

# THE UNITED COUNTIES OF LEEDS AND GRENVILLE

## PUBLIC WORKS COMMITTEE MINUTES

Thursday, May 7th, 2009  
9:00 a.m.

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The Public Works Committee met in the County Council Chambers, Counties Administration Building.

Members Present: Ron Holman, Mel Campbell  
Doug Struthers, Larry Dishaw,  
Bill Thake, Roger Haley,  
Bill Gooch, Frank Kinsella,  
John Conley, Jim Pickard  
Christian Kroeger

Staff Present: Steve Silver, Les Shepherd, Nigel White,  
Geoff McVey, Karen Fraser, Cindy Casselman

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### 1. Opening Remarks

The meeting was called to order at 9:00 a.m.

### 2. Disclosure of Interest.

### 3. Adoption of Committee Minutes – Wednesday, April 8<sup>th</sup>, 2009.

**Resolution No. PW-38-09**

**Moved by Mr. Dishaw and Seconded by Mr. Gooch that the Minutes of the Public Works Committee Meeting held on April 8<sup>th</sup>, 2009 be approved and that the Chair be authorized to sign the said minutes. Carried.**

**Resolution No. PW-39-09**

**Moved by Mr. Gooch and Seconded by Mr. Dishaw that the Public Works Committee Agenda for Thursday, May 7<sup>th</sup>, 2009 be approved. Carried.**

### 4. Delegations – None.

## 5. Departmental Correspondence and Reports

### 5.1 Forestry Department

#### Forestry Correspondence

##### 5.1.1. Forestry Report

Mr. McVey presented the details of his report. He indicated that staff from Proctor & Gamble will be visiting both Limerick Forest and the County Park at Charleston as part of their annual cleanup day. Mr. Campbell to send a letter of thanks to Proctor and Gamble for their efforts. Mr. McVey indicated that every spring, staff and the County benefit from occasional collection of garbage by organizations such as P & G during their annual community clean up days. This garbage has been dumped in/along Township and County trails, roads and ditches. Mr. McVey indicated that while regular trips to the disposal sites are not made, when they do go, (from Limerick) there are usually a couple of truck/trailer loads including appliances and tires. Mr. McVey said that it is a “who is going to pay” scenario as his budget cannot afford to continue to pay. After some discussion, it was agreed that Mr. McVey will communicate with the various municipalities as to what their official position is on this matter on how to handle the waste and bring back a recommendation at a future Public Works Committee meeting. In the interim, each municipality will issue a bill to the County until a decision can be made.

#### Verbal Resolution

**Moved by Mr. Thake and seconded by Mr. Haley that the waste gathered at Limerick Forest be taken to the appropriate landfill sites and the fee charged back to the County. The CAO will communicate back further direction upon Mr. McVey communicating with the various municipalities. Carried.**

#### Resolution No. PW-40-09

**Moved by Mr. Dishaw and Seconded by Mr. Struthers that the Limerick Forest Update Report be received as presented. Carried.**

##### 5.1.2. Limerick Fire Plan – Limerick Forest

After much discussion, it was agreed that the Limerick Fire Management Plan be approved in principle as a working document once Sections 3.5 and 6.3 are amended. 3.5 to make reference that all fires addressed according to local municipalities’ policies and 6.3 – reference process – the local fire emergency coordinator may request that the Warden declare a County State of Emergency.

**Resolution No. PW-41-09**

**Moved by Mr. Thake and Seconded by Mr. Haley that the Limerick Fire Plan be approved in principle as a working document for County Staff and other Emergency Services as amended. Carried.**

**5.2 Planning Department**

**Planning Correspondence**

**Planning Report – No Report**

**5.3 GIS Department**

**GIS Correspondence**

**5.3.1 GIS Update Report**

Mrs. Fraser indicated that a work plan and timeline have been developed for the new land division severance database and it will be available to staff dealing with severances by June 1, 2009. Mrs. Fraser reported that the new system will have the ability to track a severance as it moves through the system. Mrs. Fraser and Mr. Shepherd to look at adding an additional field which will notify the applicant at the 11th month that they have one month left before their application expires.

**Resolution No. PW-42-09**

**Moved by Mr. Gooch and Seconded by Mr. Thake that the GIS Update Report on Priority Projects be received as presented. Carried.**

**5.3.2 911 Update Report**

Mrs. Fraser reviewed the details of her report and indicated that she chose Rideau Lakes to start the 911 Civic Addressing Project because they have the most civic addresses and anomalies. She said that this project is moving along well and that the delivery of the new orthophotography has been a significant asset and the end result will be a point civic address layer tagged to either a dwelling or a driveway for the entire County.

**Resolution No. PW-43-09**

**Moved by Mr. Gooch and Seconded by Mr. Thake that the 911 Update Report be received as presented. Carried.**

## **5.4 Waste Management**

### **Waste Management Correspondence**

#### **5.4.1 E-mail from Bill Gooch to Mr. Shepherd regarding visit to Plasco.**

Mr. Gooch reported that he and Mr. Kinsella had visited Plasco recently and they were very impressed with the facility. He said that it was a spotlessly clean facility; well organized and a hundred tonnes of garbage is required daily to have a viable facility. The Plasco Demonstration Facility has been given a certificate of approval by the Ministry of Environment; however, any additional capacity at this facility or new facility elsewhere will require a new certificate of approval.

Mr. Gooch indicated that a full size plant in Red Deer, Alberta is underway and they are going to send him all the material resulting from a year and a half of public consultation sessions which will be very beneficial should the County decide to get on board with Plasco.

While some of the Public Works Committee members felt that we should look at options on a smaller scale; it was agreed that an adhoc committee be formed to look at the Plasco technology and bring a report back to the Public Works Committee in six months. Mr. Kinsella and Mr. Gooch indicated that they wished to be part of this committee and anyone else who is interested was asked to advise Mr. Silver following the meeting.

#### **Verbal Resolution**

**Moved by Mr. Gooch and Seconded by Mr. Pickard that an Adhoc Committee be formed to look at the Plasco technology and bring a report back to Public Works Committee in six months. Carried.**

#### **5.4.2 Waste Management Report**

Mr. McVey reported that a request for quotes had gone out for managing the household hazardous waste days for 2009. Only one quote was received from Drain-All and it was less than last year's quote.

#### **Resolution No. PW-44-09**

**Moved by Mr. Haley and Seconded by Mr. Conley that the Waste Management Report be received as presented. Carried.**

#### **Resolution No. PW-45-09**

**Moved by Mr. Haley and Seconded by Mr. Conley that RFQ #CS-09-04 for the design, management and operation of the 2009 United Counties of Leeds and Grenville Household Hazardous Waste event days for 2009 be awarded to Drain-All at their low tendered bid price of \$103,820.45 (based on 2008 volumes); which meets the required specifications as set out in the respective tender documents and is within the parameters set out in the 2009 Waste Management Budget. Carried.**

## **5.5 9-1-1 Civic Addressing**

### **9-1-1 Civic Addressing Correspondence**

### **9-1-1 Civic Addressing Report – No Report**

## **5.6 Public Works Committee Administration**

### **1. Service Delivery Review – No Report**

## **5.7 Roads**

### **Correspondence**

1. Letter to the Honourable Jim Bradley from the Township of Rideau Lakes re follow-up to Minister's Delegation @ ROMA-OGRA – Feb. 22/09.  
**Mr. Shepherd indicated that this for information only.**
2. Letter to Mr. Shepherd from Mr. Phillips re proposed turn lanes Highway 2 – East of Wexford.  
**Mr. Shepherd indicated that this was for information only.**
3. E-mail to Heather Roebuck from Mr. Shepherd re MTO Emergency Detour Routes – County Road 2 and 22.  
**Mr. Shepherd indicated that this was for information only.**
4. E-mail to Mr. Shepherd from OGRA re Stakeholder Discussions Exempting Public Works Officials from Bill 118.  
**Mr. Shepherd indicated that this was for information only.**

### **Roads Department Reports**

1. **Report regarding two turning lanes on County Road 2 at the Port of Prescott and the Bridgeview Marina.**

Mr. Shepherd indicated that his preliminary findings show that it will cost approximately \$265,000.00 to do a continuous left turn lane at the Port in

Prescott starting at the east entrance of the Port to the west entrance (about ½ kilometer in total). Mr. Shepherd said that when widened; because there is no concrete pavement, we will get a crack. Therefore all the widening would be done on the one side so that the crack will be between lanes. This estimate may be slightly less if included in with another paving job.

Mr. Shepherd indicated that to add a turning lane on the north side of Hwy 2 at Rideau Bulk Terminals will cost approximately \$40,000 to \$45,000.00, to be paid by the property owner.

### **Verbal Resolution**

**Moved by Mr. Haley and Seconded by Mr. Pickard that the turning lane at the Port in Prescott proceed on a 50-50 cost sharing basis between the County and the Port. Carried.**

## **2. Policy for Private Signs on County Road Rights-of-Way**

Mr. Shepherd indicated that he brought this Policy forward with a Notice of a By-Law as this had never been done to date.

### **Quotations and Tender Report**

1. Quotation Award for 16-09 – for a Legal Description at 85 Davis Lock Road – awarded to R.G. Bennett Surveying Ltd. at their respective low tendered price of \$1,200.00.
2. Contract Award 21-09 – for the Supply of Two Tandem Diesel Truck Cab and Chassis.

### **Resolution No. PW-46-09**

**Moved by Mr. Kinsella and Seconded by Mr. Haley that Contract No. 21-09 for the Supply of Two Tandem Diesel Truck Cab and Chassis be awarded to Jain Truck Centre at their low tendered bid price of \$224,919.92.**

**That the above noted Tender be awarded to the Company with the respective low tendered bid price which meets the required specifications as set out in the respective tender documents and is within the parameters set out in the 2009 Roads Budget. Carried.**

3. Contract Award 23-09 – for an Addition and Renovations at South Grenville Patrol Garage.

### **Resolution No. PW-47-09**

**Moved by Mr. Conley and Seconded by Mr. Haley that Contract No. 23-09 for an Addition and Renovations at South Grenville Patrol Garage be awarded to Bernier General Construction at their low tendered bid price of \$103,566.75.**

**That the above noted Tender be awarded to the Company with the respective low tendered bid price which meets the required specifications as set out in the respective tender documents and is within the parameters set out in the 2009 Roads Budget. Carried.**

4. Contract Award 24-09 for the Pinehill Road Roundabout.

**Resolution No. PW-48-09**

**Moved by Mr. Conley and Seconded by Mr. Haley that Contract 24-09 for the Pinehill Road Roundabout be awarded to Willis Kerr Contracting Ltd. at their low tendered bid price of \$546,518.11 subject to the Municipality of North Grenville's approval. Carried.**

**Standing Agenda Items**

**1. County Road No. 43 Master Corridor Study – Verbal**

Mr. Shepherd reported that there is nothing new in this area and that work continues with the various sub reports.

**5.8 County Buildings – No Report.**

**5.9 Asset Management – No Report.**

**6. Information Items Available Upon Request**

**7. Sub Committee, Special and Ad Hoc Committee Reports – No Reports.**

**8. Unfinished Business**

**Action Item List for Public Works (attached)**

**9. New Business – No Report.**

**10. Other Business – No Report.**

**11. By-laws ( notice of )**

**1. Notice of By-Law to Adopt a Policy for Private Signs on County Road Rights-of-Way.**

**12. Chair’s Announcements**

**13. In Camera**

**14. Media Question Period**

**15. Adjournment**

**Resolution No. PW-49-09**

**Moved by Mr. Thake and Seconded by Mr. Struthers that the United Counties of Leeds and Grenville Public Works Committee Meeting does now adjourn to meet again on Wednesday, June 3<sup>rd</sup>, 2009. Carried.**

**ACTION ITEM – MEETING NAME**

(List to be updated immediately after each meeting)

<b>Date</b>	<b>Item</b>	<b>Descriptive</b>	<b>Assigned To:</b>	<b>Expected Completion</b>
1. Brought forward from the December 5 <sup>th</sup> , 2007 Public Works Unfinished Business List	Preparation of a County Drainage Policy	Staff is directed to collect drainage policies including formats for drainage agreements and reference to the Drainage Act with respect to agreement drains and drainage rights of the County.	Peter Randall and Les Shepherd	<b>2009</b>
2. Brought forward from the December 5 <sup>th</sup> , 2007 Public Works Unfinished Business List	Traffic Study on County Road No. 29	Staff to arrange for an independent firm to provide a traffic study on County Road No. 29.	Les Shepherd	<b>2009</b>
3. Brought forward from the December 5 <sup>th</sup> , 2007 Public Works Unfinished Business List	Re-designation of County and Township Roads	To be discussed as part of the Service Delivery Review. May result in a long term concept over the next few years.	Public Works Department and Public Works Committee	<b>Long Term</b>
4. Brought forward from the December 5 <sup>th</sup> , 2007 Public Works Unfinished Business List	County Policy on Oversized Loads	Staff to develop a County Policy for oversize loads which will align with Eastern Ont.	Les Shepherd	<b>Long Term To be discussed at May 21, 2009 Eastern Ont. County Eng. Mtg.</b>
5. December 5 <sup>th</sup> , 2007	County wide Development Charge By-law	Staff to prepare a County wide Development Charge By-law for review by Public Works Committee	Les Shepherd and Sandy Hay	<b>Bring Forward April 2010</b>
6. January 9 <sup>th</sup> , 2008 PWC	Photo Radar	Public Works Committee requested Mr. Shepherd review the deployment of a County photo radar and forward information and feasibility to the Municipalities for comment.	Les Shepherd	<b>Ongoing</b>
7. February 6, 2008	Request by Township of Augusta for a reduced speed zone in the area of Maynard from Blue Church Rd to Merwin Lane.	Mr. Shepherd to provide a feasibility report and an estimated cost for the proposed left hand turn lane on Cty Rd 26.	To be discussed at a Future Public Works Committee Meeting	<b>Ongoing</b>