

**Minutes
Town of Three Rivers
Regular Council Meeting**

Public Viewing

February 11, 2020
7:00 pm

Lower Montague Community Centre

Members Present Mayor Ed MacAulay, Councillor Wayne Spin, Deputy Mayor Debbie Johnston, Councillor Jane King, Councillor Alan Munro, Councillor Ronnie Nicholson, Councillor Cameron MacLean, Councillor David McGrath, Councillor Cindy MacLean, Councillor Gerard Holland

Staff Present CAO Jill Walsh, Manager of Community Services Dorothy MacDonald, Planning & Development Officer Gary Smith, Acting Clerk Chelsey Leard

Others Present 3 public, 1 media

1. Call to Order

Mayor MacAulay called the meeting to order at 7:00 pm.

2. Approval of Agenda

Moved By Councillor Cindy MacLean
Seconded By Deputy Mayor Johnston

That the agenda be approved as presented.

Motion Carried Unanimously (20-022)

3. Disclosure of Conflict of Interest

There were none.

4. Adoption of Minutes of January 13, 2020, Regular Council Meeting

Moved By Councillor Spin
Seconded By Councillor Cameron MacLean

That the minutes of the January 13, 2020, Regular Council Meeting be adopted as written.

Motion Carried Unanimously (20-023)

Adoption of Minutes of January 20, 2020 Special Council Meeting

Moved By Councillor King

Seconded By Deputy Mayor Johnston

That the minutes of the January 20, 2020, Special Council Meeting be adopted as written.

Motion Carried Unanimously (20-024)

5. Reports

5.1 RCMP Report

Constable Dudley presented the report and requested that Council consider policing priorities for 2020.

Councillor Gerard Holland joined meeting at 7:06 pm

Councillor David McGrath joined meeting at 7:09 pm

5.2 Development Permit Report

Report presented as written.

6. Delegations, Special Speakers and Public Input

Mr. Merrill Scott spoke regarding input at the public budget consultation.

7. Requests for Decision from Committee of Council Meeting

7.1 Request for Decision 20-03 – Contract for Architect Services

Councillor Gerard Holland left the meeting at 7:21 pm

Moved By Councillor Cameron MacLean

Seconded By Deputy Mayor Johnston

Motion: That Three Rivers enter into a contract for architectural services with Coles Associates in the amount of \$79,500 plus HST, for the Administration Offices to be constructed in Montague.

Motion Carried Unanimously (20-025)

Moved By Deputy Mayor Johnston

Seconded By Councillor King

That the terms of reference for the ad-hoc Administration Offices Committee are now:

- reporting relationship to Council
- review space needs for the short term (10 years) and the longer term (10-25 years) with Architect
- Define the basic criteria for space, parking, site amenities, signage, environmental sustainability features, interior design, meeting rooms, etc. and review with Architect
- make recommendations on the most appropriate design options for consideration of Council
- Oversee tendering process
- review, evaluate and recommend all contractors to Council
- report to all Council on a regular basis
- Members: Mayor, Deputy Mayor, and 2 members of Council

Motion Carried Unanimously (20-026)

Councillor Gerard Holland returned to the meeting at 7:25 pm

Moved By Deputy Mayor Johnston

Seconded By Councillor Cameron MacLean

That Council appoint a Project Steering Committee with the following terms of reference:

- reporting relationship to Administration Offices Committee
- liaison between Administration Offices Committee and Architect
- Liaison with administrative staff on needs and design requirements
- ongoing dialogue with Architect on design features
- Initial consideration of design and design changes with Architect and make recommendations to Administration Offices Committee
- Initial consideration of change orders during construction for recommendation to Administrative Offices Committee
- Members: one Councillor, two Staff Members

Motion Carried Unanimously (20-027)

7.2 Request for Decision 20-04 – Building Inspections

Moved By Councillor Munro

Seconded By Councillor Spin

Be it resolved that the acceptance of the consulting services proposal from Coles Associates dated Nov 6, 2019 and formally signed on December 21, 2019, to be effective on January 1, 2020, is hereby rescinded in anticipation of the proclamation of the National Building Code 2015 legislation which does not permit co-jurisdiction of the building code administration, inspection or enforcement.

Motion Carried Unanimously (20-028)

Moved By Councillor King

Seconded By Councillor Munro

Be it resolved that the Town of Three Rivers accept and enter into the Agreement for the Administration and Enforcement of the Building Codes Act so that the Province will provide Building Inspection and enforcement for the entire Town of Three Rivers to be effective upon the proclamation of the Building Codes Act.

Motion Carried Unanimously (20-029)

Moved By Councillor McGrath

Seconded By Councillor Cameron MacLean

Be it resolved that the Building Fees that were approved at the Regular Council meeting on December 9, 2019, to be effective January 1, 2020, be hereby rescinded.

Motion Carried Unanimously (20-030)

Moved By Councillor McGrath

Seconded By Councillor Cameron MacLean

Be it resolved that, effective the proclamation date of the Building Codes Act, development permit fees throughout the Town of Three Rivers shall be consistent with the development permit fees established by the Provincial Government for the areas within the Town of Three Rivers for which the Province has planning jurisdiction.

Motion Carried Unanimously (20-031)

7.3 Request for Decision 20-05 – Records Retention Bylaw

Moved By Councillor Munro

Seconded By Deputy Mayor Johnston

That the Records Retention Bylaw, Bylaw 2020-01, be read a first time.

Motion Carried Unanimously (20-032)

Moved By Councillor Cameron MacLean

Seconded By Councillor Holland

That the Records Retention Bylaw, Bylaw 2020-01, be approved.

Motion Carried Unanimously (20-033)

7.4 Request for Decision 20-06 – Freedom of Information Bylaw

Moved By Councillor Cindy MacLean

Seconded By Councillor McGrath

That the Access to Information and Protection of Personal Information Bylaw, Bylaw 2020-02, be read a first time.

Motion Carried Unanimously (20-034)

Moved By Councillor Spin

Seconded By Councillor McGrath

That the Access to Information and Protection of Personal Information Bylaw, Bylaw 2020-02, be approved.

Motion Carried Unanimously (20-035)

7.5 Request for Decision 20-07 – Electoral Boundaries/Wards

Moved By Councillor Holland

Seconded By Councillor King

That, effective with the 2022 municipal general election, the number of wards in Three Rivers shall be 4 and there shall be 2 councillor(s) elected per ward, and that the Terms of Reference for the Electoral Boundaries Commission be revised accordingly.

Moved By Councillor Munro

Seconded By Councillor Deputy Mayor Johnston

That, the motion be amended to read:

That, effective with the 2022 municipal general election, the number of wards

in Three Rivers shall be 8 and there shall be 1 councillor(s) elected per ward, and that the Terms of Reference for the Electoral Boundaries Commission be revised accordingly.

Deputy Mayor Johnston, Councillors King, Cameron MacLean, Spin, Cindy MacLean, Munro, McGrath in favour. Councillors Nicholson and Holland opposed.

Amended Motion Carried (20-036)

Moved By Councillor Munro

Seconded By Councillor Holland

That the following are hereby appointed members of the Electoral Boundaries Commission, with 90 days to report back to Council: Heather MacLean, Anne VanDonkersgoed, Pat Uptegrove.

Motion Carried Unanimously (20-037)

8. Closed Session

8.1 Request for Decision 20-02 – Lease Issues

Moved By Councillor King

Seconded By Councillor Spin

Motion:

That the meeting be closed under section 119(1)(f) of the Municipal Government Act.

Motion Carried Unanimously (20-038)

The meeting was closed at 7:47 pm

A decision was made regarding a lease the Town is a party to.

9. Adjournment

Moved By Councillor Cindy MacLean

Seconded By Councillor McGrath

That the meeting be adjourned.


Motion Carried Unanimously (20-040)

The meeting was adjourned at 8:26 pm

A handwritten signature in blue ink, appearing to read "J Walsh", is written over a horizontal line.

Jill Walsh

CAO

A large, stylized handwritten signature in black ink, appearing to read "Ed MacAulay", is written over a horizontal line.

Ed MacAulay

Mayor