

**The Corporation of the Township of Horton**  
**PUBLIC WORKS COMMITTEE**

Wednesday, November 13, 2013

There was a meeting of the Public Works Committee held in the Municipal Council Chamber on Wednesday, October 09, 2013. Present were: Chair Glen Campbell, Mayor Don Eady; Committee members Murray Humphries and Rick Lester; Staff present: Janet Collins, Public Works Manager, Rod Eady, Public Works Superintendent, and Rose Curley, Administrative Assistant. Councillor Bob Kingsbury, Councillor Margaret Whyte and Jennifer Barr, Finance Manager attended the meeting for the Jp2g proposal presentation. Mackie McLaren, CAO/Clerk attended for Agenda items: 7.2 and 13.1.

**1. CALL TO ORDER**

Chair Campbell called the meeting ot order at 8:33 a.m.

**2. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of pecuniary interest by staff or committee members.

**3. ADDITIONS TO AGENDA**

There were no additions to the agenda.

**4. APPROVE AGENDA**

Moved by Rod Eady, Seconded by Rick Lester

That the Public Works Committee approves the meeting agenda for November 13, 2013.

Carried.

**5. MINUTES**

The Committee reviewed the minutes of the October 09, 2013 Public Works Committee meeting.

**6. BUSINESS ARISING FROM MINUTES**

6.1 Recommendation for 2014 Roads for Gravel Application

Janet Collins, Public Work Manager said that she will have a report ready for the December 11, 2013 Committee meeting.

6.2 Public Works Winter Maintenance Staff Requirements

Janet Collins, Public Work Manager noted that this report will be going to the Human Resources Committee, per their request.

**7. DELEGATIONS**

7.1 Jp2g – Thomson Road SRNMIF Grant Project

Steve Webster and Mike Fadock from Jp2g Consultants were present before the committee to review their proposal for Engineering Services for Thomson Road Reconstruction Project and to answer questions from Committee members and staff.

The project could be done in various stages depending on available budget and grant monies. Aerial photography has been done for base mapping. He reviewed the main tasks of the project which

include: Project Scope Definition, Collection and Review of Data; Species at Risk (SAR) Potential; Preliminary Design, Detailed Design; Tender Documents and Tender Period. These steps would be done in conjunction with Horton Township staff.

Rick Lester asked about the replacement of culverts. Mr. Webster explained the various options available. Assessment and decisions would have to be made as to relining or replacing culverts. This would depend on the life span and condition of the culvert.

Jennifer Barr, Finance Manger noted that we could meet with Renfrew Power Generation before their proposed project at Bonnechere Chutes commenced to discuss the reservoir and associated costs.

Mayor Eady asked if there would be costs for future applications for Thomson Road. Mr. Webster replied that if the application was similar there would probably be minimal or no costs.

Councillor Kingsbury asked if a lot of the Species At Risk (SAR) info was already available as construction was done by County when they replaced a large culvert on Thomson Road several years ago. Mr. Webster suggested that we provide MNR with this information along with other information specific to this project. Councillor Kingsbury asked Janet Collins, Public Works Manager if she was satisfied with the proposal. She replied that she was, it was a pretty standard proposal. She asked Mr. Webster if the grant application costs were included in this proposal. He said that he will check on this and get back to her.

Councillor Whyte asked Jennifer Barr, Finance Manger where we would finance the \$250,000 proposal costs from. Ms. Barr replied that this would depend on budget decisions. We could possibly use gas tax monies and debenture the remainder, if required.

Murray Humphries asked if they have checked into the history of Thomson Road as we might not need a geotechnical study. Mr. Webster replied that this is current standard.

Mayor Eady asked if there are smaller grants for single culverts that need to be replaced. Mr. Webster said that there were no grants that he is aware of.

Janet Collins noted that if we do submit future grant applications, this would provide us with future application criteria including a health and safety perspective.

Chair Campbell thanked Mr. Webster and Mr. Fadock for attending the meeting and reviewing their proposal.

Mayor Eady noted that the County has the expertise for culvert replacement. We could possibly tap into this.

Rick Lester asked if this would cause the engineering firm to pull out. The liability would be transferred to us for these portions of the project.

Chair Campbell referred to Pinnacle Road project and that the engineering firm did not help with the drainage issue costs that were incurred due to their design.

Murray Humphries noted that there are currently no flow problems with the present culverts. These had been determined by an engineer when the Thomson Road was constructed in the 1970's. Why could we just not replace with the same elevation or higher. Jennifer Barr said that we are aware there are some shallow culverts and these could possibly be replaced in-house, depending on regular work load.

Janet Collins noted that the County culvert was increased in size. Also, there is one that is too small and we have flow problems with it. It has to be cleaned out for ice, etc.

Murray Humphries noted that is a rehabilitation project not a reconstruction project.

Mayor Eady noted that he agrees with Mr. Humphries. We could pulverize and put asphalt down. This would be much less expensive than the projected \$4 million plus road needs study (scenario 4 - \$5.496 million). He thinks the price is way too excessive.

Jennifer Barr noted that this includes replacement of 4 deep culverts with an estimated cost of \$500,000/each.

Janet Collins noted that once the evaluation is done we will have a better handle on costs. She can't confirm that rehabilitation is all we need as she doesn't have the technical information needed to support this decision.

Murray Humphries asked if we could check drawings from the original Thomson Road project. It was done by engineers in the 1970's. Janet Collins said that she will research this. She further indicated that it was the Committee and Council's decision as to what level of rehabilitation or reconstruction that they wanted, including engineering.

## 7.2 Jamieson Lane Delegation

Mackie McLaren, CAO/Clerk gave a review of the history of Jamieson Lane extension. Jamieson Lane, from Gillan Road to the turnaround, is owned by the Township, but the gravel portion at the end is not dedicated as a road. The Township entered into an agreement with R. A. and Lois Jamieson setting out the terms and conditions of their transfer of the balance of the "road". The right of way permits the owners of 1118 Jamieson Lane and 1020 Whitton Road to access the open and maintained portion of Jamieson Road. This right of way expires March 24, 2018. The Township also uses this portion of Jamieson Lane for a snowplow turnaround.

Mr. John Pallen and Henry Moore were present to discuss the possibility of bringing the gravel portion of Jamieson Lane up to Municipal Standards. Recently, the Township had written the four owners Beniot/Clifford, Pallen, Venema and Moore) to inquire if they were interested in upgrading and sharing the costs for this portion of the road. Mr. Moore, Mr. Pallen and Clifford/ Benoit are now in agreement to proceed with this upgrade and share the costs. However, Mr. Venema has not agreed to share in this upgrade.

After discussion, the Committee requested that Janet Collins and Rod Eady prepare a report outlining the costs/materials for

**upgrading the road.** The Committee agreed that the Township would enter into an agreement with the owners once details are worked out. Mr. McLaren noted that Mr. Moore and Mr. Pallen both have severances pending. There is a meeting on November 25, 2013 at the Land Division Committee, County of Renfrew to discuss Mr. Moore's application. It could be a month or two before an agreement is reached. He will contact the County to request that this meeting be postponed to a later date.

Moved by Rick Lester, Seconded by Murray Humphries

That the Public Works Committee authorizes staff to prepare a report on costs/materials required to bring the gravel portion of Jamieson Lane up to standards for future assumption of Jamieson Lane by the Township.

Carried.

**The Committee agreed to invite Mr. Pallen and Mr. Moore back to the December 11, 2013 Public Works Committee meeting.** Mr. Pallen asked if he could proceed with clearing and grubbing of the frontage on his property. Mr. McLaren said that Mr. Pallen would be required to sign an Indemnity Waiver. Mr. Pallen agreed to sign an Indemnity Waiver.

## 8. STAFF REPORTS

### 8.1 Finance Committee Reports, SRNMIF Grant Memo – Oct. 29, 2013

8.1.1 *SRNMIF Grant Application – October 22, 2013*

8.1.2 *Thomson Road Aerial Photography, Topographic Mapping – Oct. 22, 2013*

Committee members reviewed the above reports/memo. An Expression of Interest has already been submitted and if this is successful, an application will have to be submitted by December 31, 2013. The Government gave municipalities a very short timeline to work with. Also, the Thomson Road Aerial Photography has been commenced to provide a base for the engineering design of Thomson Road and to take advantage of the \$915.84 savings as it is being completed in conjunction with Boundary Road.

Jennifer Barr, Finance Manager noted that decisions should be made as we go along.

Janet Collins noted that there are 13 culverts on this road. Two culverts have been replaced, eleven culverts are left to be assessed and replaced or relined.

Rick Lester said he wants to ensure that the road is done properly, especially the culverts. He doesn't like the culvert work that was completed by the County. He is concerned about unexpected costs. He would like to substantiate Murray Humphries evaluation of the road.

### 8.2 Thomson Road Design & Engineering Plans –October 22, 2013

Committee members reviewed the above report. Jennifer Barr noted that she has asked Jp2g if they have a culvert specialist. They have an in-house engineer, who can provide options on each culvert, as to replacement or relining. The 1972 documents from the original road construction project would help. Any cost savings from this information will be passed on. Ms. Barr also noted that a recommendation didn't need to go forward today. This could be deferred to a future meeting once the committee has time review the proposal.

Moved by Don Eady, Seconded by Rick Lester

THAT the Public Works Committee recommends that Council contracts the services of Jp2g Consultants Inc. to complete Design & Engineering Plans for Thomson Road.

FURTHER THAT the cost for the Design and Engineering Plans including tender documents and tendering, be funded from the Move Ontario, Gas Tax Reserves and Lot Development Fund at an upset limit of \$250,000.

FURTHER THAT staff provide Council with a detailed cost proposal upon receipt.

Carried on Division

Opposed: Murray Humphries

8.3 AORS 2014 Municipal Trade Show – October 23, 2013  
Committee members reviewed the above report.

Moved by Rick Lester, Seconded by Don Eady

That the Public Works Committee recommends that Council approves the attendance of the Public Works Committee members, Public Works Department Employees at the Association of Ontario Road Supervisors (AORS) Municipal Trade Show, held in Arnprior, Ontario on June 04, 05, 2014.

Carried.

8.4 Railway “No Trespassing” Signs – October 29, 2013  
Committee members reviewed the above report.

8.5 Federal Gas Tax – November 4, 2013  
Committee members reviewed the above report.

8.6 Brushcutter – October 22, 2013  
Committee members reviewed the above report.

Moved by Rod Eady, Seconded by Rick Lester

THAT the Public Works Committee recommends that Council consider the purchase of a Horizontal Shaft Brushcutter attachment for the Volvo Class 180B Excavator as part of the 2014 Capital budget deliberations at an estimated cost of \$36,900.00 + HST (net \$37,549.51), including installation, not including repairs to the existing X1 hydraulic operating control system, if required, and float to the service centre (i.e. Ottawa).

FURTHER THAT the brushcutter be tendered per the Township of Horton Procurement By-law.

Discussion

Mayor Eady noted that the Finance Committee had discussed the financing options, and recommended that we add \$8,000 to Reserves in the 2014 budget.

Carried.

8.7 Guest Road “T” Intersection – October 29, 2013  
Committee members reviewed the above report.

Moved by Murray Humphries, Seconded by Rod Eady

THAT the Public Works Committee recommends that Council approves the alteration of Guest Road and Pastway Road intersection to create a “T” intersection.

Discussion:

Rod Eady noted that this proposed alteration came about when David Draper applied for an entrance permit for his new house

and several safety concerns were raised.

Mayor Eady said that he can't support once realizing the labour costs. This labour could be used elsewhere in Township.

Carried on Division

Opposed: Mayor Don Eady

8.8 Gravel Compaction "Roller" – October 29, 2013

Committee members reviewed the above report. Chair Campbell asked if tendering gravel early would result in better prices. He asked Janet Collins to research this with Fulton.

Moved by Rick Lester, Seconded by Murray Humphries

THAT the Public Works Committee recommends that council supports the annual rental of a roller to compact granular material placed on designated roadways, purchased under the "Gravel Tender" budget at an estimated cost of \$3,120.00 + H.S.T.

FURTHER THAT the cost of the rental be funded from the "Gravel Tender" budget (i.e. Account Number 1-130-731036), is typically \$40,000 - \$50,000 per year. Currently, \$40,000 is being funded from Gas Tax Revenue and \$10,000 through taxation.

Carried.

**9. MONTHLY REPORTS**

9.1 Public Works Superintendent Report

Committee members reviewed the above report. Murray Humphries inquired as to why ditching is being done on Humphries Road as this was supposed to be done by developer. The Committee asked that the policy regarding planning/engineering be brought back to the next committee meeting for discussion.

Chair Campbell asked if staff could have the "Horton signage" put on our new truck. Rod Eady, Public Works Superintendent said that he would do this.

9.2 Project Status Report

Committee members reviewed the above report.

9.3 Annual General Calendar

Committee members reviewed the above report.

**10. REVENUE & EXPENDITURE REPORT**

10.1 Revenue and Expenditure Report

Committee members reviewed the Revenue and Expenditures report.

**11. OUTSTANDING BUSINESS**

11.1 Humphries Road Extension

11.2 Commercial Road (Hwy. 60/Pinnacle Road)

11.3 Speed Limit Implementation

Janet Collins, Public Works Manager noted that she will be submitting a report on the Humphries Road Extension at the December 11, 2013 committee meeting.

**12. CORRESPONDENCE**

12.1 Road Closure – Culvert Replacement, Hwy. 17, Petawawa

Committee members reviewed the above correspondence.

- 12.2 Heads Up Alert, November 6, 2013 - OGRA Training  
Committee members reviewed the above correspondence.

**13. OTHER BUSINESS**

- 13.1 Request from Chad and Jane Newberry to transfer Township road allowance to their name (Grantham Road)

Committee members reviewed the above request. Mackie McLaren gave some background on previous transfers. He noted that there was an old 1859 bylaw that gave property owners the unused concessions roads that were closed in lieu of property they had given up for Government Road. This was previously done for Grant Phillips, His Ministries and others. After discussion, they agreed that this should go to the Planning Committee.

Moved by Don Eady, Seconded by Rod Eady

That the Public Works Committee recommends that the request from Chad and Jane Newberry to transfer Township road allowance to their name (Grantham Road), be referred to the Planning Committee.

Carried.

**14. NEXT MEETING**

The next Public Works Committee meeting will be held on December 11, 2013 at 8:30 a.m. in the Municipal Council Chambers.

**15. ADJOURNMENT**

Moved by Rick Lester, Seconded by Rod Eady

That the Public Works Committee meeting be adjourned at 12:40 p.m.

Carried.

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CHAIR

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SECRETARY