

THE CORPORATION OF THE TOWNSHIP OF HORTON

PUBLIC WORKS COMMITTEE

January 10, 2011

There was a Meeting of the Public Works Committee held in the Municipal Council Chamber on Monday January 10, 2011. Present were Chair Glen Campbell, Mayor Don Eady, Murray Humphries and Rick Lester. Staff present was Jeff Schruder, Municipal Infrastructure Manager, Rod Eady, Public Works Superintendent and Mackie McLaren, CAO/Clerk.

1. CALL TO ORDER

Chair Campbell 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 DECEMBER 6, 2010 MEETING

The members reviewed the December 6, 2010 meeting Minutes.

4. BUSINESS ARISING

Rick Lester asked if the province will improve the section of Bruce St. from Highway 17 past Garden of Eden Road intersection in the near future, so that improvements to the visibility of this intersection be increased. Municipal Infrastructure Manager Jeff Schruder said that he was not aware if it's in their current plan, at one time he heard that it was and now it has been removed.

The CAO/Clerk noted the County Ten Year Plan has Bruce Street to Renfrew in the plan and the committee discussed that the Garden of Eden Road visibility concern would be included in that work program.

Mayor Eady said that he did speak briefly with Dave Darch, County Engineer and will follow up the next time that they meet.

Murray Humphries discussed the drainage concerns in the Minutes from McBride Road. He noted that the Cotieville subdivision down the road was developed in a time era when drainage was not an issue. A subdivision of that nature approved today would require extensive drainage plans. The Township did spend large dollars to improve the Cotieville drainage and now just up the road we have a developer building houses on a road with poor drainage. The committee doesn't find out about these issues until people move in. He suggested that in the rural areas we should have a higher standard so that when a developer gets five to seven severances on a sub-standard road that improvements be carried out. After further discussion the following resolution was put forward.

Moved by Rick Lester, Seconded by Murray Humphries

That the Public Works Committee Requests a report from Jeff Schruder, Municipal Infrastructure Manager on every severance application for review by the committee before Planning Committee submits their comments to the County Land Division Committee.

Carried

LOCHWINNOCH AND EARLY ROAD INTERSECTION IMPROVEMENTS

Mayor Eady said that he has asked for Ontario Provincial Police Statistics on accidents at this intersection and has not yet received them. He agrees that it is between McNab Braeside and Horton Townships to resolve. Jeff Schruder said that he has left a message with his counterpart with McNab Braeside and they will carry out a site inspection and will report back on solution options.

Chair Campbell noted that letters have been sent to the builders on McBride Road near Cotieville and to the resident on Garden of Eden Road who expressed concerns with drainage that they will be looked at in the early spring.

5. DELEGATIONS

There were no delegations that appeared before the Committee at this meeting.

6. INFRASTRUCTURE MANAGER REPORT

Jeff Schruder submitted the following Infrastructure Manager Report for December.

- Health and Safety
- Public Works Committee meeting
- Grant extension proposal, pricing options and report
- Building inspection
- Invoices
- Council Meeting
- Reports
- Waste Management Meeting
- Septage – winter hauling, inspections, spread time frame for 2011
- Pricing for budget
- Human Resources Committee Meeting
- Thompsonville ice issues
- Rink plans and Schedules

He pointed out the Training Program DVD that he and Fire Chief Corbin have jointly purchased will save training dollars. Chair Campbell asked if there was a specific time of year when the Township does training. Mr. Schruder replied that up to this point no, as it is dependent upon the trainer and the schedule of work at the Township.

7. PUBLIC WORKS SUPERINTENDENT'S REPORT

Rod Eady present the following Public Works Superintendent's Report for December.

WINTER EVENTS

- Sunday, December 05, 2010 – light snow fall. The pavement was icy, trucks went out to sand the pavement and intersections on the gravel roads
- Monday, December 06, 2010 – plows went out at 6:00 a.m. to plow and sand all Township roads
- Tuesday, December 07, 2010 – light snow fall last night – 3 to 4cm of snow and very windy. Trucks went out at 7:00 a.m. to plow off drifts and clean up Township roads – sanded icy spots.
- Wednesday, December 08, 2010 – put plows on – very windy – plow off drifts and sand intersections.
- Sunday, December 12 – started to snow around 5:00 a.m. to 8:00 a.m. – received 4 to 5 cm snow – then turned into rain. Trucks went out at 10:00 a.m. to plow and sand Township roads. Rained all day – turned to snow around 11:30 p.m.
- Monday, December 13, 2010 – started at 4:00 a.m. – plow and sand all township roads – lots of ice on the roads
- Tuesday, December 14, 2010 – snowed last night – 4 to 5 cm. – still snowing hard at 5:00 a.m. – plows went out at 7:00 a.m.
- Wednesday, December 15, 2010 – started at 6:00 a.m. – plow and sand Township roads

- Friday, December 17, 2010 – light snow fall last night – 2 to 3 cm. – two trucks went out to plow off the pavement and sand the main gravel roads
- Monday, December 20, 2010 – snowed on Sunday – 4 to 5 cm. – trucks went out at 7:00 a.m. to plow and sand all Township roads
- Tuesday, December 21, 2010 – put salt out on to the paved roads
- Friday, December 31, 2010 – started to rain around 5:00 p.m. yesterday – lots of ice on the gravel roads – trucks went out at 6:00 a.m. to sand all the gravel roads

WORK PROJECTS CARRIED OUT IN DECEMBER

- Repaired stone dust base on the rink surface – dug out the spots where oil had leaked and hauled in new stone dust and repaired holes along the boards
- Major clean up in the garage
- Hauled load of gravel to Shaw's Hill on Humphries Road. Fixed washout and gravel to McInnes Road and McBride Road.
- Open ditch on Goshen Road – build up of ice
- Started scraping ice on the township roads with the grader

MISCELLANIOUS JOBS

- Put up snow fence
- Put sander on to Truck #10 – ¾ ton truck
- Brought in firewood
- Wednesday, December 08, 2010 – started making ice at the rink
- Open beaver dam on Orin Road
- Repaired mailbox that was hit by wing
- Set up and take down stage at community centre
- Put up 911 signs
- Cold patching

EQUIPMENT REPAIRS

- Worked on the dump box on Truck #3. Cut out rust and replaced with new steel
- Changed wing blades on Truck #2
- Changed plow shoes on Truck #2
- Set up flag on Truck #4 – one-way plow
- Changed oil in the pump for plow on Truck #10
- Changed plow blades on Truck #4
- Worked on sander on Truck #10 – won't start – wire problem
- Changed the mirror on Truck #4
- Changed cutting edge on the grader
- Cleaned and serviced trucks

Mayor Eady discussed winter events and commended Rod Eady for watching the weather events. He is sure that there are some nights when little sleep is received and he thanked Rod for this.

Mayor Eady also noted in his report that the staff have spent time on numerous occasions setting up or taking down the stage at the Community Centre. He asked Rod Eady to provide the numbers of times and the cost for public works doing this as Chair Campbell is part of a committee looking at Infrastructure and he will be looking into the advantages and cost saving for a fold up stage at the Community Centre.

8. BUDGET VS. ACTUAL AS OF MID DECEMBER 2010

Mayor Eady reviewed the Public Works Department Budget vs. Actual Costing. He reported that he and the CAO/Clerk spent the better part of a day between Christmas and New Years reviewing the 2011 draft budget for the Departments and the Township. The next process will be for them to sit down with Councillor Larone, Co-Chair of Finance and Jennifer Barr the Acting Treasurer to review what has been done and bring back recommendations to the Committee for input. This process gives him a feel for the costs to operate the Township. He questioned if the new budget would be presented differently ie: salaries, as this has been a concern the way that salaries are sent out particularly in the Public Works Department.

Mayor Eady also set out his plan for an Asset Binder to be prepared, which lists all of our assets and pieces of equipment and their maintenance records, for staff and Council members to be able to review and update. This will be a project that will be carried out over the next few months.

9. CORRESPONDENCE

Robert A. Johnston - Humphries Road Completed in May 31, 2011

The committee received a letter from Robert A. Johnston which set out that he will make the required improvements to the base, shouldering and ditching of the extension to Humphries Road that he has an agreement to complete and that he will have this done by May 31, 2011.

After discussion the following resolution was put forward.

Moved by Don Eady, Seconded by Rod Eady.

That Public Works Committee tables this letter from Robert A. Johnston until the committee members have an opportunity to review the agreement at the next committee meeting.

Carried

10. BUILD CANADA GRANT – USE UNSPENT FUNDS ON PINNACLE ROAD

The CAO/Clerk reported that he now had confirmation from the Federal Economic Development Agency from Southern Ontario that they will consider an application from the Township to spend the unspent funds from Garden of Eden Road on another project. Roughly \$400,000.00 is in question of which 2/3rd's would be provincial and federal grants.

Jeff Schruder presented a report showing four options on how to spend these funds on bettering Pinnacle Road. \$427,715.30 remains unspent from the approval of 1.955 Million dollars.

The four options are:

1. Pave the remaining gravel section on Pinnacle Road \$368,655.00.
2. Repave the old pavement for 1.5 km from Highway 60 plus a gravel lift on the gravel section to ready it for pavement \$309,225.00
3. Repave the 1.5 km from Highway 60, gravel and double surface the area that is gravel now on Pinnacle Road \$404,355.00.
4. Repave the lower 1.5 km next to Highway 60 \$203, 550.00.

Murray Humphries suggested there should be some costs for pit run gravel in these quotations. Jeff Schruder and Mr. Humphries discussed various areas where this would be required, particularly both sides of Cobus Road in front of the residential lots. Mayor Eady said that he believes that if we don't put in an application within 30 days we may not get approval as the province could shut down projects with unspent funds as they are looking for ways to save money. The committee then suggested two considerations for a proposal to the Federal Government would be:

1. Repave the 1.5km next to Hwy 60 and gravel and pave the gravel portion of Pinnacle road at a total cost of \$564,000.00 of which \$180,000.00 would be the Townships share.

or

2. Repave the 1.5km next to Hwy 60 and prepare the gravel area for future paving.

Mayor Eady suggested that we use the services of Mike Pinet of the County Public Works Department who has been very successful in drafting proposals for grants for the County. His services have been offered by Dave Darch to assist us. It was suggested to use words like "extend the project limits" in a proposal. After further discussion the following resolution was put forward.

Moved by Rod Eady, Seconded By Rick Lester

That Public Works Committee recommends to Council that they make application to the Federal and Provincial Government to use up the unspent funds for the Garden of Eden Road Project on Pinnacle Road in the amount of \$427,000.00.

In addition they approve and estimated expenditure of \$137,000.00 of Township money to complete the pavement on the gravel section of Pinnacle Road so that the Road would have full pavement from Hwy 60 through to Hwy 17.

Carried

11. APPLICATIONS FOR CASUAL OPERATORS

Jeff Schruder reported that he has received 8 applications from our ad for a casual worker. Two of those appear to be looking for full-time work. He recommended that we approve two names and keep them on file to be used as required. After discussion the committee agreed that staff should shortlist to three applicants and that the three applicants be brought in to an interview with a joint committee of Public Works and the Human Resources Committee. The committee will receive a copy of the applications as well as the names of the 3 on the short list for input. A meeting date will then be decided once this is discussed with the Human Resources Committee.

12. KENOPIC / GADDESS DRAFT AGREEMENT ETC.

The committee reviewed the draft agreement prepared by the CAO/Clerk. He set out responsibilities for construction of a drain under Garden of Eden Road to an outlet. Murray Humphries expressed concern that the Township would become responsible for future maintenance costs under this agreement. Rick Lester agreed that possibly the Township shouldn't be involved in the agreement. After discussion the committee agreed that a clause would be added in the recital section advising that the Township's involvement is as a facilitator to assist in resolution of this drainage matter, and add a new Action Clause item # 4, which sets out that the Township will not be responsible for any current or future costs and will not provide future maintenance under this agreement.

13. OTHER BUSINESS

Rod Eady informed the committee that he believed the decision to keep the oldest tandem truck rather than trade it in when we bought the newest tandem truck last year has proven to be a bonus to him in maintaining roads particularly in ice conditions. Rod Eady also informed the committee that one of his operators will be off on extended personal leave for the months of February and March and during this time he is booked to attend the Ontario Good Roads Convention and he will cancel his attendance at the conference.

Rick Lester informed the committee that he was happy to see our snow plow recently travel on a county road between two of our Township roads and while they travelled the county road they dropped the plows. He wondered if the county would do likewise. Rod Eady said not. The County may travel on one of our roads to get from one County Road to another but he could not see that they would drop their plows.

The CAO/Clerk introduced Jennifer Barr our Acting Treasurer until the return of our Treasurer from Health Leave to the Committee members. Jennifer started work this morning.

14. NEXT MEETING

The Committee members agreed that they would meet one week before the next Council Meeting so that minutes can be prepared for the council package. The committee agreed to meet on Monday January 24, 2011 at 8:30 a.m.

15. CONFIRMING RESOLUTION

Moved by Rick Lester, seconded by Rod Eady

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

Carried.

11. ADJOURNMENT

Moved by Jeff Schruder, seconded by Rod Eady

That this Committee Meeting be adjourned at 10:35 a.m.

Carried.

Chair

CAO/Clerk