



Environmental & Public Works Committee Minutes April 9th, 2019

Attendance: Administrator Dylinna Brock, Councillor Tim Conlin, Kirk McCaw, Darren Stevens, Mike Mehak, James Woodward, ~~Theresa Garcia~~, and Rick Fox by phone

- **Welcome & Call to Order**

Darren Stevens welcomed the group and called for a motion to bring the meeting to order
Motion by: Tim Conlin and Seconded by: Jim Woodward. Carried

- **Declaration of Conflict of Interest: None**

- **Approval of the Agenda**

Motion by: Mike Mehak and Seconded by: Tim Conlin Carried

- **Approval of Minutes Dated March 18th, 2019.**

Motion by: Mike Mehak and Seconded by: Jim Woodward Carried

- **Business Arising from the Minutes**

Grant Opportunities

Darren thanked Rick for his research and review of possible grant opportunities. Rick pointed out that the Rural and Northern Communities Funding Stream is a good grant opportunity; however, as it relies on safety, it would have to be bundled with the bridge repairs and 620 road works. The bridge would be the front runner in the application. The deadline for this proposal is May 14th, which would be impossible to meet; however, there will be an opportunity to apply next year as long as the work is completed by October 31, 2026.

Kirk McCaw noted the last budget for the bridge work was \$600,000.

It was discussed that Greenview is the Township's engineer of record and they would be able to review the grant, and assist in preparing the application. They would also be able to review the last grant application that was not successful to determine what might have been the contributing factor for the missed opportunity at that time. Jim Woodward commented that the other grant was due by December, 2018 and would provide funding for 2019 and 2020.

Darren Stevens called for a motion:

A motion to have the Township update the Asset Management Plan and List with Greenview and ensure it is registered, and to look into the infrastructure plan for Rural and Northern

Community Funding Stream and Community Infrastructure by the end of this year for the 620 Bridge/Road rehabilitation project.

The motion was seconded by Tim Conlin and carried by all.

The Pavilion and Bicycle Skills Park

There was a discussion on the options and shortcomings of the Pavilion. Mike Mehak provided information on Pickleball and tennis court costs and opportunities.

The Bicycle Skills Park was discussed. It appears it may not be very well used and is in need of repairs. It would also help to understand the costs of maintaining a safe skills park.

Darren Stevens made the following motion:

A motion to ask the Communications Committee to determine who is using the Bicycle Skills Park, and to prepare a survey of residents to find possible other uses for the Pavilion.

The motion was seconded by Tom Conlin and carried by all.

It was requested that Greenview look at the stabilization of the Bicycle Skills Park.

- **Report from the Chair**

N/A

- **Council Liaison**

N/A

- **Updates from Staff**

Dylinna distributed the Township's Health and Safety Policy and all committee members are to read and ask questions at the next meeting.

Committee members are to follow the same rules and regulations as staff and expected to follow the Township code of conduct.

- **Updates from Members**

Darren Stevens offered to look into creating a make shift Zamboni.

Tim Conlin reported that Recreation has a concern on the look of the shack and heat in the Pavilion. Dylinna confirmed that there was a budget for the upgrade of the heating system and the filling of the cracks.

There was a discussion on the option of adding cameras, better light timers or activators for the lights at the Pavilion.

- **Workplan Review.**

There is a meeting planned with Dan Hagan to perform the annual water monitoring in mid to late May. **Action: Dylinna will confirm the date and time and provide a copy of the draft report when completed.**

The Septic Policy update was discussed and Darren Stevens offered to provide some assistance when we move forward with it. It was noted that it is a real problem as it relates to temporary trailers and it is difficult to enforce.

It was requested that this committee develop a best practices and standards for winter road maintenance. **Action: Kirk McCaw will present current procedures and what changes he feels would make sense. This would include the creation of SOP's (Standard Operating Policies). This would provide a base case for comparison with other Townships, Counties and Municipalities.**

Dylinna offered to keep the Committee up to date on new regulations, advise if she needs assistance, and make recommendations.

- **New Business**

- Mike Mehak walked the Committee through the Draft Asset Management Policy, highlighting areas that require further clarifications. **Action: Committee members should provide comments on the draft at the next meeting so it may be finalized and ready for presentation and approval by Council in time for the July 1, 2019 deadline.**
- Jim Woodward requested that home composting be added to the agenda for further discussion. He also recommended that the Committee provide some insight and information on home composting so the Communications Committee would be able to prepare a survey to determine who in the Township be interesting in home composting. **Action: Dylinna offered to provide some data and information after her meeting with Dan Hagan in May.**
- Dylinna commented that the Township was successful in getting a grant for composting; however, there was no response to the RFP to find a firm to actually do the composting. The grant is still available; however, there is no point in reissuing the RFP as there is no one interested. This leaves home composting as the logical opportunity. This would most likely involve a policy and rebate program.
- Dylinna confirmed that we need to develop a process for reporting from this Committee to the Committee of the Whole. The Chair or Vice Chair could prepare and give the report on the Committee's work.. It would be based on our action items and would go to Council.
- Dylinna also let the Committee know that Darren Stevens has stepped down as Chair. His commitment to Coe Hill ATV club, of which he is President and one of the four founding members, has taken off and will be a great attraction for the Township. He has also volunteered to continue to provide his expertise as needed. He will be missed by the Committee!

Next Meeting: Tuesday April 23, 2019 @ 2 pm – 4 pm