

**MINUTES
COMMITTEE OF THE WHOLE
PUBLIC WORKS, ENVIROMENTAL SERVICES & FACILITIES
TUESDAY, APRIL 17, 2018
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE**

Present: Councillor Barrett, Chair
Mayor Sayeau,
Deputy Mayor Taylor
Councillor Morrell
Councillor Smail
Hugh Cameron, Advisory Member
Mark Packwood, Advisory Member

Staff: Debra McKinstry, CAO/Clerk
Dave Grant, Director of Operations
Mike Spencer, Manager of Parks, Recreation & Facilities
Brian Moore, Fire Chief (left at 6:51pm)
Rebecca Williams, Deputy Clerk

1. Call to Order

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

2. Approval of Agenda

Moved by: M. Packwood seconded by: P. Taylor that the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

Councillor Smail declared an interest in items 7f), as her husband is employed by one of the bidding companies.

4. Business Arising from Previous Committee of the Whole Minutes – None

5. Delegations & Presentations – None

6. Discussion Items

a) Ontario Senior of the Year – Mayor Sayeau

Committee reviewed the report and noted that all 4 potential nominees are worthy of recognition through the Ontario Senior of the Year award. Members noted that 2 nominees have already been recognized for their volunteerism in the community through the Township's annual Citizen of the Year award.

Members highlighted activities and organizations that each potential nominee is involved with and what they have contributed to the community. Committee reached consensus to nominate Lynn Barkley for the Senior of the Year award. Committee requested that letters be sent by the Mayor to the 3 individuals that were potential nominees to thank them for their commitment and dedication to the community.

7. Action/Information Items

a) 1st Quarter Fire Report

Committee reviewed the report and discussed the fire prevention and facility tour of Giant Tiger and Measurements International. Committee reviewed and discussed the chart outlining the number of calls per quarter and asked for clarification with respect to various call types. There was a brief discussion with respect to the motor vehicle calls on the 401/416 and the number that are invoiced to the province for payment. Committee requested that staff include a break down for the number of burn permits issued year to year. Committee requested that the 2017 401/416 invoice/payment report be provided for review.

b) 1st Quarter Recreation/Facilities Report

Staff summarized the report and listed the various programs that have been available over the past year. Members noted that the overall facility usages are up for the first quarter. There was a brief discussion with respect to programming, specifically the ladies' hockey and walking track activities.

c) 1st Quarter Facility Maintenance Report

Committee reviewed the report and commented on the department's maintenance of the arenas, specifically noting the preventative measures taken that prevent mold. Members confirmed that staff will be repairing the flag pole and updating the library walkway.

d) 1st Quarter Operations Report

Committee reviewed the report and discussed road side dumping of garbage. There was a general discussion with respect to the transfer station dump cards and transitioning out the sale of the cards at the transfer station site. Members complemented staff efforts during snow removal this winter as well as the operation and monitoring of the water and wastewater systems.

e) Kain Road Follow-Up

Staff provided Committee a summary of the culvert work that has been completed and additional road assessment of Kain Road that will be taking place in the near future. Committee confirmed that staff have been in direct communication with the affected residents. There was a general discussion with respect to the Township is replacing a private entrance culvert.

f) Hot Mix Resurfacing Tender – EC-PW-18-04

Councillor Smail did not participate in the discussion or vote on the matter.

Committee reviewed the recommendation and debated including the provisional work on North Channel Road through potential savings achieved through having the cross culvert work completed in house or by not using the contingency.

Members discussed delaying the award of the tender until after the Township receives the bids for the Walker St. Rehabilitation project. Committee suggested staff enter into discussions with the successful contractor regarding the provisional work on North Channel Road to determine if work could be decided upon and or performed at a later date.

Moved by: P. Sayeau seconded by: H. Cameron that Committee recommends that Council:

1. Award the Hot Mix Resurfacing Tender EC-PW-18-04 to Cruickshank Construction Ltd excluding the provisional work (option A) at a cost of \$736,965.00 plus HST.
2. Authorize the Director of Operations to execute contract documents.
3. Approve \$14,739.00 as contingency to be used at the Director of Operations' discretion, should any unforeseen issues arise during the project.

Carried

g) Site Plan Control Agreement – North Channel Supply

Committee confirmed that the applicant is aware of the drainage requirements.

Moved by: K. Smail seconded by: P. Sayeau that Committee recommends that Council enter into a Site Plan Control Agreement with 2616316 Ontario Inc (Kevin Lucey).

Carried

h) Site Plan Control Agreement – UCDSB South Edwardsburgh School

Committee members voiced their concerns over the UCDSB investing money to adjust the parking area/bus access when there is the possibility of further school closures. There was a brief discussion with respect to the alterations ensuring

the safety of the students and alleviating parking issues previously identified by Council.

Moved by: K. Smail seconded by: G. Morrell that Committee recommends that Council enter into a Site Plan Control Agreement with the Upper Canada District School Board.

Carried

i) Unopened Road Allowance – Shared Network Canada

Committee confirmed that nearby residents would not be affected by the presence of a cell phone tower. Committee also confirmed that the applicant is aware of the Township's unopened road allowance policy conditions. There was a brief discussion with respect to the Federal Industry Canada's telecommunication tower occupancy policies and protocol.

Moved by: H. Cameron seconded by: P. Sayeau that Committee recommends that Council:

1. Approve the request from Shared Network Canada for use of the unmaintained road allowance for access to the east half of lot 28 in concession 3 to install and maintain a communications tower.
2. Direct staff to develop an agreement with the applicant stipulating the conditions of use and bring back the agreement for Council approval.

Carried

8. Inquiries/Notices of Motion – None

9. Mayor's Report

Mayor Sayeau reported on the following:

- Human Trafficking conference taking place in Brockville on April 30 for any Council Members interested in attending
- Meeting with RBC on April 18 to discuss what may happen with the vacated bank building in Spencerville
- Met with Habitat for Humanity regarding their interest in developing a property in Cardinal

10. Question Period – None

11. Closed Session – None

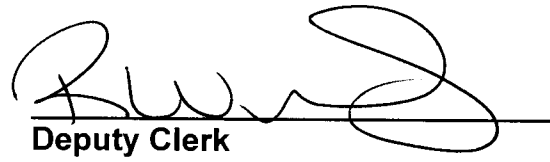
12. Adjournment

Moved by: K. Smail seconded by: H. Cameron that Committee does now adjourn at 7:40 pm.

Carried

These minutes were approved in open Council this 23rd day of April, 2018.


Chair


Deputy Clerk