

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

Thursday, January 20, 2022, 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
Melanie Stubbs, Treasurer
Gord Shaw, Director of Operations
Candise Newcombe, Deputy Clerk

1. Call to Order – Chair, Councillor Cameron

Councillor Cameron called the meeting to order at 6:30 p.m. and noted that the meeting was postponed to January 20 due to the snowstorm that occurred on January 17.

2. Approval of Agenda

Moved by: M. Packwood

Seconded by: Councillor Hunter

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)

Committee inquired if there was any resistance among employees in response to the Fire Department Retirement Policy passed in December. No opposition to the policy has been noted to date.

5. Delegations and Presentations

None

6. Discussion Items

- a. UCLG - Housing Affordability Task Force Report & Action Group - Draft Response

Committee reviewed the requested draft response letter and noted that the letter captured the discussion in a succinct and direct manner.

7. Action/Information Items

- a. Application for Severance - Brouseville Rd - Zanderplan Inc./Lawless

Committee reviewed the report and inquired about the appropriateness of using the word "should" in the recommendation, suggesting substituting for a more prescriptive word such as "shall". Committee discussed the Township's position on red tape for developers and debated the necessity of making the proposed recommendations on the severance. It was noted that if a conditional severance is granted, the applicant is allotted a year to comply with the conditions.

It was noted that the applicant had received a minor variance from the Committee of Adjustment in December to reduce the yard frontage requirement. Committee briefly discussed the characteristics of a minor variance, noting the large variance of 70 m to 27 m. Members requested clarity on the location of the proposed entranceway for the severed lots. It was noted that the west property line located on Brouseville Rd is where the entranceway is being proposed. Members inquired if there were drainage issues noted on the property that prompted the recommendations from staff. The Director of Operations was noted to have visited the site multiple times and noted potential drainage concerns, which resulted in the recommendations being made in the event that the owner wished to build on the property in the future. It was noted that the engineer report only commented on the elevation of the entranceway with no requirements outlined for drainage at this time.

Committee briefly discussed Provincial guidelines for the number of severances for a property. Members noted their preference to limit conditions if not essential for future planning, highlighting the Township's interest in assisting development within the municipality. There was consensus of Committee to replace the word "should" with "shall" in the second recommendation of the report and opted to have them placed as notes on the severance decision.

Moved by: Mayor Sayeau

Seconded by: Councillor Dillabough

That Committee recommend that Council recommend in favour of severance application B-169-21, and request that the following notes are included in the severance decision:

1. A grading and drainage plan will be required at the building permit stage to mitigate potential drainage impacts to neighbouring properties.

2. An entranceway on the retained land shall be located along the western property line. The access road shall not be raised above the elevation of the neighbour's property to ensure that it doesn't direct water in that direction. This is to be reviewed at the time an application for entranceway permit is submitted.

Carried

b. 2021 Annual Water Reports - CWS and EDS

Committee reviewed and received the report.

Moved by: Councillor Hunter

Seconded by: Councillor Dillabough

That Committee recommends that Council:

1. Receive the 2021 Annual Water Reports for the CWS and EDS; and
2. Direct staff to post the Annual Water Reports to Township website; and
3. Direct staff to notify users via social media and newspaper of report availability.

Carried

c. Draft 2022 Industrial Park Wastewater Budget

Committee reviewed the report and noted that the intent is to offset the increased flow rate costs.

Moved by: Mayor Sayeau

Seconded by: M. Packwood

That Committee recommends that Council:

1. Increase the consumption rate by 0.40/m³; and
2. Direct staff to prepare a bylaw to adopt the 2022 budget estimates and impose rates for the users of the Industrial Park Wastewater system.

d. Commuter Pilot Project- River Run Update - Flag Stops

Committee reviewed the report and inquired about details of the proposed route changes and additional stops. It was noted that the bus would only be accommodating stops in the direction it was headed unless there was a safe and convenient area to pull in off the road. Concerns with respect to the safety of flag down boarding in 80km zones were raised during the River Route Operations Committee discussions.

Committee inquired about the end date of the pilot project, financial reports, and identification of the various 50km zones from Maitland to Cardinal. Members noted the necessity of improving ridership and resistance from the Operational Committee to make the flag down system work. It was highlighted that the city bus is not properly equipped with the safety equipment for stops of that nature, noting possible implications with insurance premium increases and increased liability.

Members noted concerns about running the route down the 2nd Concession and inquired the reasoning behind the decision to relocate the route. It was noted that due to the larger shopping centres being located in the north end of Brockville and the 60km speed limit, it was the view of the River Route Operational Committee that the 2nd Concession would serve better overall.

Committee discussed the viability and availability of the program to the residents, noting the route only accommodates a portion of the Township. It was noted that the City of Brockville tolerates a loss of approximately \$100,000.00 annually in order to provide public transit services. Members noted that this project was intended to provide a municipal service to the residents noting the goal of the project should be responsible spending and establishing long-term worth.

Committee discussed marketing initiatives, investment limits and the overall safety of the flag down system. It was noted that there have been radio ads placed to promote ridership as well as additional marketing signage still to be distributed. Members noted their concern with the safety of the proposed flag down system noting that Highway 2 and Concession 2 are heavily travelled, two-lane roads and residents of the area are not accustomed to stopping for city buses.

e. Vaccination Policy - Revision

Moved by: M. Packwood

Seconded by: Councillor Hunter

That Committee recommends that Council adopt the revised COVID 19 Vaccination Policy as presented.

8. Councillor Inquiries/Notices of Motion

Councillor Dillabough inquired about the status of the speed signs on Sophia St. and if there was a time frame for installation. It was noted that the project had not yet been completed.

Councillor Hunter inquired when Council would like SNC to present their 2022 Transition Plan and budget. It was noted that Township staff have been in correspondence with SNC on possible dates. Committee reached consensus to have SNC representatives present their information on February 17.

9. Mayor's Report

Mayor Sayeau reported the following:

- Clarified conditions and timeframe for the FoodCycle Science project with the Township.
- ROMA conference on the 23- 25 of January, with the UCLG organizing 4 delegations.
- Upcoming announcement from the St. Lawrence Corridor Economic Development Commission.

10. Question Period

None.

11. Closed Session

Committee Advisory Members were excused based on the nature of the discussion.

Moved by: Councillor Hunter

Seconded by: Deputy Mayor Deschamps

That Committee proceeds into closed session at 7:51 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 August 16, 2021 and November 15, 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 August 16, 2021 and November 15, 2021

Moved by: Councillor Hunter
Seconded by: Deputy Mayor Deschamps

That the closed meeting of Committee does now adjourn and the open meeting does now resume at 8:52 p.m.

Carried

12. Report Out of Closed Session

The Chair reported that Committee discussed matters with respect to the Public Works department and reviewed the closed session minutes dated August 16, 2021 and November 15, 2021.

Moved by: Councillor Hunter
Seconded by: Deputy Mayor Deschamps

That Committee receives and approves the closed session minutes dated August 16, 2021 and November 15, 2021

Carried

13. Adjournment

Moved by: Deputy Mayor Deschamps
Seconded by: Councillor Hunter

That Committee does now adjourn at 8:55 p.m.

Carried

Chair

Deputy Clerk