



**Physical Environment Committee Action Report
for the November 1st, 2016 meeting held in
the Council Chambers at 7:00 p.m.**

PRESENT: Mayor Antonakos, Deputy-Mayor Flynn, Councillor Black, Councillor Doucett, Councillor Redmond, Councillor Fritz, Councillor Trimble, Duncan Rogers, Clerk, Les Reynolds, Director of Protective Services, Joanna Bowes, Manager of Development Services, Paul Knowles, Chief Administrative Officer, Paul Knowles, Chief Administrative Officer

- 1) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF – now or anytime during the meeting**
- 2) PUBLIC MEETING – NONE THIS EVENING**
- 3) REGISTRATION OF PUBLIC WISHING TO SPEAK**
- 4) PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 5) IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVE THIS ADDENDUM?**

The following items are for information only and will not be discussed unless the Committee chooses to do so. The Chair will entertain a motion to proceed as recommended for those items not pulled out for discussion.

COMMUNICATION 127395

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date October 27th, 2016
Topic DWQMS Quarterly Report

SUMMARY

The attached report identifies significant activities/issues that have occurred over the period from July through September 2016. Noteworthy items include:

- refurbishment of all town hydrants including new fire flow markers is 95% complete
- watermain break on the Thruway Restaurant site.

127395 Continued

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

TO BE DISCUSSED

COMMUNICATION 127123

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date March 30th, 2016
Topic Winter Sidewalk Maintenance

SUMMARY

Staff have received two requests to amend the Town's Sidewalk Winter Maintenance Policy to include sidewalks in residential areas.

COMMENT

Currently, the Public Works Department follows a policy of sidewalks that are winter maintained are on arterial or collector streets, and/or on streets that lead to public institutions.

In the past the Town had attempted to undertake winter maintenance on all sidewalks in Town. This pilot project was discontinued very early in the winter season due to consecutive snowfall events that negated the opportunity to open up sidewalks where removals would be required.

Although no further attempts were made, staff feel that a review of sidewalks that fall under the current policy is warranted.

UPDATE – October 4th, 2016

Staff have been reviewing Winter Sidewalk Maintenance practices and policy and feel that service levels may be increased with minimal financial implications if different levels of priority can be established.

127123 Continued

Staff feel that the existing guideline of winter maintenance of sidewalks on arterial, collector and those leading to public institutions become identified as Priority 1. Then a new category would be established that would include sidewalks on local streets that are adjacent to the roadway and can be plowed with the wing. More time for completion would be required for this category should the situation arise that storage capacity is reduced to the point where removal operations are required.

Staff are still working on details for this type of strategy and it is suggested that the 2016-2017 season could be used as a trial and this plan be evaluated at the conclusion of the season.

UPDATE – November 1st, 2016

Staff have reviewed a number of policies that are in place in other municipalities and have found that there is a very wide range in levels of services. Some municipalities simply winter maintain municipal sidewalks with no variation in service levels to the other end of the spectrum where municipalities require property owners to winter maintain municipal sidewalks. The majority of municipalities winter maintain municipal sidewalks, but have varying service levels depending on certain criteria.

Staff are suggesting the following policy be implemented for the 2016/2017 winter season:

- 1) THAT the Town of Carleton Place winter maintain sidewalks adjacent to arterial, collector streets, and streets leading to public institutions. (Current) **(Priority 1)**
To be cleared within 24 hours after the end of winter storm event.
- 2) THAT the Town of Carleton Place develop linkage routes within residential areas that provide access and egress and these routes will be cleared within 48 hours after the end of a winter storm event. **(Priority 2)**
- 3) All other sidewalks, adjacent to local/residential streets that can be plowed without the requirement to undertake removal operations cleared within 72 hours after winter storm event. **(Priority 3)**

Heavy snowfalls or successive storm events can sometimes extend these periods.

Timeframes will need to be extended when there is no longer storage capacity and blowers and/or removal operations are required to provide adequate service width.

STAFF RECOMMENDATION

THAT Public Works staff move forward with the revised Sidewalk Winter Maintenance Policy on a trial basis for 2016/2017 Winter Season.

COMMITTEE DECISION

Bring forward

COMMUNICATION 127368

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date October 3rd, 2016
Topic 2017 ROMA Conference

SUMMARY

This year OGRA and ROMA are holding separate conferences. ROMA 2017 Annual Conference will be held January 29th – 31st. The deadline to submit requests for a Municipal Delegation is November 14th, 2016.

STAFF RECOMMENDATION

THAT Committee determine if they wish to submit a delegation request.

COMMITTEE DECISION

Staff are to seek a delegation with MTO to discuss a Highway Access Management Plan for the Hwy. 7 corridor.

COMMUNICATION 127373

Received from Phil Hogan, Treasurer
Addressed to Corporate Services Committee
Date October 13th, 2016
Topic 1st Draft of 2017 Budget

SUMMARY

Staff have compiled the 1st Draft of the Budget for 2017 and will present to Council.

UPDATE – October 25th, 2016

Staff will continue with presentation.

UPDATE – November 1st, 2015

Staff will continue with presentation

STAFF RECOMMENDATION

To be discussed

COMMITTEE DECISION

THAT the \$18,000 budgeted for Council – Live Streaming be removed from the budget.

RECORDED VOTE

Mayor Antonakos	Nay	Councillor Black	Nay
Councillor Doucett	Yea	Councillor Fritz	Yea
Deputy-Mayor Flynn	Yea	Councillor Trimble	Yea
Councillor Redmond	Yea		

DEFEATED

127373 Continued

Budget to be brought forward to Corporate Services Committee for Public Meeting

COMMUNICATION 127396

Received from Joanne Henderson, Manager of Recreation and Culture
Addressed to Physical Environment Committee
Date October 26th, 2016
Topic Town Hall Boilers

SUMMARY

The boilers at the Town Hall need to be replaced as they do not meet current standards. As this was an emergency due to the short time frame given to replace them to ensure we have operational heat and to meet standards, staff have proceeded to engage CorCann to replace the 3 boilers with 2 high efficiency boilers for the quoted price of \$33,450 +HST.

COMMENT

This will be funded from reserves.

STAFF RECOMMENDATION

For Council's Information. Receive and record

COMMITTEE DECISION

For Council's Information. Receive and record

COMMUNICATION 127397

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date October 27th, 2016
Topic Franktown Road & Coleman Street

SUMMARY

Implementation of left turn lanes have recently been completed at this intersection. Some minor issues have been identified that will require modifications to the stop bars on Franktown Road. Other than this issue, the intersection is functioning well and upgrades have improved traffic flow.

A component of this project is the arterial streetscape improvement which is the installation of the thermoplastic interlock patterning of the crosswalks. Due to the time of the season that the construction work was completed, the installation of the product has been recommended to be deferred until the spring of 2017.

127397 Continued

COMMENT

For Council's Information

STAFF RECOMMENDATION

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COMMITTEE DECISION

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COMMUNICATION 127398

Received from	Dave Young, Director of Public Works
Addressed to	Physical Environment Committee
Date	October 27 th , 2016
Topic	Environmental Outreach Program

SUMMARY

Public Works has made a commitment to working with the schools to foster and encourage environmental awareness. Last year, Public Works staff conducted a very successful recycling awareness and battery exchange program for students JK – Grade 6.

This year the Town has decided to use the One Water Program, offered by the Ontario Clean Water Agency to bring water and wastewater awareness to the students. OCWA provides this service at no cost. The One Water Program provides teachers and students with study material and once the teachers have completed their portion of the program, OCWA operators will spend time in the classroom conducting experiments and answering any questions the students may have. Tours of our treatment facilities are included in this program. The Public Works Department will act as the liaison between OCWA and the schools.

COMMENT

For Council's Information

STAFF RECOMMENDATION

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COMMITTEE DECISION

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COMMUNICATION 127399

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date October 28th, 2016
Topic Asphalt Ramp

SUMMARY

Staff have received a request from a property owner to have an asphalt ramp installed at the end of his driveway because the final lift of asphalt is not planned to be installed until 2018.

COMMENT

Staff did not include this work in the current contract as it is not unusual to have this 1½” lip in new developments and staff also feel that this request, if accepted, should extend to all property owners which would have a cost implication of over \$12,000.

STAFF RECOMMENDATION

THAT asphalt ramps not be installed at this time for property owners in Phase 1 of the Henry Farm Construction Program.

COMMITTEE DECISION

THAT asphalt ramps not be installed at this time for property owners in Phase 1 of the Henry Farm Construction Program.



Physical Environment Committee Agenda
for the November 1st, 2016 meeting to be held in
the Council Chambers at 7:00 p.m.

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127xxx Continued

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COMMITTEE DECISION



2016 3rd Quarter DWQMS Report to Council

The purpose of this report is to summarize the activities of the Public Works – **Water Distribution System** for the period of July 2016 through September 2016 for Town Council.

Operational Plan Revisions

There has been no revisions to the Operational Plan during this quarter.

Drinking Water Quality

To date in 2016 there has been 34 calls by residents concerning water quality. They are summarized as follows:

- 2 – Taste / Odour
- 12 – Visual
- 11 - Pressure
- 4 - Noise
- 4 – Other
- 1 - Break

Operational Activities

Public Works Staff have been performing regular maintenance within the distribution system. During the second quarter it was reported staff had started repainting all fire hydrants in Carleton Place. As of September 30th approximately 95% of hydrants have been painted and reflective fire flow indicators attached.

On July 19th at approximately 9:20am Eastway Construction workers on the Thruway property carelessly struck and ruptured an 8 inch watermain. The resulting damage was quickly noticed by OCWA staff as the break was in such close proximity to the water tower the sudden drop triggered the alarms. Public Works staff were notified immediately and responded in a swift and urgent manner to prevent property and to stop the loss of water from the tower.

Due to the type of damage, the watermain break was determined to be a category 2 break which resulted in the notification to the Lanark County Health Unit. Once on scene, staff were able to isolate the damaged watermain from the distribution system. Due to the location of the break the only property impacted was the Thruway Restaurant. Had this incident occurred elsewhere in Town the impacted would have been significant.

Public Works staff remained on scene throughout the repair process and disinfection of the repaired pipe.

Consumption Statistics

System Demand (m³/d)

	<u>July 2016</u>	<u>August 2016</u>	<u>Sept. 2016</u>
Avg.	5,234.65	5,484.7	4,742.47
Cnt.	31	30	30
Max.	6,525.3	7,138.6	5,725.6
Min.	<u>3,906.5</u>	<u>4,297.5</u>	<u>4,015.9</u>
Sum.	162,274.1	164,541	142,274.2