

TOWNSHIP OF ADMASTON/BROMLEY
OPERATIONS COMMITTEE

AGENDA

February 3, 2023

At 10:30 am

1. Call meeting to order
2. Declaration of Pecuniary Interest
3. Approval of Agenda
4. Adoption of Minutes – [March 9, 2022](#)
5. Meet Public Works Staff (Weather Permitting)
6. [2004 Volvo Grader](#)
7. [Regulate the Activity on Municipal Right of Ways and Public Lands](#)
 - I. [Draft By-Law](#)
8. Next meeting – to be determined
9. Adjournment

TOWNSHIP OF ADMASTON/BROMLEY

Operations Committee

Date: Wednesday, March 9th, 2022

Present: Committee members present were Robert Dick, Michael Donohue, Mike Quilty and Kevin LeGris.
Staff members present were CAO/Clerk Jennifer Charkavi, Acting Public Works Superintendent Steve Visinski, and Acting Treasurer/Deputy Clerk Mitchell Ferguson.

Public: None.

1. Robert Dick called the meeting to order at 1:00 p.m.

2. Disclosure of Pecuniary Interest

None at this time

3. Approval of Agenda – 2022-03-01

Moved by: Mike Quilty

Seconded by: Michael Donohue

BE IT RESOLVED that the Committee approve the agenda for the March 9, 2022, Operations Committee meeting as presented this date.

“Carried”

4. Adoption of Minutes – February 9th, 2022 – 2022-03-02

Moved by: Mike Quilty

Seconded by: Michael Donohue

BE IT RESOLVED that Committee adopt the following minutes: February 9, 2022, Operations Committee Meeting.

“Carried”

5. Calcium Report – 2022-03-03

Gravel Roads for Calcium

Committee discussed the purchasing of calcium. The following motions were provided from the discussions.

Moved by: Michael Donohue

Seconded by: Kevin LeGris

BE IT RESOLVED that Operations Committee Defer a decision on the dust compression policy until a more comprehensive report can be provided to Operations Committee of a full cost benefit.

RECORDED VOTE

Councillor Dick		Against
Councillor Hall (absent)		
Councillor Legris	For	
Deputy Mayor Quilty		Against
Mayor Donohue	For	

“Defeated”

Calcium Report – 2022-03-04

Moved by: Kevin LeGris

Seconded by: Michael Donohue

BE IT RESOLVED that Committee direct staff to purchase the required calcium to apply to the roads identified.

AND BE IT FURTHER RESOLVED that the Operations Committee recommend that the additional Calcium purchase be budgeted for in 2022.

NOW THEREFORE BE IT FURTHER RESOLVED that the Operations Committee recommends \$60,000 (sixty thousand) for Calcium suppression in the 2022 budget.

RECORDED VOTE

Councillor Dick	For	
Councillor Hall (absent)		
Councillor Legris	For	
Deputy Mayor Quilty	For	
Mayor Donohue		Against

“Carried”

6. Compactor Truck Report – 2022-03-05

Committee discussed the various needs for waste and recycling in the municipality.

Moved by: Kevin LeGris

Seconded by: Michael Donohue

BE IT RESOLVED THAT Committee direct staff to prepare and advertise an RFP for a contractor to pick up waste from the Stone Road and Douglas Transfer Stations to be transferred to the Osceola Landfill and for the collection and removal of recycling, including cardboard, from the Stone Road Transfer Site, Douglas Transfer Site and Osceola Landfill.

“Carried”

7. Township Garages Roof Report – 2022-03-06

Moved by: Michael Donohue

Seconded by: Kevin LeGris

BE IT RESOLVED THAT Committee received this report as information.

AND BE IT FURTHER RESOLVED THAT the Operations Committee recommend that the Garage Roof Renovations be budgeted for in 2022.

“Carried”

8. Draft 2022 Public Works Budget – 2022-03-07

- i) Draft Budget
- ii) Capital Financing
- iii) Reserve Allocation for Capital

Moved by: Michael Donohue

Seconded by: Mike Quilty

BE IT RESOLVED THAT the resolution recommending bringing forward a draft Operations Budget to a future Finance and Administration Committee be amended that Operations receive the draft budget and that a revised budget comes to the next Operations Committee meeting directly.

“Carried”

9. Next Meeting

To be determined by the Chair.

10. Adjournment – 2022-03-08

Moved by: Kevin Legris

Seconded by: Michael Donohue

BE IT RESOLVED that the Wednesday, March 9th, 2022 Township of Admaston/Bromley Operations Committee meeting be adjourned at 3:33 p.m.

“Carried”

Chair

Clerk

Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5
E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
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613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: January 31, 2023
To: Operations Committee
From: Steve Visinski
Re: 2004 Volvo Grader G740B

Background:

In the Public Works Department, the municipality owns and operates two (2) graders. One is in the Cobden Road yard, where a 2011 Volvo Grader G970 is located. In the Stone Road yard, there is a 2004 Volvo Grader G740B. The Township has approximately 190 km of gravel roads, and grading has limited time according to the proper weather. For these reasons, two (2) graders are required.

Discussion:

On November 28, 2022, the 2004 Volvo Grader was grading Township roads when a major breakdown occurred.

Staff contacted the Volvo Dealer in Ottawa; Volvo sent their mechanic to do an assessment of the damage to the grader and determined the motor is no longer operational. Based on the A.M.P., the grader is slated for replacement in 2024. New graders are in the price range of approximately \$650,000.00, with a waiting period of at least a year before delivery.

Used graders with 2000-4000 hours vary in price from approximately \$300,000.00 to \$400,000.00, with a delivery date to be available in the early Spring 2023.

The current grader has 14,336 hours on it. There are several options for consideration.

Option 1

Do nothing with the grader and place on GovDeals to be put up for auction, with a minimum bid amount of \$10,000.00 as is, where is. A report would be brought back to Council prior to selling.

In choosing this option, the Municipality will be required to purchase a new or used grader which is expected to cost approximately \$300,000.00 to \$650,000.00, dependent upon Committee direction.

Option 2

Have the grader repaired at a cost of \$26,800.00 and keep the grader in the municipal inventory until such time Council would be ready to dispose of it. Note: There is no warranty on this option, keeping in mind all other parts such as transmission and rear-ends still have 14,336 hours on them.

Option 3

Have the grader repaired with a new rebuilt motor at a cost of \$76,600.00 and keep in inventory until ready for disposal. This option would come with a three (3) year warranty on the motor but will still have original rear-ends and transmission.

Option 4

Have the grader repaired with either option two (2) or three (3) and deem the grader as surplus to be sold on GovDeals with a minimum bid of \$60,000.00. Choosing this option would require the Municipality to purchase a new/used grader with the approximate cost of \$300,000.00-\$650,000.00 as stated in Option 1 (one).

Financial Implications:

None at the moment.

People Consulted:

Interim Treasurer
Public Works Superintendent (Acting)

Recommendation:

BE IT RESOLVED THAT the Operations Committee recommends to Council to repair the grader (Option 4) with smaller repairs, Option 2, and deem as surplus to be sold on GovDeals with a minimum bid of \$60,000.00.

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**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: January 31, 2023
To: Operations Committee
From: Steve Visinski
Re: By-Law to Regulate the Activity on Municipal Right of Ways and Public Lands under the jurisdiction of the Township of Admaston/Bromley

Background:

As a Municipal Road Authority, the Township of Admaston/Bromley has a duty and responsibility to be an informed owner and to ensure any activities within the Municipal Right of Ways is regulated.

Discussion:

The Municipality receives requests from persons, utility companies, and contractors to work within the Municipal Right of Way.

This By-Law provides the Municipality the power to issue a permit to impose conditions to ensure the Right of Way is restored to the satisfaction of the Township.

Anyone who contravenes the By-Law, the Municipality has the right to impose fines. It is important to note that unopened road allowances are also municipal owned public right of ways.

Staff are providing the draft by-law for Committee review and to comment upon. Staff have sent the draft by-law to our By-Law Enforcement, MLES, for. Once staff receive comments from Committee, it will be placed before Council for approval. Once the By-Law is approved MLES will add the penalty section and it will be placed before the Courts for approval.

Recommendation:

BE IT RESOLVED THAT the Operations Committee recommend to Council of the Township of Admaston/Bromley to adopt By-Law 2023-XX, to Regulate the Activity on Municipal Right of Ways and Public Lands at a future council meeting.

9.6	Entrance Permit	\$100.00
9.7	Civic Address Sign	as per actual cost
9.8	Installation of Culverts	as per actual cost

Note: All equipment will be inclusive of an operator.

PART 10. Staff Charge Out Rates

10.1	Clerk-Treasurer	\$65.00 per hour
10.2	Deputy Clerk-Treasurer	\$50.00 per hour
10.3	Finance Clerk	\$40.00 per hour
10.4	Administrative Assistant	\$35.00 per hour
10.5	Roads Superintendent	\$65.00 per hour
10.6	Public Works Assistant	\$35.00 per hour
10.7	Lead Hand	\$40.00 per hour
10.8	Operator	\$35.00 per hour
10.9	Landfill Attendant	\$30.00 per hour

DRAFT