

**MINUTES
COMMITTEE OF THE WHOLE –
PUBLIC WORKS, ENVIRONMENTAL SERVICES & FACILITIES
MONDAY, OCTOBER 17, 2016
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE**

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

Regrets: Deputy Mayor Peggy Taylor

Staff: Dave Grant, Director of Operations
Mike Spencer, Manager of Parks, Recreation & Facilities
Brian Moore, Interim Fire Chief
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: K. Smail 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 about an update with respect to the CPHC Fall Prevention Program and the Butternut Tree Project.

5. Delegations & Presentations

a) Pat Marceau – Johnstown ATV Club

Pat Marceau, club president of the Johnstown ATV Club, gave a presentation to Committee outlining their request for the Township to grant them access to maintained roads in order to connect with other trail networks in Eastern Ontario. Mr. Marceau explained the current maintained, unmaintained, and private trails

that the Johnstown ATV Club can currently access, and why they need access to roads that are maintained by the Township. Mr. Marceau noted that the access would grant the ATV riders access to safe and rideable detour routes when other routes are not accessible during specific times of the year. It was noted that the Johnstown ATV Club is encouraging safe riding practices by providing educational information and inviting the local OPP on tours with the trail wardens.

Members asked for clarification with respect to specific Township roads that the Johnstown ATV Club are requesting access to and what roads are directly needed to connect with other trails. The liability insurance that is provided by the ATV Club was discussed, noting that the insurance would cover outside ATV drivers, landowners, Township, OFATV, and ATV club members. Members noted that the insurance provides landowners third party coverage. Committee noted that staff would review the current by-law to confirm if it states that the riders are required to be members of the ATV club.

Committee thanked Mr. Marceau for the presentation.

b) Bonnie Boyd – SNC

Bonnie Boyd, Environmental Planner with the South Nation Conservation Authority, gave a brief presentation to Committee summarizing the various partnerships and programs that the SNC provides to the area. Ms. Boyd noted that the SNC provides support to 16 municipalities through the delivery of risk management for drinking water systems, authority for Part 8 of the Ontario Building Code, and by promoting sustainable development. It was noted that the risk management program approach focuses on the farmer to farmer, use of local organizations, respect to property owners, and promote incentive programs to better protect the water. Ms. Boyd highlighted the new source water protection signage that will be displayed in various locations throughout the municipalities.

Members asked for clarification with respect to the source water protection zones in Cardinal (Intake Protection zone) and Spencerville (Wellhead Protection Area), specifically, the size of the protection zones. It was noted that the SNC only monitors municipal water sources, and if someone had a concern with a private water source/well then they should contact the Ministry of Environment.

Committee thanked Ms. Boyd for the presentation.

6. Discussion Items

a) Bell Canada – CRTC

Members briefly discussed what documentation should be included in the appeal to the CRTC, and the need for a resolution from Committee and Council to support the appeal application.

Moved by: P. Sayeau seconded by: K. Smail that Committee recommends that Council support the appeal letter with attached documentation and be forwarded to the CRTC with understanding that it raises the issue to the regulator at CRTC.
Carried

b) Proposal: Paving of County Rd 2 Shoulders – Mayor Sayeau

Members reviewed the proposal, noting that a resolution from Council would need to be prepared and sent to the United Counties of Leeds and Grenville to show the Township's support. Members commented on the safety advantages to paving the shoulders, specifically for cyclists, scouters, and pedestrians. It was agreed that staff would prepare a resolution for Council consideration.

7. Action/Information Items

a) 3rd Quarter Fire Report

Members reviewed the 3rd Quarter Fire Report, noting the inclusion of estimated fire loss costs and the 63 hours of mutual aid assistance to Front of Younge forest fire. Members noted that the Fire Department is currently recruiting for volunteer firefighters for both the Spencerville and Cardinal stations. Members enquired about the effectiveness of the new burn permit by-law.

b) 3rd Quarter Recreation/Facilities Report

Members reviewed the 3rd Quarter Recreation/Facilities Report, noting that the 4th Quarter Report will include statistics for the use/rental of the Spencerville Town Hall Community Room. It was noted that the overall swimming lessons are slightly down from 2015; however there was an increase in swimming lessons on Saturdays. It was noted that the summer day camps partnered with the Public Libraries to offer weekly summer reading club programming to the children participating in the camp. It was noted that the aqua fitness classes and the summer students were well received by the public.

c) Summer Maintenance Report

Members reviewed the Summer Maintenance Report, noting the tasks that were completed with the assistance of the \$20,000 and additional 2 summer students. It was noted that the sidewalks were completed 6 times in Cardinal and 4 times in Spencerville, and that staff completed an extensive brush cleanup along the Galop Canal multiple times over the summer period. Members briefly discussed the scope of work for the contractors and staff, and if it could be expanded to the east end of Galop Canal.

d) 3rd Quarter Operations Report

Members reviewed the 3rd Quarter Operations Report and enquired about the cold patch repairs throughout the Township. It was noted that the ammonia removal statistics have improved over the last quarter. Members asked if the total flow at the Windmill Pumping Station could be broken down as a monthly capacity percentage.

e) Road Needs Study Presentation

The Director of Operations summarized the Road Needs Study Presentation, noting the main objectives and the forecast for the upcoming years. It was noted that the traffic counts were performed at 31 locations, which provided the traffic direction, volume and breakdown of traffic between car/lightweight vehicle and heavier vehicles. The traffic counts took into account the higher volume counts which coincide with work departures and returned, as well as the higher volume when a Township road is used during a detour.

Members discussed the priority rating scale for road sections and the 3 program categories and how they differ. Members reviewed and discussed the 10 year forecasted capital budget summary, noting the annual totals and total kilometers that will either be reconstructed or resurfaced each year.

f) Transport Canada Grade Crossing Regulations & Standards

Members asked for clarification with respect to the designed speed versus posted speed limits.

Moved by: K. Smail seconded by: P. Sayeau that Committee recommends that Council direct staff to submit the required grade crossing information to CN, in a suitable form, prior to the November 27, 2016 deadline.

Carried

g) Draft 2017 Low Lift Station Budget

Members reviewed the draft budget, noting that the 2015 actuals should be included in the report for comparison purposes. Members asked for clarification with respect to the variance from last year of the pump station equipment repair being due to the zebra mussel chlorine line.

Moved by: P. Sayeau seconded by: K. Smail that Committee recommends that Council approve the 2017 Low Lift Pumping Station Budget as presented.

Carried

h) Clean Water & wastewater Fund Project

Members reviewed the project list and confirmed that the government requires the municipalities to provide the project information before approval of the grant monies.

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

1. Endorse the attached list of projects; and
2. Direct staff to prepare and submit the project list and supporting documentation prior to the October 31, 2016 deadline.

Carried

i) 401/416 Township Boundary Signage

Members discussed and compared the previous contract with TODS for the tourism boundary signage and the new enhanced boundary signage through the Ministry of Transportation. Members debated on the draft signage design and placement. Members suggested that a photo of the TODS signage be brought forward to Council with the resolution for clarification.

Moved by: K. Smail seconded by: G. Morrell that Committee recommends that Council approve the sign installation as presented by MTO.

Carried

j) 40 Frederick St – Continued Use of Road Allowance

Members asked for clarification with respect to the size of the road allowance and confirmed that the laneway is currently cleared and maintained as part of the winter operations by Township staff.

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

1. Permit the continued use of the road allowance on the basis of preexisting conditions prior to the passing of a policy; and
2. Direct staff to provide written permission to the owner.

Carried

k) Vacant Lot Repurposing – Dundas St & Lewis St

Members reviewed the 5 options listed and commented on various other ideas and suggestions, including; declaring the land as surplus and beautifying the property, developing a village square and farmers market, and planting a large Christmas tree on the lot. Members discussed the option to use the lot as additional overnight parking and how that may be affected during the winter season. Members briefly discussed option 3 for an illuminated park/path area. It was the consensus of Committee to select Option 3: Create an illuminated park/path area complete with benches, shrubs, and trees.

Moved by: K. Smail seconded by: G. Morrell that Committee recommends that Council selection option 3 for the land and direct staff to investigate possible costs associated with the preferred option for the inclusion in the 2017 budget deliberations.

Carried

l) Jones Railyard

Moved by: K. Smail seconded by: P. Sayeau that Committee recommends that Council recommend in favour of granting approval in principle to phase 1 of the Jones development.

Carried

8. Councillor Inquiries/Notices of Motion – None

9. Mayor's Report

Mayor Sayeau reported the following:

- Invitation from Councillor David Le Sueur to attend the Brockville Tunnel Launch from 7-8:30pm.
- Clean Yards concern to be addressed on East St
- Mayor Sayeau, Councillor Smail, and Councillor Morrell attended a meeting in North Grenville with respect to the upcoming school closures, noting that a written response may be submitted by February 1, 2017.

10. Question Period

Questions/comments were raised with respect to the following:

- Butternut Tree planting

11. Closed Session – None

12. Adjournment

Moved by: G. Morrell seconded by: K. Smail that Committee does now adjourn at 9:25 pm.

Carried

These minutes were approved in open Council this 24th day of October, 2016.



Chair



Deputy Clerk