

The Corporation of the Township of Horton
PUBLIC WORKS COMMITTEE

Wednesday, January 15, 2014

There was a meeting of the Public Works Committee held in the Municipal Council Chamber on Wednesday, January 15, 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. Jennifer Barr, Finance Manager attended the meeting for the finance items. Mackie McLaren, CAO/Clerk was present for Item 7.1.

1. CALL TO ORDER

Chair Campbell called the meeting to order at 8:32 a.m.

2. DECLARATION OF PECUNIARY INTEREST

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

3. ADDITIONS TO AGENDA

There were no additions to the agenda.

4. APPROVE AGENDA

Moved by Rick Lester, Seconded by Murray Humphries

That the Public Works Committee approves the agenda for the January 15, 2014 meeting.

Carried.

5. MINUTES

5.1 Public Works Committee – December 11, 2013

Committee members reviewed the minutes of the Public Works Committee meeting of December 11, 2013.

Rick Lester asked if Ms. Collins prepared a report on the purchase of gravel and sand, comparing the advantages of doing a standing offer over several years versus the annual tender. Ms. Collins said that she will seek information on this to provide to the Public Works Committee.

Rick Lester also asked if the request for additional staff for the Public Works Department has been addressed. Ms. Collins said that this request had been discussed at the January 04, 2014 Council meeting and it was referred back to Human Resources.

Committee members asked about the free grading policy on private roads. After discussion, the following resolution was put forward.

Moved by Murray Humphries, Seconded by Rick Lester

THAT the Public Works committee recommends that Council adopts a policy eliminating Private Road grading, commencing February 2014, free or otherwise, due to liability, staffing, equipment and road condition concerns.

Carried.

6. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

7. DELEGATIONS

7.1 Jamieson Lane Road - Moore, Pallen, Benoit/Clifford

John Pallen and Mark Benoit were present before the Committee regarding the Jamieson Road extension. Mackie McLaren, CAO/Clerk was also present and updated the Committee with the discussions and progress that has been made since the last Public Works Committee meeting. After discussion the following resolution was put forward.

Moved by Rick Lester, Seconded by Murray Humphries

THAT the Public Works Committee recommend that Council authorizes staff to prepare an agreement, to extend Jamieson Lane and proceed with the severance process, with Henry & Dorothy Moore, John & Nicole Pallen, and Leah Clifford & Mark Benoit.

AND FURTHER THAT Council authorizes the Mayor and Clerk to enter into the agreement. Carried.

8. STAFF REPORTS

- 8.1 2014 Public Works Committee Budget Review
- 8.2 Capital Forecasting
- 8.3 Thomson Road Design & Engineering Plans

The Committee reviewed the draft Public Works Budget, capital forecasting report and the Thomson Road project.

After discussion, they agreed that Cobus Road and Johnston Road would receive gravel as per the \$60,000 gravel budget. The Committee agreed that if due to safety reasons, other roads became a priority then this would be done out of the Gravel budget and Cobus Road or Johnston Road could be deferred to a future budget.

The Committee also discussed budget monies and work required for Thomson Road such as replacement or repairs of existing culverts. The Committee suggested that Glen Campbell, Murray Humphries, Janet Collins and Rod Eady could contact a contractor to obtain a cost estimate for replacement and/or repairs of culverts.

The Committee also requested Jennifer Barr, Finance Manager to determine what funds are available for Thomson Road and to include this in the draft budget.

9. MONTHLY REPORTS

- 9.1 Public Works Superintendent Report
- 9.2 Project Status Report
- 9.3 Annual General Calendar

The Committee reviewed the above reports.

10. REVENUE & EXPENDITURE REPORTS

10.1 Transportation Services, Roads - Statement of Revenue & Expense

This report was reviewed when discussing the Public Works draft budget.

11. OUTSTANDING BUSINESS

- 11.1 Humphries Road Extension (*Report for future PW Committee*)
- 11.2 Speed Limit Implementation (*Deferred at PW Committee pending Retroreflectivity*)

These projects are ongoing and will be brought back to a future Public Works Committee meeting.

12. CORRESPONDENCE

- 12.1 MDW Did you know series Question 1 (1 of 5)
- 12.2 OGRA Heads Up – December 12, 2013
- 12.3 OGRA Heads Up – December 23, 2013
- 12.4 OGRA Heads Up – January 7, 2014 (with attachment)
- 12.5 Renfrew County – 214 Municipal Supply & Service Tenders/Quotations
- 12.6 Emerald Ash Borer (EAB)

Committee members reviewed the above correspondence.

13. OTHER BUSINESS

13.1 County of Renfrew – change to capital forecast priorities

Mayor Eady reported that the County of Renfrew 10-year capital budget had included work to be done in 2014 on Lochwinnoch Road from Highway 417 to Thomson Road. However, they have deferred that work and in its place will carry out work from Gillan Road to Hwy 417.

14. NEXT MEETING

The next Public Works Committee meeting will be held on Wednesday, February 19, 2014 at 8:30 a.m. in the Municipal Council Chambers.

15. ADJOURNMENT

Moved by Rick Lester, Seconded by Murray Humphries
That the Public Works Committee meeting be adjourned at 11:27 a.m.

Carried.

CHAIR

SECRETARY