

MINUTES
COMMITTEE OF THE WHOLE – PUBLIC WORKS, ENVIRONMENTAL SERVICES &
FACILITIES
MONDAY, JUNE 15, 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: Dave Grant, Director of Operations
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 – None

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

5. Delegations & Presentations

a) Operational Efficiencies Plan - Public Works Department, Director of Operations

Mr. Grant, Director of Operations with the Township, presented a Council directed and staff recommended operational plan of the Public Works department. The presentation reviewed the current elements of the department and a proposed shift which would focus efforts on more proactive solutions and the implementation of a number of operational efficiencies.

Members discussed the importance of collective community responsibility and working in an exemplary manner.

Concerns were raised with respect to the apparent lack of a “housekeeping” function in the draft policy statement. Staff assured members that incorporation of these types of activities was part of the operational plan.

Moved by: G. Morrell seconded by: K. Smail that Committee recommend that Council adopt the Operational Efficiency Assessment and Plan as presented.
Carried

6. Discussion Items – None

7. Information Items Tabled from May 19, 2015 Meeting

e) CVOR Update

An update report regarding the Commercial Vehicle Operator’s Registration (CVOR) assessment report previously provided to Committee of the Whole in 2014 was reviewed. Staff was commended for achieving a 0% Overall Safety Violation Rate and for successfully administering and improving the program.

Questions were raised with respect to the mandated collection of the personal driving records.

f) Bridge St. Traffic Data Report

Questions were raised with respect to the speed limit at this intersection and whether adequate signage was posted. Members discussed the results produced by the traffic data devices and reiterated the importance of the recently purchased pedestrian crosswalk signage.

g) Cardinal Water & Sewer Rates

Members discussed the information provided from the first billing cycle. Staff was directed to forward information gained from the second billing cycle to Committee in July. In addition, volume of water billed versus volume of water treated, amount of revenue collected from use above 20^{m3} /month and the number and type of users will be added to the staff report provided in July.

h) Federal Waste Water Systems Effluent

Members discussed recently imposed federal regulations regarding waste water systems.

Moved by: P. Sayeau seconded by: K. Smail that Committee receives and reviews the Federal Waste Water Systems Effluent Regulations report as presented.

Carried

i) Spencerville Lagoon Discharge Report

The annual report as previously submitted to the MOECC was reviewed.

Moved by: P. Sayeau seconded by: K. Smail that Committee receives and reviews the Spencerville Lagoon Discharge Report as presented.

Carried

8. Action/Information Items

a) Capital Project Adjustments

A proposed recommendation to adjust capital projects within the public works departmental budget was discussed in detail.

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

- 1.) Direct staff to proceed with a 48 month leasing option for a replacement loader through Equipment Sales and Services Limited at \$11,500.00 per quarter; and
- 2.) Direct staff to proceed with Reclamite In-Depth Rejuvenating Seal on the project locations listed in the Superior Road Products letter dated May 25th, 2015 at a cost of \$54,000.00; and
- 3.) Cover the salt/sand dome repairs from leasing option savings in 2015 at a cost of \$49,500.00.

Questions were raised with respect to the brand of loader and the recommended application of Reclamite for best road preservation results. It was noted that the old loader would be surplus to the needs of the Township and may be available for disposal at auction.

Carried

b) QMS Commitment and Endorsement

Moved by: P. Sayeau seconded by: P. Taylor that Committee recommends that Council:

- 1.) Pass a resolution renewing its commitment to the drinking water quality management system for the Cardinal Water and Edwardsburgh Industrial Park Water systems; and
- 2.) Authorize staff and top management to sign element 3 of the operational plan to confirm endorsement.

Carried

c) Appointment of Alternate CEMC

Moved by: K. Smail seconded by: G. Morrell that Committee recommends that Council authorize the CAO/Clerk to enter into an agreement with the United Counties of Leeds and Grenville in order to appoint their Public Safety Manager as alternate CEMC for the Township.

Training requirements of the position and financial implications were discussed. It was noted that costs would not be incurred unless the Alternate CEMC was required to act in the case of an emergency.

Carried

d) Unopened Road Allowance Access – TransCanada

Moved by: P. Sayeau seconded by: P. Taylor that Committee recommends that the CAO/Clerk be authorized to execute the Surveys Acknowledgement Form for TransCanada Pipelines Inc.

It was noted that this access would only be granted for a limited time, as needed.

Carried

e) Payment Options – Waste Transfer Site

Members discussed health and safety issues surrounding the current method of payment collection, logistical details of implementing the punch card system and the proposed denomination of cards.

Suggestions regarding auditability and tracking were provided. It was noted that the program would have to be flexible and easy for residents to use.

Members discussed the proposed date for full implementation. It was the consensus of members that a full transition to the punch card system not be implemented until January 1st, 2016 in order to provide more time to work out logistics and notify the public.

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

- 1.) Implement a prepaid punch card system at the waste transfer station; and
- 2.) Direct staff to proceed with the implementation of the prepaid punch card system that will also include an advanced public education program; and
- 3.) Provide an overlap period until December 31, 2015 whereby either cash or prepaid punch cards will be accepted at the waste transfer station; and
- 4.) Commencing January 1, 2016 only accept Township prepaid punch cards at the waste transfer station.

Carried

f) Billing MTO for Fire Calls on Provincial Highways

Moved by: K. Smail seconded by: G. Morrell that Committee recommends that Council direct staff to internally track all calls by year to 400 series highways, however only submit to MTO for calls where emergency services were rendered based on January 4, 2007 facsimile cover letter received May 20th, 2015.

Members discussed the current practice of reimbursement from the province. It was the consensus of members that staff should continue to bill the MTO for all calls to the 400 series highways.

Defeated

9. Councillor Inquiries/Notices of Motion

Mayor Sayeau put forward the following Notice of Motion:

“WHEREAS in 2010 the Township of South Dundas completed work on the Thorpe-Ellis Drain and assigned drainage benefit costs to several properties in the Township of Edwardsburgh Cardinal including properties on roll numbers 0701 7010 4501 106 & 107 located at 713 Pittdale Road (Holmes); and WHEREAS the owners of these two properties were not initially aware that their Drainage assessment was some \$200.00 or so higher than the neighboring properties and subsequently missed the opportunity to appeal their assessments during the mandated appeal period; and WHEREAS numerous attempts over the past five years to have South Dundas review and adjust the drainage assessments for these two properties have failed to bring any satisfactory resolution to the property owner....and.... WHEREAS it is the responsibility of Edwardsburgh Cardinal to collect and remit to South Dundas the required assessment amounts, which have now been added to the tax accounts of these properties; THEREFORE BE IT RESOLVED THAT in the interest of resolving this long outstanding dispute and bringing closure to this matter the Township of Edwardsburgh Cardinal write-off \$200.00 of the Drainage Assessment Amounts for each of the properties on roll numbers 0701 7010 4501 106 & 0701 7010 4501 107 and issue a credit to the tax account of each property.”

This notice of motion will come forward for consideration at the Regular Council meeting on June 22nd.

In addition, inquiries were made with respect to the following items:

- Recent sidewalk maintenance
- Condition of Cardinal pavilion at Legion Park – this item will be brought forward at the July Public Works, Environmental Services & Facilities Committee of the Whole meeting in July

10. Mayor’s Report (if any)

Mayor Sayeau touched on the following items in his report:

- Travel Centre financing and lease agreement
- Yards By-law enforcement work plan
- GCFDC Annual General Meeting scheduled for June 19th
- Tourism Promotion efforts with United Counties of Leeds Grenville

11. Question Period

Questions were raised with respect to the Operational and Efficiencies Assessment and Plan, specifically collective community response, and the timeline for the beginning of the punch card implementation at the Waste Transfer Site.

12. Closed Session – None

13. Adjournment

Moved by: K. Smail seconded by: P. Taylor that Committee adjourns at 8:48pm.
Carried

These minutes were approved by open Council this 22nd day of June, 2015.

Chair

Deputy Clerk