

TOWNSHIP OF CHISHOLM

PUBLIC WORKS COMMITTEE MEETING

TUESDAY, JANUARY 24TH, 2017

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. There were no guests in attendance. Staff members present were Public Works Supervisor (PWS) Real Gauthier and Clerk-Treasurer (CT) Linda Ringler.

DECLARATION OF PECUNIARY INTEREST – None noted.

APPROVAL OF AGENDA

Resolution 2017-01 (PWC)

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

APPROVAL OF MINUTES

Resolution 2017-02 (PWC)

Chris Jull – Nunzio Scarfone: Be it resolved that the *Minutes* of the December 13th, 2016 Public Works Committee meeting be adopted as printed and circulated. ‘Carried’

BUSINESS ARISING FROM MINUTES – None

CITIZEN’S PETITIONS AND DEPUTATIONS – None

COMMITTEE/STAFF PRESENTATIONS/REPORTS

Resolution 2017-03 (PWC)

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

NEW BUSINESS

PUBLIC WORKS

ITEMS FROM PUBLIC WORKS CHAIR WALTER ROSS

- (1) Equipment Mechanic – PWS Gauthier advised that he has not had the Mechanic in recently as they have been busy. The draft Agreement was reviewed, with minor changes with respect to maintenance of a service schedule, and reporting to Council, being recommended by the Committee.
- (2) Public Works Cell Phones – No action has yet been taken. PWS Gauthier and Fire Chief Matt Plant have been delegated to address this matter.
- (3) Status of the Equipment. PWS Gauthier advised that the light on the Freightliner is not coming on anymore; and the hydraulic valve bank has to be changed, and a new one has been ordered.
- (4) Status of training for part-time staff on plow routes. One of the part-time employees has not had training in the south end of the Township as yet.

OTHER PUBLIC WORKS BUSINESS

Members of the Committee were provided with a copy of the *2016 Bridge Inspection Report* for review.

Resolution 2017-04 (PWC)

Chris Jull – Nunzio Scarfone: Be it resolved that the position for Assistant Public Works Supervisor be advertised internally for a one week period, and further that all applications from internal candidates be dealt with prior to advertising the position externally, if necessary. **‘Carried’**

Resolution 2017-05 (PWC)

Nunzio Scarfone – Chris Jull: Be it resolved that the email from Heather Hersemeyer, requesting the installation of guardrails on a section of South Shore Road, be forwarded to the Municipal Engineer, for a report back to the Committee. **‘Carried’**

The Committee was provided with information from the Ontario Good Roads Association (OGRA) with respect to proposed amendments to the OGRA Constitution, to be discussed at the February 28th meeting.

The Committee also confirmed that it would like to make a Delegation to the Minister of Infrastructure, during the OGRA Conference, to promote its *Ontario Community Infrastructure Fund (OCIF) Top-Up Component Application*.

Resolution 2017-06 (PWC)

Chris Jull – Nunzio Scarfone: Be it resolved that the *Fuel Consumption Report* for the month of December, 2016, be accepted as presented. **‘Carried’**

Resolution 2017-07 (PWC)

Leo Jobin – David Hodgins: Be it resolved that the *Public Works Budget Report* for the month of December, 2016, be accepted as presented. **‘Carried’**

Resolution 2017-08 (PWC)

David Hodgins – Leo Jobin: Be it resolved that the *Overtime Report* for the following period be accepted as presented:

- December 1st to December 28, 2016. **‘Carried’**

Resolution 2017-09 (PWC)

Leo Jobin – David Hodgins: Be it resolved that the *Complaint Report* for the month of December, 2016, be accepted as presented. **‘Carried’**

LANDFILL SITE

Resolution 2017-10 (PWC)

David Hodgins – Leo Jobin: Be it resolved that the spring and fall Chisholm Landfill water quality results submitted by Knight Piésold Inc. be accepted as presented, and further that the results be forwarded to the Ministry of the Environment and Climate Change for review. **‘Carried’**

Resolution 2017-11 (PWC)

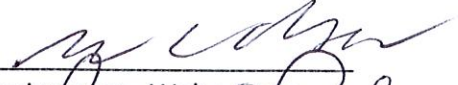
Leo Jobin – David Hodgins: Be it resolved that the *Environmental Services Budget Report* for the month of December, 2016, be accepted as presented. **‘Carried’**

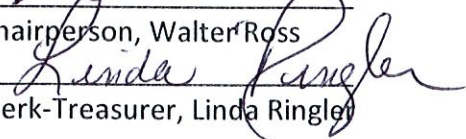
OPEN FORUM – None

ADJOURNMENT

Resolution 2017-12 (PWC)

David Hodgins – Leo Jobin: Be it resolved that we do now adjourn this Public Works Committee Meeting to meet again on Tuesday, March 2nd, 2017, at 6:30 p.m. or at the call of the Chair. **‘Carried’** Time: 7:15 p.m.


 Chairperson, Walter Ross


 Clerk-Treasurer, Linda Ringler

CHECKLIST OF ITEMS TO BE COMPLETED FROM MEETING

Public Works Supervisor Real Gauthier

1. Resolve issues with cell phones (in conjunction with Fire Chief Matt Plant).
2. Have Part-time Equipment Operator trained on both plow routes.

Clerk-Treasurer Linda Ringle

1. Revise the *Mechanic Contract* and forward to Mr. Vester for execution.
2. Provide information to Fire Chief Plant with respect to cell phones.
3. Contact Municipal Engineer regarding request for guardrails on South Shore Road.