THE CORPORATION OF THE TOWN OF SMITHS FALLS
COMMITTEE OF THE WHOLE MEETING
MEETING MINUTES

LOCATION: Council Chambers
DATE: Tuesday October 9, 2018
CHAIRPERSON: Councillor J Gallipeau
TIME: 5:00 p.m.
ADJOURNED: 6:45 p.m.

COUNCIL PRESENT: Chairperson J Gallipeau, Mayor S Pankow, J Maloney,
Councillor Allen, J Brennan and D Quinn

ABSENT: Councillor C Cummings, Director of Community Services A Manhire
and Treasurer J Koziel

STAFF PRESENT: Chief Administrative Officer M Morris, Director of Corporate
Services/Clerk K Costello, Director of Community Services A Manhire, Director of Public Works and Utilities T Dunlop, Manager of
Economic Development and Tourism J Miller, Fire Chief R Chesebrough, Planner K Grenke and Deputy Clerk N Bennett

1. AMENDMENTS TO AGENDA - None

2. DISCLOSURE OF MONETARY INTEREST – None noted.

3. DELEGATIONS
   a) Jill Woods, Feathered Haven Parrot Rescue
      Topic – Rezoning of 45 Beech Street, having the rescue move to commercial
      property and the number of animals allowed in a home.
      Jill Woods shared that she operates Feathered Haven Parrot Rescue out of her
      home and was registered five years ago. J Woods confirmed that she follows
      the public health protocol and that she does not make any money as all of the
      money goes to the birds.

      J Woods shared that any bird that is under quarantine is only handled by
      herself. She noted that birds assist with depression.

      J Woods requested that Council visit their By-laws to allow her facility to
      continue operating.

      Director of Corporate Services/Clerk K Costello noted that staff did meet with
      Jill on Thursday. She suggested that staff could prepare a report for Council
      with various options.
Councillor Brennan noted that there is a lot of emotion attached to the issue and shared that he would prefer that Council receive all of the information prior to deciding the outcome.

Councillor Maloney questioned if there are any other municipalities that have rescues operating in their area.

Council directed staff to hold off on By-law enforcement until the item returns to Council for a final decision.

4. ADOPTION OF MINUTES
Moved by: L Allen
Seconded by: D Quinn
THAT the minutes of the September 24, 2018 and October 1, 2018 Committee of the Whole Meetings be received and filed.

CARRIED (6-0)

5. C.A.O. / DIRECTORS’ REPORTS

T Dunlop, Director of Public Works and Utilities
-Noted that Parkview will be issuing notices to residents that the top lift of asphalt on Code Crescent will be completed before winter.

-Shared that staff are working with Tweed to come up with a better parking arrangement to ensure proper pedestrian movement and circulation of traffic. Staff to bring forward more permanent arrangement for the area prior to winter.

R Chesebrough, Fire Chief
-Shared that the Mandatory Training for Firefighters as outlined in the Ontario regulations has been removed for now.

M Morris, CAO
-Noted that we are eight days from legalization of cannabis. Shared that the Association of Municipalities of Ontario (AMO) have produced a briefing note.

6. CORRESPONDENCE ITEMS –
a) Letter from the Township of Montague dated September 19, 2018
   Topic - Resolution - Municipal Consultation
   ACTION – Received as information.

b) Letter from the Township of Amaranth dated September 20, 2018
   Topic - Resolution Licensing Process to Take Water from Commercial Water Bottling Facilities
   Action – No action required.
c) Letter from the Township of Rideau Lakes  
   Topic - Notice of Public Meeting  
   Action – Received as information.

d) Letter from the Township of Montague  
   Topic - Notice of Public Meeting  
   Action – Received as information.

e) Letter from Stewardship Ontario  
   Topic - Industry Funding for Municipal Blue Box Recycling for the second quarter of the 2018 Program Year  
   Action – Received as information

7. PRIORITY ISSUES  

a) Rideau Heritage Route Signing Authority Change  
   Manager of Economic Development and Tourism J Miller provided Council with Report 2018-140 requesting that Council support the recommendation to update the signing authority on record for the Rideau Heritage Route.

   ACTION – Council supported the staff recommendation. Council to bring forward a resolution to the next meeting of Council.

b) Temporary Road Closure and Street Toll Policy Report 2018-141  
   Deputy Clerk N Bennett provided Council with the Temporary Road Closure and Street Toll Policy requesting their support to adopt a policy so that there is a fair process for all.

   Council shared their support noting that in 2019, they would like to see an alternate location for street tolls so that the groups may still host their annual event.

   Council requested that staff tighten up the criteria respecting the deadline for the rotating street toll.

   N Bennett proposed the deadline of November 30th noting that it is the same deadline for the Municipal Grants applications.

   ACTION – Council to bring forward a By-law to their next meeting of Council to adopt the Temporary Road Closure and Street Toll Policy.

c) Lease Extension - 85 William Street (Rideau Environmental Action League)  
   Director of Public Works and Utilities T Dunlop provided Council with Report 2018-144 requesting support to extend the term of the lease agreement with the Rideau Environmental Action League to December 31,
ACTION – Council supported staff’s recommendation. Council to bring forward a By-law to the next meeting of Council.

d) Emergency Management Plan Amendment Report 2018-143 (R Chesebrough)
Fire Chief R Chesebrough provided Council with Report 2018-143 requesting approval of the amendments to the current Emergency Plan. R Chesebrough noted that as of 2017/2018, the legislation changed and that part of the review included roles and responsibilities which has been included to meet the current legislation.

ACTION - Council to bring forward a By-law to the next meeting of Council to adopt the newly amended Emergency Plan.

e) Old Mill Road Storm Sewer Improvements Tender Award Report 2018-146
Director of Public Works and Utilities T Dunlop provided Council with report 2018-146 noting that tenders were issued for the Old Mill Road Storm Sewer Improvements project and three bids were received. T Dunlop noted that the project is 100% funded through federal gas tax. He noted that reference checks have been completed and requested support to award the tender to AWD Contractors.

Council requested that T Dunlop clarify how long the project will take. T Dunlop noted that the project will take 6-8 weeks.

ACTION – Council to bring forward a resolution to award contract 18-PW-013 to AWD Contractors in the low bid price of $314,884.26.

f) 18-PW-014 Trenchless Cure in Place Pipe Program Report 2018-145
Director of Public Works and Utilities T Dunlop provided Council with report 2018-145 to Council requesting support to award the contract to Insituform Technologies Limited. T Dunlop noted that once the pipe cures, it basically becomes a new pipe and has a 50-year life cycle. He noted that it is a very low cost solution with minimal impact to the customer.

ACTION – Council supported the recommendation. Council to bring forward a resolution to award the contract to Insituform Technologies Limited.

g) Service Sustainability Review - Round 5 Services and Results to date Report 2018-147
Chief Administrative Officer M Morris shared the results to date for round 5
of the service review.

M Morris noted that staff expect to bring forward reports in November.

Councillor Maloney noted that the process to do service reviews in house has resulted in staff buy in. He noted that it is nice to find savings and be sustainable.

ACTION – Information only. No further action.

8. **IN CAMERA ISSUE**
   a) Personal Matter about an Identifiable Individual
   THAT Council of the Corporation of the Town of Smiths Falls, as provided in Section 239 (2) (b.) of the Municipal Act 2001, as amended move into a closed meeting to address a Personal Matter about an Identifiable Individual.

   Moved by: J Brennan
   Seconded by: J Maloney
   THAT Committee move to a closed session at 6:30 p.m. to discuss a Personal Matter about an Identifiable Individual.
   Disposition: CARRIED (6-0)
   Media, guests and staff were excused. Deputy Clerk N Bennett remained.

   Moved by: L Allen
   Seconded by: D Quinn
   That Committee revert to open session at 6:35 p.m.
   Disposition: CARRIED (6-0)

RISE AND REPORT:
Chairperson Gallipeau reported that discussion on the following topic took place: Personal Issue about an Identifiable Individual and that Council was updated on a matter pertaining to a personal issue about an identifiable individual.

a) Adoption of In Camera Minutes
   THAT Council of the Corporation of the Town of Smiths Falls, as provided in Section 239 (2) (b.) of the Municipal Act 2001, as amended move into a closed meeting to adopt In Camera Minutes.

   Moved by: J Brennan
   Seconded by: J Maloney
   THAT Committee move to a closed session at 6:35 p.m. to Adopt In Camera Minutes.
   Disposition: CARRIED (6-0)
   Media, guests and staff were excused. Deputy Clerk N Bennett remained.

   Moved by: J Maloney
   Seconded by: J Brennan
That Committee revert to open session at 6:42 p.m.
Disposition: CARRIED (6-0)

RISE AND REPORT:
Chairperson Gallipeau reported that discussion on the following topic took place:
Adoption of In Camera Minutes

9. ADJOURNMENT -
Moved by: J Brennan
Seconded by: J Maloney
THAT the Committee adjourn its proceedings 6:45 p.m. and stand so adjourned until the next duly called Committee meeting.
Disposition: CARRIED (6-0)

CONFIRMED

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Acting Mayor                  Clerk