

TOWNSHIP OF CHISHOLM

PUBLIC WORKS COMMITTEE MEETING

TUESDAY, NOVEMBER 24TH, 2015

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chair Walter Ross with Mayor Leo Jobin and Councillors David Hodgins, Chris Jull, and Nunzio Scarfone present. David Durocher was the only guest in attendance. Staff members present were Public Works Supervisor Real Gauthier and Clerk-Treasurer Linda Ringler.

DECLARATION OF PECUNIARY INTEREST – None noted.

APPROVAL OF AGENDA

With the approval of the Committee, a complaint from Kim Frederick regarding the roads, was added to the Agenda.

Resolution 2015-99 (PWC)

Nunzio Scarfone – Chris Jull: Be it resolved that the *Agenda* for this meeting be approved as presented and amended. **‘Carried’**

APPROVAL OF MINUTES

Resolution 2015-100 (PWC)

Chris Jull – Nunzio Scarfone: Be it resolved that the Minutes of the October 27th, 2015 Public Works Committee meeting be adopted as printed and circulated. **‘Carried’**

BUSINESS ARISING FROM MINUTES

Items Arising from the Minutes were as follows:

- Councillor Nunzio Scarfone asked if the Township had received copies of the *Trapper* permission slips. He also mentioned a device he had heard of which might be useful in dealing with ongoing beaver problems.
- Councillor David Hodgins asked if a site inspection had been conducted with respect to a culvert that was installed on a municipal drain on the Daniel Hochstetler property. PWS Gauthier advised that he had done an inspection from the road and noticed that the

culvert installed was approximately 7' in diameter. A suggestion was made to discuss this matter with the Township's Drainage Superintendent and report back to the Committee.

- Mayor Leo Jobin asked if the grinding, including the windows had been completed at the Landfill Site. Public Works Supervisor was to look into this and report back.
- Councillor David Hodgins asked PWS Gauthier if he had spoken to the Landfill Contractor, regarding a perceived lack of cover at the site, and was advised that the Contractor had attributed it to the birds at the site.
- Councillor David Hodgins asked if a letter had been sent to a property owner regarding property access concerns. Staff advised that the letter had not been sent due to some extenuating circumstances, and after some further discussion with the Committee, advised that it would be sent out right away.

CITIZEN'S PETITIONS AND DEPUTATIONS – None

COMMITTEE/STAFF PRESENTATIONS/REPORTS

Resolution 2015-101 (PWC)

Nunzio Scarfone – Chris Jull: Be it resolved that Assistant Supervisor Bob Groulx's *Activity Report* be accepted as presented. **'Carried'**

NEW BUSINESS

PUBLIC WORKS

ITEMS FROM PUBLIC WORKS CHAIR WALTER ROSS

Progress on berm removal on the edges of the roads – Removal of the berms and shouldering has begun on Village Road. Councillor Scarfone expressed concern about doing berm removal when it is raining, as clumps could end up on the road.

Discussion on the quote for grader training and whether or not it is required – Public Works Chair Walter Ross advised that he had obtained a quote for grader training, and asked the Public Works Supervisor if he considered more training to be necessary. After some discussion, and in light of the complaint regarding grading operations, it was decided that Public Works Supervisor Gauthier would supervise grading operations more closely, and provide guidance and direction as required.

Set a deadline for evaluations to be completed – A deadline of December 18th was set for the completion of the Public Works' employee evaluations.

Progress on beaver dams (trapping and destruction), including Staff Memo – Councillor Scarfone drew the Committee’s attention to a Staff Memo, dated November 20th, regarding this matter, and provided additional clarification in this regard.

Is all required training up to date? – Training is still required in the following areas:

- Common core surface miner – Four employees;
- Propane training – All employees – January; and
- Chain saw training – Two employees.

Public Works Supervisor Gauthier was asked to make the necessary arrangements for the required training.

OTHER PUBLIC WORKS BUSINESS

The Committee acknowledged the receipt of a letter from Norval Rose, thanking the Public Works crew and Council for the good work done on Kells Road.

Resolution 2015-102 (PWC)

Nunzio Scarfone – Chris Jull: Be it resolved that the *Fuel Consumption Report* for the month of October, 2015, be accepted as presented. **‘Carried’**

Resolution 2015-103 (PWC)

Leo Jobin – David Hodgins: Be it resolved that the *Public Works Budget Report* for the month of October, 2015, be accepted as presented. **‘Carried’**

Update on Chiswick Line – Public Works Supervisor informed the Committee that reflectors had been installed on Chiswick Line, and the Contractor was supposed to start the drainage ditch on Golf Course Road on November 25th.

Resolution 2015-104 (PWC)

David Hodgins – Leo Jobin: Be it resolved that interviews for the Part-Time Equipment Operator position be scheduled for Monday, November 30th starting at 1:00 p.m. **‘Carried’**

LANDFILL SITE

Items from Public Works Chair Walter Ross

Progress on grinding at the Landfill – previously discussed.

Other Landfill Business

Resolution 2015-104 (PWC)

Leo Jobin – David Hodgins: Be it resolved that the Public Works Committee accepts a recommendation from Staff, dated November 20th, 2015 re: *Landfill Cards for Commercial Properties*. **‘Carried’**

A Staff Memo was reviewed with respect to information from the Township of Bonfield regarding a metal cage they have at the Landfill Site to hold household garbage. It was decided that Mayor Leo Jobin and PWS Gauthier would visit the site to obtain more information regarding this matter.

Resolution 2015-105 (PWC)

David Hodgins - Leo Jobin: Be it resolved that the *Environmental Services Budget Report* for the month of October, 2015, be accepted as presented. **‘Carried’**

OTHER

OPEN FORUM

It was recommended that the Township obtain confirmation from the Ministry of Environment that a metal cage is acceptable at the Landfill Site.

ADJOURNMENT

Resolution 2015-106 (PWC)

Leo Jobin – David Hodgins: Be it resolved that we do now adjourn this Public Works Committee meeting to meet again on Tuesday, December 8th, 2015 at 6:30 p.m. or at the call of the Chair. **‘Carried’**

Time: 7:32 p.m.

Chairman

Clerk-Treasurer

CHECKLIST OF ITEMS TO BE COMPLETED FROM MEETING

Mayor Leo Jobin

1. Obtain copies of Trapper permission slips.
2. Visit Bonfield Landfill Site with Public Works Supervisor Gauthier and report back to the Committee.

Public Works Supervisor Real Gauthier

1. Make arrangements for required training.
2. Supervise Grading operations more closely.

Clerk-Treasurer Linda Ringle

1. Letter to property owner re: access to property via Township entrance.