



**MINUTES
SEVENTH MEETING OF 2013
PUBLIC WORKS COMMITTEE OF THE WHOLE**

The Public Works Committee of the Whole met in regular session on Wednesday, August 7th, 2013 immediately following the Economic Development Committee meeting at the Lanark County Municipal Office, 99 Christie Lake Road, Perth, Ontario.

Members Present: Chair P. McLaren, Warden B. Dobson, B. Stewart, J. Levi, V. Wilkinson, P. Dolan, J. Fenik, J. Gemmell, K. Kerr, , R. Kidd, S. Mousseau, W. LeBlanc and G. Code

Staff/Others Present: K. Greaves, CAO/Treasurer
C. Ritchie, Director of Clerks Services/Clerk
E. Patterson, Council and Clerk Services Assistant
S. Allan, Director of Public Works

Regrets: Councillors S. Freeman, E. Sonnenburg and A. Churchill

PUBLIC WORKS

Chair: Councillor Peter McLaren

1. CALL TO ORDER

The meeting was called to order at 7:26 p.m.
A quorum was present.

2. DISCLOSURE OF PECUNIARY INTEREST

None at this time.

3. APPROVAL OF MINUTES

MOTION #PW-2013-060

MOVED BY: Keith Kerr
SECONDED BY: Gail Code

"**THAT**, the minutes of the Public Works Committee meeting held on June 5th, 2013 be approved as circulated."

ADOPTED

4. ADDITIONS AND APPROVAL OF AGENDA

MOTION #PW-2013-061

MOVED BY: John Gemmell
SECONDED BY: Pat Dolan

“**THAT**, the agenda be approved as presented.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

- i) Snowmobile Crossing Request: County Road 511 and Mississippi River Bridge
Alice Gilchrist

Ms. Gilchrist addressed the committee regarding the snowmobile crossing request – *speaking notes attached page 10*

S. Allan spoke with Consulting Engineering Services, McCormack Rankin Corporation, and it is feasible to accommodate a 2.5 meter wide lane, separated from the traffic, for snowmobiles on the new construction of the bridge.

MOTION #PW-2013-062

MOVED BY: John Fenik
SECONDED BY: Brian Stewart

“**THAT**, the Snowmobile Crossing Request: County Road 511 and Mississippi River Bridge item become an addition under New/Other Business.”

ADOPTED

6. COMMUNICATIONS

- i) Notice of Public Information Centre: Rehabilitation of County Road #24
ii) Letter to Randy Hillier from MTO: Speed Zones on Highway 7 at Carleton Place

MOTION #PW-2013-063

MOVED BY: Keith Kerr
SECONDED BY: Bill Dobson

“**THAT**, the communications for the August Public Works Committee meeting be received as information.”

ADOPTED

7. CONSENT REPORTS

- i) Report #PW-36-2013 Public Works Contracts Status Report #7

MOTION #PW-2013-064

MOVED BY: Keith Kerr

SECONDED BY: John Levi

"**THAT**, the following Consent Report for the May Public Works Committee meeting be received as information:

Report #PW-36-2013 Public Works Contracts Status Report #7."

ADOPTED

8. DISCUSSION REPORTS

- i) Report #PW-37-2013 Proposed 10 Year County Roads Paved Shoulder Program
Director of Public Works, Steve Allan

The purpose of this Report is to seek Council's approval, in principle, of a long-term plan for the paving of shoulders on County Roads.

Discussion was held regarding the pros and cons to the proposed paved shoulder program.

MOTION #PW-2013-065

MOVED BY: Richard Kidd

SECONDED BY: John Fenik

"**THAT**, staff prepare a report for the Public Works committee providing the financial and cost benefit analysis for the proposed 10 Year County Roads Paved Shoulder Program;

AND THAT the proposed County Roads Paved Shoulder Program is referred to the 2014 Budget deliberations for discussion."

ADOPTED

- ii) Report #PW-39-2013 Weed Inspector's 2012 Report and Appointment of the Lanark County Weed Inspector for 2013
Director of Public Works, Steve Allan

The purpose of this Report is to inform the Committee of the activities of the Lanark County Weed Inspector.

MOTION #PW-2013-066

MOVED BY: Brian Stewart
SECONDED BY: Keith Kerr

"**THAT**, Lanark County Council accepts the 2012 Annual Weed Report for information;

AND THAT, Lanark County Council authorizes the payment of an honorarium of \$500 to Mr. Tom Guindon for his services as Lanark County Weed Inspector in 2012;

AND THAT, the Clerk prepares the necessary By-Law to appoint Mr. Tom Guindon as the Lanark County Weed Inspector for 2013."

ADOPTED

- iii) Report #PW-40-2103 Contract #PW-E-38-2013-13-E0 – Removal and Replacement of Tandem Dump Box
Director of Public Works, Steve Allan

The purpose of this Report is to seek Council's approval to award a Contract for the removal of a surplus 1999 tandem dump box and the installation of a new tandem dump box.

MOTION #PW-2013-067

MOVED BY: Pat Dolan
SECONDED BY: Keith Kerr

"**THAT**, Contract PW-E-38-2013-13-E0 be awarded to the lowest Compliant Bidder, Twin Equipment, for \$28,450, plus applicable taxes."

ADOPTED

- iv) Report #PW-41-2013 Bulk Coarse Highway Road Salt Tender Results
Director of Public Works, Steve Allan

The purpose of this Report is to seek Council's approval to award the Supply and Delivery of Bulk Coarse Highway Road Salt Contract to Cargill Deicing Technology.

MOTION #PW-2013-068

MOVED BY: Bill Dobson

SECONDED BY: Sharon Mousseau

"**THAT**, Council awards Contract #PW-M-28-2013-13-16-E2, Supply and Delivery of Bulk Coarse Highway Road Salt Tender, to the lowest compliant Bidder, Cargill Deicing Technology, in the amount of \$493,850.00 (Schedule "A" - County's portion);

AND THAT, the Clerk sends the results of the Bulk Coarse Highway Road Salt Tender (Schedule "B") to the local Municipalities and the Town of Smiths Falls, for their consideration."

ADOPTED

- v) Report #PW-42-2013 Entrance Appeal: #4694 March Road (Lesway)
Director of Public Works, Steve Allan

The purpose of this Report is to respond to a Delegation that appeared at the June 5th, 2013, Public Works Committee Meeting to appeal the design of their entrance on County 49 (March Road).

An additional page regarding the entrance appeal was circulated to the committee – *attached page 12*

MOTION #PW-2013-069

MOVED BY: Pat Dolan

SECONDED BY: Brian Stewart

"**THAT**, County Council approve an exemption to the entrance policy to allow the continued use of the existing residential entrance separate from the common entrance at #4694 March Road."

ADOPTED

8. VERBAL REPORTS

- i) Report #PW-44-2013 Fuel and Asphalt Index
Director of Public Works, Steve Allan

S. Allan reviewed the Fuel and Asphalt Index that was provided in the agenda.

MOTION #PW-2013-070

MOVED BY: Keith Kerr
SECONDED BY: Brian Stewart

“**THAT**, Report #PW-44-2013 Fuel and Asphalt Index be received as information.”

ADOPTED

10. DEFERRED REPORTS

None

11. NEW/OTHER BUSINESS

- i) Snowmobile Crossing Request: County Road 511 and Mississippi River Bridge

MOTION #PW-2013-071

MOVED BY: John Fenik
SECONDED BY: Keith Kerr

“**THAT**, the Public Works Committee agreed to proceed with the enhancement to accommodate a 2.5 meter wide lane on the west side on the Mississippi River Bridge;

AND THAT the Director of Public Works be authorized to pursue appropriate cost sharing arrangements.”

ADOPTED

12. CONFIDENTIAL REPORTS

- i) Report #PW-43-2013 Request for Information, Winter Roads Maintenance Provision of Plow Trucks and Operators – Expression of Interest Results
Director of Public Works, Steve Allan

MOTION #PW-2013-072

MOVED BY: Wendy LeBlanc
SECONDED BY: Gail Code

"**THAT**, the Committee move "in-Camera" at 8:30 p.m. to address a matter pertaining to labour relations or employee negotiations;

AND THAT K. Greaves, CAO/Treasurer, C. Ritchie, Director of Clerk Services/Clerk, Steve Allan, Director of Public Works, and E. Patterson, Council and Clerk Services Assistant remain in the room."

ADOPTED

The minutes of the "in-camera" session are considered to be confidential and shall be subject to the provisions contained in section 7.10 of Procedural By-Law 2006-43.

MOTION #PW-2013-073

MOVED BY: Keith Kerr
SECONDED BY: Brian Stewart

"**THAT**, the Committee return to regular session at 9:35 p.m."

ADOPTED

The Chair rose and reported that the Director of Public Works provided an update on the expression of interest.

13. NEW/OTHER BUSINESS

- ii) Meeting Schedule – *attached, page 13*
Director of Clerk's Services/Clerk, Cathie Ritchie

C. Ritchie reported that there were no changes to the meeting schedule.

14. ADJOURNMENT

The Committee adjourned at 9:36 p.m. on motion by Councillors K. Kerr and B. Stewart



**Cathie Ritchie,
Clerk**

DELEGATIONS/ PRESENTATIONS

The K&P Snow Trails Association request the County of Lanark to consider including a 5-foot snowmobile lane on the Mississippi River bridge on CR 511 between Lanark and Balderson as part of the bridge reconstruction being planned for 2014.

For a number of years, K&P Snow Trails had landowner permission to maintain a trail on private property that bordered the Mississippi River and allowed snowmobiles to cross the river once the ice was safe. This local trail passed through the golf course and then branched off and continued to Balderson/Perth. It linked to OFSC trail E104 that connects Snow Road (from former K&P railbed) to Carleton Place and beyond, crossing CR 511 at Lanark next to the gas station. Due to liability concerns, the land use permission was withdrawn. Agreements have been reached with other landowners to reroute the trail but it involves travelling a portion of CR 511 and crossing the river using the highway bridge.

There are safety concerns as 511 has significant heavy truck traffic as well as standard vehicle use and is a much-used roadway. It is sometimes difficult to steer sleds on pavement or bridge surfaces so snowmobile clubs try to avoid creating trails on roads wherever feasible. In this instance we have been left with no other choice. We learned that there are plans for reconstruction of this bridge in 2014 and would like the County to consider including an add-on for use of sleds such as a bridge on the Madawaska in Whitney or similar to the pedestrian walkway on the bridge in Innisville.

The Lanark-Perth link is significant in the OFSC network of trails and could be eligible for grant monies through the OFSC and Ontario's Tourism Development Fund. The Lanark link would provide much needed access to food, fuel and accommodations both in Lanark and Perth.

Although the formal call for snowmobile clubs to apply for the 2013/2014 Tourism Development Fund has not been issued, our District Administrator has provided the OFSC with preliminary notice of potential projects which included an estimate of \$40,000 to assist in this endeavour.

The following two extracts from the OFSC Board of Governors meeting held in July 2013 are applicable:

(1) EXTERNAL FUNDING TASK FORCE

The board supported a 2013/14 Tourism Development Fund (TDF) snowmobiling investment by the Province of Ontario and further authorized the External Funding Task Force to act on its behalf for 2013/14 to review and approve district applications for tourism-related projects.

Information about submitting district applications will be sent promptly, and district are reminded that all project funding proposals must be greater than \$5,000 and should be supported by a 10% minimum contribution from districts/clubs on funding up to \$50,000 project value, with district/club contributions for projects over \$50,000 being reviewed on an individual basis by the task force.

(2) SNOWMOBILING TOURISM LOOPS

Under the approved OFSC Snowmobiling Tourism Strategic Plan, the board received a report providing background on an OFSC provincial initiative to help increase participation and sell more permits by promoting snowmobiling tourism loops as part of the Go Snowmobiling Ontario campaign. Eight district-endorsed loops are included in the 2013/14 promotion, these identified as being most ready based on the 2011 Tourism Product Development Project Field Consultant's Report and on completion of related External Funding projects.

Other snowmobile tourism loops will be included in following winters as they are identified as meeting loop criteria. All districts will be provided with snowmobiling tourism loop information to support External Funding applications this summer for loop projects. Note that to meet the tourism enhancement objectives of the province's funding investment, this year's External Funding program will have a strong focus on enhancing current or developing new high impact "Snowmobile Tourism Loops" that would be valued by a significant number of snowmobilers.

District 1 of the Ontario Snowmobile Federation covers all of Eastern Ontario and its clubs have already developed 8 popular tour loops and plan to increase this number to provide sledders with a touring experience that access needed services such as food, fuel and accommodations.

Sledders are known to travel with "open wallets" They need fuel, food and accommodation. As costs for these items steadily increase, many sledders are touring within their local areas rather than long distances. Eastern Ontario has been cited as a marvellous snowmobile tour location so we are attracting out-of-town visitors as well as our own residents to our villages and towns. Easing access to services and facilities is a key element of trail building and the construction of a snowmobile lane on this bridge would ensure the trail linkage for sledders to reach Lanark and Perth as well as Smiths Falls and Carleton Place.

It is anticipated that additional tourism loops will be developed using this connection.

Additional information on trails and tourism trail loops, check the following websites:

<http://district1ofsc.ca>

<http://www.kptrails.com>

Alice Gilchrist
613-278-1020
a.gilchrist@xplornet.ca

Ruth and Morley Wark
613-278-0477
rmwark@storm.ca

Complete the applicable section on this page

COMMERCIAL / INDUSTRIAL / INSTITUTIONAL / MULTIRESIDENTIAL ENTRANCES

Type of Commercial Activity: COMMERCIAL RENTAL UNITS

Proposed Hours of Operation: From: 08:00 AM To: 6:00 PM

Specify: Year Round Operation
 Seasonal -> Specify Season: _____

What is the anticipated daily traffic volume in and out of the proposed entrance? 50 vehicles/day
What percentage of the daily traffic volume will be heavy truck traffic? 5% percentage

If Multi-Residential Entrance specify the number of residential dwellings: _____



Agreement of Common Entrance

I/We, JOHN LESIAK am/are the legal
Print Owner(s) Name(s) _____

property owner(s) of the property adjacent to the property that is subject of this application. I/We am/are in agreement that my/our entrance will become a common entrance as per the intent of this application. I/We understand that any and all agreements between property owners relating to installation, works, maintenance, costs, etc., are between the property owners and that the County of Lanark is in no way responsible or liable.

Contact phone number for owner(s): _____

John Lesiak
Signature of Owner

[Signature]
Witness

20/2/18
Date

Signature of Owner

Witness

Date

All legal owners of the adjacent property must sign this acknowledgement and all owners signatures must be witnessed by someone other than a co-owner or the person making this application.

TEMPORARY ENTRANCES

State the purpose of the Temporary Entrance: _____

When do you require the temporary entrance; indicate dates: From: _____ To: _____

Please note that the maximum term for a temporary entrance is one year.



MEETING SCHEDULE – As at August 2nd, 2013

Meeting	Location	Time	Date
Economic Development Committee Public Works Committee	Council Chambers	5:00 p.m.	Wed. Aug 7 th
Community Services Committee Corporate Services Committee	Council Chambers	5:00 p.m.	Wed. Aug 14 th
Agricultural Advisory Working Group	Council Chambers	7:30 p.m.	Thur. Aug 15 th
Warden's Golf Tournament	Links O'Tay	Registration 11:30 a.m.	Fri. Aug 16 th
LCMTC	D/NE Room	8:30 a.m.	Mon. Aug 19 th
Forestry Working Group	Carleton Place Room (Public Works Building)	2:00 p.m.	Mon. Aug 19 th
AMO Conference	Ottawa	Sun. Aug 18 – Wed. Aug 21 st	
Land Division	Council Chambers	10:00 a.m.	Mon. Aug 26 th
Lanark County Housing Corporation	LCHC Office	6:00 p.m.	Tue. Aug 27 th
County Council	Council Chambers	7:00 p.m.	Wed. Aug 28 th
Economic Development Committee Public Works Committee	Council Chambers	5:00 p.m.	Wed. Sept. 4 th
Accessibility Advisory Committee	Council Chambers	2:00 p.m.	Mon. Sept. 9 th
OEMC	Kingston	Wed. Sept. 11 th – Fri. Sept. 13 th	
LCMTC	D/NE Room	8:30 a.m.	Mon. Sept. 16 th
Lanark County Tourism Association	TBD	2:00 p.m.	Mon. Sept. 16 th
Forestry Working Group	Carleton Place Room (Public Works Building)	2:00 p.m.	Mon. Sept. 16 th
Community Services Committee Corporate Services Committee	Council Chambers	5:00 p.m.	Wed. Sept. 18 th
Land Division	Council Chambers	10:00 a.m.	Mon. Sept. 23 rd
Lanark County Housing Corporation	LCHC Office	6:00 p.m.	Tue. Sept. 24 th
Strategic Planning Session	Council Chambers	3:00 p.m. – 6:00 p.m.	Wed. Sept. 25 th
County Council	Council Chambers	7:00 p.m.	Wed. Sept. 25 th
Public Works Road Tour		9:00 a.m. – 4:00 p.m.	Wed. Oct. 2 nd