

**TOWNSHIP OF CHISHOLM**

**PUBLIC WORKS COMMITTEE MEETING**

**TUESDAY, MARCH 24<sup>TH</sup>, 2015**

**CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by Chairperson Walter Ross with Mayor Leo Jobin and Councillors David Hodgins, Chris Jull, and Nunzio Scarfone present. Guests in attendance were Richard Burton, David Durocher, Tim Grimster, Diane Labrecque, Les Milton, and Catherine O'Banion. Staff member present was Clerk-Treasurer (CT) Linda Ringler. Public Works Supervisor (PWS) Real Gauthier, Bill Riley, President, Municipal Insurance Services, and OPP Staff Sgt. Irving Sloss joined the meeting in progress.

**DECLARATION OF PECUNIARY INTEREST** – None noted

**APPROVAL OF AGENDA**

**Resolution 2015-23 (PWC)**

Chris Jull – Nunzio Scarfone: Be it resolved that the agenda for this meeting be approved as presented. **'Carried'**

**APPROVAL OF MINUTES**

**Resolution 2015-24 (PWC)**

Chris Jull – Nunzio Scarfone: Be it resolved that the Minutes of the February 19<sup>th</sup>, 2015 Public Works Committee meeting be adopted as printed and circulated. **'Carried'**

**BUSINESS ARISING FROM MINUTES** - None

**CITIZEN'S PETITIONS AND DEPUTATIONS** - None

**ITEMS FOR DISCUSSION FROM CHAIR WALTER ROSS**

- Status of Public Works Employee Performance Evaluations – Chair Ross suggested that a deadline for completion of this item be imposed if they have not been done.

- Telephone junction box on corner of River and River Roads hit by grader – PWS Gauthier is to advise Bell Canada. Councillor Nunzio Scarfone mentioned that the *Booth Landing Lodge* sign was also hit by the grader, but it wasn't a problem because he intended to replace it. The Committee decided that a record of these incidents should be placed in the Operator's file to better keep track of these types of occurrences.
- The Committee made mention of the grooves in the pavement as a result of the use of the stingers, and advised that these should not be used when the pavements start to bare.

## **COMMITTEE/STAFF PRESENTATIONS/REPORT**

### **Resolution 2015-25 (PWC)**

Nunzio Scarfone - Chris Jull: Be it resolved that Public Works Supervisor Real Gauthier's Activity Report be accepted as presented. **'Carried'**

Due to weather conditions, a site inspection of the Wasing Road Culvert was not carried out. The Committee scheduled a site visit for March 25<sup>th</sup> at 3:30 p.m. to be done by PWS Gauthier, Chair Walter Ross, and Councillor Nunzio Scarfone.

The Committee deferred discussion with respect to specifications for a possible excavator purchase to the Finance Committee meeting for consideration. It was also noted that a cost comparison for purchasing vs. hiring of a machine had not yet been undertaken by staff as requested.

## **FUEL CONSUMPTION REPORT**

There was some concern expressed that the *Fuel Consumption Report* was reflecting some differences, and the Committee requested that PWS Gauthier bring this matter to his staff's attention to ensure that all fill-ups are being recorded.

### **Resolution 2015-26 (PWC)**

Nunzio Scarfone – Chris Jull: Be it resolved that the *Fuel Consumption Report* for the month of February, 2015, be accepted as presented, and further that the format of the report in future be as provided by Councillor Nunzio Scarfone. **'Carried'**

### **Resolution 2015-27 (PWC)**

Chris Jull – Nunzio Scarfone: Be it resolved that the *Public Works Budget Report* for the month of February, 2015, be accepted as presented. **'Carried'**

### **Resolution 2015-28 (PWC)**

Nunzio Scarfone – Chris Jull: Be it resolved that the *Environmental Services Budget Report* for the month of February, 2015, be accepted as presented. **'Carried'**

**Resolution 2015-29 (PWC)**

Chris Jull – Nunzio Scarfone: Be it resolved that the recommendations brought forward from the Waste Recycling Strategy for Chisholm Township be referred to the General Government Committee for consideration and a recommendation to Council. **‘Carried’**

The Committee reviewed a letter from Ministry of Environment (MOE) with respect to the Township’s 2014 Monitoring Well Report, and requested that staff arrange a meeting with the MOE rep to discuss his comments further.

**Resolution 2015-30 (PWC)**

Nunzio Scarfone – Chris Jull: Be it resolved that the proposed contract from Knight Piésold Limited for the monitoring of the existing wells, installation of new wells, and decommissioning of wells no longer required, be forward to the Finance Committee Meeting for consideration. **‘Carried’**

**OPEN FORUM**

During the Open Forum the following comments were made:

- A suggestion was made to have a key for each vehicle which records everything, including fuel usage.
- Inquiry re: Township pickup truck, and possibility of it plowing a private driveway.
- Is the Township required to use clear diesel fuel?

A checklist of items to be completed from the meeting is attached for the Committee’s information.

**ADJOURNMENT**

**Resolution 2015-31 (PWC)**

Chris Jull – David Hodgins: Be it resolved that this Public Works Committee meeting is adjourned. **‘Carried’**

Time: 7:25 p.m.

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Chairperson

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Clerk-Treasurer

## **CHECKLIST OF ITEMS TO BE COMPLETED FROM THE MEETING**

### **Public Works Supervisor Real Gauthier**

- Public Works Employee Performance Evaluations;
- Notify Bell Canada of damage to junction box;
- Report of incidents in Grader Operator file (junction box and damage to sign);
- Specifications for Excavator;
- Site Inspection of Wasing Road Culvert (With Chair Walter Ross and Councillor Nunzio Scarfone); and
- Cost comparison of Purchasing Excavator vs. hiring one (With Clerk-Treasurer Linda Ringler)

### **Clerk-Treasurer Linda Ringler**

- Make arrangements for meeting with MOE to discuss letter re: Monitoring Well Report; and
- Obtain information re: Fleet management key system.