



Rideau Lakes

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

August 12, 2024, 10:00 a.m.
Municipal Office, Chantry

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

Staff Present: Shellee Fournier, CAO, Mary Ellen Truelove, Clerk, Malcolm Norwood, Manager of Development Services, Dan Chant, Manager of Roads and Drainage, Ben Rothwell, Works and Facilities Coordinator, Steve Holmes, Manager of Facilities and Parks, Christy Melvin, Acting Recreation and Volunteer Coordinator, Cynthia Laprade, Treasurer

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 none were noted.

ADOPTION OF AGENDA

RECOMMENDATION 137-2024

Moved by Councillor J. Banks
Seconded by Councillor Dunfield

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

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 the following was declared:

Councillor Carr declared a conflict on Agenda Item 23.1 related to a Personal issue.

PUBLIC NOTICE: Public Meeting - Development Charges Study and By-Law

PRESENTATIONS:

Reid Wilson, Small Equipment Operator: Community Recognition

Mayor Hoogenboom presented a certificate to Reid Wilson, Small Equipment Operator, recognizing his exemplary care and compassion to a member of the Community.

Alison Merkley, Development Services Analyst: AMCTO Course Completion

Mayor Hoogenboom presented a certificate to Alison Merkley, Development Services Analyst, recognizing her recent accomplishment of completing the *AMCTO Accredited Municipal Professional Program*.

DELEGATIONS: None

DEVELOPMENT SERVICES: Malcolm Norwood, Manager of Development Services

Malcolm Norwood, Manager of Development Services provided verbal and written Reports to Committee regarding the following:

- Departmental Update
- RFP DS-2024-01 Inspection Vehicle Results

Departmental Update

RECOMMENDATION 138-2024

Moved by Councillor P. Banks
Seconded by Councillor Dunfield

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 July 2024 Permit and Application Activity be received for information, as presented in MSC report DS-2024-19.

Carried

RFP DS-2024-01 Inspection Vehicle

RECOMMENDATION 139-2024

Moved by Councillor Delaney
Seconded by Councillor J. Banks

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that a by-law be passed authorizing the Mayor and Clerk to sign an agreement awarding RFP DS 2024-01 for a Light Duty Inspection Truck to James Braden Ford in the amount of \$50,979.50 plus \$897.24 (the Township's portion of the HST) and the applicable licensing fee, as presented in MSC Report DS2024-20.

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-2024-22.

RECOMMENDATION 140-2024

Moved by Councillor Hutchings
Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee recommends to Council that the Roads Progress Report for August be received, as presented in MSC report RDS-2024-22.

Carried

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

Ben Rothwell, Works and Facilities Coordinator, provided verbal and written Reports to Committee regarding the following:

- Environmental Services Update
- Waste Truck RFP Results
- Professional and Engineering Services RFP Results

Environmental Services Update

RECOMMENDATION 141-2024

Moved by Councillor Pollard
Seconded by Councillor J. Banks

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Environmental Services Update be received for information, as presented in MSC Report ENV-2024-13.

Carried

Waste Truck RFP Results

RECOMMENDATION 142-2024

Moved by Councillor Hutchings
Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that a by-law be passed authorizing the Mayor and Clerk to sign a contract with Nexgen Municipal Inc. for the supply and delivery of a waste truck in the amount of \$257,695.96 (plus the Township's portion of the HST);

AND FURTHER recommends that staff be permitted to order the truck immediately in order to ensure the truck is received in 2025, as presented in Report ENV-2024-14.

Carried

Professional and Engineering Services RFP Results

RECOMMENDATION 143-2024

Moved by Councillor Hutchings
Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that a By-Law be passed authorizing the Mayor and Clerk to sign a contract with Cambium Inc. for Professional and Engineering Services at the Township's waste disposal sites in the amount of \$599,295.00, as presented in MSC report ENV-2024-15.

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 - Portland Harbour Dock Replacement
- Municipal Properties Update

Award of RFP - Portland Harbour Dock Replacement

RECOMMENDATION 144-2024

Moved by Councillor Delaney
Seconded by Councillor Pollard

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that a by-law be passed authorizing the Mayor and Clerk to sign an agreement with BIRCON Canada Limited in the amount of \$93,500.00 (plus \$1,645.60), the Township's portion of the HST) for the Portland Harbour Dock Repair, as presented in MSC Report FAC-2024-18.

Carried

Municipal Properties Update

RECOMMENDATION 145-2024

Moved by Councillor Carr
Seconded by Councillor P. Banks

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Municipal Properties Update Report be received for information, as presented in MSC report FAC-2024-19.

Carried

FINANCE: Cindy Laprade, Treasurer

Treasury YTD Summary - June 2024

Cindy Laprade, Treasurer provided a verbal and written Treasury YTD Summary - June 2024 to Committee under Report FIN-2024-19.

RECOMMENDATION 146-2024

Moved by Councillor J. Banks
Seconded by Councillor Delaney

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Treasury Year to Date Summary as at June 30, 2024, be received for information, as presented in MSC report FIN-2024-19.

Carried

COMMUNITY PROTECTIVE SERVICES: Gene Richardson, Fire Chief/Manager of Community Protection

Emergency & Protective Services Update

Shane Peters, Deputy Fire Chief, was in attendance to present the report on behalf of Fire Chief Richardson.

RECOMMENDATION 147-2024

Moved by Councillor Delaney
Seconded by Deputy Mayor Maxwell

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Emergency & Protective Services monthly update provided on Aug 12, 2024, covering the period of July 1, 2024–July 31, 2024, be approved, as presented in MSC Report FIRE-2024-14.

Carried

ADMINISTRATION - COMMUNITY ENHANCEMENT COMMITTEES

CEC Minutes

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

- Delta and Area CEC Meeting: July 31, 2024
- North Crosby and Area CEC Meeting: July 18, 2024
- South Elmsley and Area CEC Meeting: July 11, 2024

RECOMMENDATION 148-2024

Moved by Councillor Pollard
Seconded by Councillor Carr

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

- Delta and Area CEC Meeting: July 31 2024
- North Crosby and Area CEC Meeting: July 18, 2024
- South Elmsley and Area CEC: July 11, 2024

Carried

Recommendations from CEC Minutes

RECOMMENDATION 149-2024

Moved by Councillor Pollard
Seconded by Councillor Dunfield

WHEREAS at the North Crosby Community Enhancement Committee Meeting held July 18, 2024, Committee requested that Council approve installing locks on some kitchen drawers at the North Crosby Community Centre;

NOW THEREFORE be it resolved that Council approve the installation of the locks with the cost of the locks being taken from the North Crosby Community Enhancement Committee funds;

AND FURTHER that staff be directed to install the locks on the drawers identified.

Carried

ADMINISTRATION - REPORTS

Christy Melvin, Recreation and Volunteer Coordinator: Recreation Update

Christy Melvin, Recreation and Volunteer Coordinator, provided a verbal and written Recreation Update to Committee under Report CLS-2024-21.

RECOMMENDATION 150-2024

Moved by Councillor Hutchings
Seconded by Deputy Mayor Maxwell

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the August 2024 Recreation Update be received for information, as presented in MSC report CLS-2024-21.

Carried

Christy Melvin, Recreation and Volunteer Coordinator: Seniors Active Living Centres Program Grant

Christy Melvin, Recreation and Volunteer Coordinator provided a verbal and written report regarding Seniors Active Living Centres Program Grant under Report CLS-2024-22.

RECOMMENDATION 151-2024

Moved by Councillor Hutchings
Seconded by Councillor P. Banks

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that staff be authorized to apply for the Seniors Active Living Centres (SALC) Programs Grant in the amount of \$50,000 with the Township contributing \$10,000 in-kind, as presented in MSC Report CLS-2024-22.

Carried

Christy Melvin, Recreation and Volunteer Coordinator: New Horizons for Seniors Program Grant

Christy Melvin, Recreation and Volunteer Coordinator provided a verbal and written report regarding New Horizons for Seniors Program Grant under Report CLS-2024-23.

RECOMMENDATION 152-2024

Moved by Councillor Pollard
Seconded by Councillor Carr

Be it resolved that the Municipal Services Committee (MSC) recommends to Council to that staff be authorized to apply to the New Horizons for Seniors Program (NHSP) Grant in the amount of \$25,000 for a Senior's Bus Trip Program, as presented in MSC Report CLS-2024-23.

Carried

Christy Melvin, Recreation and Volunteer Coordinator: Canoe Lending Library Relocation

Christy Melvin, Recreation and Volunteer Coordinator provided a verbal and written report regarding Canoe Lending Library under Report CLS-2024-24.

RECOMMENDATION 153-2024

Moved by Councillor Delaney
Seconded by Councillor Pollard

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Canoe Lending Library report be received for information, as presented in MSC Report CLS-2024-24.

Carried

Shellee Fournier, CAO: Draft Strategic Plan

Shellee Fournier, CAO, provided a verbal and written report regarding Draft Strategic Plan under report CAO-2024-08.

The following motion was brought forward.

Moved by Councillor J. Banks
Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Draft Strategic Plan 2030 be received and authorizes the CAO to seek public input/comments for a period of 30 days to September 12th 2024, as presented in MSC report CAO-2024-08.

The following motion was brought forward

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

Be it resolved that Agenda item 16.5 be deferred to a special meeting of Council with a date to be determined.

Following discussion, the mover and seconder withdrew the motion.

RECOMMENDATION 154-2024

Moved by Councillor J. Banks
Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Draft Strategic Plan 2030 be received and authorizes the CAO to seek public input/comments for a period of 30 days to September 12th 2024, as presented in MSC report CAO-2024-08;

AND FURTHER that a disclaimer be put out with the draft plan that Council has not approved or endorsed the plan at this time.

Carried

Shellee Fournier, CAO: Leeds County OPP Detachment Board Remuneration

Shellee Fournier, CAO, provided a verbal and written report regarding Leeds County OPP Detachment Board Member Remuneration, under report CAO-2024-09.

RECOMMENDATION 155-2024

Moved by Deputy Mayor Maxwell
Seconded by Councillor J. Banks

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that the Report A-24-51 Leeds County OPP Detachment Board Member Remuneration be received;

AND FURTHER that Council approves the remuneration rates for the Leeds County OPP Detachment Board, as presented in MSC report CAO-2024-09.

Carried

Mary Ellen Truelove, Clerk: 5B Family Foundation - Funding for St Paul's Community Centre

Mary Ellen Truelove, Clerk, provided a verbal and written report regarding 5B Family Foundation - Funding for St. Paul's Community Centre under Report ADM-2024-10.

RECOMMENDATION 156-2024

Moved by Councillor J. Banks
Seconded by Councillor Pollard

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that a By-Law be passed authorizing the Mayor and Clerk to sign a Memorandum of Understanding (MOU) with the St. Paul's Anglican Community Committee for funding of \$25,000 from the 5B Family Foundation and \$5,000 from Burnbrae Farms Foundation Ltd. for repairs to the roof, as presented in MSC Report ADM-2024-10.

Carried

Mary Ellen Truelove, Clerk: Rideau Lakes Pickleball Club Memorandum of Understanding

RECOMMENDATION 157-2024

Moved by Councillor Delaney
Seconded by Councillor Carr

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that Option 2b be implemented (Tuesdays, Thursday's and Saturday's from 4-8 p.m.) for the Rideau Lakes Pickleball Club, as presented in MSC Report ADM-2024-11;

AND FURTHER that a By-Law be brought forward to Council to amend the Memorandum of Understanding.

Carried

CORRESPONDENCE FOR ACTION/INFORMATION

Committee observed a break at 11:54 a.m. and reconvened at 12:16 p.m.

The following Correspondence was received and considered by Committee:

17.1 Ministry of Education & AMO Joint Letter - Implementing the
Canada-wide Early Learning and Child Care (CWELCC) Agreement

RECOMMENDATION 158-2024

Moved by Mayor Hoogenboom
Seconded by Councillor Dunfield

WHEREAS on March 22, 2022, the Federal & Provincial Governments announced a funding agreement that will reduce the cost of child care in Ontario to an average of \$10 per day by 2025-2026;

AND WHEREAS the For-Profit / Not-For-Profit quotas [30/70] mandated in the agreement artificially limits the number of licences that can be given out and therefore limits the child care spaces that can be created;

AND WHEREAS families are being forced to wait for \$10 per day childcare even though there is unspent budget for unrealized Not-For-Profit centres due to a lack of Not-For-Profits applying;

AND WHEREAS changing the ratios could unlock thousands of new \$10 per day childcare spaces immediately;

NOW THEREFORE be it resolved that The Township of Rideau Lakes requests the Federal and Provincial Governments fix the archaic For-Profit/Not-For-Profit quotas in the agreement;

AND FURTHER THAT a letter be sent to the Association of Municipalities of Ontario (AMO) and the Federation of Canadian Municipalities (FCM) asking them to advocate for the change to the FP/NFP ratios;

AND FURTHER THAT this resolution be circulated and brought to the attention of Michael Barrett, Member of Parliament, Leeds-Grenville-Thousand Islands and Rideau Lakes; The Honourable Jenna Suds, Minister of Families, Children and Social Development; The Right Honourable Justin Trudeau, Prime Minister of Canada; Steve Clark, Member of Provincial Parliament, Leeds-Grenville-Thousand Islands and Rideau

Lakes; The Honourable Todd Smith, Minister of Education; and The Honourable Doug Ford, Premier of Ontario.

Carried

NEW BUSINESS:

Notice of the following motions was brought forward at the Municipal Services Committee Meeting held July 8, 2024.

Proposed Motion: Councillor P. Banks - Investigate Purchase Surveillance Cameras for Municipal Properties

RECOMMENDATION 159-2024

Moved by Councillor P. Banks
Seconded by Councillor Dunfield

Be it resolved that the Council of the Township of Rideau Lakes directs staff to bring forward a report to a future meeting regarding potential costs to install outdoor surveillance cameras at all Municipal properties (Halls, Parks, Harbours) for Council's consideration during 2025 Budget process.

Carried

Proposed Motion: Councillor J. Banks - Westport Wastewater

Moved by Councillor J. Banks
Seconded by Councillor Hutchings

WHEREAS the Township of Rideau Lakes is committed to protecting its valuable waterfront and lakes;

AND WHEREAS concerns have surfaced regarding the potential harm from developments such as the "Watercolours" subdivision in Westport, Ontario;

NOW THEREFORE be it resolved that the following measures be implemented in order to aim towards safeguarding the water quality and ecological integrity of the lakes in the Township of Rideau Lakes;

- Fail-Safe Programs for Storm Surge Overflows: Implementation of proactive measures such as trucking effluent before severe weather warnings. - Regular water quality monitoring in various drilled water wells, the Westport quarry, and the creek along Whalen Street that flows into Upper Rideau Lake, the Mill Pond, and Upper Rideau Lake itself;
- Preventing Effluent Discharge into Lakes: Prohibition of any effluent entering the lakes. - Future building permits should include details on the number of bedrooms and appliances in residential buildings;
- Reducing Runoff into Lakes: Establishing systems to reduce or eliminate road and hard surface runoff into all lakes.

The above motion was deferred by agreement by the mover and the seconder in order to obtain feedback from the Upper and Lower Rideau Lake Associations.

Notice of the following motions was brought forward at the August 3rd Council meeting.

Mayor Hoogenboom: Lasalle Causeway Closure in Kingston

RECOMMENDATION 160-2024

Moved by Mayor Hoogenboom
Seconded by Councillor Delaney

WHEREAS Public Services and Procurement Canada (PSPC) is planning to install a temporary fixed bridge in the former bascule section of the Lasalle Causeway in Kingston

AND WHEREAS, this has and will continue to result in the Rideau Canal being cut off from large vessel traffic for the next 2-3 years, reducing tourism spend in our communities and putting the future of the Rideau Canal operations at risk;

AND WHEREAS vessel traffic on the Rideau Canal is down sharply through the first two months of the 2024 navigation season, while its sister canal the Trent-Severn Waterway is enjoying a strong start to the season;

NOW THEREFORE, be it resolved that the Council of the Township of Rideau Lakes joins with its Rideau Canal corridor municipal partners in sending its strong objection to the PSPC in its plans for a temporary fixed bridge and demands that an immediate solution be developed to allow large boat vessel traffic to travel freely through the system;

AND FURTHER, that Transport Canada be asked to disclose and explain its process and support they have given PSPC in granting a permit to contravene The Canadian Navigable Waters Act to allow a temporary fixed bridge at the Causeway to cut off large marine traffic in this designated area;

AND FURTHER, that a copy of this motion be sent to:
Hon. Jean-Yves Duclos, Minister of Public Services and Procurement Canada
Hon. Michael Barrett, MP, Leeds - Grenville – Thousand Islands and Rideau Lakes
Hon. Scott Reid, MP – Lanark – Frontenac - Kingston
Hon. Steve Clark, MPP – Leeds - Grenville – Thousand Islands and Rideau Lakes
And all municipalities in Leeds, Grenville and Lanark.

Carried

Councillor Dunfield: Support for Town of Schreiber Wastewater Treatment Plant

Moved by Councillor Dunfield

Be it resolved that the Council of The Corporation of the Township of Rideau Lakes supports the correspondence from the Township of Schreiber calling on the Provincial and Federal Governments to step up to plate and provide much needed financial assistance to assist with their mandated Regulations regarding wastewater plants having to dechlorinate before discharging wastewater back into the environment.

Councillor Dunfield requested that the motion be brought back following clarification from the Village of Westport system.

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:

Mayor Hoogenboom: Ontario Long Service Awards

WHEREAS correspondence was received from the Town of Bradford West Gwillimbury regarding Long-Service Medals;

NOW THEREFORE be it resolved that the Council of The Corporation of the Township of Rideau Lakes supports Resolution 2024-206 from Bradford West Gwillimbury requesting the Province to create a province-wide long-service medal for police and paramedics, modelled after the existing such award for firefighters;

AND FURTHER that a copy of this Resolution be forwarded to Steve Clark, MPP for Leeds, Grenville, Thousand Islands and Rideau Lakes and the Town of Bradford West Gwillimbury.

MAYOR'S UPDATE

- August 8: We held a very successful Rideau Lakes Lake Association Meeting in Newboro
- Today I am missing a Special Meeting at the County where they are finalizing a major initiative on homelessness and accepting the early retirement of our CAO Ray Callery who has struggled with health issues. A recruitment committee will commence for a replacement shortly.
- Finally, I would like to remind listeners of the 2 week road closure of County Road 42 which started today.

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.

No members of the Public were in attendance at this time.

CLOSED MEETING - As per Section 239(2) of the Municipal Act

RECOMMENDATION 161-2024

Moved by Deputy Mayor Maxwell
Seconded by Councillor Carr

Be it resolved, that the Municipal Services Committee moves into closed session at 1:19 p.m. to discuss the following matters:

- Integrity Commissioner Report: Section 239 (2)(b) Personal matters about an identifiable individual including municipal or local board employees;
- Litigation: Section 239 (2)(e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- Councillor Concerns: Section 239 (2)(b) Personal matters about an identifiable individual including municipal or local board employees;
- Municipal Services Committee Closed Meeting Minutes of May 27, 2024 and June 6, 2024.

Carried

REPORT REGARDING CLOSED MEETING

RECOMMENDATION 162-2024

Moved by Councillor Pollard
Seconded by Deputy Mayor Maxwell

Be it resolved that the Municipal Services Committee receives the Integrity Commissioner report regarding a complaint and directs staff to place the report on the September 3rd Council meeting for debate and consideration.

For (3): Mayor Hoogenboom, Deputy Mayor Maxwell, and Councillor Delaney

Against (5): Councillor J. Banks, Councillor P. Banks, Councillor Dunfield, Councillor Hutchings, and Councillor Pollard

Conflict (1): Councillor Carr

Voter Type: Majority (Present), Recorded

Defeated (3 to 5)

ADJOURNMENT

Mayor Hoogenboom declared the meeting adjourned at 3:34 p.m.

Arie Hoogenboom, Mayor

Mary Ellen Truelove, Clerk