

THE CORPORATION OF THE TOWNSHIP OF HORTON

## Public Works Committee Meeting

March 21, 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, Rod Eady, Public Works Superintendent, 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 FEBRUARY 15, 2012 COMMITTEE MEETING

Committee members reviewed the minutes of the February 15, 2012 Committee Meeting. Chair Campbell reviewed the tenders received and awarded for surplus equipment. He noted that we didn't sell the gravel pro and the water pump as the tenders were too low. Possibly in the future the Township could use the gravel pro as a trade-in on another piece of equipment.

4. BUSINESS ARISING:

- **Transmission repair to truck 3**

The repairs are nearing completion, staff is working on this.

- **Railing at Community Centre**

Jeff Schruder, Municipal Infrastructure Manager noted that staff are in the process of putting on a railing at the stairs at the Community Centre that will meet code.

- **Reduced load by-law – Council passed**

Council enacted By-law 2012-15 - Reduced Loads by-law at the March 06, 2012 Council Meeting.

5. DELEGATIONS

There were no delegation requests for this meeting.

6. MUNICIPAL INFRASTRUCTURE MANAGER'S REPORT

Committee members reviewed the March 2012 Municipal Infrastructure Manager's Report. Jeff Schruder, Municipal Infrastructure Manager reported that he will have a tender ready for Pinnacle Road sometime in the next month. There will be two parts to the tender – the lower section of Pinnacle Road by the drive-in and the upper section closer to Garden of Eden Road. The lower section will require significantly less work than the upper section.

The Committee discussed the drainage issues in the Hwy 60 Cotieville area. After discussion, they requested that staff contact the MTO regarding this area.

A landowner at the end of Whitton Road has expressed concern over snow removal at this turnaround. For many years the snow has been pushed off the road allowance and onto private land in this area and the snow piles are gradually getting further onto the private land. The resident has requested that the Township look into this issue. After discussion, the Committee agreed that Jeff Schruder should prepare a work plan and estimate for this project and to bring it back to the Committee for review at the next Public Works Meeting.

Committee members discussed the LAS fuel procurement program. This program can offer reduced fuel costs for Municipalities by grouping together purchase volumes under a preferred vendor arrangement. Jeff Schruder noted that he has submitted data required for this program. The first step is a free cost benefit analysis which he currently waiting to receive.

Chair Campbell reported on discussions he had with other municipal attendees at the recent OGRA/ROMA conference regarding a group purchase for trucks. If a group of municipalities within the County were to buy a truck at the same time there can be significant savings (\$15,000 to \$17,000). The Committee requested Jeff Schruder, Municipal Infrastructure Manager to check into this and bring back a report to the next meeting.

7. PUBLIC WORKS SUPERINTENDENT'S REPORT

Committee members reviewed the March 2012 Public Works Superintendent's Report.

8. REVENUE & EXPENDITURE REPORT

Committee members reviewed the March 2012 Revenue and Expenditures Report.

9. CORRESPONDENCE

There was no correspondence to review.

10. PROPOSED COUNTY BRIDGE & CULVERT POLICY CHANGES

**– comments on proposed County policy on repairs to bridges/culverts on local roads from the Townships of Greater Madawaska, Madawaska Valley, Laurentian Valley, Killaloe Hagarty Richards and Brudenell Lyndoch & Raglan**

Mayor Eady reported on the proposed changes to the County Bridge and Culvert Policy. He noted that these changes won't have an impact on our Township but they could have a significant financial impact other County municipalities.

11. REQUEST FOR INCREASED WINTER MAINTENANCE ON GARDEN OF EDEN ROAD

The Committee discussed a request received by the CAO/Clerk from George Jackson Toyota regarding increased maintenance on the Garden of Eden Road. They have offered to pay extra for the Township to keep the roads bare or for permission to contract out this work themselves. Committee members agreed that this company will be paying significant taxes and that we should consider this request. There could be liability issues if they were to do the work themselves or to contract it out. Mayor Eady noted that the minimum standards for roads could be changing due to an OMEX lawsuit that has went to the Supreme Court.

The Committee agreed that there could be increased road patrol and additional salt and sand applied. Also, the installation of a snow fence would help with the drifting in this area.

After discussion the CAO/Clerk was requested to invite David and Warren LaRocque to the April 18, 2012 Public Works Committee meeting.

12. IMPROVEMENTS TO INTERSECTION OF BRUCE STREET & GARDEN OF EDEN ROAD

Committee members discussed the need to have improvements made at the intersection of Bruce Street & Garden of Eden Road. There are numerous visibility issues at this intersection. With the upcoming 2012 County construction on Bruce Street, this would be a good time to lobby the County for changes. Mayor Eady said that he will contact staff at the Renfrew County Development and Public Works department and invite them down to meet with Committee members to view the intersection and discuss possible improvements/changes. The CAO/Clerk will inform Committee members of the meeting date and time.

13. WHITTON ROAD TURN AROUND AT RANDY CORBIN'S

As discussed under the Municipal Infrastructure Manager's report Jeff Schruder, Municipal Infrastructure Manager will bring back a report to the April 18, 2012 Public Works Committee meeting regarding the Whitton Road turnaround.

14. TOWNLINE ROAD AGREEMENTS WITH ADJOINING MUNICIPALITIES

Jeff Schruder, Municipal Infrastructure Manager noted that we share works with several other municipalities on various town line roads. There are no written agreements for this work and he felt that we should have a formal agreement that outlines who is responsible for what. The Committee agreed. Mr. Schruder will draft agreements that he will bring forward at a future meeting for Committee members to review.

15. 2012 WORK SCHEDULE FOR PROJECTS

Committee members reviewed the 2012 work schedule for the Public Works Department. They discussed the grass cutting and brushing work and asked if we could look into getting this done shortly. Jeff Schruder, Municipal Infrastructure Manager said that there was an option in the 2011 tender that allows for a 12 month extension with the successful bidder. He noted that he was very satisfied with the work carried out by this contractor last year. However, he would have to obtain quotes for the brushing of the Township roads.

Moved by Rod Eady, Seconded by Murray Humphries

That the Public Works Committee recommends to Council that they extend Tender PW-2011-03 for an additional 12-month block and award the 2012 roadside grass cutting contract to Steven Lewis at his 2011 quote of \$3,990.00 plus tax.

**Carried.**

Moved by Rick Lester, Seconded by Rod Eady

That the Public Works Committee authorizes the Municipal Infrastructure manager to seek quotes for renting equipment to brush various township roads.

**Carried.**

The Committee requested that these quotes be brought to the April 03, 2012 Council meeting for approval by Council.

16. MINIMUM MAINTENANCE STANDARD POLICY

The CAO/Clerk reviewed a copy of an old Horton Township policy for minimum maintenance standards. Jeff Schruder, Municipal Infrastructure Manager said that he has a more current policy that is much shorter in length.

Moved by Jeff Schruder, Seconded by Murray Humphries

That the Public Works Committee recommends that Council passes a bylaw to accept the current minimum maintenance standards policy for our roads. **Carried.**

17. OTHER BUSINESS

**- OGRA/ROMA Power Point Presentations**

The CAO/Clerk gave Committee members a list of presentations that were made at the recent OGRA/ROMA convention in Toronto. He noted that these are available for downloading on the OGRA website. He asked the Committee to review and let him know if there are any presentations they would like him to download for information purposes.

**- Ditch on Pucker Street**

Jeff Schruder, Municipal Infrastructure Manager noted that he has been talking to a resident on Pucker Street regarding a blocked culvert in the ditch. Prior owners of this property had put in a culvert and this is now causing problems for the current owner. He suggested that there is no need for a culvert here and that we could take out the culvert and ditch the area instead. The Committee agreed.

18. NEXT MEETING

The next Public Works Committee meeting will be held on Wednesday April 18, 2012 at 8:30 a.m. in the Municipal Council Chambers.

19. CONFIRMING RESOLUTION

Moved by Jeff Schruder, 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 or Resolution.

**Carried.**

20. ADJOURNMENT

Moved by Rick Lester, Seconded by Don Eady

That this Committee Meeting be adjourned at 11:10 a.m.

**Carried.**

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Chair

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Secretary