

MINUTES
COMMITTEE OF THE WHOLE
PUBLIC WORKS/ENVIRONMENTAL SERVICES/FACILITIES

Monday, March 15, 2021, 6:30 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario

PRESENT: Councillor Hugh Cameron
Mayor Pat Sayeau
Deputy Mayor Tory Deschamps
Councillor Stephen Dillabough
Councillor John Hunter
John Bush, Advisory Member
Mark Packwood, Advisory Member

STAFF: Dave Grant, CAO
Rebecca Williams, Clerk
Gord Shaw, Director of Operations
Mike Spencer, Manager of Parks, Recreation & Facilities
Brian Moore, Fire Chief

1. Call to Order – Chair, Councillor Cameron

Councillor Cameron called the meeting to order at 6:30 p.m.

2. Approval of Agenda

Moved by: Mayor Sayeau

Seconded by: Deputy Mayor Deschamps

That the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

a. Councillor Hunter - Crushed Rock Tender

Tackaberry Construction operating a quarry owned by Councillor Hunter.

4. Business Arising from Previous Committee of the Whole Meeting Minutes (if any)

Members inquired about an update on the recent issue that took place at Circle K in Cardinal. It was noted that the owner of Circle K believes the issue has been resolved.

5. Delegations and Presentations

None.

6. Discussion Items

None.

7. Action/Information Items

a. Development Agreement - Robinson/Burkert

Committee reviewed the report and a typographical error was noted on page 25 map of the BCH Scoped Environmental Impact Study. Members confirmed that the area outlined in yellow will be severed off of the area outlined in purple.

Moved by: Deputy Mayor Deschamps

Seconded by: Councillor Hunter

That Committee recommend that Council enter into a development agreement, as attached, with the owners of 4149 County Road 44 and that Council direct staff to provide written release of condition #3 of severance B-77-20 to the United Counties of Leeds and Grenville Consent Granting Authority.

Carried

b. Cost Recovery Agreement - Meadowlands North Subdivision

Committee reviewed the report and briefly discussed the planning fees associated with plans of subdivision. It was noted that the original fee for the plan of subdivision was paid in 2009, with the original amount already expended. It was noted that there will be additional fees associated with reviewing and responding to various planning reports and studies, which is why the Township has prepared the cost recovery agreement. There was a general discussion on additional planning fees and if the Township has acquired possible cost estimates. It was noted that the proponent may be interested in updating the proposal and plan of subdivision which will result in additional planning fees for the Township. It was noted that the cost recovery agreements will be in place to ensure that the Township does not incur extra costs that are not covered under the regular plan of subdivision fee.

Moved by: Councillor Hunter

Seconded by: Deputy Mayor Deschamps

That Committee recommend that Council enter into a review and processing agreement with 2057876 Ontario Inc., as attached.

Carried

c. Cost Recovery Agreement - Charlebois Subdivision

Committee reviewed the report and inquired if the Township will be completing a background check and ensuring that the company has sufficient warranties in place for the project. It was noted that the Township would take the necessary financial security measures to ensure that the Township is protected. There was a general discussion on who is authorized to execute the agreement and confirmed that the Township will ensure that the president or appointed agent for the organization will be officially designated before the Township enters into the agreement.

Moved by: Councillor Hunter

Seconded by: M. Packwood

That Committee recommend that Council enter into a review and processing agreement with Edwardsburgh Developments Inc., as attached.

Carried

d. GPS System Contract Update

Committee reviewed the report and noted that the new GPS system will result in a \$8,500 to \$9,000 savings over the next 3 years. It was noted that the original plan of \$34 per month per vehicle has been reduced to \$20 per month per vehicle due to the reduced fees associated with installation. There was a brief discussion on the installation process and location of the GPS device in the vehicles.

e. Fire Department Photocopier Lease Agreement

Committee reviewed the report and confirmed that staff at the Fire Station are able to make coloured copies at the Township when required.

Moved by: Mayor Sayeau

Seconded by: J. Bush

That Committee recommends to Council that the township enter into a 66-month lease with Future Office Products to lease a Lexmark XM3250 Multi-function photocopier.

Carried

f. 2020 Cardinal Drinking Water System - MECP Inspection Report

Committee reviewed the report and highlighted that the inspection received a rating of 100%.

g. 2020 Prescott Drinking Water System Report

Committee reviewed the report and noted that Prescott completed maintenance on the system in 2020.

Moved by: Mayor Sayeau

Seconded by: M. Packwood

That Committee recommends that Council receive and review the 2020 Water Annual/Summary Report for The Prescott Water System.

Carried

h. Dust Suppressant Tender

Committee reviewed the report and inquired how the dust suppressant is distributed throughout the Township road network. It was noted that the dust suppressant is applied down the centre of all gravel roads, equaling approximately 60km of road network. Committee discussed how the changes in the private business sector and amalgamation of various companies has impacted the number of bids submitted and the unit price.

Members confirmed that the Township will be using calcium chloride as the dust suppressant. There was a general discussion on the quality and effectiveness of calcium versus magnesium chloride as a dust suppressant on gravel roads.

Moved by: M. Packwood

Seconded by: Councillor Hunter

That Committee recommends that Council approved and award the Supply of Dust Suppressant tender to Innovative Surface Solutions at the unit rate of \$0.1989 per liter to a maximum of \$55,000.00, including non-rebated HST.

Carried

i. Crushed Rock Tender

Councillor Hunter declared a conflict on this item. (Tackaberry Construction operating a quarry owned by Councillor Hunter.)

Councillor Hunter removed himself from the table and did not participate in the discussion or vote on the matter.

There was a brief discussion on the process of laying the gravel and dust suppressant. It was noted that there is a 3 year cycle for the replacement of gravel on the Township road network. Members confirmed that the Township requests the supply of approximately 7,500 metric tons of

crushed rock due to past practices for the amount required to complete the road network cycle.

There was a brief discussion on the procurement policy, specifically with respect to clauses in the tender documents indicating that the lowest tender may not be accepted for various reasons. It was noted that the tenders prepared and issued by staff follow the requirements of the procurement policy and include the necessary clauses.

Moved by: Deputy Mayor Deschamps

Seconded by: J. Bush

That Committee recommends that Council award the Supply of Crushed Rock tender to Willis Kerr Contracting Ltd. at the unit price of \$12.25 per MT to a maximum of \$99,000.00, including non-rebated HST.

Carried

8. Councillor Inquiries/Notices of Motion

Councillor Dillabough requested that staff communicate with the UCLG the need for a yield/4 way stop sign for the intersection of County Rd 44/Truck Stop/Rooney Rd. There was a brief discussion on the request for a yield/stop sign and members noted that County Rd 44 is a natural right of way. Members debated if the Township should communicate with the UCLG with respect to the addition of a stop sign. There was general consensus of Committee that additional yield/stop signage was not necessary. No staff follow up required.

9. Mayor's Report

Mayor Sayeau reported the following:

- UCLG completed the Regional Fire Service Review Report
 - Noted that the report should be discussed at the Committee and direction provided to the Fire Chief. Briefly discussed the importance of fire prevention measures
- Virtual invitation for EORN cell gap project announcement
- Rogers communications purchase of Shaw
- Attended another meeting with IO. Will provide additional information at an upcoming meeting.

10. Question Period

None.

11. Closed Session

Moved by: Councillor Hunter

Seconded by: Deputy Mayor Deschamps

That Committee proceeds into closed session at 7:40 p.m. in order to address a matter pertaining to:

- Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Public Works and Minutes of Closed Session dated February 16, 2021

Carried

- a. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Public Works and Minutes of Closed Session dated February 16, 2021

Moved by: Councillor Hunter

Seconded by: Deputy Mayor Deschamps

That the closed meeting does now adjourn and the open meeting of Committee does now resume at 8:22 p.m.

Carried

12. Report Out of Closed Session

Councillor Cameron reported that Committee reviewed the minutes and discussed an issue relating the personal matters with the Public Works department.

Moved by: Deputy Mayor Deschamps

Seconded by: Councillor Hunter

That Committee receives and approves the closed session minutes dated February 16, 2021.

Carried

13. Adjournment

Moved by: Mayor Sayeau

Seconded by: Councillor Dillabough

That Committee does now adjourn at 8:24 p.m.

Carried

Chair

Clerk