



INFRASTRUCTURE & ENVIRONMENTAL SERVICES COMMITTEE AGENDA

Thursday, June 28, 2018 at 1:00 p.m.

55 Zina Street, Orangeville – Sutton Room (2nd Floor)

Declarations of Pecuniary Interest by Members

PUBLIC QUESTION PERIOD

Members of the public will be provided an opportunity to ask questions of the Committee during this time (limited to 10 minutes).

DELEGATIONS

1. **INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #1**
Marsville Lions Club Annual Toll Road

A delegation from Marsville Lions Club to request approval to host the Annual Toll Road at the corner of Dufferin Road 3 and 13th Line of East Garafraxa on Monday, September 3, 2018.

Recommendation:

For consideration of the Committee.

2. **INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #2**
Entrance Relocation

A delegation from Dave VanderZaag to request approval for an entrance relocation outside of policy.

Recommendation:

For consideration of the Committee.

REPORTS

3. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #3
Forest Advisory Team Meeting Minutes – May 15, 2018

Minutes from the Forest Advisory Team meeting held on May 15, 2018.

Recommendation:

THAT the minutes of the Forest Advisory Team meeting of May 15, 2018, be adopted.

4. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #4
Volunteer Group – Friends of the Dufferin County Forest

A report from the Director of Public Works/County Engineer, dated June 28, 2018, to explain the formation of a volunteer group aimed to assist with several activities within the Dufferin County Forest. The group will be known as the Friends of the Dufferin County Forest (the Friends) and will work with staff to implement the approved Dufferin County Forest Management Plan and the associated Recreation Policy and the applicable By-law(s).

Recommendation:

THAT Report, Volunteer Group - Friends of the Dufferin County Forest, from the Director of Public Works/County Engineer, dated June 28, 2018 be received;

AND THAT staff be authorized to proceed with formation of the Friends of the Dufferin County Forest volunteer group as described in the report and the attached Terms of Reference.

5. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #5
Trail Planning and Development – Dufferin County's Role

A report from the Director of Public Works/County Engineer, dated June 28, 2018, to update Committee and Council on the discussion of what role Dufferin County plays with respect to recreational trails within the County.

Recommendation:

THAT Report, Recreation and Trails – Dufferin County's Role, from the Director of Public Works/County Engineer, dated June 28, 2018 be received.

6. **INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #6**
County Office Building Accessibility – North Elevator

A report from the Director of Public Works/County Engineer, dated June 28, 2018, to seek authorization to proceed with construction of new elevator at the north entrance of the 55 Zina Street County office building. Under current conditions, the north entrance does not offer a practical level of accessibility.

Recommendation:

THAT Report, County Office Building Accessibility – North Elevator, from the Director of Public Works/County Engineer, dated June 28, 2018 be received.

AND THAT staff be approved to proceed with the construction of a new elevator adjacent to the north access of the 55 Zina Street County Office Building;

AND THAT the project be funded through the Rate Stabilization Reserve.

7. **INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #7**
Capital Project Update – June 2018

A report from the Director of Public Works/County Engineer, dated June 28, 2018, to provide Committee and Council with an update regarding the 2018 Public Works - Transportation Capital Projects.

Recommendation:

THAT Report, Capital Project Update – June 2018, from the Director of Public Works/County Engineer, dated June 28, 2018 be received.

8. **INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #8**
County Road Issues – Mulmur Township Resolution

A report from the Director of Public Works/County Engineer, dated June 28, 2018, to update Committee and Council on planned actions in line with the review of a resolution received in December 20, 2017 from the Township of Mulmur. The resolution pertained to road safety concerns in specific areas of Dufferin County Roads within the Township of Mulmur.

Recommendation:

THAT Report, County Road Issues – Mulmur Township Resolution, from the Director of Public Works/County Engineer, dated June 28, 2018 be received;

AND THAT the By-law 2005-32 be amended to include the following No Stopping Zone in Schedule B

Dufferin Rd.	From	To
19	A point situated at 40 m south of the centreline of the Primrose Public School entrance	A point situated at 140 m north of the centreline of the Primrose Public School entrance

AND THAT the By-law 2005-32 be amended to include the following Community Safety Zone in Schedule I

Dufferin Rd.	From	To
19	A point situated at 450 m south of the centreline of the Primrose Public School entrance	A point situated at 450 m north of the centreline of the Primrose Public School entrance

AND THAT the By-law 2005-32 be amended to include the following Community Safety Zone in Schedule I

Dufferin Rd.	From	To
17	A point situated at the east limit of Dufferin Road 18	A point situated at 675 m east of the east limit of Dufferin Road 18

AND THAT the By-law 2005-32 be amended to include the following Community Safety Zone in Schedule I

Dufferin Rd.	From	To
18	A point situated at 615 m south of the centreline of Dufferin Road 17	A point situated at 250 m north of the centreline of Dufferin Road 17

9. **INFRASTRUCTURE & ENVIRONMENTAL SERVICES – June 28, 2018 – ITEM #9**
Snow Plow Purchase

A report from the Director of Public Works/County Engineer, dated June 28, 2018, to seek authorization from Council to begin the purchase process for a 2019 snow plow.

Recommendation:

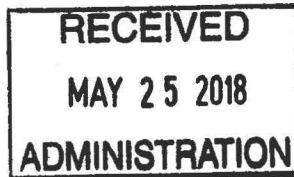
THAT Report, Snow Plow Purchase, from the Director of Public Works/County Engineer, dated June 28, 2018 be received.

AND THAT staff be authorized to proceed with the purchase.

Next Meeting

August 23, 2018 at 1:00 p.m.

55 Zina Street, Orangeville – Sutton Room (2nd Floor)



Marsville Lions Club
191480 13th Line
East Garafraxa, ON
L9W 7B5

May 15, 2018

Public Works Committee
Dufferin County

To whom it may concern:

We, the Marsville Lions Club, would like to formally request the event of our Annual Toll Road on Dufferin Road #3 in the hamlet of Marsville.

The Marsville Lions Club has successfully held a Toll Road through Marsville for the last four years. We would like to continue our annual Toll Road as a great way to raise funds for community objectives and Lions programs. We would like to request again a 3 hour traffic stoppage (1pm – 4pm) at the corner of Dufferin Rd #3 and the 13th line of East Garafraxa. We are hoping to hold our Toll Road Event on the Labour Day Monday in September 2018.

The Marsville Lions have looked at safety measures, and have secured use of pylons and safety vests for the event. We have also decided to give out cards to those who have donated to expedite their return trip through the area. We are willing to take suggestions to make our site safe for the Lions and for the public driving through.

Thank you for considering our request. We appreciate the time it takes to deliberate and come to a decision regarding this matter.

Best Regards:

Neil Hoogendoorn

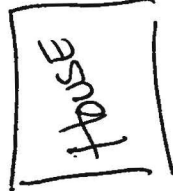
President Marsville Lions Club

MARKSVILLE LIVING FLOW OF TRAFFIC PLAN TOLL ROAD SEPTEMBER LABOR DAY

(PLEASE NOTE: THIS MAP IS NOT TO SCALE, BUT TO BEST OF ABILITY)



EAST GARY FIELD
 SCHOOL



STOP
 SIGN

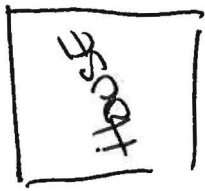
TRAFFIC FLOW WEST.

0 0
 Pylon sign
 0 0
 Pylon sign

TRAFFIC FLOW EAST.

* 50 km/h. Community safety zone.

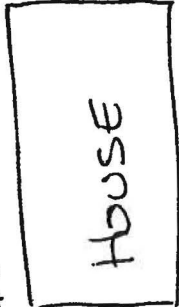
0.4
 TRAFFIC



13th LINE
 EAST GARAPARA.
 CLEAR FLOW SOUTH.

13th line
 CLEAR FLOW NORTH
 EAST GARAPARA

STOP
 SIGN



0 0
 Pylon sign
 0 0
 Pylon sign

0 0
 Pylon sign
 0 0
 Pylon sign

→
 TO 12th line
 EAST GARAPARA
 AND
 MARKSVILLE
 SUBDIVISION



MARKSVILLE
 HALL

FRV GUY

Clerks Department
55 Zina Street, 2nd Floor
Orangeville, ON L9W 1E5
Telephone: 519.941.2816

Delegation Request

Request for delegation, any written submissions and background information for consideration by Committee or Council must be submitted to the Clerk's office by 12:00 p.m. on the Wednesday prior to the requested meeting.

Deputants will be directed by the Clerk to the appropriate Committee except where the deputant wishes to address Council with respect to a matter which will be before Council or where the Clerk determines that the matter is of such an urgent nature that there is insufficient time to delegate to a Committee.

Council /Committee (Please select one) :

Date of meeting:

Subject:

Name:

Street Address

Town/City

Postal Code

Address:

Phone Number: Email:

Name of Group /Organization
being represented:

(if applicable)

Brief Statement of Purpose of Deputation:

[Submit Form by Email](#)

[Print Form](#)

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended. Questions about this collection should be directed to the Clerk (519) 941-2816 Ext. 2503.



FOREST ADVISORY TEAM MINUTES

Tuesday, May 15, 2018 – 6:00 p.m.

55 Zina Street, Orangeville – Sutton Room (2nd Floor)

The Committee met at 55 Zina Street, Orangeville at 6:00 p.m.

Members Present: Warden Paul Mills (Chair)
Tanya Boniakowski (Public Member)
Andy Kennedy (Public Member)
Lisa Needham (Public Member)
Heather Pady (Public Member)
John Thomson (Public Member)

Staff Present: Scott Burns, Director of Public Works/County Engineer
Caroline Mach, County Forest Manager
Rebecca Whelan, Information Management Coordinator

Chair Mills called the meeting to order at 6:00 p.m.

Declarations of Pecuniary Interest by Members – None

PUBLIC QUESTION PERIOD

Johnny Yeaman, Mulmur resident, asked if the Committee would consider defining maintenance within the Terms of Reference for the Friends of the Dufferin County Forest. He also stated that before the volunteers commit to continuous maintenance, they should have safety training and the necessary certifications.

DISCUSSION

1. FOREST ADVISORY TEAM – May 15, 2018 – ITEM #1
Review of Minutes – March 26, 2018 Meeting

The Committee reviewed the minutes from the March 26, 2018 meeting.

Moved by Heather Pady, seconded by Andy Kennedy

THAT the minutes from the March 26, 2018 meeting be received for information purposes.

-Carried-

2. FOREST ADVISORY TEAM – May 15, 2018 – ITEM #2
Trail Network Changes

The Committee discussed establishing guidelines for making changes to the trail network. Staff asked the Committee for input on the factors that should be taken into account when considering additions or changes to the existing trail network. Factors discussed included:

- Impact on trail intersections, particularly where trails designated for different uses intersect
 - Possibility of rebuilding intersections to increase visibility
 - Consider the safety of each user group at the intersections
- Length of the proposed change
- Safety
- Mapping

3. FOREST ADVISORY TEAM – May 15, 2018 – ITEM #3
Friends of the Dufferin County Forest Volunteer Group

The Committee discussed the draft Terms of Reference for the Friends of the Dufferin County Forest. Staff stated that the main focus at first would be trail maintenance but the group will eventually fill other roles as well.

The Committee suggested outlining a process for disagreements and indicating who has the final authority for decision making in the Terms of Reference. The Committee also suggested including an appendix with additional definitions and information in order to ensure that volunteers have a full understanding of what it means to be a member.

There was a discussion regarding insurance for the volunteers. Staff are looking into the County's insurance coverage to see if volunteers could be covered under the County's existing insurance policy.

There was also a discussion regarding recruiting for members.

The Committee discussed the possibility of developing a mechanism for assessing the skill level of the volunteers in order to ensure their safety.

OTHER BUSINESS

The Committee discussed ways to monitor the impact of the Recreational Use Policy, including the collection of objective data to help make more informed decisions. Ideas for the collection of baseline data included trail counters or a self-report either at the new kiosk or through a mobile app. The Committee asked that the development of metrics be a future agenda item.

The Committee also asked for an update on the trail signage. Staff reported that signage is a priority. The Committee discussed the possibility of using the kiosk at the Main Tract to display a trail map. Signage would match the colours on the existing trail map.

PUBLIC QUESTION PERIOD

The Chair opened the floor to additional questions from the public.

Craig Fleetwood, Mono resident, asked what the scope of the land that the Friends of the Dufferin County Forest would be involved with. Staff stated it would be all tracts operated as part of the Dufferin County Forest.

Stewart Dunkley, Adjala-Tosorontio resident, stated that in the United States there are plastic posts for their trail signage that bend when hit. Mr. Dunkley passed around a photo of one. He suggested that the Committee consider these posts as an option for trail signage as they can be changed easily and require little maintenance.

Yvonne Taylor, Adjala-Tosorontio resident, asked if the Friends of the Dufferin County Forest group would be made up of volunteers from anywhere or a specific user group. Staff confirmed that anyone would be welcome to join.

Ms. Taylor also asked how often the Committee would be meeting. Staff stated that the Committee will meet on an as needed basis, at least once a year.

ADJOURNMENT

The meeting adjourned at 6:46 p.m.

Next Meeting: To be determined
55 Zina Street, Orangeville – Sutton Room

Respectfully submitted,

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Warden Paul Mills, Chair
Forest Advisory Team



REPORT TO COMMITTEE

To: Chair Aultman and Members of Infrastructure and Environmental Services Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Meeting Date: June 28, 2018

Subject: **Volunteer Group – Friends of the Dufferin County Forest**

In Support of Strategic Plan Priorities and Objectives:

Communication and Connection: 2.1 Connect with Residents

Good Governance: 3.3 Improve Policies, Practices and Procedures

Purpose

The purpose of this report is to explain the formation of a volunteer group aimed to assist with several activities within the Dufferin County Forest. The group will be known as the Friends of the Dufferin County Forest (the Friends) and will work with staff to implement the approved Dufferin County Forest Management Plan and the associated Recreation Policy and the applicable By-law(s).

Background & Discussion

Many municipalities benefit greatly from formal volunteer groups created to assist with specified tasks within their managed forests. In line with this, the County Forest Division of the Dufferin Public Works Department intends to develop such a group that will be known as the Friends of the Dufferin County Forest (the Friends). The Friends will enhance initiatives discussed within the recently approved Dufferin County Forest Management Plan, the associated Recreation Policy, and the applicable By-law(s). They will work closely with, and act under the direction of, the County Forest Manager. It is intended that the group will work fully within the terms of the approved documents and any initiatives outside of these terms will follow the appropriate path to obtain any necessary approvals.

It is proposed that the Friends will assist with many tasks within the Forest. These tasks will include, but not be limited to, general trail development and maintenance activities, installation of signage, removal of litter, assisting with communications and education of users, etc.

A draft Terms of Reference for the group is attached as developed through consultation with, and input from, the Dufferin County Forest Advisory Team.

Financial, Staffing, Legal and IT Considerations

There are no new costs associated with what is explained in this report.

Strategic Direction and County of Dufferin Principles

Developing a structured and functional volunteer group for programs within the County Forests as they relate to the approved Forest Management Plan and the embedded Operating Plan is Good Governance 3.3 that promotes Communication and Connections with residents and stakeholders 2.1. The Dufferin County principles are adhered to as follows:

1. We Manage Change – working to promote a sustainable and growing County Forest presence within Dufferin;
2. We Deliver Quality Service – ensuring the efficient implementation of the Dufferin County Forest Management Plan, as well as the associated Recreation Policy and the applicable By-law(s);
3. We Communicate – ensuring that information pertaining to the County Forest properties is readily available for the public and stakeholders;
4. We Make Good Decisions – by working with public members of the Dufferin County Forest Advisory Team to make informed and thoughtful recommendations that are reflective of the needs of the County Forest and community.

Recommendation

THAT Report, Volunteer Group - Friends of the Dufferin County Forest, from the Director of Public Works/County Engineer, dated June 28, 2018 be received;

AND THAT staff be authorized to proceed with formation of the Friends of the Dufferin County Forest volunteer group as described in the report and the attached Terms of Reference.

Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer

Terms of Reference: Friends of the Dufferin County Forest (FDCF)

Purpose:

The Friends of the Dufferin County Forest, herein referred to as the Friends, is a volunteer group comprised of individuals who are committed to supporting approved activities within the properties collectively known as the Dufferin County Forest.

The Friends volunteers will play a crucial hands-on role with a multitude of activities within the County Forest, with a focus on recreational needs related to trails. Tasks for the group will include, but not be limited to, trail construction, trail safety and signage, trail maintenance, invasive species removal, promotion and education about the County Forest, removal of litter, etc., as directed by the County Forest Manager.

Dufferin County Forest Goal:

Each member of the Friends will understand and support the objectives of the approved Dufferin County Forest Management Plan, the goal of which is as follows:

To protect the quality and integrity of ecosystems in the Dufferin County Forest, including air, water, land and biota; and, where quality and integrity have been diminished, to encourage restoration or remediation to healthy conditions; while providing a variety of social and economic benefits to the public.

Key Points of Understanding:

- Safety is paramount;
- Protecting the ecosystems and natural state of the Dufferin County Forest is considered a top priority while offering approved recreational pursuits;
- The Dufferin County Forest is not parkland, preserve or intended for single-use, however, some areas may not be suitable for all activities and;
- The Dufferin County Forest is owned and managed by the Corporation of the County of Dufferin, and is not Crown Land.

Member Eligibility:

Any individual over the age of 16 who subscribes to, supports, and adheres to the intent of the Dufferin County Forest Management Plan and the associated policy(ies) and by-law(s), as well as the purpose of the Friends as described within this document.

Operating Structure:

As described above, the Friends will work closely with, and under the direction of, the County Forest Manager. Tasks for the group will include, but not be limited to, trail construction, trail safety and signage, trail maintenance, invasive species removal, promotion and education about the County Forest, removal of litter, etc.

All activities performed by the Friends will be per the direction of the County Forest Manager. It is understood that in certain circumstances, consultation, guidance, support or approval beyond the Forest Manager may be required. This will be obtained by the Forest Manager from either the Director of Public Works, the Dufferin County Forest Advisory Team, the Infrastructure and Environmental Services Committee, or Dufferin County Council as determined on a case-by-case basis.

The operating structure of the Friends may be modified from time to time as deemed necessary by the County Forest Manager. In the event that a more formal operating or alternative structure for the Friends is deemed to be necessary by the County, the changes will be communicated to the Friends members to ensure full understanding. In support of continual improvement, members of the Friends are welcome to provide feedback and/or suggestions towards the operating structure.

Members of the Friends will be required to annually sign a waiver in order to maintain membership. The current waiver form is attached and may be modified from time to time as necessary. Members of the Friends will receive insurance coverage through the County's insurance while performing volunteer duties for the County. As several activities performed by the Friends may require the use of power equipment and tools (chainsaws, etc.), certification and/or training may be required from time to time. Proof of such certification and/or training must be provided to the County Forest Manager prior to any member proceeding with such activities.

Waiver



VOLUNTEER WAIVER

I, _____ acknowledges, appreciates and agrees:
(Full Name of the Volunteer)

1. As a volunteer for the County of Dufferin, I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, both known and unknown, while performing my duties as a volunteer.
2. I understand that my duties will be rendered without payment for same, nor will I be entitled to any benefits normally provided by the County of Dufferin including WSIB. I will be responsible for my own health insurance.
3. I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, HEREBY RELEASE AND HOLD HARMLESS the County of Dufferin and it's employees from and against all claims and proceedings, WITH RESPECT TO ANY INJURY, DISABILITY, DEATH OR LOSS OR DAMAGE TO PROPERTY RESULTING FROM BEING A VOLUNTEER for the County of Dufferin.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTIONS OF RISK AGREEMENT. I FULLY UNDERSTAND ITS TERMS AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Signature of Volunteer

Date

To be signed by parent/guardian if the volunteer is under the age of 16.

NAME: _____ PHONE NO: _____

Signature of Parent/Guardian

Date



REPORT TO COMMITTEE

To: Chair Aultman and Members of Infrastructure and Environmental Services Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Date: June 28, 2018

Subject: Trail Planning and Development – Dufferin County’s Role

In Support of Strategic Plan Priorities and Objectives:

Communication and Connection: 2.2 Foster two way communication with lower tiers

Purpose

The purpose of this report is to update Committee and Council on the discussion of what role Dufferin County plays with respect to recreational trails within the County.

Background & Discussion

For some time now, there has been a question as to what role the County plays in the planning and development of recreational trails throughout the County of Dufferin. Some volunteer groups have expressed an interest in the County taking on a lead role on trails planning and development. For example, HCIA has requested that the County of Dufferin spearhead a regional trails Council initiative. In January 2018, Dufferin County’s CAO presented a report to Council that, among other items, noted that staff intended to investigate this question.

Through discussion with key staff at each of Dufferin’s member municipalities, it has become clear that continued collaboration where appropriate is the desired approach. Based on these discussions, local staff have expressed that each municipality in Dufferin County has and should continue to hold an equal seat at the table for any collaborative discussion regarding trails development and planning that impacts the County as a whole. In line with this, there is general consensus that each should continue to manage their recreational trails assets as they are currently.

Ultimately, the County and each member municipality within, will continue to be responsible for their specific trails assets and collaborate whenever there is benefit. Similarly each municipality will continue to determine if and when it is appropriate to partner with external organizations and volunteer groups. Should the municipalities make specific requests for the County to coordinate a collaborative effort on a specific initiative such requests will be considered as they arise.

Financial, Staffing, Legal and IT Considerations

There are no new costs associated with what is explained in this report.

Strategic Direction and County of Dufferin Principles

Openly communicating with Dufferin's member municipalities encourages sharing of information and strengthens relationships that directly support the strategic objective to foster two way communication with lower tiers. The Dufferin County principles are adhered to as follows:

1. We Manage Change – proactively discussing initiatives of public interest with municipal colleagues as they arise;
2. We Deliver Quality Service – understanding local municipal perspectives to better understand opportunities for collaboration;
3. We Communicate – ensuring that discussions with key municipal staff occur openly and in a timely manner;
4. We Make Good Decisions – through an informed dialogue with local municipal colleagues.

Recommendation

THAT Report, Recreation and Trails – Dufferin County's Role, from the Director of Public Works/County Engineer, dated June 28, 2018 be received.

Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer



REPORT TO COMMITTEE

To: Chair Aultman and Members of Infrastructure and Environmental Services Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Meeting Date: June 28, 2018

Subject: **County Office Building Accessibility – North Elevator**

In Support of Strategic Plan Priorities and Objectives:

Service Excellence: 4.0

Purpose

The purpose of this report is seek authorization to proceed with construction of new elevator at the north entrance of the 55 Zina Street County office building. Under current conditions, the north entrance does not offer a practical level of accessibility.

Background & Discussion

Accessibility standards for buildings have improved drastically in recent years. From a municipal perspective, these standards work to enable all members of the public to easily reach the services they need. Along with these improved standards, there is a reasonable expectation that municipal buildings should provide an environment that offers a barrier free experience for those with mobility issues. Exploring ways to improve this experience is ongoing within the Facilities Division at Dufferin County.

Over the past years, numerous instances have occurred where the existing open style lift configuration at the main parking lot entrance (off Elizabeth Street) of the County office building has resulted in a negative and sometimes degrading experience for people with mobility concerns that cannot navigate the stairs. This existing elevator is an open style lift that requires assistance from trained staff to operate and is not operable by the general public per TSSA regulation. This often leaves residents waiting to gain access to service floors within the building. This is an unnecessary barrier that does not offer the high level of accessibility that is expected from a municipality.

Staff propose to proceed with investigating, designing and constructing a full function elevator in this location that will allow access to all 3 floors. This will be an industry standard unit similar to those throughout the facility that can be operated by the public. The estimated cost for the project is \$250,000 to \$300,000 and staff propose to draw from the Rate Stabilization Reserve to fund the project.

Financial, Staffing, Legal and IT Considerations

The estimated cost of \$250,000 to \$300,000 can be drawn from the Rate Stabilization Reserve.

Strategic Direction and County of Dufferin Principles

Enhancing accessibility within the County municipal office building will ensure that all members of the public can access the services they need easily. This initiative supports the strategic objective of service excellence to the public. The Dufferin County principles are adhered to as follows:

1. We Manage Change – recognizing that conditions can be improved to enhance the Dufferin service experience;
2. We Deliver Quality Service – ensuring that County facilities are fully accessible to all members of the public;
3. We Communicate – by sharing timely and accurate project updates through Council;
4. We Make Good Decisions – by performing thorough preliminary investigations that ensure informed and thoughtful decisions that are reflective of the needs of those affected.

Recommendation

THAT Report, County Office Building Accessibility – North Elevator, from the Director of Public Works/County Engineer, dated June 28, 2018 be received.

AND THAT staff be approved to proceed with the construction of a new elevator adjacent to the north access of the 55 Zina Street County Office Building;

AND THAT the project be funded through the Rate Stabilization Reserve.

Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer



Existing Open Lift – Ground Floor



Existing Open Lift – Ground Floor Controls



Existing Open Lift – Main Floor



Existing Open Lift – Main Floor Controls



REPORT TO COMMITTEE

To: Chair Aultman and Members of Infrastructure and Environmental Services Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Meeting Date: June 28, 2018

Subject: Capital Project Update – June 2018

In Support of Strategic Plan Priorities and Objectives:

Service Excellence: 4.1 Close the infrastructure gap.

Purpose

The purpose of this report is to provide Committee and Council with an update regarding the 2018 Public Works - Transportation Capital Projects.

Background & Discussion

As part of the County's 2018 Capital budget, the following roadwork has been approved for completion this year (see attached location map).

Item No.	Location	Description	Length (km)	From/To	Status	Const. Start	Antic. Completion
R1	CR11	Resurfacing & Culverts	4.4	25 SR to 2 nd Line, Amaranth	Ongoing	June	August
R2	CR109	Resurfacing & Culverts	3.5	16th Line to CR12, Amaranth / East Garafraxa	Tender Awarded	July	September
R3	CR17	Resurfacing & Culverts	4.1	CR124 to CR19, Mulmur / Melancthon	Tender Awarded	June	August
R4	CR9	Resurfacing & Culverts	3.6	Hwy 10 to CR2, Melancthon	Ongoing	June	July
R5	CR23	Resurfacing & Culverts	3.0	CR3 to East Garafraxa - Caledon TL, East Garafraxa	Tender Awarded	July	September
R6	CR21	Reconstruction	1.1	Between 4 th Line and 5 th Line Melancthon	Material Procurement	August	September
Total Road Length (km)			19.7				

As part of the County's 2018 Capital budget, the following bridge/large culvert work has been approved for completion this year (see attached location map).

Item No.	Location	Structure	Action	Status	Construction Start	Anticipated Completion
S1	CR109, 0.2 km West of County Road 5	Byers Drain Culvert 004-0167	Replace	Tender Awarded	July	September
S2	CR109, 0.6 km East of County Road 25	Culvert 4-168 004-0168	Replace	Tender Awarded	September	October
S3	CR109, 0.2 km West of County Road 24	Grand River Bridge 004-0115	Rehab.	Tender Awarded	August	September
S4	CR10, 4.4 km West of Dufferin Road 12	Burnside Bridge 004-0067	Rehab.	Tender Awarded	July	August

Financial, Staffing, Legal and IT Considerations

Through project bundling, the combined value of all tenders for planned 2018 road and bridge construction work is below the total Capital Budget amount.

Strategic Direction and County of Dufferin Principles

Performing Capital road/bridge rehabilitation directly supports the strategic objective to close the infrastructure gap. The Dufferin County principles are adhered to as follows:

1. We Manage Change – addressing the infrastructure gap while being cognisant of economic conditions;
2. We Deliver Quality Service – administering high quality, cost-effective Capital projects that reflect the needs of the community;
3. We Communicate – by sharing timely and accurate project updates through Council and posting notices for the community;
4. We Make Good Decisions – by performing thorough preliminary investigations that ensure informed and thoughtful project decisions that are reflective of the needs of those affected.

Recommendation

THAT Report, Capital Project Update – June 2018, from the Director of Public Works/County Engineer, dated June 28, 2018 be received.

Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer



(R1) Dufferin County Road 11 – Culvert Replacement



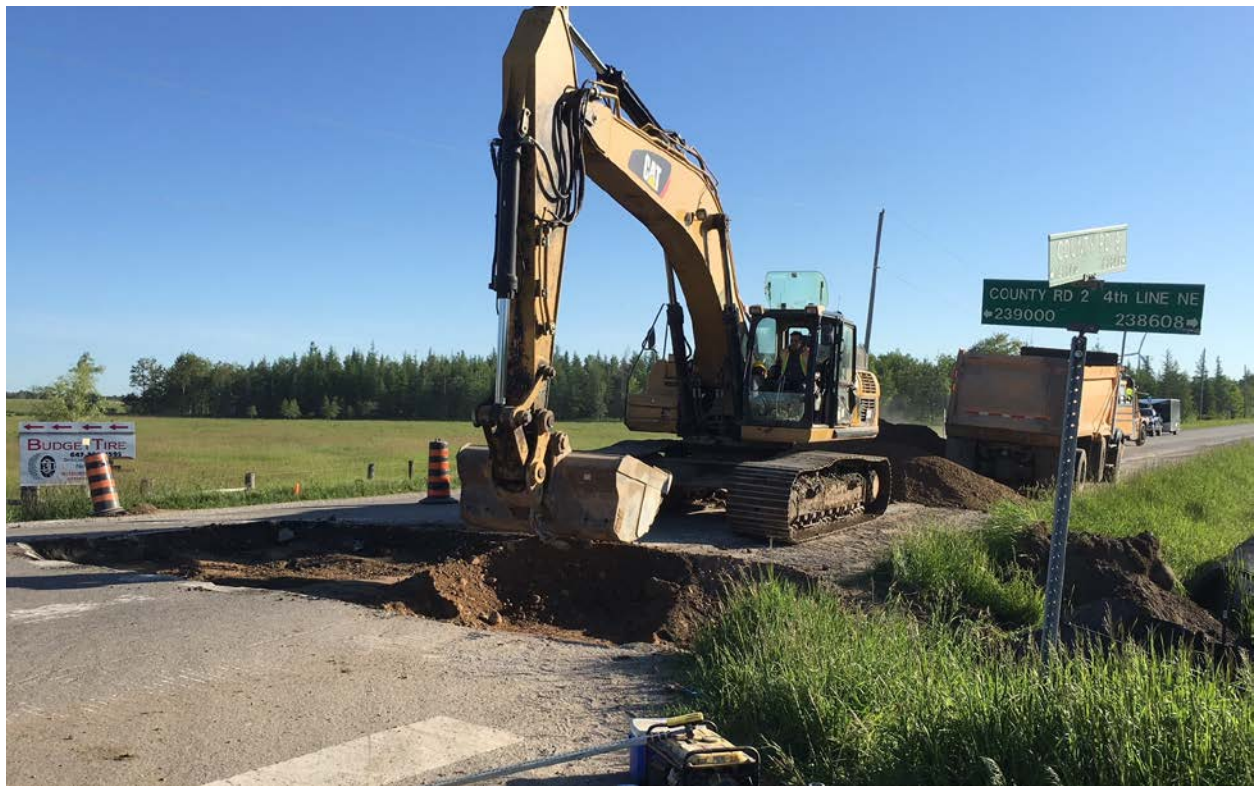
(R1) Dufferin County Road 11 – Culvert Removal



(R1) Dufferin County Road 11 – Culvert Installation



(R1) Dufferin County Road 11 – Erosion Protection



(R4) Dufferin County Road 9 – Culvert Replacement



REPORT TO COMMITTEE

To: Chair Aultman and Members of Infrastructure and Environmental Services Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Meeting Date: June 28, 2018

Subject: County Road Issues – Mulmur Township Resolution

In Support of Strategic Plan Priorities and Objectives:

Good Governance: 3.3 Improve Policies, Practices and Procedures.

Purpose

The purpose of this report is to update Committee and Council on planned actions in line with the review of a resolution received in December 20, 2017 from the Township of Mulmur. The resolution pertained to road safety concerns in specific areas of Dufferin County Roads within the Township of Mulmur.

Background & Discussion

In December of 2017, the Township of Mulmur brought forward a motion (attached) pertaining to some safety concerns on certain sections of Dufferin County roads. The motion was then discussed at the January 2018 Dufferin Public Works Committee. From this meeting, staff were directed to investigate the items when the winter weather had passed and report back to Committee on any appropriate actions. This investigation is now complete and through a review of traffic data, onsite observations, and discussion with Dufferin OPP and Township of Mulmur staff, staff have determined that the following would be appropriate for implementation (figure attached):

- Primrose Elementary School on Dufferin Road 19:
 - A no stopping zone from 40 m south to 140 north of the centreline of the school entrance on the east and west side of the roadway. Following onsite observations, parking along the roadway in front of the school can create a safety concern and should therefore be prevented. This requires an amendment to Schedule B of By-law 2005-32.
 - Installation of a Community Safety Zone from 450 m south to 450 north of the centreline of the school entrance. Community Safety Zones are typically installed where high levels of collision are observed within built-up areas within a community, near schools, day cares, playgrounds, parks,

hospitals, etc. For this location, close proximity to the Primrose School was strongly considered in the review. Based on traffic data, nearly 25% of motorists are travelling at a speed greater than 20 km/h over the posted speed limit in the area. In conjunction with enforcement, a Community Safety Zone can enhance safety within the school area. Based on this and through discussion with Dufferin OPP, installation of a Community Safety Zone in this location may be beneficial. This requires an amendment to Schedule I of By-law 2005-32.

- Staff have already installed school bus turning ahead signs both north and south of the school entrance to highlight school activity.
- Intersection of Dufferin Road 17 & 19:
 - Installation of a four-way overhead flashing beacon. A four-way beacon will offer a visual advanced notification of the intersection.
 - Installation of rumble strips north and south of the intersection stop signs. Rumble strips will offer an audible advanced notification of the intersection.
- Dufferin Road 17 & 18 in Mansfield:
 - Installation of a Community Safety Zone along Dufferin Road 17, covering a length of 675 m east from Dufferin Road 18, and also along Dufferin Road 18, covering a length from 250 m north to 615 m south of Dufferin Road 17, in Mansfield. Community Safety Zones are typically installed where high levels of collision are observed in built-up areas within a community, near schools, day cares, playgrounds, parks, hospitals, etc. For this location, the built up community, local shops, park area, and consultation with Dufferin OPP was strongly considered in the review. Through review of traffic data, over 48% of motorists are travelling at a speed greater than 20 km/h over the posted speed limit in this location. Based on this and through discussion with Dufferin OPP, installation of a Community Safety Zone in this location may be beneficial. This requires an amendment to Schedule I of By-law 2005-32.
- Propose to purchase radar signs for OPP:
 - Purchase one sign at a cost of approximately \$12,500 for use throughout the County. Through discussion with Dufferin OPP, the provision of a mobile radar activated speed notification sign for use throughout the County would assist with enforcement efforts.

Staff intend to proceed with each of the above at the first opportunity during Summer 2018.

Financial, Staffing, Legal and IT Considerations

Funds are available through the current year budget.

Strategic Direction and County of Dufferin Principles

Reviewing road safety concerns directly supports the strategic objective to improve practices through informed decisions. The Dufferin County principles are adhered to as follows:

1. We Manage Change – continually reviewing changing conditions throughout the County road network;
2. We Deliver Quality Service – ensuring that the perspectives of applicable agencies are considered;
3. We Communicate – by sharing timely and accurate updates through Council in response to local municipal requests;
4. We Make Good Decisions – by performing thorough preliminary investigations that ensure informed and thoughtful decisions that are reflective of the needs of those affected.

Recommendation

THAT Report, County Road Issues – Mulmur Township Resolution, from the Director of Public Works/County Engineer, dated June 28, 2018 be received.

AND THAT the By-law 2005-32 be amended to include the following No Stopping Zone in Schedule B

Dufferin Rd.	From	To
19	A point situated at 40 m south of the centreline of the Primrose Public School entrance	A point situated at 140 m north of the centreline of the Primrose Public School entrance

AND THAT the By-law 2005-32 be amended to include the following Community Safety Zone in Schedule I

Dufferin Rd.	From	To
19	A point situated at 450 m south of the centreline of the Primrose Public School entrance	A point situated at 450 m north of the centreline of the Primrose Public School entrance

AND THAT the By-law 2005-32 be amended to include the following Community Safety Zone in Schedule I

Dufferin Rd.	From	To
17	A point situated at the east limit of Dufferin Road 18	A point situated at 675 m east of the east limit of Dufferin Road 18

AND THAT the By-law 2005-32 be amended to include the following Community Safety Zone in Schedule I

Dufferin Rd.	From	To
18	A point situated at 615 m south of the centreline of Dufferin Road 17	A point situated at 250 m north of the centreline of Dufferin Road 17

Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer

December 20, 2017

Mr. Scott Burns, Director of Public Works
County of Dufferin
55 Zina Street,
Orangeville, On. L9W 1E5

Dear Mr. Burns:

Re: County Road Issues

Mulmur Township Council at their meeting on Wednesday, December 13th passed the following motion with regards to Dufferin County Road issues;

“That whereas the comprehensive report to reduce speeding in Mulmur contains recommendations that pertain to roads under the authority of Dufferin County,

Therefore be it resolved that Mulmur Council recommend that County Council undertake the following measures:

Purchase and install Community Safety Zone signs in the following locations:

- East and west of Honeywood
- North, east and south of Mansfield
- North and south of Primrose Elementary School

Purchase and install speed reduction warning signs before each of the aforementioned signs at the Primrose Elementary School;

Purchase and install an overhead flashing light at the school bus entrance to Primrose Elementary School;

Purchase and install an overhead flashing light at the intersection of County Roads 17 and 19;

Create a set of ‘rumble strips’ on the roadway south of the stop sign on County Road 19 at County Road 17;

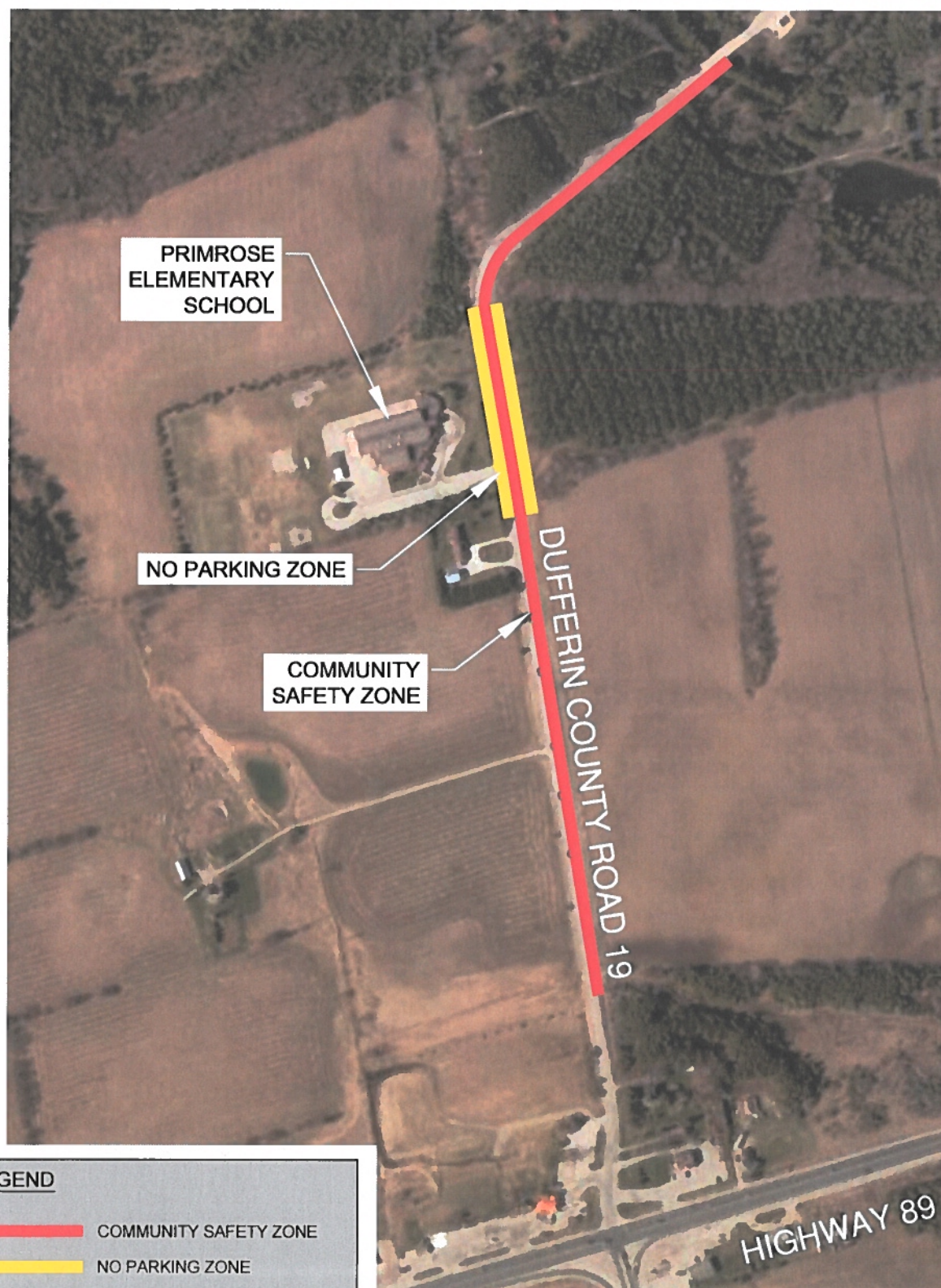
These measures should be undertaken in consultation with Mulmur staff.”

Should you have any questions, do not hesitate to contact me.

Yours truly,



Terry Horner, AMCT
CAO/Clerk



LEGEND

- COMMUNITY SAFETY ZONE
- NO PARKING ZONE



ADDRESS: 55 ZINA ST., ORANGEVILLE, ON. L9W 1E5
TEL. NO.: (519)-941-2816 X 2600

DRAWN BY:	DATE
B.G.	06/20/2018
DESIGNED BY:	DATE
S.B.	06/19/2018
CHECKED BY:	DATE
S.B.	06/20/2018
APPROVED BY:	DATE

DWG 1 OF 1

DRAWING TITLE:

DUFFERIN COUNTY ROAD 19
COMMUNITY SAFETY ZONE

SCALE 1:5,000

DRAWING NO. 1



LEGEND



FLASHING BEACON AND
RUBBLE STRIPS



ADDRESS: 55 ZINA ST., ORANGEVILLE, ON. L9W 1E5
TEL. NO.: (519)-941-2816 X 2600

DRAWN BY:	DATE
B.G	06/20/2018
DESIGNED BY:	DATE
S.B.	06/19/2018
CHECKED BY:	DATE
S.B.	06/20/2018
APPROVED BY:	DATE

DRAWING TITLE:

DUFFERIN COUNTY ROAD 19
AND DUFFERIN COUNTY
ROAD 17 INTERSECTION

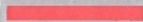
DWG 1 OF 1

SCALE 1:5,000

DRAWING NO. 1



LEGEND

 COMMUNITY SAFETY ZONE



ADDRESS: 55 ZINA ST., ORANGEVILLE, ON. L9W 1E5
TEL. NO.: (519)-941-2816 X 2600

DRAWN BY:	DATE
B.G	06/20/2018
DESIGNED BY:	DATE
S.B.	06/19/2018
CHECKED BY:	DATE
S.B.	06/20/2018
APPROVED BY:	DATE

DWG 1 OF 1

DRAWING TITLE:

**MANSFIELD
COMMUNITY SAFETY ZONE**

SCALE **1:5,000**

DRAWING NO. **1**



REPORT TO COMMITTEE

To: Chair Aultman and Members of Infrastructure and Environmental Services Committee

From: Scott C. Burns, Director of Public Works/County Engineer

Meeting Date: June 28, 2018

Subject: **Snow Plow Purchase**

In Support of Strategic Plan Priorities and Objectives:

Good Governance: 3.3 Improve Policies, Practices and Procedures.

Purpose

The purpose of this report is to seek authorization from Council to begin the purchase process for a 2019 snow plow.

Background & Discussion

In recent years staff have experienced an increase in delays for the delivery of snow plows purchased for the Public Works fleet. A typical turn around period is now expected to be approximately one year. Because of this, staff will often seek Council approval to commence the purchase process well in advance of the year in which the purchase is intended to take place. Staff are currently seeking such approval to commence the purchase of a plow intended for service during the 2019/2020 winter. This purchase is included within the 10-year Capital Plan. If the process does not commence soon, there is a risk that the equipment will not be available for the intended winter. The request is being made now due to the potential of Council's decision making ability becoming limited due to the upcoming municipal election.

Based on the asset management approach used to fund the County's Equipment Reserve, which supports the County snow plow fleet, funds will be available for the purchase with no additional impact on the tax levy in 2018 or 2019. Moving forward, the budget process will be modified to show equipment items within the year of commitment in order to avoid the need for further requests of this type.

Financial, Staffing, Legal and IT Considerations

Funds for the purchase will be provided through the equipment reserve.

Strategic Direction and County of Dufferin Principles

Ensuring that equipment is available to meet maintenance requirements directly supports the strategic objective of ensuring compliance with standards and requirements. The Dufferin County principles are adhered to as follows:

1. We Manage Change – recognizing the need to adjust the timing of a purchase to accommodate changes in the industry;
2. We Deliver Quality Service – ensuring that equipment is available to provide the standard of care expected by the motoring public;
3. We Communicate – by sharing timely and informed requests through Council;
4. We Make Good Decisions – ensuring that decisions are based on firm logic towards meeting the needs of those affected.

Recommendation

THAT Report, Snow Plow Purchase, from the Director of Public Works/County Engineer, dated June 28, 2018 be received.

AND THAT staff be authorized to proceed with the purchase.

Respectfully Submitted By:

Scott C. Burns, P.Eng., C.E.T.
Director of Public Works/County Engineer