

**MINUTES OF THE TOWNSHIP OF STIRLING-RAWDON FINANCE AND PERSONNEL COMMITTEE MEETING HELD ON MARCH 26, 2019**

MEMBERS PRESENT: Chair Grant Hagerman and Committee Members Sari Watson, Bob Mullin, John Rock and Jeremy Solmes.

STAFF PRESENT: George Burkitt, Public Works Manager  
Matthew Richmond, Environmental Manager  
Sean Porter, Fire Prevention Officer  
Roxanne Hearn, Treasurer/ CAO  
Tawnya Donald, Clerk

The meeting was called to order by the Chair.

**ADOPTION OF AGENDA**

**MOTION #1**

Moved by Bob Mullin

Seconded by Sari Watson

“That the Finance and Personnel Committee Agenda for March 26, 2019 be approved with the addition of the review of tenders received for Grass Cutting, Landfill Supervision, and Collect, Haul and Dispose of Garbage.”

**DECLARATION OF PECUNIARY INTEREST**

Chairman Grant Hagerman declared a pecuniary interest in the matter of the letter from Danford Construction regarding the gravel tender since he is the owner of a gravel pit. He left the room during discussion and voting.

**CAO/ TREASURER’S REPORT**

**MOTION #2**

Moved by Sari Watson

Seconded by John Rock

“The Committee acknowledges the request from Dave Bush for \$500.00 in Stirling-Rawdon Bucks to be used for promotion of the Fourth Annual Front Porch Shenanigans to be held May 23 – 26, 2019

and further recommends that the same be approved.”

**MOTION #3**

Moved by Jeremy Solmes

Seconded by John Rock

“The Committee recommends staff move forward with the non-union pay equity/ internal equity review.”

**MOTION #4**

Moved by Sari Watson

Seconded by Bob Mullin

“The Committee acknowledges a request for a donation from the Stirling Festival of Sacred Praise

and further recommends a donation of \$150.00 be approved.”

**MOTION #5**

Moved by Bob Mullin

Seconded by John Rock

“The Committee acknowledges receipt of a request for a donation from Central Hastings Support Network

and further recommends that a donation of \$500.00 be approved for the Central Hastings Transit Program.”

Matthew Richmond attended the meeting to discuss the Storm Water Budget.

**MOTION #6**

Moved by Jeremy Solmes

Seconded by Bob Mullin

“The Committee acknowledges receipt of a quote from Greer Galloway for the Waste Disposal Sites Monitoring and Reporting Program as follows:

2019	-	\$26,840
2020	-	\$35,150
2021	-	\$27,915
2022	-	\$36,575

and further recommends that the same be approved.”

George Burkitt attended to speak to the Transportation Budget.

**MOTION #7**

Moved by Jeremy Solmes

Seconded by John Rock

“The Committee recommends that the Public Works Manager be authorized to tender for a single axle dump truck to be budgeted for and delivered in 2020.”

The Public Works Manager advised Committee of the availability of a fully equipped tandem plow truck at a reasonable cost.

**MOTION #8**

Moved by Bob Mullin

Seconded by Jeremy Solmes

“The Committee recommends that the Public Works Manager be authorized to purchase the fully equipped 2018 International tandem plow truck from Rush Truck Centre at the cost of \$242,000 +HST

and further recommends that the said vehicle be equipped with automatic greasers

and further that the 2001 Ford dump truck be taken out of service.”

**MOTION #9**

Moved by Sari Watson

Seconded by Jeremy Solmes

“That the CAO be instructed to apply for the Investing in Canada Infrastructure Program Grant for the East Front Street / Belleville Road reconstruction project.

**MOTION #10**

Moved by John Rock

Seconded by Bob Mullin

“The Committee recommends that the quote in the amount of \$4,390.67 from Lessard Welding to complete a detailed review/ assessment of OSIM reports and to provide an asset management tool be approved.”

It was consensus of the Committee that a Special Finance and Personnel Committee meeting be held on April 2, 2019 at 1:30 p.m. to go over the budget.

**NEW BUSINESS/ CORRESPONDENCE**

**MOTION #11**

Moved by John Rock

Seconded by Sari Watson

“The Committee recommends that the letter from Quinte Conservation dated February 28, 2019 advising of the 2019 budget be received as information.”

**MOTION #12**

Moved by Jeremy Solmes

Seconded by John Rock

“The Committee recommends acceptance of an early renewal option for Datafix Voter View Agreement for the 2022 election.”

**MOTION #13**

Moved by Jeremy Solmes

Seconded by John Rock

“The Committee recommends that the e-mail from Cheryl Cantin, Telcom Enterprises offering to provide a comprehensive review of our present telecommunications coupled with a detailed proposal including implementation of its recommendation be received and filed.”

Bob Mullin assumed the Chair due to Grant Hagerman declaring a pecuniary interest in the matter of a letter from Danford Construction. Grant Hagerman left the room during the following discussion.

**MOTION #14**

Moved by Jeremy Solmes

Seconded by Sari Watson

“The Committee acknowledges receipt of a letter dated March 21, 2019 from Danford Construction Ltd. regarding the Crushed Granular Material for the 2019 season

and further recommends that staff be instructed to contact Danford Construction regarding intent of the contract and if necessary to re-tender.”

Grant Hagerman resumed the Chair.

**MOTION #15**

Moved by Jeremy Solmes

Seconded by John Rock

“The Committee recommends that the information received from Community Development Council of Quinte requesting a donation to support community development work, research, programs and services within Hastings and Prince Edward Counties be received and filed

and further recommends that the information be noted on our website.”

**OTHER BUSINESS**

**MOTION #16**

Moved by Sari Watson

Seconded by John Rock

“The Committee acknowledges receipt of two quotes for the Collect, Haul and Dispose of Garbage from David Moore 1684567 Ontario Inc.

and further recommends that the low quote in the amount of \$99,000.00 +HST which involves changing the pickup day to Wednesday in both Ward 1 and Ward 2 be accepted

and further that all roads must be travelled for each pick-up.”

**MOTION #17**

Moved by Bob Mullin

Seconded by Sari Watson

“The Committee recommends that the quote for Landfill Site Supervision and Maintenance in the amount of \$80,000 from David Moore 1684567 Ontario Inc. be accepted

and further recommends that the contractor be advised that specifications require that garbage must be covered Saturdays after closing and Wednesdays when deposited.”

**MOTION #18**

Moved by Bob Mullin

Seconded by Jeremy Solmes

“The Committee recommends that the quote for Heating, Ventilation and Air Conditioning maintenance tender in the amount of \$3,800.00 +HST annually from D&M Plumbing, Heating and Refrigeration be accepted.”

**MOTION #19**

Moved by Jeremy Solmes

Seconded by John Rock

“The Committee recommends that the low quote for the grass cutting tender in the amount of \$1,448.00 +HST per cut from Steve Walt be accepted.”

**CAUCUS**

**MOTION #20**

Moved by Sari Watson

Seconded by John Rock

“That Committee go into caucus to discuss matters pursuant to Section 239 (2)(d) of the Municipal Act regarding labour relations/ employee negotiations as it applies to Public Works/ and Administration.

**MOTION #21**

Moved by Sari Watson

Seconded by Jeremy Solmes

“That Committee go out of caucus.”

**MOTION #22**

Moved by John Rock

Seconded by Bob Mullin

“That staff be directed to follow direction given in caucus.”

**ADJOURNMENT**

The meeting was adjourned by the Chair.