

**TOWNSHIP OF CHISHOLM**

**PUBLIC WORKS COMMITTEE MEETING**

**THURSDAY, DECEMBER 12<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 David Hodgins, Susan Major and Teresa Miller present. Guests in attendance were Tim Grimster, Les Milton, Ashley Muttart, Nunzio Scarfone and Walter Ross. Staff members present were Public Works Supervisor (PWS) Real Gauthier and Clerk-Treasurer (CT) Linda Ringler. Steve Edwards joined the meeting in progress.

**DECLARATION OF PECUNIARY INTEREST** – None

**APPROVAL OF AGENDA**

**Resolution 2013-98 (PWC)**

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

**APPROVAL OF MINUTES**

**Resolution 2013-99 (PWC)**

David Hodgins – Teresa Miller: Be it resolved that the Minutes of the November 21<sup>st</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**

Nunzio Scarfone requested that the Committee have more discussion on repairs to Golf Course Road, and the Committee instructed staff to place this item on the agenda of the next Finance Committee meeting for consideration.

**COMMITTEE/STAFF PRESENTATIONS/REPORTS**

**Resolution 2013-100 (PWC)**

David Hodgins – Teresa Miller: 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) Any problems with winter schedule – No problems. PWS Gauthier and Assistant Supervisor Bob Groulx have switched weekends to work for the entire winter season.
- (2) Public’s positive comments on roads – Public Works Chair Cec Reid noted that he has received several positive comments with respect to the roads, and extended congratulations to the Public Works Dept.
- (3) Any equipment problems – None. Blades are wearing out faster due to weather conditions. A new set of tires was installed on the Mack Truck.
- (4) Discuss the feasibility of providing electrical outlets for staff at garage and office - Dept. Supervisors advised the Committee that there was no need for more electrical outlets to be installed at the workplaces.
- (5) Discuss the need to write a by-law or policy on Public Works staff using bays during winter – Staff should not be using the bays, and the recently adopted Code of Conduct covers this matter. Therefore, there is no need for a policy or by-law.
- (6) Discuss plowing and sanding in evenings – Public Works goes by the weather network. If weather conditions warrant, they go out; if not required to do so, they don’t go out. PWS Gauthier tries and provides as much notice as possible to the workers. Part-timers are utilized between 4:00 and 12:00 a.m. as full-timers need eight hours time off after their regular shifts.
- (7) Installation of two posts at septic pump (firehall) – Public Works was directed to install two posts at the septic pump adjacent to the fire hall as soon as possible.
- (8) Protocol on phoned-in road problems – As a result of requests from Green Point Road residents, PWS Gauthier had Trapper Ken Frederick go and trap beavers on the Green Point Municipal Drain.
- (9) Any beaver problems – None right now. There were some problems which Trapper Ken Frederick took care of for the township.

#### **Resolution 2013-101 (PWC)**

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

## **LANDFILL**

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

- (1) Update on shack (propane light in shack, and gutter over door area – Building was delivered and installed at the Landfill Site. There is a desk, chair, heat, light, and file

cabinet in the building. PWS Gauthier will have grip strips installed on the floor, and expanded steel installed on the ramp so that boots can be scraped prior to entering building. Eavestrough will be installed across the front of the building. Some concerns were expressed with respect to the grade of plywood used on the interior of the building.

- (2) Update on 2014 passes – Landfill pass cards were prepared and given to the Landfill Attendant for distribution.
- (3) Discuss installing land line phone at shack - CT Ringler provided costs to the Committee for installing a land line at the shack. She also confirmed that Landfill Attendant Heather Henry has excellent cell phone reception at the site.

**Resolution 2013-102 (PWC)**

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

Committee members were provided with a copy of the 2013 Monitoring Report for the Chisholm Landfill prepared by Knight Piésold Ltd. CT Ringler was asked to invite Steve Aiken to the next Public Works Committee meeting to review areas of concern.

**Resolution 2013-103 (PWC)**

Susan Major – Teresa Miller: Be it resolved that the Public Works Committee of the Township of Chisholm does not give its permission to Richard Groulx to clear cut trees to the edge of Maple Road right of way in Crown Lot 10, Concession 4. **‘Carried’**

**OTHER**

CT Ringler provided information to the Committee with respect to the following:

- Communication Tower;
- Municipal Delegations at ROMA/OGRA Combined Conference; and
- Ontario Regulation 297/13 – Occupational Health and Safety Act regarding training requirements for all workers.

**ADJOURNMENT**

**Resolution 2013-104 (PWC)**

Susan Major – Leo Jobin: Be it resolved that this Committee does now adjourn to meet again on Thursday, January 16<sup>th</sup>, 2014 at 7:00 p.m. or at the call of the Chair. **‘Carried’**

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Chairperson

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Clerk-Treasurer