

**MINUTES  
COMMITTEE OF THE WHOLE –  
PUBLIC WORKS, ENVIRONMENTAL SERVICES & FACILITIES  
MONDAY, APRIL 17, 2017  
6:30 PM  
SPENCERVILLE MUNICIPAL OFFICE**

Present: Councillor Michael Barrett, Chair  
Mayor Pat Sayeau  
Deputy Mayor Peggy Taylor  
Councillor Gerry Morrell  
Councillor Karie Smail  
Hugh Cameron, Advisory Member  
Mark Packwood, Advisory Member

Staff: Deb McKinstry, CAO/Clerk  
Dave Grant, Director of Operations  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Melanie Stubbs, Treasurer  
Rebecca Williams, Deputy Clerk

1. Call to Order

Councillor Barrett called the meeting to order at 6:30 p.m.

2. Approval of Agenda

**Moved** by: G. Morrell seconded by: P. Taylor that Committee approves the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

Councillor Barrett declared an interest in item 7j) as his parents-in-law may be directly affected by the drainage referee decision.

Councillor Smail declared an interest in items 7d), 7e), 7g), 7h), and 7i) as her husband is employed by one of the bidding contractors.

4. Business Arising from Previous Public Works, Environmental Services & Facilities Committee Minutes (if any) – None

5. Delegations & Presentations

a) Carl Harriman – Paving of Pittston Rd

Mr. Harriman, a resident of Pittston Road, was present to request that the Committee consider extending the 2017 paving project on Pittston Road by another 3km. Mr. Harriman requested that the road be paved from Young Road to the "s" turn as he believes that the road conditions have deteriorated substantially due to the high traffic, construction vehicles and equipment, and Township equipment using the road. Mr. Harriman believes that the condition of the road is now a safety concern due to the large pot holes, which may cause an accident with motorcycles or other vehicles. Mr. Harriman noted that it may be a liability concern as the pot holes can cause great damage to a vehicle.

Mr. Harriman noted that the Public Works Department has done an outstanding job trying to maintain the road by filling the pot holes; however the mix does not last more than a few weeks due to the high traffic volume on Pittston Road.

Members noted that the section of Pittston Road that Mr. Harriman is referring to is scheduled for resurfacing in 2019 according to the most recent Roads Need Study. It was noted that after the 2019 section is completed there are another two sections of Pittston Road to be completed. Committee noted Mr. Harriman's concerns and informed him that the Public Works Department will continue to monitor the condition of Pittston Road.

#### 6. Discussion Items

- a) West Lincoln Township – Moratorium on School Closures
- b) West Lincoln Township – Judicial Review of School Board

Motions from West Lincoln were discussed together rather than as separate discussion items.

Committee reviewed the West Lincoln motions, noting that the motions go beyond what the Township is planning for the appeal of the school closure. Members commented on the motion for a moratorium on the school closures and discussed if Council should support the motion, add the motion to the appeal presentation, or use the motion to draft a Council resolution.

Members noted that the motion to place a moratorium on school closures is broader in scope and it may be more relevant for Council to support. It was noted that the motion may be helpful in the next round of PAR.

**Moved** by: K. Smail seconded by: P. Sayeau that Committee recommends that Council supports the West Lincoln Township moratorium on school closures motion.

Carried

#### 7. Action/Information Items

a) 1<sup>st</sup> Quarter Recreation/Facilities Report

Committee reviewed the 1<sup>st</sup> Quarter Report. Staff noted that the arena ice rentals decrease in March due to playoff season reducing the number of teams renting the ice after the seasonal contracts expire. Members asked for clarification with respect to the available hours and if it included the prime versus non-prime rental hours. Staff agreed that a summary including the prime, non-time, and total available hours will be included in the next report.

Committee briefly discussed the walking track at the Ingredion Centre, as a resident requested that the summer hours be extended from the current Monday, Wednesday, and Friday to a full Monday to Friday walking schedule. It was noted that Committee had already discussed the walking track schedule at a previous meeting and decided to keep the regular schedule of Monday, Wednesday and Friday. The resident has been advised.

b) 1<sup>st</sup> Quarter Operations Report

Committee reviewed the 1<sup>st</sup> Quarter Operations Report, noting the amount of work that has been completed in the Township over the 1<sup>st</sup> quarter, specifically noting the snow removal efforts, pot hole patching in Johnstown, signage requests, flood warnings, and the Cardinal wastewater treatment during the recent high rainfall. Members asked for clarification with respect to the 26 winter event responses and what constitutes an event.

Committee briefly discussed the waste disposal traffic during the 1<sup>st</sup> quarter, noting that the 1<sup>st</sup> quarter is usually slower with the waste bin being emptied every 2-3 weeks. Members commended the Public Works/Environmental Services for their quick responses to concerns and winter events.

c) Hot Water Heater Rental

Committee reviewed the annual rental costs for the three commercial water heaters at the Spencerville Arena. The cost benefits of the rental versus purchase and replacement was reviewed and discussed, particularly in light of the hard water issues at the Arena.

d) Single Surface Treatment Tender Award

Councillor Smail did not participate in the discussion or vote on the matter.

Staff provided an overview of the tender, highlighting that the Township was included in the tendering process with the UCLG, which has resulted in a lower than expected final price. Members noted that the UCLG has already awarded the tender and is currently waiting for the Township to pass a resolution to add local roads to the work plan.

**Moved** by: P. Sayeau seconded by: G. Morrell that Committee recommends that Council:

1. Provide pre-budget approval for \$264,391.14 to complete single surface treatment of Location G, H, I and J as part of the County tender.
2. Direct staff to coordinate the execution of the work with the United Counties of Leeds and Grenville.

Carried

e) Hot Mix Tender Award

Councillor Smail did not participate in the discussion or vote on the matter.

Committee reviewed the tender, noting their concerns with awarding the tender to the low bidder. Members briefly discussed the UCLG tender process and how bidders may be disqualified. Members suggested that staff research criteria and mechanisms to highlight qualifications to better handle multiple tender bids.

**Moved** by: G. Morrell seconded by: P. Sayeau that Committee recommends that Council:

1. Provide pre-budget approval and award the Hot Mix Resurfacing Tender EC-PW-17-04 to Cornwall Sand & Gravel at a cost of \$537,270.00 plus HST.
2. Authorize the Director of Operations to execute contract documents.
3. Approve \$80,590.50 plus HST for engineering/CA and contingency to be used at the Director of Operation's discretion, should any unforeseen issues arise during the project.

Carried

f) Dust Suppressant Tender

**Moved** by: P. Taylor seconded by: P. Sayeau that Committee recommends that Council provide pre-budget approval and award the supply of dust suppressant tender to Denchem Ltd. at the unit price of \$0.224/L to the maximum draft budgeted amount of \$42,000.00

Carried

g) Crushed Rock Tender Award

Councillor Smail did not participate in the discussion or vote on the matter.

Committee confirmed that the tonnage of crushed rock tendered has decreased in 2017. Staff confirmed that the amount of crushed rock has been trending down over the past few years.

**Moved** by: G. Morrell seconded by: H. Cameron that Committee recommends that Council provide pre-budget approval and award the supply of crushed rock tender to G. Tackaberry & Sons Construction Co. at the unit price of \$10.93 per MT to a maximum of \$94,500.00 including non-rebated HST.

Carried

h) Marjorie St. Tender Award

Councillor Smail did not participate in the discussion or vote on the matter.

The CAO noted that staff found an additional \$65,000.00 budgeted in storm sewers for the Marjorie St. project, which increases the estimated project cost from \$302,500.00 to \$367,500.00. With the revised estimates the total cost of the project as tendered is \$124,177.82 under the original estimate. Committee enquired if Eastern Engineering will be supplying the contract supervision and if staff would recommend their use in future projects.

**Moved** by: P. Sayeau seconded by: G. Morrell that Committee recommends that Council:

1. Provide pre-budget approval and award the Marjorie St. Reconstruction tender EC-PW-17-05 to Ken Miller Excavating at a cost of \$189,022.75 plus HST.
2. Authorize the Director of Operations to execute contract documents.
3. Approve \$50,091.03 plus HST for engineering/CA and contingency to be used at the Director of Operation's discretion, should any unforeseen issues arise during the project.

Carried

i) Gravel to Surface Tender Award

Councillor Smail did not participate in the discussion or vote on the matter.

Members confirmed the draft budget and the borrowing of money from the Industrial Park Reserve to complete a portion of the project.

**Moved** by: G. Morrell seconded by: H. Cameron that Committee recommends that Council:

1. Award the surface treatment tender EC-PW-17-03 to Cruickshank Construction Ltd.
2. Direct staff to work with the awarded bidder to determine scope of work based on final budget numbers.
3. Direct staff to return to Council with final scope of project.

Carried

j) Drainage Referee Update

Councillor Barrett recused himself did not participate in the discussion of the matter. Mayor Sayeau assumed the chair for this item.

Committee confirmed that the Township is required to mail out the notice to all affected owners by April 28, 2017. Committee noted that the pre-hearing conference is scheduled for July 19, 2017 at the Brockville Court House, with a second day of July 20, 2017 held in reserve. Committee asked what the impact has been on the Township. Staff outlined that the impact to the Township has been the staff time involved in the process, the review of the drainage process and the various possible outcomes depending on the drainage referee's decision.

8. Councillor Inquiries/Notices of Motion – None
9. Mayor's Report

Mayor Sayeau reported the following:

- April 19: Budget Meeting #7 is scheduled from 12:00pm to 2:00pm.

10. Question Period

Questions/comments were raised with respect to the following:


- Is there a possibility of moving Pittston Road resurfacing project ahead of the Roads Need Study 2019 timeline in light of the lower tender results?
- Plan for spring brush pick up? Dates scheduled?

11. Closed Session – None
12. Adjournment

**Moved** by: K. Smail seconded by: P. Taylor that Committee does now adjourn at 7:47 pm.

Carried

These minutes were approved in open Council this 24 day of April, 2017.

  
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Chair

  
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Deputy Clerk