

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

Wednesday, February 19, 2014 at 8:30 a.m.

There was a meeting of the Public Works Committee held in the Municipal Council Chamber on Wednesday, February 19, 2014. 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.

**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**

Janet Collins, Public Works Manager requested that we add the Building Canada Fund report – Thomson Road.

**4. APPROVE AGENDA**

Moved by Rick Lester, Seconded by Don Eady

That the Public Works Committee approves the agenda for the February 19, 2014 meeting with the following addition:

- Building Canada Fund report – Thomson Road

Carried.

**5. MINUTES**

5.1 Public Works Committee – January 15, 2014

Committee members reviewed the Public Works Committee meeting minutes of January 15, 2014.

Mayor Eady inquired about the Thomson Road Design and Engineering Plans. Janet Collins reported that Jp2g is nearing completion of the surveying and base mapping for Thomson Road.

Mayor Eady reported that he had asked Steve Boland, County of Renfrew Public Works Department, if there would be any surplus construction materials from the County's Gillan Road project if Horton Township could utilize these. Mr. Boland said that the County would probably use access materials to build up the shoulder but he would check and get back to him with a firm response.

Chair Campbell noted that he and staff were to contact a contractor to obtain a cost estimate for replacement and/or repairs of culverts. They will do this in the near future. He also suggested that Janet Collins, Public Works Manager could check out culvert suppliers at the upcoming OGRA conference and also at the trade show being held in Arnprior in June 2014.

**6. BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

**7. DELEGATIONS**

There were no delegations.

**8. STAFF REPORTS**

**8.1 Retroreflectivity Inspection Results**

Committee members reviewed the above report. After discussion the following resolution was put forward:

Moved by Rick Lester, Seconded by Murray Humphries

THAT the Public Works committee accepts this report for information purposes as it relates to sign retroreflectivity in accordance with the Minimum Maintenance Standards, RO.Reg. 239/05, as amended.

AND THAT the Public Works Committee directs staff to undertake a site review in conjunction with the sign retroreflectivity data to determine what signs are obsolete or not required.

AND FURTHER THAT staff provides a report with consideration for:

- (a) removal of obsolete signs
- (b) removal of signs deemed to be "not required"
- (c) cost for replacement of signs
- (d) implementation of a program.

Carried.

**9. MONTHLY REPORTS**

**9.1 Public Works Superintendent Report**

Committee members reviewed the Public Works Superintendent Report with Rod Eady, Public Works Superintendent.

**9.2 Project Status Report**

Committee members reviewed the Project Status Report. Chair Campbell inquired about the surplus equipment in Public Works. Janet Collins said that she and Rod Eady will review all this equipment and bring back an ad for Committee review.

Rod Eady inquired about the GPS for Public Works and if we would be implementing this year. Janet Collins, Public Works Manager said that she will research this fully to make sure we get the right product. The OGRA convention and upcoming trade show will be a good resource for what types of equipment and products are available.

**9.3 Annual General Calendar**

Committee members reviewed the Annual General Calendar and made revisions to the calendar.

**10. REVENUE & EXPENDITURE REPORTS**

**10.1 Transportation Services, Roads - Statement of Revenue & Expense**

Committee members reviewed the revenue and expenditures report.

**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 2 (2 of 5)
- 12.2 2014 ROMA/OGRA Combined Conference
- 12.3 William H. Hobbs Letter Re: Speed on Johnston Road

Committee members reviewed the above correspondence.

## 13. OTHER BUSINESS

### 13.1 Private Road Grading

This item was referred back to the Committee by Council. Council is requesting a more extensive report. Janet Collins, Public Works Manger will prepare a report and bring back to the Committee for review and a recommendation to Council.

### 13.2 Building Canada Fund

Committee members reviewed the report on the Building Canada Fund. Janet Collins reported that the Federal Government has announced new funding for the Building Canada Fund. After further discussion the following resolution was brought forward.

Moved by Don Eady, Seconded by Rick Lester

THAT the Public Works Committee defer recommending that Council reconsider the contracting of Jp2g Consultants Inc. to complete Design and Engineering Plans for Thomson Road as deferred by Resolution No. 2013-386, at their next regular scheduled Committee meeting, until more information comes forward.

Carried.

### 13.3 Infrastructure Committee Meeting

Mayor Eady reported on an Infrastructure Committee meeting that was held last week. A suggestion that was put forward by the Infrastructure Committee was that senior staff develop a policy that would allow us to pay contractors for their time involved when they are requested to give an educated estimate as to the costs of carrying out a project. An example would be the cost of painting the community centre. The policy would have to include measures that ensure that once the tender process is in place this does not give their company an advantage to being the successful bidder.

## 14. NEXT MEETING

The next Public Works Committee meeting will be held on Wednesday, April 16, 2014 at 8:30 a.m. in the Municipal Council Chambers.

## 15. ADJOURNMENT

Moved by Murray Humphries, Seconded by Rick Lester

That the Public Works Committee meeting be adjourned at 10:10 a.m.

Carried.

---

CHAIR

---

SECRETARY