

TOWNSHIP OF ADMASTON/BROMLEY

OPERATIONS COMMITTEE

AGENDA

Thursday, May 20th, 2021

At 6:00 p.m.

The Township office is closed to the public. To attend the meeting see the below noted electronic participation methods:

Join Zoom Meeting

<https://us02web.zoom.us/j/86054640287>

OR

+1 613 209 3054 Canada

Meeting ID: 860 5464 0287

1. Call meeting to order.
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. Adoption of Minutes for [May 7th, 2021](#)
5. [Operations Committee Meeting Schedule](#)
6. [Lead Hand Training](#)
7. [Operations Update](#)
8. [Action Tracking](#)
9. Next Meeting - June 9th, 2021
10. Adjournment

TOWNSHIP OF ADMASTON/BROMLEY

Operations Committee

Date: Friday, May 7th, 2021 at 1:00 p.m.

Present: Committee members present via electronic participation were Robert Dick, Michael Donohue (arrived at 1:21 p.m.), Mike Quilty, Bob Hall and staff members present were: Clerk-Treasurer Allison Vereyken and Roads Superintendent Chris Kunopaski.

Absent: Committee Member Kevin Legris

1. Robert Dick called the meeting to order at 1:02 pm.

Due to the difficulties for Robert Dick to chair the meeting via telephone committee passed the following resolution:

Moved by: Mike Quilty **Seconded by:** Bob Hall

BE IT RESOLVED that the Operations Committee approve Bob Hall to Chair the May 7th, 2021 meeting on behalf of the Operations Chair, Robert Dick.

“Carried”

2. Disclosure of Pecuniary Interest – Robert Dick declared a pecuniary interest in Item 10 of the agenda.

3. Approval of Agenda

Moved by: Mike Quilty **Seconded by:** Robert Dick

BE IT RESOLVED that the Operations Committee approve the agenda for the May 7th, 2021 meeting as amended this date to include the Township Grader Repair report and the 2021 Capital Works report.

“Carried”

4. Adoption of Minutes

Moved by: Mike Quilty **Seconded by:** Robert Dick

BE IT RESOLVED that the Committee accept the minutes of the Operations Committee meeting held on March 15th, 2021.

“Carried”

5. Surplus Equipment – 2015 ¾ ton Truck and Plow

The Clerk/Treasurer presented the report and upon no further discussion the following resolution was passed by Committee:

Moved by: Mike Quilty **Seconded by:** Robert Dick

BE IT RESOLVED THAT the Operations Committee recommends to Council deeming the 2015 ¾ Chevrolet and plow as surplus equipment with the intent for the truck and plow to be placed for tender/bid in the fall of 2021 with a reserve price of \$10,000.

“Carried”

6. County of Renfrew – Capital Plan 2021

The Clerk/Treasurer presented the County of Renfrew Capital Plan for 2021 as information to Committee.

7. Stone Road Closure – County of Renfrew

The Public Works Superintendent presented the information to Committee noting that the work would not hold up Capital works for the Township and upon no further discussion the following resolution was passed:

Moved by: Robert Dick **Seconded by:** Mike Quilty

BE IT RESOLVED THAT the Operations Committee receives the Stone Road closure report as information;

AND BE IT FURTHER RESOLVED THAT the report is presented at the May 20th , 2021 Council meeting as information.

“Carried”

8. Bonnechere River Bridge Project – County of Renfrew

The Public Works Superintendent presented the information to Committee noting that the Township Capital work would not be put on hold for the County works. Upon no further discussion the following resolution was passed:

Moved by: Mike Quilty **Seconded by:** Robert Dick

BE IT RESOLVED THAT the Operations Committee receives the Bonnechere Road closure report as information;

AND BE IT FURTHER RESOLVED THAT the report is presented at the May 20th, 2021 Council meeting as information.

“Carried”

9. Road Agreement – Greater Madawaska

The Clerk/Treasurer presented the information to Committee. Michael Donohue requested that mapping be included in the agreement to ensure clarity of items described in section 4 and 5. Upon no further discussion the following resolution was passed:

Moved by: Mike Quilty **Seconded by:** Robert Dick

BE IT RESOLVED THAT the Operations Committee recommends to Council the approval of the road agreement with the Township of Greater Madawaska as amended this date to include mapping.

“Carried”

10. Field Drains

Robert Dick recused himself from the meeting at 1:31 p.m. with Mr. Robert Dick being placed on mute for the entirety of the discussion.

The Public Works Superintendent presented the report to Committee. There was substantial discussion surrounding the requests received. Committee noted that a separate resolution to address the request received from Mr. Robert Dick would be required. Upon no further discussion the following resolution was passed:

Moved by: Mike Quilty **Seconded by:** Michael Donohue

BE IT RESOLVED THAT the Operations Committee accept requests on a case by case basis for the 2021 year;

AND BE IT RESOLVED THAT where a request has a field drain that could affect the infrastructure of the Township due to age and/or condition that the Township will develop an agreement with the property owner based on the request presented;

AND BE IT FURTHER RESOLVED THAT Committee direct the Public Works Superintendent to develop a policy in relation to field drain requests to be brought back to Committee for discussion

“Carried”

The following resolution was passed in relation to the request on Barr Line from Mr. Robert Dick:

Moved by: Mike Quilty **Seconded by:** Michael Donohue

BE IT RESOLVED THAT the Barr Line request from Mr. Robert Dick be approved if all works completed by a subcontractor with the subcontractor being responsible for billing the property owner and the Township separately.

“Carried”

Robert Dick was unmuted and asked to rejoin the meeting.

11. Golf Course Road

The Clerk/Treasurer provided Committee with a verbal update indicating that they have been in discussions with the potential pit owner that will be located at the end of Golf Course Road and that information will be brought back in a formal report at a later date.

12. Non-Rubberized Wheeled Vehicles and Manure

The Clerk/Treasurer presented the information to Committee. Upon no further discussion the following resolution was passed:

Moved by: Robert Dick **Seconded by:** Mike Quilty

BE IT RESOLVED THAT the Operations Committee accept the Non Rubberized Wheeled Vehicles and Manure report as information.

“Carried”

13. Township Grader Repairs

The Public Works Superintendent provided Committee with an update as noted in the report. Upon no further discussion the following resolution was passed:

Moved by: Michael Donohue **Seconded by:** Mike Quilty

WHEREAS the grading equipment for the Township is an essential piece of equipment for the operations department;

AND WHEREAS a sole source supplier to fix the equipment is deemed acceptable based on the expertise of the Volvo equipment;

BE IT RESOLVED that Committee directs staff to engage Strongco for pricing to complete the repairs on the equipment;

AND BE IT FURTHER RESOLVED that Committee directs staff to bring forth a report to advise of the costs and repairs at a future meeting.

“Carried”

14. 2021 Capital Works

The Public Works Superintendent presented the report to Committee. Upon no further discussion the following resolution was passed:

Moved by: Robert Dick **Seconded by:** Mike Quilty

BE IT RESOLVED THAT the Operations Committee accept this report as information.

“Carried”

15. Next Meeting

The Clerk/Treasurer requested that the next meeting be Thursday, May 20th, 2021 at 6:00 p.m.

16. Adjournment

Moved by: Robert Dick **Seconded by:** Michael Donohue

BE IT RESOLVED that the Friday, May 7th, 2021 Township of Admaston/Bromley Operations Committee meeting be adjourned at 2:31 p.m.

“Carried”

Chair

Clerk

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: May 20, 2021
To: Operations Committee
From: Allison Vereyken
Re: Operations Committee Meetings Schedule

Background:

As Committee will recall at the meeting on May 7th, 2021 Committee requested that staff bring forward a tentative schedule to have monthly Operations meetings for the remainder of the summer.

Discussion:

Staff is recommending that Operations meet on the second Wednesday of each month at 1:00 pm which would be the dates noted below:

June 9th, 2021
July 14th, 2021
August 11th, 2021
September 8th, 2021

Financial Implications:

None at this time.

People Consulted:

None.

Recommendation for Council:

BE IT RESOLVED THAT the Operations Committee approve the tentative dates as presented this date for the monthly Operations meetings.

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REPORT

Date: May 20, 2021
To: Operations Committee
From: Allison Vereyken
Re: Lead Hand Training

Background:

Each year the Township budgets for training and development of staff.

Discussion:

The Lead Hand at the Cobden Patrol yard participated in the three (3) day Maintenance Training through Ontario Good Roads Association and received excellent marks. The training will be credits towards a CRS (Certified Road Supervisor) designation.

The Lead Hand at the Stone Road has completed all necessary pre-requisites for the CRS designation and is awaiting the results from the Ontario Good Roads Association on successful application to receive the CRS designation.

Financial Implications:

None at this time.

People Consulted:

None.

Recommendation for Council:

BE IT RESOLVED THAT the Operations Committee approves the report presented as information.

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REPORT

Date: May 20, 2021
To: Operations Committee
From: Chris Kunopaski
Re: Operations Update

Background:

At the May 7th, 2021 Operations meeting a number of items discussed were to be brought back to Committee.

Discussion:

1 The grader is down to supposedly a water pump and may be back in the yard by the end of the week.

Also got rental rates from John Deer and Goldie Mohr, as we were not sure if ours would be down for some time. Goldie was \$ 70.00 / hour off the meter plus floating. John Deer was \$9,500/month rental.

2 Golf course road is still waiting for locates. When we get to the joint part with Horton we will utilize some of their equipment to help with the dig outs.

Discussion is ongoing with the contractor that would like to see the road allow for year round truck traffic.

3 The field drain crossings have no longer any requests so we should just stay with status quo from years gone by and have the roads bored where it is asphalt or surface treatment and dig on gravel roads after consulting with municipal staff for direction.

4 Capital work projects are made up of mostly culvert installation until we can have the contractors on board with timing for pulverizing and gravel.

At this point we only have one culvert left on the Dillabough road which is steel and we are waiting on delivery.

We have completed the culvert installs on the Barr line and Foy roads.

Possible install of the McBride road culvert on Tuesday May 18th.

Up to the Rice line after that for culvert installs.

Financial Implications:

None at this time.

People Consulted:

Councillor Dick

Recommendation for Council:

BE IT RESOLVED THAT the Operations Committee approves the Operations Update report presented as information.

