

**TOWNSHIP OF CHISHOLM**

**PUBLIC WORKS COMMITTEE MEETING**

**THURSDAY, SEPTEMBER 19<sup>TH</sup>, 2013**

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m. with Mayor Leo Jobin and Councillors David Hodgins and Susan Major present. Mayor Jobin chaired the meeting in the absence of Councillor Cec Reid, who was absent with regret. Guests in attendance were Kiri Hume and Les Milton. Staff members present were Assistant Supervisor (AS) Bob Groulx, and Clerk-Treasurer (CT) Linda Ringler.

**DECLARATION OF PECUNIARY INTEREST** – None

**APPROVAL OF AGENDA**

**Resolution 2013-75 (PWC)**

David Hodgins – Susan Major: Be it resolved that the agenda be approved as presented. ‘Carried’

**APPROVAL OF MINUTES**

**Resolution 2013-76 (PWC)**

Susan Major – David Hodgins: Be it resolved that the Minutes of the August 15<sup>th</sup>, 2013 Public Works Committee meeting be adopted as printed and circulated. ‘Carried’

**BUSINESS ARISING FROM MINUTES** - None

**CITIZEN’S PETITIONS AND DEPUTATIONS** – None

**OPEN FORUM** – None

**COMMITTEE/STAFF PRESENTATIONS/REPORTS**

P. Eng. Antoine Boucher was unable to attend the meeting due to a previous commitment. He did, however, provide a written update on the Chiswick Line project for the Committee’s information.

**Resolution 2013-77 (PWC)**

David Hodgins – Susan Major: Be it resolved that the ‘Public Works Activity Report’ prepared by Public Works Supervisor (PWS) Real Gauthier, and presented by Assistant Supervisor Bob Groulx, be accepted as presented. **‘Carried’**

**NEW BUSINESS**

**PUBLIC WORKS**

**ITEMS FOR DISCUSSION FROM PUBLIC WORKS CHAIR CEC REID**

- (1) Update on:
- Ditching work – Major ditching work has been completed. Public Works Dept. will be doing some ditching on its own.
  - Cross road culverts – some are done, and some are left to be completed.
  - Future courses – Council asked if Part-time Equipment Operator Jeremy Howard had received any training on the grader, and was advised that he had not. The Committee concurred that it would like all employees to be trained on all equipment.
  - Employee licences are up-to-date.
  - Equipment problems – general repairs as a result of wear and tear.

**Resolution 2013-78 (PWC)**

Susan Major – David Hodgins: Be it resolved that the Public Works Committee recommends to Council that the draft ‘Level of Service’ document prepared by Tunnock Consulting for the Asset Management Plan, be accepted as presented and revised as per discussions at meeting. **‘Carried’**

**Resolution 2013-79 (PWC)**

Susan Major – David Hodgins: Be it resolved that the ‘Public Works’ Budget Report for the month of August, 2013, be accepted as presented. **‘Carried’**

**LANDFILL**

**ITEMS FOR DISCUSSION FROM PUBLIC WORKS CHAIR CEC REID**

- (1) Update on:
- Update on shack renovations – not yet completed.
  - Burial of ground material was discussed. After discussion with AS Groulx, it was decided that there was no need to bury the ground material as it doesn’t blow around, and cost savings would be realized if it wasn’t buried.
  - Any problems with household garbage or clear bag program – none.
  - Landfill sign – has been removed and taken to the printers. It will be re-erected closer to the driveway, so as not to obstruct snow removal. This will be left to the discretion of AS Groulx/Public Works.
  - Monitoring wells – the fall testing will be completed next week.
  - Electronics and metal containers – Electronic container is almost full. AS Groulx was asked to call and have it picked up. The metal container is ok for the time being.

**Resolution 2013-80 (PWC)**

David Hodgins – Susan Major: Be it resolved that the Public Works Committee recommends to Council that the letter from Knight Piesold re: draft *Updated Closure Liability Costs*, be accepted as presented. **‘Carried’**

**Resolution 2013-81 (PWC)**

Susan Major – David Hodgins: Be it resolved that the ‘Environmental Services’ Budget Report for the month of August, 2013, be accepted as presented. **‘Carried’**

**OTHER**

The Committee discussed remedial work to be done on the driveway/parking lot at the rear of the office/fire hall building, and requested that AS Groulx and PWS Gauthier prepare a cost and plan for the next meeting, to alleviate water running towards the building.

**ADJOURNMENT**

**Resolution 2013-82(PWC)**

David Hodgins – Susan Major: Be it resolved that this Committee does now adjourn to meet again on Thursday, October 17<sup>th</sup>, 2013 at 7:00 p.m. or at the call of the Chair. **‘Carried’**

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Chairperson

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Clerk-Treasurer