

**The Corporation of the Township of Horton**  
**PUBLIC WORKS COMMITTEE**  
October 26<sup>th</sup> 2015

There was a meeting of the Public Works Committee held in the Municipal Council Chambers on Monday October 26, 2015 immediately following the Joint Public Works & Planning Committee meeting. Present were Committee Members: Chair David Bennett; Vice Chair Jamey Larone, Mayor Robert Kingsbury; Public Members Rick Lester and Murray Humphries. Staff: Mackie McLaren, CAO/Clerk, Janet Collins, Public Works Manager and Christina Mulcahey, Administrative/Planning Assistant.

**1. CALL TO ORDER**

Chair David Bennett called the meeting to order at 10:35 a.m.

**2. DECLARATION OF PECUNIARY INTEREST**

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

**3. MINUTES**

3.1 Public Works Committee – September 28<sup>th</sup> 2015

The Committee reviewed the minutes of September 28<sup>th</sup> 2015. Vice Chair Larone said he wasn't in attendance at this meeting. He wanted to confirm where the Committee is with section of Humphries Road that was constructed by Robert and Juliette Johnston.

Chair Bennett said we should take steps to assume the road as per the agreement. All requirements have been completed and he has checked the road work. He can drill down to 20 inches at any spot on the road and bring up aggregate. He is personally convinced there is enough gravel on the road.

Vice Chair Larone asked about the check list that was created back in July that listed the remaining work. Janet Collins will provide a road report at next Committee meeting. Vice Chair Larone asked when the final lift of gravel and the hard surface needs to be put on the road. CAO/Clerk said only after the 5<sup>th</sup> lot has been sold. Four lots have been sold, leaving the last lot unsold. Chair Bennett said he considers the work to be completed up to the point in the agreement where the Township assumes the road for summer and winter maintenance. The work is ready to be reviewed by the Committee.

**4. BUSINESS ARISING FROM MINUTES**

**5. DELEGATIONS**

None

## 6. STAFF REPORTS / INFORMATION

- 6.1 Peter Tippins – Ferguson Farm Property Drainage Work  
CAO/Clerk handed out an email from Mr. Tippins to the CAO/Clerk dated October 12<sup>th</sup> 2015 and a copy of a draft letter from the Township Lawyer to Mr. Tippins. CAO/Clerk reviewed the email and letter with the Committee. In his email Mr. Tippins described the whole project from beginning and believes there is a communication problem.

CAO/Clerk said he is to contact the Lawyer today with more direction from this meeting. Vice Chair Larone said he believed we were going to watch what happens next Spring and move forward from there.

Murray Humphries doesn't agree that we should wait till spring. Chair Bennett agreed. He believes the letter is fine as it stands right now as we are requesting Mr. Tippins to fix the situation.

Moved by Murray Humphries Seconded by Mayor Kingsbury

THAT the draft letter dated October 22, 2015 prepared by Janet Bradley be sent to Mr. Peter Tippins and shall include a notation indicating that he maintain continuous positive overland drainage from the roadside ditch at Humphries Road to the outlet at River Road crossing his field(s).

Carried.

- 6.2 Request for Winter Plowing Thompsonhill Cemetery  
Janet Collins, Public Works Manager reported that the Township has received a request from the Thompsonhill Cemetery Board to remove snow from the street to their vault. The vault is used in the winter when area cemeteries do not bury. She recommends that we do not accept undertake winter maintenance for various reasons, including that the cemetery is private property. The Committee agreed with her recommendation.

Moved by Rick Lester Seconded by Murray Humphries

THAT the Public Works Committee recommend that Council not direct staff to commence winter maintenance at the Thompsonhill Cemetery.

Further that a letter be provided to Mr. John Steele informing him of Councils decision.

Carried.

- 6.3 Request for Winter Maintenance 414 Ferguson Road  
Janet Collins informed the Members that last year we advised the property owners at 334, 413 and 414 Ferguson Road that we will not be ploughing their winter access road through private property this winter as staff completed a turnaround at the end of Ferguson Road for the snow plough trucks. Historically this drive/laneway was ploughed by the Township as we did not have a proper turnaround for the trucks on Ferguson Road.

She informed the Members that staff has received a letter requesting that the Township provide winter maintenance and snow plowing this upcoming winter season due to the health of a person who lives at one of the addresses.

Murray Humphries suggested continuing the maintenance for another year. Chair Bennett agreed. We should extend the plowing for one more year and clearly state that after this winter we would no longer do it. Mayor Kingsbury agreed. Vice Chair Larone said he is in agreement that we extend for only one year. He does believe they should sign a liability agreement. Mayor Kingsbury said there has not been a liability issue in the past. Chair Bennett said we should leave status quo for the one year only.

Moved by Jamey Larone Seconded by Murray Humphries

THAT the Public Works Committee recommend that Council direct staff to provide winter maintenance on a private laneway accessing 334,413 and 414 Ferguson Road.

Further that a letter be provided to the family of Noble & Vivian Eady informing them of Council's decision and indicating that winter maintenance will not be extended beyond the 2015-2016 season.

Further that the owners of the properties sign an agreement that they understand that 2015/16 will be the last season/year of winter maintenance.

Carried.

6.4 Transportation – 10 Year Capital Forecast 2016-2025

Janet Collins reviewed the report she prepared on the 10 Year Capital Forecast. She noted that staff's goal is to have the 10 year Capital Forecast formally adopted by Council in 2016, and wished to provide individual committee's with an opportunity to review and comment on the plan which will ultimately include capital forecasts from all departments. She would like to see the Committee determine the department's capital program including the annual gravel program. Chair Bennett said we need to look at our fleet and equipment and take a closer look at the 10 year forecast to accommodate better use of the tax payer money including looking at 'trade in values' compared to repair costs. Mayor Kingsbury agreed that keeping equipment when we purchase another piece of equipment is costing us more money in repairs.

The Committee will review.

**7. OUTSTANDING BUSINESS**

None

**8. CORRESPONDENCE**

None

**9. OTHER BUSINESS**

**Item #1**

Mayor Kingsbury said Joe St Aubin called him about a culvert on Garden of Eden Road that is not draining properly. Mr St. Aubin cannot get down to see if the center of the culvert is caved in or not but it needs to be looked at. There is no water flowing though. He asked staff to have a look at it. Janet Collins said staff went and looked at it and it is clear, not plugged. Mayor Kingsbury asked that staff mark the location of the culvert with a stake as Mr. St. Aubin has difficulty finding the culvert .

**Item #2**

Chair Bennett gave a verbal update on the Thomson Road. He said Fulton's will begin road work on November 9<sup>th</sup> 2015 and the road will be closed.

**Item #3**

Tender Opening – PW 2015-05 - Sale of Surplus Equipment

Chair Bennett declared pecuniary interest on the tender.

The CAO/Clerk opened the tenders.

The following tenders were received for the 2007 Silverado ¾ ton truck with snow plough and sander:

Name of tenderer	Subtotal	HST amount	Total
Ashley Bennett	\$3800.00	\$494.00	\$4294.00
Kevin McMillan	\$5815.00	\$755.95	\$6570.95

There were no tenders received for the 2000 Sterling 5 ton snow plough truck with plough and wing.

Committee discussed the two tenders received.

Moved by Rick Lester Seconded by Murray Humphries

THAT the Public Works Committee recommends to Council that they accept the offer of \$5,815.00 plus HST from Mr. Kevin McMillan for the 2007 ¾ ton GMC truck with plow and sander in "as in condition".

Carried.

The tender for the 2000 Sterling will be extended to December 1, 2015 at 3:00 p.m. as per the resolution passed at the October 8, 2015 Special Council Meeting.

**9. CLOSED MEETING**

Moved by Jamey Larone seconded by Rick Lester

THAT the Public Works Committee enter into a Closed Meeting pursuant to Section 4 20 b) of Procedural By-law 2015-11 to discuss the need to employee temporary snow plough operators due to health issues with two staff members.

Carried.

The Meeting was closed at 12:01 p.m.

Chair Bennett called the meeting back to a Public Meeting at 12:15 p.m.

After the meeting was in Public session, the following resolution was presented.

Moved by Jamey Larone Seconded by Murray Humphries

That the Public Works Committee recommends to Council that they offer current seasonal employee Leonard Lacharity continued employment to April 30, 2016 at step 4 grid 3.

FURTHER THAT Council offer current seasonal employee Terry Legris continued employment to December 31, 2015 at step 1 grid 3.

AND THAT that the pay rates become effective November 4, 2015.

Carried.

**10. NEXT MEETING**

The Public Works Committee agreed to meet following immediately following the Joint Planning/Public Works meeting being held on November 19, 2015.

**11. ADJOURNMENT**

The Public Works Committee meeting adjourned at 12:20 p.m.

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CHAIR

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SECRETARY