 Remembrance Day banners and 12 historical banners.

NOW THEREFORE be it resolved, that that Council approve, in principle, the concept of installing banners on hydro poles on Drummond St. in Newboro;

AND FURTHER, that the Newboro and Area CEC begin discussions with hydro one and present a proposed Agreement back to Council for consideration.

Carried

RECOMMENDATION 111-2025

Moved by Councillor Maxwell
Seconded by Deputy Mayor D. Hutchings

WHEREAS at the Portland and Area Community Enhancement Committee Meeting held May 14, 2025, recommendation 08-2025 was passed requesting that Council approve a budget deviation of \$147.77 of the Portland and Area CEC mailout for the Portland Community Hall and Library Grand Opening Event;

NOW THEREFORE be it resolved that Council approve a budget deviation of \$147.77 of the Portland and Area CEC mailout for the Portland Community Hall and Library Grand Opening Event.

Carried

ADMINISTRATION - REPORTS

Leila Stafford, Recreation and Volunteer Coordinator

Leila Stafford, Recreation and Volunteer Coordinator, provided a verbal and written Recreation Update to Committee under Report CLS-2025-16.

RECOMMENDATION 112-2025

Moved by Councillor Maxwell
Seconded by Councillor Carr

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Recreation Update be received for information, as presented in MSC report CLS-2025-16.

Carried

Shellee Fournier, CAO: Response to Council Motion re Mayor Hoogenboom Media Comments

Shellee Fournier, CAO, provided a verbal and written report to Committee regarding Response to Council Motion re Mayor Hoogenboom Media Comments, under Report CAO-2025-07.

RECOMMENDATION 113-2025

Moved by Councillor J. Banks
Seconded by Councillor Pollard

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that it receives the staff's response to Mayor Hoogenboom's Media Comments on the Veto of the Chantry Municipal Offices, as presented in MSC report CAO-2025-07.

Carried

RECOMMENDATION 114-2025

Moved by Councillor P. Banks
Seconded by Councillor Carr

Be it resolved that staff ask Chris Wagner-Smith from IDEA, the cost to modify the existing 21 office complex for a new location, to the 99% drawings and a timeline.

Carried

Shellee Fournier, CAO: Midterm Newsletter

Shellee Fournier, CAO provided a verbal and written Report to Committee regarding Midterm Newsletter, under Report CAO-2025-08.

RECOMMENDATION 115-2025

Moved by Deputy Mayor D. Hutchings
Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Midterm Council Report be approved for distribution, as presented in MSC report CAO-2025-08.

Carried

Shellee Fournier, CAO: Early Termination of Portland Library Lease

Shellee Fournier, CAO, provided a verbal and written report to Committee regarding Early Termination of Portland Library Lease, under Report CAO-2025-09.

RECOMMENDATION 116-2025

Moved by Councillor Maxwell
Seconded by Deputy Mayor D. Hutchings

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Mutual Lease Termination Agreement for the Portland Library be approved, as presented in MSC report CAO-2025-09.

Carried

CORRESPONDENCE FOR ACTION/INFORMATION: None

Committee observed a break at 11:58 a.m. and reconvened at 12:15 p.m.

NEW BUSINESS:

Proposed Motion - Councillor P. Banks - Request for Detailed Report on Repairs to Chantry Office

RECOMMENDATION 117-2025

Moved by Councillor P. Banks
Seconded by Councillor Carr

WHEREAS a 2021 Baseline Property Condition Assessment identified \$470,900 in necessary repairs to the Chantry office by 2030, much of which is now overdue, including roofing, windows, HVAC, paving, accessibility upgrades, and electrical systems;

AND WHEREAS the building now faces additional urgent issues, including a leaking roof and ongoing septic failures;

AND WHEREAS the council's continued inaction risks further deterioration, potentially rendering the building unusable, repeating past mistakes such as the loss of Old Portland Hall;

AND WHEREAS Council has been reviewing the future of the Chantry office for over 16 years, and we are now back to square one with the mayor's inappropriate veto, a decision must be made this term to address long-standing space and the failing infrastructure issues;

NOW THEREFORE be it resolved that staff be directed to:

1. Prepare a detailed report updating cost estimates from the 2021 assessment, including:
 - Updated figures for identified repairs.
 - Costs and options to address the leaking roof and failing septic system;
 - Speak to the working group and add any new findings from the current facility specialist, from IDEA,
2. Develop and issue a Request for Proposals (RFP) A.S.A.P to complete the recommended work and update the current office.
 - Include recommendations on funding options and a timeline for decisions for the 2026 budget.

AND FURTHER that Council affirms its responsibility to maintain the existing building as a public asset until a final decision is made, to prevent further deterioration and escalating costs.

For (5): Deputy Mayor D. Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (3): Mayor Hoogenboom, Councillor Maxwell, and Councillor Pollard

Voter Type: Majority (Present), Recorded

Carried (5 to 3)

Proposed Motion - Councillor P. Banks - Request for Written Financial Analysis on Capital Project Affordability

RECOMMENDATION 118-2025

Moved by Councillor P. Banks
Seconded by Councillor J. Banks

WHEREAS the previous Treasurer, a Certified Management Accountant (CMA), supported an \$8.5 million capital project, which would have significantly drawn down the Township's remaining debt and reserve capacity;

AND WHEREAS the current Mayor now claims that the Township cannot afford a revised \$6.9 million infrastructure plan, despite its lower capital cost, reduced long-term borrowing, and more comprehensive facility coverage;

AND WHEREAS neither staff nor the external expert referenced by the Mayor have provided Council or the public with a written explanation detailing what financial changes have occurred in the Township's position to justify this reversal;

AND WHEREAS transparency, accountability, and informed fiscal stewardship demand a clear, accessible explanation of the financial reasoning behind such significant differences in project affordability assessments;

NOW THEREFORE be it resolved, that Council direct staff to prepare and commission from an independent expert, a written financial opinion that clearly outlines:

1. The fiscal context in which the former Treasurer supported the \$8.5 million HUB project;
2. The current fiscal context that informs the Mayor's assertion that a \$6.9 million project is unaffordable;
3. A comparative analysis of both plans' capital and long-term borrowing costs, impacts on reserves and debt capacity, and overall financial sustainability;
4. Any significant changes in financial conditions that would justify the Mayor's current position.

AND FURTHER that this written analysis be presented to Council and made publicly available to ensure transparency and support fact-based decision-making.

For (5): Deputy Mayor D. Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (3): Mayor Hoogenboom, Councillor Maxwell, and Councillor Pollard

Voter Type: Majority (Present), Recorded

Carried (5 to 3)

Proposed Motion - Councillor P. Banks - Enforcement of Procedural Bylaw and Fairness in Council Meeting Conduct

RECOMMENDATION 119-2025

Moved by Councillor P. Banks

Seconded by Councillor Dunfield

WHEREAS the Township's Procedural Bylaw limits members of Council, including the Mayor, to speaking no more than twice on any given issue;

AND WHEREAS the Mayor, in his role as Chair, has repeatedly exceeded this limit by offering personal commentary throughout debates, including after remarks by other councillors, and at both the beginning and end of discussions;

AND WHEREAS the Mayor has, on multiple occasions, answered questions or made statements about individual councillors without allowing those councillors the opportunity to respond or correct the record;

AND WHEREAS members of Council must be permitted to respond to or rebut comments or questions that directly concern them, in the interest of accuracy, accountability, and fair representation;

AND WHEREAS the role of the Chair is to facilitate orderly and impartial proceedings, not to dominate discussion or restrict members from speaking on matters directly relevant to them;

NOW THEREFORE be it resolved, that the Council of the Township of Rideau Lakes direct that:

1. The Procedural By-Law be strictly enforced, ensuring all members, including the Mayor, adhere to the rule of speaking no more than twice per issue;
2. The Chair refrain from interjecting opinions beyond the limits set out in the Procedural Bylaw, and from making statements on behalf of other councillors unless explicitly authorized;
3. Councillors be granted the right to respond to or rebut any comments or questions that pertain directly to them.
4. Questions that include comments to individual councillors be answered by those councillors, unless they choose to delegate their response;
5. Staff conduct a review of meeting practices and the application of the Procedural Bylaw and bring forward recommendations to ensure fairness, accuracy, and consistency in Council proceedings.

For (5): Deputy Mayor D. Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (3): Mayor Hoogenboom, Councillor Maxwell, and Councillor Pollard

Voter Type: Majority (Present), Recorded

Carried (5 to 3)

Councillor Dunfield: Mayor Transparency

RECOMMENDATION 120-2025

Moved by Councillor Dunfield

Seconded by Councillor P. Banks

WHEREAS the Mayor of Rideau Lakes, Arie Hoogenboom received the following communication from MPP Steve Clark:

"Rideau Lakes Township Mayor Arie Hoogenboom's comments during his interview with CBC Radio's All In A Day that my office provided advice regarding the use of Strong Mayor Powers is categorically false. When contacted on this issue, our office has referred both Mayor Hoogenboom and the Township of Rideau Lakes CAO to the Ministry of Municipal Affairs and Housing's Municipal Services Office in Kingston.

It is not the role of an MPP's office to provide guidance to municipal officials and it's disappointing that Mayor Hoogenboom has made this false claim. I

encourage him to do the honourable thing and immediately retract his untruthful comments";

AND WHEREAS the Mayor has stated he is and will continue to be transparent;

NOW THEREFORE be it resolved that Mayor Arie Hoogenboom publicly provide an explanation to Council and the residents of Rideau Lakes why he made false statements;

AND FURTHER THAT Mayor Arie Hoogenboom publicly retract his untruthful comments;

AND FURTHER THAT Mayor Arie Hoogenboom publicly state that he, and he alone, made these comments without direction or involvement of our CAO.

For (5): Deputy Mayor D. Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (3): Mayor Hoogenboom, Councillor Maxwell, and Councillor Pollard

Voter Type: Majority (Present), Recorded

Carried (5 to 3)

Direction to Staff

RECOMMENDATION 121-2025

Moved by Councillor P. Banks
Seconded by Councillor Carr

WHEREAS on June 4, 2025, the Mayor issued Mayoral Direction to Staff (MDS-2025-01), directing staff to compile data on councillor voting records and integrity commissioner complaints;

AND WHEREAS this directive appears to be politically motivated, particularly during an election, and is not aligned with the intent of Strong Mayor Powers, which are designed to advance provincial priorities such as housing and infrastructure;

AND WHEREAS the directive diverts municipal staff resources from core responsibilities and priorities that serve the residents of Rideau Lakes;

AND WHEREAS concerns about governance and transparency previously led to the appointment of a special Ombudsman in 2016 at the request of Council to restore public trust;

THEREFORE BE IT RESOLVED THAT:

1. Council formally requests that the Mayor immediately cease the politically motivated research directed under Mayoral Direction to Staff (MDS-2025-01);
2. Should the Mayor refuse to cease these activities, Council will immediately proceed with sending a formal letter to the Minister of Municipal Affairs and

Housing requesting that a special Ombudsman be appointed to investigate governance concerns within the Township of Rideau Lakes, similar to the oversight measures enacted in 2016.

For (5): Deputy Mayor D. Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (3): Mayor Hoogenboom, Councillor Maxwell, and Councillor Pollard

Voter Type: Majority (Present), Recorded

Carried (5 to 3)

NOTICE OF MOTIONS

As per the Procedural By-Law, Notice is being provided that the following will be discussed and debated at the next regular scheduled meeting:

Councillor P. Banks - Review and Reconsideration of Swim Program Structure at Lower Beverley Lake Park

WHEREAS Lower Beverley Lake Park is a township-owned facility that serves a significant number of families and children throughout the summer months;

AND WHEREAS the park plays an important role in offering recreational opportunities, including vital swim lessons that promote water safety for youth;

AND WHEREAS recent adjustments to the Swim Program's rate structure have raised concerns regarding affordability and accessibility for campers, residents, and visitors;

AND WHEREAS the new registration and fee structure may mean more participation in the program;

NOW THEREFORE be it resolved that Council direct staff to review the current Swim Program at Lower Beverley Lake Park, specifically:

- To explore options for enhanced pre-registration processes to accommodate both residents and campers.

AND FURTHER THAT a report with recommendations be brought back to Council for review and discussion.

Councillor P. Banks - Request for Meeting at AMO Conference re Strong Mayor Powers

WHEREAS the Township of Rideau Lakes is one of among more than 100 plus municipalities that have formally opposed Strong Mayor Powers and their potential impacts on democratic governance, council collaboration, and local accountability;

AND WHEREAS there has been a lack of broad municipal discussion on this topic at recent conferences and forums;

AND WHEREAS there is a need for council members across Ontario to have an opportunity to discuss these concerns collaboratively and explore the potential formation of a coalition to advocate for the restoration of traditional council authority;

NOW THEREFORE be it resolved that the Township of Rideau Lakes Council submit the following letter to AMO:

Dear President Jones and the AMO Executive,

On behalf of the Township of Rideau Lakes Council, I am writing to respectfully request your support in facilitating an important discussion at the upcoming AMO 2025 Annual Conference.

While we appreciate your leadership in addressing the significant challenges facing Ontario municipalities, especially the growing burden on property taxpayers and the strain of provincial downloads, we were concerned that recent comments did not address the expansion of Strong Mayor Powers. These powers have raised widespread concerns among many municipal councillors and mayors, particularly regarding their impact on democratic governance, council collaboration, and local accountability.

We believe it is critical that all council members have an opportunity to come together to discuss these concerns and Rideau lakes would like to facilitate the exploration of the formation of a coalition to advocate for the restoration of traditional council authority, all we are asking of AMO, is an empty meeting room.

Accordingly, we respectfully request that AMO provide one of the many available empty meeting rooms during the AMO Annual Conference, taking place August 17–20, 2025, to enable interested council members to gather for an open and constructive dialogue on this important issue. We will take care of the other logistics, if AMO can provide the space and the communicating the time and subject matter.

We would be grateful for your assistance in facilitating this conversation and for your continued support of Ontario's municipalities in maintaining strong, democratic local governance.

Thank you very much for your time and consideration. We look forward to your response and hope to work together on this important matter.

Sincerely, Paula Banks

Councillor P. Banks - Supporting Municipal Ethics Through Access and Education

Be it resolved, that the Council of the Township of Rideau Lakes supports the District of Parry Sound Municipal Association Resolution related to calling upon the Ontario government to provide free access to information so that Councils can be effective in their role in our democratic system.

MAYOR'S UPDATE

June 3: I attended the Joint Services Board Meeting in Brockville. It was noted that the JSB audit was completed and they had a deficit. The County share was off set by an overall County surplus.

June 4: I attended in person in Brockville the Regular Committee of the Whole.

June 5: I attended remotely the Maple View Lodge Board Meeting and can report that the rebuild is 97.5% complete and remains on time and on budget. Later that day I attended the seniors picnic in Lower Beverley Lake Park.

June 8: I attended in Newboro the 175th Anniversary Service and presented certificates on behalf of our MPP, Steve Clark and our own Township.

QUESTIONS FROM THE MEDIA REGARDING AGENDA ITEMS

Mayor Hoogenboom asked if any questions had been received from the Media and the Clerk advised no questions had been submitted via email.

No members of the media were in attendance at this meeting.

QUESTIONS FROM THE PUBLIC REGARDING AGENDA ITEMS

Mayor Hoogenboom asked if any questions had been submitted by the Public regarding Agenda Items and the Clerk advised no questions had been received via email.

CLOSED MEETING: None

REPORT REGARDING CLOSED MEETING: None

ADJOURNMENT

Mayor Hoogenboom declared the meeting adjourned at 1:25 p.m.

Arie Hoogenboom, Chair

Mary Ellen Truelove, Clerk