

**MINUTES  
COMMITTEE OF THE WHOLE –  
PUBLIC WORKS, ENVIRONMENTAL SERVICES & FACILITIES  
MONDAY, JUNE 20, 2016  
6:30 PM  
SPENCERVILLE MUNICIPAL OFFICE**

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

Staff: Debra 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

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

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

Members enquired with respect to the FF Honourarium Policy. It was confirmed that the Firefighter Honourarium policy will be discussed at the July 18<sup>th</sup> Committee of the Whole when the Chief will have additional information for Council.

Members confirmed that the Brouseville Road error has been corrected on the Five Year Roads Plan Report since the May meeting. It was noted that the reduction of the speed limit on Frederick Street has resulted in some negative feedback from residents.

Members noted that the Commercial Waste at Transfer Station will return as an item in July with possible alternative recommendations. Members identified a typographical error on item 7k. Members briefly discussed the idea of rotating dumpsters in the Township so the service is provided in more areas next year.

5. Delegations & Presentations – None
6. Discussion Items – None
7. Action/Information Items
  - a) Arena Use Strategy (Information Item)

The Manager of Parks, Recreation and Facilities provided a summary of his report.

Members briefly discussed use of the walking track noting that 10 to 12 people have requested that the closure of the walking track be re-examined.

There was discussion with respect to the revenue and expenses from both the Cardinal and Spencerville arenas and how the Township could potentially generate more revenue to offset the expenses. Members noted that the Arena Use Strategy Report highlighted various ideas that may generate revenue, as well that the new Recreation Coordinator that may be able to provide additional ideas. Members requested that the report be provided to the July Recreation Advisory Committee.

Members discussed the need to have a more aggressive approach to try and get more non-prime time ice used in the arenas. Members suggested various ideas to help increase facility use during non-prime, non-ice season rental hours, such as drone racing, boxing, lacrosse, soccer or hockey summer training conditioning camps. There was discussion with respect to the increase in unavoidable expenses such as hydro and insurance as well as the capital costs associated with the newly built Cardinal arena. It was agreed that the arena facilities provide a service to the community, similar to the swimming pools and parks, and that revenues already being generated contribute to the continued provision of services.

**Moved** by: P. Sayeau seconded by: K. Smail that Committee receives the Arena Use Strategy Report and direct that staff continue to work on strategies to increase usage.

Carried

- b) P&G Day of Caring (Information Item)

Members briefly discussed the P&G Day of Caring, noting that it's now the 6<sup>th</sup> year that this event has taken place. Members requested staff to make sure a thank you letter is sent to Proctor and Gamble showing the Township's appreciation for their help in Johnstown.

c) Cardinal Library Painting

Members briefly discussed the quoted price for the work to be completed and enquired if Township employees will be assisting with the shelving project.

**Moved** by: K. Smail seconded by: G. Morrell that Committee recommends that Council approve the unbudgeted painting of the Cardinal Library at the quoted price of \$3,200.00 plus applicable HST.

Carried

d) SWLC – Marketing License Agreement

Member discussed the services available to different locations within the Township and the costs associated to signing up with the Service Line Warranties of Canada Inc. There was discussion with respect to clause 2 of the agreement as it would allow SLWC to use the Township logo in their mail out packages to the community. Members were concerned with granting use of the Township logo; however staff confirmed that the Township letterhead would not be used and that the Township will review materials before they are distributed to the community.

Members commented on the requirement of the Township to endorse SLWC in order for the company to offer the water and sewer line warranty service within the municipality. Members noted the 5% municipal royalty fee that is built into the program rates which could potentially be placed in the Township reserve funds. Members confirmed that the advertising of SLWC will only be a mail out to educate residents of their current risks and insurance services that are available through SLWC, and that no door-to-door sales will take place.

**Moved** by: K. Smail seconded by: G. Morrell that Committee recommends that Council:

1. Endorse the Sewer and Water Line Warranty service offered by Service Line Warranties of Canada Inc. (SLWC), as endorsed by Local Authority Services (LAS); and
2. Direct staff to prepare a by-law to enter into an agreement with Service Line Warranties of Canada Inc. (SLWC) related to the marketing of the sewer and water line warranty service to municipal serviced residents.

Carried

e) Municipal Class EA Schedule C Phase 1 and 2 Update (Information Item)

The CAO/Clerk provided a brief overview of the Phase 1 and 2 update, noting that there has been some correspondence with the CAO of the Town of Prescott and that the Town's engineering firm is currently reviewing the information and will be providing the Township details in the near future.

f) Municipal Drinking Water License Renewal (Information Item)

Members reviewed the Municipal Drinking Water License Renewal, commenting on the Township's compliance obligations and how they are standardized across the system. Members noted that Township staff are continuously updating and staying ahead of the requirements.

Members briefly discussed the UV disinfection system and controls and how that system operates.

g) Surplus Land Update – Edison Avenue

Members confirmed with staff that an opinion of value for the parcels of land had been received earlier in the day, and that the Township would follow the Surplus Land Policy to properly advertise the parcels of land for sale.

**Moved** by: K. Smail seconded by: P. Taylor that Committee recommends that Council:

1. Approve a By-law to establish a highway in the Township and repeal By-law 2008-57.
2. Approve a By-law to stop up and close an unopened road allowance located in Plan 55 Edison Avenue.
3. Direct the CAO/Clerk to follow the remaining steps outlined in the Sale of Surplus Land Policy, based on the opinion of value received from the realtor of record.

Carried

8. Councillor Inquiries/Notices of Motion

Councillor Smail made an inquiry with respect to the Township dump cards being made available in locations in Cardinal. Staff confirmed that they are looking into having them available at the Cardinal and Spencerville libraries.

9. Mayor's Report

Mayor Sayeau reported on three fundraising golf tournaments taking place this summer:

- o Spencerville Mill Heritage Golf Tournament: June 25<sup>th</sup> being held at the Prescott Golf Club

- CPHC 1<sup>st</sup> Annual Mayor's Invitational Golf Tournament: July 16<sup>th</sup> being held at the Prescott Golf Club
- Golf Tournament on August 13<sup>th</sup>

The Mayor also reported that he had received correspondence and telephone inquiries from residents who are requesting that the Walking Track at Ingression Centre be reopened to the public for the rest of the summer.

After some discussion, a motion was developed to re-open the building.

**Moved** by P. Taylor seconded by: P. Sayeau that Committee recommends that Council open the Walking Track for 3 days a week from 8:30-9:30am, starting July 4<sup>th</sup> with a minimum usage of 6 people.

Members noted that Council had decided in May to close the Walking Track until August 8<sup>th</sup> partly due to the low attendance rate in the summer months. Other local options for walking areas and the operating costs associated with opening the Walking Track at Ingression Centre were briefly discussed. Members suggested that a discussion with respect to the Walking Track be brought forward to the Council meeting on June 27<sup>th</sup>.

The motion was withdrawn by P. Taylor with the consensus of committee.

10. Question Period – None
11. Closed Session – None
12. Adjournment

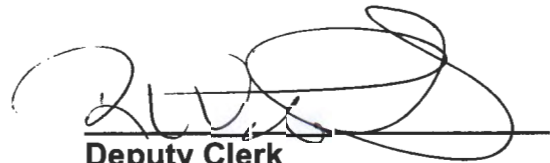
**Moved** by: P. Taylor seconded by: K. Smail that Committee does now adjourn at 8:10pm.

Carried

These minutes were approved in open Council this 27<sup>th</sup> day of June, 2016.



Chair



Deputy Clerk