

**MINUTES
COMMITTEE OF THE WHOLE
ADMINISTRATION & FINANCE
PUBLIC WORKS, ENVIRONMENTAL SERVICES & FACILITIES
MONDAY, NOVEMBER 12, 2018
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE**

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

Regrets: Councillor Smail
Jack Bradley, Advisory Member

Staff: Debra McKinstry, CAO/Clerk
Dave Grant, Director of Operations
Melanie Stubbs, Treasurer
Mike Spencer, Manager of Parks, Recreation & Facilities
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: P. Sayeau seconded by: D. Robertson that the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

Councillor Morrell declared an interest on item 7j) as his brother-in-law is a respondent to the Sayeau Drain.

4. Business Arising from Previous Committee of the Whole Minutes

Committee inquired as to the status of the Shared Networks interest in signing an unopened road allowance agreement for the use of Hands Rd. It was noted that the Township haven't received any further information from the company or the

landowner. There was a brief discussion with respect to the status of the Walker St Rehabilitation project. It was noted that the first lift of asphalt was completed from County Rd 2 to Helen St, and if time and weather permits the first lift will be completed to Gill St by the end of November. Members discussed the need for the extension into the spring to complete the second lift of asphalt and landscaping.

5. Delegations & Presentations – None
6. Discussion Items – None
7. Action/Information Items
 - a) 2018 Citizen of the Year

Committee reviewed the nomination and briefly discussed the potential of a second honouree. Members noted that the award is selected based on nominations received and only one had been submitted.

Moved by: P. Taylor seconded by: H. Cameron that Committee recommends that Council awards the 2018 Citizen of the Year to the nominated individual.
Carried

- b) Ingredion Arena Zamboni Room Overhead Door

Committee reviewed the report and discussed replacement versus repair. It was noted that the state of the current mechanism is a safety hazard to both staff and the public.

There was a brief discussion with respect to identifying the expenditure as a capital budget item. Members confirmed timing of the work and noted that the replacement system is rated for 10,000 openings compared to the existing system which is rated for 2000 openings.

- c) Recreation Fee Schedule Update

Committee reviewed the proposed fee schedule update and asked for clarification with respect to the need to increase the cost for using the meeting rooms in the Cardinal and Spencerville arena for parties and events. It was noted that the increased fee is in relation to the groups bringing in outside food while the canteens are open, which results in less sales for the canteen and potential additional staff time for cleanup in the rooms.

There was a general discussion with respect clarifying the difference between costs for hall rentals versus party/event rentals. It was noted that the hall rental fee is for the use of all Township facilities, such as the arena meeting rooms and

the Township Council Chambers/upstairs hall, while the party/event rental fee is strictly intended for use during the high season at the arenas when the canteen is open. Members noted a typographical error with the swimming pool charges.

Moved by: G. Morrell seconded by: M. Packwood that Committee recommends that Council repeal by-law 2017-63 and pass a new by-law to adopt the Recreation Fee Schedule as attached.

Carried

d) Cardinal DWS MOECP Inspection Report

Committee reviewed the report and commended the Environmental Services department for achieving such high results.

e) Edwardsburgh Cardinal Industrial Park MOECP Inspection Report

Committee reviewed the report and commended staff.

f) Industrial Park Flow Rates

Committee reviewed the flow rates asked for clarification if the Township had to pay the 10% higher rate if the quantity exceeds 6000 cubic meters per month and if the additional payment was required in the same month or paid out over the year. It was noted that the business which caused the increased flow would be required to pay the 10% increase in the same month that it occurred.

There was a brief discussion with respect to possible options for Prysmian to proceed with switching from the Industrial Park system to a non-potable system. Staff confirmed that discussions with both Prysmian and Greenfield will need to take place with respect to switching from the Industrial Park system to the raw water system.

g) Prescott WWTP Flow Rates

Committee reviewed the flow rates and commented on the difference in rates from 2017 to 2018 and noted that the wet weather would have been a factor in 2017. Members confirmed the percentage that the Township is responsible for paying to the Town of Prescott for the WWTP system.

Committee confirmed that the Township has yet to receive the invoice from the Town of Prescott for the 2017 WWTP. Members confirmed that the Township is holding money in a liability account until an invoice is received.

h) Road Re-Surfacing Cost Comparison Report

Committee reviewed the report and discussed how the price range per treatment equates to cost per kilometer. There was a brief discussion with respect to other factors, such as culvert and ditching work that affects the total cost of repairing Township roads, even when some of the work is completed in-house. Members enquired about the total kilometers of unpaved road in the Township. It was confirmed that there is approximately 60km of unpaved road, including boundary roads.

i) 25 Elizabeth St – Replacement of R/O & Water Condition

There was a general discussion with respect to how the Township came to be responsible for the water condition of seven locations in Johnstown. Committee discussed developing a strategy to remove responsibility from the Township by offering the affected locations a new drilled well.

It was noted that each well would require monitoring for one year, while the location continued to use the water treatment system. Members noted that once the well monitoring was complete then the Township would no longer have any responsibility to maintain an unnecessary treatment system. It was noted that the current location treatment system required replacement with or without an agreement to drill a new well due to the treatment system failing.

Moved by: P. Taylor seconded by: G. Morrell that Committee recommends that Council approve the transfer from reserve of \$3,458.00 to cover the reverse osmosis and water conditioner replacement costs at 25 Elizabeth Street.

Carried

j) Sayeau Drainage Engineer's Report

Councillor Morrell did not participate in the discussion.

Staff summarized the revisions to the report and highlighted that the Committee already supported a recommendation during their August meeting to pass a by-law to adopt the required changes once the report was revised. Members asked for clarification with respect to mapping, specifically Figures 2 and 3 in regard to the changes made to the original drain. Members confirmed that the individual who did the unauthorized work to the drain would be covering the costs of the updated engineering.

8. Inquiries/Notices of Motion – None

9. Mayor's Report

Mayor Sayeau reported on the following:

- Spoke with new owners of the 730 truck stop and noted that they are working towards opening up the diesel gas bar

- Discussion took place with respect to the Dundas St vacant lot that did not receive any bids during the Township tax sale. Members discussed whether Township should vest the property and try to sell it as surplus land. It was noted that staff was reviewing the property for environmental issues before making a recommendation regarding vesting the property. It was also noted that Habitat for Humanity may still be interested in the property.

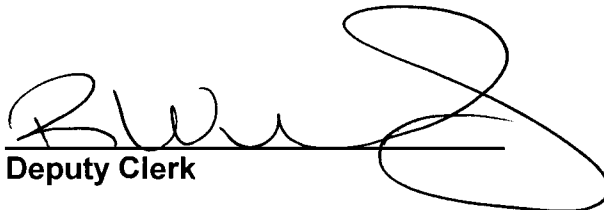
10. Question Period – None
11. Closed Session – None
12. Adjournment

Moved by: P. Sayeau that Committee does now adjourn at 7:47 pm.

Carried

These minutes were approved in open Council this 27th day of November, 2018.


Chair


Deputy Clerk