

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

**Monday, May 16, 2022, 7:00 PM**  
**Council Chambers and by Zoom**  
**18 Centre Street, Spencerville ON**  
**Contact the Township Office to Register**  
**(613)658-3055**

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  
Candise Newcombe, Deputy Clerk

OTHER: Kevin Hawley - Greer Galloway Group

**1. Call to Order – Chair, Councillor Cameron**

Councillor Cameron called the meeting to order at 7:25 p.m.

**2. Approval of Agenda**

**Moved by:** Councillor Hunter

**Seconded by:** Deputy Mayor Deschamps

That the agenda be approved as presented.

Carried

**3. Disclosure of Pecuniary Interest & the General Nature Thereof**

None.

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

Members followed up on a past inquiry on the T4 benefit status of the volunteer Fire Fighter insurance. It was noted that it is not a T4 benefit.

Committee inquired about the arrival of the Honeywell Field Installer upgrades. It was noted that no additional information on arrival time had been received.

Members inquired about the outcome of the Fort Night Run held in May.

Committee noted the probation timeline of 1-year for Fire Fighters.

## **5. Delegations and Presentations**

### **a. Road Closure Request - Rock Mallin**

Mr. Mallin provided a brief history of his property and noted that he requires access to a building and septic system located on the back of the mentioned lot. A survey of the property was noted to have been performed to determine ownership of the land. He noted the purpose of his delegation was to purchase the road allowance that runs along the west side of his property, up to Third Street to allow access to the building at the back of his property and provide a buffer between his property and the industrial property adjacent to him.

## **6. Discussion Items**

### **a. River Route Operating Agreement**

Committee reviewed the report and inquired about bus replacement timelines, daily ridership data reports, annual revenue and expenses report, costs of maintenance, and the composition of the committee. It was noted that Brockville has agreed to the replacement of one vehicle per year with an understanding that the vehicle taken out of regular use will perform as the River Route bus for the year. Committee clarified that the project is a cooperative effort, confirming that all participating municipalities must agree to the proposed contract. Members requested a copy of the revenue/expenses statement to date and suggested that a Member of Council may be included on the Committee.

### **b. Streetlights - Charlotte Street**

Committee was provided with a brief history of the request for street lights to be installed on Queen/Charlotte St. Members noted Township policies that outline parameters for the installation of street lights within the Township.

Members inquired about the budget for street light installation and noted that the determination of the requirement of street lights was a staff function. Committee directed staff to prepare a report on the necessity of street lights in the area and include the referred Township policy on street light installation.

### **c. Hands Rd - Safety Concerns**

Committee discussed the request from HFI Pyrotechnics for signage and gated restriction to Hands Road to ensure public safety. Members noted other explosive zones located in Ontario and requested staff to research their protocols. Members noted their reluctance to gate the road and restrict the landowners' access to their property.

Committee discussed reduced speeds, revoking the permitted use of ATVs on Hands Road, signage, speed bumps/rumble strips, and possible alternate access for the property owners. Members briefly discussed the implications of the HFI contract with the Department of National Defense, specifically if they do not meet specific security standards and the dependence of HFI on the Township for support in attaining such security standards.

## 7. Action/Information Items

### a. County Road 2 Unopened Road Allowance Closure Request - Mallin

Members noted their concerns with extending the unopened road allowance closure and purchase to Third Street, highlighting access required to Frederick Street and the possible need for access to future development land in the area. It was noted that the map of the road allowance did not properly depict the total amount of road requested. The property identification number 68155-0232 was added to the final motion to properly encompass the entire request. Members identified that Third St. will remain open allowing Township access to the area.

**Moved by:** Deputy Mayor Deschamps

**Seconded by:** Mayor Sayeau

That Committee recommend that Council agree to stop up and close the unopened road allowances identified as PIN 68155-0232, PIN 68155-0234, PIN 68155-0236 and PIN 68155-0233 on Plan 15R12105 and that the land be conveyed to the owner of 2814 County Road 2, in accordance with the Municipal Act s. 35; and that the intended conveyance be publicized through the Township's website and local newspaper.

Carried

### b. Drainage Projects Line Items Renegotiations

Committee reviewed the report and noted the proposed scope adjustments. Members noted that the removal of the 150 mm drain under the curb would be detrimental to the integrity of the project and noted minimal savings associated with the proposed scope changes.

Committee discussed hydroseed versus sod and the possibility of a partial scope project in Johnstown to reduce costs.

**Moved by:** Deputy Mayor Deschamps

**Seconded by:** J. Bush

That Committee recommends that Council: 1. Award the Spencerville tender bid to Coco Paving Inc. for a total of \$1,295,481.82 + 10% contingency and; Award Coco Paving Inc. a reduced scope tender bid for Johnstown to include Option B, Mary St. only for \$997,487.14 + 10% contingency. Total of both Projects: \$2,522,365.35 including non-rebated HST. 2. Award the contract administration to Greer Galloway to an upset limit of \$114,698.00.

Defeated

Members suggested dealing with the contract administration percentage as a separate motion.

The proposed project scope is \$1,055,512.97 over budget with no finance package available for review. Consensus was reached to change the scope of work from sod for hydroseed.

**Moved by:** Councillor Dillabough

**Seconded by:** Councillor Hunter

That Committee recommends that Council: Award the full scope of work tendered in Johnstown and Spencerville to Coco Paving Inc. with both fully scoped projects reaching a total cost of \$3,697,263.97 including non-rebated HST, less \$120,000.00 for the substitution of hydroseed instead of sod.

Carried

Committee discussed the need for a staff report outlining financing options and possible Township borrowing sources, including borrowing funds from the Port of Johnstown.

Members requested clarification on how the contact administration fee was calculated. It was noted that the fee is 5% of the low tender bid. It was noted that 5% of the full scope equates to a cost of \$132,087.55.

**Moved by:** Mayor Sayeau

**Seconded by:** Councillor Hunter

That Committee recommend that Council award the contract administration to Greer Galloway to an upset limit of \$132,087.55.

Carried

- c. 2022 Spencerville Lagoon Discharge Report

Committee reviewed the report and clarified the overall impact the weather has on the lagoon levels, the recordable limit allowable in testing and the timeline for clearing the lagoon sludge.

**Moved by:** Mayor Sayeau  
**Seconded by:** Councillor Hunter

That Committee recommends that Council receive and review the 2022 Spencerville Lagoon Discharge Report and direct staff to submit the report to MECP prior to the June 30<sup>th</sup> due date.

Carried

d. Frederick Street Rail Crossing Road Closure

Committee reviewed the report and inquired if there has been any resident feedback received. It was noted no feedback had been received to date.

e. Pitch- In Week

Committee reviewed the report and commended the individuals involved in the community clean-up and the staff involved in organizing the event.

**8. Councillor Inquiries/Notices of Motion**

None.

**9. Mayor’s Report**

None.

**10. Question Period**

None.

**11. Closed Session**

None.

**12. Adjournment**

**Moved by:** M. Packwood  
**Seconded by:** Deputy Mayor Deschamps

That Committee does now adjourn at 9:22 p.m.

Carried

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Chair

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Deputy Clerk