

PUBLIC WORKS COMMITTEE

County Administration Building
26 Park Avenue, Burford
Tuesday, December 12, 2006
9:00 a.m.

Present: Mayor Eddy, Councillors Coleman, Simons, Atfield, Hodge and Gatward

Staff: Compeau, Robinson, Tout and Boyd

Others: Waste Management / Landfill Liaison Committee Members Miller and Emmott

Councillor Coleman in the Chair.

APPROVAL OF AGENDA

It was agreed that the agenda for the December 12, 2006 Public Works meeting would be approved, with additions.

DELEGATIONS / PRESENTATIONS / PETITIONS

John Smith, Lura Consulting and Eric Hopkins, Trow Engineering – Waste Collection Contract Preparation

Mr. Smith distributed information on the Waste Management Collection and Haulage Contract for the County of Brant. He reviewed that with the County's current contract expiring October, 2007, Lura Consulting provided a cost estimate to prepare new contract documents. Mr. Smith highlighted that moving forward with the preparation of a new contract now would allow sufficient time for the documents to be properly prepared and reviewed, for the tender to be called and adequate submissions made, for review and analysis of the submissions and awarding of the contract and for any necessary equipment / personnel to be secured by the contractor prior to the start.

Mr. Smith suggested that the preparation of a Waste Collection Contract is essentially a balance between risks assumed by the municipality and costs. He expressed concern about the approach of taking a waste collection contract from another municipality and adjusting it to meet the County's needs, in that it is more difficult to completely understand the intention and implications of the provisions. Mr. Smith suggested that Lura Consulting would prepare a Waste Collection Contract, based on the County's specific needs, while providing flexibility to implement the results of the Waste Diversion Study. He emphasized that regardless of how the contract is prepared, the County of Brant should establish contingency measures and provisions to address service level expectations and incorporate these in the contract document.

Mr. Smith suggested that the contract preparation cost estimate of \$18,825, excluding G.S.T., is insignificant compared to the anticipated total cost of the contract (\$5 – 10 Million). Contract preparation for waste collection is very specialized and should be tailored to suit the municipality's individual needs. Mr. Smith noted that by calling the tender ahead of the final report of the Waste Diversion Plan, accurate costs can be incorporated in the review of alternatives.

Mr. Hopkins provided an update on the County's Waste Diversion Plan. He suggested that in order for the County to meet an objective of 60% waste diversion, recycling programs will have to be enhanced, organics processing will have to be implemented and significantly increased public participation will be required. Mr. Hopkins emphasized the importance of public input into and ownership of the program to be established through information sessions, presentations and reports to Council. In response to questions, he noted that the first information session will be held in January, since sessions held during the holidays are generally poorly attended. Mr. Hopkins reported that the presentation of the final report to Council is proposed for June, 2007, but noted that there may be some flexibility in the schedule to allow for earlier completion.

In response to questions, Mr. Smith suggested that the Waste Collection Contract would be prepared to incorporate the basic principles required to achieve 60% waste diversion, while providing the County with alternatives on how diversion would be achieved through the contract. Separate contract documents would not have to be prepared and called to implement the recommendations of the Waste Diversion Plan.

Discussion was held regarding why certain types of materials are accepted as recycling and others aren't. Mr. Smith outlined that although a large variety of items can be processed and recycled, plant locations and costs of processing are often the limiting factors to determine what items are financially viable for recycling. It was suggested that increased public education is required since it can be frustrating to ratepayers to try to figure out which items are and are not accepted. Councillor Gatward commented that a number of ratepayers are requesting a large item pickup and suggested that such a program could reduce the number of items illegally dumped on roadsides and encourage increased recycling of items such as fridges, stoves, etc. In response to a question, Mr. Hopkins suggested that an organics program could be viable for a municipality of the County's size and that the anticipated volume of materials would be considered to determine the most efficient transportation and disposal methods.

The Manager of Infrastructure Services reported that the January Public Information Sessions are scheduled as follows:

- Wednesday, January 17, 2007 at the Mount Pleasant Community Centre; and
- Thursday, January 25, 2007 at the County Fire Administration Building.

Notice of these sessions will be forwarded to all Council members.

Moved by – Councillor Hodge
Seconded by – Councillor Simons

Whereas there are sufficient funds in the 2006 operating budget;

Be it hereby resolved that the preparation of the waste collection contract be awarded to Lura Consulting at a cost of \$18,825, plus GST.

.Carried

Staff was directed to pursue opportunities for an earlier completion date.

MINUTES

Moved by – Mayor Eddy
Seconded by – Councillor Coleman

That the minutes of the November 14, 2006 Public Works – Environmental Services Committee be approved as circulated.

.Carried

Moved by – Mayor Eddy
Seconded by – Councillor Coleman

That the minutes of the November 14, 2006 Public Works – Roads Committee be approved as circulated.

.Carried

BUSINESS ARISING FROM THE MINUTES

1. In response to questions, the Director reported on ongoing meetings with Mr. Randy Norman and indicated that staff is working to address drainage concerns to the mutual benefit of both Mr. Norman and the municipality. She noted that staff would follow-up with Councillor Chambers to ensure consistency of communications and that the resolution of this matter has been identified as a priority project.
2. In response to questions, the Director reported that staff is working (in conjunction with the Ministry of Transportation where appropriate) to establish emergency detour routes for Highway 24, Highway 403, Highway 54 and other major transportation routes.
3. In response to a question, the Acting Roads Operations Manager reported that funds are included in the proposed 2007 budget for upgrades to a section of Pauline Johnson Road, on either side of its intersection with Big Creek Road, as suggested at the last meeting. The Director reviewed that as directed by Council, the 2007 Business Plan and Budget would be presented to the Committee of the Whole in January.
4. Correspondence from Snodgrass Consulting Services, outlining ongoing discussions with Ministry of Natural Resources Staff to address concerns regarding the Hunt Pit License Application submissions, was distributed. The Committee expressed ongoing concern about the delays in this project and the Director noted that the deadline for the approval of the license application is Spring, 2007. The Committee noted correspondence from the Ministry of Natural Resources to Six Nations, advising that “all of the requirements for circulation under the Provincial Standards have been met and the applicant is now in the process of addressing the comments received”.
5. Appointment of Council Representative to County of Brant Transportation Master Plan Stakeholders’ Group.

Moved by – Councillor Gatward
Seconded by – Councillor Simons

That Councillor Brian Coleman be appointed as the representative from Brant County Council to the Transportation Master Plan Stakeholders’ Group.

.Carried

The Director reported that the next meeting of the Stakeholders' Group is scheduled for Tuesday, December 19, 2006, 9:00 a.m. in the Public Works Meeting Room, County Administration Building. Written comments may be submitted at any time.

6. Information from the Legal, Licensing, By-law Enforcement Division was distributed, outlining the process to close and sell a portion of the road allowance in front of 291 County Highway 2. This memo indicates an estimated cost of \$3,000 to \$5,000 to close and transfer the portion (the majority of this cost being a survey to separate the parcel from the road allowance) and questioning whether the land would be given without compensation or sold to the property owner (\$2,190.90, based on the County's compensation schedule). The Director reviewed that this matter arises from a delegation made at a previous meeting to have a 10 ft by 327 ft parcel of land (which was acquired for road widening purposes previously by the Ministry of Transportation), transferred back to the property owner to be consistent with adjacent property lines. The Manager of Infrastructure Services noted that the owner has agreed to pay the registration cost (\$70.60), but has verbally advised that she is not prepared to pay the additional processing costs, as it is her opinion that the parcel was acquired in error.

In discussion, the Committee generally agreed that in view of the request for the transfer being initiated by and to the benefit of the private property owner and since the parcel is surplus to the municipality's needs, the transfer would be permitted, at no cost for the sale of land, provided all costs associated with transferring the portion of land (including survey costs) are assumed by the owner of 291 County Highway 2.

Moved by – Councillor Atfield
Seconded by – Councillor Simons

That the County of Brant approve the request from the owner of 291 County Highway 2 for a parcel of road allowance land (approximately 10ft x 327 ft) previously acquired for road widening and surplus to the municipality's needs to be transferred to the property owner;

That this approval be granted, subject to the property owner paying all costs associated with the transfer (estimated to be \$3,000 to \$5,000);

And that this approval be granted with the understanding that the property owner will not be responsible for the costs of the value of land to be transferred (\$2,190.90).

.Carried

CONSENT ITEMS RECEIVED AS INFORMATION

1. Environmental Services Cheque Register dated December 6, 2006.
2. Roads Department Cheque Register dated December 6, 2006.
3. Ministry of the Environment – Amended Certificate of Approval for the Mount Pleasant Water Facility (correction in GPS coordinates and well descriptions, removal/decommissioning of 2 testing wells and address changes).
4. Ministry of the Environment – Amended Certificate of Approval for the Paris Well Supply System (upgrades to treatment process).
5. Ministry of the Environment – Amended Certificate of Approval for the St. George Well Supply – (corrections in GPS coordinates, pressure readings, well description and addresses).
6. Information Referred by Council – Ministry of Transportation – Bridge Inspections.

7. Memo Sent to Councillor Gatward – McMillan Road – Powerline Road to Lynden Road – Request for Beacon approximately 500 feet north of Lynden Road – In response to questions, the Acting Roads Operations Manager reported on a new sealing product for tar and chip roads that was tested on McMillan Road.
8. Correspondence from Len Finch – Entrance Permit Application for 98 West River Road.
9. Public Works Compliance Calendar.
10. Correspondence Sent to Mr. Les Misner in Response to Request for Fourth Concession Road to be Paved – advising that Public Works will not be hard surfacing Fourth Concession Road from Muir Line to 3.0 kilometres east of Muir Line at this time but will continue to monitor the gravel road surface and budget the necessary work accordingly.
11. Correspondence Sent to Ministry of Transportation – Concerns that future growth and road collision history were not fully considered in Ministry’s road design at the intersection of Old Highway 403 at Johnson Road and requesting reconsideration of funding for installation of northbound and southbound lanes.
12. Correspondence Sent to Ministry of Transportation – Requesting reconsideration of Ministry’s position that the municipality’s acquisition of surplus lands on the south side of King Edward Street, Paris must be at market value.
13. Ontario Good Roads Association – Alert – OGRA Attends Pre-Budget Consultations.
14. Ontario Good Roads Association – Alert – Memorandum of Understanding Between OGRA and MTO Demonstrates Ministry Commitment to Auditor General’s Bridge Inspection Recommendations.
15. Ontario Good Roads Association – Alert – Asset Management Funds Available Through COMRIF.
16. City of Brantford Transportation Master Plan Update – Notice of Study Completion – written comments to be submitted by January 3, 2007.
17. Memo regarding phone call thanking staff for grading, gravelling and leveling Tuscarora Street, Onondaga.

PW-06-01 – LIKINS BRIDGE REHABILITATION BUDGET SHORTFALL

Moved by – Mayor Eddy
Seconded by – Councillor Hodge

Whereas there are insufficient funds available in the Likins Bridge (GL #61139) Capital Account;

And Whereas it has been necessary to undertake additional soffit patching and the installation of temporary concrete barriers, as determined by field conditions;

Be it hereby resolved that the funding for the Likins Bridge project be augmented by transfers from Beaver Creek Bridge Rehabilitation (GL #61064) in the amount of \$31,601.58.

.Carried

PW-06-02 – TRAFFIC CONTROL MEASURES AT VARIOUS INTERSECTIONS

The Director reported that staff is recommending the installation of rumble strips at two intersections, noting that other intersections reviewed already had extensive signage and/or flashing beacons as a warning to drivers. She reviewed that currently, accident reports are received in paper format, which requires manually searching through hand-written accident reports when information on a specific incident or road is required. This is a time-consuming process and it is recommended that a software program be purchased so that electronic information can be stored and more easily accessed to assist in analyzing road / intersection conditions.

Moved by – Councillor Hodge
Seconded by – Councillor Gatward

Whereas, as a result of vehicle collisions, the County of Brant has received several inquiries requesting a review of various intersections to evaluate and implement additional safety measures. The intersections are as follows:

- County Highway 53 at Muir Line;
- Oakland Road at King Street;
- Mount Pleasant Road at Burtch Road; and
- Powerline Road at Oak Park Road

Be it hereby resolved that in response to these inquiries, the following additional measures be implemented:

1. At the intersection of County Highway 53 and Muir Line, rumble strips be installed on Muir Line in order to improve safety (at an estimated cost of \$1,000 per direction);

And since Muir Line shares a boundary with Oxford County, a request for cost sharing of this project be submitted to Oxford County Council;

2. At the intersection of Powerline Road and Oak Park Road, rumble strips be installed on Powerline Road in order to improve safety (at an estimated cost of \$1,000 per direction); and
3. A traffic data software package be purchased that will assist Brant County staff with technology solutions to store and analyze traffic engineering data effectively and efficiently. The cost to supply and install this software is estimated at \$9,000 (funds available in GL #00-431-41001).

.Carried

CAINSVILLE WASTEWATER SYSTEM

The Manager of Infrastructure Services reported on the following investigations into high flows reported in the Cainsville Wastewater System:

- Camera Inspection of System – Ms. Robinson reported that these inspections identified no significant sources of infiltration. She noted that although the pipes seem to be in good condition, there were some sanitary connections with apparently high volume flows. The origins of these high flows are being investigated.
- Flow Meter Tests – Ms. Robinson reported that a field inspection determined that although the flow meter functions properly and reads accurately flows within the range of the rated capacity of the system, when this range is exceeded, the magnitude of error increases exponentially. This means that when flows exceed the meter capacity, the actual flows recorded are exaggerated. This explains several exceptionally high peaks in flows recently recorded.
- Dye Testing – Ms. Robinson reported that dye testing of the catchbasins would be completed to determine if there is any cross-contamination with the wastewater collection system.
- Reconciliation with Water Records – The Director reported that although not all water system users have wastewater servicing, there was no correlated spike in the master water records that would account for the increased wastewater flows.

The Manager of Infrastructure Services suggested that it is expected that a combination of causes are contributing to the high flows recorded and that staff is working to further investigate and eliminate these anomalies. Mayor Eddy expressed concern about the comment in the Ministry of the Environment's Inspection Report regarding the adequacy of the inflow / infiltration study. Ms. Robinson responded that staff is investigating the origin of these comments.

INFORMATION REPORTS

1. PW-06-03 – Proposal for a Parking Review on Grand River Street North and Speed Analysis on Paris Road – Councillor Atfield expressed concern that when large vehicles (vans, trucks, etc.) use the angle parking on Grand River Street North, it is difficult for smaller cars to exit a space safely due to sight restrictions. It was suggested that staff would continue to monitor the situation and that with the implementation of a truck / by-pass route for downtown Paris, some relief might be realized. The truck / by-pass route is being considered as a priority component of the County's Transportation Master Plan.

OTHER BUSINESS

1. The Director reported that the Final Report for the City of Brantford's Transportation Master Plan is available for review from the Public Works Department.
2. The Director reported that Trevor Barrowcliffe and Bill Markle have both received their Certified Roads Supervisor designation from the Ontario Roads Supervisors' Association and that Kris McAllister has achieved an Associate designation and will be working towards full certification. The certification program is a combination of education and experience factors.
3. The Director sought input relating to policy review matters, as she is currently preparing the department's 2007 Business Plan. The following comments were made:
 - Mayor Eddy noted that constituents request hard surfacing of gravel roads;
 - Councillor Simons noted a request for the "No Trucks" sign on Jefferson Street to be moved closer to its intersection with Silver Street – It was noted that this is an operational matter and would be referred to staff accordingly;
 - Councillor Atfield noted ongoing drainage concerns involving Amelia Street;
 - Discussion was held regarding the possible reinstatement of public bus services between Brantford and Paris. The Director of Community and Development Services is investigating this matter;
 - Councillor Gatward expressed concern about maintenance of village streets. In discussion regarding Front Street, Onondaga, it was noted that staff is investigating options to widen the traveled road surface to direct traffic away from the slope, but that at this time, it is not recommended that any additional works to the slope be completed;
 - Councillor Coleman expressed concern about maintenance of gravel roads and suggested that, if necessary to obtain high-quality materials, staff consider purchasing materials from outside the municipality;
 - The Director reported that the Acting Roads Operations Manager is in the process of establishing a formal maintenance program (i.e. for gravel roads, surface treatment and resurfacing), which will provide a defensible position for which roads are upgraded at which time. She noted that staff is also considering a program to focus on upgrades in one particular area of the County each year, with a view to realize cost savings through the tendering process and/or to attract additional bidders, since the equipment would not have to be moved from area to area; and
 - Councillor Coleman expressed concern about drainage issues in the geographic Township of Burford.

In discussion, it was suggested that the County of Brant, partnered with other municipalities, take an active and determined approach to protesting Provincial downloading and the impacts it has had on essential infrastructure and property taxes. The Director noted that the Association of Municipalities of Ontario and the Ontario Good Roads Association are both actively involved in lobbying both the Provincial and Federal governments for increased funding of infrastructure upgrades. She noted that information regarding the deficit in infrastructure upgrades and related costs is regularly provided to the government agencies and contributed, in part, to the additional funding secured in 2006. The Committee agreed, however, that additional and sustainable funding is required.

4. The Director proposed a Public Works Orientation Session to provide new members of Council with an overview of Public Works facilities, projects, processes, etc., in an informal setting and a 'round table' discussion format. It was agreed that the session would be scheduled for Friday, January 5, 2007, 9:00 a.m. at the County Administration Building. Members were encouraged to forward any topics / issues they wish to have addressed at the session. It was noted that all members of Council are welcome and members were asked to advise the Director if they plan to attend).
5. The Director reviewed that as part of the Ministry of Transportation's reconstruction of the intersection of Powerline Road and King George Road / Highway 24, discussions were held regarding whether the County would like to have the resurfacing of the Powerline Road approaches to the intersection included in the work program. She reported that when the cost estimates were received, staff advised the Ministry that they could not authorize the work without Council's approval. The matter was presented to Committee and the City of Brantford was approached for cost-sharing of the proposal. In the meantime, the Ministry of Transportation awarded the contract and proceeded to have the additional works on the approaches to Powerline Road completed (without formal authorization from the County of Brant). The Ministry has since advised the County that payment for these works is now required and the City has declined to participate in cost-sharing.

In discussion, the Committee agreed that since the work was undertaken without authorization from the municipality, the County should not be responsible for the costs. It was agreed that if staff cannot obtain a satisfactory resolution through discussions with Ministry staff, correspondence would be prepared for the Mayor's signature to the Minister.

Moved by – Councillor Gatward
Seconded by – Councillor Simons

Whereas the Ministry of Transportation contracted and proceeded with upgrades to the Powerline Road approaches to its intersection with King George Road / Highway 24, without formal authorization from the County of Brant;

Be it hereby resolved that the request for payment for said works be denied.

.Carried

6. The Director reported that during the December 22, 2006 – January 2, 2007 period, the Public Works Department would be running on a reduced staff complement. Mike Tout and Alex Davidson will be in the office as senior staff members. She noted that for emergencies, on-call staff are available 24-hours per day at the Burford Office number, which is forwarded to dispatch after-hours.
7. The Director reported that previously Canada Post had requested approval for a Community Mail Box to be located on German School Road, west of its intersection with Highway 24. She noted that this request was refused, in view of concerns about additional traffic at the unsignalized intersection of German School Road and Highway 24. A request has since been received for approval of a Community Mail Box on German School Road, east of its intersection with Highway 24. The Committee reiterated previous concerns and noted that German School Road does not have sufficient shoulders to accommodate off-street parking for cars accessing the box. The Committee concurred that this request would be denied.
8. Correspondence from Totten Sims Hubicki, regarding Willow Street and Curtis Avenue North improvements was received as information. Councillor Atfield expressed concern that the installation of lights at the intersection of Willow Street and Dundas Street would be redundant if changes were ever made to the road alignment and suggested that the County re-consider the extension of William Street to Curtis Avenue. In response to concerns about the potential for queing on the High Level (Grand River) bridge, the Director noted that although the bridge is designed to accommodate such loads, measures could be implemented to minimize the frequency of this situation.
9. Councillor Gatward raised ongoing concerns about truck parking on Colborne Street East at Tim Hortons and reduced visibility for vehicles exiting the facility. She forwarded a comment about O.P.P. vehicles parked at the facility while trucks are parked in the 'No Stopping' Zone. These concerns will be forwarded to the Police Services Board as information.

In Camera at 11:55 a.m. to discuss a legal matter, on motion of Councillor Gatward and Councillor Atfield.

This portion of the meeting is recorded in the In Camera – Confidential Public Works Committee minutes dated December 12, 2006.

Open Session at 12:00 noon, on motion of Councillors Hodge and Gatward.

NEXT MEETING

The meeting adjourned at 12:00 noon to meet again on Tuesday, January 16, 2007 at 9:00 a.m. at the County Administration Building, 26 Park Avenue, Burford.

Secretary