



OPERATIONS COMMITTEE
Tuesday, November 14, 2023 – 1:00 p.m.
County of Renfrew Administration Building
AGENDA

- | | | |
|-----|---|-------------|
| 1. | Call to order. | |
| 2. | Land acknowledgement. | |
| 3. | Roll call. | |
| 4. | Disclosure of pecuniary interest and general nature thereof. | |
| | | Page |
| 5. | Adoption of minutes of previous meetings held on October 10, 2023 and October 25, 2023. | 2
6 |
| 6. | Delegations: None at time of mailing. | |
| 7. | Public Works and Engineering Department. | |
| | a) Department Report | 8 |
| | b) Capital Works Division Report | 41 |
| | c) Operations Division Report | 49 |
| 8. | New Business. | |
| 9. | Closed Meeting: None at time of mailing. | |
| 10. | Date of next meeting (at the call of the Chair) and adjournment. | |

NOTE: a) **County Council: Wednesday, November 29, 2023.**
b) Submissions received from the public, either orally or in writing may become part of the public record.



OPERATIONS COMMITTEE

Tuesday, October 10, 2023

A meeting of the Operations Committee was held on Tuesday, October 10, 2023, at 1:00 p.m., at the Town of Deep River Municipal Office, 100 Deep River Road, Deep River, Ontario.

Present were: Chair Glenn Doncaster
Warden Peter Emon
Councillor Daniel Lynch
Councillor Mark MacKenzie
Councillor Keith Watt

Regrets: Vice-Chair David Bennett
Councillor Mark Willmer

Staff Present: Craig Kelley, Chief Administrative Officer/Clerk
Lee Perkins, Director of Public Works and Engineering
Jason Davis, Director of Development and Property
Richard Bolduc, Manager of Operations
Taylor Hanrath, Manager of Capital Works
Gwen Dombroski, Deputy Clerk
Tina Peplinskie, Media Relations and Social Media Coordinator
Evelyn VanStarkenburg, Administrative Assistant

Chair Doncaster called the meeting to order at 1:23 p.m. The land acknowledgement identifying that the meeting was being held on the traditional territory of the Algonquin People was recited. The roll was called, and no pecuniary interests were disclosed.

Chair Doncaster, on behalf of the Deep River Council and Municipal staff, welcomed everyone to the Town of Deep River Municipal Office.

RESOLUTION NO. OP-C-23-10-111

Moved by Councillor Watt

Seconded by Warden Emon

THAT the minutes of the September 12, 2023, meeting be approved. CARRIED.

Public Works and Engineering

The Director of Public Works and Engineering overviewed the Public Works and Engineering Department Report, which is attached as Appendix A.

Councillor MacKenzie advised that the Township of McNab/Braeside has been in contact with the Ministry of Transportation to initiate discussions to have the section of roads from the Quebec Provincial Highway 301 to the Ontario Provincial Highway 17, which would include Campbell Drive, Stevenson Drive, River Road, and Chenaux Road to the Quebec Bridge, considered for the Connecting Links Program, a funding program that helps municipalities pay for the construction and repair costs for municipal roads and bridges that connect two ends of a provincial highway through a community or to a border crossing.

RESOLUTION NO. OP-C-23-10-112

Moved by Warden Emon

Seconded by Councillor MacKenzie

THAT the Operations Committee recommends to County Council that a letter be sent under the Warden's signature to the Honourable Prabmeet Singh Sarkaria, Minister of Transportation, in support of the resolutions from Cramahe Township and the City of Cambridge in regards to amending s.205.1 of the Highway Traffic Act to allow Automated Speed Enforcement (ASE) systems permanently or temporarily on any roadway under the jurisdiction of the municipality. CARRIED.

RESOLUTION NO. OP-C-23-10-113

Moved by Councillor Watt

Seconded by Councillor Lynch

THAT the Operations Committee recommends to County Council that a letter be sent under the Warden's signature to the Honourable Prabmeet Singh Sarkaria, Minister of Transportation, requesting updated traffic counts for specific sections of Highway 17, including the current Highway 417, Arnprior to Renfrew Twinning, Storyland Road to Greenwood Road, Meath Hill to Deep River, and west of Deep River. CARRIED.

RESOLUTION NO. OP-C-23-10-114

Moved by Warden Emon

Seconded by Councillor Lynch

THAT the Operations Committee recommends that County Council reassign the sum of \$60,000 originally designated in the 2023 budget for architectural design and review of the Southwest Patrol and White Water Road Patrol buildings towards the purchase of new pods/workstations for the Public Works and Engineering Department office located at the County Administration Building in Pembroke at a cost of \$17,802.47. CARRIED.

RESOLUTION NO. OP-C-23-10-115

Moved by Councillor MacKenzie

Seconded by Councillor Watt

THAT the Operations Committee recommends that County Council approve delegation requests at the 2024 Rural Ontario Municipal Association (ROMA) Annual Conference with the Minister of Infrastructure to discuss implementation of a consistent Provincial mandated Pavement Condition Index (PCI) process and with the Minister of Transportation to discuss additional funding opportunities with regards to an interim solution for Highway 17/417 widening and traffic calming beyond Renfrew; AND FURTHER THAT the Chair of the Standing Committee, along with the Warden, be designated to attend the delegations. CARRIED.

RESOLUTION NO. OP-C-23-10-116

Moved by Councillor Lynch

Seconded by Councillor MacKenzie

THAT the Operations Committee recommends that County Council adopt a By-law to authorize the designation of a Community Safety Zone (CSZ) along Queen Street (County Road 512) between 87 Queen Street and Boland Street, Township of Killaloe, Hagarty and Richards. CARRIED.

Capital Works Division

The Manager of Capital Works overviewed the Capital Works Division Report, which is part of the Public Works and Engineering Department Report.

RESOLUTION NO. OP-C-23-10-117

Moved by Warden Emon

Seconded by Councillor MacKenzie

THAT the Operations Committee recommends to County Council that the posted speed limit remain unchanged at this time for County Road 2 (White Lake Road) between Robertson Line and Green Meadow Road. CARRIED.

RESOLUTION NO. OP-C-23-10-118

Moved by Councillor Watt

Seconded by Councillor MacKenzie

THAT the Operations Committee recommends to County Council that the assumption of Lynch Road Culvert, on Lynch Road, 0.1km west of Dragonfly Way, in the Township of Admaston/Bromley be approved; AND FURTHER THAT the costs for design and construction of Lynch Road Culvert be shared equally between the County of Renfrew and the Township of Admaston/Bromley; AND FURTHER THAT staff be directed to complete the design for the replacement of Lynch Road Culvert and plan for replacement in 2024. CARRIED.

Operations Division

The Manager of Operations overviewed the Operations Division Report, which is part of the Public Works and Engineering Department Report.

RESOLUTION NO. OP-C-23-10-119

Moved by Councillor MacKenzie

Seconded by Councillor Lynch

THAT the Public Works and Engineering Department Report, which is attached as Appendix A be approved. CARRIED.

RESOLUTION NO. OP-C-23-10-120

Moved by Councillor Watt

Seconded by Councillor MacKenzie

THAT this meeting adjourn and the next regular meeting be held on November 14, 2023. Time: 2:14 p.m. CARRIED.

DRAFT



OPERATIONS COMMITTEE

Wednesday, October 25, 2023

A special meeting of the Operations Committee was held on Wednesday, October 25, 2023, at 9:40 a.m., at the County of Renfrew Administration Office, 9 International Drive, Pembroke, Ontario.

Present were: Warden Peter Emon
 Vice-Chair David Bennett (virtual)
 Councillor Daniel Lynch
 Councillor Mark MacKenzie
 Councillor Keith Watt
 Councillor Mark Willmer (virtual)

Regrets: Chair Glenn Doncaster

And Others: Councillor Anne Giardini
 Councillor Debbi Grills
 Councillor David Mayville
 Councillor James Brose

Staff Present: Craig Kelley, Chief Administrative Officer/Clerk
 Lee Perkins, Director of Public Works and Engineering
 Michael Blackmore, Director of Long-Term Care
 Jason Davis, Director of Development and Property
 Jeffrey Foss, Director of Corporate Services
 Laura LePine, Director of Community Services
 Gwen Dombroski, Deputy Clerk
 Tina Peplinskie, Media Relations and Social Media Coordinator
 Evelyn VanStarkenbug, Administrative Assistant

The Chief Administrative Officer/Clerk called the meeting to order at 9:40 a.m. He advised that pursuant to By-law 85-10, a By-law to Govern the Proceedings of the Council and Committees of the County of Renfrew, section 74(g), which states "The Committee Chair shall preside, or alternatively the Vice-Chair upon request of the Chair. In the physical absence of the

Committee Chair, the Vice-Chair shall preside, or in the physical absence of both, such other Member of the Committee as may be appointed by the concurring vote of a majority of the Members of the Committee present," Committee is required to appoint a Chair to preside over the meeting.

RESOLUTION NO. OP-C-23-10-121

Moved by Warden Emon

Seconded by Councillor Lynch

THAT due to the absence of the Chair and the physical absence of the Vice-Chair, Councillor Watt be appointed to preside over the Operations Committee meeting. CARRIED.

The land acknowledgement identifying that the meeting was being held on the traditional territory of the Algonquin People was recited. The roll was called, and no pecuniary interests were disclosed.

Operations Division

The Director of Public Works and Engineering overviewed the Operations Division Report, which is attached as Appendix A.

RESOLUTION NO. OP-C-23-10-122

Moved by Warden Emon

Seconded by Councillor MacKenzie

THAT the Operations Committee recommends that County Council approve the bid submitted by Gincor, Mattawa, Ontario, for the acquisition of three tandem truck and plow units, in the amount of \$1,254,975, plus applicable taxes; AND FURTHER THAT County Council adopt a By-law to Authorize Execution of the Contract; AND FURTHER THAT County Council reassign the sum of capital funds in the amount of \$175,593 from the offset roller and the road shouldering machine to the purchase of the three tandem plow truck and plow units. CARRIED.

RESOLUTION NO. OP-C-23-10-123

Moved by Councillor Lynch

Seconded by Councillor MacKenzie

THAT the Public Works and Engineering Department Report, which is attached as Appendix A be approved. CARRIED.

RESOLUTION NO. OP-C-23-10-124

Moved by Warden Emon

Seconded by Councillor MacKenzie

THAT this meeting adjourn and the next regular meeting be held on November 14, 2023. Time: 9:47 a.m. CARRIED.

COUNTY OF RENFREW

PUBLIC WORKS AND ENGINEERING DEPARTMENT REPORT

TO: Operations Committee
FROM: Lee Perkins, C.E.T., MBA, Director of Public Works and Engineering
DATE: November 14, 2023
SUBJECT: Department Report

INFORMATION

1. **Treasurer's Report**

Attached as Appendix I is a copy of the September 2023 Treasurer's Report for the Public Works and Engineering Department.

2. **Monthly Project Status Report**

Attached as Appendix II is the Monthly Project Status Report. Additional project specific information is provided in the Divisional reports.

3. **Capital Program Variance Report**

Attached as Appendix III is the Capital Program Variance Report.

4. **Policy PW-22 – Naming Bridges and Culverts Policy**

Attached as Appendix IV is Policy PW-22 – Naming Bridges and Culverts which staff have developed. This initiative is an opportunity to honour the heritage of the area.

Staff are requesting that comments be returned to Director Lee Perkins by January 15, 2024, in order to be considered as part of the final policy to be presented to the Operations Committee and County Council in February 2024, for approval.

RESOLUTIONS

5. **2024 Budget**

Recommendation: THAT the Operations Committee directs staff to bring the Business Plan for all relevant divisions under the purview of the Operations Committee to the 2024 Budget Workshop and planning meetings, including any suggested revisions or conceptual projects or areas of concentration.

Background

Engaging elected leaders in the budget process is a critical component of transparent and accountable governance. In order to foster a more inclusive and effective decision-making process, it is imperative to actively involve members of the standing committee. By including an interactive discussion regarding the budgetary discussions, we not only ensure that public funds are allocated in alignment with the needs and priorities of the community but also promote a sense of ownership and responsibility among elected representatives. This collaboration between executive and legislative branches can lead to more informed, well-rounded budget decisions that better serve the interests of the people. Elected leaders, as representatives of the public, offer a unique perspective on the needs and priorities of the citizens of Renfrew County. Active participation in shaping the allocation of public funds can offer insight, and possibly highlight potential pitfalls, unanticipated consequences, or areas where budgetary resources may be better utilized.

Attached as Appendix V is a compendium of 2023 highlights from this Department under the terms of reference for this Committee, along with a description of proposed areas of concentration in 2024. Committee members are encouraged to review the report and participate in a facilitated presentation during the meeting.

BY-LAWS

6. PW-21 – Entrance Policy and Design Guidelines

Recommendation: THAT the Operations Committee recommends that County Council adopt a By-law approving Policy PW-21 Entrance Policy and Design Guidelines; AND FURTHER THAT By-law 32-98 being a By-law to Regulate the Construction or Alteration of any Entranceways, Private Roads or Access to a County Road be rescinded.

Background

In 1998, By-law 32-98 being a By-law to Regulate the Construction or Alteration of any Entranceways, Private Roads or Access to a County Road was adopted. This By-law is no longer applicable as it includes County Roads and fees that are incorrect. Policy PW-21 Entrance Policy and Design Guidelines, attached as Appendix VI, has been in place for many years; however, is not included as part of the Corporate Policies for the Public Works and Engineering. Staff are recommending that Policy PW-21 be adopted as a Corporate Policy to replace By-law 32-98.

7. Capital Works Division

Attached as Appendix VII is the Capital Works Division Report, prepared by Taylor Hanrath, Manager of Capital Works, providing an update on activities.

8. Operations Division

Attached as Appendix VIII is the Operations Division Report, prepared by Richard Bolduc, Manager of Operations, providing an update on activities.

COUNTY OF RENFREW
TREASURER'S REPORT - Operations Committee
Sep 2023

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>CAPITAL PROGRAM - EXPENSES</u>	<u>364,602.20</u>	<u>381,916.00</u>	<u>(17,313.80)</u>	<u>695,266.00</u>
Salaries	248,162.65	227,880.00	20,282.65	296,246.00
Benefits	71,560.33	63,091.00	8,469.33	82,020.00
Capital Projects - Under Threshold	0.00	0.00	0.00	0.00
COVID	0.00	0.00	0.00	0.00
Infrastructure Management	36,429.73	65,448.00	(29,018.27)	283,000.00
Misc	2,240.59	4,500.00	(2,259.41)	6,000.00
Supplies	6,208.90	20,997.00	(14,788.10)	28,000.00
<u>ADMINISTRATION</u>	<u>944,300.27</u>	<u>954,332.00</u>	<u>(10,031.73)</u>	<u>1,221,535.00</u>
Salaries	385,827.70	434,871.00	(49,043.30)	565,331.00
Benefits	115,698.85	121,449.00	(5,750.15)	157,884.00
Advertising	8,421.31	7,497.00	924.31	10,000.00
Answering Service	3,737.43	3,447.00	290.43	4,600.00
Bank Charges	436.97	0.00	436.97	0.00
Cell Telephone/Pager	6,164.75	9,900.00	(3,735.25)	13,200.00
Communications(Radio System)	60,044.55	54,000.00	6,044.55	72,000.00
Computer Hrdwr/Sftwr	51,743.55	45,000.00	6,743.55	60,000.00
Conferences & Conventions	6,467.67	6,000.00	467.67	7,500.00
Courier	932.08	576.00	356.08	770.00
COVID	0.00	0.00	0.00	0.00
Health & Safety (Protection)	45,163.44	33,000.00	12,163.44	42,000.00
Insurance	155,948.17	159,500.00	(3,551.83)	159,500.00
Insurance Claims Expense	14,927.30	26,253.00	(11,325.70)	35,000.00
Internet	2,075.04	3,825.00	(1,749.96)	5,100.00
Legal Fees	28,440.68	0.00	28,440.68	20,500.00
Membership Fees	10,075.53	7,650.00	2,425.53	9,000.00
Office Equipment Replacement	0.00	0.00	0.00	4,000.00
Office Supplies/Publications/Awards	8,481.81	7,497.00	984.81	10,000.00
Photocopier Supplies/Maint	3,806.40	3,150.00	656.40	4,200.00
Postage	0.00	342.00	(342.00)	450.00
Provincial Grants & Subsidies - COVID	0.00	0.00	0.00	0.00
Recruitment	2,101.99	0.00	2,101.99	0.00
Staff Training	17,776.50	15,003.00	2,773.50	20,000.00
Surplus Adjustment - Capital	0.00	0.00	0.00	0.00
Surplus Adjustment - From Reserves	0.00	0.00	0.00	0.00
Telephone	7,812.40	8,397.00	(584.60)	11,200.00
Travel	8,216.15	6,975.00	1,241.15	9,300.00
<u>TRAILS</u>	<u>515,047.92</u>	<u>1,325,233.00</u>	<u>(810,185.08)</u>	<u>321,635.00</u>
Salaries / Benefits	27,088.04	0.00	27,088.04	0.00
Salary Allocations	0.00	75,060.00	(75,060.00)	100,077.00
Algonquin - Rental Recoveries	(43,759.83)	(17,000.00)	(26,759.83)	(30,000.00)
Algonquin Trail Development	528,359.13	3,111,219.00	(2,582,859.87)	4,148,295.00
Algonquin Trail Donations	(3,079.00)	0.00	(3,079.00)	(3,500,000.00)
Algonquin Trail Federal Recoveries	0.00	0.00	0.00	(1,470,000.00)
Algonquin Trail Other Recoveries	(1,782.42)	0.00	(1,782.42)	0.00
Algonquin Trail Prov Recoveries	0.00	(191,772.00)	191,772.00	(255,699.00)
Bad Debt Expense	0.00	0.00	0.00	0.00
Donations	(100.00)	0.00	(100.00)	0.00
K&P Rail Line Development	3,202.60	16,497.00	(13,294.40)	22,000.00

COUNTY OF RENFREW
TREASURER'S REPORT - Operations Committee
Sep 2023

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
K&P Rail Recoveries - Provincial	0.00	0.00	0.00	(2,000.00)
Office Expense	1,074.44	378.00	696.44	500.00
Recruitment	0.00	0.00	0.00	0.00
Recovery - Provincial	0.00	0.00	0.00	0.00
Surplus Adj - Capital	4,044.96	0.00	4,044.96	3,534,000.00
Surplus Adj - Trf From Reserve	0.00	(1,669,149.00)	1,669,149.00	(2,225,538.00)
Surplus Adj - Trf to Reserve	0.00	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00
<u>MAINTENANCE</u>	<u>5,025,671.26</u>	<u>4,887,808.00</u>	<u>137,863.26</u>	<u>6,512,490.00</u>
Salaries	1,735,283.37	1,760,635.00	(25,351.63)	2,288,842.00
Benefits	513,423.24	508,196.00	5,227.24	660,648.00
Bridges and Culverts	57,806.67	33,340.00	24,466.67	40,000.00
Hard Top Maintenance	228,917.29	320,840.00	(91,922.71)	385,000.00
Recoveries	(58,998.21)	(74,997.00)	15,998.79	(100,000.00)
Roadside Maintenance	28,081.79	125,020.00	(96,938.21)	150,000.00
Safety Devices	420,948.09	688,094.00	(267,145.91)	798,000.00
Winter Control	2,100,209.02	1,526,680.00	573,529.02	2,290,000.00
<u>EQUIPMENT</u>	<u>1,133,282.17</u>	<u>1,036,382.00</u>	<u>96,900.17</u>	<u>1,487,328.00</u>
Salaries	180,668.56	180,871.00	(202.44)	235,137.00
Benefits	60,934.03	60,231.00	703.03	78,300.00
Salary Allocations	(79,317.00)	(79,320.00)	3.00	(103,112.00)
COVID	0.00	0.00	0.00	0.00
Provincial Grants & Subsidies - COVID	0.00	0.00	0.00	0.00
Recoveries	(11,419.44)	(7,500.00)	(3,919.44)	(15,000.00)
Small Equipment, Misc	17,798.53	41,697.00	(23,898.47)	55,600.00
Surplus Adjustment - Capital Equipment	667,084.65	0.00	667,084.65	2,753,073.00
Surplus Adjustment - Trf From Reserves	(667,084.65)	0.00	(667,084.65)	(2,753,073.00)
Surplus Adjustment - Trf To Reserves	0.00	0.00	0.00	0.00
Vehicle Operating Costs - Fuel	449,212.62	439,000.00	10,212.62	635,000.00
Vehicle Operating Costs - Insurance	47,027.63	51,403.00	(4,375.37)	51,403.00
Vehicle Operating Costs - Licence	118.00	0.00	118.00	65,000.00
Vehicle Operating Costs - Repairs & Supplies	479,859.24	360,000.00	119,859.24	500,000.00
Vehicle Operating Revenue	(11,600.00)	(10,000.00)	(1,600.00)	(15,000.00)
<u>HOUSING</u>	<u>133,290.19</u>	<u>116,027.00</u>	<u>17,263.19</u>	<u>162,000.00</u>
COVID	0.00	0.00	0.00	0.00
Major Repairs	9,392.45	0.00	9,392.45	0.00
Operating Expenses	123,897.74	116,027.00	7,870.74	162,000.00
Surplus Adjustment - Capital	29,198.76	0.00	29,198.76	317,000.00
Surplus Adjustment - Trf From Reserves	(29,198.76)	0.00	(29,198.76)	(317,000.00)
<u>OTHER</u>	<u>13,811,630.18</u>	<u>15,000,000.00</u>	<u>(1,188,369.82)</u>	<u>31,007,756.00</u>
Depreciation	8,044,481.60	7,350,003.00	694,478.60	9,800,000.00
Surplus Adjustment - Capital Construction	13,811,630.18	15,000,000.00	(1,188,369.82)	31,007,756.00
Surplus Adjustment - Depreciation	(8,044,481.60)	(7,350,003.00)	(694,478.60)	(9,800,000.00)
Surplus Adjustment - TRF to Reserves	0.00	0.00	0.00	0.00

**COUNTY OF RENFREW
TREASURER'S REPORT - Operations Committee
Sep 2023**

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>CONSTRUCTION - LABOUR CLEARING ACCOUNT</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Salaries	564,767.76	399,140.00	165,627.76	518,886.00
Benefits	118,741.88	107,749.00	10,992.88	140,070.00
Charge to Capital Construction above	(683,509.64)	(506,889.00)	(176,620.64)	(658,956.00)
TOTAL EXPENDITURES	21,927,824.19	23,701,698.00	(1,773,873.81)	41,408,010.00
<u>REVENUES</u>				
Municipal Contribution	8,007,717.15	8,632,095.00	(624,377.85)	10,216,019.00
Misc	108,476.86	69,603.00	38,873.86	75,000.00
Provincial Grants & Subsidies	2,115,873.00	1,407,987.00	707,886.00	2,815,973.00
Surplus Adjustment - Temp Loan	0.00	1,000,000.00	(1,000,000.00)	4,490,190.00
Surplus Adjustment - TRF from Reserves	11,695,757.18	12,592,013.00	(896,255.82)	23,810,828.00
TOTAL REVENUES	21,927,824.19	23,701,698.00	(1,773,873.81)	41,408,010.00
MUNICIPAL SURPLUS / (DEFICIT)	0.00	0.00	0.00	0.00

Project Name/Municipality	Location		Lengths	Description	Status/Schedule						Comments		
	From	To			EA	Survey	Design	Tender/RFP	Award	Const. Start		Const. End	
ROAD RECONSTRUCTION/REHABILITATION													
2	Daniel Street S. <i>Arnprior</i>	Galvin Street	Edey Street	0.20	Intersection Realignment	100%	100%	100%	April	May	June	October	In cooperation with Arnprior; Design by Jp2g; Completed
30	Lake Dore Road <i>North Algona/Wilberforce</i>	Highway 60	Sperberg Road	3.26	Reconstruction	100%	100%	100%	May	June	July	November	Design by Tatham; Construction by RGT Clouthier
37	Murphy Road <i>Petawawa</i>	County Road 26 (Doran Road)	County Road 51 (Petawawa Blvd.)	0.93	Design for Reconstruction	50%	100%	30%	2024	2024	2024	2024	In cooperation with Petawawa; Design by Jp2g ongoing
512	Foymount Road <i>Bonnechere Valley</i>	B257 (Harrington Creek Bridge)	Miller Road	6.57	Reconstruction	100%	100%	100%	May	June	July	November	Design by BTE; Construction by BEI
635	Swisha Road <i>Laurentian Hills</i>	Highway 17	Interprovincial Bridge	2.58	Cross Drain Replacement	100%	100%	100%	February	March	April	May	Internal design and construction; Completed
	Traffic Signal Upgrades	Various Locations											
BRIDGE/CULVERT RECONSTRUCTION/REHABILITATION													
B044	Douglas Bridge	Admaston/Bromley (CR5 Stone Road)			Rehabilitation	100%	100%	100%	April	April	June	September	Design by Stantec; Construction by BEI; Completed
B064	Pilgrim Road Bridge	Brudenell, Lyndoch & Raglan (Pilgrim Road)			Rehabilitation	100%	100%	100%	January	February	May	July	Design by JLR; Construction by BEI; Completed
B257	Harrington Creek Bridge	Bonnechere Valley (CR512 Foymount Road)			Replacement	100%	100%	100%	May	June	July	November	Included in 512 reconstruction project; Deferred to 2024
B310	Ski Hill Bridge	Laurentian Valley (CR58 Round Lake Road)			Rehabilitation	100%	100%	100%	March	April	June	October	Design by Stantec; Construction by BEI; Completed
C025	Borne Road Culvert	Laurentian Valley (Borne Road)			Rehabilitation	100%	100%	100%	January	February	June	October	Design by WSP; Construction by JWK; Completed
C115	Dunlop Crescent Dual Culvert	Head, Clara and Maria (Dunlop Crescent)			Replacement	100%	100%	100%	January	February	March	April	Internal design and construction; Completed
C137	Hanson Creek Culverts	McNab/Braeside (Robertson Line)			Replacement	100%	100%	100%	February	March	July	July	Internal design; Internal Construction; In cooperation w/ McNab/Braeside; Completed
C168	Lake Clear Tri Culverts	Bonnechere Valley (Lake Clear Road)			Rehab or Replace	100%	100%	100%	June	June	October	October	Internal design and construction; Completed
C191	Dicks Road Culvert	Laurentian Valley (Dicks Road)			Rehabilitation w/ Liner	100%	100%	90%	April	May	August	August	Design by Stantec; Internal Construction; Completed
C197	Etmanskie Swamp Culvert	Madawaska Valley (CR62 John Street)			Rehabilitation w/ Liner	100%	100%	100%	April	April	August	September	Design by JLR; Internal Construction; Completed
C325	Neilson Creek Culvert	Bonnechere Valley (Lake Clear Road)			Liner	100%	100%	60%	April				Design by Stantec; Construction deferred
	General Bridge Repairs	Various Locations											
FUTURE ENGINEERING													
B007	Butler Bridge	Admaston/Bromley (Butler Road)			Design for Rehabilitation	100%	100%	100%	2022	2022	2024	2024	Design by Stantec
B102	Brennans Creek Bridge	Killaloe, Hagarty & Richards (CR512 Queen Street)			Design for Rehabilitation	100%	100%	100%	2022	2022	2024	2024	Design by Stantec
B103	O'Grady Bridge	Killaloe, Hagarty & Richards (O'Grady Settlement Road)			Design for Rehabilitation	30%	100%	30%	May	June	TBD		Design by HP
B108	Tramore Bridge	Killaloe, Hagarty & Richards (Tramore Road)			Design for Rehabilitation	90%	100%	60%	2022	2022	2024	2024	Design by HP
B145	Combermere Bridge	Madawaska Valley (CR62 Combermere Road)			Design for Rehabilitation	30%	50%	10%	July	August	TBD		Design by Jacobs Consulting
B156	Burnt Bridge	Brudenell, Lyndoch & Raglan (Burnt Bridge Road)			Design for Replacement	50%	100%	30%	2022	2022	2024	2024	Design by JLR
B181	Peter Black Bridge	Laurentian Valley (CR24 White Water Road)			Design for Rehabilitation	50%	30%	30%	April	May	TBD		Design by WSP
B232	Cochrane Creek Bridge	North Algona Wilberforce (Cement Bridge Road)			Design for Rehabilitation	30%	30%	10%	2022	2022	TBD		Design by HP
C001	Berlanquet Creek Culvert	Admaston/Bromley (CR5 Stone Road)			Design for Replacement	30%	50%	10%	2022	2022	TBD		Design by HP
C040	Snake River Culvert	Admaston/Bromley (CR8 Cobden Road)			Design for Rehab or Replace	50%	30%	20%	June	July	2024	2024	Internal design;
C051	Harris Creek Culvert	Admaston/Bromley (Proven Line)			Design for Replacement	90%	100%	60%	May	June	2024	2024	Internal design;
C062	John Watson Culvert 2	Brudenell, Lyndoch & Raglan (John Watson Road)			Design for Replacement	90%	100%	30%	May	June	2024	2024	Internal design;
C130	Lochiel Creek Culvert North	McNab/Braeside (CR63 Miller Road)			Design for Replacement	100%	100%	90%	2022	2022	TBD		Design by Stantec
C136	Robertson Twin Pipes	McNab/Braeside (Robertson Line)			Design for Replacement	10%	10%	0%	July	August	TBD		Design award in process
C201	Broomes Creek Culvert	Whitewater Region (CR7 Foresters Falls Road)			Design for Replacement	90%	90%	50%	2022	2022	2024	2024	Design by JLR; Includes dam
C204	Bellows Creek Culvert	Whitewater Region (CR12 Westmeath Road)			Design for Rehabilitation	100%	100%	100%	2022	2022	2024	2024	Design by WSP
C215	Elm Creek Culverts	Whitewater Region (Snake River Line)			Design for Replacement	10%	10%	0%	July	August	TBD		Design award in process
C221	Kenny's Culvert	Whitewater Region (Pleasant Valley Road)			Design for Replacement	80%	30%	30%	July	August	TBD		Internal design
C268	St. Columbkille's Culvert	Laurentian Valley (CR58 Round Lake Road)			Design for Replacement	100%	100%	60%	2022	2022	2024	2024	Design by Stantec

OPERATIONS PROGRAMS										
Type	Description	Term (Years)	Type	Specification	Tender	Award	Start	Complete	Status/Comments	
1	Pavement Marking	Paint/Glass Beads/Lines/Symbols	1	Equipment/Material	February	March	April	May	October	Complete
2	Street Sweeping	Winter/Debris Removal	1	Equipment	March	March	April	April	June	Complete
3	Manhole and Catch Basin Cleaning	Winter/Debris Removal	1	Equipment	March	March	April	April	July	Complete
4	Roadside Brushing	Tree/Brush Removal	1	Equipment	May	June	June	July	December	Complete
5	Steel Sign Post Quotation	Sign Installation Hardware	1	Material	March	April	April	April	July	Complete
6	Weed Control	Wild Parsnip/Poison Ivy	5	Equipment/Material	April	April	May	June	August	Complete
7	Signs & Traffic Control Equipment	Road Signage	1	Material	March	March	April	April	September	Complete
8	Winter Sand	Winter Abrasives	1	Supply/Delivery/Process	May	August	August	September	October	Ongoing
9	Loader Rental	Winter Operations	1	Equipment	July	September	October	November	April 1, 2024	Complete
10	AVL Service Renewal	Automatic Vehicle Location	10	Application/Network/Data	May	2020	2020	June	2030	Complete
11	Shouldering	Granular/Sealing	1	Material/Installation	Internal	Internal	Internal	June	October	Complete
12	Calcium Chloride	Pre-wet Sodium Chloride	1	Material	August	September	October	October	October	Complete
13	Crack Sealing	Pavement Preservation	1	Material/Installation	May	July	July	August	September	Complete
14	Curb Repair	Replace/Repair	1	Material/Repair	May	August	September	September	October	Ongoing
EQUIPMENT TENDERS										
Tender	Description	Quantity	Type	Specification	Tender	Canoe	Award	Delivery	Status/Comments	
1	HDT (Heavy Duty Truck)	Combination Plow/Spreader	3	Replace	April	-	September	October	2024	Complete
2	LDT (Light Duty Truck(s))	(1/2 ton 4WD)	1	Replace	April	October	-	November	2023	Ongoing
3	Wheeled Excavator	Wheeled Excavator and Attachments	1	New	April	-	October	November	2024	Ongoing
4	Tractor	Tractor	1	Replace	April	-	October	November	2023	Ongoing
5	Roller 3'	Shoulder Compaction	1	New	April	-	November	November	2023	Ongoing
6	U-Body Water Tank	PW Operations -CP	1	New	April	September	-	October	2024	Complete
7	Enclosed Cargo Trailer 20'	Construction Section	1	Replace	April	April	-	June	November	Complete
8	Equipment Refurbishment(s)	As per Spring Inspection	Varies	Existing	April	April	-	May - November	September	Complete
9	Brusher Head	1 new / 1 replacement	2	1 Replace/1 New	April	-	November	November	2023	Ongoing
HOUSING										
Tender	Location(s)	Type	Type	Design	Tender	Award	Start	Complete	Status/Comments	
1	Fuel Inventory and Access Systems	WWRP/CP/GP/SWP/CalP	Systems	New	July	July	August	September	November	Ongoing
2	Waste Oil Storage Systems	WWRP/SWP/GP/CP	Construct	Replace	April	June/July	July/August	September	October	Complete
ROAD MAINTENANCE AGREEMENTS/FACILITY AGREEMENTS										
Service Provider	Location	Year	Type	Start	Complete	Term	Status/Comments			
1	Town of Arnprior	County Road 1, County Road 2	2022	Winter Road Maintenance	2023	2033	1 yr			Complete
2	Town of Deep River	County Road 72, County Road 73	2020	Winter Road Maintenance	2020	2030	10 yr			Complete
3	Town of Renfrew	County Road 20, County Road 52	2019	Winter Road Maintenance	2019	2029	10 yr			Complete
4	Township of Carlo Mayo	County Road 517	2022	Winter Road Maintenance	2022	2023	Annual			Complete
5	Contractor	County Road 635	2022	Winter Road Maintenance	2022	2023	Annual			Complete
6	Algonquins of Pikwanaganan	Golden Lake	2022	Use of facilities and materials	2022	2027	5			Complete
7	Bonnechere Valley	Foymount	2022	Use of facilities and materials	2022	2027	5			Complete

2023 CAPITAL PROGRAM VARIANCE - ROADS/BRIDGES

Road #	Location	From	To	Budgeted Length (km)	Actual Length (km)	2023 BUDGET	November Projected	Variance	Carry Over	
Road Reconstruction/Rehabilitation										
Note: Limits and Length of projects are approximate and subject to revision based on final design and budgets										
1	River Road <i>McNab/Braeside & Horton</i>	Lochwinnoch Road	Algonquin Trail	2.27	1.88	1,137,007	879,000	-258,007	0	
2	Daniel Street S. <i>Arnprior</i>	Galvin Street	Edey Street	0.20	0.20	680,000	680,000	0	0	
4	Storyland Road <i>Horton</i>	Alex Lane	County Road 653 (Cheneux Road)	2.84	2.80	1,309,911	1,357,000	47,089	0	
20	Bruce Street <i>Renfrew & Horton</i>	Highway 60	Highway 17	3.11	2.61	539,559	562,000	22,441	0	
24	White Water Road <i>Laurentian Valley</i>	Highway 17	County Road 40 (Greenwood Road)	2.45	2.40	388,000	388,000	0	0	
24	White Water Road <i>Laurentian Valley</i>	Stafford Third Line	Highway 17	2.57		0	0	0	0	
30	Lake Dore Road <i>North Algona/Wilberforce</i>	Highway 60	Sperberg Road	3.26	3.26	2,529,548	3,324,347	794,799	0	
37	Murphy Road <i>Petawawa</i>	Highway 17	County Road 26 (Doran Road)	2.16	1.20	1,077,840	782,000	-295,840	0	
37	Murphy Road <i>Petawawa</i>	County Road 26 (Doran Road)	County Road 51 (Petawawa Blvd.)	0.93	0.00	490,588	10,000	-480,588	0	
42	Forest Lea Road <i>Laurentian Valley</i>	Highway 17	County Road 51 (Pembroke Street W)	4.22	4.25	759,352	735,000	-24,352	0	
58	Round Lake Road <i>Killaloe, Hagarty and Richards</i>	Deer Trail Road	B101 (Bonnehchere River Bridge)	2.52	2.53	1,257,480	1,175,195	-82,285	0	
65	Centennial Lake Road <i>Greater Madawaska</i>	2872 Centennial Lake Rd	Black Donald Access Point	1.63	1.76	686,230	614,144	-72,086	0	
508	Calabogie Road <i>Greater Madawaska</i>	County Road 34 (Norton Road)	Mill Street	1.84	1.97	918,160	1,031,965	113,805	0	
508	Calabogie Road <i>McNab/Braeside</i>	Goshen Road	Highway 17	4.36	3.70	1,251,345	1,178,625	-72,720	0	
512	Foymount Road <i>Bonnechere Valley</i>	B257 (Harrington Creek Bridge)	Miller Road	6.57	6.57	4,490,190	8,250,000	3,759,810	0	
515	Palmer Road <i>Madawaska Valley & Brudenell, Lyndoch & Raglan</i>	Finch Road	County Road 514 (Schutt Road)	6.50	2.55	2,080,870	1,487,747	-593,123	0	
517	Dafoe Road <i>Madawaska Valley</i>	Radcliffe Twp Line (Coulas Rd)	Serran Road	2.73	2.65	1,274,410	1,176,000	-98,410	0	
517	Dafoe Road <i>Madawaska Valley</i>	Serran Road	County Road 62 (Combermere Road)	3.22	3.30	70,000	70,000	0	0	
635	Swisha Road <i>Laurentian Hills</i>	Highway 17	Interprovincial Bridge	0.30	0.30	300,000	340,000	40,000	0	
	Scratch Coat Paving	Various Locations					750,000	723,000	-27,000	0
ROAD RECONSTRUCTION/REHABILITATION TOTALS				53.68		21,990,490	24,764,022	2,773,532	0	
Bridge/Culvert Reconstruction/Rehabilitation										
Structure #	Structure Name	Location				2023 BUDGET	November Projected	Variance	Carry Over	
B044	Douglas Bridge	Admaston/Bromley (CR5 Stone Road)				1,800,000	1,100,000	-700,000	0	
B064	Pilgrim Road Bridge	Brudenell, Lyndoch & Raglan (Pilgrim Road)				380,000	470,000	90,000	0	
B257	Harrington Creek Bridge	Bonnechere Valley (CR512 Foymount Road)				800,000	600,000	-200,000	0	
B310	Ski Hill Bridge	Laurentian Valley (CR58 Round Lake Road)				1,200,000	1,069,000	-131,000	0	
C025	Borne Road Culvert	Laurentian Valley (Borne Road)				800,000	775,000	-25,000	0	
C115	Dunlop Crescent Dual Culvert	Head, Clara and Maria (Dunlop Crescent)				415,000	250,000	-165,000	0	
C137	Hanson Creek Culverts	McNab/Braeside (Robertson Line)				600,000	576,000	-24,000	0	
C168	Lake Clear Tri Culverts	Bonnechere Valley (Lake Clear Road)				419,000	419,000	0	0	
C191	Dicks Road Culvert	Laurentian Valley (Dicks Road)				200,000	200,000	0	0	
C197	Etmanskie Swamp Culvert	Madawaska Valley (CR62 John Street)				1,300,000	1,100,000	-200,000	0	
C325	Neilson Creek Culvert	Bonnechere Valley (Lake Clear Road)				31,000	31,000	0	0	
	General Bridge Repairs	Various Locations				100,000	100,000	0	0	
BRIDGE/CULVERT RECONSTRUCTION/REHABILITATION TOTALS						8,045,000	6,690,000	-1,355,000	0	
Roads/Bridge/Culvert Future Engineering										
ID	Name	Location				2023 BUDGET	November Projected	Variance	Carry Over	
B007	Butler Bridge	Admaston/Bromley (Butler Road)				20,000	20,000	0	0	
B102	Brennans Creek Bridge	Killaloe, Hagarty & Richards (CR512 Queen Street)				10,000	10,000	0	0	
B103	O'Grady Bridge	Killaloe, Hagarty & Richards (O'Grady Settlement Road)				26,500	34,000	7,500	0	
B108	Tramore Bridge	Killaloe, Hagarty & Richards (Tramore Road)				20,000	20,000	0	0	
B145	Combermere Bridge	Madawaska Valley (CR62 Combermere Road)				150,000	80,000	-70,000	0	
B156	Burnt Bridge	Brudenell, Lyndoch & Raglan (Burnt Bridge Road)				53,000	53,000	0	0	
B181	Peter Black Bridge	Laurentian Valley (CR24 White Water Road)				180,000	105,000	-75,000	0	
B232	Cochrane Creek Bridge	North Algona Wilberforce (Cement Bridge Road)				50,000	50,000	0	0	
C001	Berlanquet Creek Culvert	Admaston/Bromley (CR5 Stone Road)				40,000	40,000	0	0	
C040	Snake River Culvert	Admaston/Bromley (CR8 Cobden Road)				25,000	10,000	-15,000	0	
C051	Harris Creek Culvert	Admaston/Bromley (Proven Line)				20,000	20,000	0	0	
C062	John Watson Culvert 2	Brudenell, Lyndoch & Raglan (John Watson Road)				45,000	20,000	-25,000	0	
C130	Lochiel Creek Culvert North	McNab/Braeside (CR63 Miller Road)				40,000	40,000	0	0	
C136	Robertson Twin Pipes	McNab/Braeside (Robertson Line)				61,000	61,000	0	0	
C201	Broomes Creek Culvert	Whitewater Region (CR7 Foresters Falls Road)				200,000	200,000	0	0	
C204	Bellows Creek Culvert	Whitewater Region (CR12 Westmeath Road)				30,000	30,000	0	0	
C215	Elm Creek Culverts	Whitewater Region (Snake River Line)				36,000	36,000	0	0	

2023 CAPITAL PROGRAM VARIANCE - ROADS/BRIDGES

Road #	Location	From	To	Budgeted Length (km)	Actual Length (km)	2023 BUDGET	November Projected	Variance	Carry Over
C221	Kenny's Culvert		Whitewater Region (Pleasant Valley Road)			20,000	10,000	-10,000	0
C268	St. Columbkille's Culvert		Laurentian Valley (CR58 Round Lake Road)			90,000	90,000	0	0
FUTURE ENGINEERING TOTALS						1,116,500	929,000	-187,500	0
Traffic Signals - Upgrades		Various Locations				200,000	200,000	0	0
SAFETY DEVICES TOTALS						200,000	200,000	0	0
CAPITAL PROGRAM TOTAL:						31,351,990	32,583,022	1,231,032	0

Corporate Policies and Procedures				
DEPARTMENT: Public Works & Engineering				POLICY #: PW-22
POLICY: Naming Bridges and Culverts				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: All County-owned Bridges/Culverts	PAGE #: 1 of 2

POLICY STATEMENT

The County of Renfrew (County), as the upper-tier Municipality, has responsibility for all bridges/culverts located on either local Municipal roads or County roads within the boundaries of the County, and has a need to ensure that any bridge/culvert naming on a County Road is consistent with the Department's primary objective of providing and maintaining a safe road system.

BACKGROUND

The County of Renfrew, as the road authority having jurisdiction over County Roads, may make and enforce by-laws and policies pertaining to the renaming for bridges/culverts. The Municipal Act, 2001, as amended, in Section 11 permits a municipality to pass by-laws pertaining to the public assets of the Municipality for the purpose of exercising its authority under the Act, and to pass by-laws pertaining to highways.

DEFINITIONS

For the purposes of this policy the following definition shall apply:

Bridge/Culvert – A structure, or series of structures, having a cumulative span of 3.0m or greater, which provides a roadway or walkway for the passage of vehicles and pedestrians across an obstruction, gap or facility.

PROCEDURES

1. Proposed bridge/culvert name changes shall be forwarded, by Resolution from the lower-tier municipality where the bridge/culvert is located, to the County of Renfrew's Public Works and Engineering Department, detailing the background and potential changes.
2. It is absolutely essential that there be no duplication of bridge/culvert names throughout the County of Renfrew to maintain the integrity of the 9-1-1 system. To avoid bridge/culvert name duplication, all proposed new bridge/culvert names are forwarded to the County of Renfrew, Public Works and Engineering Department to be

Corporate Policies and Procedures				
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checked against the County Bridge/Culvert Name Registry.

3. Proposed changes and supporting documentation will be brought to Operations Committee for further discussion with a recommendation to County Council.
4. Once approved by County Council, an “Effective Date” will be established that will provide enough time for municipal, County, and emergency services staff to implement the required database and mapping revisions.
5. Bridge/culvert name changes will require County staff to prepare a Public Notice and draft schedules for the proposed Bridge/Culvert Naming By-law amendments and return these to the municipality.
6. As determined in the Public Notice, property owners may make written requests to be heard by County Council. It is important for written applications to be received by the Clerk prior to the advertised deadline, with no exceptions.
7. County Council may hold a public meeting to hear any person who has applied in writing regarding the proposed amendment to the Bridge/Culvert Naming By-law. This meeting must be held after the completion of the Public Notice period.
8. Following the Public Notice period and any Hearing, County Council identifies what revisions, if any, are to be made and amends the Bridge/Culvert Naming By-law accordingly. Notice of this decision must be forwarded immediately to the lower-tier municipality. It is advisable that the lower-tier Council inform affected property owners of the decision.
9. County staff will forward a copy of the complete By-law to the lower-tier municipality. The County of Renfrew, Sign Shop will give top priority to all signs that are required for bridge/culvert changes.

APPROVALS

The installation of new bridge/culvert signage on County bridges/culverts shall be approved by the Operations Committee of County Council and authorized by the passing of a By-law by County Council.



County of
Renfrew
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Experience Our History, Share Our Future!

2024

Business Plan

Public Works & Engineering



DEPARTMENT OVERVIEW

The Public Works and Engineering Department is responsible for approximately 816 km of road and 251 bridges and culverts. The Department conducts regular assessments and work to maintain our roads for your safety, in accordance with the Council adopted Asset Management Plan. The Department also has:

- 24 Traffic Signals
- Annual Capital Infrastructure Program \$29.9M (2023)
- Annual Maintenance Program \$6.6M
- 45 Staff located at 7 year-round and 2 winter only locations
- 86 Vehicles and Large Equipment Pieces
- 20 Plow Beats
- Approximately 24,000 tonnes of salt used annually (5 Yr Avg.)
- Approximately 8,000 tonnes of sand used annually (5 Yr Avg.)

Asset Management Plan

In 2014, the County completed and approved the Asset Management Plan for Core Assets. That plan assessed the state of the County’s core assets (state of infrastructure for roads, culvert and bridge assets), how the County manages those core assets (life cycle strategies), how well those actions are working (service levels) and how much it will cost to maintain these core assets to provide County services (capital investment planning, forecasting, risk and funding gaps). The plan was adopted in 2014 and updated in 2017 to conform with the requirements of Ontario Regulation 588/17, Asset Management Planning for Municipal Infrastructure.

What is the difference between the County's operating budget and the County's capital budget?

- The Capital Budget identifies required capital projects and provides a planning schedule as well as a financing plan. It includes one-time construction costs for things such as road rehabilitation, traffic signal, culvert or bridge rehabilitation or replacement.
- The Operating Budget includes ongoing operating costs for services or programs such as roadside maintenance, pothole repair, bridge maintenance, pavement marking, traffic signal operation and snow removal.



Recently Completed Large Capital Projects



Standard Winter Operations

2023 ACHIEVEMENTS

In 2023, the Engineering and Public Works Department delivered \$29.9 million in Capital Projects

CAPITAL WORKS DIVISION

2023 Accomplishments:

- Total Road Capital Completed = 42.73 km (doesn't include Scratch Coat)
- Total Projected Road Capital Costs = \$23,854,022 (includes Scratch Coat)
 - Microsurface6.36 km
 - Overlay3.7 km
 - Mill and Pave.....0.5 km
 - Pulverize & Pave58 km
 - Base & Surface 13.06 km
 - Reconstruction.....8.63 km
 - Intersection Realignment.....0.2 km
 - Drain Replacement0.3 km
- Total Bridge Construction Completed = 3
- Total Projected Bridge Construction Costs = \$2,639,000
- Total Culvert Construction Completed = 7
- 6 by Day Labour Crew
- Total Projected Culvert Construction Costs = \$3,420,000
- Designs Commenced or Ongoing for Future Projects: **Note, length for roads is very high because many projects were pushed from 2023 into 2024 ahead of 2023 budget cycle**
 - Roads: 82.91 km total
 - 2.55 km by Consultant
 - 80.36 km Internally
 - Bridges: 9 total, all by Consultants
 - Culverts: 15 total
 - 9 by Consultants
 - 6 Internally
- New Electronic Permitting Software implemented

- Commenced a 2 year Transportation Master Plan
- Trails System Development
 - Total Projected Trails 'Capital' Costs = \$1,600,000
 - Existing/Open Trail Rehabilitated = 10 km
 - Trail Development/New Build = 12.3 km
 - Rehabilitated Bridges = 3
 - Newly Opened Trail = 2 km



C197 (Etmanskie Swamp Culvert) Rehabilitation

During the summer of 2023 the Day Labour Crew led by Construction Supervisor, Daryl Cybulski, completed the project above. This is the first time this type of culvert liner was used in eastern Ontario. This project was delivered on time and under budget by the group. \$1.3 million was budgeted; \$1.1 million was spent. The complexity of this install is a source of pride for the Capital Works team.

2024 Goals (pending budget approval):

- Total Roads Capital Construction Planned = 83.43 km
- Total Planned Road Capital Costs = \$29,732,582
- Total Bridges Capital Construction Planned = 7
- Total Bridges Capital Construction Costs = \$7,458,500
- Bridge Designs Planned to Commence or Ongoing = 4 (\$352,000)
- Total Culverts Capital Construction Planned = 10
- Total Culverts Capital Construction Costs: \$10,250,000. **Includes new dam on C201
- Culvert Designs Planned to Commence or Ongoing = 14 (\$680,000)
- Provide assistance to our municipal partners with design of smaller culverts

- Trail System Development And Expansion
 - Total Projected Trails 'Capital' Costs = \$1,200,000
 - Existing/Open Trail Rehabilitated
 - Trail Development/New Build
 - Rehabilitated Bridges
 - End of Year Newly Opened Trail

OPERATIONS DIVISION

2023 accomplishments:

- Roadside Maintenance
 - Mowing
 - Shoulder repairs
 - Brush Removal
- Snow and Ice Control on 816 kilometers of County Roads, in accordance to Minimum Maintenance Standards for Municipal Highways Ontario Regulation 239/02
- Trail system maintenance (brushing, tree removal and grading)
 - Total Projected Maintenance Costs for the Algonquin and K&P Trails= \$166,020
 - Structure Repairs
 - Surface Repairs
 - Ditching
 - Mowing
 - Weed Spraying
 - Dust Suppression (\$38,000)
 - Farm Fencing (\$39,620)
 - Legal Fees
 - Signage, Gates, Locks, etc.
 - Taxes
 - Enforcement
- Small culvert replacements
- Fuel Inventory Management System implemented
- Canoe purchasing protocols implemented
- Fleet management

2024 CONSIDERATIONS AND OPPORTUNITIES

Key Issues

In 2024, the Public Works and Engineering Department will continue to address the ongoing challenges faced with a large rural transportation system, below are a number of consideration:

- **Infrastructure Investment:** Continued investment in road and bridge maintenance and improvements is crucial. Seek funding from government sources, grants to improve rural road networks, while enhancing safety.
- **Winter Maintenance Technology:** Explore innovative technologies for more efficient snow and ice control. This may include sensors, optimizing plow routes and minimize environmental impact.
- **Digital Connectivity:** Collaborate with telecommunications providers and government programs to improve digital infrastructure in rural areas. This will not only enhance communication but can also support smart transportation initiatives, such as real-time traffic monitoring and reporting.
- **Sustainability Initiatives:** Promote environmental friendly transportation options. Encourage the use of electric and hybrid vehicles, as well as sustainable transportation practices. Development of EV charging stations in rural areas within the County could lead to more supportable transportation systems for vulnerable populations. e.g. Electric autonomous vehicles moving people around the county similar to a very small scale busing system.
- **Collaboration with Partner Municipalities:** Strengthen partnerships and coordination with our partner municipalities will continue to hold a priority. Joint initiatives could prove to be a much more efficient way to improve service delivery.
- **Tourism and Economic Development:** Leverage tourism opportunities by improving transportation assets. Enhanced transportation infrastructure can boost local economies. e.g. Tour De Bonnechere attracts cyclist from all over Ontario and beyond similar to Ride the Highlands for motorcyclist, making the County of Renfrew a destination.
- **Workforce Development:** Invest in training and retaining skilled transportation professionals. A well trained workforce is essential for efficient operations and road maintenance.
- **Data Analytics and Management:** With the realignment of the Infrastructure group to the new name of Capital Works, it is anticipated to complete more work in-house for large culvert design and install. Using a data-driven approach will enable the group to report back to Council on cost savings.

GOALS (PENDING BUDGET APPROVAL)

- Electronic road patrol software
- Continue all programs as identified above
- Constantly looking for technology advancements to improve fleet or operations, e.g. hybrid vehicles, EV's, C&G heavy duty equipment and advancements in snow and ice control
- Continue Trails Maintenance

COUNTY OF RENFREW

BY-LAW NUMBER

**A BY-LAW TO ESTABLISH POLICY PW-21 – ENTRANCE POLICY AND DESIGN GUIDELINES
WITHIN THE JURISDICTION OF THE CORPORATION OF THE COUNTY OF RENFREW**

WHEREAS Section 11(3) the Municipal Act, S.O. 2001, as amended, authorizes Council to pass by-laws regarding highways under the jurisdiction of the Corporation;

AND WHEREAS the Corporation desires to implement a Policy regarding the Renaming of County Roads within the jurisdiction of the Corporation.

NOW THEREFORE the Council of the Corporation of the County of Renfrew hereby enacts as follows:

1. THAT Policy PW-21 – Entrance Policy and Design Guidelines, as outlined in Schedule “I” attached to and made part of this By-law, shall form part of the Public Works and Engineering Department Policies and Procedures of the Corporation of the County of Renfrew.
2. THAT this By-law shall not be interpreted to contradict or violate any statute or regulation of the Province of Ontario.
3. THAT this By-law shall come into force and take effect immediately upon the passing thereof.
4. THAT By-law 32-98 be rescinded.

READ a first time this 29th day of November 2023.

READ a second time this 29th day of November 2023.

READ a third time and finally passed this 29th day of November 2023.

Peter Emon, Warden

Craig Kelley, Clerk

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 1 of 11

POLICY STATEMENT

The County of Renfrew Roads System provides an extremely important function by moving people safely and rapidly over long distances throughout the County. The County Road network also significantly contributes to the economic well-being of the community by providing an essential link to markets for our manufactured products and produce. Similarly the system facilitates primary access to our recreational and tourism resources by millions of people living in our market areas.

In order to retain the integrity of the County Roads System and to foster the economic well-being of the County, it will be imperative to ensure that new commercial, industrial, and residential development gains appropriate access while at the same time not impeding traffic flow along these roads. The function, safety, and efficiency of roads carrying heavier volumes of traffic can be adversely affected by a significant number of individual developments accessing directly onto the roadway. Consequently, roads carrying high volumes of traffic should be protected from adjacent development. This does not necessarily mean in each case that access to all development should be restricted, but rather that access should be more tightly controlled as to location and design with a greater emphasis on the needs of the roadway. In certain situations development should be required to be serviced from a lower classification of roadway.

The County of Renfrew believes that a balanced approach is desirable. It is the objective of the County of Renfrew to:

- 1) Protect the safety of all roadway users through the orderly control of traffic movements to and from County Roads.
- 2) To encourage and foster growth and development throughout the County.
- 3) To protect the public investment in the County Road System.
- 4) To ensure that all new development has suitable and legal access.

To achieve the above objectives, the County of Renfrew has established a set of procedural guidelines. The purpose of these guidelines is to provide approval agencies such as the County Land Division Committee, as well as administrative support staff of the County, with a

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 2 of 11

comprehensive, practical guide to be utilized in making and expediting decisions respecting land severances as well as new entrances or alterations to existing entrances. In addition, the following guideline will serve to inform those interested parties as to the approach the County will be taking in dealing with all outstanding and future applications.

DEFINITIONS

Auxiliary Entrance – provides additional access to a development or farming operation.

Collector Roadway – collector roads are existing and proposed roads of two traffic lanes with a design right-of-way width of 20 to 26 metres. Collector roads are designed to collect and distribute traffic at moderate to relatively high operating speeds to and from local roads and arterial roads. Collector roads are County Roads which are so designated as per Policy PW-01 Roadway Classification and Design. Collector roads are designed to tolerate planned direct access to adjacent properties.

Commercial/Industrial/Institutional/Multiple Residential Entrance – provides access to a development where goods are manufactured or sold to the public, institutional uses, such as schools and hospitals, and includes residential facilities of four or more units such as apartments and townhouse developments having common parking area outside the County right-of-way.

Field Entrance – provides access to agricultural fields.

Farm Entrance – provides access to farm buildings and agricultural lands.

Functional Classification – the categorization of County Roads by their purpose within the road system. The volume of traffic using the road is usually an indication of the roads function.

Major Arterial – major arterial roads are existing and proposed roads of two to four traffic lanes with a design right-of-way width of 30 to 40 metres. Arterial roads are designed to collect and carry large volumes of traffic at relatively high operating speeds to and from major traffic generating sectors and are so designated as per Policy PW-01 Roadway Classification and Design, as amended. For this type of road to function properly, direct access to abutting

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 3 of 11

properties must be restricted. Access should normally be provided by a lower classification of road.

Minor Arterial – minor arterial roads are existing and proposed roads of two traffic lanes with a design right-of-way width of 26 to 30 metres. These roads are designed to collect and distribute traffic at relatively high operating speeds to and from local roads, collector, and major arterial roads. Minor arterials are County Roads so designated as per Policy PW-01 Roadway Classification and Design, as amended. Minor arterial roads are designed to tolerate limited direct access to adjacent properties.

Mutual Entrance – provides access to more than one separate property. The entrance is possessed in common and is identified on the title of each property being accessed.

Residential Entrance – provides access to single free standing residential facilities.

Temporary Entrance – provides access to properties for a limited period not to exceed one year for the purpose of construction, repairs, or improvement on that property or to facilitate a staged development.

Public Roads – as defined under the Public Transportation and Highway Improvement Act, R.S.O. 1990, c. P.50.

1.0 ADMINISTRATION

1.1 Application Process

All requests for new entrances or alterations to existing entrances shall be forwarded to the County of Renfrew Public Works and Engineering Department. These will be reviewed for general compliance with these guidelines and may include a site meeting with the applicant to review conditions in the field. Once the application has been reviewed and approved, an entrance permit will be issued upon payment of the fee. For standard residential/farm entrances this process will not, under normal circumstances, exceed eight to ten business days.

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 4 of 11

For entrances of a commercial, industrial, institutional, or multiple residential nature, the design of the entrances will have to be site specific giving due consideration to the types and number of vehicles using the proposed entrance. The design of such entrances will be prepared by the applicant or their agent and submitted to the County of Renfrew Public Works and Engineering Department. This will be reviewed in detail and if appropriate approved with or without modifications. Because entrances of this type tend to be more complex and involve a greater number of considerations, the length of time to approve the application may be longer.

1.2 Permit Fee

The permit fee will be as set out on the entrance permit. This fee will be subject to review and revision by County Council as they deem appropriate. A fee will not be assessed on applications which are denied.

1.3 Work Permit

Where the proposed entrance and associated development involves extensive works within the public right-of-way, a Work Permit will be required. The decision as to whether a work permit is required shall rest with Director of Public Works and Engineering, or designate.

1.4 Cancellation of Permit

Where the entrance has not been constructed within one year of the date of the permit, the permit shall be null and void.

1.5 Non Compliance with Permit

Where an entrance is constructed or altered contrary to the requirements of the permit or the standards contained herein, it shall be removed by the County of Renfrew Public Works and Engineering Department, at the owner's expense.

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 5 of 11

1.6 Maintenance of Entrances

Property owners having access to a County Road are fully responsible for the maintenance of the access including the removal of snow and ice, keeping the portion of the access within the right-of-way in a safe condition for vehicular traffic, and replacement as and when necessary.

A culvert pipe installed under the terms of the access permit shall be the property of the property owner upon acceptance of the work and all subsequent maintenance, repairs, alterations, etc., shall be the responsibility of the property owner except where the culvert crosses a municipal drain in which case the maintenance will be the responsibility of the Municipality with costs shared in accordance with the appropriate by-law.

2.0 **TYPE, LOCATION, SPACING AND NUMBER OF ENTRANCES**

2.1 Type of Entrance

All entrances applied for must be of a type consistent with the zoning of the land being accessed as defined by the local official plan or zoning by-law.

2.2 Location of Accesses

The County may restrict the placement of an access onto the County Road in the interest of public safety. New accesses must be located so as to provide:

- a) no undue interference with the safe movement of public traffic, pedestrians, or other users of the highway.
- b) favourable vision, grade, and alignment conditions for all traffic using the proposed access and the County Road.

New entrances will not be permitted at the following locations:

- a) in close proximity to intersections.

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 6 of 11

b) where the sight distance is not in general conformity with the following table of values which has been derived from the Transportation Association of Canada Manual for Geometric Design Guide for Canadian Roads, Chapter 9 - Intersections:

County Road Posted Speed (kilometres per hour)	Minimum Stopping Sight Distance m=metres ft=feet				
	Grade of County Road less than 3 %	Grade of County Road greater than 3 %			
		Upgrade		Downgrade	
		Greater than 3% but less than 6%	6% or greater	Greater than 3% but less than 6%	6% or greater
80	160 m/525 ft	150 m/492 ft	140 m/459 ft	170 m/558 ft	200 m/656 ft
70	135 m/443 ft	125 m/410 ft	120 m/394 ft	145 m/476 ft	165 m/541 ft
60	110 m/361 ft	105 m/344 ft	100 m/328 ft	115 m/377 ft	130 m/426 ft
50	85 m/279 ft	80 m/262 ft	80 m/262 ft	90 m/295 ft	100 m/328 ft
40	65 m /213 ft	60 m/197 ft	60 m/197 ft	65 m/213 ft	75 m/246 ft

2.3 Entrance Spacing

An entrance to developments and agricultural fields will be provided to each lot or field. Spacing between new and existing entrances of these types shall generally conform to the following requirements for the classification of roadway being accessed.

Collector Roads

	Urban	Rural
Farm/Residential	15 m	60 m
Commercial/Industrial/Institutional/ Multiple Residential	15 m	60 m
Public Roads	150 m	300 m
Field Entrances	Not Permitted	150 m

Minor Arterials

	Urban	Rural
Farm/Residential	15 m	120 m
Commercial/Industrial/Institutional/ Multiple Residential	15 m	120 m

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 7 of 11

Public Roads	225 m	450 m
Field Entrances	Not Permitted	150 m
<u>Major Arterials</u>	Urban	Rural
Farm/Residential	30 m	Not permitted where access is available from lower classification of roadway. If no other access is available, 180 m in spacing.
Commercial/Industrial/Institutional/ Multiple Residential	30 m	180 m
Public Roads	300 m	600 m
Field	Not Permitted	300 m

Notes

- 1) The decision as to whether an area is urban or rural shall be that of the Director of Public Works and Engineering, or designate, in consultation with the Director of Development and Property, or designate.
- 2) Entrances to commercial, industrial, institutional, or multiple residential developments will be assessed on a case by case basis and may be approved at the discretion of the Director of Public Works and Engineering, or designate.
- 3) Entrances to agricultural fields may be spaced closer than indicated at the discretion of the Director of Public Works and Engineering, or designate, if it can be demonstrated that a closer spacing will result in a significant reduction in roadway use by farm vehicles.
- 4) Applications for mutual entrances will be considered on a case by case basis and may be approved at the discretion of the Director of Public Works and Engineering, or designate, subject to the following conditions:
 - a) No other reasonable alternative exists to safely access the County Road and comply with the table of spacing specified above.
 - b) The lots being accessed have frontage on the County Road in general conformance with the above table of entrance spacing.

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 8 of 11

- c) Prior to the issuing of the entrance permit, the mutual entrance must be identified as a single, separate part on a registered plan.
- d) Prior to the issuing of the entrance permit, the applicants will deed to the Corporation of the County of Renfrew a one foot (0.3 m) reserve to restrict access for all lands (other than entrance location) fronting on the County Road.
- 5) Temporary entrances to facilitate construction may be permitted by the Director of Public Works and Engineering, or designate, on a time limited basis not exceeding one year in duration. Temporary entrances for periods longer than one year must be renewed on an annual basis.

2.4 Number of Accesses

Under normal circumstances only one entrance will be permitted to each development or agricultural field. Requests for additional entrances will be assessed on a case by case basis and if justified may be permitted at the discretion of the Director of Public Works and Engineering, or designate.

For Commercial, Institutional, Industrial, and Multiple Residential developments, the number of accesses provided will be the minimum necessary to accommodate the volumes of traffic to be generated by the development.

3.0 DESIGN GUIDELINES

Commercial, Industrial, Institutional, and Multiple Residential: Entrances of this type will be of surface type to meet the requirements of the number and types of vehicles using the entrance. In many instances this may require a minimum of 50 mm of asphalt HL-3 over 150 mm of crushed gravel. Entrances of this type will normally not be less than 7.0 metres nor greater than 9.0 metres in width. All such entrances shall be reviewed on a case by case basis and if appropriate, approved by the Director of Public Works and Engineering, or designate.

Culverts: Culvert pipes shall be the diameter specified and have a length as shown on the entrance permit. Culverts shall be new galvanized metal corrugated pipe culverts with a minimum wall thickness of 1.6 mm or high-density polyethylene (HDPE) at 320 kpa minimum stiffness. The minimum size of an entrance culvert shall be 500 mm diameter. Larger sizes may

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 9 of 11

be required based on hydraulic considerations. Minimum length of culverts is generally entrance width plus 5 metres. Where the height from the ditch grade to the entrance surface is greater than 1.3 metres, use the following table:

<u>Height</u>	<u>Culvert Length</u>
1.3 metres to 1.8 metres	width plus 7 metres
1.8 metres to 2.3 metres	width plus 9 metres
2.3 metres to 2.8 metres	width plus 11 metres

The culvert shall be centred on the entrance and in the ditchline unless otherwise approved by the Public Works and Engineering Department. The invert of the culvert must be set plus or minus 75 mm below the existing ditch grade.

Curb and Gutter: Where curb and gutter exists at the location of the proposed entrance, the applicant will be required to construct a curb cut at the entrance location. The curb cut will be 5.0 metres wider than the surface width of the entrance specified above. The existing curb shall be removed and replaced using material acceptable to the Director of Public Works and Engineering, or designate, or altered in accordance with the Director of Public Works and Engineering, or designates' requirements. The area between the curb and sidewalk is to be paved with a minimum 50 mm thickness of asphalt HL3 or as directed by the Director of Public Works and Engineering, or designate. If there is no sidewalk, the entrance is to be paved to the edge of the right-of-way.

Curb and/or Headwalls: No curb or headwall shall extend above the surface of the roadway shoulder within a distance of 4 metres from the edge of the travelled roadway. All curbs and headwalls are constructed at the sole expense and risk of the applicant.

Entrance Configuration: Shall generally conform to the configurations shown on the attached sketches for the type and location of entrance to be constructed.

Entrance Grade: In rural areas the finished surface of the access must drop away from the edge of the highway driving surface at a slope of not less than 4% nor more than 6% for a distance of not less than 2 metres beyond the edge of the roadway shoulder in rural areas. In urban areas

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 10 of 11

the slope of the entrance shall rise at not less than 2% nor more than 4% for a distance of 4 metres beyond the curb line.

Farm or Residential Entrance: Shall be surfaced with at least 150 mm (6") crushed gravel (Granular "A"). At the property owner's option a 50 mm thickness of asphalt HL3 may be placed on that portion of the entrance within the right-of-way. Entrances of this type will normally have a minimum entrance width of 4.5 metres. Entrances wider than 7.0 metres will not normally be permitted.

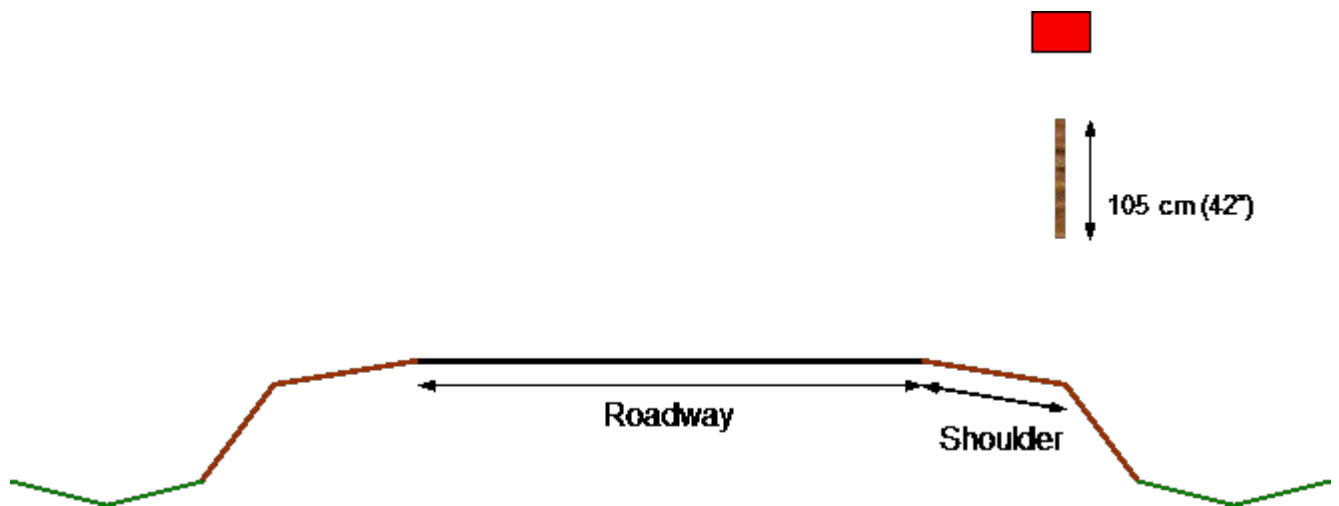
Field Entrance: Shall be surfaced with at least 150 mm (6") crushed gravel (Granular "A"). Entrances will normally have a minimum entrance width of 4.5 metres. Entrances wider than 7.0 metres will not normally be permitted.

Public Roads: Shall conform to the development standards of the municipality in which the development is situated.

Surface Type and Width: Shall be as specified below for each type of entrance. Deviations from the following guidelines will be assessed on a case by case basis and may be approved by the Director of Public Works and Engineering, or designate. The use of concrete or paving stones within the right-of-way is prohibited.

Corporate Policies and Procedures				
DEPARTMENT: Public Works and Engineering				POLICY #: PW-21
POLICY: Entrance Policy and Design Guidelines				
DATE CREATED: November 2023	REVIEW DATE:	REVISION DATE:	COVERAGE: County of Renfrew Roads System	PAGE #: 11 of 11

Typical Rural Mailbox Installation Guidelines:



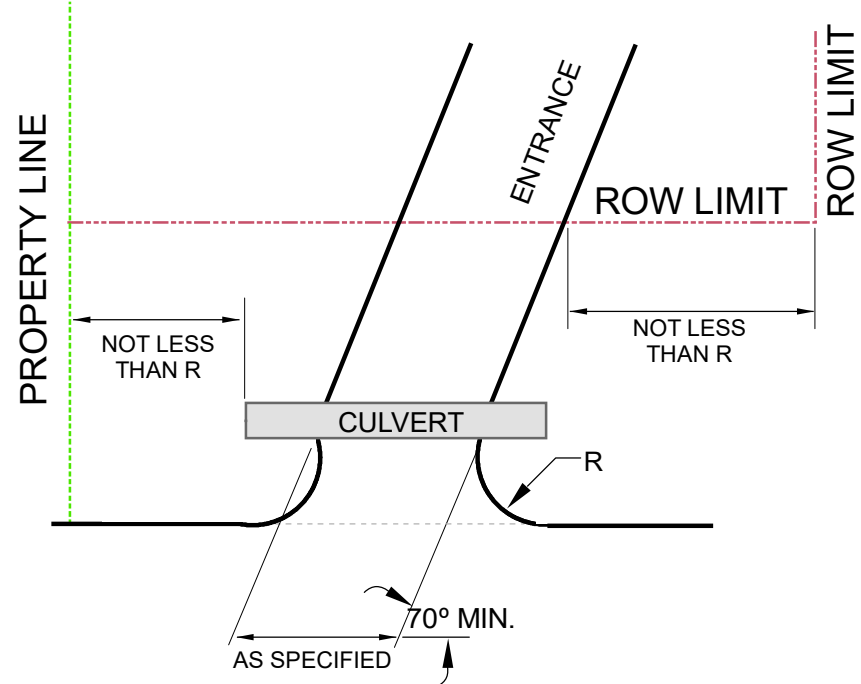
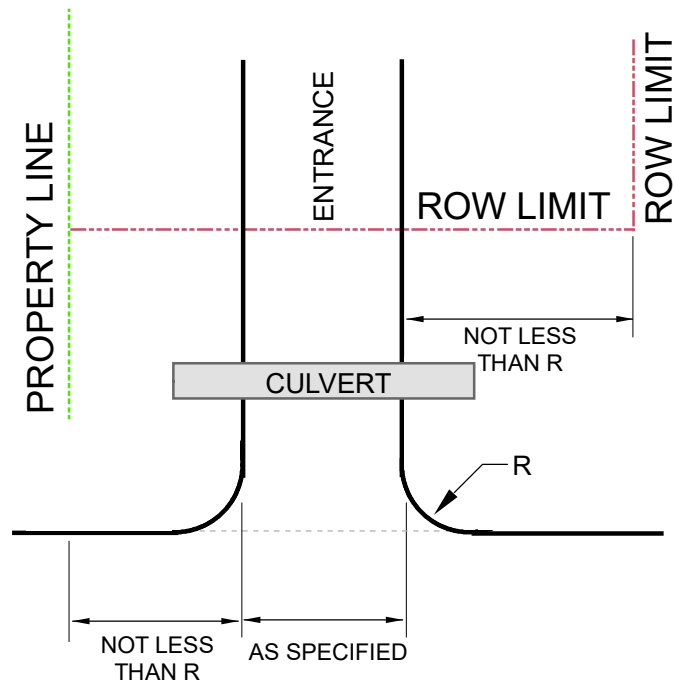
A Rural Mailbox should be located along the right hand side of the road in the direction, which the contractor travels and delivers along the route, in a position where the contractor can reach and safely deliver the mail through the passenger window without getting out of the vehicle or being an impediment to other traffic. Your local postal official will be able to identify the exact location for your Rural Mailbox.

The post should be at the rounding of the shoulder area so that the opening of the mailbox is at the outside edge of the shoulder. Mailboxes on cantilevered arms should be installed so that the mailboxes cannot be moved closer to the road than the rounding of the shoulder.

The box must be securely attached to a fixed post or arm on a lever. The bottom of the box should be 105 cm (42 inches) above the roadway and should not obscure or obstruct access to any other boxes near it.

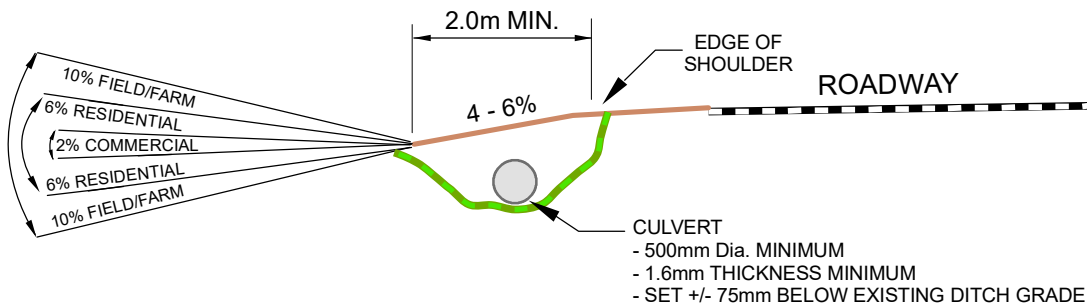
***Information provided by Canada Post January 4, 2004

RURAL ENTRANCE CONFIGURATION



TURNING RADI - R

RURAL ENTRANCES MUST SLOPE AWAY FROM THE ROADWAY



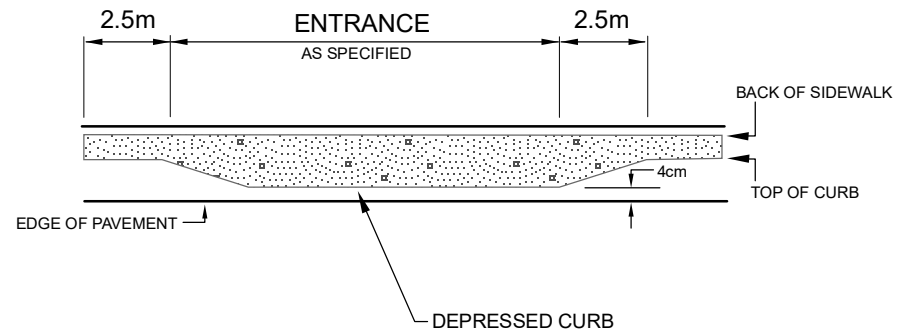
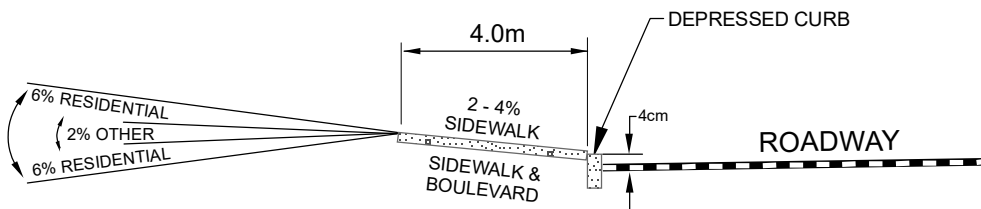
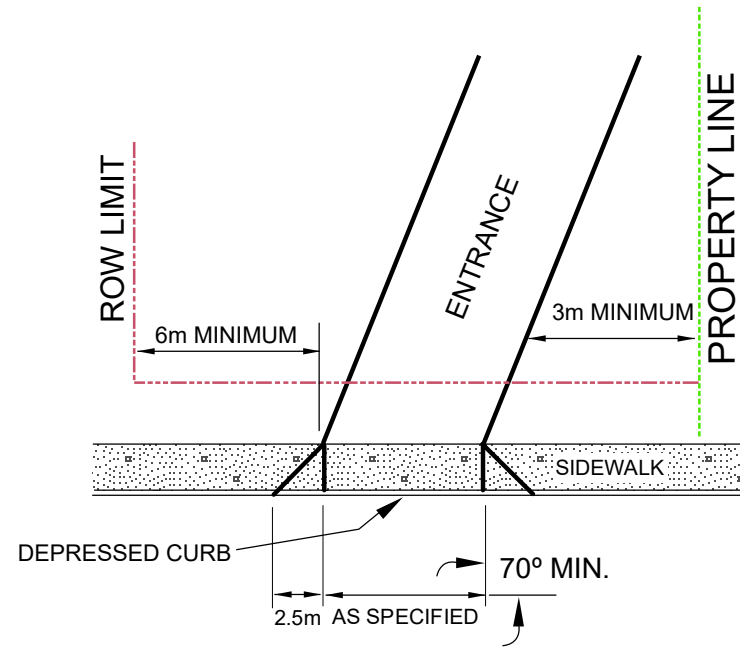
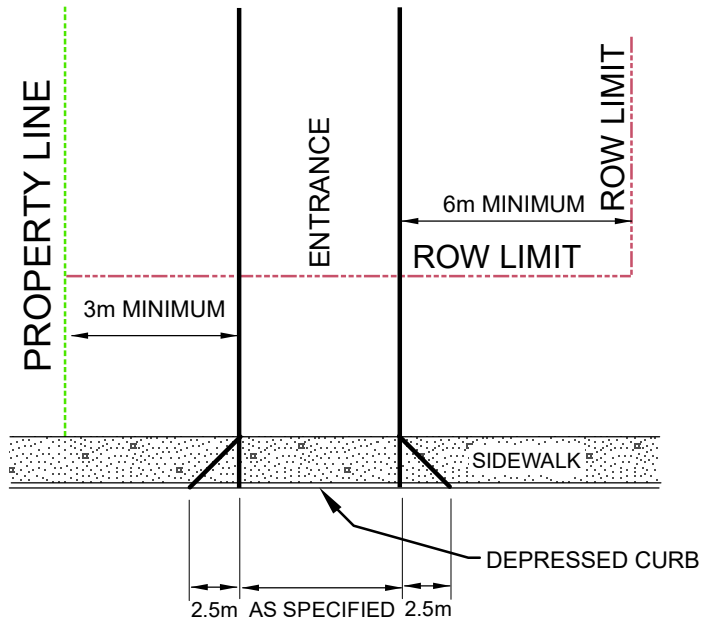
TYPE OF DEVELOPMENT	PROPERTY USE					
	RESIDENTIAL	FARM	COMMERCIAL	INDUSTRIAL	INSTITUTIONAL	MULTIPLE RESIDENTIAL
MINIMUM RADIUS	4.5m	4.5m	4.5m	4.5m	4.5m	4.5m
MAXIMUM RADIUS	7.5m	7.5m	15.0m	15.0m	15.0m	7.5m

NO CURB OR HEADWALL SHALL EXTEND ABOVE THE SURFACE OF THE ROADWAY SHOULDER WITHIN A DISTANCE OF 4 METRES FROM THE EDGE OR THE TRAVELLED ROADWAY

FOR INFORMATION PURPOSES ONLY.
PLEASE REFER TO COUNTY BY-LAW
32-98 FOR ALL REGULATIONS.



URBAN ENTRANCE CONFIGURATION



NO CURB OR HEADWALL SHALL EXTEND ABOVE THE SURFACE OF THE ROADWAY SHOULDER WITHIN A DISTANCE OF 4 METRES FROM THE EDGE OR THE TRAVELLED ROADWAY

FOR INFORMATION PURPOSES ONLY.
PLEASE REFER TO COUNTY BY-LAW
32-98 FOR ALL REGULATIONS.

CAPITAL WORKS DIVISION REPORT

Prepared By: Taylor Hanrath, Manager of Capital Works

Prepared for: Operations Committee

November 14, 2023

INFORMATION

1. 2023 Capital Works Division Recap

Another successful construction season is coming to a close and it has been particularly eventful year for all aspects of the Public Works and Engineering Department. Slides are being presented to Committee to provide visuals and greater detail. Below is a general, nowhere near all-encompassing, summary of the Division's accomplishments through 2023:

a) Administrative

In February 2023, as part of Resolution No. DP-CC-23-02-20, the following was approved by County Council at the Budget Workshop:

“THAT the Development and Property Committee approves the proposed restructuring to the Development and Property Department as follows:

6. The Trails Division will report to the Public Works and Engineering Department.”

With this change, the Capital Works Division assumed responsibility for the County's Recreational Trails – the Algonquin Trail and the K & P Recreational Trail and was joined by Trails Coordinator, Anthony Hobbs, who had previously reported to the Development and Property Department as Forestry and Trails Technician.

In addition, County Council approved Resolution OP-CC-23-02-15, with the changes to start being implemented during the third quarter of 2023, as follows:

“THAT the Operations Committee approves the proposed restructuring of the Public Works and Engineering Department as presented in the attached Business Case:

- Restructuring of the Public Works and Engineering Department;
- Renaming of the Infrastructure Division to the Capital Works Division;
- Enactment of three new positions – a Civil Designer in Group 6 of the Staff Salary Grid (1,820 hours), a third Engineering Technician in Group 6 of the Staff Salary Grid (1,820 hours), and an Operations Coordinator in Group 7 of the Staff Salary Grid (1,820 hours); and,

- Establishment of the current part-time Administrative Assistant II position as a full-time position in Group 3 of the Staff Salary Grid (910 hours).”

The Public Works and Engineering Department is now joined by three new positions – a Civil Designer, a third Engineering Technician, and an Operations Coordinator. Once these positions were filled, it also allowed for reorganizing of the Department with all Capital Works now falling under the former Infrastructure Division and all Maintenance and Operation Works remaining under the Operations Division. The current Organizational Chart for the Department is included as Appendix CW-I.

b) Corridor Control and Infrastructure Management

The Infrastructure Technician, Nathan Kuiack, coordinated the implementation of a new permitting system developed by Transnomis, known as Permit Central, which was enacted in May, 2023. Using this new system, and traditional means prior to the system’s implementation, the Infrastructure Technician processed more than 300 different permit applications including: more than 30 municipal consents, more than 100 special vehicle permits, and more than 40 road occupancy permits. The Infrastructure Technician also provided input on a number of site plan applications and subdivision plans to ensure that proposed works took County infrastructure into consideration or incorporated new infrastructure on County Roads where required. Additionally, Nathan updated traffic counts on a fifth of the County’s road system, undertook speed studies, intersection studies, developed a new billboard policy for County Roads, and processed more than 650 locate requests.

The Infrastructure Coordinator, Jason Porteous, has coordinated a Consultant’s progression of the development of the County’s own Transportation Master Plan (TMP) which is anticipated for completion at the end of 2024. The inspection of 615.4km of road was completed in 2023 by the Infrastructure Coordinator. The inspection of 126 County structures, 46 trail structures, and six local township structures by a Consultant, in compliance with the requirements of the Ontario Structure Inspection Manual, has been coordinated by the Infrastructure Coordinator. Additionally, a detailed condition survey and rehabilitation study is being completed on three bridges which has been coordinated and overseen by Jason. All of the above, and past inspection data, was incorporated and utilized in updating the Asset Management Plan for the County’s linear infrastructure.

c) Roads

Under the supervision of the Manager of Operations until October 2023, the Supervisor of Technical Services, Michael Behm, oversaw the rehabilitation of 31.2km of roadway with design and construction supervision completed by the three Engineering Technicians: Lucas Andre, Steven Hynes, and Bryton Weckworth (now Operations Coordinator).

Under the supervision of the Manager of Capital Works, the Capital Projects Coordinator, Brett Kidd, and the Civil Designer, Justin Schauer, coordinated the reconstruction of 9.13km of road with Consultant Services.

In total, more than 42.7km of County Roads are to have capital construction completed in 2023 at a projected cost of \$23,854,022.

d) Structures

The Capital Projects Coordinator oversaw the rehabilitation of three County bridges, with design and supervision undertaken by Consultants. The Capital Projects Coordinator oversaw the rehabilitation or replacement of four culvert structures, with design and supervision undertaken by Consultants. An additional three culvert structures were replaced, with the design completed by the Civil Designer.

The Day Labour Construction group, overseen by Construction Supervisor, Daryl Cybulski, undertook the replacement or rehabilitation of six of the above noted culvert structures.

In total, construction was completed on 10 County structures in 2023 with a total projected cost of \$6,059,000.

Design commenced, or will continue, on 8 bridges and 13 culvert structures, with 3 being undertaken by the Civil Designer.

e) Trails

The Algonquin Trail is 220km, with 116km currently open for public use, and the 22.2km of K & P Recreational Trail are open for public use. In 2023, the Trails Coordinator, Anthony Hobbs, with great assistance from the Operations staff, undertook, oversaw, and coordinated a number of maintenance initiatives on the open sections of trail including but not limited to structure repairs, surface repairs, ditching, mowing, noxious weed spraying, application of dust suppression, installation of farm fencing, and enforcement. The 2023 total projected maintenance costs are \$143,370 for the Algonquin Trail and \$22,650 for the K & P Recreational Trail.

A number of Capital Project initiatives have also been coordinated, overseen, or completed by the Trails Coordinator including, but not limited to the following:

- Rehabilitation of 10km of open trail;
- Realignment of trail intersection with Pembroke Street West (in cooperation with the City of Pembroke);
- Construction of 12.3km of new Algonquin Trail up to and on TC Energy corridor, through Garrison Petawawa lands – leading to 2km of additional trail being opened;
- Rehabilitation of three bridges – two by Consultants and Contractors, one by internal staff for design and construction; and

- Design completion by Consultants for five bridges (two noted above, and three planned for 2024 construction).

The Trails Coordinator also worked with local partners, the Renfrew County ATV Club and the Ontario Federation of Snowmobile Clubs, to attain additional funding support towards some of the above capital works. In total, the capital works above are to be approximately \$1,500,000.

In all, 2023 marked a busy year for the Capital Works Division. The team continued to rise to the occasion, representing the County with professionalism, honesty and integrity, client service orientation, and a focus on results.

RESOLUTIONS

2. **Haley Station – All-Way Stop Warrant – County Road 61 (Haley Road) at Godfrey Road**

Recommendation: THAT the Operations Committee recommends to County Council that the Township of Whitewater Region be notified that the intersection of County Road 61 (Haley Road and Godfrey Road) with Haley Road and Fire Hall Lane does not meet the warrants for an all-way stop.

Background

Attached as Appendix CW-II is a resolution that was received from the Township of Whitewater Region dated September 20, 2023, requesting that the County of Renfrew investigate the need for an all-way stop at the intersection of Haley Road with Godfrey Road and Fire Hall Lane.

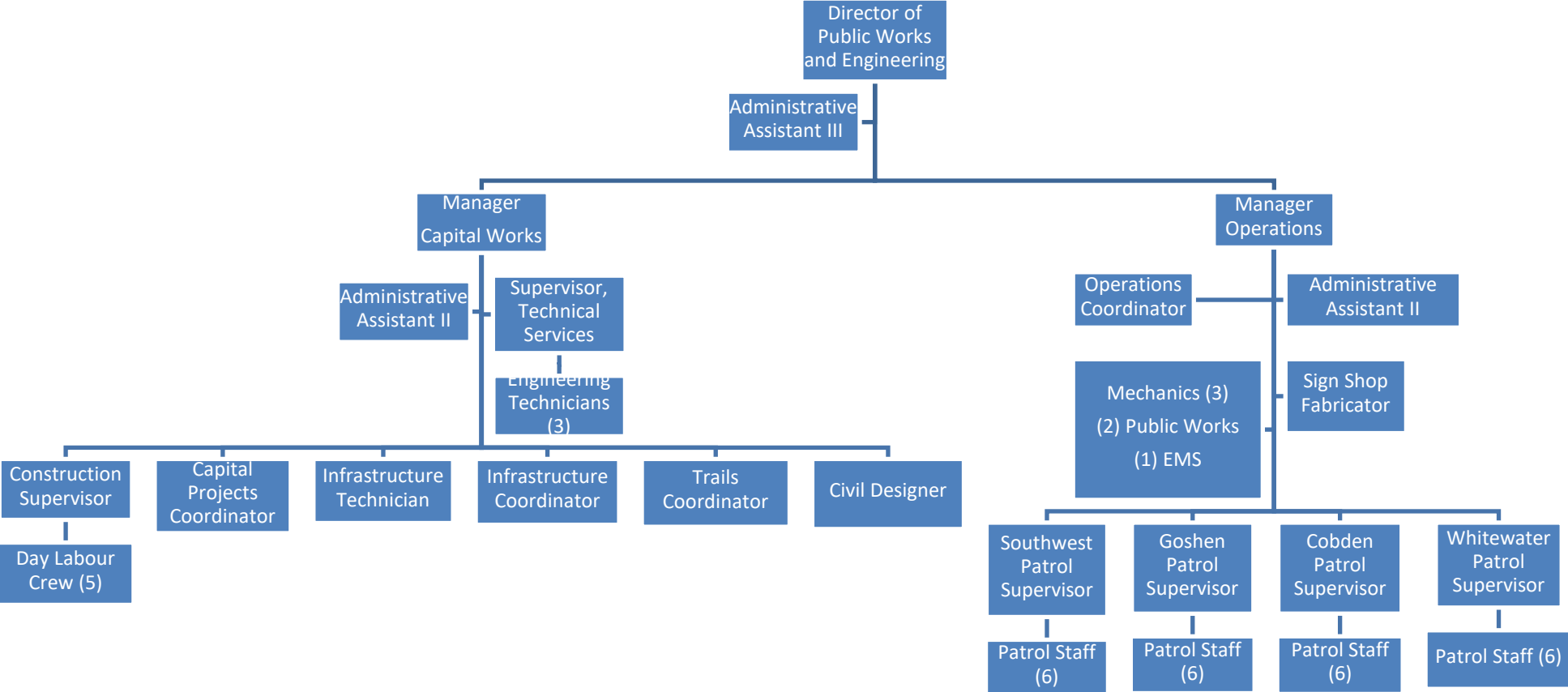
On October 18, 2023, staff completed a turning movement intersection count at the noted location. The results of the count have been inputted into the “All-Way Stop Sign Control Warrant Worksheet” as used in the Ontario Traffic Manual Book 5, for determining if an all-way stop is warranted at this location.

As Haley Road has been identified as a Collector Roadway, the requirement for an all-way stop is determined by two factors, being:

- i) The total vehicle volume for the intersection must exceed 250 vehicles for the average of four peak hours of the day; and,
- ii) The volume split does not exceed an average of 70/30 based on those same counts.

The results of the four peak hours of the count indicate total intersection volumes of 158, 78, 67, and 150 vehicles and pedestrians combined. In order for an all-way stop to be warranted, all four of these peak hours would require volumes in excess of 250 vehicles and pedestrians combined.

The warrant spreadsheet and a map showing the location of the intersection has been included as Appendix CW-III.





Council Members

Mayor Neil Nicholson
Deputy Mayor Cathy Regier
Councillors:
Mark Bell
Michael Moore
Chris Olmstead
Connie Tabbert
Joey Trimm

Certified True Copy

County of Renfrew
9 international Drive
Pembroke, ON, K8A 6W5

Wednesday, September 20, 2023

Re: Resolution - Haley/Godfrey Road Concern - Taylor Gannon

Dear Mr. Perkins,

At its meeting of September 20, 2023, the Council of the Township of Whitewater Region adopted the following resolution:

That Council of the Township of Whitewater Region recommend that County investigate an all way stop at the County Road 61 from Godfrey and Haley Road and investigate with County a lower transition limit in the hamlet on approach.

Carried as amended - Resolution #2023-4957

(613) 646-2282



Sincerely,

P.O. Box 40,
44 Main Street
Cobden, ON
K0J 1K0




C Miller
Carmen Miller
Clerk/CEMC



whitewaterregion.ca



	COUNTY OF RENFREW PUBLIC WORKS DEPARTMENT	File Number: _____	Date: _____
		Municipality _____	

ALL-WAY 'STOP' SIGN CONTROL WARRANT WORKSHEET

Instruction: Select worksheet tab below & enter appropriate information in all yellow areas (MS-Excel) or lightly shaded areas (printed copy).

INTERSECTION IDENTIFICATION

MAJOR Road :	Haley Road	MINOR Road :	Godfrey Road
MAJOR Road (AADT):	1455	MAJOR Road Classification (i.e. Major Arterial = "MAA", Minor Arterial = "MIA", Collector = "COL"):	Collector

WARRANT 'A' : COLLISION HISTORY

DETERMINE AVERAGE NUMBER OF REPORTED COLLISIONS PER YEAR OVER A THREE-YEAR PERIOD OF THE TYPE SUSCEPTIBLE TO CORRECTION BY THE USE OF ALL-WAY 'STOP' SIGN CONTROLS AND WHERE LESS RESTRICTIVE MEASURES HAVE BEEN TRIED AND FOUND INADEQUATE.

[Note: Warrant met if average number of collisions is greater than or equal to: 2 for major road as Collector; 3 for major road as Minor Arterial (AADT less than or equal to 6000); or 4 for other roads.]

	Year 1	Year 2	Year 3
Three Year Period:			
No. of Collisions:			

Average: #DIV/0!

Warrant 'A' met? **NO**

WARRANT 'B' : TRAFFIC VOLUME

ENTER COUNT DATA IN APPROPRIATE TABLE BELOW.

BASED ON MAJOR ROAD INFORMATION PROVIDED ABOVE, USE: **TABLE 2**

TABLE 1 (Use only for major road classified as Collector, or Minor Arterial with AADT less than or equal to 6000):

FOUR HOUR FROM TO	MAJOR APPROACH	MINOR APPROACH	PEDESTRIAN VOLUME CROSSING	[B + C] COMBINED	[A + B] TOTAL	[C + D] (E)	VOLUME SPLIT (Major/Minor)		
							[A/E x 100%]	/	[(B+C)/E x 100%]
7:00am 8:00am	115	43	0	43	158	158	73	/	27
9:00am 10:00am	53	24	1	25	77	78	68	/	32
2:00pm 3:00pm	48	18	1	19	66	67	72	/	28
3:00pm 4:00pm	100	49	1	50	149	150	67	/	33
STUDY PERIOD AVERAGE	79	34	1	34	113	113	70	/	30

TABLE 2 (Use only for major road classified as Minor Arterial with AADT greater than 6000, or Major Arterial):

EIGHT HOUR FROM TO	MAJOR APPROACH	MINOR APPROACH	PEDESTRIAN VOLUME CROSSING	[B + C] COMBINED	[A + B] TOTAL	[C + D] (E)	VOLUME SPLIT (Major/Minor)		
							[A/E x 100%]	/	[(B+C)/E x 100%]
				0	0	0	#DIV/0!	/	#DIV/0!
				0	0	0	#DIV/0!	/	#DIV/0!
				0	0	0	#DIV/0!	/	#DIV/0!
				0	0	0	#DIV/0!	/	#DIV/0!
				0	0	0	#DIV/0!	/	#DIV/0!
				0	0	0	#DIV/0!	/	#DIV/0!
				0	0	0	#DIV/0!	/	#DIV/0!
				0	0	0	#DIV/0!	/	#DIV/0!
				0	0	0	#DIV/0!	/	#DIV/0!
STUDY PERIOD AVERAGE	#DIV/0!	#DIV/0!	#DIV/0!	0	0	0	#DIV/0!	/	#DIV/0!

Note: Warrant met under the following conditions:

1. A) THE TOTAL VEHICLE VOLUME ON ALL INTERSECTION APPROACHES, WITH THE MAJOR ROAD CLASSIFIED AS:

- MAJOR ARTERIAL OR MINOR ARTERIAL (AADT GREATER THAN 6000), EXCEEDS 500 VEHICLES FOR THE AVERAGE OF THE EIGHT PEAK HOURS OF THE DAY.
- MINOR ARTERIAL (AADT LESS THAN OR EQUAL TO 6000), EXCEEDS 375 VEHICLES FOR THE AVERAGE OF FOUR PEAK HOURS OF THE DAY.
- COLLECTOR, EXCEEDS 250 VEHICLES FOR THE AVERAGE OF FOUR PEAK HOURS OF THE DAY

Condition 1A met? **NO**

OR

B) THE COMBINED VEHICULAR AND PEDESTRIAN VOLUME ON THE MINOR APPROACH, CROSSING THE MAJOR ROAD EXCEEDS (SEE NUMBER BELOW), WITH THE MAJOR ROAD CLASSIFIED AS:

- MAJOR ARTERIAL OR MINOR ARTERIAL (AADT GREATER THAN 6000), 200 UNITS OR GREATER FOR THE AVERAGE OF THE SAME EIGHT HOURS USED IN (A) ABOVE.
- MINOR ARTERIAL (AADT LESS THAN OR EQUAL TO 6000), 150 UNITS OR GREATER FOR THE AVERAGE OF THE SAME FOUR PEAK HOURS USED IN (A) ABOVE.
- COLLECTORS, 100 UNITS OR GREATER FOR THE AVERAGE OF THE SAME FOUR PEAK HOURS USED IN (A) ABOVE.

Condition 1B met? **NO**

AND

2. THE VOLUME SPLIT DOES NOT EXCEED AN AVERAGE OF 70/30, BASED ON THE SAME COUNTS USED ABOVE.

VOLUME ON THE MAJOR APPROACHES IS DEFINED AS VEHICLES ONLY. VOLUME ON THE MINOR APPROACHES INCLUDES ALL VEHICLES ENTERING THE INTERSECTION PLUS ANY PEDESTRIANS CROSSING THE MAJOR ROAD

Condition 2 met? **NO**

Warrant 'B' met? **NO**

ALL-WAY 'STOP' SIGN CONTROL WARRANTED?

NO

County Road 61 - Haley Road and Godfrey Road Request for All-Way Stop



Requested Intersection

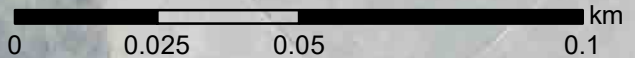
FIREHALL LN

GODFREY RD

CALVIN RD

HALEY RD

BOXCAR RD



OPERATIONS DIVISION REPORT

Prepared by: Richard Bolduc, A.Sc.T., Manager of Operations

Prepared for: Operations Committee

November 14, 2023

INFORMATION

1. Operational Status and Winter Readiness

Staff are prepared for the upcoming winter season, and as per the Winter Maintenance Operations Guidelines, the Department reached 100% fleet readiness on October 31, 2023.

2. Winter Maintenance Agreements

The following are the updated statuses of the most recent maintenance agreements:

- Pat Stewart Trucking Inc. – for services on County Road 635 (Swisha Road) – Term 2023-2024 – Completed.
- Town of Arnprior – Term 2023-2024 – Completed.

BY-LAWS

3. PWO-2023-10 – Wheeled Excavator and Attachments

Recommendation: THAT the Operations Committee recommends that County Council approve the bid submitted by Toromont CAT, Ottawa, Ontario, for the acquisition of one wheeled excavator and required attachments, in the amount of \$533,424, plus applicable taxes; AND FURTHER THAT County Council adopt a By-law to Authorize Execution of the Contract.

Background

Submissions were requested and received from two suppliers through the Canoe Procurement Program as follows:

- | | |
|--|-----------|
| 1. Toromont CAT, Ottawa, Ontario | \$606,287 |
| 2. Brandt Tractor Ltd., Regina, Saskatchewan | Rejected |
| Amount excludes applicable taxes. | |

Financial Implications

The combined approved budget for the wheeled excavator and all attachments is \$550,000. The total bid received from Toromont CAT is \$606,287, plus applicable taxes. To remain within the approved budget, staff are proposing to acquire the excavator and the immediate required attachments, which are the ditching bucket and the forestry head, in the amount of \$533,424, plus applicable taxes.

COUNTY OF RENFREW

BY-LAW NUMBER

**A BY-LAW FOR THE EXECUTION OF CONTRACT PWO-2023-10
SUPPLY AND DELIVERY OF ONE WHEELED EXCAVATOR AND ATTACHMENTS**

WHEREAS The Municipal Act, 2001, S.O. 2001, c.25, as amended, requires a municipality to adopt policies with respect to the procurement of goods and services;

AND WHEREAS public tenders were requested for the supply and delivery of one wheeled excavator and attachments, under Contract PWO-2023-10 in accordance with County of Renfrew Corporate Policy GA-01 Procurement of Goods and Services;

AND WHEREAS the tender submitted by Toromont CAT, Ottawa, Ontario, was reviewed and accepted by the Operations Committee.

NOW THEREFORE the Council of the Corporation of the County of Renfrew hereby enacts:

1. THAT the Council of the County of Renfrew approve the awarding of Contract PWO-2023-10 for the supply and delivery of one wheeled excavator and attachments as submitted by Toromont CAT, Ottawa, Ontario, in the amount of \$533,424 plus applicable taxes.
2. THAT the Warden and Clerk be empowered to do and execute all things, papers and documents necessary for the execution of the said contract.
3. THAT this By-law shall come into force and take effect upon the passing thereof.

READ a first time this 29th day of November 2023.

READ a second time this 29th day of November 2023.

READ a third time and finally passed this 29th day of November 2023.

PETER EMON, WARDEN

CRAIG KELLEY, CLERK