

**REPORT NUMBER: 2019-041**

**DATE SUBMITTED TO COUNCIL: 05 APRIL 2019**

**RE: MISSISSIPPI VALLEY CONSERVATION & RIDEAU VALLEY CONSERVATION  
AUTHORITY MUNICIPAL INFORMATION SESSION**

**AUTHOR: JEFF SHAVER, DEPUTY MAYOR**

**RECOMMENDATION:**

**THAT Council** accepts for information the attached report on the RVCA/MVCA MUNICIPAL INFORMATION SESSION on April 3, 2019.

**BACKGROUND:**

DM, CAO, CBO/BYLAWS & CEMC attended a municipal information session consisting of various speakers from the Conservation Authorities on several topics. Topics also included up to date changes, procedures, origins, monitoring, regulations and available programs each with a question period to the presenter from the attendees.

**ANALYSIS:**

This information session was a great opportunity to meet, speak to and learn from the representatives from each of the conservation authorities. The presenters spoke about their day to day examples of good and poor procedural and compliance encounters as well as explaining the reasons behind why the conservation authorities are so vital to our municipalities.

Topics included:

- Brief history of Conservation Authorities, Origins and structures
- How watersheds work
- Watershed monitoring
- Role of the CA: planning & development / regulations
- Part 8 of the Ontario Building Code: Septic Symptoms, regulation and re-inspection
- Making permit applications
- Stewardship programs

Again, the presentations consisted of visual examples of poor and good management practices as well as planning controls that the attendees could relate to their own municipalities.

This was a worthwhile information session for the staff and councilor. Powerpoint presentations will be distributed and other material provided at the session will be available for all Council and staff at the Administration office.

**FINANCIAL CONSIDERATIONS:**

This information session was held in Perth, Ontario and was free to the attendees. There were very minimal costs associated travel and meals. The staff had the opportunity to ask informative questions relating to recent issues and collect information for future planning and possible financial assistance from outside the municipality.

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Jeff Shaver – Deputy Mayor

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Ray Morrison – CAO/Treasurer

\$16,107.20 for the same unit. Therefore, it represents a cost savings of \$3,707.20. We have a small window to decide if the Township wants to proceed with this offer.

As per By-Law No. 3101-2014 Procurement Policy, the following applies for the purchase of used equipment.

#### **IX. Purchase of Used Fleet Equipment**

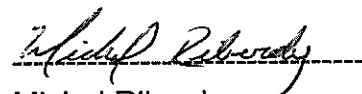
The Chief Administrative Officer /designate is authorized to purchase used fleet equipment that is sold by other municipalities by private sale or public auction; sold through a vendor licensed to sell used equipment; by sealed bid; or by negotiation providing that:

1. Any purchase of used equipment with a price of over \$10,000.00 must have Council's pre-authorization with a maximum amount that can be spent for such equipment.
2. The equipment meets or exceeds the departmental equipment requirements.
3. It is documented why it is fiscally responsible to purchase a used piece of equipment rather than purchase new.
4. A report will be forwarded to Council detailing purchase information and expenses.

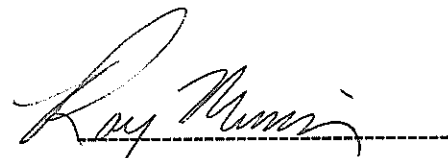
The Chief Administrative Officer/designate is exempt from the formal quotation/tender/proposal process when purchasing used fleet equipment by any of the methods detailed in this section.

#### **FINANCE:**

Sufficient funds are available for the purchase of the demo Diamond All American disk shoulder retriever from reserves set aside for this unit that was scheduled in 2018.



Michel Riberdy  
Public Works Manager



Ray Morrison  
CAO/Treasurer

**REPORT NUMBER:** 2019-040  
**REPORT TO COUNCIL** April 8, 2019  
**RE:** Demo Diamond All American Disk Shoulder Retriever  
**AUTHOR:** Michel Riberdy, Public Works Manager

**RECOMMENDATION:**

**THAT** Council authorize the CAO to purchase a used demo Diamond All American disk shoulder retriever in the amount of \$12,400.

**BACKGROUND:**

The township had the opportunity to try the demo Diamond All American disk shoulder retriever on township roads for several days a year ago and the public works department sees good benefits in owning one as part of our equipment to maintain the road system.

The retriever is an all-in-one shoulder conditioning tool that saves taxpayers' dollars. The benefits are as per the following:

- Retrieve lost gravel back to road surface
- Fill pavement edge ruts and recycle support material
- Mulch roadside berm for lump-free spreading
- Reduces mowing – mulches growth below the surface
- Increases road safety – maintain a safe driving surface on shoulder
- Extend road life – removes berm to allow water run off from road surface
- Reduces asphalt edge cracking and undermining

The shoulder conditioning is performed early spring to achieve the best results before vegetation sets in, but can be used at any given time to recondition the shoulders along the pavements edge to eliminate ruts. Shoulder drop-offs must be maintained within tolerance of the minimum maintenance standards for municipal highways.

The shoulder retriever will be mounted on to the Kubota tractor of the township to perform shoulder reconditioning. Unfortunately, the shoulder retriever isn't a piece of equipment that can be shared with other municipalities due to scheduling constraints to perform the operation at specific times of year and equipment abuse from this type of operation.

The shoulder retriever formed part of the 2018 budget, but was not purchased in 2018 because of operations constraints.

**ANALYSIS:**

Presently, we can purchase a Demo Diamond All American disk shoulder retriever at a cost of \$12,400.00 If we would tender for a new disk shoulder retriever, it would cost