

TOWNSHIP OF CHISHOLM
PUBLIC WORKS COMMITTEE MEETING

THURSDAY, FEBRUARY 20TH, 2014

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chairperson Cec Reid with Mayor Leo Jobin and Councillor Susan Major present. Councillor David Hodgins was absent with regret. Guests in attendance were Romeo Courville, David Durocher, Tim Grimster, Les Milton, and Walter Ross. Staff members present were P. Eng. Antoine Boucher, Public Works Supervisor (PWS) Real Gauthier and Clerk-Treasurer (CT) Linda Ringler.

DECLARATION OF PECUNIARY INTEREST – None noted.

APPROVAL OF AGENDA

With the approval of the Committee, staff added the following items to the agenda:

- Confirmation of project to be undertaken through Small, Rural and Northern Municipal Infrastructure Program – Capacity Fund; and
- Date of annual Weed Inspector Conference.

Resolution 2014-11 (PWC)

Susan Major – Leo Jobin: Be it resolved that the agenda be approved as presented and amended. ‘Carried’

APPROVAL OF MINUTES

Resolution 2014-12 (PWC)

Leo Jobin – Susan Major: Be it resolved that the Minutes of the January 16th, 2014 Public Works Committee meeting be adopted as printed and circulated. ‘Carried’

BUSINESS ARISING FROM MINUTES

Councillor Susan Major inquired if the slip treads had been installed in the landfill shack and PWS Gauthier advised that he had been over to install them but the floor was covered with carpet. He also reported that the eavestrough had not been installed due to the cold weather, and higher priority Public Works duties taking precedence.

CITIZEN'S PETITIONS AND DEPUTATIONS

OPEN FORUM

COMMITTEE/STAFF PRESENTATIONS/REPORTS

P. Eng. Antoine Boucher was in attendance to update the Committee on the following matters:

- ***Asset Management Plan*** – Mr. Boucher provided the following comments to the Committee with respect to the Township's draft Asset Management Plan.
 - Council is obligated to have a Plan – It is the only way that a municipality can be eligible for government funding.
 - The Plan reflects the state of the infrastructure today – as time goes on the infrastructure will change.
 - The Plan reflects the cost of bringing the roads to the best condition. Deficiencies have been addressed and these needs have to be identified in the Plan.
 - P. Eng. Boucher recommended that NOW deficiencies be identified separately so that government can see needs are there;
 - Plan should reflect what Council can spend to address infrastructure needs;
 - P. Eng. Boucher provided a sample of the Pavement Condition Index (PCI) undertaken by the Municipality of East Ferris with respect to its paved, hard surfaced, and gravel roads.

P. Eng. Boucher did not have an opportunity to review the draft *Level of Service* document and therefore did not provide any comments on this matter.

- ***Update on Chiswick Line and Railway Trestle*** – P. Eng. Boucher provided a copy of a communication he forwarded to Ms. Jennifer McNutt, Discovery Routes Trails Organization, on behalf of the Township regarding the proposed removal of the railway trestle on Chiswick Line. The Bonfield Snowmobile Club is in support of the removal of the trestle, and will be forwarding a letter of support in this regard.
- ***Tenders for Chiswick Line*** – P. Eng. Boucher informed the Committee that he plans to prepare and invite tenders in April, with construction scheduled to start in June, and be completed by the end of September.
- ***MIII Program Projects*** - P. Eng. Boucher informed the Committee that once details are known about the MIII program, he will be in a better position to advise the Committee which road construction projects should be given application priority.

Resolution 2014-13 (PWC)

Leo Jobin – Susan Major: Be it resolved that this Committee takes a ten-minute recess.
'Carried'

Time: 8:17 p.m.

Resolution 2014-14 (PWC)

Susan Major – Leo Jobin: Be it resolved that this Committee returns to regular session.
‘Carried’

Time: 8:27 p.m.

Councillor Susan Major asked why the weight limit has not yet been posted on the South Shore Road Bridge, and was advised that the bracing has been done, and it is now up to the engineer to set a weight limit for the bridge. Staff will then be in a position to draft a by-law reflecting weight limits on various bridges.

PWS Gauthier informed the Committee that the ditches on Maple Road, where the snowmobile traffic has been running, will have to be cleaned with the backhoe before the spring melt. If this is not done, the water from the ditches will be running on the road when it starts to thaw. PWS Gauthier also mentioned that culvert thawing has been a problem this year, as staff seems to have to return and re-thaw the culverts every day.

Resolution 2014-15 (PWC)

Susan Major – Leo Jobin: Be it resolved that the ‘Public Works Activity Report’, presented by PWS Real Gauthier, be accepted as presented. **‘Carried’**

Protocol for snowplowing operations was discussed with PWS Gauthier advising that regular staff are on duty, and part-time staff are called in when needed. PWS Gauthier advised that regular staff were out till past 4:00 p.m. on Friday, January 24th. PWS Gauthier returned to work at 2:00 a.m., Saturday morning, and had an incident, and was unable to contact anyone for a couple of hours due to poor radio and phone communications. PWS Gauthier noted that highways were closed all over at the time of the storm.

NEW BUSINESS

PUBLIC WORKS

ITEMS FOR DISCUSSION FROM PUBLIC WORKS CHAIR CEC REID

- (1) Incident Report re: plough in ditch – referred to ‘In Camera’ session.
- (2) Update on required repairs to two ploughs – The turbo charger went out of Volvo and was repaired at the shop by a mechanic. As all the bills are not yet in, the total cost is not known.
Repairs to International were done in house. Clutch pan went out, a kit was installed, and the truck was put back together by Public Works staff.
- (3) Update on the two accidents submitted to insurance – No further communication has been received from the letter writer, and the Township’s insurance company will be replying to the person who sent the invoice.

- (4) Discuss putting notice in Newsletter re: widening driveway entrances to accommodate emergency vehicles – the Committee decided to have a notice published in the newsletter to alert people to the fact that emergency vehicles may not be able to respond if their driveways are not wide enough.

Resolution 2014-16 (PWC)

Susan Major – Leo Jobin: Be it resolved that the Public Works Committee recommends to Council that a price quotation from D.M. Wills Associates Limited in the amount of \$4,800 plus HST be accepted to complete the Bridge Inspection Program for the year 2014, as required under the Public Transportation and Improvement Act. **‘Carried’**

Resolution 2014-17 (PWC)

Leo Jobin – Susan Major: Be it resolved that the Public Works Committee acknowledges the receipt of a letter from Leroy Zehr, dated January 2014, requesting ditching/culvert work on Boundary Road, and further that this matter be referred to the Public Works Supervisor for a site investigation and report, as soon as weather and ground conditions permit. **‘Carried’**

Councillor Susan Major put forward a recommendation, to be forwarded to the Finance Committee for consideration, to reduce the budgetary allocation for *Beaver Control* from \$1,500 to \$400.

Mayor Leo Jobin reported that renovations are required at the municipal garage to address safety and other concerns, and advised that the scope of the work will be detailed and a *Request for Quotation* will be advertised in the Newsletter.

Resolution 2014-18 (PWC)

Susan Major – Leo Jobin: Be it resolved that the ‘Public Works’ Budget Report for the month of January, 2014, be accepted as presented. **‘Carried’**

LANDFILL

ITEMS FOR DISCUSSION FROM PUBLIC WORKS CHAIR CEC REID

- (1) Update on landfill shack – insulation, inside paneling – Mayor Jobin advised that he hasn’t spoken to Mr. Troyer yet about the paneling. He will do so soon and also check the insulation in the floor.
- (2) Household garbage bag count – Household garbage stats were reviewed. A report regarding landfill site visits each day the site is open will be provided at the next meeting.
- (3) Discussion on bale wrap – The Landfill Education Committee will look into options for the recycling of bale wrap and provide this information to the Public Works Committee.

- (4) Discuss possibility of grinding every two years – PWS Gauthier recommended that the township finish grinding what’s there this year, and then move to a two or three year cycle with the grinding and burying.

Resolution 2014-19 (PWC)

Leo Jobin – Susan Major: Be it resolved that the cost estimates from Knight Piésold Ltd. for the *Landfill Monitoring Report for the year 2014, and the Installation of Additional Wells at the Site*, be deferred to the next meeting. **‘Carried’**

Resolution 2014-20 (PWC)

Leo Jobin – Susan Major: Be it resolved that the ‘Environmental Services’ Budget Report for the month of January, 2014, be accepted as presented. **‘Carried’**

The Committee confirmed with staff that the project to be undertaken through the *Small, Rural and Northern Infrastructure Fund – Capacity Program* will be the repair or replacement of Bridge No. 20 (Epp Bridge) on Memorial Park Drive.

Resolution 2014-21 (PWC)

Susan Major – Leo Jobin: Be it resolved that the Public Works Committee moves into ‘In Camera’ session to discuss personal matters relating to identifiable individuals, including municipal or local board employees. **‘Carried’**

Time: 9:13 p.m.

Resolution 2014-22 (PWC)

Leo Jobin – Susan Major: Be it resolved that the Public Works Committee does now return to regular session. **‘Carried’**

Time: 9:29 p. m.

OTHER

ADJOURNMENT

Resolution 2014-23 (PWC)

Susan Major – Leo Jobin: Be it resolved that this Committee does now adjourn to meet again on Thursday, March 20th, 2014 at 7:00 p.m. or at the call of the Chair. **‘Carried’**

Chairperson

Clerk-Treasurer