

THE CORPORATION OF THE TOWNSHIP OF HORTON

PUBLIC WORKS COMMITTEE

JULY 17, 2013 - 8:30 a.m.

There was a meeting of the Public Works Committee held in the Municipal Council Chamber on Wednesday, July 17, 2013. Present were: Chair Glen Campbell, Mayor Don Eady; Committee members Murray Humphries and Rick Lester. Staff present: Rose Curley, Administrative Assistant. Absent: Rod Eady, Public Works Superintendent.

1. CALL TO ORDER

Chair Campbell called the meeting to order at 8:35 a.m.

2. DECLARATION OF PECUNIARY INTEREST

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

3. ADDITIONS TO AND APPROVE AGENDA

Moved by Rick Lester, Seconded by Murray Humphries

That the Public Works Committee meeting agenda for July 17, 2013 be approved with the following additions:

- Other Business: Truck for Landfill Site  
Fuel Tender

Carried.

4. MINUTES OF: June 19, 2013 Public Works Committee Meeting

Committee members reviewed the minutes of the June 19, 2013 Public Works Committee Meeting.

Chair Campbell reported that at the July 02, 2013 Council Meeting, the resolution regarding the engineering inspection of the Humphries Road Extension was turned down. Council wanted some time to review the whole agreement as they were not aware of the schedules attached to the agreement, specifically Schedule D that states that it is the developer's responsibility to pay these costs. Also, the CAO/Clerk is to provide the Committee with insurance information for this road. The Committee requested that this item be put on the September Committee meeting.

**Action:** - Mackie to research what Township is covered for as far as liability insurance.

5. BUSINESS ARISING:

**- ON1 – municipalities must join by June 19, 2014**

The Committee reviewed information on the ON1 program. The Township must be registered for this program by June 18, 2014. The Committee requested that our new Public Works Manager be requested to do this.

**- Bicycle Path Request – River Road**

The Committee members reviewed letters regarding our request for a bicycle path along River Road when the County proceeds with construction. The County responded that this is part of their proposed 10-year capital works forecast and as part of the capital works program, the County will give consideration to hardening the roadside shoulders for this purpose.

6. DELEGATIONS:

**8:30 a.m.** - Edgar Elliott & Bob Johnston re: road construction standards at proposed beach site

Edgar Elliott and Bob Johnston, members of the Beach Sub-Committee were present before the Committee to discuss the proposed beach project and what the Township will require for the road construction should this project proceed. Committee members noted that that safety needs to be a main concern.

Mr. Johnston noted that recently when he went down to the site to cut the grass, he noticed that there were deep ruts down there created by 4-wheelers. Anyone using this property needs permission from the township.

The Committee discussed the various requirements for this road. The road needs to accommodate emergency vehicles.

Bob Johnston said he has asked Mackie McLaren to get an accompanying survey for the Timbertown side to help determine the width of the road.

Action: Mackie

The Committee requested that the Fire Department be consulted and also Rod Eady, Public Works, Superintendent.

Action: Give to Jen for Fire Committee

After discussion, the Committee agreed to carry out a site visit to the beach property on Wednesday, July 31, 2013 at 3:00 p.m.

7. ENTRANCE POLICY

The committee requested that this policy be reviewed by the new Public Works Manager.

8. PRIVATE ROAD GRADING POLICY

The Committee requested that this be added to September Agenda for discussion with the Public Works Manager and Rod Eady, Public Works Superintendent.

9. PUBLIC WORKS SUPERINTENDENT'S REPORT

There was no Public Works Superintendent Report for this meeting. It will be included with the reports for the September 2013 committee meeting.

10. PUBLIC WORKS TENTATIVE WORK SCHEDULE - 2013

Committee members reviewed the Public Works Schedule. Chair Campbell told the committee that the gravel application has now been completed. Spreading was done well by the contractor. The quality of gravel has really made a difference in the final result. Staff are to be commended for the excellent job with this application.

11. REVENUE & EXPENDITURE REPORT

Committee members reviewed the Revenue and Expenditure Report for July 2013.

Mayor Eady said that he is hoping that there will be new BuildCanada grants available in 2014. He asked if there was money for Stantec to develop a project plan for Thomson Road which would be one of the top priorities for grant applications. The Committee suggested that this could be one of the first exercises for the Public Works Manager to carry out.

12. CORRESPONDENCE:

**- Miller Pit – portable asphalt plant- Lime Kiln Road – RAP**

Committee members reviewed correspondence from Miller Paving that notified us that the portable asphalt plant will be returning to the Jamieson Pitt on Whitton Road in the next couple of weeks. They also asked if we were interested in RAP (Recycled Asphalt Pavement) for any of our roads. The Committee discussed several locations where this would be suitable. Chair Campbell said that he

would contact Millers to get additional info and costs and will report back at the September 2013 committee meeting.

**- letter to property owners re: Jamieson Lane Extension**

Committee members reviewed letters that were sent to property owners on Jamieson Lane in regards to extension of this road.

13. SITE PLAN – ANDY ST. MICHAEL

Committee members reviewed the Andrew St. Michael's site plan for his property on Pinnacle Road. They noted that it is nice to see such a detailed plan.

14. UPCOMING PROJECTS:

- Winter Maintenance Policy
- Road Assumption Policy
- Formal Townline Road Agreements

**These projects will be carried out by the new Public Works Manager.**

15. OTHER BUSINESS

**- Fuel Tender**

Committee members reviewed an e-mail from County Public Works asking if we were interested in pursuing a joint tender. After discussion, the Committee agreed that they would not participate at this time but might consider it in the future.

**- Truck at Landfill Site**

Councillor Larone, Chair of Waste Management Committee reported that when Truck #10 was replaced and deemed surplus, the Public Works Committee had agreed that this truck could be used at the Landfill Site on the days they are open. This allows attendants to utilize the truck to move items from one area of the site to another. Recently, there has been "cold patch" in the back of the truck and this causes contaminants and could limit the re-sale of certain products after it has been re-ground. **After discussion, the Committee agreed that Public Works will be requested to clean/power wash the truck and leave at the Landfill site for use by the LFS attendants.**

**Action: Janet can you check with Rod – I think this is probably already done.**

**- Personal Injury Report**

Chair Campbell reported on a recent incident that occurred at the Boat Launch with a Public Works Employee. **He says that the reporting policy was followed but he would like to see this policy changed to include that the Chair and Public Works Committee members are notified of any incidents. After discussion, Committee members agreed that this should be included in this policy.**

**Action: Janet - this reporting policy will need to be revised.**

16. NEXT MEETING

The next Public Works Committee meeting will be held on Wednesday, September 18, 2013 at 8:30 a.m. in the Municipal Council Chambers.

17. ADJOURNMENT

Moved by Rick Lester, Seconded by Murray Humphries

That the Public Works Committee meeting be adjourned at 11:18 a.m.

Carried.

---

CHAIR

---

SECRETARY