

**MINUTES
COMMITTEE OF THE WHOLE
PUBLIC WORKS, ENVIROMENTAL SERVICES & FACILITIES
MONDAY, NOVEMBER 18, 2019
SPENCERVILLE MUNICIPAL OFFICE
7:00 PM**

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

Staff: Dave Grant, CAO
Debra McKinstry, Clerk
Rebecca Williams, Deputy Clerk
Gord Shaw, Director of Operations

1. Call to Order

Councillor Cameron called the meeting to order at 7:00 pm.

a) Declaration of Confidentiality – Citizen Advisory Member

The Clerk administered the Declaration of Confidentiality to the new citizen advisory member Mr. Bush.

2. Approval of Agenda

Moved by: M. Packwood 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 – None

5. Delegations and Presentations – None

6. Discussion Items – None

7. Action/Information Items

a) Grant Funding for Fire Department Capital Equipment

Committee was provided an update with respect to a successful grant application for the fire department. It was noted that the fire department will be receiving a new Hurst hydraulic ram from the Jenny's Hero's Canada – Ontario Fire Services Equipment Grant, which will result in a \$13,000 reduction to the 2020 capital budget request.

b) No Parking Signs – County Rd 21

Committee received an update with respect to the “no parking” signs for County Rd 21. Members confirmed that the UCLG will be erecting and covering the cost of the signage.

c) Traffic/Speed Count – County Rd 2 East of Cardinal

Committee reviewed the update and confirmed that the counters will be erected in the coming weeks and that a report can be expected for the January meeting. Committee discussed where the counters should be located and directed that they should be located from below Sawmill Creek to where the 80km zone begins. Members commented on the public perception of how fast vehicles are travelling versus the traffic/speed counter data collected.

d) 2020 Raw Water Supply System Budget

Committee reviewed and confirmed that there will be no change in the rate for 2020. Members confirmed that Greenfield has reviewed the budget and that no concerns were raised. It was noted that the residual surplus will be transferred into the reserve.

Moved by: P. Sayeau seconded by: T. Deschamps that Committee recommends that Council approve the 2020 Raw Water Supply System budget as presented.

Carried

e) 2020 Spencerville Wastewater Budget

Committee reviewed the budget and asked for clarification with respect to the transfer from reserve to partially cover the cost of the capital project. Members debated if Council should adopt a 1% increase as recommended by staff or increase to 2% and add the additional revenue into reserves.

There was a general discussion with respect to the possibility of applying for the ICIP grant. It was noted that there will be report coming forward with respect to applying to the ICIP for the County Rd 2 project.

Moved by: J. Hunter seconded by: M. Packwood that Committee recommends that Council:

1. Adopt a \$7.00 or 1% annual increase to the base residential unit and apply the multiplier factor to non-residential units; and
2. Direct staff to prepare a by-law to adopt the estimates and impose sewer rates for the users of the Spencerville Sewer System.

Carried

f) 2020 Cardinal Water Budget

Committee reviewed the report and debated if Council should adopt a 1% or 2% increase in order to top up the reserves. Members asked for clarification with respect to how a 1% or 2% would affect the budget. It was noted that a 1% increase would result in approximately \$2400 increase in revenue.

It was noted that the report indicates that \$99,000 is estimated to be transferred into the reserve fund in 2020, with an estimated \$50,000 being transfer in 2019 depending on other expenses. Members noted that a major water main break on County Rd 2 could result in an expensive maintenance repair.

Moved by: J. Hunter seconded by: S. Dillabough that Committee recommends that Council:

1. Adopt a 2% rate increase to the annual flat rate fixed charge effective January 1st, 2020; and
2. Direct staff to prepare a by-law to adopt the estimates and impose rates for the users of the Cardinal Water system.

Carried

g) 2020 Cardinal Wastewater Budget

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

1. Adopt a 5% (\$15.00) rate increase to the annual flat rate fixed charge effective January 1st, 2020; and
2. Direct staff to prepare a by-law to adopt the estimates and impose rates for the users of the Cardinal Wastewater System.

Carried

h) SCADA Upgrade at Cardinal WWTP

Staff provided Committee with an overview of the current system and why an upgraded system is necessary to continue operating in an effective and efficient manner. Members confirmed that the rewiring and cabling will be completed in-house.

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

1. Award the SCADA upgrade to Schneider Electric at a cost of \$122,100.00 excluding non-rebated HST; and
2. Authorize staff to execute the required contract documents; and
3. Approve a 5% (\$6,105.00) contingency to be used at the Director of Operations discretion, should any unforeseen issues arise during the project.

Carried

8. Inquiries/Notices of Motion

Councillor Dillabough requested that a public meeting be hosted at the Cardinal Legion to discuss waterfront improvements on December 3rd or 4th. It was noted that staff will confirm if the Legion is available and prepare ads.

Mayor Sayeau highlighted correspondence from CN Rail with respect to crossing inspections and enquired if the inspections have been completed and if any follow-up is required. It was noted that the inspection report is due November 2021 and the Township hasn't received any further notification from CN at this time. There was a brief discussion with respect to regulation requirements, specifically with respect to who is responsible for maintenance and crossing standards.

Councillor Cameron outlined various acts of vandalism that have taken place at the Cardinal Library over the past number of years and requested that staff prepare a report outlining how the issue may be addressed. Members suggested that motion sensor lights may be installed to deter vandals. There was a brief discussion with respect to perceived lack of assistance from the local OPP. There was consensus from Committee to direct staff to prepare the requested report.

Mayor Sayeau requested a status update with respect to the installation of the new sign at Bridge Street in Cardinal. It was noted that the sign should be installed later in the week.

Councillor Cameron commended staff on their efforts at the Memory Garden.

9. Mayor's Report

Mayor Sayeau reported the following:

- Provided Committee with an update with respect to MMAH announcement of funding through the EODF program for municipalities specifically for economic development purposes.
- Noted that the Province will be declaring the Edwardsburgh Land Bank property as surplus again. Discussed option that the Township could indicate its interest in the land to acquire land for possible

commercial/industrial development. Suggested that the land may be nominated for the Job Site Challenge.

- Noted that other funding may be made available in the future for development.
- Suggested that if the Township submits an interest the following should be outlined: #1 that the land identified as farm land be released to the farmers and #2 that the Township show an interest in 500-1500 acres of land on Cedar Grove Rd (noting that the Province will be seeking market value for the land) to be used for possible economic development possibilities under the Job Site Challenge program.

10. Question Period – None

11. Closed Session

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

- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; Specifically: Spencerville Sewer Lateral and Minutes of Closed Session dated September 16, 2019.

Carried

Committee recessed for five minutes to clear the chamber.

Moved by: J. Hunter seconded by: T. Deschamps that the closed session does now adjourn and the open meeting of Committee of the Whole does now resume at 8:34 p.m.

Carried

Moved by: S. Dillabough seconded by: P. Sayeau that Committee of the Whole approves the minutes of closed session dated September 16, 2019.

Carried

Moved by: T. Deschamps seconded by: J. Hunter that Committee recommends that Council authorize the purchase of lands in Spencerville in accordance with the closed session discussion and that the Mayor and Clerk be authorized to execute the necessary documents.

Carried

12. Adjournment

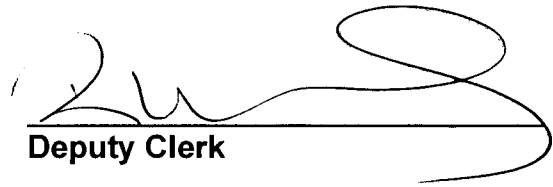
Moved by: M. Packwood seconded by: J. Bush that Committee does now adjourn at 8:37 pm.

Carried

These minutes were approved in open Council this 25th day of November, 2019.



Chair



Deputy Clerk