

THE CORPORATION OF THE TOWNSHIP OF HORTON

PUBLIC WORKS COMMITTEE

DECEMBER 19, 2007

There was a Meeting of the Public Works Committee held in the Municipal Council Chambers on Wednesday December 19, 2007. Present were Chair Dave Bennett, members Murray Humphries, Rick Lester, Robert A. Johnston and Robert Kingsbury. Also present were Jeff Schruder Infrastructure Manager and Mackie McLaren, CAO/Clerk.

1. CALL TO ORDER

Chair Bennett called the meeting to order at 9:00 a.m.

2. DECLARATION OF PECUNIARY

There was no declaration of pecuniary interest.

3. MINUTES OF NOVEMBER 19, 2007

The Committee Members reviewed the November 19, 2007 Committee Minutes, which had already been approved by Council.

4. BUSINESS ARISING FROM MINUTES

Remove Underground Tanks

Jeff Schruder reported that he was not able to find documentation indicating Petro Canada owned the underground tanks. They have confirmed that if we can prove they own them they will remove the underground tanks.

Mayor Johnston informed the Committee that he is reviewing the Minutes and noted that the first fuel company awarded a contract when the garage was built was BP Fuels. It was understood that BP later became part of PetroCanada. Jeff will research this.

Fuels Products Tender

Jeff Schruder reported that previously the fuel and furnace oil were split and he recommends that they be split this time, with Stinson getting the diesel and gas contract for five years, and Ultramar getting the furnace oil contract for five years, beginning January 1, 2008.

Moved by Murray Humphries, seconded by Rick Lester

That the Public Works Committee recommend to Council that they accept the quotations of Stinson Fuels for colored diesel and gasoline and from Ultramar for furnace oil for the period January 1, 2008 to December 31, 2012.

**Carried.**

5. PETER PRINCE SEVERANCES

Murray Humphries expressed concerns that there are natural water courses and tile drains which run through Lots 1 and 2 of the proposed Peter Prince severances on Humphries Road and through Lot 5. He was concerned that future owners of these 1.3 acre severances would fill in the water courses blocking the natural drain and access to repair underground tile drains.

The Committee reviewed the drainage concerns. It was noted that during the Planning Committee meeting the previous evening the Committee received an amended application to relocate Lot 1 to south of Lot 5. Mr. Prince had informed the CAO/Clerk that he believed that there was no drainage concerns in Lot 2, that the water course was in Lot 1. Following receipt of this request the Planning Committee recommended that a full drainage study and lot grading plan on the four original lots be conducted to deal with the concerns raised by the surrounding land owners and Mr. Humphries today. Following further discussion the Public Works Committee requested an opportunity to review the draft drainage and lot grading plans before they are finalized to provide input and to ensure that they meet our requirements.

Murray Humphries asked what the minimum entrance sized culvert is and it was determined that it is 400 hundred mm (16 inches) which he felt was the minimum size that should be put in.

Moved by Rick Lester, seconded by Murray Humphries

That the Public Works Committee recommends to Council that the Committee be given the opportunity to comment on the draft lot grading and lot drainage plans being prepared by Peter Prince for Consent Nos B 164/07, B165/07, B166/07, and B167/07.

**Carried.**

6. SET DATE FOR JOINT MEETING OF PLANNING & PUBLIC WORKS COMMITTEE

Chair Bennett noted that there are two possible dates for this meeting in January dependent on a planning matter, when it can be dealt with. The dates are January 15 or January 22, 2008 and it was agreed that whichever date was selected that the Public Works Committee would join the Planning Committee to discuss works on roads for severances that have been applied, to establish standards.

7. McBRIDE ROAD/COTIEVILLE ROAD INTERSECTION STOP SIGN(S)

Councillor Kingsbury asked if contact has been made with Admaston/Bromley for Stop signs on McBride Road or Cotieville Road. The CAO/Clerk said that contact was not required as we have maintenance responsibilities we also have responsibility for traffic control and the Township would have to pass a by-law authorising the stop signs to be erected.

Moved by Robert A. Johnston, seconded by Bob Kingsbury

That the Public Works Committee recommend to Council that they establish a three-way stop at the intersection of Cotieville Road and McBride Road.

**Carried.**

8. 2007 REVENUE & EXPENDITURE REPORT

The CAO/Clerk noted that under revenues, \$7,500 for Asset Management Grant has still to be applied for which will be shown as a receivable. He noted that as of the end of Saturday December 15, 2007, salaries for winter maintenance will be over budget by \$1600, however, the hours for the major snow storms on Sunday and Monday of this week are not in yet. He also noted that Goshen Road work was much less than anticipated in 2007, \$80,868 was budgeted and to date \$20,207 has been spent, the difference of being \$60,661. He recommended that approximately \$61,000 be removed from the Expenditure Budget and put into a Reserve Account to be brought back into the 2008 Budget. This will be further reviewed prior to the preparation of the Financial Statements for 2007.

9. 2008 DRAFT BUDGET

Chair Bennett informed the Committee that Council's goal is a 3.5% overall increase, when you factor in the County and Education rates, right now the Township is \$55,000 short of reaching this goal. The Committees were asked to go back and review their budgets again for cost cutting. He suggested that the cost cutting for the 2008 Budget was to take the hard surface out of Goshen Road, as he does not believe Goshen Road is quite ready yet for hard surface as there are some areas still to be ditched.

Murray Humphries discussed the need for an eighteen inch base of gravel on all the roads prior to hard surfacing. He and Jeff Schruder discussed this need and Jeff explained that most roads in the Township do not meet this standard. The CAO/Clerk informed the Committee that by reducing the Goshen Road budget from \$120,000 down to \$34,200 it actually creates an increase to the budget of \$29,607. The reason for this is that all the Federal Gas Tax monies were being used to offset the cost of the construction of this road. The 2008 gas tax money is shown as revenue. Prior to this we have been receiving the gas tax money as revenue and expending it in the expenditure side of the budget to a reserve. If we are not using all the gas tax money we must again expend it into a reserve and therefore what was formerly a revenue is now an expenditure which increases the budget.

The Committee then questioned where they could reduce the budget if it had to be reduced as they initially supported the budget as it stood to ensure the amount of work that they wanted was carried out. After discussion the following resolution was put forward.

Moved by Bob Kingsbury, seconded by Rick Lester

That the Public Works Committee reluctantly agree to suggest reducing the gravel contract from \$40,000 to \$20,000 which will reduce the overall shortfall from \$55,000 down to \$35,000.

**Carried on divison.**

Opposed Chair Bennett

10. OTHER BUSINESS

Councillor Kingsbury said he had received complaints from a family that snow was being shoved against their fence at Thompson Hill. Jeff Schruder informed the Committee that he was made aware of these complaints. The road, which is very narrow, was plowed differently this year, due to no frost being in the ground and more snow has been piled up on their side of the road. This is now changed as the ground is frozen. It was suggested, and he agreed, to have the Backhoe go up and move the snow back from the fence, so that it does not push the posts any further.

Hours of Service – Draft Policy

The CAO/Clerk presented a bulletin from Ontario Good Roads Association which reviewed the exemption allowed to municipalities which permits our truck drivers to work beyond the mandatory hours in the event of winter storms, wind storms, flooding, power outages etc. The bulletin also suggested that the Township establish a policy stating when the exemption will be commenced and when it will be declared over and the process involved. He reported that he and Jeff Schruder have drafted a policy and presented it to the Committee for review. After discussion the following resolution was put forward.

Moved by Bob Kingsbury, seconded by Jeff Schruder

That the Public Works Committee recommend that Council adopt the Draft Hours of Service Exemption policy.

**Carried.**

11. NEXT MEETING

As stated earlier, the next meeting is to be a joint meeting with the Planning Committee and that date has been established. The next meeting will be held at the call of the Chair.

12. CONFIRMING RESOLUTION

Moved by Robert A. Johnston, seconded by Bob Kingsbury

That the Committee pass this confirming resolution to validate 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 or Resolution.

**Carried.**

13. ADJOURNMENT

Moved by Murray Humphries, second by Rick Lester

That this Public Works Committee Meeting be adjourned at 10:26 a.m.

**Carried.**

