

THE CORPORATION OF THE TOWNSHIP OF HORTON

PUBLIC WORKS COMMITTEE – MARCH 20, 2013 - 8:30 a.m.

There was a meeting of the Public Works Committee held in the Municipal Council Chamber on Wednesday, March 20, 2013. Present were: Chair Glen Campbell, Mayor Don Eady (9:12 a.m.), Acting Mayor/Councillor Bob Kingsbury, Councillor Jamey Larone and Committee members Murray Humphries and Rick Lester. Staff present were: Rod Eady, Public Works Superintendent, Rose Curley, Administrative Assistant and Mackie McLaren, CAO/Clerk.

1. CALL TO ORDER

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

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of pecuniary interest by Members of the Committee or Staff.

3. ADDITIONS TO AND APPROVE AGENDA

Moved by Rick Lester, Seconded by Rod Eady

That the Public Works Committee meeting agenda for February 20, 2013 be approved with the following additions:

- Other Business – performance appraisal question
- Calcium application

Carried.

4. MINUTES OF: February 20, 2013 Public Works Committee Meeting
March 13, 2013 Special Public Works Committee Meeting

Committee members reviewed the minutes of the February 20, 2013 regular committee meeting and the March 13, 2013 Special Committee meeting.

5. BUSINESS ARISING:

There was no business arising.

6. DELEGATIONS:

9:00 a.m. - Steve & Gary Maxwell – road closing costs

Mr. Steve Maxwell was present before the committee to discuss his proposal that we close the unopened road allowance between Concessions 7 and 8 running from River Road through Lot 14. Megan McCarroll, a neighbour whose property borders on this unopened road allowance was also present. Mr. Maxwell referred to the appraised value of \$2,500 per acre plus \$255/acre in timber value (\$1,530 in timber value for the 6 acre parcel) that was given in the appraisal for this property. He said this value was very close to the cost per acre his brother paid for his waterfront property. As the road allowance portion is very rocky and hilly, and is a long narrow strip, it does not add value to their property. He also expressed concern with the cost of the survey and legal costs. The Committee also reviewed a "letter of opinion" from Ross Peever, ReMax Real Estate that appraised the road allowance at \$1,500 per acre. After further discussion the following resolution was put forward.

Moved by Rick Lester, Seconded by Bob Kingsbury

That the Public Works Committee requests the following:

- breakdown of legal costs
- have the appraiser review his appraised value for the committee
- research costs from previous road closures for Bill McGahern, Tom Orr

Carried.

9:30 a.m. - Adam Cripps – Advantage Specialties (road signs)

Mr. Adam Cripps, Project Manager for Advantage Specialties gave a PowerPoint presentation to the committee regarding the RoadVista 922 Handheld Retroreflectometer. He gave an in-depth description of this product and the software associated with it. He noted that this tool could assist us in meeting the Ontario Minimum Standard on Retroreflectivity, by creating a sign inventory management system and using the software to establish a data base of the signs, their location and condition.

Chair Campbell thanked Mr. Cripp for coming to the Committee and making us aware of this product.

7. PUBLIC WORKS MANAGER

This item will be discussed with the Human Resources Committee and Public Works Committee at the joint meeting following this committee meeting.

8. ASSET MANAGEMENT

– Request for Proposal recommendation to Council

Committee members reviewed the two submissions received for the Asset Management project and the report prepared by staff on these two submissions. It was noted that neither company does all the planning, engineer and financial requirements of the RFP. One company carries out a road needs study but excludes the other Township's assets i.e. buildings, vehicles, etc. The other company doesn't provide a road needs study but includes the Township's assets valuation. At the special Committee meeting on March 13, 2013 staff were directed to meet with Jp2g to discuss the possibility of reduction in costs for hours that our staff would contribute in the preparation of the asset management plan and report. Jennifer Barr, Finance Manager who will be overseeing this project for the Township reported on the meeting that her and Mackie McLaren, CAO/Clerk attended with Jp2g. During this meeting Jp2g agreed that their quote of \$44,680 was the upset limit for this project. After discussion, the following resolution was put forward.

Moved by Rick Lester, Seconded by Rod Eady

THAT the Public Works Committee accepts the RFP presented by Jp2g Consultants Inc. for the Development of an Asset management Plan in the amount of \$44,680 plus HST and that this is the upset limit of the plan;

THAT the Township will be responsible for the condition rating of assets except for roads and storm sewer; and

THAT the services of Jp2g Consultants Inc. be engaged to chair a public meeting for the purpose of public input on the service level targets for the township, at additional costs determined at the time (advertising and hosting of meeting to be borne by the Township); and

THAT the cost for development of the Asset Management Plan be funded from the provincial grant of \$21,028 and the balance to come from the Working Funds Reserve; and

THAT all of the recommendations be forwarded to council for their review at the regular Council meeting to be held Tuesday, April 02, 2013.

Carried.

9. REQUEST FROM BEATTY GOULD

- Reimbursement of his legal costs regarding draining issues on Pinnacle Hill

The Committee reviewed a letter from Mr. Beatty Gould requesting reimbursement of his legal costs regarding draining issues on Pinnacle Hill.

The request for this refund was deferred until the drainage issue is re-assessed in the spring. The Committee requested that Rod Eady assess the drainage in this area and report back to the Committee at the next meeting.

The Committee also requested that Mackie McLaren, CAO/Clerk contact our engineering firm and ask what the costs will be for doing the work on the Pinnacle Road this Spring, as they were at fault. Also, they requested that the Engineer be invited to the Public Works Committee meeting in May 2013.

Moved by Rick Lester, Seconded by Murray Humphries

That the Public Works Committee invite Stantec Engineering to attend the May 15, 2013 Public Works Committee meeting.

Carried.

10. PUBLIC WORKS SUPERINTENDENT'S REPORT

Committee members reviewed the following Public Works Superintendent report for March 20, 2013:

WINTER EVENTS:

- Tuesday, February 19, 2013, started to snow lightly around 1:00 p.m. snowing harder at 2:30 p.m. - 2 to 3 cm have fallen. Still snowing at 3:30 p.m. - 3 to 4 cm. on the roads. Quit snowing 4:30 p.m. - 4 to 5 cm. have fallen. Road patrol at 5:30 p.m. Roads are good. Sand coming up through the snow.
- Wednesday, February 20, 2013, we got another 1 to 2 cm. of snow last night. Road patrol 5:00 a.m. Still snowing lightly. Put plows on and loaded trucks. Plows went out at 7:00 a.m. 5 to 6 cm. of snow on the township roads.
- Thursday, February 21, 2013, we had really strong winds yesterday and last night. Big drifts all over the Township roads. Started plowing at 5:00 a.m. The winds I still blowing hard and the snow is still drifting. Had to plow everything twice because of drifting. The wind died down around 2:30 - 3:00 p.m.
- Friday, February 22, 2013 - started at 7:00 a.m. to go out and plow off drifts and sand township roads.

- Monday, February 25, 2013 – it snowed most of the day yesterday – 3 to 4 cm. Started at 7:00 a.m. to sand all the gravel roads.
- Wednesday, February 27, 2013 – light snow falling – started around 7:00 a.m. snowing hard at 9:00 a.m. snowing really hard at 11:00 a.m. – 5 to 6 cm. Put plows on and loaded trucks. Started plowing at 12:00 noon. Snowing really hard at 1:00 p.m. By 2:00 p.m. we have 28 cm. of snow and it is snowing lightly. Plowed until 12:00 midnight.
- Thursday, February 28, 2013 – it snowed another 5 cm. last night. Started at 5:00 a.m. to plow all Township roads. Plowed until 5:00 p.m.
- Friday, March 01, 2013 – Started at 6:00 a.m. to plow and sand the township roads and push back snow banks.
- Sunday, March 03, 2013 – we had strong winds blow on Saturday and last night. Drifts on the Township roads.
- Monday, March 04, 2013. Plows went out at 7:00 a.m. to plow off drifts and push back snow banks. Sand roads.
- Thursday, March 14, 2013 – strong winds blew last night. Drifts on the roads and white ice. Plows went out at 7:00 a.m. to plow off drifts and sand icy spots.
- Friday, March 15, 2013 – started snowing at 7:00 a.m. snowing hard. At 10:00 a.m., plows went out to plow off the pavement and sand them. 3 to 4cm have fallen making the pavement icy. Then we are going to go around and sand the gravel roads.
- Saturday, March 16, 2013 – strong winds blew last night. Drifts and ice on the roads. Plow went out at 9:00 a.m. to plow off drifts and sand icy spots.

MISCELLANEOUS JOBS:

- Painted dump box on Truck #3
- Clean up inside of cab on the backhoe
- Backhoe moved snow away at the rink and community centre for carnival
- Cold patching
- Tree removal on Pinnacle Road
- Keep garage clean
- Moved a deer from Mullins Road
- Clean out gutter in the garage
- Brought in fire wood
- Built snow guard for meter box at the community centre
- Tuesday, march 12, 2013 – put up half loads signs
- Removed planks from Truck #3 and Truck #2 to be replaced with new ones on the dump boxes

EQUIPMENT REPAIRS:

- Change oil and filter on the backhoe and grease.
- Fix spring on push arm for Truck #3
- Fix backup lights on Truck #4
- Tighten sand chain on Truck #4
- Fix hydraulic line on Truck #4
- Change wing blades on Truck #3
- Drained hydraulic tank on Truck #4. Welding on tank has a leak.

- Change quick couplers on the spinner for Truck #4
- Service grader (greased)
- Make new muffler bracket and strap. Welding fix hole in muffler. Change flex pipe on the muffler on Truck #3.
- Peter Storie worked on the lights at the back of Truck #2 – lost all the lights on this truck.
- Removed planks from Truck #3 and Truck #2 to be replaced on dump box.

ROADS GRADED:

Thursday, March 07, 2013 Lime Kiln Road
Wednesday, March 13, 2013 Cobus Road, Mullins Road

11. REVENUE & EXPENDITURE REPORT

The Committee reviewed the Revenue and Expenditures report for March 2013.

12. WINTER MAINTENANCE STANDARDS POLICY

Chair Campbell asked that we keep this item on the agenda for future action. The Township needs to revise their current Winter Maintenance Standards policy.

13. CORRESPONDENCE:

There was no correspondence to review.

14. OTHER BUSINESS

- Install engineer recommended clips on Public Work Garage

Chair Campbell referred to an incident at the garage last Fall where a concrete slab fell down. An engineer recommended that we apply steel clips on the slab to hold the slabs in place. The Committee requested that Rod Eady, Public Roads Superintendent make this job a priority as this is a safety item.

- Calcium Application

Committee members reviewed a staff report on comparisons between the application of dry calcium versus liquid calcium. They noted that the comparison did not include labour costs. As it takes more labour to apply dry calcium they felt it was hard to compare the two. The committee asked Mackie McLaren, CAO/Clerk to invite Dallas Rees, Morris Chemicals to the next committee meeting to review the difference between liquid and dry calcium. The committee also requested that staff bring back a report on calcium that includes labour costs and equipment for calcium application.

- Performance Appraisal – Public Works

Rod Eady, Public Works Superintendent noted that during the recent performance appraisals for Public Works staff that one of his employees carries out a lot of mechanical and autobody tasks that the other employees don't. He asked if this position could be reviewed. This item was referred to the Human Resources Committee.

15. NEXT MEETING

The next Public Works Committee meeting will be held on Wednesday, April 17, 2013 at 8:30 a.m. in the Municipal Council Chambers.

16. ADJOURNMENT

Moved by Rod Eady, Seconded by Rick Lester

That the Public Works Committee be adjourned at 11:23 a.m.

Carried.

CHAIR

SECRETARY