

THE UNITED TOWNSHIPS OF HEAD, CLARA & MARIA  
HCM PUBLIC WORKS ADVISORY COMMITTEE

**Minutes**

Thursday December 12<sup>th</sup>, 2019 – 9:30 a.m.

1. Roll Call:

Committee Members: David Balla-Boudreau, Andy Boissonneault, Neville Chamberlain, Jim Gibson, Ken Giroux, Pat McGurran,

Council Reps: Councillor Ernie Villeneuve, Mayor Debbi Grills

Staff: Crystal Fischer, Stephany Rauche

Councillor Villeneuve welcomed the committee and provided some background and introductory information. He will be the single point of contact for the committee.

2. New Business

i. Meeting Schedule

PWAC meetings will take place the second Tuesday of each month at 9:30 a.m. The next meeting will be scheduled for January 14<sup>th</sup>, 2020.

ii. Boat Launch Request for Proposals

Concrete structures do not need to be replaced.

Not a big job to have the crib moved at Deux Rivieres. The crib is solid, just needs to be levelled.

Groups will meet before the next meeting to look at each site and provide recommendations for the next meeting.

Deux Rivieres - John and Andy

Stonecliffe – Jim, Neville, Pat and Ken

Mackey – David, Neville and Ernie

iii. Playgrounds

Playground inspections are currently completed by the Road Superintendent; however, it should be completed annually by third-party company. Staff has received a quote from Cambium at an approximate cost of \$1000 for both sites. .

Old Mackey Park – bottom steps leading to the river are rotting. When getting wood for boat launches, we may want to consider replacing steps.

There are white birch and a large pine tree that need to be cut and/or limbed, especially where vehicles park.

Playground at Stonecliffe Community Centre- weeds are growing in sand, a border may provide a good solution for regular maintenance.

It is possible that the weeping beds are under the Natural Playscape. May be an issue when replacement is required, however, it would not affect the smell in the washrooms in the winter. Is the vent plugged?

John Miller entered the meeting at 10:02 a.m.

iv. Roads

Minimum standards and HCM policies – we need to be careful of current practice, to avoid inadvertently setting precedent for a “new” policy which could potentially increase our liability.

“Nice to have” – more access where practical to the river, for example Harvey Creek Road.

Tour of all roads should be completed in the spring regarding levels of maintenance etc., to figure out who owns property along river – crown, vs municipality vs. private

i. Street lighting

Lack of street lighting at highway intersections also poses risk of liability. If boat launch repairs are funded under the Mainstreet Revitalization, it is possible to fund (or partially fund) street lighting instead. Staff will look into an extension for funding.

i. Infrastructure Maintenance

Many different topics and issues need to be covered including washrooms in the Community Centre and the furnace/ heating.

The committee will visit the garage at the January meeting to see what inventory is available.

i. Miscellaneous

Budget for next meeting – roads exclusive of salary.

**Action: Councillor Villeneuve will have it sent to committee members within 7 days.**

Can work at Old Mackey Park be completed by volunteers?

**Action: Staff to inquire with WSIB and insurance.**

**Action: Staff to send CSA Standards to all committee members.**

3. Adjournment:

Moved by: Jim Gibson and Seconded by: Debbi Grills

**BE IT RESOLVED** that this meeting adjourn at 10:53 a.m. to meet again on Tuesday, January, 14<sup>th</sup> at 9:30 a.m.

**CARRIED**