

**MINUTES  
COMMITTEE OF THE WHOLE  
PUBLIC WORKS, ENVIRONMENTAL SERVICES & FACILITIES  
MONDAY, JUNE 17, 2019  
6:30 PM  
SPENCERVILLE MUNICIPAL OFFICE**

**Present:** Councillor Cameron, Chair  
Mayor Sayeau  
Deputy Mayor Deschamps  
Councillor Dillabough  
Councillor Hunter  
Mark Packwood, Advisory Member

**Regrets:** Robin Crawford, Advisory Member

**Staff:** Debra McKinstry, CAO/Clerk  
Dave Grant, Director of Operations  
Rebecca Williams, Deputy Clerk  
Mike Spencer, Manager of Parks, Recreation & Facilities (left at 8:17 p.m.)  
Brian Moore, Fire Chief (left at 8:17 p.m.)

1. Call to Order

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

The CAO/Clerk administered the Declaration of Confidentiality to the citizen advisory member Mr. Packwood.

2. Approval of Agenda

**Moved** by: P. Sayeau seconded by: T. Deschamps that the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof – None

4. Business Arising from Previous Committee of the Whole – Public Works, Environmental Services & Facilities

Committee requested an update with respect to the Johnstown servicing survey and the unopened road allowance agreement. It was noted that staff have been researching online survey response details in order to avoid duplication with mail out surveys and that the unopened road allowance agreement has been drafted

but not yet signed. Staff confirmed that the CAO's report to Council is anticipated to include an update with respect to the public works pick-up truck purchase.

There was a brief discussion with respect to the warranty of the boiler at the arena. It was noted that staff will be discussing the warranty length with the company later this week. Members confirmed that the pool steps have been installed and the inspections are taking place on June 19. There was a brief discussion as to when a report may be expected from the UCLG Director of Public Works with respect to Council's request to install "no parking" signage on County Road 21.

5. Delegations and Presentations

a) Source Water Protection

Mr. Levere introduced the SNC and Source Water Protection (SWP) team in attendance and outlined the SWP's mandate. Mr. Barnes outlined the parameters of the Clean Water Act, 2006, specifically with respect to protecting municipal sources of drinking water and identifying potential threats. Mr. Barnes highlighted that 2 of the 24 drinking water protection areas in the Raisin-South Nation Source Protection Area are located within the Township. It was noted that new standards were implemented that affect all new municipal drinking water permits and licenses issued after July 1, 2018.

Ms. Mancini provided a brief outline of the flood mitigation funding received for the construction of a berm at the Cardinal WTP. It was noted that the tender for the project closes at 4pm on June 18. There was a brief discussion with respect to flood forecasting, specifically when the water levels may decline along the St. Lawrence River.

Committee thanked the group for the presentation.

b) SBCC Art Ramble – Request Closure of Water St

Ms. Ladouceur outlined the Art Ramble event and requested on behalf of the SBCC that the Township consider closing Water St from 10am to 5pm for the event planned for July 14. Ms. Ladouceur confirmed that the event organizers would ensure that affected residents and emergency services would be notified.

Committee thanked Ms. Ladouceur for the information and noted a discussion would occur later in the agenda.

c) SLCEDC Presentation

Mayor Sayeau introduced Commission Chair Mr. Beattie, who in turn introduced Mr. Adamcryck and Mr. Mignault and provided a brief overview of the creation of

the SLCEDC board and its mandate. Mr. Adamcryck outlined the SLCEDC timeline from creation to the Commission's 3-year anniversary, composition of the board, sales and marketing strategy; specifically, how the SLCEDC is attracting business and building relationships. Mr. Adamcryck noted that the SLCEDC is requesting Council to continue the financial support of \$4.00 per capita per year, which equals a contribution of \$28,372 annually from the Township.

Mr. Mignault provided a brief timeline outlining approximately how long it may take to attract an interested business (day 0) to when the business may purchase land to develop their business (day 400). It was noted that the SLCEDC is working to fill the industrial/commercial business gap in eastern Ontario. Mr. Mignault noted that the SLCEDC is working with all levels of government to build partnerships and assist businesses to find capital funding. Mr. Mignault outlined the SLCEDC strategic priorities; specifically; stakeholder relations, labour pool, attraction, expansion and retention efforts.

Members enquired as to where the new jobs are located and how the SLCEDC avoids overlap with the UCLG Economic Development department. Mr. Mignault noted that the new jobs are spread across the region, however some businesses do not want their information shared publicly. It was noted that the SLCEDC is careful to avoid areas of focus such as tourism and retail development that the UCLG addresses under their mandate.

There was a general discussion with respect to the Township funding and how the SLCEDC is actively searching out new businesses. Mr. Adamcryck noted that the SLCEDC ran a social media campaign from October 2018 to January 2019 with approximately 1600 posts. It was noted that the SLCEDC would need to consider investing additional funding in order to expand their current communications strategy. Members enquired how much money has been invested into the region through job creation. It was noted that there has been approximately \$6 million in private investments and each of the 95 new jobs have an average \$50,000 annual salary.

Committee thanked Mr. Adamcryck, Mr. Beattie, and Mr. Mignault for the presentation.

6. Discussion Items - None
7. Action/Information Items
  - a) P&G and Ingredion Community Clean Day

Staff provided an overview of the work to be performed in Johnstown and Cardinal by P&G and Ingredion employees. Members confirmed the number of employees and hours the two groups will be working in the community clean up

efforts on June 26. It was noted that the groups will work for approximately 7 hours, with P&G in Johnstown and Ingredion working in Cardinal. Council members are welcome to attend and greet the volunteers. Members confirmed that recognition letters and Township pins could be given out as tokens of appreciation from the Township.

b) South Dundas Automatic Aid Agreement

Staff provided an overview of the updated agreement, specifically noting changes to the term definitions as a result of recommendations from the Office of the Fire Marshall and Emergency Management. There was a brief discussion with respect to fire response protocols, specifically who responds first.

Committee reviewed the agreement and requested that staff confirm that the Township can provide the required insurance coverage. Members confirmed that the Township will be working to update similar agreements with the Township of Augusta, Town of Prescott and Municipality of North Grenville.

**Moved** by: P. Sayeau seconded by: J. Hunter that Committee recommends that Council enter into an automatic aid agreement with the Municipality of South Dundas.

Carried

c) Temporary Road Closure Request – Art Ramble – Water St.

**Moved** by: M. Packwood seconded by: S. Dillabough that Committee recommends that Council:

1. Approve the request for the closure of Water St on Sunday July 14, 2019 between 10am and 5pm local time; and
2. Direct staff to supply barricades and work with the SBCC to ensure notification is provided to the affected residents and emergency services.

Carried

d) Half Load Restrictions By-law

Committee reviewed the proposed by-law and enquired if the Township had a by-law in the past. Staff confirmed that the Township does not currently have a half load restriction by-law for the whole Township. It was noted that the proposed by-law would allow for more flexibility and an additional avenue for the OPP to reference and enforce. Members requested an amendment to the draft by-law to that that the Road Superintendent be authorized to deem half load restrictions.

**Moved** by: M. Packwood seconded by: J. Hunter that Committee recommends that Council adopt the half load restrictions by-law as amended.

Carried

e) ATV Club – Use of RAP on Unopened Road Allowances

Staff provided a summary of the report and highlighted that the Ministry of Environmental does not consider recycled asphalt pavement (RAP) to be an appropriate fill material.

**Moved** by: J. Hunter seconded by: M. Packwood that Committee recommends that Council only permit the use of fill materials as defined by the Ontario Ministry of Environment (MOE) in their Proposed Excess Soil Policy Framework for repairs on unopened road allowances.

Carried

f) Grader Disposal Report

Committee reviewed the report and confirmed the number of hours each grader has been used. There was a general discussion with respect to the cost of repairs and required rental equipment when the grader was in for repairs. It was noted that there is no budget allocated for repairs on grader 2 and that grader 1 has already exceeded budget for the year due to required transmission repairs.

There was a discussion with respect to current activity levels of each grader and how it may be reduced. It was noted that both graders are currently being used for spring grading, disbursing dust suppressant and road spot repairs. Committee noted that if the Township were to continue with the gravel to surface treatment program then the Township may only require one grader in future. Members commented on the idea of disposing of one grader and only leasing or renting an additional grader if necessary. It was noted that it would cost approximately \$4,000 per week to rent a grader.

8. Inquiries/Notices of Motion

Councillor Hunter noted that the parking on South St and Irving St becomes congested during special events and may impede Fire/EMS vehicles from reaching their destination. There was consensus from Committee to direct staff to review the area and prepare a report for Committee with respect to erecting no parking signage.

9. Mayor's Report

Mayor Sayeau reported the following:

- Met with MPP Clark on June 6 to seek assistance in lobbying the Township submission to the ICIP – Rural and Northern Fund
- Spoke with the Assistant Deputy Minister for the Ministry of Infrastructure on June 12 with respect to the Township's nomination for the Ontario Job Site Challenge. Will be meeting again on July 2. Requesting the UCLG GIS department to prepare detailed mapping.

- Grenville Futures Community Development Corporation AGM being held on June 21
- Discussed recent 401 closure and the lack of traffic control with OPP Commander Dobson

Mayor Sayeau suggested that Committee could consider the idea of recruiting and training volunteers to help with traffic control during road closures. Committee briefly discussed the idea and noted the potential liability issues of using volunteers for traffic control.

10. Question Period – None

11. Closed Session

**Moved** by: T. Deschamps seconded by: J. Hunter that Committee of the Whole proceeds into closed session at 8:17 p.m. in order to address a matter pertaining to:

- Proposed or pending acquisition or disposition of land by the municipality or local board: Specifically; Industrial Land
- Receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose: Specifically; Minutes of Closed Session dated September 17, 2018

Carried

Committee recessed for five minutes to clear the chamber.

**Moved** by: S. Dillabough seconded by: P. Sayeau that the closed session does now adjourn and the open meeting of Committee of the Whole does now resume at 8:49 p.m.

Carried

**Moved** by: P. Sayeau seconded by: S. Dillabough that Committee of the Whole approves the minutes of closed session dated September 17, 2018.

Carried

Councillor Cameron reported that Committee reviewed the closed session minutes of September 17, 2018 and directed the CAO to prepare an offer to purchase land.


12. Adjournment

**Moved** by: T. Deschamps seconded by: J. Hunter that Committee does now adjourn at 8:50 pm.

Carried

These minutes were approved in open Council this 24<sup>th</sup> day of June, 2019.

  
Chair

  
Deputy Clerk