

LAC LA BICHE COUNTY

PUBLIC WORKS COMMITTEE

DATE: January 5, 2016
TIME: 10:00 a.m.
PLACE: Council Chambers
County Centre

AGENDA

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
 - 3.1 December 2, 2015 Public Works Committee Meeting Minutes
4. UNFINISHED BUSINESS
5. URGENT MATTERS
6. DELEGATIONS (*if any*)
7. SEASONAL PROGRAMS UPDATE (*standing item*)
 - 7.1 Dust Control Program – Costs, Timing and Frequency.
8. WORKPLAN & CAPITAL PROJECTS UPDATE (*standing item*)
 - 8.1 2015 Carry Over Capital Projects.
9. NEW BUSINESS
 - 9.1 Discussion – Follow Up Action List Items Referred to Public Works Committee – Priorities and Timelines;
 - 9.2 Discussion – Review of Policies – New Road Construction & Private Road Construction;
 - 9.3 Discussion – 2016 Ice Road Budget – Contracted Equipment Services;
 - 9.4 Discussion – Crosswalk on 101 Street within the Hamlet of Lac La Biche;
 - 9.5 Discussion – Prequalification of Consultants – 2016 to 2018.
10. IN CAMERA SESSION (*if necessary*)
11. ADJOURNMENT

**LAC LA BICHE COUNTY
PUBLIC WORKS COMMITTEE MEETING
COUNTY CENTRE, LAC LA BICHE**

January 5, 2016 – 10:00 a.m.

Minutes of the Lac La Biche County Public Works Committee Meeting held January 5, 2016 at 10:00 a.m.

CALL TO ORDER Councillor Richard called the meeting to order at 10:10 a.m.

PRESENT	Omer Moghrabi	Mayor
	Robert Richard	Councillor/Chairperson
	Tim Thompson	Councillor
	Hajar (Jerry) Haymour	Councillor

STAFF IN ATTENDANCE	Shadia Amblie	Chief Administrative Officer
	Brian Shapka	Senior Manager, Public Works
	Vicki Versteeg	Legislative Services Coordinator

ADOPTION OF AGENDA

PW.16.001 Motion by Mayor Moghrabi to approve the January 5, 2016 Public Works Committee Meeting agenda as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 December 2, 2015 – Public Works Committee Meeting.

Typographical errors were noted in the December 2, 2015 Public Works Committee Meeting minutes previously circulated to the Committee. A corrected version of the noted minutes was provided for the Committee's review.

PW.16.002 Motion by Councillor Haymour to adopt the December 2, 2015 Public Works Committee Meeting minutes as amended.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

There was no unfinished business to address.

URGENT MATTERS

There were no urgent matters to address.

DELGATIONS

There were no delegations.

SEASONAL PROGRAMS UPDATE (*standing item*)

- 7.1 Discussion – Dust Control Program – Costs, Timing, and Frequency.

Discussion ensued on the coordination of the dust control program. Administration addressed where, and under what circumstances, dust control measures are used, approaches to dust control, and provisions of Policy PI-30-001 – Dust Abatement. Discussion continued on providing a consistent level of service to residents on gravel roads, and alternatives for dust control.

- PW.16.003 Motion by Mayor Moghrabi to direct Administration to explore alternatives for dust control beyond the application of temporary dust control solutions presently used by Lac La Biche County.

CARRIED UNANIMOUSLY

Discussion continued on the budgetary implications of second of Calcium Chloride and the difficulties associated with stockpiling Calcium Chloride in advance of the summer months.

- PW.16.004 Motion by Councillor Haymour to direct Administration to return to a Regular Council Meeting with revisions to Policy PI-30-001 – Dust Abatement, including provisions for second application, amendments to the fee structure, and provisions for Administrative discretion on applying dust control measures where needed.

CARRIED UNANIMOUSLY

RECESS Councillor Richard called a recess at 11:00 a.m.

RECONVENE Councillor Richard reconvened the meeting at 11:15 a.m. with all those Members of Council previously listed in attendance.

WORKPLAN & CAPITAL PROJECTS UPDATE (*standing item*)

8.1 2015 Carry Over Capital Projects.

Mr. Brian Shapka, Senior Manager of Public Works, reviewed the hand-out of 2015 Capital Projects being carried over to 2016. The Committee reviewed and discussed particulars of each item.

PW.16.005 Motion by Councillor Haymour to direct administration to return to the next Public Works Committee meeting with recommendations for revision to the GMSS road grade line provisions to maximize cost savings in road improvements.

CARRIED UNANIMOUSLY

RECESS Councillor Richard called a recess at 12:31 p.m.

RECONVENE Councillor Richard reconvened the meeting at 1:43 p.m. with all those Members of Council previously listed in attendance.

WORKPLAN & CAPITAL PROJECTS UPDATE (*standing item*)

8.1 2015 Carry Over Capital Projects (continued).

Discussion continued on 2015 Carry Over Capital Projects.

NEW BUSINESS

9.1 Discussion – Follow Up Action List Items Referred to Public Works Committee – Priorities and Timelines;

Items on the Follow Up Action List were reviewed by the Committee to determine relevance for carry-forward to 2016.

Highway 867 Ownership

Administration will pursue negotiations and arrange a meeting with the Reeve of St. Paul County.

9.1 Discussion – Follow Up Action List Items Referred to Public Works Committee – Priorities and Timelines (continued);

Street Sweeping Policy & Procedure

The Committee is seeking have street sweeping completed between 12 and 6 a.m. in commercial areas with parking, and to be coordinated with solid waste collection.

In-House Road Construction – Recommendations on Hybrid Approach

The Committee advised in-house road construction may be of interest if it is cost viable. Administration will prepare a report on possible hybrid approaches by June 30, 2016.

In-House Water & Sewer Repair

Administration will prepare a report on in-house or contracted utility repair work.

Airport Improvements

This matter will be addressed in 2016 Budget Deliberations.

BNR Wastewater Plant Operation & Maintenance Agreement

This matter will be addressed in March 2016.

Roadway Painting

Administration will continue to contract painting services annually.

Summer Road Maintenance Discussion

The Committee will monitor summer road maintenance and address any emergent issues.

Cost Sharing – Road Construction

Administration has proposed revisions to the policy to be addressed by the Committee later in this meeting.

Encouraging County Contractors

Administration is developing a communications plan and will be delivering a workshop for local contractors.

9.2 Discussion – Review of Policies – New Road Construction & Private Road Construction;

The Committee requested that the New Road Construction Request policy be amended such that applications for road construction cost sharing be accepted year-round.

- 9.2 Discussion – Review of Policies – New Road Construction & Private Road Construction (continued);

Discussion followed on amending Section Three to clarify completion of a road grid, clarifying arrangements for cost sharing, the scope of the policy, and prioritizing roads to primary dwellings.

RECESS

Councillor Richard called a recess at 3:18 p.m.

RECONVENE

Councillor Richard reconvened the meeting at 3:30 p.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

- 9.2 Discussion – Review of Policies – New Road Construction & Private Road Construction (continued);

No changes to the Private Road Construction Policy were requested.

PW.16.006 Motion by Councillor Haymour to direct Administration to draft revisions to Policy PI-30-015 – New Road Construction Request, and further that Administration submit the revisions to a Regular Council Meeting in February 2016.

CARRIED UNANIMOUSLY

- 9.3 Discussion – 2016 Ice Road Budget – Contracted Equipment Services;

Administration advised that contracted equipment services will be investigated for maintenance of the ice road in 2016.

- 9.4 Discussion – Crosswalk on 101 Street within the Hamlet of Lac La Biche;

Administration briefed Council on the safety issues and challenges with the crosswalk on 101 Street within the Hamlet of Lac La Biche. Discussion followed on options to improve safety along 101 Avenue.

9.4 Discussion – Crosswalk on 101 Street within the Hamlet of Lac La Biche (continued);

PW.16.007 Motion by Mayor Moghrabi to direct Administration to consult with the involved parking lot owner to discuss options and alternatives to improve pedestrian safety on 101 Street between 101 and 102 Avenue, and further that Administration return to the Public Works Committee with recommendations.

CARRIED UNANIMOUSLY

9.5 Discussion – Prequalification of Consultants – 2016 to 2018.

Administration briefed the Committee on the benefit of prequalification of consultants for pre-project work.

ADJOURNMENT

PW.16.008 Motion by Mayor Moghrabi to adjourn the Public Works Committee Meeting of January 5, 2016 at 4:45 p.m.

CARRIED UNANIMOUSLY

Robert Richard, Chairperson

**Shadia Amblie
Chief Administrative Officer**