

## **Engineering and Public Works Committee Meeting Minutes**

Meeting #: 05  
Date: March 8, 2022  
Time: 4:30 pm - 5:50 pm  
Location: Zoom

**Members Present**     **Mayor Bent**  
                                 **Councillor Tilley**  
                                 **Councillor Connors**  
                                 **Councillor Butler**  
                                 **Councillor Hardy**

**Staff Present**             **Jennifer Norris, Director of Engineering and Public Works**  
                                 **John McKeever, Engineering Manager**

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### **1. TENDERS**

#### **1.a Ratification Approval to Purchase - Light Duty Pick-Up Trucks**

Council approved the purchase of two (2) light duty picks up trucks at the March 1 2022 Committee of the Whole.

The Committee concurred with the following ratification:

#### **Recommendation:**

Be it so resolved to purchase two (2) light duty pick up trucks from Hickman Motors Limited as quoted at an approximate cost of \$111,230.00 plus HST.

**1.b Approval to Tender - One (1) New 2022/2023 Municipal Tractor**

It was the consensus of the Committee to approve the following recommendation:

**Recommendation:**

Be it so resolved that approval is given to tender for one (1) new 2022/2023 Municipal Tractor.

**2. OTHER DEPARTMENT ITEMS**

**2.a Roundabout First Policy**

The Committee agreed to proceed to draft a "Roundabouts First" policy as outlined in the Integrated Transportation Study Phase 3 for review and discussion.

**2.b Amendment - Municipal Engineering Residential Subdivision Standards - Fire Hydrant ID Tags**

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to amend "Schedule 2 Subdivision Design Guidelines page 44, section 6.2.7 to add sub point (vii)" to the Towns Municipal Engineering Residential Subdivision Standards revision R1 August 2010 so that the section will read as follows:

**6.2.7 Hydrants**

(vii) All Hydrants to have ID Tags attached to hydrant marker poles as detailed in schedule 6, Appendices – Standard Forms and Drawings (attached).

**2.c Snow Clearing Policy - Amendments**

A review of possible amendments to the current Snow Clearing Policy was discussed. The Committee agreed to draft an amended policy for review that aligns Winter Control Operations with Town development regulations.

#### **2.d Capital Fleet 2022**

A review of the 2022 Capital Fleet allotment was provided. The 2022 budgeted account is \$300,000 however due to pandemic delays in vehicle production, several pieces of fleet ordered and budgeted in 2021 will arrive this Spring and will be taken from the 2022 account.

It was the consensus of the Committee to proceed to tender for a new 2022/2023 municipal tractor.

#### **2.e Tobins Road Intersection**

Mayor Bent provided concerns from residents and a local MHA regarding safety concerns at the intersection of Tobins Road and Conception Bay Highway and commercial entrances and exits along this area of Route 60.

After a discussion it was agreed to review the Town's Integrated Transportation Plan for this area and discuss at a future meeting.

#### **2.f 51 - 53 Tilleys Road South**

Councillor Tilley brought forth and the Committee reviewed a recent request from the property owner regarding a subdivision of land and the Road Reservation Regulations. The previous decisions of Council regarding Tilleys Road South upgrade was reviewed as well as the Road Reservation Regulations. Following a discussion, Councillor Tilley will seek clarification from the owner and provide information to staff.

#### **2.g Engineering and Public Works Technical Documents**

There was a brief discussion regarding language and terms contained within technical documents. The Committee agreed to review the Town's internal EPW documents.

### **3. DEPARTMENT REPORT**

An update on recent accomplishments, upcoming initiatives and potential issues was provided.

### **3.a Capital Projects**

An update on capital projects was provided to the Committee. Design challenges of lift stations in new water and sewer installations and coordination of sidewalk installation with concurring construction works was reviewed.

### **3.b Water Statistics**

The Committee was updated on the latest water statistics.

## **4. ENGINEERING AND PUBLIC WORKS COMMITTEE MEETING**

The Committee concurred with the following recommendation:

### **Recommendation:**

Be it so resolved that the recommendations and decisions made at the Engineering and Public Works Committee meeting of March 8 2022 be accepted as presented.

- Roundabout First Policy
- Snow Clearing Policy Amendments
- Capital Fleet 2022
- Tobins Road/Conception Bay Highway Intersection
- Capital Projects Update
- Water Statistics
- 51-53 Tilley's Road South

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Councillor Tilley, Chair

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Jennifer Norris, Director of  
Engineering and Public Works