MINUTES

COMMITTEE OF THE WHOLE

PUBLIC WORKS/ENVIRONMENTAL SERVICES/FACILITIES

Monday, September 20, 2021, 6:30 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
Brian Moore, Fire Chief
Candise Newcombe, Deputy Clerk

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: Deputy Mayor Deschamps
Seconded by: M. Packwood

That the agenda be approved as amended to add item 6 c. Walking Track.

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 inquired if the Township has received any calls from residents regarding the Barkley Drain invoices that were issued to the benefiting property owners. It was noted that the Township received a few inquiries.

Members requested a status update on the River Route ridership. It was noted that the marketing committee is currently gathering information and a brief update may be available for the September Council meeting.

Members inquired about discussions with the Town of Prescott for snow ploughing services in New Wexford. It was noted that there were no new updates.

Committee confirmed the date, time and location of the Johnstown Phase 1 Drainage Open House.

Members confirmed that the Township has received the new postage machine.

5. Delegations and Presentations

None.

6. Discussion Items

a. Spencerville Canteen

Committee reviewed the report and discussed the following topics: potential loss of part-time student positions, current COVID-19 protocols in place, and the possibility of re-assessing the closure later in the season. It was noted that current COVID restrictions are 50% capacity. Additionally, the limited space available in the Spencerville arena lobby would prove very difficult to control crowds and limit gatherings. Members noted the possibility of maintaining a cleared lobby by restricting observers to the stands. It was noted that viewing of games is currently limited to the stands only.

There was a general discussion on the requirements of vaccine certificates. It was noted that anyone viewing the activities would require proof of vaccine with a vaccine certificate if over the age of 11.

Members inquired if the Health Unit was consulted to confirm updated cleaning protocols. It was noted that the Manager of Parks and Recreation has had an open dialogue on a weekly basis with the Health Unit representative, and all cleaning protocols are updated and being followed. Members inquired about the need to wipe surface areas if the virus is contracted through airborne particles. It was noted that popular "touch points" are wiped regularly but much of the surface area cleaning has been scaled back.

It was noted that the opening of the canteen could be done in a short period of time if restrictions are eased. However, staff advised of difficulties experienced with hiring COVID cleaner positions.

It was noted that the student positions that would regularly be hired to help operate the canteen are currently being utilized for COVID sign-in tracking. There was a brief discussion on utilizing vending machines in the lobby. It was noted that the vending machine company is currently not interested in setting up a machine in Spencerville.

Members noted that COVID protocols are constantly changing and the vaccination rates in Leeds and Grenville are rising. There was consensus from Committee to re-evaluate conditions and re-assess for the possible opening of the canteen later in the season.

b. OHIP Eye Care - Trent Lakes Resolution

Committee reviewed the Trent Lakes resolution in regards to OHIP covered eye care for children and seniors. Members noted that the Ontario Association of Optometrists (OAO) has been in ongoing negotiations with the province on this issue for several years. It was noted that the Ministry of Health released a letter to all optometrists outlining an update on negotiations within the OAO, specifically what items are currently on the table. It was noted that a one-time payment of 39 million as retroactive payment was available. It was noted that this payment would cover a retroactive period over the past decade and would reflect similar increases applied to physicians during the time.

Members noted the possibility of the province reducing municipal funding in response to municipal support and respectfully downloading the service to local government. Members suggested that municipal government should not interfere with provincial negotiations.

Members noted that without the letter from the Ministry of Health, they have limited information to make a decision. Members suggested that a new motion be drafted for Council.

c. Walking Track

There was a general discussion on utilizing the walking track as a viewing deck during games. The amount of space available on the walking track was noted, pointing out that there is room for both activities. . It was noted that the walking track is closed during certain games to act as only as a viewing deck.

Members discussed past concerns that caused the previous Council to prevent people from using the walking track to view activities. Members noted that it was a rather contentious issue at the time. It was noted that many of the past complaints were received from individuals using the walking track who experienced inconveniences with spectators blocking or children playing on the track.

Committee discussed the increased services that may be required when opening the track to casual viewers such as increased garbage accumulation, cleaning and policing requirements.

Members noted their concern with the unintended use of the area, noting that it was designed for walking not standing, and inquiring if engineers should be consulted before changing the regular use. It was noted that the designed load could accommodate a standing crowd with little need for concern.

Committee inquired if individuals are currently permitted refreshments on the track. It was noted that refreshments are not usually permitted with the exception of Junior games when the walking track is closed to walkers and it's the last game of the night.

Committee discussed the possibility of implementing a trial period for allowing both walkers and spectators on the track. It was noted that closing the track to walkers and opening it to spectators during the more heavily populated games might prove more beneficial.

There was consensus from Committee to open the walking track for both walkers and spectators and to report back at the next Committee of the Whole – Public Works, Environmental Services & Facilities meeting.

7. Action/Information Items

a. Proclamation- National Day for Truth and Reconciliation- September 30

Committee reviewed the report outlining the National Day for Truth and Reconciliation, a new Federally recognized holiday in recognition and remembrance of the children and their families impacted by the residential school system and our Indigenous communities.

Committee discussed the implications of this new holiday to both union and non-union staff. Members inquired if this would apply to all employees. It was noted that due to the CUPE collective agreement, unionized employees will receive the holiday and all Port employees and staff, being federally regulated, will receive the day as well. It was noted that due to the Province not recognizing the statutory holiday, non-union Township employees would not receive the holiday. Members pointed out that if all other employees of the Township are being granted the day, it is only fair to extend the holiday to non-union staff.

Members requested staff to draft a motion to extend the holiday to non-union staff, and bring it forward at the September Council meeting.

Moved by: Councillor Hunter
Seconded by: J. Bush

That the Committee recommends that Council proclaim September 30, 2021 as the National Day for Truth and Reconciliation.

Carried

b. OPG Waterfront Licence Renewals

Committee reviewed the report and requested that the motion identify the CAO as the signing authority.

Members had a brief discussion on the ownership of the land along the waterfront and its permitted use. Members requested clarification on aspects of the provided diagram of the lands.

Moved by: Deputy Mayor Deschamps
Seconded by: Councillor Dillabough

That Committee recommends that Council authorize the Mayor and the CAO to execute the Waterfront Licence Renewal with Ontario Power Generation.

Carried

c. Summer Program Year End Review

The Manager of Parks and Recreation presented the Summer Year-End Review report to Committee highlighting the following:

- The success of both the Cardinal and Johnstown pools
- Completed lifeguard training
- 250 free swim lessons administered thanks to the generous donations from Ingredion and Greenfield Global Inc.
- The success of both Cardinal and Johnstown day camp programs
- The success of the Aquafit programs
- 2022 recommendations to be considered regarding the implementation of evening swim lessons

Members commended the Parks, Recreation and Facilities staff and employees on the outstanding job done with all of the summer programing.

Committee inquired about a newly mandated swim test at the pools and why it was implemented. It was noted that the swim test was required by the Health Unit as a risk mitigation factor. It was noted that the swim test required individuals to swim the entire length of the pool and tread water for 30 seconds. If the individual is under 12 years of age and was unable to complete the test, they were required to have a competent swimmer present in the pool with them. If the individual was over the age of 13 and failed to complete the test, they would be required to remain in the shallow

end of the pool for their visit. If the individual passed the swim test, they would be required to wear an identifying wristband.

Committee requested staff to make copies of the report and draft a letter of thanks to Ingredion and Greenfield from the Mayor to illustrate how their donations were used.

d. Waterfront Canteen Year End Review

Committee reviewed the report which outlined the comparison of revenues to expenses for the summer of 2020 and 2021. It was noted that an overall net loss of $5, 746.67 was incurred for the 2021 summer canteen compared to a net loss of $5,604.20 in 2020.

Members noted that the extended hours had minimal impact on revenues, noting that the extended hours were not cost-efficient. It was noted that the majority of the canteen preparation work was already completed at the end of 2020. It was noted that extra costs would have been associated with the previous year's preparations.

Members noted the general proximity of the chip truck to the waterfront canteen and discussed the possibility of lost revenue to the adjacent chip truck. Members noted the feasibility of having the waterfront canteen operated by a private vendor but inquired if there would be available positions for the employees that depend on the seasonal employment of the canteen. Members suggested advertising a potential lease of the canteen to private vendors. It was noted that there wouldn't be a guarantee of open positions available, however, an attempt is always made to maintain summer student employees within the Parks, Recreation and Facilities department.

Members discussed net losses and inquired if there was inventory left to transfer to the Ingredion Centre canteen. It was noted that minimal inventory remained from the waterfront canteen.

Members inquired why there were no cell phone charges invoiced. It was noted that employees used their own phone this year.

e. Disposal of Surplus Goods

Committee reviewed the report listing items declared as surplus to the needs of the Township.

Members inquired why a government auction site was recommended when local auctions have been used in the past. It was noted that the Township has been successful using government auction sites.

Members inquired about the surplus Zamboni, noting that the Township currently owns three. It was noted that the Township would likely not receive a worthwhile amount for the surplus machine. It was viewed as a

better option to retain the Zamboni as an auxiliary if one of the others break down. Members confirmed that the machine will still be operated regularly if the intention is to have it as a backup. It was noted that the machine receives periodic use to ensure it is in working condition.

Moved by: Mayor Sayeau
Seconded by: Councillor Dillabough

That Council declare the above-mentioned items as surplus to the needs of the Township, authorize Staff to dispose of the items through Government Auction Site; and prepare a report for a future Committee meeting with the net receipt for each item.

Carried

f. Grader Fleet Options Update

Committee reviewed the report and discussed the advantages/disadvantages of keeping the 1997 grader as a second unit. It was noted that there is minimal cost to maintain the 1997 grader. It was noted that there would be little value in selling it. It was noted that one grader would only be able to perform a maximum of 40 km's of road maintenance, therefore a secondary unit is required in order to maintain the same level of service for the approximately 60 km's of Township roads that require grading.

Members noted their interest in having a comprehensive study, by a consultant, to evaluate the gravel road network, noting their preference to convert the gravel roads to either surface and/or asphalt as opposed to purchasing another grader. Committee discussed road base conditions, current road conditions and drainage, emphasizing the need for the aforementioned study.

Committee discussed the option of utilizing a contractor supplied grader with an operator to assist with the annual gravel maintenance during the transition phase. Members noted that the annual gravel cost variable would have to be considered when weighing the decision to tender out the contract.

Moved by: Councillor Hunter
Seconded by: M. Packwood

That Committee recommends that Council: Maintain the 1997 Champion Grader as a secondary unit during the transition phase; and Direct staff to hire a consultant to evaluate the gravel road network and develop a 5-year plan with Class “D” estimates including options to convert 25km of gravel road to a combination of surface and/or asphalt; and Direct staff to include grader pricing as an optional item in the 2022 annual maintenance gravel request for tender.

Carried

g. Vaccination Policy

Members reviewed the draft policy and noted that as the face of the community it is important the Township bring forward a vaccine policy.

Members commented on how the policy notes that vaccination is viewed as another layer of protection used in conjunction with and not as a substitute to primary precautionary measures. It was noted that the policy contains a review and modification clause to permit periodic reviews of ongoing developments. Members noted the current rise in cases on the west coast due to the lifting of precautionary protocols.

There was a brief discussion on general vaccination uptake in the community. Members noted that those vaccinated must continue to wear a mask in order to help protect those that are not able to receive the vaccination due to health issues or age restrictions. Committee confirmed that the policy has been reviewed by the Township solicitor.

Moved by: Councillor Hunter
Seconded by: Deputy Mayor Deschamps

That Committee recommends that Council adopt a COVID- 19 vaccination policy.

Carried

h. Hazardous Incident Investigation Procedure

Moved by: Mayor Sayeau
Seconded by: Councillor Dillabough

That Committee recommends that Council adopt the new procedure for dealing with hazardous incident investigation.

Carried

8. Councillor Inquiries/Notices of Motion

Councillor Hunter updated Committee on the recent South Nation Conservation (SNC) meeting he attended. It was noted that SNC is interested in working with municipalities to identify and remove hazardous trees along roadsides. SNC is currently drafting a policy to present to Townships outlining anticipated procedures.

Members inquired if SNC representatives would be visiting the Township to present their proposed policy. It was noted that SNC intends to present the

proposed policy and budget for 2022 at a future Council meeting. A tentative timeline of December/January was provided.

Committee requested staff to contact SNC to schedule a meeting date.

Deputy Mayor Deschamps inquired about details of the vaccine policy at the Township's recreational facilities. It was noted that individuals 12 and over that are viewing the games, and participants 18 and over would require proof of vaccination certificate. Individuals under the age of 18 that are participating in the recreational activity would not require proof of vaccine.

Deputy Mayor Deschamps updated Committee on the Drinking Water Quality Management Standards (DWQMS) meeting. It was noted that the Cardinal water system met all standards.

9. Mayor's Report

Mayor Sayeau reported the following:

- Scheduling negotiations with Infrastructure Ontario

10. Question Period

None.

11. Closed Session

None.

12. Adjournment

Moved by: Councillor Dillabough
Seconded by: M. Packwood

That Committee does now adjourn at 9:10 p.m.

Carried

Chair

Clerk