

THE CORPORATION OF THE TOWNSHIP OF HORTON

**PUBLIC WORKS COMMITTEE**

May 9, 2008

There was a meeting of the Public Works Committee held in the Community Centre on Friday May 9, 2008. Present were Chair Dave Bennett, Mayor Robert A. Johnston, Councillor Bob Kingsbury, Murray Humphries and Rick Lester. Staff present were Jeff Schruder, Infrastructure Manager, Linda Novossiltzeff Treasurer Deputy/Clerk, Rod Eady Public Works Superintendent and Mackie McLaren CAO/Clerk.

1. CALL TO ORDER

Chair Bennett called the meeting to order at 8:30 a.m.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by members of the Committee.

3. MINUTES OF APRIL 7, 2008

Chair Bennett briefly reviewed the Minutes of April 7, 2008 meeting, which had been approved by Council.

4. BUSINESS ARISING

There was no business arising.

5. PETER PRINCE – DRAINAGE PLAN FOR LOTS

Mr. Prince was present. He informed the Public Works Committee that he left the elevation plan with the Planning Committee at their April Planning Meeting. He does not have engineering information yet, he had hoped to have this available for this meeting. The reference plan has been registered. He informed the Committee that there are culverts crossing Humphries Road between lots 4 and 5 and hopes that the ditch will be able to take the water.

Jeff Schruder, Infrastructure Manager, presented elevation information he had prepared and noted that one area may have to have a 1.5 metre ditch installed to drain the water on the roadside ditch to the creek. He suggested that there would not be enough room to get the proper slope in the road allowance to do this.

Mayor Johnston asked if the ditch could be constructed right at the property line and the slopes would be on the lots. Murray Humphries said the engineers do not want to see a ditch lower than one metre below the top of the road. He suggested that there should not be a lot where Number four lot is. However, he was informed that the lots have already been approved.

Mr. Prince pointed out that this lot number four is dry this early in the Spring. He suggested that lot number four could be filled and sloped to a swale to be constructed between lots three and four to contain the water. Murray Humphries added that an easement for drainage equipment to be able to access the swale for future maintenance would be required, twenty five feet wide.

Chair Bennett noted that the drainage plan is still being drawn up and these issues will have to be addressed by the engineer. He suggested that Murray Humphries and Jeff Schruder examine the drainage plan, when it is submitted and report to the Committee.

6. INFRASTRUCTURE MANAGER'S REPORT

Jeff Schruder presented the Infrastructure Manager's Report, which also included the Public Works Superintendent's Report and Roads Graded.

Chair Bennett asked Jeff Schruder about the removal of the underground fuel tanks from the Public Works garage. Jeff reported that he has been in contact with TSSA and was

directed to Pembroke. Soil testing is required. Chair Bennett noted the Water Earth Science in Carp and Geologic in Pembroke are companies who do soil testing.

Jeff Schruder noted that we have two years to remove the tanks. Chair Bennett suggested that we do it this year.

Mr. Schruder reported that he has quotes on the Laser Level and on the garage lighting.

7. DAMAGE CLAIM TO FENCE DAMAGED WHEN SNOW PUSHED BACK FROM DREGAS STREET, THOMPSONVILLE  
Public Works Committee received a Report from the Municipal Infrastructure Manager, which included a letter notifying the Township of a damage claim to a chain link fence, when snow was pushed back from Dregas Street in Thompsonville. The owner of the chain link fence actually lives in Renfrew. Damage was \$105.00

Moved by Bob Kingsbury, seconded by Rick Lester

That Public Works recommend to Council that they accept the damage claim to a chain link fence and reimburse the owners \$105.00.

**Carried.**

8. GRANT A. CROZIER EXCAVATING LIMITED – ROAD DEVELOPMENT AGREEMENT  
The CAO/Clerk presented a copy of the draft Agreement with Crozier Excavating, for road improvement and turnaround as a condition of the severance requirements on the lower section of Kasaboski Road. Chair Bennett expressed concern that the road may be too steep for a snowplow to start off at the bottom of the turnaround. Jeff Schruder was authorized to take elevations. Jeff noted that he has a clause in the Agreement where he sets the grades.

Murray Humphries questioned the slope of the proposed entrance and referred to the OPS regulations. Jeff Schruder will ensure that the entrance meets this policy.

Mayor Johnston asked what portion of this road is being prime and double treated as he had to enter into an agreement for his five lot development extending Humphries Road.

Chair Bennett asked for comments on a policy for hard top surfacing. The Committee agreed to discuss this policy at the next meeting.

Moved by Robert A Johnston, seconded by Rick Lester

That the Public Works Committee recommend Council enter into the Crozier Agreement to upgrade Kasaboski Road and add a turnaround, for a severance proposal.

**Carried.**

9. JIM BARR ROAD – SCHOOLBUS TURNAROUND  
The CAO/Clerk informed the Committee that he has been in contact with Graham Wall, who has permitted the school bus to turn on his property. The Township has been snowplowing the turnaround but it caused problems twice this winter, when he had to go through a wall of snow. He has requested that the turnaround be changed.

The Committee noted that there is a turnaround partly constructed at the end of Jim Barr Road. It is only sixty-six feet wide not one hundred feet wide. Jeff Schruder is to prepare a cost estimate of what is required in order to make a turnaround at the end of Jim Barr Road.

10. MAIL BOX POLICY - REVIEW DRAFT POLICY  
The Committee reviewed a draft policy prepared by the CAO/Clerk using Admaston/Bromley's policy as a base document.

Moved by Jeff Schruder, seconded by Rick Lester

That the Public Works Committee recommends to Council that they approve the Mailbox Policy.

**Carried.**

11. TEST HOLE RESULTS ON GOSHEN ROAD

Jeff Schruder presented a report on test hole results that he has had dug along Goshen Road. He is concerned with the results in the flat section closest to Lochwinnoch Road. It seems that the proper depth of sub grade and surface has become contaminated over time with soil coming up from below. The Committee agreed that this area should be reconstructed.

Jeff Schruder was instructed to prepare a report on the work and cost involved to reconstruct the base in this section.

12. BILL HOBBS PHOTOGRAPHS OF THE SPRING BREAKUP ON JOHNSTON ROAD NEAR STORYLAND ROAD

The CAO/Clerk presented copies of photographs Bill Hobbs gave him on the spring breakup on Johnston Road near Storyland Road. Mr Hobbs had been to the Committee in 2007 and there was direction given to staff to work with Murray Humphries doing elevations in the area. Unfortunately, due to health reasons, it was never carried out.

The Committee again authorized Jeff Schruder and Murray Humphries to shoot the elevations as promised last year. Jeff Schruder will come back to the Committee with the construction estimate.

13. PUBLIC WORKS BUDGET

The CAO/Clerk suggested that the Public Works Committee recommend the Finance Committee add the following items to their 2008 Draft Budget.

Increased lighting to the Garage - \$4,000 included in the budget,  
estimated cost \$5,600

time, Laser Level – three prices received – the test of the lowest price laser proved that the level was not sufficient for our needs, the middle laser test is ongoing at this suggesting \$4,300 in the Budget.

\$20,000 removed from gravel resurfacing – be put back into the budget

Moved by Rick Lester, seconded by Murray Humphries

That Public Works Committee recommends to Council that they add the following items to the 2008 Public Works Budget;

Lighting increase of \$1,600 – Public Works Garage

Laser lever - \$4,300

Additional Gravel resurfacing - \$20,000

**Carried on division**

Opposed Mayor Johnston and Councillor Kingsbury

Councillor Kingsbury said that he is waiting until the final draft Budget is presented at Finance Committee before making a decision to ensure there are sufficient funds available.

14. KEN & CHRISTINE OATES – REQUEST FROM 2007 FOR TOWNSHIP TO REPLACE FENCE ALONG CNR RIGHT OF WAY

Jeff Schruder presented a cost estimate of \$3,400.66 for the Township to brush out and replace an existing fence that is in disrepair on the Oates property adjacent to the former CNR right-of-way. Jeff Schruder asked if the fence repairs were in the Public Works Budget or in another department's budget. The Committee agreed to let Council decide what Budget this work would be paid from, as it is the Township's responsibility under the Line Fences Act. The work will be carried out this Spring.

15. CORRESPONDENCE

Peter McLaren – request assistance from Township equipment to pull barbed fence wire from ditch.

A letter was received from Peter McLaren asking for assistance to pull the wire that has become enlodged in the grass and soil of the ditch along Garden of Eden Road in front of the former St Aubin's farm. He is replacing the fence over the next two years.

Moved by Rick Lester, seconded by Jeff Schruder

That the Township of Horton advise Mr. McLaren that the Township is not in a position to assist in repairing any roadside fences.

**Carried.**

Township to MTO – offer to accept asphalt grindings from Highway 17 paving contract

The Committee reviewed a copy of a letter sent by the CAO/Clerk to the Kingston Office of the Ministry of Transporting, requesting that grinding from the asphalt surface be carried to our Line Kiln Road during their contracts in 2008. The Township would pay for the trucking costs. This request was for the construction between Glasgow Station and Renfrew. The Committee also understands now that work is planned between Bruce Street and Storyland Road. MTO are to be advised that our offer stands for that section as well.

16. OTHER BUSINESS

Bill Yantha – Full Time Employment

Jeff Schruder asked if there was enough work to create a full time position for Bill Yantha in the Township. The CAO/Clerk is to arrange a meeting with Mr. Yantha next week to discuss his capabilities, and the CAO/Clerk will put together a report to Council.

Rod Eady verbally informed the Committee that the employees are discussing four ten hour workdays, with Friday off over the summer, rather than the current summer hours which end at 11 o'clock on Friday morning. A four hour day on Friday does not allow for much to be done. The suggested time is 6:30 am to 5:00 pm.

Chair Bennett asked if there would be a possibility that a shift could be split where part of the crew has Friday off and part of the crew has Monday off. He expressed concern about one working day disappearing off the map. He questioned how municipalities with four day work week react to an emergency on Friday.

17. NEXT MEETING

The Committee agreed that the next meeting will be June 2, 2008 at 8:30 am in the Horton Community Centre.

18. CONFIRMING RESOLUTION

Moved by Murray Humphries, seconded by Jeff Schruder

That the Committee pass this confirming resolution to validate any actions or directions which were given during the open portion of this Committee Meeting which are minor in nature and which were not set out in By-law or Resolution.

**Carried.**

19. ADJOURNMENT

Moved by Rick Lester, seconded by Rod Eady

That this Public Works Committee meeting be adjourned at 10:00 am

**Carried.**

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Chair

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CAO/Clerk