

TOWNSHIP OF CHISHOLM

PUBLIC WORKS COMMITTEE MEETING

THURSDAY, NOVEMBER 21ST, 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 David Hodgins and Susan Major present. Councillor Teresa Miller was absent with regret. Guests in attendance were Don Meecha and Les Milton. Staff members present were Public Works Supervisor (PWS) Real Gauthier and Clerk-Treasurer (CT) Linda Ringler.

DECLARATION OF PECUNIARY INTEREST – None

APPROVAL OF AGENDA

Resolution 2013-92 (PWC)

Leo Jobin – David Hodgins: Be it resolved that the agenda be approved as presented. **‘Carried’**

APPROVAL OF MINUTES

Resolution 2013-93 (PWC)

David Hodgins – Leo Jobin: Be it resolved that the Minutes of the October 17th, 2013 Public Works Committee meeting be adopted as printed and circulated. **‘Carried’**

BUSINESS ARISING FROM MINUTES

Councillor David Hodgins reported that he had commenced repairs to the building at the landfill site as per the Committee’s request; and asked what he should do with the materials given that a new building had been purchased. It was decided that the materials would be stored at the municipal garage for future use.

CITIZEN’S PETITIONS AND DEPUTATIONS – None

OPEN FORUM

COMMITTEE/STAFF PRESENTATIONS/REPORTS

Mayor Jobin requested that, in future, the Activity Report reflect the roads that have been graded, and the number of kilometers that had been ditched, brushed, etc.

At the meeting, Public Works Supervisor Real Gauthier added the following items to his report:

- Hard top patching - Golf Course, Village and Alderdale Roads;
- Cut trees off road – two large ones on Maple Road and one on Alderdale Road; and
- Burial of material that was grinded.

Resolution 2013-94 (PWC)

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

NEW BUSINESS

PUBLIC WORKS

ITEMS FOR DISCUSSION FROM PUBLIC WORKS CHAIR CEC REID

- (1) Update on berm removal equipment from company that did brushing – Contractor has not purchased the equipment and doesn’t know if he will be doing so.
- (2) Removal of electric fencing on road allowances re: snow removal – No instances at the present time. Letters will be issued if instances arise.
- (3) Notice in Newsletter re: depositing snow at driveway entrances – repeat notice for month of December.
- (4) Status of employee on medical leave – Employee is having therapy, and has a Doctor appointment in Toronto in January.
- (5) Discussion of heavy equipment when approaching horse drawn vehicles – Although there is no written protocol, staff slow down and move to side of road.

Resolution 2013-95 (PWC)

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

LANDFILL

ITEMS FOR DISCUSSION FROM PUBLIC WORKS CHAIR CEC REID

- (1) Update on new shack – The new building will be completed next week. It will be 8’ x 12’, have a two foot overhang, metal on sides and under floor, and the interior will be painted. The furnace was brought to Troyer’s so that it could be properly fitted into the building. Mayor Jobin will check out the building when ready. Expanded metal will be placed around the bottom perimeter of the building, once it is on site.
- (2) Update on grinding pile coverage – Pile is being buried.
- (3) Update on household garbage winter coverage – cover material has been delivered to the site.
- (4) Emptying the two containers – The metal and electronics containers have been emptied/taken away. A larger box was brought back for the metal.
- (5) Early snow removal on roads in landfill site during winter – Priority is to get the snowplowing done early in the day during the winter months.

Resolution 2013-96 (PWC)

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

The Field Visit Report from the Ministry of Labour, dated November 13th, 2013, was reviewed, and the Committee concluded that the Ministry is satisfied with landfill site operations, as they relate to the Gate Attendant.

Cell phone reception at the site was discussed, and staff was asked to check into the cost of a land line, or an antennae on the building so that constant cell service is available at the site.

OTHER

Public Works Supervisor Real Gauthier advised that the employees had no comments with respect to the draft Employee Code of Conduct.

The Committee advised that it would be appropriate and desirable for employees to read and initial policies as they are adopted, to confirm that they are aware of the policies and understand them.

ADJOURNMENT

Resolution 2013-97 (PWC)

David Hodgins – Leo Jobin: Be it resolved that this Committee does now adjourn to meet again on Thursday, December 12th, 2013 at 7:00 p.m. or at the call of the Chair. **‘Carried’**
Time: 7:57 p.m.

Chairperson

Clerk-Treasurer