

MINUTES
COMMITTEE OF THE WHOLE – PUBLIC WORKS, ENVIRONMENTAL SERVICES &
FACILITIES
MONDAY, JULY 20, 2015
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, Non-voting Advisory Member
Mark Packwood, Non-voting Advisory Member

Staff: Debra McKinstry, CAO/Clerk
Dave Grant, Director of Operations
Brian Moore, Interim Fire Chief
Mike Spencer, Manager of Parks, Recreation & Facilities
Sheena Earl, Deputy Clerk

1. Call to Order

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

2. Approval of Agenda

Moved by: K. Smail seconded by: G. Morrell that Committee approves the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

Councillor Smail declared interest in item 7f) Award Hot Mix Paving Tender as her husband is employed by one of the bidding contractors.

Councillor Morrell declared familial interest in item 7i) Request to Stop Up, Close & Convey Road Allowance – Fischer as he is distantly related to the applicant.

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

5. Delegations & Presentations – None

6. Discussion Items

a) Galop Canal Maintenance

Staff sought direction regarding a previous request for input on maintenance/improvement at the Galop Canal. Members identified the north and south slopes and the area off of Legion Way as priority sites. Health & safety requirements and liability was discussed in relation to permitting volunteers to complete maintenance.

A suggestion of collecting local improvement fees to be used to cover costs associated with maintaining the banks was discussed as was the development of a pilot project focusing on one specific priority area.

It was the consensus of members that staff be directed to present work plans for maintenance to be completed by staff, contractors or volunteers, costs/funding and health & safety implications associated with each option. This report will be brought forward to the next Public Works, Environmental Services & Facilities Committee of the Whole meeting in August.

8. Action/Information Items

a) Walking Track Limited Access

Members discussed hiring students to monitor the track and assist with other arena duties. Concerns were raised with respect to the possible poor treatment of these students by those using the track inappropriately. Suggestions were made to explore employment funding opportunities, to offer community service hours to students monitoring the track or to put the responsibility on the timekeeper or referee to ensure that there are no spectators on the track.

At a previous meeting, Committee discussed the option of installing a card lock system at the track in order to limit access. It was the consensus of members that staff provide more details with respect to proposed use and cost of a cardlock system to the next meeting.

b) Amend ATV By-law

Moved by: P. Sayeau seconded by: K. Smail that Committee recommends that Council amend the ATV by-law to reflect current legislative changes to expand the definition of ATV under the Highway Traffic Act.

Members discussed the recent legislative changes. It was noted that ATVs are only permitted on Township roads listed in the by-law and that they are prohibited

in the villages and hamlets. Mapping of the Johnstown ATV Club trail was briefly discussed.

Carried

c) 2nd Quarter Report – Fire Chief

Interim Fire Chief Moore presented his report and provided an overview of statistical data collected with respect to the 2nd quarter of 2015. He was asked by Committee to provide information with respect to value of losses in his next report. Brief discussions about the publication of burn bans and recruitment took place.

Moved by: P. Sayeau seconded by: G. Morrell that Committee receives the 2nd Quarter report as presented by the Fire Chief.

Carried

d) Award SCBA Equipment (ECFD)

Details of the recommended equipment were discussed. As all three options came in over budget, members discussed funding options.

Moved by: G. Morrell seconded by: K. Smail that Committee recommends that Council proceed with the purchase of 25 new Scott Safety Air-Pak X3 SCBA supplied by M&L Supply at the purchase price of \$204,633.00 and that any shortfall at year end be covered through fire vehicle reserves.

Carried

e) Prysmian Site Plan Control Agreement Amendment

Moved by: K. Smail seconded by: P. Sayeau that Committee recommends that Council consider adopting a by-law to amend the site plan control agreement for Prysmian Power Cables Inc.

Members discussed the impact that the new well drilled by Prysmian would have on potable water revenues and the importance of ensuring against cross-contamination of the potable water supply. The possibility of charging a levy for non-potable water was discussed as was the importance of usage data collection.

It was the consensus of members that staff be directed to seek the insertion of a clause in the agreement amendment that would require Prysmian to supply data with respect to non-potable volumes to the Township.

Carried

f) Award Hot Mix Paving Tender

Councillor Smail did not participate in discussions nor vote on the matter.

Moved by: P. Sayeau seconded by: G. Morrell that Committee recommends that Council award Tender EC-PW-15-05 to Karson Asphalt Paving Inc. at their low tendered price of \$522,992.00 excluding taxes.

Carried

g) 2nd Quarter Report – Director of Operations

Members discussed aspects of the report including unaccounted water, roadside spraying, dust control, and transfer station budget implications.

Moved by: K. Smail seconded by: G. Morrell that Committee receives the 2nd Quarter report as presented by the Director of Operations.

Carried

Committee recessed for 10 minutes.

h) Unopened Road Allowance Policy Review

Moved by: P. Sayeau seconded by: P. Taylor that Committee recommends that Council consider an amendment to the Unopened Road Allowance Policy to Provide clarification with respect to permission for public use, to regulate the stopping up, closing and conveying of unopened road allowances and to provide flexibility with respect to the duties of the Director of Operations or alternate regarding unopened road allowances.

Additional amendments were suggested including discretion of Council with respect to opening unopened road allowances and wording changes for clarification purposes. It was the consensus of members that these additional amendments be made and that the amended policy return to Committee for further review.

Carried

i) Request to Stop Up, Close & Convey Road Allowance – Fischer

Councillor Morrell left the table and did not participate in discussions nor vote on the matter.

Moved by: K. Smail seconded by: P. Sayeau that Committee recommends that Council consider a by-law to stop up, close and convey the unopened road Allowance at 2115 County Road 44 to Mr. Henry Fischer.

Members discussed the request. Concerns were raised with respect to the apparent restricted access to provincial land and with respect to reduced public opportunity to purchase surplus provincial land in the future. Staff clarified that

the province does have frontage on County Road 44 in order to access their properties.

Members discussed possible solutions to the issues faced by Mr. Fischer as the unopened road allowance has been continuously blocked by neighbouring property owners.

Defeated

Councillor Morrell returned to the table.

j) Permission to Upgrade Road Allowance – Wynands

Moved by: K. Smail seconded by: P. Sayeau that Committee recommends that Council approve the request for upgrade of the unopened road allowance for access and direct staff to develop an agreement with the owner stipulating the conditions for use.

Members discussed the request, the agreement and the specific location in question. It was the consensus of members that the agreement be brought to Council for consideration.

Carried

k) Hyndman Road Drainage

Moved by: P. Sayeau seconded by: K. Smail that Committee receive the staff report as information with respect to Hyndman Road Drainage.

A question was raised with respect to budgeting for this item.

Carried

l) Cardinal Water & Sewer Revenue Information

Revenue information up to June 31st was provided to committee for information. Monitoring of the revenues will continue throughout the year.

Moved by: P. Taylor seconded by K. Smail the Committee receive the Information with respect to Cardinal water & sewer revenues.

Carried

m) Winter Maintenance Policy

Moved by: K. Smail seconded by: G. Morrell that Committee recommends that Council amend the winter maintenance policy to implement earlier deployment of Township forces once snow accumulation levels are known to have reached 5cm in depth.

It was suggested that deployment occur at a range of 5cm-8cm. Budget Implications were noted as nominal as savings have resulted from restructuring.

Carried

Moved by: K. Smail seconded by: G. Morrell that Committee recommends that Council direct staff to notify residents through public education of their responsibility for upkeep and minor repair to lawn damage sustained through winter operations.

Carried

Moved by: G. Morrell seconded by: K. Smail that Committee recommends that Council restrict sidewalk maintenance for winter operations to MCR, IN and CC zones in the villages of Cardinal and Spencerville and with the addition of County Road 2 east of St. Lawrence Street in Cardinal.

Members discussed the motion. It was the consensus of members that winter sidewalk maintenance should not be further restricted.

Councillor Smail requested a recorded vote:

Councillor Barrett		Nay
Councillor Morrell	Yea	
Councillor Smail		Nay
Deputy Mayor Taylor		Nay
Mayor Sayeau		Nay

Defeated

Members discussed locations of sidewalks throughout the Township and whether demand warranted exploring costs in clearing all of these areas.

Staff was directed to prepare a report on the costs associated with clearing all sidewalks at the same interval in the village of Cardinal.

8. Councillor Inquiries/Notices of Motion

Moved by: P. Taylor seconded by: K. Smail that Committee continue meeting beyond the curfew of 10:00pm.

Carried

Inquiries were made with respect to the following items:

- User Pay systems
- Possible solutions to prevent blockage at the unopened road allowance at 2115 County Road 44
- Funding for Spencerville skateboard park

10. Mayor's Report (if any) – None

11. Question Period

Questions and comments were raised/provided with respect to the following:

- Walking track limited access
- HST recoverability on major purchases
- Karson Paving
- Prysmian Site Plan Control Agreement Amendment

12. Closed Session – None

13. Adjournment

Moved by: K. Smail that Committee adjourns at 10:08pm.

Carried

These minutes were approved by open Council this ____ day of _____, 2015.

Chair

Deputy Clerk