

THE CORPORATION OF THE TOWNSHIP OF HORTON

**Public Works Committee Meeting**

February 15, 2012 - 8:30 a.m.

There was a Meeting of the Public Works Committee held in the Municipal Council Chambers on Wednesday, February 15, 2012. Present were Chair Glen Campbell, Mayor Don Eady and Committee Members Rick Lester and Murray Humphries. Staff present were Jeff Schruder, Municipal Infrastructure Manager, Mackie McLaren CAO/Clerk and Rose Curley, Administrative Assistant.

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 Committee members or staff.

3. MINUTES OF JANUARY 18, 2012 COMMITTEE MEETING

The Committee reviewed the minutes of the January 18, 2012 Public Works Committee meeting.

4. BUSINESS ARISING:

- ad for surplus equipment

Jeff Schruder, Municipal Infrastructure Manager reported that he has put the ads for surplus equipment on the Kijii website and has received a lot of interest. Tenders will be opened at the Regular Council Meeting on March 06, 2012.

- Pinnacle Road – Stantec’s plotting work  
- next step in the process

Jeff Schruder, Municipal Infrastructure Manager reported that he is working with Stantec on the required plotting work. He is doing a report on the proposed versus existing elevations and will be forwarding this report to Stantec.

- fees and charges by-law - \$75 is in the by-law for 911 signs

Jeff Schruder, Municipal Infrastructure Manager reported that once the fees and charges by-law is approved, the application fee for civic addressing will be increased from \$25.00 to \$75.00. This is to re-coup staff administration time and the staff time required for installation of signs.

- finest for garbage dumped along a road

Mackie McLaren, CAO/Clerk reviewed By-law No. 2001-10, our Waste Site By-law. He referred to Items Nos. 6 and 17 that deal with illegal waste that is disposed within the Township. Anyone that is disposing waste in contravention of our by-law can be fined under the Provincial Offenses Act.

- Aura cable

Mackie McLaren, CAO/Clerk reported that he has been talking to Bruce Mosier from Aura Cable who was upset about the way MyFm radio reported his company's cable installation within the Township. Mr. McLaren asked Mr. Mosier to contact Peter DeWolfe of MyFm the media and discuss with them. To date there hasn't been any additional work carried out by this company.

- Transmission repairs for Truck 3

Jeff Schruder, Municipal Infrastructure Manager reported that he has been in discussion with Malberg regarding the warranty for the transmission in Truck 3. Malberg says that the warranty isn't covered because they didn't do the installation. After discussion, the Committee put the following resolution forward.

Moved by Rick Lester, Seconded by Murray Humphries

That the Public Works Committee authorizes Jeff Schruder, Municipal Infrastructure Manager to seek a third opinion and proceed to repair the transmission using the lowest quote.

Carried.

5. DELEGATIONS:

There were no delegations for this meeting.

6. MUNICIPAL INFRASTRUCTURE MANAGER'S REPORT

Committee members reviewed the following Municipal Infrastructure Manager's monthly report.

**INFRASTRUCTURE MANAGER REPORT - February 2012**

- Met with Aura Cable regarding the high speed internet cable location. I was informed at that time most cable would be overhead except a length along Mullins Road. The proposal was to come down Johnston Road from Castleford Road, along Mullins Road and out Eady Road back to Castleford Road. I requested a set of drawings illustrating the total loop and where permission to direct bury would be before any work was completed. I was told at this meeting on January 19<sup>th</sup> 2012 that I would be forwarded this information the next day. Since then I contacted Aura Cable on February 1<sup>st</sup> and was told all the cable would be overhead and just pedestals located on the ground. I was to have this information on a drawing within the next couple of days. Presently, I have received no drawings and am still waiting on this action to be completed.
- The Chairlift has been installed at the Community Center. However, when the safety railings are folded up, they come in contact with the header located at the bottom of the stairwell. The contractor was notified and has raised the header to provide ample clearance. Once installed it was noticed that the location of a fluorescent light and emergency light was very close to the path of the lift. These issues are also being addressed. The company has been notified and an inspection is to be performed on February 14, 2012. After this inspection, finishing touches will be completed on the alterations and the lift will be functional.
- I have received, on loan, a GPS system for our Public Works and Patrolling records. This system provides tracking and a video record of

the path of the truck. However, it has been brought to my attention that the Minimum Maintenance Standards has been challenged in the court of law. I now feel that more research should be given to the purchase of the units most importantly the record of the patrolling not just the action taken.

- Met with Bell at Goshen Road. Propose to run underground cables basically alongside existing cables which will then be abandoned. A Road crossing will be directional bore, this is required to service the increased dwelling along Goshen.
- The following surplus equipment has now been advertised with a closing date for bids March 6<sup>th</sup> 2012 at 3:00 p.m.
  - Tractor
  - Gravel Pro
  - Bush Hog
  - 3 pt hitch Ice Resurfacer
  - 4" Water Pump

## **PINNACLE ROAD**

- I completed the fieldwork and submitted the data to Stantec Engineering. Stantec has now sent me a working drawing of the centerline and "x" culverts and Cobus Road intersection details of the existing conditions. I am now working on a proposed centerline profile including any Granular "B" required, re-alignment of existing ditches in areas where grade raise is needed and proposed typical sections for construction. Once completed I will have provided this information on the working drawing and will forward this back to Stantec. Once this information is received it will be plotted on the existing drawing which will serve as the construction drawing used in the tender documents. Once plotted this information will then be reviewed to fore-see any grading problems and the quantities can be estimated to put forward in a tender document. The alignment issue I was discussing with Hydro proves to be an alignment of the Lot lines and unless purchasing additional land the slight "S" curve will not be corrected. Hydro is to get back to me in regards to if the line pole and anchor directly across from it can be resolved. I have also started working on the actual tender document which includes legality of the contract as well as general conditions, special provisions and quantities related to this project.

Jeff Schruder, Municipal Infrastructure Manager said that the chair lift at the Community Centre is now certified and operational. Chair Campbell noted that there is no hand rail for people not using the lift. Jeff Schruder, Municipal Infrastructure Manager is to check with Garnet Headrick to determine how much room is available for a railing.

Mr. Schruder also noted that he is still reviewing a GPS system for our Public Works Department.

## **7. PUBLIC WORKS SUPERINTENDENT'S REPORT**

Rod Eady, Public Works Superintendent was not available for this meeting. Committee members reviewed the following monthly report.

## **PUBLIC WORKS REPORT - February 2012**

### **WINTER EVENTS**

- Tuesday, January 17<sup>th</sup> Snowed Lightly all morning, snowing heavier at 1:00 pm still snowing lightly at 3:30 pm, 4 to 5 cm down, turned into freezing rain around 6:30 pm. There is about 10 cm of snow on the roads – it's freezing rain outside. Going to leave the snow on the roads because of the freezing rain.
- Wednesday January 18<sup>th</sup> came in at 2:30 am put plows on and loaded trucks – trucks out plowing by 3:30 am – plow and sand all Township Roads. Very windy and drifting.
- Thursday January 19<sup>th</sup> Trucks went over the roads to plow off drifts and sand. Took time to push back snow banks where drifts were bad.
- Friday January 20<sup>th</sup> Snowed last night 4 or 5 cm plow and sand all Township Roads.
- Monday January 23<sup>rd</sup> Rained off and on all day, Started raining steady around 1:00 pm, loaded the trucks and sent them out at 1:30 pm to sand all the bus route roads first, then we covered the rest of the roads.
- Tuesday January 24<sup>th</sup> rained through the night. Road Patrol at 3:00 am lots of ice on the Township Roads. Called the men at 3:20 am loaded the truck and was out sanding by 4:00 am.
- Friday January 27<sup>th</sup> started snowing last night at 11:00. We got 4 cm of snow. It was raining by 4 am. – Still raining at 6:00am. Going to leave the snow on the roads to soak up the rain. Still raining at 10:00 am roads are getting packed down and starting to get slick. Changed into snow shortly after 11:00 am. Put plows on and loaded trucks – started plowing and sanding Township roads 12:00 noon, snowed hard throughout the entire afternoon. Total of 8 to 10 cm of snow from last night and today.
- Saturday January 28<sup>th</sup> snowed lightly all day, put down 7 to 8cm of snow, by 7:00 am it got very windy. By 9:00 am there was a wicked wind blowing very strong and drifting bad.
- Sunday January 29<sup>th</sup>, came in at 4:30 am put plows on and loaded trucks. Out Plowing by 5:00 am. Lots of big drifts on the roads. Very Windy.
- Monday January 30<sup>th</sup> Plows went out to plow off drifts and push back banks
- Tuesday January 31<sup>st</sup> Started snowing around 10:00 am, still snowing at 1:00 pm, still snowing at 3:30 p. calling for 12 hours of freezing rain – going to leave the snow on the roads 4 to 5 cm down.
- Wednesday February 1, we didn't get the freezing rain they called for. Plows started at 7:00 am - Plow and sand all Township Roads.

### **MISCELLANIOUS JOBS**

- Worked on replacing old road signs
- Put up stop sign on old Horton School Road.
- Moved a cabinet from the Community Centre to the Rink Building
- Monday January 23, put salt down on pavement.
- Tuesday January 24 – Grader went out to scrape slush and ice off the pavement
- Find Culverts on Pinnacle Road and Cobus Road – part of the Pinnacle Road job. – moved snow banks to find ends of the culverts.
- Cold Patching
- Backhoe went around and pushed back snow banks at the turnaround and intersections.
- Took Backhoe up to the dump and pushed back snow banks.
- Put filter onto hydraulic pump reservoir.
- Fix four mail boxes.
- Brought in Fire wood.
- Put up Bump Signs on Eady Road.
- Moved propane cage from Fire Hall to Rink Building.
- Put the new signs up at the landfill Site.
- Set up the stage.
- Salt manhole covers in Thompsonville.
- Brushing at intersections for better visibility.
- Grader Scraping ice on the gravel roads.

## EQUIPMENT REPAIRS

- Tuesday January 17<sup>th</sup> Started working on taking transmission out of Truck # 3
- Fixed the two door handles on Truck #10. Both door handles froze from freezing rain that night.
- Change Oil and Filter on Truck #10
- Welding on the Hydraulic tank on Truck # 4 tandem – Leaking Bad.
- Keep Truck #2 and Truck #4 greased.
- Keep all the trucks washed and cleaned.

## 8. REVENUE & EXPENDITURE REPORT

Committee members reviewed the revenue and expenditures report as of December 31, 2011. They noted that the 2012 budget figures have not yet been inputted.

## 9. CORRESPONDENCE:

- OGRA – court case impacts Minimum Maintenance Standards

The Committee discussed the OGRA's Minimum Maintenance Standards. Chair Campbell noted that we should review these minimum standards. Mackie McLaren, CAO/Clerk was requested to bring this policy to the next meeting for the committee to review.

## 10. DRAFT BY-LAW FROM COUNTY FOR REDUCED LOAD PERIOD (1/2 loads)

Jeff Schruder, Municipal Infrastructure Manager reviewed the draft by-law from Renfrew County regarding reduced load periods. The County would like all municipalities to be consistent with the County policy. He noted that many of our Township roads link to County roads. The Committee agreed that the by-law be submitted to Council for consideration and direction.

## 11. COUNTY REPORT

- Supplemental Report on new Bridge Policy
- Inventory of Horton's culverts

Mayor Eady gave a brief review on these reports. He asked Jeff Schruder, Municipal Infrastructure Manager if we have any 10 ft. diameter culverts in the Township. Mr. Schruder replied that Thomson Road was the only one and it has just been replaced.

## 12. SCHEDULE FOR 2012 PUBLIC WORKS DEPARTMENT PROJECTS

Committee members reviewed the 2012 Public Works schedule prepared by Jeff Schruder, Municipal Infrastructure Manager. It was noted that this will become a monthly agenda item that will allow for any necessary adjustments to the schedule.

Mayor Eady noted that a Lot Development review will be carried out this year. We need to ensure that all future road projects are included so that we can draw monies from the lot development fund for these projects.

## 13. VERBAL COMPLAINT ABOUT LACK OF STOP SIGN AT LOCHWINNOCH AND EARLY ROADS

Mackie McLaren, CAO/Clerk reviewed a verbal complaint that he received

regarding the need ofr a 3-way stop at the intersection of Lochwinnoch and Early Roads. The complainant said that she was almost struck by a vehicle travelling straight through from Lochwinnoch to Early Roads. The Committee suggested that we send her a letter asking her to lodge a complaint with McNab/Braeside. They also suggested that the two Townships should get together to review issues and possibly do a road tour.

Moved by Rick Lester, Seconded by Don Eady

That the Public Works Committee recommends to Council that a 3-way stop be created at the intersection of Lochwinnoch and Early roads and that the Council of the township of McNab/Braeside be requested to support this change and enact the necessary stop signs by-law.

Carried.

14. NEXT MEETING

The next Public Works Committee meeting will be held in the Municipal Council Chambers on Wednesday March 21 2012 at 8:30 am

15. OTHER BUSINESS

Rick Lester inquired about the proposed Draper subdivision. Mackie McLaren, CAO/Clerk reported that due to MDS restrictions from two neighbouring barns, the subdivision will no longer proceed.

16. CONFIRMING RESOLUTION

Moved by Rick Lester, Seconded by Murray Humphries

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 or Resolution.

Carried.

18. ADJOURNMENT

Moved by Don Eady, Seconded by Jeff Schruder

That this Committee Meeting be adjourned at 10:27 a.m.

Carried.

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Chair

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Secretary