



**The Corporation of the Village of Point Edward**

**Operations Committee**

**MINUTES**

**May 14, 2019, 8:00 a.m.**

**Council Chambers, Point Edward Municipal Office  
135 Kendall Street, Point Edward Ontario**

Present: Chairperson T. Mondoux, Mayor B. Hand, Chief Administrative Officer (CAO) J. Burns, Operations Manager P. Churchill, Administrative Assistant J. Capes

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**1. Call to Order**

The Chair called the meeting to order at 8:00 am.

**2. Declaration of Pecuniary Interest**

- None

**3. Delegation**

1. Matt Deline - County of Lambton - Michigan Avenue update

Matt discussed plans the realignment of the entrance to Waterfront Park. The County has proposed to go with Option 4, Figure 5 being the "realignment concept concept". Matt is working with Joe Dedecker regarding an area of encroachment on the Bluewater Bridge Authority property. The expected time frame for this road work to be completed is within 5 years. The Operations Manager informed the Committee that this option seems to be the most suitable for the Village of Point Edward.

More discussion took place regarding Michigan Avenue proposed road diet and road calming planning. Matt will investigate what requirements are needed at bus stops for parking restrictions and line painting. Timing

for line painting will need to be coordinated between the County of Lambton, and the Village of Point Edward to work together to plan measurements.

A By-law will need to be created to make proposed changes once approved by Council. The Operations Manager is to check specifics of a 15 metre setback in the County By-law.

A public meeting will be facilitated to discuss proposed changes, and provide answers to inquiries. Proposed meeting dates are June 4th or June 11th for 7:00 pm, and will be confirmed with Council.

Matt informed the Committee that there are only 2 four way stops in the entire county, on County roads, as they feel that they are not very successful in mitigating traffic concerns. The County does have planned traffic movement counts scheduled so that intersection concerns can be monitored adequately.

A question arose that questioned if a traffic calming plan would aid the day care concerns, and it was suggested that the new parking lanes would be a change for the better, and to see if it reduces the risks identified.

Bump out curbs were discussed briefly as they are being used in the City of Sarnia on a trial basis. Thoughts are that the Village could possibly use them on a trial basis as well if needed.

Matt is working with Bluewater Power regarding Front and Michigan Avenue to review what will be needed for timers for crosswalks when work takes place along Michigan Avenue.

#### **Recommendation 1**

THAT a public meeting be held to discuss line painting for road calming, and the option for realignment of the entrance to Waterfront Park.

**Carried**

#### **4. Circulation of Prior Meeting's Minutes**

The Minutes of the meeting of April 9, 2019 were circulated for the Committee's information. The minutes have been approved at a prior Council meeting.

The Committee Meeting Task List was also reviewed.

Items #1-5 from the Task List are to be brought forward.

**5. Business Arising from Minutes**

- None

**6. Council Issues/Correspondence**

- None

**7. Health and Safety**

The Joint Health and Safety Committee (JHSC) inspections were reviewed by the Committee for both the Arena and Public Works Departments.

1. Arena Joint Health and Safety Committee (JHSC) Inspection Sheets

**Recommendation 2**

THAT the JHSC Inspection Sheets for the Arena be received and filed.

**Carried**

2. Public Works Joint Health and Safety Committee (JHSC) Inspection Sheets

**Recommendation 3**

THAT the JHSC Inspection Sheets for Public Works be received and filed.

**Carried**

**8. New Business**

1. Arena Monthly Report for April, 2019

**Recommendation 4**

THAT the Committee receive and file the Arena Monthly Report.

**Carried**

2. Indigenous themed logos at Village Facilities

3. Public Works Monthly Report for April, 2019

**Recommendation 5**

THAT the Committee receive and file the Public Works Monthly Report.

**Carried**

4. Curb Cut Policy

Idea is that office staff would find it easier to have a set curb cut process. The policy will need to identify in it that it could take up to a month for the whole process to take place.

The Operations Manager is considering a curb cut minimum of \$125.00 per metre to cover costs, and that the work will need to operate within the zoning by-law requirements. If the curb cut request does not meet requirements then a minor variance must be requested.

The Operations Manager will prepare a policy and then bring to committee for approval.

5. Monk Street Park update

Proposed changes were discussed and reviewed visually.

6. Farmers Market Update

**Recommendation 6**

THAT the update regarding the Farmers Market be received and filed.

**Carried**

7. Overnight Parking Restrictions

**Recommendation 7**

THAT the existing overnight parking restrictions memo be referred to the Council meeting of May 28, 2019.

**Carried**

8. Recycling information plan update

To have ready for June an individual notice to discuss recycling and compost materials. It was also discussed that a small coloured reminder notice be inserted with the water bills that identifies the date and a short description of the changes to come. Notice will be advertised on the Village's website, Facebook, and Twitter.

9. Point Edward Early Learning Centre Request

### **Recommendation 8**

THAT the Operations Manager work with the PEELC operators to help plan their 50th Anniversary Celebrations in our park.

**Carried**

### 10. Surveillance Camera Policy

Strict access was discussed at the arena office location, and Paul mentioned that he will discuss with staff the importance of keeping the door locked at all times to avoid unauthorized individuals viewing the surveillance.

### **Recommendation 9**

THAT the Surveillance Camera Policy be approved, and the CAO prepare a by-law.

**Carried**

## **9. Review of Financial Statements**

### 1. Arena Monthly Financial Statements for the period ending April 30, 2019

#### **Recommendation 10**

THAT the financial statements for the Arena for the period ending April 30, 2019 be received and filed.

**Carried**

### 2. Public Works Monthly Financial Statements for the period ending April 30, 2019

#### **Recommendation 11**

THAT the financial statements for Public Works for the period ending April 30, 2019 be received and filed.

**Carried**

## **10. Next Meeting Date**

The next meeting of the Operations Committee will be held June 11, 2019 at 8:00 am.

**11. Adjournment**

The Chair declared the meeting adjourned at 10:08 am.

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Chairperson Tim Mondoux

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Chief Administrative Officer/Clerk Jim  
Burns