



THE CORPORATION OF THE TOWNSHIP OF HORTON
TRANSPORTATION & ENVIRONMENTAL SERVICES

December 1st, 2021
 8:30 a.m.

NOTE: This meeting will be sparsely attended, due to social distancing protocols that have been recommended by the federal and provincial governments. Members of the Public, Media and other staff are requested not to attend. Please contact the CAO/Clerk if you have any questions or require additional information.

- | | | |
|-----|---|--------------|
| 1. | Call to Order | |
| 2. | Declaration of Pecuniary Interest | |
| 3. | Minutes from Previous Meeting: | |
| | i. November 3 rd , 2021 | PG.2 |
| 4. | Johnston Road Speed Adjustment Update | PG.4 |
| 5. | Renfrew County Cost Sharing | PG.12 |
| 6. | Admaston/Bromley Operations Report – Golf Course Road | PG.17 |
| 7. | Award Tender PW 2021-13 Municipal Boat Dock Supply & Delivery | PG.29 |
| 8. | Recreation Air Quality Improvements | PG.34 |
| 9. | New/Other Business | |
| 10. | Next Meeting: | |
| | i. January 13 th at 8:30 a.m. | |
| 11. | Adjournment | |

RETURN TO AGENDA

THE CORPORATION OF THE TOWNSHIP OF HORTON

TES Committee MeetingNovember 3rd, 2021

8:30 a.m.

There was a meeting of the Transportation and Environmental Services Committee held in the Municipal Council Chambers on Wednesday November 3rd, 2021. Present was Chair Tom Webster, Councillor Lane Cleroux, Mayor David Bennett, Public Advisory Members, Rick Lester, and Tyler Anderson. Staff present was Public Works Manager, Adam Knapp, and Executive Assistant Nichole Dubeau— Recording Secretary.

Public Advisory Member Murray Humphries sent his regrets.

1. CALL TO ORDER

Chair Webster called the meeting to order at 8:34 a.m.

2. DECLARATION OF PECUNIARY INTEREST

Mayor David Bennett declared pecuniary interest on item 6 – Landfill Site Grinding Contract Extension.

3. MINUTES FROM PREVIOUS MEETING:

- October 6th, 2021

Moved by Rick Lester

Seconded by Tyler Anderson

THAT the Committee approve the October 6th, 2021 Minutes.

Carried

4. ROAD SURFACE OPTIMIZATION, PRESERVATION & DEVELOPMENT POLICY REVISION

Public Works Manager Adam Knapp reviewed the report. Committee was in agreeance to move forward with the policy.

Moved by Tyler Anderson

Seconded by Rick Lester

THAT the TES committee recommend to Council to adopt the Road Surface Optimization, Preservation and Development Policy.

Carried

5. JOHNSTON ROAD SPEED ADJUSTMENT UPDATED

Public Works Manager Adam Knapp reviewed the report. There was Committee discussion on sight lines of the roads and which areas could have increased speed. Mr. Knapp is to discuss with Fire Chief Cole the speed around the Fire Hall for emergency vehicles and bring back the information to the Committee with a map of the potential areas of changed speed.

6. LANDFILL SITE GRINDING CONTRACT EXTENSION

Mayor Bennett declared pecuniary interest and was not involved in the discussion.

Public Works Manager Adam Knapp reviewed the report. Committee agreed to extend the contract.

Moved by Rick Lester

Seconded by Tyler Anderson

THAT the TES Committee recommend to Council to extend the landfill site material grinding contract with National Grinding Inc. for one (1) year for a total annual cost of \$27,685.00 including HST.

Carried

7. RENFREW COUNTY COST SHARING

Public Works Manager Adam Knapp reviewed the report. Mayor Bennett expressed his concerns with how this will affect municipality's growth, roads, and maintenance. Committee was concerned that the Development Charges and Cost Sharing Policy was grouped together. Mr. Knapp is to submit the Committee's concerns to the County.

RETURN TO AGENDA

- 8. GOLF COURSE ROAD GRANULAR BASE TESTING**
Public Works Manager Adam Knapp reviewed the report. Mr. Knapp is to send the report to Admaston/Bromley Township and set up a meeting to discuss.
- 9. THOMPSONHILL DETAILED DESIGN UPDATE**
Public Works Manager Adam Knapp reviewed the report. Chair Webster questioned if property owners will be notified if a road becomes one-way. Mr. Knapp stated that once the designs are 80% completed, there will be an open house meeting for public consultation.
- 10. NEW/OTHER BUSINESS**
Executive Assistant Nichole Dubeau stated that with the Municipal Office closed over the Christmas Holidays, it won't leave much time to prepare and circulate the TES package for the scheduled January meeting and proposed moving the meeting back a week. Committee was in agreeance and decided to change the January 2022 meeting to January 13th, 2022.
- 11. NEXT MEETING DATE**
- i. December 1st, 2021, at 8:30 a.m.
- 12. ADJOURNMENT**
- Chair Webster declared the meeting adjourned at 9:55 a.m.

CHAIR Tom Webster

PUBLIC WORKS MGR Adam Knapp



Township of Horton COUNCIL / COMMITTEE REPORT

Title: HFD Consultation, Johnston Road Speed Limit Adjustment	Date:	Dec 1 st , 2021
	Council/Committee:	TES Committee
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works

RECOMMENDATIONS:

THAT the TES committee accept this report as supporting information.

FURTHER THAT the TES committee agree to raise the speed limit of Johnston Road to 70 km/h from Castleford Road proceeding Northwest for 1.3 km and from Storyland Road proceeding Southeast for 1.8 km leaving the remaining 1.5 km as currently posted at 50 km/h.

BACKGROUND:

During the November 3rd, 2021, TES meeting staff presented further supporting information regarding the feasibility and recommended engineered speed limits for Johnston Road. Staff was directed to contact Horton Township's Fire Chief, Allan Cole, for his comments or concerns regarding staff's recommendations. The email correspondence is attached to this report and Horton Fire Chief's comments are "*HFD has no concerns with the proposed speed limit increase as described in the TES Reports. I agree that a public consultation is in the best interest of all prior to enacting any such by-law.*"

The preliminary engineering report cites six location that required vertical realignment, five between Mullins Road and Storyland Road and one between Mullins and Castleford Road, staff can find no evidence in the preliminary report or detailed design that these areas were addressed significantly enough to reduce the concerns. Staff could not find any mapping or coordinates for these exact locations but have noted on the attached map where staff believe these six areas are approximately (noted 1-6). Staff's proposed adjustments shall ensure the engineered limits of the roadway are respected while accommodating a speed adjustment that allows the 85th percentile of commuters to drive within the tolerated speed limit of the roadway, on the flat sections.

Staff have attached a map with the suggested speed limit adjustments indicated.

The cost to accommodate these changes are \$600 for new signage and u- flange posts. Once the changes are approved through by-law the signage can be installed immediately if weather permits or early spring 2022.

Staff again cautions of the precedent this adjustment shall set as numerous other adjustments have been requested on various roads throughout the Township. The majority of requests are to lower the current speed limit.

RETURN TO AGENDA

ALTERNATIVES:

Leave the speed limit of the entire roadway at 50 Km/h as currently posted.

FINANCIAL IMPLICATIONS:

~\$600

ATTACHMENTS:

Fire Chief, Allan Coles email correspondence/comments
Proposed Speed Limit Adjustment Areas
Vertical Realignment Locations Johnston Road

CONSULTATIONS:

Allan Cole – Fire Chief
Hope Dillabough – CAO/Clerk

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Allan Cole, Fire Chief
Hope Dillabough, CAO/Clerk

From: [Horton Fire Chief](#)
To: [Adam Knapp](#)
Cc: [Hope Dillabough](#)
Subject: RE: Johnston Road Speed Adjustment comments or concerns
Date: November 12, 2021 10:33:07 AM
Attachments: [image003.png](#)

Good Morning,

HFD has no concerns with the proposed speed limit increase as described in the TES Reports. I agree that a public consultation is in the best interest of all prior to enacting any such by-law.

Allan

J. ALLAN COLE
Fire Chief / Chief Fire Inspector
Horton Fire Department
2253 Johnston Road, Renfrew, ON. K7V 3Z8
613-432-6271 x 106 office
613-281-5749 mobile
firechief@hortontownship.ca

From: Adam Knapp <aknapp@hortontownship.ca>
Sent: November 4, 2021 3:08 PM
To: Horton Fire Chief <firechief@hortontownship.ca>
Cc: Hope Dillabough <hdillabough@hortontownship.ca>
Subject: Johnston Road Speed Adjustment comments or concerns

Hi Allan

I was directed through the TES committee to investigate the feasibility of adjusting the speed limit of Johnston Road.

The Committee would like your comments and concerns brought to the table before a final decision is made.

I have attached (2) two reports which contain my recommendations and supporting info from the preliminary design, detailed design, field measurements and traffic data collected for your review.

Please don't hesitate to call or stop over to discuss in detail.

RETURN TO AGENDA

Thank You

Adam Knapp - CRS

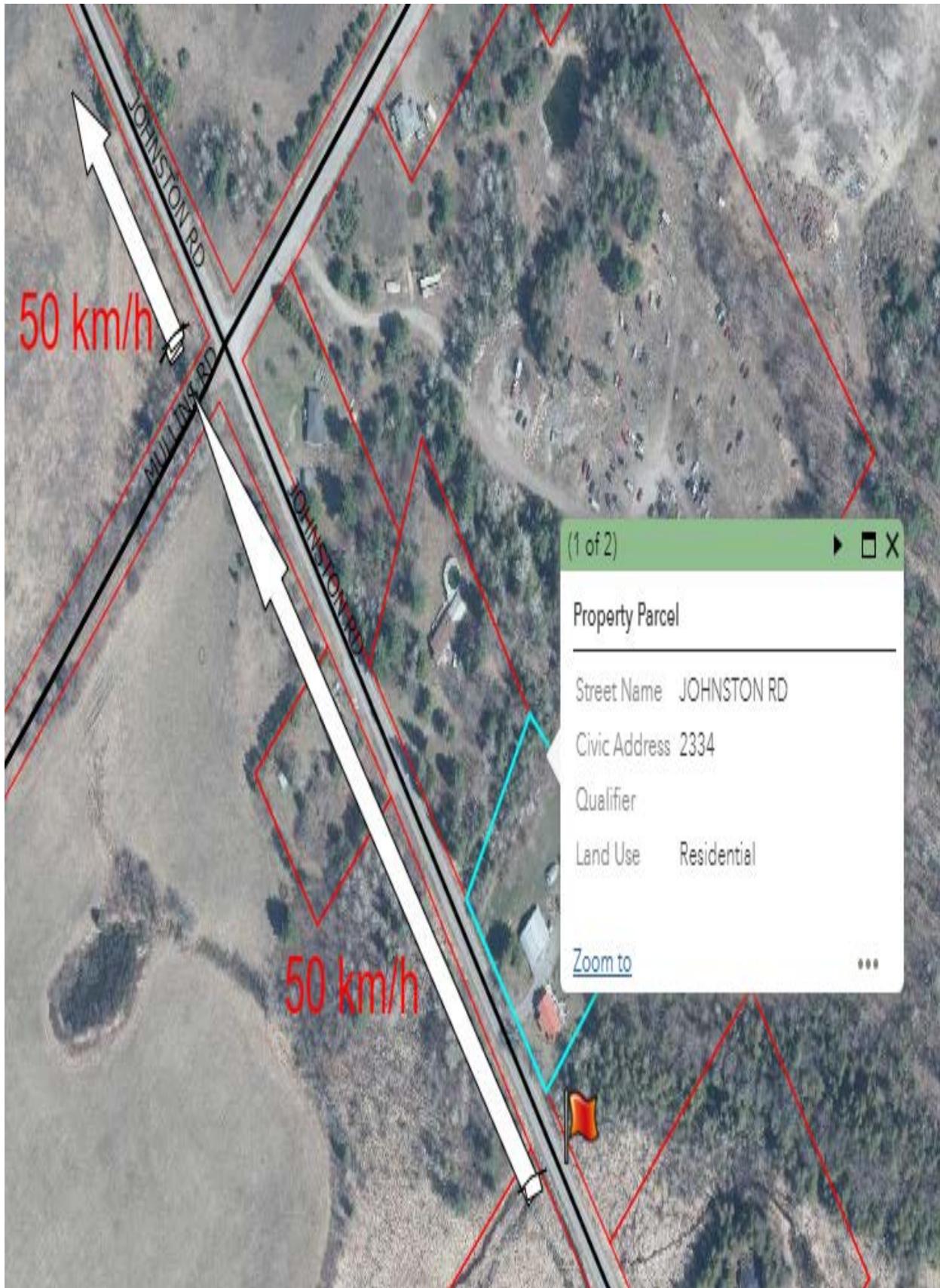
Public Works Manager

Horton Township



Township of Horton
2253 Johnston Road
Renfrew, ON
K7V 3Z8

O: 613-432-6271
F: 613-432-7298
C: 613-281-1315



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Township of Horton COUNCIL / COMMITTEE REPORT

Title: RE: County of Renfrew Draft Cost Sharing Policy	Date:	Dec 1 st 2021
	Council/Committee:	TES Committee
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works

RECOMMENDATIONS:

THAT the TES committee accept this report as information.

BACKGROUND:

The County of Renfrew has prepared a draft cost sharing policy for review and comments from all Municipalities within the County. During the November 3rd TES meeting staff presented the four options proposed. Staff supplied comments from the meeting to Mr. Perkins and his response is attached to this report. Staff have supplied a summary of all options and their interpretation of the affect each pose and what options staff believe is the best for Horton Township. A final draft of the cost sharing policy shall be prepared for the County Operations Committee in February of 2022.

The County of Renfrew currently forecasts \$42,690,000 in growth-related projects scheduled over the next 15 years. A spreadsheet of Growth-Related County Infrastructure Projects is attached to this report.

The cost analysis breakdown and percentage of funding allotted per Municipality is:

Petawawa - \$29,190,000 or 68%

Arnprior – \$10,800,000 or 25%

McNab Braeside – \$1,000,000 or 3%

Renfrew - \$850,000 or 2%

Horton Township - \$850,000 or 2%

Option #1 – Status Quo

This option would require the County of Renfrew to request additional funding from Council on an as needed basis to accommodate necessary development related to growth within the individual Municipalities. Currently the Township does not require any significant development on County roads to facilitate the foreseeable growth within the Township, although this option could pose difficulties to procure funding in the future for necessary improvements related to growth such as the proposed McGrimmon Subdivision the Highway 17 Twinning and other potential development within the Township.

This option places the financial burden of these projects on the rate payers of Horton Township and may lead to shortfalls and delays in projects proceeding on time and as needed.

Option #2 – Development Charges

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Horton Township currently has development charges in County research indicates there is only one upper tier municipality in Eastern Ontario that has such a structure in place. These development charges should be on a localized level and reflect the needs of individual Municipalities. County development charges in Arnprior should not be the same as Horton as the need for funding to accommodate growth are not parallel. The Development charges would need to be reviewed frequently to ensure the needs of individual Municipalities has not significantly changed and would require the County's Planning Department to communicate effectively with the Public Works and Engineering Department to identify new growth.

This is Staff's preferred option as it is the only option that relieves the rate payers from the financial burden of these growth-related road redevelopments and places the responsibility on the developer that has created the need.

Option #3 – Cost Sharing

This option would require the Township to be responsible for a percentage of the cost for growth related construction and responsible for maintaining sidewalks, including snow removal, the loading and removal of snow from parking lanes, sanitary sewers and water works including full restoration of road cuts to County standards and the resetting of manholes, and paved shoulders beyond curbs and/or gutters.

This option also places the financial burden on rate payers and would force staff to revise their capital roads plan and relinquish partial control of their planning ability to the County of Renfrew's plan.

Option #4 – Increased County Levy

This option would identify a percentage of the County levy that would be held in a reserve fund for growth along County Roads. This requires further research in consultation with the County Corporate Services Department in respect to parameters referring to qualifications, what would be funded, the amount needed, and what constitutes growth that is not development driven.

This option, as shown in the cost analysis breakdown, would have the increased levies collected from Horton Township mostly directed to Petawawa and Arnprior and have minimal benefit to Horton Township and its rate payers.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

Currently unknown

ATTACHMENTS:

Lee Perkins RE Draft Cost Sharing Policy
Growth Related County Infrastructure Projects

CONSULTATIONS:

Hope Dillabough – CAO/Clerk

RETURN TO AGENDA

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk

From: [Lee Perkins](#)
To: [Adam Knapp](#)
Subject: RE: Draft Cost Sharing Policy
Date: November 15, 2021 3:29:19 PM
Attachments: [image008.png](#)
[image002.png](#)
[image005.png](#)

Thank you Adam.

There are four options

1. Status Quo
2. Development Charges
3. Cost Sharing
4. Increase County Levy

The cost share would have very little effect on Horton Township. Two lane County Roads will always be looked after by the county (in my opinion). If you wanted to four lane River Road it would need to have monies injected from somewhere. The County has no ability to “built” new infrastructure with its current asset management plan, only maintain what it has. Status Quo is basically a decision from Committee and Council every time a lower tier needs expansion to existing County Infrastructure above what the current infrastructure in place is.

Regards,
Lee

Lee Perkins
Director of Public Works & Engineering
County of Renfrew
9 International Drive
Pembroke, ON
K8A 6W5
Phone (613) 732-4353



From: Adam Knapp <aknapp@hortontownship.ca>
Sent: November 15, 2021 3:13 PM
To: Lee Perkins <LPerkins@countyofrenfrew.on.ca>
Cc: Township of Horton <hdillabough@hortontownship.ca>
Subject: RE: Draft Cost Sharing Policy

RETURN TO AGENDA

Growth Related Project Estimates for County Infrastructure - 15 Year Outlook										
Estimated Total Cost of Growth Related Projects =								\$42,690,000		
Municipality	Road or Structure Number	Name	Location	Length (km)	Description of Works	Reasoning	Time of Need (yrs)	Estimated Project Cost	Anticipated EA & Design Time (yrs)	Anticipated Construction Time (yrs)
Arnprior	1	Madawaska Blvd	2 (Daniel) to Elgin St	0.47	Expansion/widening to 3 - 4 lanes	Capacity exceeded now	NOW	\$1,500,000	2	1
Arnprior	2	Daniel Street N	Galvin & Eady Intersections	0.1	Realigning into single intersection	Technical Memo from Town	1-5	\$1,400,000	2	1
Arnprior	2	Daniel Street N	1 (Madawaska to Arthur	1.47	Expansion/widening to 3 - 4 lanes	Capacity exceeded now, past report from Town IDed need	NOW	\$4,700,000	2	2
Renfrew & Horton	6	Gillan Rd	HWY 60 to Jamieson Ln	1.15	Expansion & intersection improvements	Ongoing & anticipated development /growth	10-15	\$1,700,000	2	2
Arnprior & McNab/Braeside	10	Division Street	10 (Baskin) to 1 (River/Elgin)	1.18	Expansion, including urbanization & intersection improvements	Past discussions & ongoing development /growth	1-5	\$2,000,000	2	2
Arnprior	10	Baskin Dr W	2 (Daniel) to 10 (Division)	1.21	Urbanization & potential expansion	Past discussions & ongoing growth	1-5	\$2,200,000	2	2
Petawawa	37	Murphy Rd	HWY 17 to 26 (Doran)	2.16	Expansion/widening to 3 - 4 lanes & intersection improvements	Ongoing development /growth	6-10	\$1,800,000	2	2
Petawawa	51	Petawawa Blvd	Intersection of 26 (Doran) & Mohns Ave	0.2	Conversion to Roundabout	Capacity exceeded now and ongoing EA	NOW	\$4,000,000	1	3
Petawawa	51	Petawawa Blvd	Intersection of 55 (Paquette) & Menin Rd	0.2	Conversion to Roundabout	Capacity exceeded now and ongoing EA	NOW	\$4,900,000	1	3
Petawawa	51	Petawawa Blvd	55 (Paquette)/Menin to 26 (Doran)/Mohns	0.78	Remainder of expansion to 4 lanes	Capacity exceeded now and ongoing EA	NOW	\$6,100,000	2	2
Petawawa	51	Pembroke St W	Pembroke Limit to 42 (Forest Lea)	0.9	Expansion/widening to 3 lanes	Capacity anticipated to be exceeded	6-10	\$990,000	2	1
Petawawa	51	Petawawa Blvd	Meadowbrook Dr to B-Line Rd	2.16	Expansion/widening to 3 lanes	Capacity anticipated to be exceeded	1-5	\$2,400,000	2	2
Petawawa	51 / B203	Petawawa River Bridge	0.3km south of 55 (Paquette)	0.08	Twinning (second bridge)	Capacity exceeded now and ongoing EA	NOW	\$9,000,000	2	3

RETURN TO AGENDA



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Admaston Bromley Operations Report, Golf Course Road	Date:	Dec 1 st 2021
	Council/Committee:	TES Committee
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works

RECOMMENDATIONS:

THAT the TES committee accept this report as information.

FURTHER THAT a second meeting with all consulted persons listed on the Admaston Bromley Operations report be arranged to ensure the direction proposed is suitable to all parties.

BACKGROUND:

The County of Renfrew's Director of Public Works and Engineering, Lee Perkins acting on behalf of Admaston Bromley Township presented the attached information to the Operations Committee at Admaston Bromley Township. The report included Horton Township's granular base testing results and cost estimates from the TES committee meeting held on November 3rd, 2021.

Horton Township staff have contacted Brad Richardson of Cavanaugh construction and forwarded him the TES report and requested that they discuss and inform Horton Township of Cavanaugh's intended level of support to attain the year-round hauling road desired by Cavanaugh.

Staff believe a secondary meeting is essential to ensure the direction proposed is suitable to all parties and allow both Municipalities to finalize 2022 Capital Roads Infrastructure budgetary planning.

Staff's opinion is that the aggregate pit would be beneficial to Horton Township as it has the potential to double the Township's yearly TOARC funding received from the current amount of approximately \$35,000 per year. Once the aggregate pit is fully operational, in 5-10 years, Horton would receive its funding input into the road rehabilitation back within 2-4 years through TOARC funds and if the roadway is built to the standards set forth in estimate #3 of the November 3rd TES report it should be sustainable until 2047 before a minor mill and fill or micro surfacing may be necessary.

ALTERNATIVES:

Pending secondary meeting

FINANCIAL IMPLICATIONS:

\$63,313.90 Admaston Bromley

\$63,313.90 Horton Township

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To be determined Cavanaugh Construction

Total Municipal Contribution = \$126,627.80

ATTACHMENTS:

2021-17-21 Golf Course Road Operations Report
Golf Course Road Draft Rehabilitation Agreement
Nov 3rd TES report Golf Course Road

CONSULTATIONS:

Hope Dillabough – CAO/Clerk

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk

Township of Admaston/Bromley**477 Stone Road, R.R. #2****Renfrew, ON****K7V 3Z5****E-Mail Address – info@admastonbromley.com****613-432-2885 Stone Road Office
613-432-4052 Fax****613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage****REPORT**

Date: November 17, 2021
To: Operations Committee
From: Steve Visinski/Lee Perkins
Re: Golf Course Road

Background:

Golf Course Road requires rehabilitation, with the main benefit of the road being availed by the Township of Horton rate payers i.e. the Renfrew Golf Course and the proposed new Cavanagh Construction aggregate pit. The Township of Admaston/Bromley currently has two single residences using the road.

Discussion:

At a meeting between representatives of the Township of Horton and the Township of Admaston/Bromley on September 13th, 2021 the current condition and the planned works for the road going forward were discussed. It was agreed between both Mayor's a cost sharing agreement is required. Mayor Bennett realized the majority of revenue for the road comes from the Golf Course and will flow from the newly developed pit. Also, it was acknowledged Horton Township placed RAP material on the repaired sections of road in effort to provide some stability and dust control which has been submitted to the Township of Admaston/Bromley for payment.

Attached for Committee's information are the cost estimates for the road repairs as provided by Mr. Adam Knapp, Public Works Manager with the Township of Horton, along with a draft agreement for cost-sharing Golf Course Road with Horton. Please note three estimates are provided the minimal amount of \$63,313.90 would essentially return the road to a gravel state which was the intended plan from the Asset Management Plan. The Township of Horton will accept this amount and put it toward a hard surface road. The Township of Horton may engage Cavanagh Construction for building the road to a year-round no load limit by cost sharing the estimated \$233,033.61 of which, the Township of Admaston/Bromley would be expected to contribute the \$63,313.90. If approved Horton would complete this work in the 2022 season and invoice Admaston/Bromley upon completion.

RETURN TO AGENDA

Financial Implications:

\$63,313.90 to be budgeted for in the 2022 Capital Budget.

People Consulted:

Mayor David Bennett	- Township of Horton
Mayor Micheal Donohue	- Township of Admaston/Bromley
Chair Dick	- Township of Admaston/Bromley (Operations Chair)
Adam Knapp	- Township of Horton
Brad Richardson	- Cavanagh Construction Ltd
Steve Visinski	- Township of Admaston/Bromley
Micheal McHale	- Township of Admaston/Bromley
Lee Perkins	- Representing the Township of Admaston/Bromley

Recommendation for Council:

Direct Staff to proceed with completion Draft Agreement, budget \$63,313.90 for the 2022 construction season.

THIS AGREEMENT made this XX day of XXXXXX, 2021

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

(Hereinafter called the "Admaston/Bromley")

-and-

THE CORPORATION OF THE TOWNSHIP OF HORTON

(Hereinafter called the "Horton")

WHEREAS Admaston/Bromley is the Municipality with control of and jurisdiction over Golf Course Road;

AND WHEREAS Admaston/Bromley originally planned to return Golf Course Road to a gravel roadway, as per the Township's 2013 Asset Management Plan, now requires an complete road structure with asphalt hardtop as per the Geometric Design Standard for Undivided Urban Roads in Ontario (the "Work");

AND WHEREAS Admaston/Bromley and Horton deem it mutually beneficial to the parties hereto that the Work considered a single undertaking under the control of Admaston/Bromley;

AND WHEREAS Admaston/Bromley and Horton agree and acknowledge that the Work will be tendered by Horton and that Horton shall be responsible for the payment of all costs associated with the Work and shall be responsible for the design, administration, supervision and management of the Work;

AND WHEREAS Admaston/Bromley has the sum of **SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90)** identified for the Work, and only **SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90)** available to fund the Work;

AND WHEREAS Admaston/Bromley will pay to Horton, on a one-time basis, the sum, and only the sum of **SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90)** in order that Horton complete the Work and Horton is prepared to complete the Work for the sum of **SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90)**:

NOW THEREFORE in consideration of the mutual agreements, covenants and promises herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties hereto, the parties hereto agree as follows:

1. Admaston/Bromley shall pay to Horton the sum of, and no more than the sum of **SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90)** in consideration of Admaston/Bromley completing the Work.
2. The payment by Admaston/Bromley to Horton of the sum of **SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90)** on account of the Work does not obligate Admaston/Bromley to make any further payments to Horton on account of the Work and, in fact, by way of this Agreement, Horton and the Admaston/Bromley agree that no further payment by

Admaston/Bromley will be requested by Horton or paid by Admaston/Bromley in respect of the Work.

3. Horton shall be responsible for the tendering, design, administration, supervision and management of the Work.

4. Horton shall provide to Admaston/Bromley Drawings detailing the Work to be carried out by Horton. Horton shall carry out the Work in accordance with Drawings and to the satisfaction of Admaston/Bromley.

5. SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90) to be paid by Admaston/Bromley to Horton shall be used by Horton only to pay costs associated with the Work.

6. Horton shall keep and maintain records, invoices and other documents evidencing the use to which the SIXTY THREE THOUSAND, THREE HUNDRED AND THIRTEEN DOLLARS and NINETY CENTS (\$63,313.90) is put by Admaston/Bromley.

7. Admaston/Bromley and Horton agree and acknowledge that Admaston/Bromley, by entering into this Agreement, and providing the funding described herein, is not, and is not intended to be an agent, joint venturer or partner of Horton in respect of the Work. No representations shall be made or acts taken by Admaston/Bromley which would tend to establish or imply any apparent relationship of joint venture, partnership or agency with Horton and Admaston/Bromley shall not

be bound in any manner whatsoever by any Agreements, warranties or representations made by or entered into by Horton to or with any other person or corporation nor with respect to any other action of Horton.

8. Admaston/Bromley, its officers, employees and agents shall not be liable for any direct, incidental, indirect, special or consequential damages, injury or any loss of revenue by Horton arising out of or in any way related to this Agreement, the Work.

9. Horton shall indemnify Admaston/Bromley, its advisors, agents, appointees and employees, from and against all liability arising, and costs incurred, including legal costs, as a result of a claim or proceeding related to the Work, or this Agreement.

10. This Agreement and the rights, obligations and relations of the parties hereto shall be governed by and construed in accordance with laws of the Province of Ontario.

11. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

SIGNED, SEALED AND DELIVERED by the Corporation of the Township Admaston/Bromley

Per:

Per:

SIGNED, SEALED AND DELIVERED by The Corporation of the Township of Horton.

Per:

Per:

DRAFT



Township of Horton
COUNCIL / COMMITTEE REPORT

Title: Golf Course Road Granular Base Testing and Cost Estimates	Date:	Nov 3rd 2021
	Council/Committee:	TES Committee
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works

RECOMMENDATIONS:

THAT the TES committee accept this report as information.

BACKGROUND:

During the October 6th 2021, TES meeting staff was directed to conduct granular base testing on Golf Course Road and compile estimates to rehabilitate the roadway.

All estimates are calculated at subcontracted prices with a 7% contingency calculated into the unit price and 13% HST included in the total cost.

Estimate #1 displays the cost to down grade the roads surface to gravel, this is the rehabilitation treatment proposed by the Township of Admaston Bromley.

Treatment Type	Category	Life Extension	Lane-Km* Treated	Lane-Km-Years	Unit Cost	Total Cost
Pulverizing		0.0	.53	0	4.00	\$13,780
150 mm Granular A		8.0	.65	5.2	10.00	\$42,250
Select...				0		\$0
Select...				0		\$0
Select...				0		\$0
Select...				0		\$0
Select...				0		\$0
Select...				0		\$0

Total cost = \$63,313.90

Estimate #2 displays the cost to rehabilitate the roadway with a like for like surface utilizing the Township of Horton’s typical rehabilitation techniques.

Treatment Type	Category	Life Extension	Lane-Km* Treated	Lane-Km-Years	Unit Cost	Total Cost
Pulverizing		0.0	.53	0	4.00	\$13,780
150 mm Granular "A" Ditching and Select I		8.0	.65	5.2	15.00	\$63,375
50 mm HL4		25.0	.65	16.25	17.00	\$71,825
Select...				0		\$0
Select...				0		\$0
Select...				0		\$0
Select...				0		\$0
Select...				0		\$0

Total cost = \$168,347.40

Estimate #3 displays the cost to rehabilitate the roadway to a condition capable of facilitating year-round non weight restricted hauling.

Treatment Type	Category	Life Extension	Lane-Km* Treated	Lane-Km-Years	Unit Cost	Total Cost
500mm Granular B		0.0	.425	0	21.00	\$58,012
300 mm Granular B		0.0	.03	0	13.00	\$2,535
150 mm Granular "A" Ditching and Select I		8.0	.65	5.2	15.00	\$63,375
40 mm HL3		25.0	.65	16.25	17.00	\$71,825
50 mm HL8		25.0	.65	16.25	14.00	\$59,150
Select...				0		\$0
Select...				0		\$0
Select...				0		\$0

Total cost = \$288,033.61

Staff have attached the granular base testing data that supports these estimates to this report. Staff utilized the MTO pavement design and rehabilitation manual structural design guidelines for secondary highways. The chart is attached to this report.

Option #2 is calculated for a roadway with 55% sand and silts and shall accommodate 200-500 vehicles per day.

Option #3 is calculated for a roadway with 55% sand and silts and shall accommodate up to 3000 vehicles per day, this is the highest structural design standard category for secondary highways.

ALTERNATIVES:

N/A

FINANCIAL IMPLICATIONS:

As stated in the background

ATTACHMENTS:

- Structural Design Guidelines for Secondary Highways
- Golf Course Road like for like GBE Testing
- Golf Course Road Year-Round Hauling GBE Testing

CONSULTATIONS:

Hope Dillabough – CAO/Clerk

Author:

signature

Other:

signature

Treasurer:

signature

C.A.O.:

signature



**Township of Horton
COUNCIL / COMMITTEE REPORT**

Title: Award of PW- 2021-13 Municipal Boat Dock Supply and Delivery	Date:	Dec 1 st , 2021
	Council/Committee:	TES
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works

RECOMMENDATIONS:

That the TES committee agree to award PW 2021 -13 Municipal Boat Dock Supply and Delivery to Interco Fabrications for a total of \$31,582.37 including HST

AND THAT upon formal acceptance of Interco Fabrications bid a 30% deposit totaling \$9,474.71 including HST be issued per the terms and conditions of sale from Interco Fabrications

AND THAT this be funded from the Recreation Reserves

AND FURTHER THAT an additional \$5000 including HST be allocated from the Recreation Reserves for parking lot improvements and shoreline erosion control.

BACKGROUND:

The original request for quotation was released in the spring of 2021 and closed with no submissions received. Staff was directed to re-issue the RFQ once the market stabilized. Staff contacted a main distributor in October and was informed that materials and stock were abundant at this time. The re-issued RFQ closed on November 18th with three (3) submissions received. Interco Fabrications has estimated a six (6) week delivery time once the bid is formally accepted.

The dock is built to accessibility standards. The dock is an aluminum frame with PVC decking, all platforms are six (6) feet wide, all section joints have cover plates and the ramp to the dock includes handrails and the dock comes with a bench, collapsible tie off cleats, and a bumper system around all floating sections to protect boats and the dock itself from contact damage.

The dock comes with the following warranty:
25-year manufacturer's warranty on the PVC decking
10-year warranty on the floats

ALTERNATIVES:

N/A

ATTACHMENTS:

Unofficial Results
Interco Terms and Conditions
Dock Layout Plan

RETURN TO AGENDA

FINANCIAL IMPLICATIONS:

Dock Cost \$31,582.37 including HST

Parking lot improvements and erosion control - \$5,000 including HST.

There is significant funding in the Recreation Reserves and will be reflected in the 2022 Capital Budget.

CONSULTATIONS:

Hope Dillabough CAO/Clerk

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk



The Corporation of the Township of Horton
Request for Quotation Unofficial Results

Description – Municipal Boat Dock Supply and Delivery
Deposit Required – NO
RFQ - PW 2021-13
Present for Opening: Adam Knapp (P.W. Manager) Nikky Dubeau (Executive Assistant) Councilor Webster, Councilor Campbell

Bidding Company	Was envelope sealed? YES/NO	Envelope Addressed Properly YES/NO	Total Price \$ (Page # 13)	HST \$ (Page #13)	Proposal Accepted or Rejected
FENDOR	YES	YES	\$ 33,169.46	\$ 3,815.96	A
Davis Welding and Fabrication	YES	YES	\$ 42,805.89	\$4,924.57	A
Interco Fabrications	YES	YES	\$ 31,582.37	\$3,633.37	A
			\$	\$	
			\$	\$	
			\$	\$	
			\$	\$	

Terms and Conditions:

1. Payment and Processing

- 1) We require a 30% deposit on all orders, payable via cash, cheque, debit, credit, etransfer (intercopayments@brtgroup.com) or wire transfer and this deposit constitutes a binding order. Deposits can only be refunded if no work has been done on your order. Any cancelled order will incur a \$200 charge.
- 2) If we are installing your docks, we require the 30% up front, we then require another 60% before your install date and the final 10% will be due after the docks are installed.
- 3) If it is a pick-up or delivery we require the 30% up front and the other 70% must be paid before the docks leave the yard.
- 4) In the case of lifting docks, we follow the same payment schedule as an installation however \$500 will be held back to be paid in the Fall when we come back to show the customer how the unit operates.
- 5) If you are paying with Credit card, we charge 2% on any Credit Card payments after the original deposit
- 6) Any balances not paid within 30 days of the installation date will be subject to a 2% monthly interest fee. If an overdue account is referred to a collection agency for collection and/or legal services, the customer will be liable for any recovery costs incurred.
- 7) HST is extra and will be added to the final billing unless supported documentation is provided for tax relief.
- 8) Any discrepancy with your installation or product must be reported to us within 14 Days of installation or our regular terms and conditions apply.

2. Approving the Designs

Part of our approval process is to send you a copy of a rough sketch of your dock layout before we begin fabrication. Once you have signed back that it looks correct, we build our docks to spec and we do not accept returns.

3. Warranty

We have no warranty on our Cedar or Sienna decking. We suggest putting your wood decking in an enclosed space for the Winter to help avoid natural colour variation and porosity. All of our installations are professionally leveled at the time of install. Soft lake bottoms or loose rocks may cause shifting after usage. If we are required to return and re-level the item a service charge will apply.

4. Installation

Interco employees will not drive a customers boat, or remove a boat from a boat lift. Interco is not responsible for any damages or loss incurred to the customers boat if the customer chooses to use their boat during a delivery, install or removal. Interco will bring there own boat at the customers request. There will an added surcharge for this service.

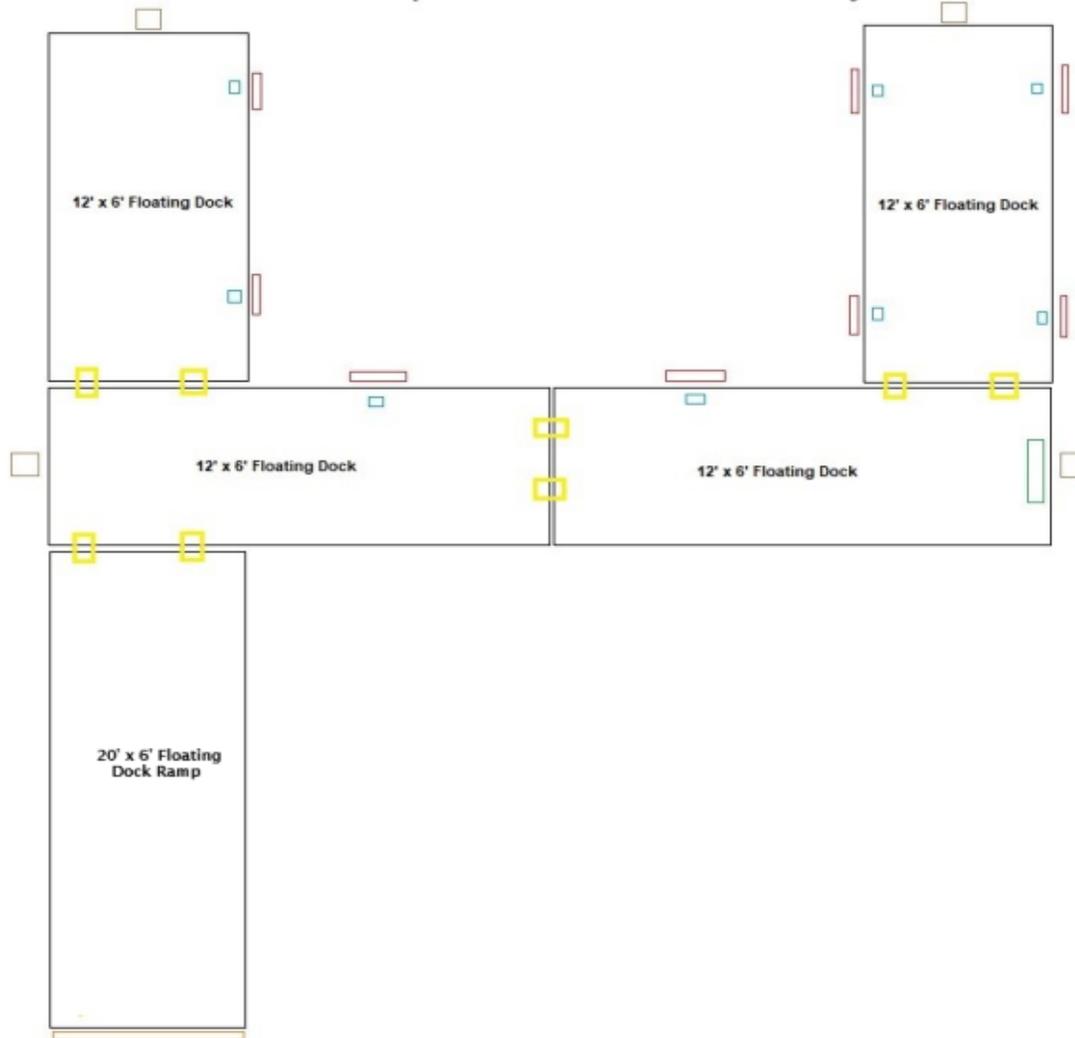
5. Media Permissions

Sometimes photographs, video footage or other images of the dock may be taken during the installation, removal or various other times for promotional and archive purposes. The images may then be presented in various manners including advertisements, brochures and on the internet. By signing below you consent, on behalf of yourself and your invitees to use by Interco of any image taken for these purposes.



10. DOCK LAYOUT

Horton Township Public Boat Launch Dock Layout



LEGEND

-  - 48 inch Dock Bench
-  - 48 inch Side Rail Bumper
-  - Floating Dock Anchor Plate
- Floating Dock Anchor Form
-  - Fold Down Boat Cleat
-  - Dock Hinges
-  - 6' Heavy Duty Floating Hinge

All Measurements are in Imperial
Drawing not to scale and for reference purposes only



Township of Horton COUNCIL / COMMITTEE REPORT

Title: Recreation and Community Center Air Quality Improvements	Date:	Dec 7 th , 2021
	Council/Committee:	Council
	Author:	Adam Knapp, Public Works Manager
	Department:	Public Works

RECOMMENDATIONS:

THAT Council agree to sole source the installation of an energy recovery ventilator (ERV) and CO exhaust system for the change rooms and Zamboni room at the Horton Township Community Rink to Valley Ventilation for a total estimated limit cost of \$20,000 to be funded through Covid – 19 Operating Funds.

AND THAT Council direct staff to issue a formal Tender to install a makeup air system to compensate for the air exhausted from the cook top stoves overhead exhaust fan, estimated at \$45,000 and to be completed in 2022. The intent is to fund this through the Recreation Reserves.

BACKGROUND:

Change Rooms

The rink change rooms currently have no air changing or carbon monoxide detecting exhaust system. To attain ASHRAE and building code compliance both the ERV and CO system are of critical importance to ensure the safety of the public using the buildings and are time sensitive if Council desires to open the building to the public for the 2022 Winter season. For these reasons staff is requesting to forgo formal process for this upgrade to ensure the change rooms air quality is safe for public entry with Covid -19 safety protocols. The estimated upset limit of this upgrade is \$20,000.

Cook Top Stove Make Up Air Unit

The make-up air system is another critical improvement needed at the community center and staff have been informed it is a building code violation to not have one installed as the overhead hood exhaust fan negatively pressurizes the building when in use and pulls off gasses from the septic system into the building when turned on. The overhead hood exhaust fan and make-up air unit could also serve as a temporary solution to improve air change rates in the building, making it safer for public usage. The estimated upset limit of this upgrade is \$45,000.

ALTERNATIVES:

Option A- Not proceed with any of the work items listed.

RETURN TO AGENDA

Option B – Issue formal Tenders for both items and postpone the opening of the Change Rooms for the 2022 Winter season.

FINANCIAL IMPLICATIONS:

Change Rooms = Estimated \$20,000 from Covid-19 Operating Funds

Cook Top Stove Make Up Air Unit = Estimated \$45,000 from Recreation Reserves

All sources listed have sufficient funding available to proceed.

ATTACHMENTS:

Valley Ventilation Horton Rink ERV and CO Quotation

CONSULTATIONS:

Hope Dillabough – CAO/Clerk

Prepared by: Adam Knapp, Public Works Manager

Reviewed by: Hope Dillabough, CAO/Clerk

VALLEY VENTILATION

1033 HUMPHRIES RD

RENFREW ONTARIO

K7V-3Z8

JEFFMCLEOD@VALLEYVENTILATION.CA

DATE: November 12 2021

SUBMITTED TO: Adam Knapps

Project Address: Horton ERV Installation

Cost: \$18 485.00 plus HST

Eighteen Thousand Four Hundred Eighty Five Plus HST

We are pleased to submit this quote, HVAC only. In reference to the above noted project, as per the plans and specifications.

INCLUDED :

- 1- Supply all necessary sheetmetal for project
- 2- Hang two ERV s on the outer change rooms (self balancing digital controls)
- 3- Digital ERV controls with lock boxes in inner change rooms
- 4- Two 2- kilowatt duct heater to temper the fresh air
- 5- Two exhaust, Two fresh air grills per change room
- 6- Armstrong CO system for garage area
- 7- Exhaust fan and intake damper for garage co system
- 8- Electrical to be run surface mount in EMT conduit thru out

Note: if Seismic/Air balance letters are Requested
Additional \$ 2450..00 will have to be added to price.

Price is subject to change after Two Weeks as metal has become a volatile material resulting in price increase.

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Not included: Roofing, structural work, coring, drywall or stud demolition, cutting or patching of floors, drywall repairs, scanning, after hours work, concrete work, fire extinguishers, sprinkler work, wood framing for poured concrete or block foundation bucks, BONDING, FIRE ALARM BYPASS IF REQUIRED

This quote is valid for thirty days from above noted date and is based on regular work hours.

RETURN TO AGENDA