

Lions Public Washrooms Ad hoc Committee  
September 7, 2016  
3:00 p.m.  
Council Chambers

Minutes

Present: Mayor David Nash, Councillor Chuck MacInnis, Councillor Stephen Ireland, Don Ramsey and Rod Fournier (Lions Club), Sheila Kehoe (Manager of Finance – Treasurer), Suzanne Jackman (Tax/Deputy Clerk).

Member of public were in attendance.

1. Welcome.

Councillor Chuck MacInnis called the meeting to order at 3:02 pm, welcomed attendees and called for any disclosure of Pecuniary Interest and the general nature thereof. None noted.

2. Approval of Minutes of August 18, 2016.

Moved by R. Fournier, Seconded by S. Kehoe

THAT the minutes of August 18, 2016 meeting be adopted as amended.

Carried.

Approval of Agenda of September 7, 2016.

Moved by R. Fournier, Seconded by D Ramsey

THAT the agenda of September 7, 2016 be accepted as presented.

Carried.

Additions to the Agenda:

Councillor MacInnis re: comments from Parks Canada Meeting weather they are going to improve the washroom facilities in the Park. Mayor Nash indicated that he has not heard back from them yet.

3. Lions Club follow up with Merrickville Goes Green and Legion

D Ramsey has written to Merrickville Goes Green and has yet to receive a written response back from them for the water filling station. D Ramsey said that there may be a grant we could apply for or may ask MGG for their solar panel revenue. The Treasurer responded to the grant through the health unit. Water bottle has to be purchased by December 31, 2016 and installed by February 2017. Time line too tight as the municipal fiscal year differs from the Health Unit's March 31. The Treasurer is still having email dialogue with Health Canada asking would the program be extended. Health Canada has asked additional questions and have not responded as of yet. Councillor MacInnis has asked if we could purchase and install in another location pending completion; would that fulfill their requirements. The Treasurer said it would upon council's approval of that project to get that in motion. D Ramsey said he had also spoken to the Legion, however they are not in a position at this time.

4. Adjacent business owners input.

Email from James Wardhaugh: The committee reviewed the correspondence. Councillor MacInnis asked to have the CAO/Clerk follow up when we have an idea of the hours and to confirm the location.

Letter from J H Hale and Mr. Trew: The committee reviewed the correspondence. Councillor MacInnis said that we will be getting response from staff on the concerns expressed including the Fire Department in relation to any fire safety issues. Secretary was directed to ask CAO/Clerk to have the CBO and Public Works Manager to attend the next meeting they are

available with definitive locations of lot lines and services. Secretary was directed to have the CAO/Clerk approach Canada Post to see what process it would take in regards to the lot.

5. Grants

Treasurer indicated that she has not found any grants applicable for this capital project. The only grants available at this time is for Canada 2017 and any upgrades to recreation facilities.

6. Preliminary estimates & info from staff (Randy Wilkinson email)

The committee reviewed the email. The secretary was directed to have CAO/Clerk ask CBO, Public Works Manager and OCWA if required to attend next meeting or next meeting available to discuss the estimated costs.

7. Insurance & cost benefit for laundry service updates

The committee reviewed and discussed the Lions Washroom Cost Analysis from the Treasurer. Treasurer indicated that the leasing costs includes any repairs and maintenance. The municipality would receive 100% of the revenue generated. It does not include soap dispensers. There are other ways of offering laundry facilities. The municipality would get a percentage of the revenues and the machines are provided by an appliance company so there are no leasing costs. Treasurer received a quote The Builders Risk Construction insurance as it would not be covered initially under the municipality's policy. The insurance on an annual basis would be approximately \$500.00.

8. Other

The committee asked Mr. Trew what would make his requirements in the lot. Mr. Trew's preferred location would be the Canada Post lot, his second would be to move the building to the front of the lot. Mr. Large, owner of Country Bumpkins has concerns with the building location, parking and access. Secretary was directed to ask CAO/Clerk to have our CBO and Public Work Manger to give them more clarification on the services before next meeting.

9. Next meeting date.

Next meeting set for Wednesday, September 28<sup>th</sup>, at 3:00 p.m. in the Council Chambers and possible site visit.

10. Adjournment.

Meeting adjourned at 4:00 p.m.