

**MINUTES
COMMITTEE OF THE WHOLE
PUBLIC WORKS, ENVIROMENTAL SERVICES & FACILITIES
MONDAY, JULY 16, 2018
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE**

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

Regrets: Hugh Cameron, Advisory Member

Staff: Dave Grant, Director of Operations
Mike Spencer, Manager of Parks, Recreation & Facilities
Dan Davy, Deputy Fire Chief
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: K. Smail that the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

Councillor Smail declared an interest on item 7i), as her husband is employed by Coco Paving. Deputy Mayor Taylor declared an interest on item 7h), as a family member lives on the same street.

4. Business Arising from Previous Committee of the Whole Minutes

Committee enquired if the final cost to repair the water main break on May 16, 2018 has been compiled. It was noted that the Township is still waiting to receive invoices for the repairs. Members enquired when the closure and conveyance of the unopened road allowance to Mr. Wynands will be completed. Committee confirmed that staff will have a public works fleet report ready for the August meeting. It was noted that the second quote for the vehicle repair is

expected later this week. There was a brief discussion with respect to the new electronic open burn permit system, specifically in regard to the total annual cost of the system.

5. Delegations & Presentations – None
6. Discussion Items – None
7. Action/Information Items

a) 2nd Quarter Fire Report

Committee reviewed the report and asked for clarification with respect to the total number of volunteer firefighters and the number of female volunteer firefighters on the force. Members enquired if homeowners ever requested the fire department to make a home visit to inspect the area for fire safety concerns.

There was a general discussion with respect to the number of training sessions/courses, highlighting that 25 sessions were attended and completed in the 2nd quarter. Committee briefly discussed the reasons for the Township has only implemented a partial burn ban. It was noted that the partial burn ban allows for small recreational fires which assists the campgrounds and campers in the Township.

b) 2nd Quarter Facility Maintenance Report

Committee reviewed the report and briefly discussed the request made to install a different type of ladder at the shallow end of the Cardinal pool. It was noted that staff are working on a solution for the 2018 summer season and will review a permanent solution during the 2019 budget discussions. Members requested that the report be brought forward to the Recreation Advisory Committee. Members enquired about the start date for the adult skate at the Ingredion Centre and if it can begin in August instead of September.

Committee noted the positive improvements and comments received with respect to the Galop Canal brush clearing, road side cleanup, and the lifeguards at both pools. Committee reviewed the facility statistics report and discussed which baseball diamonds are used by the public. There was a brief discussion with respect to find other volunteers to make use of the available times of the baseball diamonds in Spencerville and Cardinal.

c) 2nd Quarter Operations Report

Committee reviewed the report and asked for clarification with respect to the locations of the roadside spraying and mowing programs for 2018. There was a general discussion with respect to winter damage repairs, specifically regarding

complaints received about resident's lawns being damaged due to the sidewalk snowplow.

Committee enquired if the Township has been able to monitor the flows from the Prescott Water Treatment Plant. It was noted that the Township receives reports with respect to the flow, however staff has not received a fulsome report in quite some time. There was a general discussion with respect to the meeting with Source Water Protection, specifically reviewing the intake protection zone and wellhead protection area. Staff noted that river sodium levels are being monitored and show an increase over time. Members enquired if the quarterly report could include the sodium monitoring report for the intake from the St. Lawrence River. It was noted that a study will be completed by Source Water Protection to determine steps to take to monitor and assess the increase levels of sodium in the river.

d) Water & Wastewater Financial Update Report

Committee reviewed the report and identified which water and wastewater systems were currently expecting surplus and/or deficits for year-end. There was a general discussion with respect to the Edwardsburgh Water Distribution Report about the current rate charge and if the Township should consider increasing the rate to recoup costs. Members requested that a report be presented to Committee when staff have completed an analysis of the system to determine the full extent of required rate increase. It was noted that a report would be prepared for action in the fall of 2018 or January 2019 to increase the rate.

Committee highlighted that the Cardinal Water and Wastewater Reports will be affected due to the significant work being completed on the Walker St. project. It was noted that the Township received CWWF funding towards the various smaller projects such as the UV replacement at Cardinal wastewater system.

e) QMS 3rd Party Audit Report

Committee reviewed the report and asked for clarification with respect to the summary of findings report graded as "C". It was noted that a "C" grade is good and means that the Township has conformed to the requirements.

f) Lease Agreement – Cardinal Library to UCDSB/TR Leger

Staff summarized the general concept of the draft agreement and how the Township would be reimbursed for the use of space. Members asked what room would be used in the Library and if the Township still occupied the back offices. Members commented on the TR Leger program and how it may benefit residents and increase use of the Cardinal Library.

g) Cedar Grove Rd – No Heavy Trucks

Committee reviewed the report and noted the continuing issue of heavy trucks using Township roads during 401 closures. Members highlighted the various Township roads that heavy trucks have used in the past to route around the closure, some of which become dangerous to other vehicles on the road and residents. Members noted that the trucks should be using the approved emergency detour routes (EDR) as they are analyzed and development to a higher standard to withstand the addition weight and traffic. Members noted that during the previous number of 401 closures the Township placed barricades on Township roads to deter heavy trucks travelling the roads instead of using the approved EDR roads.

Committee debated if Council should pass a by-law to prohibit the use of heavy trucks on Township roads during 400 series closures. It was noted that by passing a by-law, it would give authority to the OPP to enforce the prohibition. Members commented on the concern that during 400 series closures, most of the OPP are busy handling issues that arise due to or as a result of the 400 series closure, and potentially would not have enough staff to enforce the by-law. There was consensus from Committee to continue using in-house forces to monitor and close roads when required and to not develop a by-law to prohibit heavy truck traffic at this time.

h) Lambert Street – Request for One-Way

Deputy Mayor Taylor did not participate in the discussion or vote on the matter.

Moved by: P. Sayeau seconded by: G. Morrell that Committee recommends that Council maintain two-way traffic on Lambert Street.

Carried

i) Asphalt Tender Award

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

Moved by: M. Packwood seconded by: P. Taylor that Committee recommends that Council:

1. Award the asphalt Repair and Paving EC-PW-18-07 to Coco Paving Inc. in the amount of \$52,432.00 plus HST; and
2. Authorize the Director of Operations to execute any contract documents.

Carried

j) Minimum Maintenance Standards Amendment

Committee reviewed the report and commented on the recommendation, specifically with respect to the delegation of authority to declare a weather event. Members debated if the Chair of the Committee or Member of Council should

also be included in the delegation of authority in order for the staff member to consult with the Chair/Member of Council before declaring the event.

Members asked for clarification with respect to what would be involved if the Chair/Member of Council were to be included. It was noted that it may be required to declare an event in the middle of the night, on a holiday, etc, which would result in the staff member delegated the authority would have to contact and consult the Chair/Member of Council no matter to time or day.

Moved by: K. Smail seconded by: M. Packwood that Committee recommends that Council:

1. Direct staff to prepare a by-law to adopt the maintenance standards as the Township's minimum level of service; and
2. Delegate authority to the CAO/Clerk and/or Director of Operations to declare a significant weather event and temporary highway closures up to a 24-hour duration; and
3. Direct staff to return to Committee following the sidewalk encroachment inspection with any preliminarily deemed significant hazards to determine follow up actions.

Carried

8. Inquiries/Notices of Motion

Deputy Mayor Taylor requested that a memo from AMO included in the July 3, 2018 Council correspondence package supporting NAFTA be brought forward.

9. Mayor's Report – None

10. Question Period – None


11. Closed Session – None

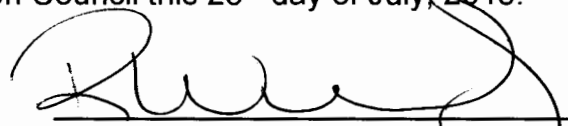
12. Adjournment

Moved by: K. Smail seconded by: P. Taylor that Committee does now adjourn at 8:07 pm.

Carried

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


Chair


Deputy Clerk