

**MINUTES OF THE  
COUNTY OF GREY  
TRANSPORTATION AND PUBLIC SAFETY COMMITTEE  
THURSDAY February 23, 2012 10:00 a.m.**

The Grey County Transportation and Public Safety Committee met on the above date at the Grey County Administration Building with the following members in attendance:

Present: Chair Alan Barfoot; Warden Duncan McKinlay; Councillors Francis Richardson, Bob White, Bob Pringle, John Bell, Deborah Haswell, Paul McQueen, and Brian Milne

Regrets: Councillor Ellen Anderson

Also

Present: Lance Thurston, CAO; Michael Kelly, Director of Transportation Services; Mike Muir, Director of EMS and Roberta Baines, Recording Secretary

The following staff members were in attendance for their respective reports: Kevin Wepler, Director of Finance; Pat Hoy, Construction Manager; Marlene McLevy, Emergency Systems Coordinator/Claims Supervisor; Mike Alguire, Manager of Purchasing and Materials; and Sharon Melville, Buyer.

Chair Barfoot called the meeting to order.

**DECLARATION OF PECUNIARY INTEREST**

There were none.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

*Transportation and Public Safety Committee minutes dated January 19, 2012*

This is for information only as these minutes have previously been approved by County Council.

**REPORTS – PURCHASING**

*TR-TAPS-14-12- Grey Road 14 Additional Work*

The Committee reviewed TR-TAPS-14-12 a report requesting permission to extend the contract limits (RFT-TAPS-18-11 and RFT-TAPS-19-11) of Grey County Road 14 in the vicinity of Hopeville to The Murray Group and Claussen on contracts RFT-TAPS-18-11 and RFT-TAPS-19-11 respectively an additional 2.4km.

TAPS23-12 Moved by: Councillor Milne

Seconded by: Councillor Bell

**WHEREAS Grey County Council awarded RFT-TAPS-18-11 to The**

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**Murray Group for two (2) sections of 2.8km (total 5.6km) of asphalt paving on Grey Road 14 (near Hopeville);**

**AND WHEREAS Grey County Council awarded RFT-TAPS-19-11 to Claussen Farms Custom Farming Inc. (Claussen) for pulverizing of the same two (2), 2.8km sections of Grey Road 14;**

**AND WHEREAS the 2.0km section of County Road 14 between the two sections to be milled and paved under contracts RFT-TAPS-18-11 and RFT-TAPS-19-11 and a 0.4km section at the north limits justify milling and paving;**

**AND WHEREAS it would be more cost effective if all four sections are were completed simultaneously;**

**AND WHEREAS staff is requesting approval to extend the contracts for The Murray Group (RFT-TAPS-18-11) and Claussen (RFT-TAPS-19-11) to include the 2.0km and 0.4km sections not previously included in these contracts;**

**NOW THEREFORE BE IT RESOLVED THAT the Transportation Service Department be permitted to extend the contract limits (RFT-TAPS-18-11 and RFT-TAPS-19-11) of Grey County Road 14 in the vicinity of Hopeville to The Murray Group and Claussen on contracts RFT-TAPS-18-11 and RFT-TAPS-19-11 respectively an additional 2.4km.**

Carried

Councillor Haswell entered the meeting at 10:10 a.m.

*EMSR-TAPS-02-12- Ambulance Fleet Standardization*

The Committee reviewed EMSR-TAPS-02-12 a report regarding the purchase of two ambulances through the vendor of record. Utilizing the same vendor for a period of five years will maintain a standardized fleet of ambulances.

Vendor of record (VOR) agreements provide a full array of supplies and services to assist the needs collectively identified by the municipal/District Services Area Board EMS operations across Ontario. They primarily consist of items listed under the Ambulance Act Equipment Schedules and patient care accessories associated with them. These agreements have been completed using the Ontario government's tendering procedures/directives which are typical of those associated with all levels of government.

TAPS24-12 Moved by: Warden McKinlay

Seconded by: Councillor Haswell

**WHEREAS the County of Grey currently owns a single type of ambulance and patient care module in its fleet;**

**AND WHEREAS it is more costly to stock parts and make repairs on multiple brands of equipment;**

**AND WHEREAS equipment storage in, and the configuration of the patient care compartment has been standardized by the EMS department to the extent possible throughout the fleet for risk management and clinical care excellence purposes;**

**AND WHEREAS the vendor of record process ensures ambulance vehicles are compliant with minimum provincial standards, including vehicle and conversion equipment options to meet local service requirements and acquired via tendering in accordance with government recognized purchasing practices;**

**THEREFORE BE IT RESOLVED THAT Grey County EMS will purchase ambulances through the vendor of record utilizing the same vendor to be reviewed annually for a period of up to five years to maintain a standardized fleet of ambulances while not exceeding the yearly approved Capital Budget.**

Carried

## **REPORTS - TRANSPORTATION**

### *TR-TAPS-11-12 – 911 Ontario Advisory Board*

The Committee reviewed TR-TAPS-11-12 a report regarding a financial contribution to the Ontario Advisory Board (OAB).

The OAB is seeking financial assistance from each municipality in order to continue as the technical and information authority respecting the implementation and operation of 9-1-1 Emergency Number systems in Ontario. Currently, the OAB operates with the support of the services and municipalities whose employees have been elected or appointed to the Board, yet all municipalities benefit from their work.

Mrs. McLevy provided an overview of the function of the 911 Ontario Advisory Board.

TAPS25-12 Moved by: Councillor Milne

Seconded by: Councillor Bell

**WHEREAS the Ontario 9-1-1 Advisory Board was formed at the request of Ontario Municipalities;**

**AND WHEREAS a lack of ongoing Provincial funding for the Ontario 9-1-1 Advisory board has resulted in the need for financial assistance from other sources in order to continue to represent our ratepayers in the face of ever-increasing technological advancement;**

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**AND WHEREAS technological advancement and deregulation of the local telephone market makes it necessary to represent municipalities and ratepayers at the Canadian Radio Telecommunication Commission (CRTC) and the CRTC Interconnection Steering Committee (CISC) on a regular basis;**

**THEREFORE BE IT RESOLVED THAT the County of Grey contributes \$100 to the Ontario 9-1-1 Advisory Board in order to allow it to continue to advance a safe delivery of 9-1-1 system for police, fire and emergency medical services in our municipalities and throughout the Province.**

Carried

*TR-TAPS-12-12 – Development Strategy for Grey Roads 19 and 21*

The Committee reviewed TR-TAPS-12-12 a report identifying a strategy for the development of County Roads 19 and 21 in conjunction with Georgian Triangle Area Transportation Study.

Mr. Kelly provided an overview and indicated that implementation of a coordinated provincial and municipal strategy will enhance traffic flow which will encourage future development in Grey County.

Discussion commenced.

TAPS26-12 Moved by: Councillor Milne

Seconded by: Warden McKinlay

**WHEREAS the Georgian Triangle Highway 26 Transportation Study has identified that congestion is being experienced on Highway 26 in the Collingwood area;**

**AND WHEREAS the Georgian Triangle Highway 26 Transportation Study has identified a variety of alternatives including a by-pass, however no work is anticipated to commence in the foreseeable future;**

**AND WHEREAS as a result of the congestion on Highway 26, provincial traffic is utilizing municipal roads;**

**AND WHEREAS municipal roads were not constructed to accommodate the additional provincial traffic;**

**AND WHEREAS Simcoe County has received \$10M from the Ministry of Transportation to update its roads to accommodate the increased traffic volumes in the vicinity of Stayner and Collingwood;**

**NOW THEREFORE BE IT RESOLVED THAT Grey County in**

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**conjunction with Simcoe County retain the services of R.J. Burnside Consultant Engineers to complete a plan to improve the road network in Simcoe and Grey Counties to accommodate the provincial traffic that is utilizing municipal roads as a result of the congestion on Highway 26;**

**AND THAT the report include a strategy to petition the Ministry of Transportation for funding.**

Carried

### **CLOSED MEETING MATTERS**

TAPS27-12 Moved by: Councillor Milne

Seconded by: Councillor Bell

**THAT the Transportation and Public Safety Committee do now go into a closed session at 10:47 a.m. to discuss an item which relates to:**

- **Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board relating to an entrance agreement;**
- **Personal matters about an identifiable individual, including municipal or local board employees relating to proposed staffing changes;**
- **Adoption of the closed meeting minutes dated November 1, 2011 and January 19, 2012**

**AND THAT the following staff remain in attendance Lance Thurston, Mike Muir, Michael Kelly, Kevin Wepler, Pat Hoy, and Roberta Baines, recording secretary.**

Carried

TAPS28-12 Moved by: Warden McKinlay

Seconded by: Councillor Milne

**THAT the Committee return to open session at 11:12 a.m.**

Carried

The Chair confirmed that the Committee discussed only those matters in the resolution above.

TAPS29-12 Moved by: Warden McKinlay

Seconded by: Councillor White

**WHEREAS a Grey County employee erroneously entered into an agreement with a property owner located at Lot 10 Concession 5 in the geographic Township of Derby which specified that Grey County staff would complete all work to upgrade a field entrance to a commercial entrance for a specified fee paid by the County;**

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**AND WHEREAS** it is estimated that the work to be completed by Grey County will exceed the agreed upon payment from the property owner;

**AND WHEREAS** this is contrary to the Grey County Entrance policy which requires the individual property owner to complete the work and be responsible for all costs associated with entrance installation and updates;

**NOW THEREFORE BE IT RESOLVED THAT** in good faith the County of Grey will abide by the terms and conditions of the agreement entered into by staff for the entrance work located at Lot 10 Concession 5 in the geographic Township of Derby;

**AND THAT** this agreement is contrary to County Policy and does not set precedent for the County of Grey;

**AND FURTHER THAT** staff is hereby directed to follow established County policies.

Carried

TAPS30-12 Moved by: Councillor Milne

Seconded by: Councillor Bell

**WHEREAS** the Grey County Transportation Services Review completed by Prior and Prior Associates Limited in June 2011 recommended a study be undertaken of Grey County's construction, sign shop and quarry operations;

**AND WHEREAS** any changes to the construction operation will have a direct impact on the maintenance operation;

**AND WHEREAS** any changes to the construction/maintenance operations could have a significant impact on staff;

**AND WHEREAS** it would be advantageous to have the study completed by a knowledgeable Grey County employee with some expert advice provided by outside agencies;

**AND WHEREAS** the Transportation Services Department can modify its organization to accommodate the completion of the studies with "in house" staff with some assistance from an outside agency;

**NOW THEREFORE BE RESOLVED THAT:**

- a) the Transportation Services Department will undertake an "in house" study to determine construction and maintenance operations that will provide the most efficient and cost

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- effective service to Grey County;**
- b) once time permits in 2012 studies of the sign shop and quarry operation will also proceed using County staff;**
  - c) the interim staff organizational structure as identified in Report TR-TAPS-16-12 is hereby adopted;**
  - d) as recommended in the Transportation Services Review the contract services of a change management procedural expert to provide strategic direction as needed from time to time up to a maximum of \$50,000, and that this position be funded from within the transportation services 2012 budget and if insufficient funds exists, that this be funded from the one-time funding reserve.**

Carried

### **REPORTS – TRANSPORTATION...continued**

Councillor Richardson entered the meeting at 11:29 a.m.

#### *TR-TAPS-17-12 – Work Plan / Budget Revisions*

The Committee reviewed TR-TAPS-17-12 a report summarizing the changes to the work plan/budget. The work plan/ budget revisions include increases to the maintenance work that will enhance the overall life cycle of the roads which will reduce future spending.

The budget revisions will enhance the longevity of the roads and provide better planning that will ensure the design projects meet the short and long term needs of the county.

Discussion commenced.

TAPS31-12 Moved by: Councillor Bell

Seconded by: Councillor Pringle

**WHEREAS TR-TAPS-09-12 supported the principle of allocating additional resources to maintenance activities on County Highways such as shoulder gravel, ditching and vegetation that will enhance the life cycle of the Grey County;**

**AND WHEREAS TR-TAPS-10-12 identified that for planning purposes the Transportation Services Department would make revisions to the 2012 work plan for the resurfacing and minor capital and construction programs;**

**AND WHEREAS the proposed work plan/budget modifications will not alter the 2012 approved budget levy;**

**AND WHEREAS the Financial Department has reviewed the financial**

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**component of the revised work plan/budget and has no concerns;**

**NOW THEREFORE BE RESOLVED THAT the Transportation Services work plan/budget as outlined in Appendix “A” be approved.**

Carried

*PDR-PCD-10-12 – Transportation Master Plan*

The Committee reviewed PDR-PCD-10-12 a report regarding the Transportation Master Plan that was presented at the Planning and Community Development Committee on February 21, 2012. The report outlined the proposed deliverables and Terms of Reference for the Steering Committee and Technical Advisory Group.

**REPORTS - EMS**

*EMSR-TAPS-03-12 – Elimination of Non Emergency Transfers Completed by Grey County Emergency Medical Services*

The Committee reviewed EMSR-TAPS-03-12 a report proposing a two year plan for elimination of non emergency transfer services.

The elimination of non emergency transfers will allow ambulance resources currently providing the service to be redeployed to enhance emergency coverage.

Discussion commenced.

TAPS32-12 Moved by: Councillor Pringle

Seconded by: Warden McKinlay

**WHEREAS Grey County Council (through adoption of Resolution TAPS143-11 on November 22, 2011) has directed that the practice of providing non emergency EMS transfer services be discontinued;**

**AND WHEREAS Grey County Council recognizes that affected allied health care partners will require time to prepare for the change in service levels;**

**NOW THEREFORE BE IT RESOLVED THAT report EMSR-TAPS-03-12 be received;**

**AND THAT the plan for elimination of non emergency transfer services over a two year period be adopted and implemented as recommended in Report EMSR-TAPS-03-12.**

Carried

**DIRECTOR OF HUMAN RESOURCES UPDATE REPORT**

There were none.



## **CORRESPONDENCE**

*Town of Saugeen Shores re: Highway 21 Dedication*

The Committee concurred with supporting the request for the Highway dedication.

TAPS33-12 Moved by: Councillor Milne                      Seconded by: Councillor Richardson

**THAT the County of Grey support the request from the Town of Saugeen Shores and local Branches of the Royal Canadian Legion, to designate Highway 21 within the County of Grey boundaries, the Bluewater Veterans Highway;**

**AND FURTHER THAT a \$300 contribution be approved for the purchase and installation of the Bluewater Veterans Highway signs.**

Carried

*Cowan Insurance Bulletin Regarding Minimum Maintenance Standards*

Mr. Kelly advised that Transportation Services will be monitoring the long range forecast in April and formulate a contingency plan for late spring winter storms.

## **OTHER BUSINESS**

*Bruce Grey Joint Meeting on March 29, 2012*

Bruce County will be hosting the annual meeting to discuss common issues. A bridge in the southern portion of the county will be added to the meeting agenda.

*Stickers on County Signs*

Councillor McQueen advised the Committee that there are commercial advertising stickers being placed on County signs. County staff was directed to follow up.

## **ADJOURNMENT**

The meeting adjourned by Councillor Milne and at 12:06 p.m.

Al Barfoot, Chair