



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Jeff Molenhuis  
**DATE:** 05/06/2017  
**SUBJECT:** Public Works Activity Report – May 2017  
**ATTACHMENTS:** NONE

## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the Public Works Activity Report for May 2017 for information purposes.

## **EXECUTIVE SUMMARY**

The Public Works department provides updates to Council on activities within the department.

## **DISCUSSION**

### **Administration**

#### **Public Works Staff**

On May 23<sup>rd</sup>, a new employee joined our team as a fulltime Roads and Landfill Operator. This employee will split working at the Wingham Landfill and within Blyth and East Wawanosh ward for the Public Works department.

As of May 31<sup>st</sup>, two Roads employees have retired. We wished them both a happy and enjoyable retirement with a luncheon on June 1<sup>st</sup>.

#### **Summer Students**

As of May 1<sup>st</sup>, three summer students began working within the Public Works Department to complete grass cutting and general maintenance throughout May, June, July and August.

#### **2017 Road Tour**

Council joined Public Works on May 15<sup>th</sup> for a Roads Tour. This tour allowed Council to see various roadside sections and municipal facilities that are earmarked for construction and maintenance in 2017 and represent infrastructure items that require attention.

#### **Property Damages**

During snowplowing operations, staff hit the awning at Jospheine Street, Wingham Business and the awning required significant repairs. Due to liability in other cases, the Township insurance adjuster has recommended the Township pay the owner for the damage. The cost would be in the order of \$6,500. Because it is under the deductible amount of \$10,000, the Township will have to issue payment. The Township budgets for claims under the deductible limit through a corporate administration budget.

In addition, an incident occurred in Wingham regarding a municipal vehicle and a resident's vehicle. At this time, we do not have confirmation on liability or responsibility. Staff will follow up

in a separate report when more is known.

### **Policy and Procedures**

Staff have been discussing with the County coordinating Road Closure requests, which integrates into a draft Road Occupancy policy in development by Staff. This is intended to consolidate Entrance Permit Applications, Road Occupancy applications, Service Replacements/Construction in the roadway, etc, as well as provide a mechanism for approval at the staff level and build in the potential to collect fees. These will be brought forward to Council when the final draft has been coordinated through the County level.

### **Development**

Internal and external meetings, site specific servicing comments and on-going comments for Cedar Street lot, A2A development, Cowbell, Tim Horton's. Cross Border comments for MT, HK, CH CBSA's.

### **Donation Bins on Municipal Property**

A request was received to review the approval status of clothing donation bins within Wingham. There are three known bins around the Wingham ward that have been brought to the attention of staff and an approval status review has been requested. At the same time, Staff became aware that one donation relation charity was granted tipping fee relief in the past by previous Staff. Current staff have been working with this charity to confirm this information.

### **Fleet**

Throughout the month of May, staff gathered specifications to procure two pieces of equipment in the Roads budget for 2017 - Tandem Axle Truck complete with Plow and Combination Spreader and a Backhoe with Loader.

Award for the Tandem Axle Truck completed with Plow and Combination Spreader will be presented in another report at this meeting. Award for the Backhoe and Loader will be presented to Council on June 19<sup>th</sup> as this RFP closes on June 7<sup>th</sup>.

Staff have completed the detailed inventory of fleet, including completion of attribute information. Staff have undertaken condition assessments, which will serve to support a State of the Infrastructure report and Fleet Management Strategy for fleet/equipment. A report is anticipated to Council at the second meeting in June.

### **Roadside**

On-going tree maintenance work and some ditching work being completed. The roadside grass mowing program will be completed with in-house resources this year. The first round should begin by early June.

Hogweed was identified in a rural location, which was brought forward by a resident. Staff met on site with the weed inspector. A report is submitted for Council consideration at this meeting.

### **Hardtop**

Throughout May, staff completed sweeping services for neighbouring municipalities in Howick

and Morris-Turnberry at their request for their urban areas.

### Loosetop

#### Calcium Chloride

Staff and Da-Lee have been completing dust suppression within the East Wawanosh Ward. This will continue into the month of June and will likely overlap with the maintenance gravel.

#### Maintenance Gravel

Joe Kerr Limited and the Operations Supervisor have been in discussions regarding scheduling for our Crushing, Loading, Hauling, and Spreading of Maintenance Gravel within North Huron. The proposed work is to be completed by June 15<sup>th</sup> as per the tender documentation. Should this deadline not be feasible, staff are considering discussing fall grading and gravel. In discussions with Kerrs, they are expecting being in to complete crushing by early June.

### Safety Devices & Signage

Staff will be continuing to complete sign inventory in house and the remainder of the retro-reflectivity testing throughout the summer. In addition, they will be updating signage as needed.

### Bridges & Culverts

This spring, staff will be conducting a smaller sized culvert inventory to supplement the current inventory of bridges and culverts that meet the OSIM inspection minimum size requirements. A report to Council for information on the state of this infrastructure is presented at this meeting.

### Cemetery

As part of the backhoe purchase process, Staff have requested test units to try out prior to specifying a final unit in the RFP document. One of the units is a mini-excavator which was being used at the cemetery for a short time. Staff noted significant improvement in time and quality of work to complete excavation activities using this equipment.

### Streetlights

#### LED Conversion

RealTerm Energy completed a GIS audit in April. Staff have reviewed the data to complete an analysis and confirm the details provided are within North Huron boundaries and as outlined in the proposal. A complete audit report is expected to be before Council in the coming month.

#### Frances Street request

Staff spoke with Westario and asked that the pole replacement at this location include streetlight capabilities included with their replacement work. They agreed to this minimal additional. When the streetlight LED conversion audit is complete, staff will work with service provided to include a streetlight at this location. This is very unique situation considering the pole line replacement and on-going streetlight conversion project, and the opportunity would be minimal impact to the streetlight budget.

### Municipal Gravel Pit

Joe Kerr Limited will be utilizing the municipal pit as per the Maintenance Gravel contract.

## Solid Waste and Recycling

### **Household Hazardous Waste Day**

Huron County is hosting a Household Hazardous Waste Collection Day at the Wingham Shop on Saturday, June 17<sup>th</sup> from 9:00 a.m. to 3:00 p.m. All residents within Huron County are welcome to drop off any household hazardous waste during that day free of charge.

### **Fee Analysis**

The preliminary work on fee structure has begun, with a trial period of waste analysis anticipated at the landfill. This will help us determine and analyze waste streams, work with attendants to ensure streams are appropriately entered into the system and help establish industry best-practices for solid waste fees.

## Capital Projects

**Howson Dam Safety Assessment** – The RFP was issued on April 11th and was circulated by invite to the respondents of the Environmental Assessment RFP. The Dam Safety RFP closed on April 28<sup>th</sup>. The review of work programs and analysis of the submitted RFP's was conducted through the month of May, with a recommendation for award before Council at this meeting.

**CWWF application coordination with the Ministry** – the application for funding of Master Plans for water and wastewater systems in Blyth and Wingham is currently being reviewed by the funding bodies. The province has responded indicating it has been sent to the federal government for their review and approval. Formal communication on the full extent of the funding request hopefully will be available soon. In speaking with other municipal partners

**Westmoreland/Mill Street, Blyth** – With pre-budget approval, Burnside was given direction to proceed with tender documents in early March. The tender closed on May 10th. Recommendation for award is before Council at this meeting. Staff met with one resident regarding easement requirements, and expects to have this finalized for execution at an upcoming meeting.

**LCB/Tar and Chip** – The joint tender issued by South Bruce closed on April 18<sup>th</sup> with award before Council at a previous meeting. The contractor will be in to complete the work in the next few months.

**Facility Condition Assessments and Space Needs** – Staff met with an architect to discuss scope and goals of the needs analysis and condition assessment outlined in the 2017 Roads budget. A facility walk around was done at the end of April.

## Water & Wastewater

Following budget approval in early May, Staff met with Veolia on May 15<sup>th</sup> to discuss the work outlined in the capital plan for 2017 water and wastewater to develop a plan for project delivery. The CCTV/sewer camera RFQ should be released for bids in early June.

### **FINANCIAL IMPACT**

No immediate financial impact at this time.

**FUTURE CONSIDERATIONS**

No future consideration at this time.

**RELATIONSHIP TO STRATEGIC PLAN**

Goal 3 the Township is healthy and safe. Goal 4 the administration is fiscally responsible and strives for operational excellence.



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Jeff Molennhuis, Director of Public Works



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Sharon Chambers, CAO