

**TOWNSHIP OF CHISHOLM**

**PUBLIC WORKS COMMITTEE MEETING**

**THURSDAY, OCTOBER 17<sup>TH</sup>, 2013**

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Chairperson Cec Reid with Mayor Leo Jobin and Councillors Susan Major, and Teresa Miller present. Councillor David Hodgins was absent with regret. Staff members present were Public Works Supervisor (PWS) Real Gauthier and Clerk-Treasurer (CT) Linda Ringler.

**DECLARATION OF PECUNIARY INTEREST** – None

**APPROVAL OF AGENDA**

With the approval of the Committee, Staff added the following items to the agenda.

- Amendment to Environmental Compliance Approval from Ministry of Environment.
- Email from Adjusters SSA re: International Truck insurance claim.

Chairperson Cec Reid added an item with respect to the feasibility of keeping track of the number of visitors to the landfill site each day.

**Resolution 2013-83 (PWC)**

Susan Major – Leo Jobin: Be it resolved that the agenda be approved as presented and amended. **‘Carried’**

**APPROVAL OF MINUTES**

**Resolution 2013-84 (PWC)**

Leo Jobin - Susan Major: Be it resolved that the Minutes of the September 19<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**

Councillor Teresa Miller, on behalf of the Community Service Committee, extended her thanks to Public Works for all their work at the playground, as it turned out really super.

### **Resolution 2013-85 (PWC)**

Susan Major – Leo Jobin: Be it resolved that the ‘Public Works Activity Report’, presented by Public Works Supervisor (PWS) Real Gauthier, be accepted as presented. **‘Carried’**

## **NEW BUSINESS**

## **PUBLIC WORKS**

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

- (1) Review of winter schedule for 2013 – 2014 season – PWS Gauthier advised that changes to the schedule from last year are that he is in the rotation. Therefore, he will not be able to do all the patrolling, and will have to assign someone during the week to patrol.
- (2) Equipment winter-ready – equipment is not quite ready, but will be soon.
- (3) Update on progress of gravel crushing – The contract has been completed. The contract took longer, but the contractor put out a good product. The contract also went over the time deadline, but Assistant Supervisor Bob Groulx shut it down for a few days, because of mechanical problems with the grader. Overall PWS Gauthier was pleased with the contract, but the contractor’s crusher was a bit small, and big rocks were set aside because the crusher couldn’t handle them.

Councillor Miller asked PWS Gauthier how they keep track of training needs, and PWS Gauthier explained that there was a board at the garage, with each employee’s name marked on it, along with the training they have.

The Committee was provided with an email from Adjusters SSA with respect to the International Truck claim, advising that the insurer will not be pursuing Lewis Motors or any others. Mr. Haws also mentioned that he is still waiting to hear from the insurer with respect to an additional claim for \$712.82.

### **Resolution 2013-86 (PWC)**

Teresa Miller – Leo Jobin: Be it resolved that the Public Works Committee recommends to Council that ‘Schedule B – Work Schedule for Winter Control’ be accepted as presented, and further that a Letter of Understanding re: same be executed. **‘Carried’**

### **Resolution 2013-87(PWC)**

Leo Jobin – Susan Major: Be it resolved that the Public Works Committee recommends to Council that previous comments regarding the draft ‘Level of Service’ document, prepared by Tunnock Consulting for the Asset Management Plan, be rescinded and new comments be provided pending the outcome of the financial aspect of the Asset Management Plan. **‘Carried’**

### **Resolution 2013-88 (PWC)**

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

**Resolution 2013-89 (PWC)**

Leo Jobin – Susan Major: Be it resolved that the Public Works Committee recommends to Council that fuel needs at the municipal garage and office/fire hall continue to be supplied by the current fuel supplier, and further that Resolution No. 2013-212 be rescinded. **‘Carried’**

**LANDFILL**

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

- (1) Update on progress of alterations to shack – The alterations have not been completed. Staff was asked to contact Councillor Hodgins, who volunteered to do the work with Mayor Jobin, to advise him that he has approval to proceed with the work and purchase the materials required for the job.
- (2) Update on monitoring well test results – Fall testing has been completed, and a Report should be received before December 31<sup>st</sup>.

**Resolution 2013-90 (PWC)**

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

The Committee was provided with a copy of the *Amendment to Environmental Compliance Approval* from the Ministry of Environment (MOE) for the Landfill Site. A copy of the Approval will be forwarded to Knight Piésold Ltd., and a letter will be sent to MOE advising that the 2.0 ha landfill footprint has been marked with posts.

Chairperson Cec Reid questioned the feasibility of having the Landfill Attendant keep track of the number of visitors to the site each day it is open, and after some discussion, PWS Gauthier was asked to have the Landfill Attendant keep track of the visitors to the site, and also the times that people are visiting the site. Staff will prepare a spreadsheet for this purpose.

**OTHER**

PWS Gauthier and Mayor Leo Jobin will do a site inspection of the parking lot at the rear of the office/fire hall building, with a view to alleviating a problem with water running towards the building. A plan and cost estimate of the required work will be prepared for the next meeting.

PWS Gauthier provided some additional information to the Committee as follows:

- Vandalism of port-a-john at Laporte Park, which was reported to the police. Other parks were checked and were ok.
- A stockpile of sand has been provided at the Landfill Site for cover purposes.
- Some ditching was done with the township’s backhoe.
- Some brushing was done to improve sight lines at a couple of intersections and on Wasing Road west.

Mayor Jobin advised that there was a problem on Pioneer Road, in the vicinity of Lot 18 in that someone has been placing rocks on the road, creating a hazardous situation for motorists. Mayor Jobin advised that the OPP is aware of this situation, and is patrolling this area when in the township.

**ADJOURNMENT**

**Resolution 2013-91(PWC)**

Susan Major – Leo Jobin: Be it resolved that this Committee does now adjourn to meet again on Thursday, November 21<sup>st</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