

**The Corporation of the Township of Horton**  
**PUBLIC WORKS COMMITTEE**  
November 19, 2015

There was a meeting of the Public Works Committee held in the Municipal Council Chambers on Thursday November 19, 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: Janet Collins, Public Works Manager and Christina Mulcahey, Administrative/Planning Assistant.

**1. CALL TO ORDER**

Chair David Bennett called the meeting to order at 10:10 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 – October 26<sup>th</sup> 2015

The Committee reviewed the minutes of October 26<sup>th</sup> 2015.

**4. BUSINESS ARISING FROM MINUTES**

Rick Lester asked if the assumption on the Humphries Road is imminent. Janet Collins said there is a report going to the December 1<sup>st</sup> Council meeting regarding this matter. If the recommendation is adopted the Township will start maintaining the road but not assuming it.

Chair Bennett said the agreement says it doesn't have to be hard top until the 5<sup>th</sup> lot is sold. Janet indicated that it states until it is developed. Chair Bennett asked what if the other lot owner comes in and applies for a severance. Janet said she would have to check the definition of an "opened and maintained township road". Chair Bennett said if we allow a severance on this road how do we take the liability off the owner (Johnston) whose name is still partially on this road with the agreement. Again Janet said she would have to check on the definitions as well as with the Township's Lawyer. Murray suggested possibly putting some conditions on the severance. Janet will put a question together and send off to the Lawyer after checking with the CAO/Clerk. Vice Chair Larone asked if there is any proof of liability insurance from the developer. He would like to see proof, if we are going to maintain the road. If we have not assumed the road, he should show proof of insurance. Chair Bennett agreed.

Rick Lester asked if we have heard back from Mr. Tippins. Janet believes he was in speaking with the CAO/Clerk but did not have particulars. She was confident that the letter was sent from the Lawyer.

**5. DELEGATIONS**

None

## 6. STAFF REPORTS / INFORMATION

### 6.1 Transportation – 10 Year Capital Forecast

Janet said this is a carry forward from the October 26<sup>th</sup> meeting. The Committee reviewed the document noting that we need to drop 2015 and add 2025. Chair Bennett asked some financial questions and Jennifer Barr, Treasurer, joined the meeting to confirm some of the numbers. The Committee discussed the numbers line by line.

Chair Bennett noted there is no money after 2016 for capital on the garage. The Committee discussed what needs to be done and what will be done in 2016. Chair Bennett suggested \$5,000 for 2016 and adding money for 2017 with the panels at the garage.

Chair Bennett said there is nothing for the sand dome carrying forward. An inspection would come out of asset management reserve. The Sand Dome didn't have much that needed to be done in the asset management plan and most of the work was done this year. We will look to do an inspection within the year; possibly tagging on with the County. Chair Bennett said by 2020 there should be at least enough funds to replace the shingles. Jennifer said the AMP recommends a ventilation exhaust fan at the far side of the dome. She noted there is also reference to electrical. Janet Collins said that the electrical has been done.

Mayor Kingsbury said he would like to see the New Storage Facility implemented in 2016 rather than 2024 as we have just purchased new equipment. Mrs. Barr noted it was identified in 2018 in the Final Report but had been moved to 2024. During discussions, Mayor Kingsbury said he was thinking about the pressure washing of the equipment. Chair Bennett mentioned Scott McGuire and said he is capable for doing this work outside in the winter where we are not. Janet Collins will contact Scott McGuire. The New Storage Facility was returned to 2018.

Chair Bennett noted he isn't sure if the 2005 International would make it to the year 2017.

Chair Bennett noted there will not be any changes to roads figures and to push numbers from 2015 into 2016. Mrs. Barr recommended the Committee identify where the 50,000 will be spent for the gravel program in 2016. The Committee will move the funds over to 2016 and will look at it in the spring.

### 6.2 2016 Operating Budget Memo

Janet said that her and Mrs. Barr previously reviewed and made some changes. 2.1% increase is what they have presented. Chair Bennett asked if there were any highlights. Mrs. Barr had a comment that any decisions that are made on here will affect service levels as this is a labour intensive budget. Janet said she does not recommend any changes to this document. Vice Chair Larone agrees that this has been populated properly and he is fine with the way it is presented.

6.3 2016 Fees and Charges Bylaw Memo

The Committee reviewed the fees and charges bylaw. Chair Bennett said there doesn't seem to be the need for changes. Mrs. Barr said she is happy with the numbers now. Janet noted here were changes two years ago following a thorough review at that time. Vice Chair Larone asked about the entrance permit deposit fee. Janet reviewed the process with the Committee.

6.4 Development Charges – 10 Year Capital 2013-22 Memo

This memo was for information purposes only. The Committee reviewed.

**7. OUTSTANDING BUSINESS**

None

**8. CORRESPONDENCE**

None

**9. OTHER BUSINESS**

Chair Bennett said the culvert on Thomson Road has been completed and we are looking at the best way to protect is guide rails but that a decision hasn't been made yet. He also noted that Council has approved an additional \$50,000 to go ahead and finish as much work on the culverts on Thomson road this year to what we can before freeze up.

**10. IN CAMERA (CLOSED) SESSION**

None

**11. NEXT MEETING**

The next Committee meeting will be December 1<sup>st</sup> 2015.

**12. ADJOURNMENT**

The Public Works Committee meeting adjourned at 11:50 a.m.

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CHAIR

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SECRETARY