



## **The Corporation of The Township of Bonfield**

### **AGENDA FOR CORPORATE SERVICES COMMITTEE TO BE HELD**

**April 11<sup>th</sup>, 2024 AT 7:00 P.M.**

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Disclosure of Pecuniary Interest and General Nature Thereof**
- 4. Adoption of Previous Minutes**
  - a. Corporate Services Committee Meeting: March 5, 2024
- 5. Presentations and Delegations**
- 6. Staff Reports** – documents available at the meeting.
  - a. Presentation of 1<sup>st</sup> Draft 2024 Operating Budget and Capital Workplan
  - b. Report from Public Works Manager regarding purchase of equipment.
- 7. Items for Council Discussion**
- 8. Resolutions to be Considered for Adoptions**
- 9. Correspondence - None**
- 10. Closed Session - None**
- 11. Adjournment**



THE CORPORATION OF THE TOWNSHIP OF BONFIELD  
Corporate Services Committee Meeting  
March 5<sup>th</sup>, 2024

PRESENT: Jason Corbett Donna Clark  
Dan MacInnis Steve Featherstone  
Narry Paquette

STAFF PRESENT: Nicky Kunkel, CAO/ Clerk Treasurer  
Alex Hackenbrook, PW Manager  
Andree Gagne, Deputy Clerk Treasurer  
Ann Carr, Planning Administrator

NOTE: the meeting was delayed in starting as a previous Special Council meeting went over the allocated time. The first part of this meeting where staff and the Committee went through the Town Hall Draft presentation was not recorded.

**No. 1 Call to Order**

**No.1**  
Moved by Jason Corbett Seconded by Steve Featherstone  
THAT this meeting be opened at 7:27 p.m. Carried Dan MacInnis

**No. 2 Adoption of Agenda**

**No.2**  
Moved by Steve Featherstone Seconded by Jason Corbett  
THAT the agenda dated the 5th day of March, 2024 be adopted as prepared.. Carried Dan MacInnis

**No. 3 Disclosure of Pecuniary Interest:** None for this session

**No. 4 Adoption of Previous Minutes**

**No.3**  
Moved by Donna Clark Seconded by Steve Featherstone  
THAT the Minutes of the Corporate Services Committee of January 15, 2024 be adopted as circulated. Carried Dan MacInnis

**No. 5 Presentation & Delegations** (none for this session)

**No. 6 Staff Reports**

- a. Review of Town Hall Presentation – for discussion only
- b. Report from Public Works Manager regarding the new Blue Box Program taking affect in 2025.

**No. 4**  
Moved by Jason Corbett Seconded by Steve Featherstone  
That the Corporate Services Committee recommends to Council to Opt-in and continue to operate the blue box program on behalf of Circular Materials under a Depot Operations Agreement. Carried Dan MacInnis

- c. Report from Public Works Manager regarding equipment replacement

**No. 5**  
Moved by Donna Clark Seconded by Steve Featherstone  
That the Corporate Services Committee authorizes the Public Works Manager to seek quotes and trade-in values for the replacement of the 2004 and the 2015 Backhoes for a new backhoe and excavator and report back to the Committee. Carried Dan MacInnis

d. Report from CAO Clerk-Treasurer regarding Medical Center

**No. 6**

Moved by Steve Featherstone

Seconded by Jason Corbett

That the Corporate Services Committee recommends to Council to authorize the CAO Clerk Treasurer to receive quotes for the necessary medical center renovations.

Carried Dan MacInnis

**No. 7 Items for Council Discussion**

a. Receive and review the 2021 – 2023 Landfill Report

**No. 7**

Moved by Donna Clark

Seconded by Steve Featherstone

That the Corporate Services Committee recommends to Council to receive the Pinchin 2021-2023 Landfill Report and agree to enter into another 3-year agreement for Landfill services.

Carried Dan MacInnis

b. Receive and review the Roads Needs Study

**No. 8**

Moved by Jason Corbett

Seconded by Steve Featherstone

That the Corporate Services Committee recommends to Council to receive the 2023 Roads Needs Study and further that staff work with the consultants to include costs of a 6" rise in gravel roads.

Carried Dan MacInnis

c. i) Capital Considerations for 2024

**No. 9**

Moved by Jason Corbett

Seconded by Steve Featherstone

That the Corporate Services Committee recommends to Council to authorize the municipal engineer to begin a municipal class environmental assessment and tender for the replacement of Trunk Road Bridge.

Carried Dan MacInnis

ii) Capital Considerations for 2024

**No. 10**

Moved by Donna Clark

Seconded by Jason Corbett

That the Corporate Services Committee recommends to Council to authorize the municipal engineer to assess and work with staff to tender for the rehabilitation of the following road: Development starting from Mount Pleasant in 2 kms sections.

Carried Dan MacInnis

**No. 8 Committee Motions** (none for this session)

**No. 9 Correspondence** (none for this session)

**No. 10 Adjournment**

**No.11**

Moved by Donna Clark

Seconded by Steve Featherstone

THAT this meeting be adjourned at 9:59 p.m.

Carried Dan MacInnis

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CHAIR

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CLERK