

**MINUTES
COMMITTEE OF THE WHOLE –
PUBLIC WORKS, ENVIRONMENTAL SERVICES & FACILITIES
MONDAY, JUNE 19, 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
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: K. Smail seconded by: P. Taylor that Committee approves the agenda as presented.

Carried

Mr. Cameron confirmed that the advisory members are included in the closed session discussions and noted a typographical error on the heading of item 7h).

3. Disclosure of Pecuniary Interest & the General Nature Thereof – None

4. Business Arising from Previous Public Works, Environmental Services & Facilities Committee Minutes (if any)

Mr. Cameron noted a typographical error on item 6a).

5. Delegations & Presentations – None

6. Discussion Items

a) Advocacy for Funding Applications

Committee reviewed the possible advocacy options and suggested G52's database list of grants and funding may still be helpful. It was noted that if the Township were to have advocacy support for grant applications, that it may be best if staff reviewed all options to find the best fit for the Township and Council. There was a general discussion with respect to G52's proposal, database, costs, and overall results in comparison to the Township.

Members noted the Township's success in receiving the CWWF funding and the potential to receive federal funding in the future. Committee discussed grant applications for the Walker Street reconstruction project and if it would be a good candidate project for a funding application to the Phase 2 Infrastructure program. It was noted that staff and Committee may test the waters of an advocacy group by getting assistance with the Walker Street project. There was a brief discussion with respect to the County Road 2 water/sewer project and if it should be nominated for a CWWF application.

It was the consensus of Committee to direct staff to prepare a report outlining the various advocacy consultant groups and organize the consultants to present their models to Committee.

7. Action/Information Items

a) Spencerville Arena Structural Review

The Manager of Parks, Recreation and Facilities summarized the 5 year structural review for the Spencerville Arena, noting that there are frost heaves in the concrete under the bleachers and staff will be completing repairs over the coming months with the Township Chief Building Official and Field Consultants Limited overseeing the project.

Members commented on the continuity from the 2012 to the 2017 structural review. Committee asked for clarification with respect to when the concrete was poured for the bleachers and ice surface. It was noted that the ice surface was poured in 1994, but the concrete where the bleachers are located is from the original construction. Members enquired about the cost to complete the repairs. Staff noted that as a result of the Township doing the repairs in house, the costs will be minimal and associated only with the materials required to complete the repairs.

b) Cardinal Community Park – Vacant Lot Repurposing

Committee reviewed the Cardinal Community Park design phases and recommendation and confirmed that only phase 1 is scheduled for completion at this time. There was a general discussion about the current green space design and the potential need to expand parking in the downtown core. Committee noted that there is municipal parking at various locations in Cardinal, including

the parking lot at the corner of Lewis and John Street. It was noted that the municipal parking could be cleaned up and delineated to determine the number of parking spaces available.

Moved by: H. Cameron seconded by: M. Packwood that Committee recommends that Council direct staff to undertake the phase 1 work required in 2017 in anticipation of proceeding with a phased-in approach with funding from Township CIP Projects.

Carried

c) MOL Inspections

The Director of Operations summarized the MOL Inspections report, highlighting that all identified issues have been corrected, signed off and submitted to MOL. It was noted that the Township will implement future best practices to maintain a safe work environment. Committee noted that the issues were only minor in nature for such a large number of facilities operated and maintained by the Township. It was noted that MOL did not find any issued with respect to use of personal protective equipment.

d) Spencerville Lagoon 2017 Discharge Report

Committee reviewed the Spencerville Lagoon Discharge Report and noted that the current discharge window is very short and has resulted in the Township applying for extensions in the past. Staff noted that they may request the MOE to change the discharge window to be later in the spring. It was noted that the sampling program results determined that the effluent quality exceeded the minimum requirements.

There was a general discussion with respect to the Shactivate additive and if the product is still working or if dredging will be required. Staff noted that the additive is working to maintain a low level of bio-solids and has extended the life of the lagoon cells.

e) Wet Weather Report – Water/Wastewater Systems

Committee reviewed the wet weather report and noted that the Chief Water/Wastewater Operator included two recommendations for Committee to consider, with respect to sump pump separation and berming the water treatment plant. Members enquired about the berming of the water treatment plant and if the work needed to be completed immediately. Committee asked if there is any shoreline erosion near the water treatment plant and if so how much. Members requested that staff prepare a report identifying best practices to mitigate future sanitary system infiltration. Staff noted that they will speak with SNC and enquire about a cost estimate before moving forward with the berm.

Members briefly discussed the need for a sump pump separation program to help mitigate some of the infiltration to the sanitary sewer. Members commented on the need for the solution with respect to the sump pump separation to be affordable to residents. It was the consensus of Committee to direct staff to prepare a report with respect to understanding and the costs associated with infiltration management opportunities.

f) High Water Event May 2017

The CAO summarized the High Water Event report, noting that in many areas it's too soon for staff to fully assess the damage caused by the high water event. Committee asked for clarification regarding the 120 day window to be eligible for provincial funding to help offset emergency expenses. It was noted that the Township cannot apply for funding unless the incurred expenses equal at least 3% of the total 2017 tax levy. Members noted that the SNC are still issuing flood watch notifications, which may help in identifying the event date window. There was a brief discussion with respect to the release of water from the dams and the condition of Legion Way. Committee commended the Emergency Control Group and staff for their response to the event.

g) Sidewalk Assessment Program Review

Committee reviewed the Sidewalk Assessment Program and noted the improvement the program has made to the sidewalks in Cardinal and Spencerville. It was noted that 691 trip hazards have been identified and corrected in the three year program. Members enquired as to how the Township will identify new trip hazards. Staff noted that an annual assessment will be completed to identify and correct new trip hazards and some replacement of panels that need upgrading will also be done.

There was a brief discussion in regard to the planing of the trip hazards and how the public can report new trip hazards. Members noted that the sidewalk assessment program is beneficial to the public, environmentally friendly and affordable.

h) ED19 Land Background

The CAO summarized the report. Committee confirmed that the Leeds Grenville WMMP Study Costs chart was prepared by the UCLG. Members highlighted that the Township has never owned the land designated as ED19. It was the consensus of Committee to allow questions as part of the normal Question Period after the Mayor's Report.

i) Johnstown ATV Club Request to UCLG

Committee reviewed the Johnstown ATV Club's request to the UCLG for the use of three sections of County Roads, within the Township, as connectors to the trail network. Committee discussed their concerns about ATV's driving/passing on the shoulders of County Roads and the risks associated with allowing ATV's access to County and Township roads. Committee enquired if there are any alternative routes the ATV's can take to access Spencerville that would avoid use of the Highway 416 overpass bridge.

Members noted the economic benefits of allowing ATV's access, which will benefit the local community, especially during the ATV rallies. Members further discussed safety concerns and potential for abuses by non-members of the ATV Club. Members noted that the final decision is made at County Council and they are asking the Township to inform them of any objections.

Moved by: K. Smail seconded by: G. Morrell that Committee recommends that Council direct staff to inform UCLG of no objections from the municipality on granting use of three sections of County roads as connectors to their trail network within our Township

Defeated

j) St. Andrews & St. James Presbyterian Church

Committee reviewed the staff report on the request from St. Andrews & St. James Presbyterian Church with respect to charging for the water and sewer services beyond June 30, 2017. Members discussed the recommendation to accrue the base monthly service charges to the tax roll.

Moved by: P. Sayeau seconded by: K. Smail that Committee recommends that Council direct staff to accrue the base monthly service charges to the tax roll until the property is either:

1. Sold, at which time the balance owing would be collected as part of the property sale; or
2. The accrued value reaches the combined disconnection service fee of \$3,000; at which time the service would then be physically capped and the balance owing would be collected as part of any property sale.

Carried

k) Tree Condition Assessment – John & Joseph Street

Moved by: K. Smail seconded by: H. Cameron that Committee recommend that Council receives the information and direct staff to complete the required maintenance to maintain the tree in good health.

Carried

l) Recreation Services Agreement – Township of Augusta

Committee reviewed the Recreation Services Agreement that has been negotiated with the Township of Augusta, noting that Augusta will be considering the by-law to enter into the agreement on June 26. Members noted that a service agreement has been in the works since 2014, but was postponed due to their previous funding model with recreation organizations. Committee confirmed that the \$15,000 per annum contribution will be increase annually by the Consumer Price Index for Ontario. Members noted that Augusta has reviewed their original 2014 draft with respect to recreational facility use and has developed a more transparent and equitable distribution of recreation funding.

Committee confirmed that staff reviewed best practices with respect to recreation services agreements. There was a general discussion regarding the recent termination of a recreation service agreement between the Town of Smiths Falls and outlying municipalities for the use of a public indoor pool in Smiths Falls.

Moved by: P. Taylor seconded by: K. Smail that Committee recommends that Council authorize the Mayor and Clerk to enter into an Agreement for Recreational Facilities with the Township of Augusta.

Carried

8. Councillor Inquiries/Notices of Motion

Mr. Cameron enquired about the fencing that is currently down by the Cardinal dock ramp, floating docks, and canteen area. Mr. Cameron suggested that the fencing be removed to allow access to the boat ramp and Richardson Point along Legion Way. He noted that the grass in the area has not been cut recently. Staff noted that grass areas east of the canteen have been cut a number of times, however, due to the high-water levels, grass cutting west of the canteen hasn't been completed. It was noted that the public can still access the playground and canteen on foot if they park their vehicles at the Legion or Pavilion. Staff highlighted that the canteen will be opened for business starting on the weekend of June 24th, however the water levels are still above the boat ramp permanent docks and may not be safe to use or attach floating docks.

Mayor Sayeau enquired if staff could devise a mechanism to lift the docks so they are not below the water surface, or find a way to attach the floating docks for the public to access the boat ramp in the meantime. Mayor Sayeau requested that staff prepare a report for Council to devise a plan of action, with respect to the boat ramp and docks, to allow access for the public. It was the consensus of Committee to direct staff to prepare the report for Council on June 26.

Mayor Sayeau requested a staff report with respect to the disposal of ditch removal material that is currently stockpiled at the Pittston Garage. Mayor Sayeau presented a notice of motion with respect to requesting MTO to reduce the speed on the 400 series highways, for vehicles carrying hazardous materials, during inclement weather.

Councillor Smail noted that the Youth Centre was successful in their Healthy Communities application to purchase food boxes which will feed 27 families for one year.

Deputy Mayor Taylor requested an update about the Galop Canal ladder installation. Staff noted that the ladder was installed earlier in the day.

9. Mayor's Report

Mayor Sayeau reported the following:

- Spencerville Mill Foundation is crowd funding for the Spencerville Riverside Park Project through the "This Place Matters" challenge. Everyone is encouraged to go online and vote to support the Riverside Park Project
- There is a current water issue that is south of the 401 west of the CPR and north of County Rd 2, west of the CN spur line. It was noted that there have been various requests for beaver control measures and that the CAO will be preparing a report.
- Received a response from the Assistant Deputy Minister of Education to inform the Township that a facilitator will not be appointed to review the closure of Benson Public School and the Administrative Review Process. It was noted that a policy advisor has provided a letter with respect to the definition of "empty spaces" in schools.
- Grenville Community Futures Development Corporation will be hosting their AGM on June 23.

10. Question Period

Questions/comments were raised with respect to the following:

- Avid snowmobiler and supports the ATV's. Does not see an issue with allowing ATV's to use the overpasses in the Township as it will be beneficial to the local communities.
- Citizens Against the Dump has asked CAO Andy Brown for the price breakdown since March 23. Township should be proactive and make an offer to UCLG to purchase ED19 land. Wants mayor Sayeau to propose a notice of motion to Township Council to purchase the land at fair market value.
- Township may not have owned the land; however, the land is within the Township. Citizens and Township should have a greater interest in the land. We should have the right of first refusal and buy the land at the prices quoted to date.
- Wants to know what Councils vision is for the Township. Does it include the dump? Citizens perceive that certain Council members support the dump and want to hear that each member does not want the dump in the

Township. May be able to live with it if ED19 were a County dump, but not a private dump that can be expanded to include outside waste.

- Does the study cost and land purchases include the cost for all of ED19 acreage or only the 165 acres?
- Why does the Mayor not want to be on the waste management joint task force?
- Attends meetings all the time and the Village of Cardinal residents have not been heard about ED19. Against smelling the dump and noted that the members on the joint task force have nothing to lose if the dump is created in the Township.

11. Closed Session

Moved by: P. Taylor seconded by: K. Smail that Committee of the Whole – Public Works, Environmental Services & Facilities proceeds into closed session at 9:02pm in order to address a matter pertaining to:

- Personal matters about an identifiable individual, including municipal or local board employees; Specifically: **Public Works Staffing & Minutes of Closed Session dated November 21, 2016.**

Carried

Committee recessed for five minutes to clear the chambers.

Moved by: K. Smail seconded by: M. Packwood that the closed meeting does now adjourn and the open meeting of Committee of the Whole – Public Works, Environmental Services & Facilities does now resume at 9:54pm.

Carried

Moved by: G. Morrell seconded by: P. Sayeau that Committee of the Whole – Public Works, Environmental Services & Facilities approves the minutes of closed session dated November 21, 2016.

Carried

Chair Barrett reported that Committee gave direction to staff with respect to Public Works Staffing and reviewed the minutes of November 21, 2016.

12. Adjournment

Moved by: P. Taylor seconded by: M. Packwood that Committee does now adjourn at 9:58 pm.

Carried

These minutes were approved in open Council this 26th day of June, 2017.



Chair



Deputy Clerk