

**THE CORPORATION OF THE
TOWNSHIP OF BONNECHERE VALLEY
MINUTES
COMMITTEE MEETING
TUESDAY AUGUST 9, 2022 2:00 P.M.
COUNCIL CHAMBERS, MUNICIPAL BUILDING**

PRESENT **Mayor Jennifer Murphy
Deputy Mayor Brent Patrick
Councillor Merv Buckwald
Councillor Tim Schison
Councillor Jack Roesner
CAO Annette Gilchrist
Deputy CAO Sandra Barr**

REGRETS **None**

GALLERY **1**

CALL TO ORDER COMMITTEE MEETING

Chair, Tim Schison called the meeting to order at 2:00 p.m.

ADDITIONS TO AGENDA

MOVED BY **Brent Patrick**

THAT: the agenda be accepted as presented with the deletion of Item 1# Mayor's Report and the addition of a closed session item regarding an identifiable individual.

Carried

PECUNIARY INTEREST OR GENERAL NATURE THEREOF – None

APPROVAL OF MINUTES

MOVED BY **Jennifer Murphy**

That: The Minutes of the Committee Meeting on July 12, 2022 be accepted as presented.

Carried

DELEGATIONS

Barry O'Reilly & David Ellis – Railbed widening for the residents of Tranquility Bay Road
The group would like to see the old railbed widened for residents. The Bonne Trae snowmobile club and the ATV Club have an agreement with the Township for the use of the old railbed. Committee recommends that the CAO and the Roads Superintendent facilitate a meeting with all groups to see if something can be worked out.

REPORTS

Works & Waste Department

Jason Zohr, Works Superintendent was present and gave his report.

- a) Gravel Tender has been completed;
- b) Grinding at the Snowdrifters Site of construction and demolition material has been completed. They will be going to the Sand Road Site to grind brush next and then to the Ruby Site;
- c) Speed Sign – Speed data has been collected on the Connecting Link and sent to the OPP, who will in turn periodically set up checks for speeding as speeding has been identified on both East and West ends. Staff will continue to set it up on roads and send the data to OPP when needed. Grist Mill showed no speeding issues;
- d) The New Holland tractor used for brushing and cutting grass is in the repair shop with an estimate repair cost of \$14,536 including tax;
- e) We completed grader training with three of our staff members;
- f) We had four staff members complete the Book 7 (Traffic Control) training which we hosted at the Eganville Arena for all area Municipalities. We had a good turnout of 48 attendees;

- g) Jason Zohr requested that the 06-01 tandem truck be declared as surplus. Committee agreed to declare the truck surplus;
 - h) Winter Sand is scheduled to begin first week of August;
 - i) Staff are ditching on Silver Lake Road, the material will be used to straighten out some corners in the road above Crimson Maple Road;
 - j) Committee requests that the stumps be removed from Cormac Park;
 - k) Cutting Back Guard Rail Fourth Chute Road Park - Staff are planning a Site Meeting, as schedules permit, with the County of Renfrew Staff to discuss.
- Works Department Report Received.*

Recreation & Culture

Kevin McGrath, Manager of Recreation and Culture, was present and gave his report.

- a) Arena – General maintenance at the arena continues. Ice scheduling meeting will be taking place soon for the upcoming winter season;
- b) Golf Tournament was held on Friday August 5. They had a nice day for the tournament;
- c) There is a Craft Show being held on August 14th; the Eganville Gun Show is being held at the arena on August 20th;
- d) Blades Skate Shop is no longer renting space for skate sharpening. Staff are reaching out to see if they can find someone to sharpen skates;
- e) Centennial Park – grass cutting and weeding continues. Toy Bus is continuing to use the park. Music in the Park continues on Wednesdays and Fridays. Rain nights being moved to the Eagle’s Nest Hall. Playground sand has been tilled. Vandalism is still an issue;
- f) Village of Eganville – grass cutting and weeding continues. Tourist Booth students painted the window frames, door, door frame and information sign. The wind blew down some trees on the Geo Trail and staff have cut them and removed them. The fountain was put in the Bonnechere River;
- g) Legion Field – Cement pads for the benches and bleachers were poured at the end of July, and they have now been installed. Staff turned down the water flow to two of the splash pad components, and turned off two components which has helped with the water issue in the Village.
- h) Taste of the Valley is being held at the Legion Field on August 26th. As the host of the event we will take care of the parking and will be putting out extra garbage bins and taking care of them throughout the event. Staff have drawn out 10x10 spaces for the vendors;
- i) Bob Peltzer is hosting the Tour de Bonnechere on August 28th;
- j) Killaloe Community Resource Centre set up a one day camp for kids at Legion Field;
- k) Foymount Park – Applied for a grant for the playground;
- l) McRea Park – The pathway to washroom and remainder of parking lot was paved at the end of July by BEI;
- m) Curling Rink – Staff met with the Contractor, Engineer and Curling Club the project will be starting later this month;
- n) Committee thanks Dave Kruger, who paid for the paving at McRea Park to make the public washroom there accessible;
- o) An ad went in the paper to hire a part time helper for the winter;
- p) Bonnechere Valley’s Tourism Strategy – Compiling a working group for the Tourism Strategy and they will begin working with the consultant Richard Innes;
- q) SandSational Contest is underway, it runs until August 31, 2022;
- r) Veterans Memorial Banners – Working with EACDG Member Diane Moore and Legion Members Valerie Hewitt, Claude Jeanotte and Walter Hobden to discuss the potential implementation of a Veterans Memorial Banner Program. The group will be speaking with Barry’s Bay to get some information from them on their program;
- s) Kindness Rock Garden – A member of the community sent an email with the following picture as she thinks this would be a great addition to the community. Committee recommends that this be forwarded to both local schools, Ketcha Star Daycare and the Bonnechere Union Public Library;

- t) Bonnechere Youth Action Committee – Plan to run classes for kids one day a week. Classes will be run by volunteers, they will send schedules out to the schools. They propose to start in September once school starts;
- u) Swim Program – Committee discussed the lack of lifeguards in the area and our inability to run our Swim Program. The plan moving forward is to work with the schools to get something in place and get students trained for future years.
Recreation, Community Development and Planning Report Received.

Water & Sewer Department

Daryl Verch, Water & Sewer Superintendent was present and gave his report.

- a) The Eganville Drinking Water System continues to operate in full compliance with all requirements;
- b) Water Plant – the system currently has approximately 550 users on the water system. Daryl Verch informed Committee that we could add approximately 250 homes to our water system. Committee recommends that staff look into the water issue that we had in the month of July to see if they can figure out what happened;
- c) Staff are flushing and checking fire hydrants;
- d) Ontario One locates have increased;
- e) Two houses have had water service leaks;
- f) Performed adjustments inside the Water Plant to get more capacity out of the Mono Plants Filters;
- g) Quarterly Samples: Nitrites and Nitrates, HAAS, Trihalomethanes, and chemicals;
- h) Installed extensions on a fire hydrant and risers on five main valves;
- i) The Eganville Sewage System continues to operate in full compliance according to the Provincial Guidelines that are set out in the Certificate of Approval;
- j) Hand rails and cat walk on number one treatment plant were painted; and
- k) Staff were on vacation in the months of July and August;
- l) QMS Audit – Committee recommends that council, as the Owner and Operating Authority, commit to and endorse the Quality Management System Operational Plan for the Eganville Drinking Water System.

Water & Sewer Report Received.

Building & By-Law

Darryl Wagner, CBO/By-Law Enforcement Officer was present and gave his report.

- a) Monthly building information was provided to Committee;
- b) Livestock Guardian – Committee discussed the correspondence regarding livestock guardian dogs from the Ontario Sheep Farmers;
- c) Monitoring parking issues;
- d) Darryl has finished the Phase 1 training for the new Cloud Permitting System. It is an electronic system that in the future will be the only way to apply for a building permit. It will eliminate paper files, aid in reporting requirements, and inspections. There will be a lengthy phase in period as time will be needed to education the public and contractors.

By-Law and Building Report Received.

Fire Department

Dave Murphy, Fire Chief, was not present. Report submitted.

- a) The department has had forty-three calls for service in 2022;
- b) The recruiting process is ongoing. Interviews were held the week of August 2;
- c) All maintenance activities continuing as normal with protocols. All apparatus and equipment remain service ready;
- d) Training committee continues to maintain and active schedule;
- e) In person inspections and public assistance requests continue; and
- f) Training date has been set for the new extrication equipment. Once it is put into service at Station 1, equipment will be transferred to Station 2.

Fire Department Report Received.

Administration & Finance

Annette Gilchrist, CAO, was present and gave her report.

- a) The July Financial Reports were provided to Committee;

- b) The Tower work has been completed and the internet stability and signal is excellent. Thank you to JMT Solutions, OnTower, Paul Wren, Doug Buckwald, Ministry of Health, OPP Communications, Pembroke Hydro and everyone who assisted;
- c) The new server has been installed. The old server will become our back up system. Multi-factor authentication will commence once the old server is fully decommissioned to a backup. Everyone who has a Township email will receive an email in the future to set this up. This is a requirement for the cyber security insurance;
- d) Final Tax Bills have been printed and mailed out;
- e) Thank you, Sandra Barr and all the staff who worked hard to coordinate the projects above and many others that were ongoing while I was on holidays;
- f) Animal Shelter - Following the receipt of the withdrawal of North Algona Wilberforce from the Animal Shelter Agreement, Council requested a review of the revenue and expenses of the facility. Since then, we lost another partner in Admaston/Bromley and staff identified some significant capital works needed to maintain the pound facility. We increased the fee to \$400 per month commencing in 2022 to offset the loss of the partners, however unfortunately we are still operating at a loss.
At budget time Council asked staff to investigate other options. Staff was in contact with the Renfrew Animal Shelter as both Admaston/Bromley and North Algona Wilberforce have joined their services. They do not have room for us or any of our remaining five partners. Staff contacted the SPCA in Pembroke and confirmed that they do have room for Bonnechere Valley. Switching to the SPCA will limit the Townships liability and capital costs. This year the planned investment was \$15,000. The Township gave 90 days' notice to our municipal partners that we are closing the pound. This will take effect until October 1st, 2022. The draft agreement with the SPCA was provided to Committee for review and approval in principle. Committee recommends that a By-Law be brought forward to the September meeting to enter into an agreement with the SPCA;
- g) Election - The Accessibility Plan, Policy and Procedures for the 2022 Election were provided to Committee;
- h) Sole Source Procurement of Fire Hydrants - The Water and Sewer Manager deems the purchase necessary through a sole source at the lowest obtainable price as per Part V Section 4 of Procurement By-Law 2019-60. Committee approves the purchase and installation of three fire hydrants from Bonnechere Excavating Inc. for \$90,860 plus HST;
- i) Water Usage and Capacity – Committee received a report with information on water usage and capacity. Committee directed staff to include a cost estimate for a water recycling system for the splash pad in the 2023 budget for council's consideration;
- j) Sole Source Procurement of Land Study – Committee approves the Land Study Project for Lake Clear from JL Richards in the amount of \$28,908.75 plus HST and Hutchinson Environmental in the amount of \$37,734 plus HST; and
- k) Eganville and Area Community Development Group - Committee approves the allocation of funds donated to the Township as part of the Canada Day dinner at McRae Park be directed to the Eganville and Area Community Development Group and that tax receipts be issued for any donations received.

Admin and Financial Report Received.

CORRESPONDENCE

(A) Correspondence "A"

(B) Correspondence "B"

- (i) The Corporation of the Town of Cobourg – Draven Alert
- (ii) Township of Perry – Support Town of Aurora Council Resolution "Private Member's Bill C-233 "Keira's Law""
- (iii) Township of North Dunfries – Ontario Must Build it Right the First Time
- (iv) Municipality of Shuniah – Expanding the Amber Alert System
- (v) Town of South Bruce Peninsula – Physician Shortages in Ontario
- (vi) Town of Puslinch - Revisit the Provisions of Bill 109

- (vii) Bonfield Township – Amber Alert
- (viii) Township of Mulmur – Climate Emergency Declaration
- (ix) City of Mississauga – Draven Alert
- (x) Town of Mattawa – Draven Alert
- (xi) Township of Amaranth – Keira’s Law
- (xii) City of Brantford - Potential threat to residential home ownership
- (xiii) City of Brantford - Seeking Prosperity and Partnership with Indigenous Nations
- (xiv) Municipality of Magnetawan - Paramedic Services

(C) Correspondence “C”

NEW/UNFINISHED BUSINESS

- (1)** Eganville Generations Corporation Update – Hydro generation is down for the month of July. Staff are working on an interim fix for the gate. The Generation software expert unexpectedly passed away and the software company is looking to find a replacement;
- (2)** Library Board Update – Brent Patrick updated the committee on the business of the library. The big fundraising book sale at the end of July was a huge success they made \$4500 in donations. The Bonnechere Author’s Festival was a success;
- (3)** Tax Adjustment Report – the application for an adjustment of taxes for 981 Lake Clear Road be approved due to a demolition. And further that an adjustment of taxes in the amount of \$490.93 be made to the property;
- (4)** Sole Source Purchase – The Water and Sewer Manager deems the purchase necessary through a sole source at the lowest obtainable price as per Part V Section 4 of Procurement By-Law 2019-60. Committee approves the purchase and installation of 3 fire hydrants from Bonnechere Excavating Inc. for \$90,860 plus HST;
- (5)** Donated Funds Allocation – Committee approves the allocation of funds donated to the Township as part of the Canada Day dinner at McRae Park be directed to the Eganville and Area Community Development Group and that tax receipts be issued for any donations received;
- (6)** Quality Management System Operational Plan for the Eganville Drinking Water System – Committee commits to and endorses the Quality Management System Operational Plan for the Eganville Drinking Water System; and
- (7)** Sole Source Approval for Lake Clear Capacity, Land Use – Committee approves the Land Study Project for Lake Clear from JL Richards in the amount of \$28,908.75 plus HST and Hutchinson Environmental in the amount of \$37,734 plus HST. This initiative be funded from Township Reserves.

ESTABLISH NEXT MEETING DATE

The next Committee Meeting will be held on Tuesday September 6, 2022 at 3:00 pm

MEDIA SESSION

CLOSED SESSION

MOVED BY **Brent Patrick**

THAT: Committee proceed in Closed Session in accordance with the Municipal Act 2001, section 239.2 to deal with the matters as indicated below:

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (d) labour relations or employee negotiations;

Carried

MOVED BY **Brent Patrick**

THAT: Committee moves out of Closed Session to rise and report that Committee met to receive information and give staff direction regarding employee negotiations, a complaint received regarding an employee and to approve minutes from July 12, 2022.

CONCLUSION

MOVED BY **Merv Buckwald**

THAT: the meeting adjourn at 5:30 p.m.

Carried

Tim Schison, Chair

Annette Gilchrist, CAO