

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE
PUBLIC WORKS COMMITTEE MINUTES

May 3, 2016
10:00 A.M.

1. **CALL TO ORDER AND ROLL CALL**

The Township of McNab/Braeside Public Works Committee Meeting was called to order at 10:00am and roll call was taken.

Present:

Public Works Director	Ryan Frew
CAO/Clerk	Lindsey Parkes
Road Superintendent	Brian Box
Treasurer	Angela Lochtie

2. **DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

NIL

3. **ADOPTION OF AGENDA**

Moved by Treasurer Angela Lochtie, seconded by Road Superintendent Brian Box, **THAT** the agenda dated May 3, 2016 be adopted as submitted and circulated. **CARRIED.**

4. **DELEGATIONS AND PRESENTATIONS**

NIL

5. **INFORMATION ITEMS**

NIL

6. **UNFINISHED BUSINESS (PUBLIC WORKS)**

a) Item: 2016 Capital Projects – Update

The Director of Public Works provided a brief update for the Township’s Capital Projects:
Goshen Road: The contract has been initiated and the turtle exclusion fence has been installed. The Road construction work is anticipated to start at the end of June.

Young Road: The contract agreement has been received from the contractor and we are waiting on the contractors proposed schedule.

Braeside Garage: Work has started on site to complete the stripping of organic material.

Scheel Drive Design: The contract has been signed and a startup meeting was held last week.

The surveying and geotechnical work will be starting shortly.

Duncan Drive: Stantec has been advised to proceed with finalizing the tender package. The overlay of Division Street will be completed as part of this contract as well.

- b) Item: Capital Vehicle Purchases – Water Truck

The Road Superintendent advised that the truck will be ready later today or tomorrow morning. The truck will need to go back to the shop at a later date to add the hose reel and lights needed for the Fire Department.

7. **NEW BUSINESS (PUBLIC WORKS)**

- a) Item: Signage for Kippen Rd, Lorlei and Deerfield Drive

The Committee reviewed the map produced showing the location and type of signs to be installed in the area. A report to be produced and brought to Council in response to the letter received from Ms. Gillan.

- b) Item: Letter – Yantha Road – Eve Yantha

The Committee reviewed the letter received. The Road Superintendent advised that survey shot were taken in the area last year and that the field next to the fence is higher than where the wet spot in the field is therefore lowering the ditch is not going to help that area. The Committee also agreed that the purpose of the ditch is to drain the road and not private property and that the Township is not responsible to lower the ditches to improve drainage. The Road Superintendent advised that they will look for any piles of brush missed last year.

- c) Item: Young Road – Stantec Contract Administration

The Committee reviewed the proposal provided by Stantec for Contract Administration services for the rehabilitation of Young Road. The Committee felt that the costs were high for the service being provided and that the scope maybe over estimated as well as it is not anticipated to take 8 weeks to complete. The Director of Public Works advised that in recent proposals for completing this type of work the hourly rate were significantly lower. The Committee directed the Director of Public Works to address these concerns with Stantec and to look at other options of providing this service.

- d) Item: Scheel Drive – Road Condition

The Director of Public Works brought up for discussion the possibility of pulverizing the section of Scheel Drive which will be rehabilitated next year and maintaining it as a gravel road to reduce the amount of cold patching. The Committee discuss and decided that although this section is in rough shape the hard top will be easier to maintain come next winter. The Road Superintendent noted that the South section of Neiman (dead end) may require this type of action as it is currently in rough condition and is difficult to keep the

patch in place.

e) Item: Wild Parsnip

The Director of Public Works advised that he was in attendance for a presentation by the County Weed Inspector Jason Davis regarding noxious weeds. The presentation indicated that spraying to control vegetation in roadside ditches on County Roads stopped in 1991. A by-law from County Council would be required for spraying of noxious weeds to occur. To implement spraying the service provider would need to be trained and follow the requirements of notification of residents. The City of Ottawa and the County of Lanark have implemented a spraying program in the last couple years to combat the growth of noxious weeds. Any spray program would require mapping to determine how effective it is. The program would also have to proceed for many years as the seed life can be 6 years for some species. As of now, the County is planning to proceed with mechanical cutting of the weeds this year and indicated that cutting should be done at mid-end of June and end of August to limit seed growth and spread. The Weed inspector is only able to issue an order to remove noxious weeds if it is impacting agricultural lands however he can provide information to anyone who contacts him. The Committee discussed the issues with spraying and will revisit as more information is available from the County with regards to this. The Township will continue with mechanical cutting where accessible.

f) Item: Touch a Truck, Meet a Machine

The Touch a Truck, Meet a Machine event that is organized by the Ontario Early Years/AFPRC is scheduled for June 25th from 10-2pm at the Arnprior Fairgrounds. The organizers are seeking the Townships participation again this year. The Road Superintendent will see if one of the roads staff will be willing to attend this year.

g) Item: 2016 Truck Roadeo

The 2016 Truck Roadeo put on by the Renfrew County Road Supervisors Association will be held on June 15, 2016. The competition is divided into 3 areas: Knowledge tests, preliminary filed tests and truck driving. The Road Superintendent will see which roads staff would like to attend this year.

h) Item: OCIF Funding Application

The Treasures discussed the OCIF funding which typically requires a submission in September. The details for this year's funding have not been released however in past years the Township has not been successful. The discussion among the Committee was if a joint application with a neighbouring municipality for a boundary road would have a better chance of receiving funding. The Committee directed the Director of Public Works to contact to discuss this and report back to the Committee.

- i) Item: 2017 Budget schedule

The Treasurer advised that similar to this year the 2017 budget input would be required in September. The treasurer indicated that prior to this it would be important to have the Roads plan and the vehicle/equipment plan updated. The Committee also discussed the addition of a full time roads staff during the winter months.

8. WASTE MANAGEMENT

- a) Item: Joint Recycling and Waste Tender

The Director of Public Works updated the Committee with regards to the recycling and Waste collection tenders. The Director had a meeting with neighbouring municipalities which as a group also spoke with CIF with regards to the preparation of the tender documents. The group is looking to have a tender prepared to issue during the summer of 2016.

- b) Item: Recycling Magnet – Distribution

The Director of Public Works advised that magnets of the recycling/garbage collection schedule were distributed the Week of April 25th and an advertisement placed in the Township Times during the same week advertising that the magnets were distributed with the local newspapers. There were some issues with the distribution noted by members that utilize community boxes to get their newspaper. The Director of Public Works will follow up with Metrolandmedia.

- c) Item: Blue Bin Collection at Landfill

It was noted to the committee that the recycling totes at the landfill were all full this past week and therefore we will have to look at purchasing more totes or having the recyclables picked up every week.

9. NEXT MEETING

June 7, 2015

10. ADJOURNMENT

Moved by CAO/Clerk Lindsey Parkes, seconded by Road Superintendent Brian Box **THAT** this meeting of Committee adjourn at 10:50 a.m. **CARRIED.**