

MINUTES
COMMITTEE OF THE WHOLE – PUBLIC WORKS, ENVIRONMENTAL SERVICES &
FACILITIES
MONDAY, OCTOBER 19, 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
Mark Packwood, Non-voting Advisory Member

Regrets: Hugh Cameron, Non-voting Advisory Member

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

1. Call to Order

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

2. Approval of Agenda

Moved by: P. Sayeau seconded by: G. Morrell that Committee approves the agenda as amended with the addition of closed session item 11c) Proposed or pending acquisition or disposition of land for municipal or local board purposes specifically Meadowland Subdivision .

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

Deputy Mayor Taylor declared interest in item 7h) Mary Street Outfall as she is related to the property owner in question.

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

A typographical error was noted. Staff was asked when members should expect to see a listing of sidewalk plowing limitations to which they responded that this report would be provided at the next Regular Council.

5. Delegations & Presentations – None

6. Discussion Items

a) Township-Wide Recreation Survey

Members discussed projects identified by staff and gathered from the survey results. It was the consensus of Committee that all of the Category A projects (items with little or no budget impact) be implemented by staff. Category B projects which included larger, more expensive items will be discussed further during budget deliberations.

b) Cardinal Baby Pool

Committee discussed the results of the survey in this respect, the local petition created to “save” the pool as well as other Recreation capital projects for consideration during budget deliberations. Funding for pool repairs from the Cardinal Hydro reserve was considered and concerns and benefits of this suggestion were discussed.

Process and transparency was discussed with respect to how best to bring a motion in support of repairing the baby pool forward.

7. Action/Information Items

a) 3rd Quarter Report - Fire

The report from Interim Chief Moore was reviewed. Questions were raised with respect to smoke detector requirements and fireworks training.

Moved by: K. Smail seconded by: P. Taylor that Committee receive the 3rd Quarter report of the Fire Department.

Carried

b) 3rd Quarter Report – Parks, Recreation & Facilities

The report was reviewed in detail and comments were made and questions raised with respect to the increase in summer programming and facility attendance, ice rental statistics and usage tracking, refunds and maintenance issues. It was the consensus of members that staff be directed to provide an overview of maintenance issues at all facilities in the next quarterly report.

PD Day programming was discussed and suggestions to work with the public libraries in this regard were made.

Moved by: G. Morrell seconded by: K. Smail that Committee receive the 3rd Quarter report of the Parks, Recreation & Facilities Department.

Carried

c) 3rd Quarter Report - Operations

The report was reviewed in detail, specifically in relation to sign reflectivity testing, revenue and expenditure at the waste transfer site, pre-paid punch card implementation and education, and the recent bridge assessment and its connection to the Township's asset management plan. Environmental services statistics were reviewed and staff was commended for meeting and exceeding objectives.

Staff was asked to examine why the Brouseville Road and Hyndman Road culverts were not included in the bridge assessment.

Moved by: P. Sayeau seconded by: P. Taylor that Committee receive the 3rd Quarter report of the Operations Department.

Carried

d) QMS 3rd Party Audit Report

Members discussed the report and the annual QMS Management meeting which took place earlier in the day. Staff was commended for excellent work.

Moved by: P. Taylor seconded by: K. Smail that Committee receive the QMS 3rd Party Audit Report.

Carried

e) Community Safety Zones

Identification of Community Safety Zones in school and recreation areas in the Township was discussed including apparent need, process and possible locations. Data collection from school and recreation areas was suggested.

It was the consensus of members that staff be directed to further explore the implementation of community safety zones and to gather relevant data from recommended areas.

f) Buckwheat Road Drainage

Members reviewed the drainage report prepared by Greer Galloway Group and next steps with respect to the private drain.

g) Pre-budget Approval – James Street Rehabilitation Project

Moved by: P. Sayeau seconded by: K. Smail that Committee recommends that Council authorize staff to proceed with tendering the James Street Rehabilitation Project by end of 2015 and that Council determine how the estimated shortfall will be covered during 2016 budget deliberations.

Carried

h) Mary Street Outfall

Deputy Mayor Taylor left the table and did not participate in discussions nor vote on the matter.

Moved by: P. Sayeau seconded by: G. Morrell that Committee reviewed the proposed easement agreement and recommends authorization by Council in principle, pending receipt of a signed document.

Committee reviewed the proposed easement agreement between the Township and the Beaches. Concerns were raised with respect to a paragraph in the proposed agreement which states that the Township shall repair any damage caused to the well, foundation, septic system or pool caused directly or indirectly by the construction, use, operation, repair or maintenance of the easement by the Township. Staff recommended that a pre-construction assessment be completed prior to any work or engineering in order to determine current condition of the aforementioned items on the property.

Carried

Deputy Mayor Taylor returned to the table.

i) Cardinal Water/Sewer Revenue

Moved by: K. Smail seconded by: G. Morrell that committee receive the updated Cardinal Water and Sewer reports as of August 31, 2015.

Carried

Staff was requested to identify if the 2014 revenues included in the report were treated as revenue in the 2014 financial statements. A response to this will be provided from the Treasurer at Administration & Finance Committee of the Whole

8. Councillor Inquiries/Notices of Motion

Moved by: P. Sayeau seconded by: K. Smail that the Committee recommends that Council direct staff to tender repairs for the Cardinal Baby Pool as soon as possible with a view to awarding a contract for repairs early in 2016 under pre-budget approval and that Council finance the repairs from the Cardinal Hydro Reserve Fund at an estimated up-set limit of \$55,000.

Merits and detriments of a wading pool and a splash pad were discussed as was the consideration of the installation of a splash pad elsewhere in the Township. Concerns were raised with respect to funding the repairs from the Cardinal Hydro Reserve Fund.

Carried

Moved by: P. Sayeau seconded by G. Morrell that the Committee recommends that Council direct staff to prepare tender documents for the replacement of the Spencerville Arena header trench and piping infrastructure with a view to financing the project from the 2016 capital budget and awarding the contract under pre-budget approval.

Carried

Both of the above motions will return to Council for consideration at the next Regular Meeting.

9. Mayor's Report (if any) – None
10. Question Period – None
11. Closed Session

**MINUTES
IN CAMERA MEETING
COMMITTEE OF THE WHOLE –
PUBLIC WORKS, ENVIRONMENTAL SERVICES & FACILITIES
CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL
SPENCERVILLE MUNICIPAL OFFICE
MONDAY, OCTOBER 21, 2015**

Present: Councillor Michael Barrett, Chair
Mayor Pat Sayeau
Deputy Mayor Peggy Taylor
Councillor Gerry Morrell
Councillor Karie Smail

Staff: Debra McKinstry, CAO/Clerk
Dave Grant, Director of Operations
Sheena Earl, Deputy Clerk

11. Closed Session

Moved by: P. Taylor seconded by: K. Smail that Committee proceeds into closed session at 8:52pm in order to address a matter pertaining to personal matters about an identifiable individual including municipal or local board employees,

specifically Succession planning, proposed or pending acquisition or disposition of land for municipal or local board purposes, specifically Meadowland Subdivision, and Closed minutes of September 21, 2015.

Carried

Committee recessed for 5 minutes to clear the Chambers.

- a) Information was received with respect to proposed succession planning.
- b) Members reviewed minutes of the September 21, 2015 Closed Session meeting. Updates were requested with respect to the recent sale of land to Giant Tiger and potable water provision.
- c) A proposed disposition of land in the Meadowland Subdivision was discussed. The power of sale process was reviewed.

Moved by: P. Taylor seconded by: P. Sayeau that the closed session does now adjourn and that Committee returns to open session at 9:14pm.

Committee reported that they had received information as presented by the CAO/Clerk and directed that a Purchase and Sale Agreement as proposed for the Meadowland Subdivision come forward to Council for consideration.

Moved by: P. Sayeau seconded by: P. Taylor that Committee approve the minutes of the Closed Session of September 21, 2015.

Carried

12. Adjournment

Moved by: P. Taylor seconded by: G. Morrell that Committee adjourns at 9:15 pm.

Carried

These minutes were approved by open Council this 26th day of October, 2015.

Chair

Deputy Clerk