



Environmental & Public Works Committee Minutes March 18, 2019

Attendance: Administrator Dylinna Brock, Councillor Tim Conlin, Kirk McCaw, Darren Stevens, Mike Mehak, James Woodward, and Rick Fox by phone

Guests: Roxanne Lambert, volunteered to record meeting notes.

- **Welcome & Call to Order**

Darren Stevens welcomed the group and Called for a motion to bring the Meeting to Order
Motion by: Tim Conlin and Seconded by: James Woodward. Carried

- **Declaration of Interest:** None

3. Approval of the Agenda as amended with the addition of 4 items:

- Hours from equipment, for Asset Management purposes?
- Bicycle skills park – options?
- Old Hastings bridge at Deer River-grant possibilities??
- Grants?

Motion by: Mike Mehak and Seconded by: Tim Conlin Carried

- **Approval of Minutes Dated February 8, 2019.** Motion by Darren Stevens and Seconded by: Tim Conlin Carried

- **Business Arising from the Minutes**

The committee discussed that they have no assigned minute taker. Roxanne Lambert volunteered to take them for this meeting. Motion by Darren Stevens and Seconded by Tim Conlin that the members take rotational turns taking the minutes, Carried. **ACTION: Mike Mehak will take the minutes from the next meeting.**

- **Report from the Chair**

It was noted that July 1st is the deadline for the Township to have an Asset Management policy, this will need to be approved by Council. **ACTION: Asset Management Policy to be discussed further at another meeting.**

- **Council Liaison**

Tim Conlin noted in his role that he is able to take forward any concerns to Council, please let him know if there is anything.

- **Updates from Staff**

Kirk McCaw noted that he has done some work to update the Asset Management plan, identifying items that were not included previously. This will be discussed later on in this meeting.

Dylinna noted that there will be a Site Visit to the Waste Site to be scheduled that would include Darren, Tim and herself. **ACTION: Dylinna will notify them of the date.**

ACTION: Dylinna noted that Township received a grant covering 3 years regarding composting, there is work to be done to spend this funding by the end of this year.

- **Updates from Members**

None at this time, **ACTION: at the next meeting Rick Fox will provide some updates about possible grants, as he offered to start reviewing the listing distributed.**

- **Items for Discussion, Action or Decision**

- **Review Wollaston Asset Management plan and Asset list**

The committee went through the 2016 roads and bridges document with Kirk identifying items that have been completed or delayed.

Darren explained that the purpose of completing this Asset Management process is to determine what the replacement cost for each item would be if it had to be replaced today. This provides Council with the big picture of what their overall Capital responsibilities are. So, in addition to identifying partial projects that are scheduled to be completed at various future timelines this document will show estimated total replacement costs.

It was noted that some Equipment and Infrastructure needs to be added.

Darren asked what is the most important and urgent item?

Kirk identified Hwy 620 through the downtown core is the most important. The work has been done in three different sections, as funding was available. So, there are East, Central

and West sections of the Hwy noted on the plan. Typically, surface treatment lasts for 5 – 7 years, before the need for Re & Re. Estimated costs are typically \$200,000/km

Kirk noted that the West end has some spots that are broken up. It will need some work. It is scheduled to be replaced in 2028 however Kirk suggests some work will likely need to be done in 2 – 3 years. **ACTION: This will be added to the plan.**

Bridge Plan Hwy 620 over Deer River. Estimated work \$600,000 to update and fix what's there. Constructed in 1992. Railings, safety barriers needed. A question was asked what is the weight rating? This is not known, and nothing is posted. **ACTION: Dylinna to ask Greenview how we would find this out. It costs about \$200,000 just for the lane closure.**

Kirk updated the Committee on the Status of rest of the Capital items noted. The Committee suggested changes to the estimated costs for the projects and changed some timelines. **ACTION: Dylinna to obtain the chart from Verna so it can be updated.**

Kirk identified that Sidewalks, curbs and gutters through the village are not on the plan. There is 1 km of sidewalk and 2 kms of curbs. 30 catch basins. He noted the last time this type of work was done, they needed to have a scope done. Unsure of the costing for this project. **ACTION: Kirk will get some prices so an estimate may be put onto the plan.**

Kirk also suggested that it would be good to do work on the sidewalks, curbs etc. along the Wollaston Lake Road. There are issues with runoff and washing areas out. Dylinna noted that by 2025 all work must meet AODA standards for accessibility. This is not identified on the plan. The committee noted it would make sense to do this project when the Hwy sidewalks project is being done if possible, depending on available funding. This project might be eligible under the Community Stream of Funding. **ACTION: This project will be added to the plan.**

ACTION: Kirk will work on updating the other sheets not reviewed yet and bring these to the next meeting for discussion.

The Committee discussed the recent government announcement of 30 Billion infrastructure funding. It may be possible to obtain grants to cover the costs of some of these expensive projects. Tim noted there are various funding streams, Roads and Bridges, Water & Sewer, and Community (the Fire Hall might fall under that funding stream).

While it is great that we have some lists of possible grants, we do not have a designated grant writer. It was noted that NHEDC discussed possibly hiring a grant writer whose salary was cost shared amongst the 7 member municipalities.

ACTION: Motion by Mike, seconded by Tim: Recommendation to Council to allocate some money in the 2019 Budget to help assist with Grant Writing applications. Carried.

Km of road maintained seem to be some errors -

ACTION : Kirk to verify Km of road maintained on North Steenburg Lake Road.

- **Investigate Options at Rink facility for multi-purpose uses.** This item was not discussed. **ACTION: add this to next meeting agenda.**

- **Workplan Review.** This item was not discussed. **ACTION: add this item to the next meeting agenda.**

- **New Business**
 - **Hours from equipment, for Asset Management purposes:** The committee discussed the importance of using the hours from equipment to help information replacement timeframes. Kirk noted that Trucks, etc. have been estimated for replacement based on years of service and mileage. **ACTION: Kirk to collect the hours for various equipment; and Diesels, km's for vehicles not monitored for hours.**

 - **Bicycle skills park – options:** This item was not discussed. **ACTION: add this item to next agenda.**

 - **Old Hastings bridge at Deer River-grant possibilities.** This item was discussed during the review of the Asset Management plan. Tim was talking to the Reeve of Limerick who noted this type of project might be eligible for a Grant. Kirk has talked to Jason Post of Limerick about this project. There is money for decking but not for barriers or the sink holes. The recommendation is to replace it. Wollaston would supply the labour & hire a contractor, to pull it out and replace it. There was discussion of using Gabions to address the washout, however Crowe Valley may need to be contacted. Kirk discussed that the posted speed is 50 km if the speed was lowered to 40 km it could have tapered barriers. Could post the speed to 40 km. Estimated costs \$40,000 - \$50,000 for redecking. This item is not on the Asset Management Plan. **ACTION: This item will be added to the Asset Management plan; and Kirk will provide additional information at the next meeting.**

 - **Grants?** It was noted that grant applications open March 18th and will be open for 8 weeks **ACTION: This item will be discussed at the next meeting.**

 - **Check In & Closing.** The Committee discussed the need to meet again soon in order to complete the review of the Asset Management plan. Motion to Adjourn by Mike, seconded by Tim. Carried.

Next Meetings: Tuesday April 9, 2019 @ 2 pm – 4 pm

Tuesday April 23, 2019 @ 2 pm – 4 pm