Grey County Logo Committee Minutes

# Transportation and Public Safety Committee June 6, 2013 – 10:00 AM

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

**Present: Chair Brian Milne; Councillors Bob Pringle, Alan Barfoot, Paul McQueen, Bob White, Harley Greenfield, Deborah Haswell, Ellen Anderson and Warden Duncan McKinlay**

**Regrets: Councillor Kevin Eccles**

**Staff**

**Present: Lance Thurston, Chief Administrative Officer; Michael Kelly, Director of Transportation Services; Mike Muir, Director of Emergency Medical Services; Mary Lou Spicer, Deputy Director of Finance; and Tara Warder, Recording Secretary**

## Call to Order

Chair Milne called the meeting to order at 10:02 AM.

## Declaration of Pecuniary Interest

There was none.

## Business Arising from the Minutes

*Transportation and Public Safety Committee minutes dated May 23, 2013*

These minutes were for information only as they were adopted by Grey County Council as presented on June 4, 2013.

## Reports – Emergency Medical Services

*EMSR-TAPS-03-13 2014-2018 Five Year Capital Forecast*

Mike Muir presented the above report to the Committee regarding the 2014-2018 five year capital forecast and outlined the details and costs of the proposed projects for the Emergency Medical Services Department. Mr. Muir noted that the prior year’s expenditures are used to determine the baseline funding required for the following years.

Mary Lou Spicer presented the reserve schedule which illustrates the year of purchase of each proposed project, the quantities and the estimated disposal value. Ms. Spicer further outlined the required reserve amounts to purchase equipment.

It was noted that $506,000 is being transferred to reserve annually in order to fund future vehicle and equipment purchases. The reserve schedule indicates that if the reserve contribution remains at $506,000 and estimated vehicle and equipment costs are correct, the amount in reserve at the end of 2018 will be slightly less than the amount required. This does not however, take into account any year-end surplus that would be transferred to reserve. Based on this information, staff recommended the reserve contribution remain at $506,000.

Mr. Muir indicated that staff will reassess the ambulance fleet when the County ceases to provide non-emergency patient transfer services. It was noted that moving to a six year life cycle schedule for ambulances has not hurt operations.

*TAPS64-13* Moved by: Councillor White Seconded by: Councillor Greenfield

**THAT Report EMSR-TAPS-03-13 regarding the draft Five Year Capital Forecast for 2014 to 2018 for Emergency Medical Services operations be received as presented and forwarded for inclusion in the corporate Five Year Capital Forecast for consideration by County Council.**

Carried

## Reports – Transportation Services

*TR-TAPS-39-13 Shoulder Aggregate Award RFT-TS-05-13*

Michael Kelly presented the above report regarding the award for the provision of shoulder aggregate. Mr. Kelly noted that staff will be hauling the material, and as such, the distance to the job site was considered in the award. Staff cited that utilizing County trucks to haul material is efficient based on the experiences of staff in prior years. Staff are recommending that the tender be awarded to Seeley and Arnill and Keith Franks. The cost of the project is below what has been budgeted.

*TAPS65-13* Moved by: Councillor Pringle Seconded by: Councillor Barfoot

**WHEREAS the approved 2013 maintenance budget includes $325,000.00 for shoulder aggregate and hauling on Grey County roads;**

**AND WHEREAS all purchasing policies and procedures have been adhered to issuing RFT-TS-05-13 on Tuesday, May 7, 2013 and closing on Wednesday, May 22, 2013;**

**NOW THEREFORE BE IT RESOLVED THAT TR-TAPS-39-13, being a report containing the tender results for RFT-TS-05-13 Shoulder Aggregate be received;**

**AND THAT the Tender for the supply of shoulder aggregate be awarded to the following contractors, based on the aggregate meeting and the specifications identified in the contract:**

* **Seeley and Arnill Construction in the amount of $58,230 for the supply of 9,000 tonnes of aggregate for Grey Road 13 at the intersection of Grey Road 119**
* **Keith Franks in the amount of $91,000 for the supply of 13,000 tonnes of aggregate for Grey Road 9 at the intersection of Grey Road 14**

Carried

*TR-TAPS-40-13 Policy Exemption – 2050 Grey Road 15 / 3rd Avenue East, Owen Sound*

Pat Hoy presented the above report regarding a proposed exemption to the setback policy for the above noted property. The proposed exemption is a reduction in the centreline setback to 18.3 metres. Mr. Hoy noted that there will be little impact on the future roadway needs if the exemption is granted.

*TAPS66-13* Moved by: Councillor Pringle Seconded by: Councillor McQueen

**WHEREAS the Grey County Transportation Services policy regarding the erection of buildings and structures on lands abutting Grey Roads specifies that no building or structure shall be erected within 23 m (75’) from the centerline of any County Road unless approved by the Director of Transportation Services and the Transportation and Public Safety Committee in accordance with By-law Number 2669;**

**AND WHEREAS the owner of Range Bay Shore, 22nd St W between Lots 8 and 9 and RP 16R7626 Part 20, the City of Owen Sound, 2050 3rd Ave. East (Grey Road 15), civic address number 2050 is seeking permission to construct a new building 18.3 m (60’) from the centerline of Grey Road 15;**

**AND WHEREAS accommodating the requested setback exemption will not have any adverse impact on Grey Road 15;**

**NOW THEREFORE BE IT RESOLVED THAT Report TR-TAPS-40-13 be received;**

**AND THAT the Transportation and Public Safety Committee approves the request for a building setback of 18.3 m from the centerline of Grey Road 15 at 22nd St W between Lots 8 and 9 and RP 16R7626 Part 20, the City of Owen Sound, 2050 3rd Ave. East, civic address number 2050, in accordance with By-law Number 2669.**

Carried

*TR-TAPS-37-13 Transportation Services Reviews*

Michael Kelly spoke to the above report regarding the Transportation Services Review and provided a history of the Review to date. It was noted that staff have been informed of what is within the report and staff have also met with union representatives several times to discuss the proposed changes. Additionally, staff wish to ensure that all parties are kept informed and that the membership remains connected.

Mr. Kelly noted some of the issues that the review attempts to address, including establishing performance measures, realizing greater efficiencies, and improving coordination efforts.

An overview of the methods used to undertake the Review were provided, including discussions with private firms to see how they operate, as well as interviews with colleagues in the municipal field. Transportation Services staff also solicited input from other County staff through the use of surveys and interviews.

Mr. Kelly presented the findings to the Committee, including the need to implement core staffing and minimize the constant fluctuations of staffing. It is recommended to maintain a strong Grey County staff provided that flexibility can be implemented. It is recognized that there is specialized work that can be completed by the private sector. As a result, during peak work periods, the Grey County work force may be supplemented by some outsourcing. Field staff have indicated their concern regarding outsourcing, however it is not the intent to replace full time staff with contract work.

The Committee discussed the need to plan the Review in conjunction with the Transportation Master Plan and also expressed the need to move forward with aspects of the Review. Staff clarified that the Transportation Master Plan and the Transportation Services Review are related, however the Master Plan depicts a long term vision of Transportation in Grey County, while the Review is related to management. Many of the recommendations from the Review will not be affected by the outcome of the Master Plan.

Staff addressed questions and comments from the Committee regarding staffing needs, noting that there is no desire to reduce full time staff.

The Committee briefly recessed, then reconvened.

Mr. Kelly then outlined the recommendations, noting that the implementation of the recommendations will occur over a number of years, and testing will occur during the process. Staff cited the importance of utilizing a blended approach to staffing.

Staff addressed comments and questions from the Committee, who inquired about the costs of administering outsourcing projects which were not discussed in the report.

The Committee requested that an implementation strategy be included with a future report outlining the priority recommendations of the Review as well as training and opportunities for skills development.

***TAPS67-13 Resolution CC89-13 from the June 26, 2013 session of Grey County Council:***

***THAT “Grey County Transportation Internal Review, Summary Report” dated May 2013 be endorsed;***

***AND THAT the Director of Transportation Services be requested to develop detailed action plans for the implementation of the recommendations contained within the report.***

*TAPS67-13* Moved by: Councillor Barfoot Seconded by: Councillor Haswell

**THAT Report TR-TAPS-37-13 entitled, “Grey County Transportation Services Internal Review, Summary Report” dated May 2013 be received;**

**AND THAT staff be directed to prepare a report outlining the priority recommendations from the Transportation Services Review for consideration by the Committee.**

Carried

## Closed Meeting Matters

There were none.

## Correspondence

*Mother’s Against Drunk Driving (MADD) Request for Permit to Place One Sign on Grey Road 1 between 19th Street West and 20th Street West*

The Committee considered the correspondence regarding a permit request for a sign on Grey Road 1 from MADD. Staff noted that the proposed sign is neither a roadside sign nor an advertisement sign and would like the Committee’s input on how to proceed with the request.

The Committee noted that the sign could be placed near the fence line and have little impact on traffic. MADD would like to install the sign before tourist traffic begins.

Staff were requested to communicate with MADD and inform them that the permit request will fall within the sign policy and procedure being considered at an upcoming Transportation and Public Safety Committee meeting.

*TAPS68-13* Moved by: Councillor Pringle Seconded by: Councillor Barfoot

**THAT the correspondence from Mothers Against Drunk Driving (MADD) regarding a request for a permit to place a sign on Grey Road 1 between 19th Street West and 20th Street West be received;**

**AND THAT further direction on the item be deferred to a future meeting after the Sign Policy has been endorsed.**

Carried

*Ministry of Agriculture and Food – Reconstruction of Grey Road 119 – Funding Application for the Municipal Infrastructure Investment Initiative dated May 21, 2013*

The Committee considered the above correspondence.

*TAPS69-13* Moved by: Councillor Greenfield Seconded by: Councillor Barfoot

**THAT the correspondence received from the Ministry of Agriculture and Food dated May 21, 2013 regarding receipt of funding under the Municipal Infrastructure Investment Initiative for the reconstruction of Grey Road 119 be received.**

Carried

## Other Business

*Call for Delegation Requests for Association of Municipalities of Ontario (AMO) Conference*

The Committee requested a delegation at the AMO Conference with the Ministry of Transportation of Ontario (MTO) regarding the need for studies of Highways 6 and 10 and the impact of provincial transportation plans on the County of Grey. Additionally, the Committee expressed their wishes to initiate discussions with the MTO at the AMO Conference regarding the prioritization of the round-about in Alvanley on the Grey - Bruce boundary line.

*Emergency Medical Services Update*

Mike Muir provided an update to the Committee, noting that staff will be attending the funeral for the paramedics killed in the Ornge accident.

*Transportation Services Update*

Michael Kelly provided an update on wild chervil and the protocols municipalities are undertaking to cut the weed. It was also noted that tree cutting information related to Grey County roads is available on the County’s website.

## Next Meeting Dates

**June 20, 2013 at the Grey County Administration Building**

On motion by Councillor Pringle, the meeting adjourned at 12:35 PM

Brian Milne, Chair