

**Minutes of Committee of the Whole
December 8, 2020**



Time: 7:00 PM

Location: Council Chambers/Electronic Participation

Meeting # 34

Council Present in Council Chambers: Mayor Ron Vandewal, Ray Leonard, Doug Morey, Alan Revill, Norm Roberts, Randy Ruttan, Ron Sleeth, Ross Sutherland

Council Present via Electronic Participation: Pat Barr

Staff Present in Council Chambers: Neil Carbone - Chief Administrative Officer, Angela Maddocks - Clerk, Jamie Brash - Facilities and Solid Waste Supervisor, Claire Dodds - Director of Development Services, Louise Fragnito - Director of Corporate Services & Treasurer, Brian Kirk - Operations Supervisor, Darcy Knott - Director of Fire and Emergency Services, Tim Laprade - Arena and Recreation Supervisor, Mark Segsworth - Director of Public Services

1. Call to Order/Roll Call
- a) Motion

Moved by Councillor Roberts
Seconded by Deputy Mayor Leonard
That the Committee of the Whole meeting be called to order at 7:00 p.m.

Carried

2. Declaration of pecuniary interest and the general nature thereof
- a) There were no declarations reported.

3. Approval of Agenda
- a) Motion

Moved by Councillor Barr
Seconded by Councillor Sutherland
That the agenda for the December 8, 2020 Committee of the Whole meeting be approved as presented.

Carried

4. Scheduled Closed Session - not applicable
5. ***Recess*** - not applicable
6. Public Meeting - not applicable
7. Delegations
- a) Asset Management Presentation

Louise Fragnito, Director of Corporate Services & Treasurer provided an overview of "Asset Management" that indicated how long-term financial planning, budgeting processes and strategic planning are all inter-related and a

part of the asset management process.

8. Reports Requiring Direction
 - a) Public Services - Capital Budget

Line 38 - Communication Tower/Relocation - This amount seemed high, what else is incorporated in this amount. Mark Segsworth indicated that it would more accurately reflected as Keeley Road Renovations - Phase 2.

Line 61 - Tractors - Mowers X 2 - should an industrial style snow blower be incorporated into this price at the same time? Staff are talking to local suppliers about purchase and delivery time lines. We need to ensure that the equipment is heavy enough and capable enough of the work it will be required to do.

Line 39 - Accessible Entrance Ramp and Front Step at Town Hall - Are there other options, is this going to be overbuilt? (like the guiderail system at Bedford Hall)

Line 44 - Bedford Sand Dome - fabric structure does not seem to be adequate or be standing up. Some of them have been covered under warranty, steel roof would be ideal.

Line 47 - Administration Office Location Expansion Feasibility Study - Is this still necessary since Keeley site has been renovated to provide additional space.

Recreation Projects - Should some or all of these items be put on hold until the Recreation Master Plan is completed. The \$698,000 is no longer out of the Parkland Reserve.

Line 54 - Battersea Park Court - this number should be revised to \$38,000 to address fencing requirements. The \$350,000 for Storrington Centre is a carry over from previous years and is not accurately reflected in the \$698,000.00.

Line 40 - New Firehall (replacing Station 8) - is it feasible to have built in 2021? Using the same drawings as the Perth Road Hall except for extending the bay. The drawings are owned by the architect and this needs to be considered if they are used again. Council recalled that these drawings were the "model/template" to move forward with for future new constructions.

Linear Asset Construction Schedule

Bedford Road - why has it been moved to 2023? The portion from Desert Lake Road to Lady Bush Lane doesn't hold patching anymore - what is considered "failure"?

Hinchinbrooke Road - Can this project be done in 2021? It was acknowledged that the approach taken (to pulverize beforehand) was wrong.

The list is not exhaustive, each year there are unknowns with respect to hard surface preservation, whether it be micro-surfacing or single surface treatment.

9. Reports for Information
 - a) 2021-2025 Capital Forecast

Items included are only those that have already been identified and require a placeholder in the capital forecast.

Stars Corners - Engineering Study - A Class Environment Assessment will be required. It is hoped to have everything finalized in 2022. If replacing like for like, a Class EA is required. It should not be presumed that it will be a traffic circle and that alternatives are considered.

b) 2020 Capital Projects Status

Electric Charging Station - Why has this gone into the Facilities Study? There may be a requirement for more, different configurations etc. This will be considered in the Climate Action and Mitigation plan.

Verona Medical Centre - Has the pavement of the parking lot been considered in 2021? There is additional property behind the building that needs to be looked at for additional parking.

10. Rise & Report from Committees of Council

a) Frontenac County Council

Councillor Revill reported that Mayor Vandewal will assume the role of Warden for the upcoming year at the County, albeit in a rather low key change due to COVID restrictions.

b) Frontenac Community Arena Board

Tim Laprade provided an update on the arena is about to undergo a significant project, the replacement of the entire floor slab and cooling lines. It is hoped that the tender for this project will go out next week and demolition could begin at the end of January with the entire project being completed by the end of June. This will allow a bit of a buffer before next season.

There are a couple of groups using the dry floor. An adult fitness offered by Southern Frontenac Community Services has also utilized the space.

Councillor Sleeth assumed that there are not any staff there now since the shutdown. Mr. Laprade noted that there is one staff member currently working on "Standard Operating Procedures" and other jobs like painting and the removal of old/outdated equipment.

c) South Frontenac Police Services Board

The regular and annual meeting was held on November 26, 2020. Staff Sergeant Sharron Brown has indicated she will be retiring at the end of June.

Councillor Ruttan questioned the request for a report on speeding and how the township is going to proceed with this issue. This was a request to staff from Council and some details are available, this will come forward in 2021.

d) South Frontenac Museum Committee

Despite COVID the museum was able to open for awhile. A total of 134 volunteer hours were involved. successful with some grant applications, A policy is being developed on succession planning with regard to a rationale for donations, what to keep, what to hold on to etc.

11. Information Items
 - a) Thank you from L & A Ridge Runners - K & P Trail
 - b) Notice of Complete Application & Open House - Draft Plan of Subdivision (Willowbrook Estates)

12. Notice of Motions - not applicable

13. Announcements/Statements by Councillors

- a) Councillor Revill reported that the Bellrock Mill has caught the interest of the museum group and they are encouraging the township to acquire and they wish to establish a long term plan to restore this.

Mayor Vandewal asked that staff provide an update on the costs that would be associated to clean up the property, remove fallen rock and clean the top of the wall off to secure and to create a beautiful park bench setting at the Petworth Mill site.

Neil Carbone indicated that the museum group were encouraged to bring forward a concept plan to present to Council for consideration at the January 12 meeting where delegations for the 2021 budget will be heard.

14. Question of Clarity (from the public on outcome of agenda items) - none
15. Closed Session - not applicable.
16. Adjournment
 - a) Motion

Moved by Councillor Morey

Seconded by Councillor Sleeth

That the Committee of the Whole meeting of December 8, 2020 be adjourned at 8:35 p.m.

Carried