
**TOWNSHIP OF WEST LINCOLN
PUBLIC WORKS/RECREATION/ARENA
COMMITTEE AGENDA**

MEETING NO. SEVEN HELD: Monday, September 18, 2017 Township Administration Building, 318 Canborough Street, Smithville – immediately following Administration/ Finance/Fire Committee meeting

*****NOTE TO MEMBERS OF THE PUBLIC:** All Cell Phones, Pagers and/or PDAs to be turned off. Additionally, for your information, please be advised that we are Audio/Video recording this meeting.***

1. **CHAIR:** Councillor Jason Trombetta
2. **CHANGE IN ORDER OF ITEMS ON AGENDA:**
3. **DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST:**
4. **APPOINTMENTS:**
NOTE: Procedural By-law Section 6.5(c) - Scheduled Appointments and/or Presentations - Each scheduled appointment or presentation shall be allocated a maximum of ten minutes, exclusive of the time required to answer questions from Members of Council (some exceptions apply)
5. **REQUEST TO ADDRESS ITEMS ON THE AGENDA:**
NOTE: Section 10.13(5) – General Rules - One (1) hour in total shall be allocated for this section of the agenda and each individual person shall only be provided with **five minutes** to address their issue (some exceptions apply). A response may not be provided and the matter may be referred to staff.

The Chair to inquire if there are any members of the public present who wish to address any items on the Public Works/Recreation/Arena Committee agenda

6. **CONSENT AGENDA ITEMS:**
7. **COMMUNICATIONS:**

- (a) **ITEM PW45-17**
Chris Zanuttini, Principal - St. Martin Catholic Elementary School
Re: Request for Additional Crossing Guard at Streamside Drive

Page 4

RECOMMENDATION:

That, the correspondence dated August 31, 2017, from Chris Zanuttini, Principal - St. Martin Catholic Elementary School, requesting that an additional crossing guard be placed at Streamside Drive, be received and referred to staff for review and report.

8. STAFF REPORTS:

(a) **ITEM PW46-17**

Manager of Road Operations, Water & Wastewater (Steve McGean)
Re: Recommendation Report RFD PW-27-2017 – Speed Limit Reduction in the Hamlet of Silverdale on Sixteen Road and Silverdale Road

Page 5-6

RECOMMENDATION:

1. That, Report RFD PW-27-2017, re: Speed Limit Reduction in the Hamlet of Silverdale on Sixteen Road and Silverdale Rd, dated September 18, 2017 be received; and,
2. That, Council amend Schedule 'W' of By-Law 89-2000, by reducing the speed limit from 80 kilometres per hour to 60 kilometres per hour on Sixteen Road from 500 metres West of Silverdale Road to 500 metres East of Silverdale Rd; and,
3. That, Council amend Schedule 'W' of By-Law 89-2000 by reducing the speed limit from 80 kilometres per hour to 60 kilometres per hour on Silverdale Road from 500 metres South of Sixteen Rd to 500 metres North of Sixteen Rd.

(b) **ITEM PW47-17**

Director of Public Works & Engineering (Brent Julian) & Coordinator of Engineering Services (Jennifer Bernard)
Re: Recommendation Report RFD PW-28-2017 – Speed Limit Reduction on South Grimsby Road 6

Page 7-8

RECOMMENDATION:

1. That, Report RFD PW-28-2017, re: Speed Limit Reduction on South Grimsby Road 6, dated September 18, 2017 be received; and,
2. That, Council amend Schedule 'W' of By-Law 89-2000 by adding a speed limit restriction of 50 kilometres per hour (kph) on South Grimsby Road 6 from Regional Road 20 to 200 metres South of Regional Road 20.

(c) **ITEM PW48-17**

Coordinator of Recreation Services (Wendy Beaty)
Re: Recommendation Report RFD PW-29-2017 – Harvest Routes – Request for Approval of One Refreshment Cart License

Page 9-10

RECOMMENDATION:

1. That, Report No. RFD PW-29-2017, dated September 18, 2017, regarding "Harvest Routes – Request for Approval of One Refreshment Cart License be received; and,
2. That, the following application for Refreshment Cart License to operate on Saturday, September 30th, 2017 for a one day event as part of the Township's Harvest Routes festival, be received and approved subject to the applicants meeting the requirements of the Refreshment Cart Licensing By-law 2010-20 as confirmed by the Coordinator of Recreation Services:
 - i) I Dream of Weenie (Owner – Amber Hendricks)and,
3. That, this recommendation be approved prior to ratification of Council in order to provide sufficient time to promote the refreshment vehicles/carts at the Harvest Routes festival.

9. OTHER BUSINESS:

(a) **ITEM PW49-17**

Members of Council

Re: Other Business Items of an Informative Nature

10. NEW BUSINESS:

NOTE: Only for items that require immediate attention/direction and must first approve a motion to introduce a new item of business. (Motion Required)

11. CONFIDENTIAL MATTERS:

12. ADJOURNMENT:

The Chair declared the meeting adjourned at the hour of _____.



St. Martin Catholic Elementary School

18 Streamside Dr., Smithville, ON L0R 2A0
P (905) 957-3032 – F (905) 957-4093



Mr. C. Zanuttini
Principal

Mrs. K. Dyson-D'Onofrio
Secretary

August 31, 2017

Township of West Lincoln
318 Canborough St
Smithville, ON
L0R 2A0

To Whom It May Concern,

Out of concern for the safety of our students, we would like to request an additional crossing guard to be placed at Streamside Drive as there could potentially be 36 students crossing at that location.

Rob Berketo, Systems Manager at NSTS is also aware of this request

Thank you,

Chris Zanuttini
Principal

DATE: September 18, 2017
REPORT NO: RFD PW-27-2017
SUBJECT: Speed Limit Reduction in the Hamlet of Silverdale on Sixteen Road and Silverdale Road
CONTACT: Steve McGean, Manager of Operations
Brent Julian, C.Tech., rcji, Director of Public Works and Engineering

OVERVIEW:

- Public Works has reviewed several concerns regarding safety for pedestrians and vehicular traffic
- It is recommended that speed limits be reduced on Sixteen Road and Silverdale Road in the Hamlet of Silverdale as identified in this report

RECOMMENDATION:

1. That, Report RFD PW-27-2017, re: Speed Limit Reduction in the Hamlet of Silverdale on Sixteen Road and Silverdale Rd, dated September 18, 2017 be received; and,
2. That, Council amend Schedule 'W' of By-Law 89-2000, by reducing the speed limit from 80 kilometres per hour to 60 kilometres per hour on Sixteen Road from 500 metres West of Silverdale Road to 500 metres East of Silverdale Rd; and,
3. That, Council amend Schedule 'W' of By-Law 89-2000 by reducing the speed limit from 80 kilometres per hour to 60 kilometres per hour on Silverdale Road from 500 metres South of Sixteen Rd to 500 metres North of Sixteen Rd.

BACKGROUND:

Public Works has been advised of concerns regarding safety for pedestrians and vehicular traffic. Concerns received were regarding vehicle volumes and speeds in the Hamlet area of Silverdale. As a result, Public Works reviewed the traffic in the area of Sixteen Road and Silverdale Rd.

CURRENT SITUATION:

Sixteen Road and Silverdale Road are Class 4 arterial thoroughfare roads, which are designed to take higher capacity traffic. The area of concern is the 4-way stop at Sixteen Road and Silverdale Road. There are consistent complaints about vehicles going too fast to stop in time at the 4-way stop. Also excessive speeds in the area are putting pedestrians at a greater risk, as there are no sidewalks to utilize. The Silverdale Community Centre is also located at this intersection. At the Community Centre, there is a playground very close to the corner that children use regularly. To get to this playground, pedestrians must walk along the roadway. The current speed limit on Silverdale Road and Sixteen Road approaching the intersection is 80 kilometres per hour, which is typical for this class of road in a rural setting. However with the 4-way stop and pedestrians using the roadway, this speed is a hazard. Traffic counts for the roads leading to the intersection show an average annual daily count of 254 vehicles per day. The 85th percentile of vehicle speeds is the industry standard measurement rating of typical vehicle speeds for a roadway. The average 85th percentile for this area around the intersection was recorded as 91 kilometres per hour. These speeds are typically within the acceptable range in a rural setting. However, in a Hamlet where pedestrians use the road, the Township is

at risk of liability should there be an incident. Public Works is recommending reducing the speed limit to 60km/h on Sixteen Road from 500 metres East of Silverdale Road to 500 West of Silverdale Road. Public Works is recommending reducing the speed limit to 60km/h on Silverdale Road from 500 metres North of Sixteen Road to 500 metres South of Sixteen Rd. Staff therefore recommends amending Schedule 'W' of By-Law 89-2000 to add the following:

Schedule 'W' to By-Law 89-2000 Speed Limits			
Column 1	Column 2		Column 3
<u>HIGHWAY</u>	<u>FROM</u>	<u>TO</u>	<u>MAXIMUM SPEED</u> (km/h)
Sixteen Road	500 metres East of Silverdale Road	500 metres West of Silverdale Road	60 km/h
Silverdale Road	500 metres North of Sixteen Road	500 metres South of Sixteen Road	60 km/h

CONCLUSION:

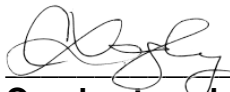
Staff recommends amending Schedule 'W' of By-Law 89-2000 to add restricted speed limits on Sixteen Road and Silverdale Road as outlined above.

Prepared and submitted by:



Steve McGean ORO, CRS
Manager of Road Operations,
Water & Wastewater

Approved by:



Carolyn Langley
Clerk & Acting CAO

DATE: September 18, 2017
REPORT NO: RFD PW-28-2017
SUBJECT: Speed Limit Reduction on South Grimsby Road 6
CONTACT: Jennifer Bernard, C.E.T., Coordinator of Engineering Services
Brent Julian, C.Tech., rcji, Director of Public Works and Engineering

OVERVIEW:

- In consideration of the newly opened St. Martin Catholic Elementary School, Public Works identified the need to reduce the speed limit on a portion of South Grimsby Road 6 for the safety of pedestrians accessing the school property.
- Staff recommends amending Schedule 'W' of By-Law 89-2000 to reduce the speed limit on South Grimsby Road 6 from Regional Road 20 to 200 metres south of Regional Road 20.

RECOMMENDATION:

1. That, Report RFD PW-28-2017, re: Speed Limit Reduction on South Grimsby Road 6, dated September 18, 2017 be received; and,
2. That, Council amend Schedule 'W' of By-Law 89-2000 by adding a speed limit restriction of 50 kilometres per hour (kph) on South Grimsby Road 6 from Regional Road 20 to 200 metres south of Regional Road 20.

BACKGROUND:

Public Works has identified the need for a speed limit reduction on South Grimsby Road 6 for the safety of pedestrians accessing St. Martin Catholic Elementary School.

CURRENT SITUATION:

South Grimsby Road 6 is a rural collector road which serves to connect travelers between Regional Road 20 and Regional Road 14, the current posted speed limit is 70 kph. To exercise due diligence, Public Works reviewed the speed limit on South Grimsby Road 6 in consideration of the safety of pedestrians in the school area.

It was determined that the 70 kph speed limit remains appropriate for the portion of the road to the south of the school area. However, the speed limit should be reduced on South Grimsby Road 6 to 50 kph from Regional Road 20 to 200 metres south of Regional Road 20 to capture the area around the school.

Vehicles travelling south from Regional Road 20 will enter directly into the school area and the posted 50 kph speed limit. Vehicles travelling north toward Regional Road 20 will be made aware of the speed limit reduction through posted signs and will have ample time to reduce their speed prior to entering the school area.

Considering the above, Staff recommends amending Schedule 'W' of By-Law 89-2000 to add the following:

Schedule 'W' to By-Law 89-2000 Speed Limits			
Column 1	Column 2		Column 3
<u>HIGHWAY</u>	<u>FROM</u>	<u>TO</u>	<u>MAXIMUM SPEED</u> (km/h)
South Grimsby Road 6	Highway 20	200 metres south of Highway 20	50 km/h

CONCLUSION:


Staff recommends amending Schedule 'W' of By-Law 89-2000 to reduce the speed limit on a portion of South Grimsby Road 6 as outlined above.

Prepared by:



Jennifer Bernard, C.E.T.
Coordinator of Engineering Services

Submitted by:



Brent Julian C. Tech., rcji
Director of Public Works & Engineering

Approved by:



Carolyn Langley
Clerk & Acting CAO

DATE: September 18, 2017
REPORT NO: RFD PW-29-2017
SUBJECT: Harvest Routes – Request for Approval of One Refreshment Cart License
CONTACT: Wendy Beaty, Coordinator of Recreation Services

OVERVIEW:

This report is provided to request approval for one refreshment cart license for refreshment vehicles/carts being set up at Harvest Routes on September 30, 2017.

RECOMMENDATION:

- (1) That, Report No. RFD PW-29-2017, dated September 18, 2017, regarding “Harvest Routes – Request for Approval of One Refreshment Cart License be received; and,
- (2) That, the following application for Refreshment Cart License to operate on Saturday, September 30th, 2017 for a one day event as part of the Township’s Harvest Routes festival, be received and approved subject to the applicants meeting the requirements of the Refreshment Cart Licensing By-law 2010-20 as confirmed by the Coordinator of Recreation Services:
 - i) I Dream of Weenie (Owner – Amber Hendricks)and,
- (3) That, this recommendation be approved prior to ratification of Council in order to provide sufficient time to promote the refreshment vehicles/carts at the Harvest Routes festival.

ALIGNMENT TO STRATEGIC PLAN:

Values

- Respect and respond to the diverse generational needs of residents

Quality of Life

- Invest in Smithville’s downtown and create a safe, vibrant, pedestrian-friendly core.
- Increase local employment opportunities to support live-work-play strategies

Economic Prosperity & Tourism

- Creating a vibrant, prosperous and desirable community.

BACKGROUND:

In February 2010, Township Council passed By-law No. 2010-20 which regulates and licenses refreshment vehicles, cycles and carts. Subsequently on June 23rd, 2014 an amendment to the Refreshment Cart licensing by-law was adopted which allowed for refreshment vehicles, cycles or carts to be set up at Township organized events subject to paying a daily fee of \$100 as well as meeting the criteria set out in By-law 2010-20 which requires the applicant to provide the following:

- (1) approval of the Medical Officer of Health or designate;
- (2) approval of the Fire Chief or designate, if required;
- (3) compliance certificate under The Ontario Propane Code, if required;
- (4) a site plan setting out the proposed location of the refreshment vehicle or refreshment cart showing the location(s) from which the operator intends to sell.
- (5) every application for a license for a refreshment vehicle, refreshment cart or refreshment cycle shall be approved by Council.

- (6) list of types of refreshments to be sold
- (7) particulars re type of vehicle
- (6) name and address of business
- (7) location and times of operation

CURRENT SITUATION:

On September 30th, 2017, the Township will be hosting the Harvest Routes event, which is a celebration of arts and culture. The event is being held at three locations, College Street Public School, Caistor Community Centre and Gainsborough Public School. As part of the event, two food trucks will participate. "Dog Got It" food cart will be located at College Street Public School in Smithville and "I Dream of Weenie" food cart will be located at Gainsborough Public School in Bismark from 10:00 a.m. to 3:00 p.m.

Dog Got It (Owner – Ken Brunaccioni) currently has an annual License for the operation of his food cart in the Township. He will be participating at the Harvest Routes event, however will not be required to pay the daily license fee as he has already paid an annual license fee. He has met the requirements of the Refreshment Cart Licensing By-law 2010-20 through his annual license.

The Recreation Services Division of the Public Works Department requests that the application for Refreshment Cart License from "I Dream of Weenie" to operate as part of the Township's Harvest Routes event on Saturday, September 30th, 2017, be approved. The applicant has met all of the requirements of the Refreshment Cart Licensing By-law 2010-20.

FINANCIAL IMPLICATIONS:

There are no financial implications to the municipality.

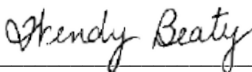
INTER-DEPARTMENTAL COMMENTS:

This report has been reviewed by the Clerk.

CONCLUSION:

In conclusion, the final requirement states that every application for a license for a refreshment vehicle, refreshment cart or refreshment cycle shall be approved by Council; therefore, staff is recommending approval of this license prior to ratification of Council on September 25th, 2017 in order to provide sufficient time to promote the refreshment vehicles/carts at the Harvest Routes festival.

Prepared by:


 Wendy Beaty, B. Ph.Ed.
 Coordinator of Recreation Services

Approved by:


 Carolyn Langley
 Clerk/Acting CAO

"The Township of West Lincoln will be a community that values our heritage, preserves our environmental and natural resources, fosters entrepreneurial spirit and provides excellent quality of life"