

**MINUTES
COMMITTEE OF THE WHOLE
PUBLIC WORKS, ENVIROMENTAL SERVICES & FACILITIES
MONDAY, OCTOBER 21, 2019
SPENCERVILLE MUNICIPAL OFFICE
6:30 PM**

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

Regrets: Deputy Mayor Deschamps

Staff: Dave Grant, Director of Operations
Rebecca Williams, Deputy Clerk
Mike Spencer, Manager of Parks, Recreation & Facilities
Brian Moore, Fire Chief (left at 7:08 p.m.)

1. Call to Order

Councillor Cameron called the meeting to order at 6:30 pm and noted that Mr. Bush, who is interested in being appointed to the Committee, is in attendance.

2. Approval of Agenda

Moved by: P. Sayeau seconded by: S. Dillabough 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

Members reviewed and enquired about various items from the previous minutes with respect to the following; 401 taskforce, Fire Station #2 working group appointment, and the Cardinal boat docks.

5. Delegations and Presentations

a) Andrew Robinson – Robinson Consultants Inc – Engineer’s Report – JRDR
Municipal Drain

Mr. Robinson provided Committee with an overview of the history of the municipal drain and the recent activities which resulted in the Court of the Ontario Drainage Referee directing the Township to appoint Robinson Consultants to complete an amendment to the existing engineer's report and changes to the assessment schedule. Mr. Robinson noted that an additional map was circulated and will be included with the amended engineer's report to be received by Council.

Committee noted that there will be a public meeting on November 18 for all owners that form part of the drain. Members briefly discussed how the updated assessment schedule differs from the original and what parties will be paying for the drainage changes. It was noted that the Township must proceed through the Drainage Act section 78 process, which may result in further adjustments to the assessment schedule. Members commented on the culvert work completed by the UCLG and confirmed that the UCLG is partly responsible for the issues because they installed the culvert under County Rd 22 during maintenance.

Committee thanked Mr. Robinson for the information.

6. Discussion Items – None

7. Action/Information Items

a) 3rd Quarter Fire Report

Committee reviewed the report and noted the reduction of calls during the third quarter. It was noted that the reduction in calls may be related to the capabilities of the new burn permit system resulting in fewer calls of concern/complaints. There was a discussion with respect to fire calls considered "assistance not required" / "stand down", specifically if and when the Township is eligible for reimbursement through the MTO compensation program.

Members requested that the fire department informs the owner/operator of the quarry before using the premises for training purposes. Committee commented on the number of volunteer fire fighters at each station and confirmed that the fire department has sufficient coverage.

b) 2020 Capital – Fire Department Rescue Truck

Committee reviewed the report and commented on how the working group reviewed the proposals before staff prepared the report. Members confirmed that the \$70,000 from the fire department reserve would be used towards the payment for the truck. Member enquired if the remaining cost of the truck should be taken from reserves or include in the 2020 fire department capital budget. It was noted that there is approximately \$385,000 in the fire department reserve.

Moved by: J. Hunter seconded by: S. Dillabough that Committee recommends that Council provide 2020 pre-budget approval and award the Fire Department rescue truck to Lafleur Industries at a cost of \$338,688.00 excluding non-rebated HST and direct staff to execute the required documents.

Carried

c) 3rd Quarter Facility Maintenance Report

Committee reviewed the report and confirmed that the Spencerville arena lighting project came in under budget. There was a brief discussion with respect to switching the lights over the ice in the arena from induction to LED.

d) 3rd Quarter Recreation/Facility Stats Report

Committee reviewed the report and commented on the hours and percentages that specific facilities were rented during the third quarter. Committee compared the number of prime time ice hours were booked versus the number of hours that are available on a weekly and monthly basis. Members noted that the South Grenville Minor Hockey Association reduced the number of hours being rented. Members noted that the report would be a good comparison to the Town of Prescott's community centre proposal which will be discussed in further detail on October 30.

There was a brief discussion with respect to how various hockey associations and figure skating clubs utilize their ice rentals and noted that minor hockey registrations have decreased by approximately 10%. Members requested staff to review and prepare a summary of arena revenues for 2017 and 2018. Members briefly discussed the use of the swimming pools, summer day camps and public skating.

e) 3rd Quarter Operations Report

Committee reviewed the report and noted that all environmental services testing fields were below the required thresholds. Members confirmed that the fall leaf and brush pickup will be advertised through the local newspaper, website and social media.

f) Engineer's Report – JRDR Municipal Drain

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

1. Receive the Section 78 amendment Engineer's Report for the James Reilly/Dewitt Ritcher Municipal Drain dated and files on October 15, 2019 by Robinson Consultants Inc; and
2. Direct the clerk to send a notice of meeting to consider the report on Monday November 18, 2019 at 6:00pm to all owners who form part of the drain.

Carried

g) Schutten Branch Maintenance Report

Moved by: J. Hunter seconded by: S. Dillabough that Committee recommends that Council award the Schutten Municipal Drain cleanout project to Lloyd McMillan Equipment Limited in the amount of \$32,375.00 plus non-rebated HST based on the recommendation of the Greer Galloway Group.

Carried

h) Winter Maintenance Level of Service Policy Update

Committee reviewed the policy update. Members spoke to their concerns with respect to granting discretionary powers to municipal staff to declare significant weather events. It was noted that the update to the policy will assist the Township in setting level of service priorities and possibly limit liability concerns. Members confirmed that Council and the public would be notified if a significant weather event were to be declared, as well as provided monitoring and status updates throughout the event.

Moved by: S. Dillabough seconded by: M. Packwood that Committee recommends that Council adopt the revised winter maintenance level of service policy.

Carried

i) Additional Intersection Streetlights - Johnstown

Committee reviewed the report and spoke to the report with respect to delaying the installation of additional streetlights until after the debt for the LED lights were repaid. Members commented on the utility cables and location of the pole at Sophia and Ross Spencer. Members noted their concerns with delaying the assessment and possible installation of additional streetlights. There was consensus from Committee to add the cost of intersection streetlights to the 2020 budget discussions.

8. Inquiries/Notices of Motion – None
9. Mayor's Report – None
10. Question Period – None
11. Closed Session – None
12. Adjournment

Moved by: M. Packwood seconded by: S. Dillabough that Committee does now adjourn at 8:02 pm.

Carried

These minutes were approved in open Council this 28th day of October, 2019.


Chair


Deputy Clerk