



## OPERATIONS COMMITTEE

Monday, January 16, 2012

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A meeting of the Operations Committee was held on Monday, January 16, 2012 at 9:30 a.m. at the County of Renfrew Administration Office, 9 International Drive, Pembroke, Ontario.

Present were: Robert Sweet, Warden  
Walter Stack, Chair

Committee Members: Donald Eady, Audrey Green, Norm Lentz, David Shulist, Harold Weckworth

Staff Present: W. James Hutton, Chief Administrative Officer/Clerk  
David Darch, Director, Public Works & Engineering  
James D. Kutschke, Treasurer/Deputy Clerk  
Steve Boland, Manager, Operations  
Mike Pinet, Manager, Capital Works  
Shelley Kalucki, Administrative Assistant  
Paul Moreau, Director of Development & Property

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Chair Stack called the meeting to order at 9:32 a.m. The roll was called, and no pecuniary interests were disclosed.

### **RESOLUTION NO. OP-C-12-01-01**

Moved by: Mayor Weckworth  
Seconded by: Reeve Lentz

THAT the minutes of November 14 and November 29, 2011 be adopted as printed and circulated.

CARRIED.

### **Public Works & Engineering**

Mr. Darch presented the Public Works & Engineering Department Report, which is attached as Appendix A.

#### 2012 Departmental Business Plan

Mr. Darch overviewed the draft Departmental Business Plan, highlighting proposed goals and objectives for the Department in 2012.

Warden Sweet inquired if the federal/provincial funding being sought by the Department included sustainable gasoline tax. He recommended that it be identified as part of the government funding being pursued.

Mr. Darch confirmed that a provincial gasoline tax will be included in the pursuit of government funding and acknowledged that it should be specific in the Business Plan. The Plan will be revised accordingly.

Warden Sweet inquired if the Master Transportation Strategy will include other modes of travel such as all-terrain vehicles and snowmobiles. Mr. Darch confirmed that staff will be bringing forward a Terms of Reference that will address all modes of transportation.

Mr. Hutton commended Mr. Darch and staff for the effort put into coordinating meetings with the Municipal Public Works Managers' Group and with area municipalities.

Mr. Darch overviewed a chart which clearly demonstrates a significant shortfall in sustainable funding in order to meet County infrastructure rehabilitation needs. Chair Stack acknowledged the funding gap.

Mayor Weckworth advised that the Township of North Algona Wilberforce is proposing to buy property to eliminate the two bridges on Limestone Road and is hoping to get reimbursed by the County for some of the work being proposed. The Township intends to do the work this year. He inquired if funding was in the budget for this purpose. Mr. Darch responded that it will depend on what Committee and Council adopt with regards to the revised Bridge Policy proposed for review at the February Committee/Council meetings.

Warden Sweet commented that the lack of sustainable funding is not unique to Renfrew County. He added that a plan being developed by the Eastern Ontario Wardens' Caucus reveals a widening funding gap. When the plan is completed, Warden Sweet will reveal the contents. He added that it is unnerving given the numbers that are in the plan.

Mayor Eady expressed appreciation to staff for meeting with Horton Township in 2011 and acknowledged the work proposed for the Township in the 10-Year Capital Program.

Noting the development in the Town of Petawawa and Base Petawawa, Mayor Eady inquired if it may be possible for the Committee to visit some of the operations in the field and hear what is proposed for the future.

Warden Sweet responded that the Committee would be welcome to tour the Town of Petawawa area and he would as well speak to the Base Commander and see what he can permit or allow the Committee to view on Base. Chair Stack suggested that the regular business of an upcoming Committee meeting be held at the County Administration Building and then proceed to Petawawa.

Chair Stack, acknowledging the growth in Petawawa, commented on the current and future infrastructure demands also in the Town of Arnprior and the challenges to manage it all.

Mr. Darch stated he believes there is merit in the Committee touring the Petawawa area and will propose that one of the three road tour meeting dates being reviewed by Committee in February, be held in Petawawa.

Reeve Green commented that there are two massive development projects in Petawawa and in Arnprior and reiterated the importance of getting a commitment to extend Highway 417.

Reeve Green extended appreciation to the Operations Committee for meeting with the Town of Renfrew in 2011 and would welcome them again in the future.

**RESOLUTION NO. OP-C-12-01-02**

Moved by: Reeve Green

Seconded by: Mayor Weckworth

THAT the 2012 Departmental Business Plan be received by this Committee and referred for consideration to the January 19, 2012 Budget Workshop as part of the 2012 budget presentation.

CARRIED.

2012 Departmental Budget

Mr. Hutton thanked staff for the effort in developing the Departmental budget.

For Committee's information, Mr. Hutton provided a review of the 2012 Corporate budget, summarizing that the percentage increase of County taxation after the application of real assessment growth is 1.4 percent. He added that each Committee will be reviewing and considering the Departmental budgets at the January meetings with the Corporate consolidated budget being presented at the budget workshop being held on January 19, 2012.

Warden Sweet informed Committee that the education tax as levied by the province is down 4.2 percent. He added that Department Heads have worked very hard on preparing their budgets and he is looking forward to the workshop on Thursday. He is optimistic that there will be a good working budget going forward.

Mayor Shulist entered the meeting at 10:30 a.m.

Mr. Darch overviewed the Departmental budget referring to the individual supporting schedules, and particularly the Capital operating program and the Administration portion of the draft budget.

Mr. Darch advised Committee that due to a staff vacancy, the Department has not been able to undertake the extent of infrastructure management work that is required to assess timely rehabilitation of the Department's municipal infrastructure. As the Department is in a second round of advertising for the position, Chair Stack suggested that the Department should have a strategy if they are unable to fill the position. Mr. Darch concurred, highlighting the requirement for bridge inspections. He is hopeful to get a candidate from the second round of applications received.

Staff will investigate and respond to Reeve Green's inquiry regarding the \$12,793 in recoveries received in 2009.

Mr. Darch overviewed Road Revenues in Schedule A and noted the 3% increase in municipal contributions over the 2011 budget. He explained that this includes a 2% increase in the 2011 capital tax levy for capital works which translates into an additional \$112,000 in levy revenue.

Mr. Kutschke confirmed that he is recommending that the \$2,080,000 required for the rehabilitation of Victoria Street in Petawawa, be withdrawn from the capital reserve and not debt financed, as originally considered.

Mr. Boland overviewed the highlights of the Operations Division Maintenance budget.

Mr. Boland advised that the Department has not budgeted for any commitment to the Winter Control Reserve in 2012. Not necessarily agreeing with this decision, Chair Stack requested that the Committee may want to reconsider this at the Budget Workshop.

Mr. Kutschke responded to Reeve Green's inquiry regarding the need to re-budget for the two heavy-duty trucks that were ordered and budgeted for in 2011 and not received until 2012. He stated that there are no budget implications as the amount of the trucks comes for the Equipment Reserve account. Staff was advised that no resolution is required for this transfer from 2011 to 2012.

For Committee's consideration, Mr. Darch overviewed two Business Cases for contract/casual employees required by the Department in 2012. He advised that the 12-month contract for the Engineering Technician would provide for 50% of the time for property acquisitions and 50% for digitizing valuable engineering drawings that are vulnerable to damage unless they are digitized. Chair Stack commented that the digitizing project is a one-time expenditure and it is important to get the right person in the position. Warden Sweet inquired who would be scanning engineering drawings into the future. Mr. Darch responded that this would be assigned to the Infrastructure Coordinator position. The Department is also requesting that all drawings acquired be in a digital format. Reeve Green noted that she supports filling this position.

Mr. Boland presented the second Business Case for a casual truck/equipment operator hired for the winter season. The Department has hired four casual operators (one in each of the Patrol garages) in past years to assist with winter operations. It is staff's desire to bring one additional casual operator on who can be reassigned to wherever the need is.

Chair Stack inquired what will be accomplished with the fifth operator that has not been carried out with four operators. He suggested that it should be measured over one season. Warden Sweet inquired if an issue had arisen in the past that requires the additional operator or if the Department is just being proactive? Mr. Boland overviewed challenges that the Department has had in the past. He supported Chair Stack's suggestion to monitor the position over one season. Chair Stack suggested that Mr. Boland provide some data regarding the changes that have occurred to support increasing the casual operators to five from four. The data should be available for Thursday's workshop. Warden Sweet concurred and added that it is quite likely if a casual operator was offered full-time employment by another employer, the operator would be gone, leaving a vacancy at the patrol facility.

Committee recessed for lunch at 11:35 a.m. Committee reconvened at 12:15 p.m. with the same persons present except Mr. Moreau.

Mr. Pinet provided an overview of the Capital Works Program contained in the budget.

**RESOLUTION NO. OP-C-12-01-03**

Moved by: Mayor Weckworth

Seconded by: Mayor Shulist

THAT the draft 2012 Departmental Capital and Operating budgets be received by this Committee and referred for consideration to the January 19, 2012 Budget Workshop as part of the 2012 budget presentation.

CARRIED.

**OGRA/ROMA Conference - Delegation**

Mr. Darch advised Committee that an e-mail was recently forwarded to Minister Chiarelli's (Minister of Infrastructure & Transportation) assistant requesting a meeting with the Minister to discuss the extension of the Highway 417 project. It is staff's hope, that the County will be successful in arranging a separate meeting with the Minister in either Ottawa or Toronto to discuss the importance to the County of Renfrew of continuing this highway extension program.

If a favorable response is received from the Minister's office regarding a meeting with Minister Chiarelli prior to the OGRA/ROMA Conference delegation submission deadline of January 20, 2012, staff recommends that no request be made for a delegation at the upcoming conference. In the event that staff does not hear anything by the deadline, it is recommended that the County make a formal request to be received as a delegation at the conference.

**RESOLUTION NO. OP-C-12-01-04**

Moved by: Reeve Green

Seconded by: Mayor Weckworth

THAT this Committee endorse the submission of a delegation request with the Minister of Infrastructure & Transportation with respect to the extension of Highway 417. If, prior to the submission deadline, the Minister's office confirms a future meeting regarding this project, staff would not make a request for a delegation at the 2012 OGRA/ROMA conference.

CARRIED.

Warden Sweet was very supportive of meeting with Minister Chiarelli outside of the OGRA/ROMA conference.

**Capital Works Division**

Mr. Pinet overviewed the Capital Works Division Report, which is attached to the Public Works & Engineering Department Report.

By-Law to Purchase Land - County Road 71 (Matawatchan Road) – Township of Greater Madawaska

Committee was advised that the reconstruction of County Road 71 (Matawatchan Road) from Highway 41 southerly 6.5 kilometres has been completed as part of the 2006, 2007 and 2010 construction programs. Twenty parcels of land were required from Ontario Power Generation to obtain the necessary right-of-way in order to construct the road to design standards. An agreement which allowed the construction of the road in advance of the transfer was signed by Ontario Power Generation for the parcels of land. The properties are contained in Schedule “A” of the proposed by-law. The total area of all parcels is 5.4235 acres with the total compensation valued at \$4,146.42.

**RESOLUTION NO. OP-C-12-01-05**

Moved by: Mayor Shulist  
Seconded by: Reeve Lentz

THAT this Committee recommend to County Council that a by-law be passed authorizing the purchase of twenty parcels of land for the reconstruction of County Road 71 (Matawatchan Road) from Ontario Power Generation for the sum of \$4,146.42, and that these parcels be dedicated as part of the public highway upon registration of the transfer documents.

CARRIED.

**RESOLUTION NO. OP-C-12-01-06**

Moved by: Mayor Eady  
Seconded by: Warden Sweet

THAT the Public Works & Engineering Department Report attached as Appendix A be approved.

CARRIED.

**RESOLUTION NO. OP-C-12-01-07**

Moved by: Mayor Weckworth  
Seconded by: Reeve Lentz

THAT this meeting adjourn and that the next regular meeting be held on Monday, February 6, 2012. Time – 12:32 p.m.

CARRIED.

**COUNTY OF RENFREW**

**PUBLIC WORKS & ENGINEERING DEPARTMENT REPORT**

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**TO:** Operations Committee

**FROM:** Dave Darch, P. Eng.,  
Director of Public Works & Engineering

**DATE:** January 16, 2012

**SUBJECT: Departmental Report**

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**RESOLUTIONS**

1. 2012 Departmental Business Plan

Attached as Appendix I is the Department's 2012 Business Plan. At the Committee meeting, staff will give a detailed overview of the Business Plan focusing primarily on the proposed goals and objectives for 2012.

**Recommendation:** THAT the 2012 Departmental Business Plan be received by this Committee and referred for consideration to the January 19, 2012 Budget Workshop as part of the 2012 budget presentation.

2. Public Works & Engineering 2012 Budget

Consideration of the Department's 2012 Operating and Capital budgets is presented in this report. The following documentation will form part of staff's presentation at the January 16, 2012 meeting:

- Appendix II -2012 Budget Summary
- Appendix III-2012 Public Works Budget Overview
- Appendix IV- Supporting Budget Schedules
- Appendix V-2012 Capital Works Program ( PSAB Format)
- Appendix VI - Business Case for Engineering Technician (Contract Position)

**2.1 Operating Budget (Appendix III)**

The draft Departmental budget reflects an increase in the municipal contribution of 3%. This increase is slightly above the administrative target level of 2% due to Committee/Council's approval to increase the municipal levy portion of the capital budget by 2% per year for a 10-year period commencing in 2012.

This section of the report provides an overview of the most significant budget-to-budget variances in the operating budget. For Committee's information, Appendix IV provides additional budget detail, particularly in relation to projected expenditures.

**Capital Works (Schedule B)** - this budget line item comprises two components:

- (a) Infrastructure management activities related to the assessment of roads/bridges and various studies. Unfortunately, due to a staff vacancy, the Department has not been able to undertake the extent of infrastructure management work that is required to assess timely rehabilitation of our municipal infrastructure. The Department is currently recruiting this position and is committed to undertaking the required infrastructure management activities in 2012.
- (b) Various studies have been identified for 2012 (refer to schedule B, Appendix IV). The most significant study (\$100,000) relates to the Petawawa Transportation Study.

**Administration (Schedule E)**

2011 Salaries and Benefits for the Director, Administrative Assistants, the Manager, Operations and the Manager, Capital Works were overstated. Additionally, the 2012 Budget includes merit increments for two of the Administrative Assistant positions.

Office Expenses – the increase in this line item relates to the inclusion of a new plotter (\$6,500) for the Department. The current plotter is approximately 10 years old and is subject to extensive maintenance. It is reaching the end of its useful life.

Professional Services – a significant reduction (\$86,000) in this budget line item is attributable to substantially decreased insurance premiums.

**Maintenance (Schedule F)**

Staff is recommending that the Department increase culvert replacements to meet identified infrastructure needs. The budget allocation provides for culvert replacements on Round Lake Road and on Queens Line Road.

The Roadside Maintenance budget allocation has been modified to more accurately reflect actual annual expenditures. It should be noted that, in order to achieve budget targets, the base budget for curb and gutter repairs has been reduced from \$100,000 to \$50,000.

Within the Hardtop Maintenance budget, the Department has identified an increase in hot mix patching (i.e. the scratch coat program) of \$50,000. The total of this program is now \$550,000. The budget for cold mix patching has been increased to address needed repairs to roadways experiencing advanced deterioration. The Hardtop Maintenance budget is also incorporating funds for a pilot program in the amount of \$25,000 to address edge breakup on our surface treated roadways.

Funding has also been provided for a pilot program for crack routing and sealing. This maintenance activity has not been undertaken by the Department in several years. If successful, it is anticipated that staff would recommend an increase in funding allocation for this maintenance activity in future budgets.

The Loose Top Maintenance budget has been increased as a result of the decision to convert Grattan Road (County Road 22) to a gravel roadway on an interim basis. It is expected that this budget allocation will reduce substantially in 2013 when Grattan Road is rehabilitated and further work progresses on County Road 34 (the County's last remaining gravel road).

### **Equipment (Schedule C)**

The Department has identified an increase in operating costs for equipment due principally to fuel price increases. Vehicle expenditures are increasing at a more rapid rate than operating revenue. As such, the Department will be reviewing the equipment operating charge-out rates in the near future.

In 2011, the Department budgeted for the replacement of the two heavy-duty trucks valued at \$425,000. Unfortunately, these trucks could not be procured in 2011 and will, in fact, be delivered in 2012. This impacts the 2011 projected expenditures and a need to increase the expenditure line item for heavy-duty trucks in 2012. The Department will be seeking Committee/Council approval to transfer monies allocated for these two trucks from the 2011 budget to the Equipment Reserve.

### **Housing (Schedule D)**

The Department's initial operating budget provided for the replacement of garage bay doors at both the Cobden and Southwest Patrol facilities. In order to achieve budget targets, the replacement of the garage bay doors at the Southwest Patrol facility have been deferred until a subsequent budget year.

### **Road Revenues (Schedule A)**

As noted earlier in this report, the Department's portion of the property tax levy has been increased by 3% over the 2011 level. This includes a 2% increase in the 2011 capital tax levy for capital works which translates into an additional \$112,000 in levy revenue.

The 2012 Department budget provides for the rehabilitation of Victoria Street in Petawawa. This project is estimated to cost \$2,080,000 (County share) and will be funded from reserves.

The Transfer from Reserves represents additional funding contributions from the Capital Works Reserve, Equipment Reserve and the Federal Gas Tax.

The Miscellaneous Revenue in the amount of \$43,500 is generated from permit fees, entrance fees, development applications, aggregate resource, etc.

## **2.2 Capital Works Program (Appendix V)**

Appendix V summarizes the Department's capital program in keeping with PSAB reporting criteria. The roads and bridges component is also stated in a more traditional format in Schedule B, Appendix IV.

The 2012 Capital Program is consistent with the recently approved 10-Year Capital Works Program. Many of the proposed road projects represent works-in-progress that are to be completed in phases over several years. The program also identifies the required rehabilitation of the parapet walls of the Petawawa River Bridge in addition to bridge rehabilitation work on the Addington Road Bridge, the Hales Creek Culvert and the Hopeberg Creek Bridge.

If Committee so wishes, staff is prepared to provide a detailed overview of the 2012 Capital Program at the January 16, 2012 meeting.

## **2.3 Business Case – Engineering Technician (Appendix VI)**

As members of the Committee will recall, the Department has in the past few budgets, obtained approval for an Engineering Technician contract position to assist with the acquisition of properties for our Capital Program. In 2011, the position was approved for six months. The Department will still require this position in 2012 for approximately six months time. The position is funded from the capital projects.

There is an outstanding requirement; however to address the multitude of hard copy design and as-built drawings housed within the Department. These drawings are quite valuable but are vulnerable to damage unless they are digitized. The Department is, therefore, proposing to expand the duties of the contract position to include six months to digitize the aforementioned drawings. Accordingly, the Business Case referenced in Appendix VI is for a 12-month contract -50% of the time for property acquisitions and 50% for digitizing the engineering drawings. Funding for the latter activity has been identified in the Department's operating budget.

**Recommendation:** THAT the draft 2012 Departmental Capital and Operating budgets be received by this Committee and referred for consideration to the January 19, 2012 Budget Workshop as part of the 2012 budget presentation.

### 3. Capital Works Division

Attached as Appendix VII to this report is the Capital Works Division Report, prepared by Mr. Michael Pinet, P. Eng., Manager of the Capital Works Division.

Return to Agenda

# Public Works & Engineering

## **BACKGROUND**

The Public Works & Engineering Department is responsible for the administration and management of public works infrastructure under the jurisdiction and control of the County of Renfrew. The Department manages 811 kilometres of rural and urban roadway, 258 bridge and large culvert structures located on both County and local roadways, urban drainage systems, 15 traffic control signals and street lighting.

## **GOALS AND OBJECTIVES**

In 2012 the Public Works & Engineering Department proposes to focus on the following goals and objectives:

### **GOAL # 1**

Enhance Interaction with Internal Clients

#### **Objectives:**

1. Continue to liaise with “front line” staff to improve communications with ratepayers, clients, etc. Conduct at least two meetings with front line staff.
2. Conduct at least two meetings with the Development & Property Department to discuss/address issues of mutual interest.
3. Conduct at least two meetings with the Finance Department to address financial reporting needs, particularly in relation to financial management of capital programs.
4. In conjunction with the Development & Property Department, provide input into the County’s Official Plan Update regarding transportation issues.

### **GOAL # 2**

Improve Major Transportation Networks within the County of Renfrew

#### **Objectives:**

1. Liaise with elected and senior officials from both the federal and provincial governments to secure a commitment to extend Highway 417 from the Town of Arnprior to the Town of Renfrew within the next five years.
2. Review potential impacts of changes to local road networks resulting from construction of Highway 417.
3. Arrange a meeting with the Minister, Infrastructure and Transportation to address strategies to advance the Highway 417 extension.
4. Liaise with Town of Petawawa and CFB Petawawa staff to identify growth related needs and develop interim, intermediate and long-term strategies to address these needs. This will involve the identification of appropriate implementation funding strategies.
5. Conduct at least three meetings with Town and CFB Petawawa staff to address growth related issues.

### **GOAL # 3**

Develop a Master Transportation Strategy to Address Active Transportation Demands relating to Cycling and Pedestrians

#### **Objectives:**

1. In consultation with the Development & Property Department and the Emergency Services Department, develop a framework and work plan to implement cycling, trails and pedestrian infrastructure needs on County roads.
2. Identify and secure stakeholder input.
3. Secure Standing Committee and Council approval for the work plan, budget requirements and associated policies and standards.
4. Implement cycling and pedestrian needs as per 10-Year Capital Works Program.

### **GOAL # 4**

Enhance County Working Relationships with Local Municipalities, Businesses and Government Agencies

#### **Objectives:**

1. Attend at least six local municipal Committee/Council meetings.
2. Meet with municipal public works managers at least two times per year to share information and develop programs to respond to issues of mutual interest.
3. Meet with area contractors to identify and discuss tendering/construction issues and advise of proposed capital programs.
4. Meet with OPP Detachment Commanders and their staff to discuss issues of mutual concern.
5. Meet at least twice a year with MTO staff to discuss and coordinate Capital Works programs and any other issues of mutual interest.

### **GOAL # 5**

Enhance Management of Corporate Assets

#### **Objectives:**

Working through the proposed Green Operations and Asset Management Committee, develop terms of reference for the Asset Management Committee (formerly known as the Green Operations Property Management Committee)

1. Develop an automated system to track capital assets and their condition.
2. Develop a protocol to address asset requirements for all departments with capital assets. This will develop a consistent approach to the identification of assets, asset condition updates, lifecycle costs, development of sustainable capital funding strategies, reporting to Committees/Council.
3. Develop and present an annual report of the corporate asset management initiative.

## **GOAL # 6**

### Improve Financial Management Practices

#### **Objectives:**

1. Initiate a review of corporate Procurement and Disposal Policies and where appropriate, identify required amendments to same.
2. Secure approval for amendments from the Finance & Administration Committee and Council.
3. Review opportunities to secure federal/provincial funding for projects identified in the 10-year capital program (including active transportation infrastructure needs).
4. Pursue federal/provincial funding for a new bridge crossing the Petawawa River.
5. Review opportunities to improve the revenue stream for the Department's operations program.

## **PROGRAM RESOURCES**

The organizational chart for the Department (refer to Figure 1) reflects a complement of 52.4 full-time equivalents. The Department's staff and equipment resources are summarized in Table 1.

The Public Works & Engineering Department comprises two divisions - the Capital Works Division and the Operations Division. While both of these work units have separate and distinct mandates, the requirement to deliver the 2012 program will require a close interaction between the two divisions.

### **CAPITAL WORKS DIVISION:**

The 2012 Capital Works program (valued at approximately \$11.6 million) is higher than the 2011 program (value \$8.8 million). The program increase is primarily due to the inclusion of Victoria Street (\$2.1 m) as a debt management financed project. Excluding the Victoria Street project, the 2012 program represents a more traditional annual program.

In 2012, the Capital Works Division will continue to pursue alternate funding programs to supplement the regular funding allocations where available. A particular emphasis will be placed on potential funding sources for a new bridge structure over the Petawawa River.

The Capital Works Division will continue to use both "in-house" and external service providers to deliver the program. It is expected that the use of external design services for roadways will decrease from previous years, as the focus of the program moves from reconstruction to rehabilitative strategies. Similar to 2010 and 2011, the Division will continue to use contracted supervisory services in order that the technical engineering support staff can continue to assume the role of project coordinators as well as to develop some "in-house" design work.

The Department will continue to utilize the staff resources from both divisions to deliver the program. Patrol Supervisors will continue to have an active role in assisting the Capital Works Division with a determination of infrastructure deficiencies and identification of rehabilitation strategies. The Manager, Operations and the Director will also assist in the delivery of capital projects where appropriate.

As referenced above, Table 1 indicates the requirement for a contract position (Engineering Technician) to acquire properties for the capital program. This position has proven beneficial in order to secure required property acquisitions, thus enabling construction activity to proceed in a timely manner. In addition to the requirement for a contract position for property acquisition, the Department is also proposing to extend the contract position for a full year. The additional time is necessary to scan a large number of as-builts and engineering drawings which are in hard copy format. It is critical to digitize these road drawings in order to have easy retrieval and protect against accidental damage.

### **OPERATIONS DIVISION:**

The Operations Division is responsible for four (4) maintenance yards located at Pembroke, Cobden, Renfrew and Palmer Rapids. Each facility consists of a garage facility, material storage buildings for sand and salt and a storage building for seasonal equipment and supplies. Additionally, the County operates from three satellite facilities during the winter months in order to provide efficient winter services. These are situated in Calabogie, Foymount and Golden Lake. The combination of permanent and satellite facilities has proven to be adequate to meet the Department's operational requirements.

The fleet, consisting of 64 vehicles and major pieces of equipment, is housed and operated from the aforementioned patrol facilities. Mechanics are based in Pembroke, Goshen and Renfrew County Place garages and provide equipment maintenance and repair services for the Public Works & Engineering Department as well as the Land Ambulance Fleet.

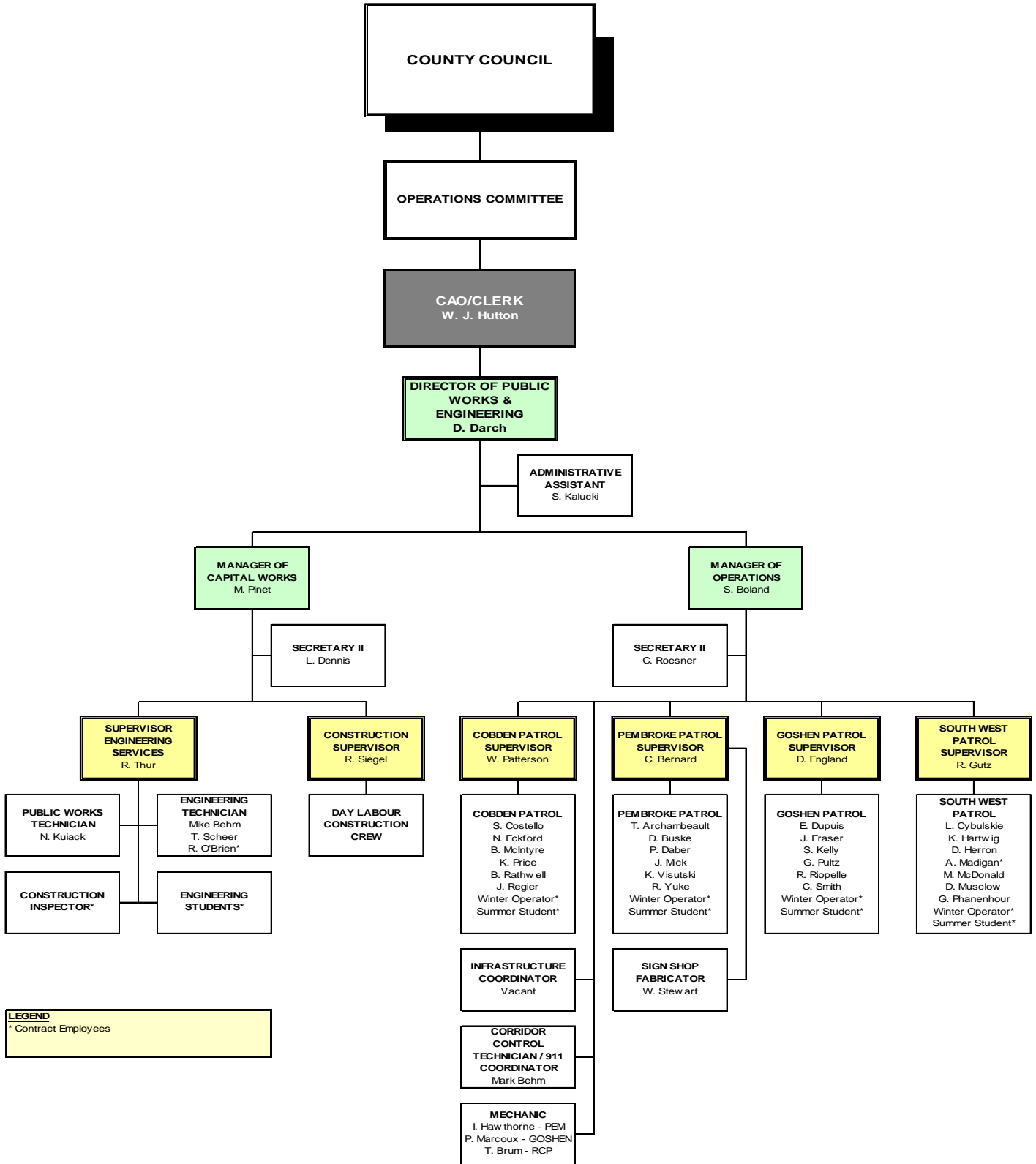
The Department maintains an "in-house" construction capability that is situated at the Pembroke Patrol facility. The construction crew utilizes a combination of County and external resources to undertake a variety of road and bridge projects.

The Operations Division is also charged with the responsibility of maintaining and updating the Department's asset management system. This system identifies:

- The assets owned/managed by the Department
- The condition of assets and the remaining life expectancy and replacement costs
- Timely rehabilitation strategies in keeping with approved funding levels
- Multi-year capital works program

Figure 1

ORGANIZATIONAL CHART





## 2011 ACHIEVEMENTS

The following summarizes the major accomplishments that were achieved by the Department in the 2011 fiscal year:

### CAPITAL WORKS DIVISION

In 2011, the Capital Works Division delivered one of the largest ever capital programs in terms of total expenditures. Projected final costs of this program are anticipated to be approximately \$8.8 million. The 2011 program represented a significant expenditure for capital projects within the County. The County has completed the final project which was funded under Intake I of the Building Canada Program. The total value of this final stage of the project was \$700,000, with approximately \$400,000 of this total being funded by the federal and provincial governments. This was in addition to the Federal Gas Tax program.

The following summarizes the key capital achievements in 2011.

#### 1. Reconstruction of 8.4 km of road included the following projects:

- CR22 **Grattan Road** – 2.0 km - 2010 Limit easterly 2.0 km, Township of Bonnechere Valley
- CR34 **Norton Road** – 1.4 km - 2010 Limit northerly 1.4 km, Township of Greater Madawaska
- CR63 **Flat Rapids Road** – 1.5 km - 300m east of Mill Ridge Road, Township of McNab/Braeside
- CR66 **Opeongo Road** – 1.5 km - Wilno South Road easterly 1.5 km, Township of Brudenell, Lyndoch & Raglan
- CR68 **Letterkenny Road** – 2.0 km - 1.5 km north of Rockingham Road northerly 2.0 km, Township of Brudenell, Lyndoch & Raglan

#### 2. Rehabilitation of 13.4 km of road included the following projects:

- CR28 **Barron Canyon Road** – 3.0 km - Station Hill Road – Smith Lane, Township of Laurentian Valley/Town of Petawawa
- CR61 **Haley Road/Godfrey Road** – 1.9 km - 2009 Limit – Hwy 17, Township of Whitewater Region
- CR62 **Combermere Road** – 1.7 km - 2009 Limit – Long Lake Road, Township of Madawaska Valley
- CR64 **Opeongo Road** – 3.3 km - Baptist Church Road easterly 3.3 km, Township of Bonnechere Valley
- CR69 **Siberia Road** – 3.5 km - Sunny Hill Road southerly 2.0 km Kartzuy Road westerly 1.5 km, Township of Madawaska Valley
- CR20 **Castleford Road** - Frost heave repair, Township of Horton

#### 3. Rehabilitation of 1 culvert as follows:

- C124 **Cameron Culvert** – Slope Stabilization, Township of McNab/Braeside

#### 4. Replacement of 3 large culverts included the following locations:

- CR66 Culvert located on **Opeongo Road**, Township of Madawaska Valley
- CR58 Culvert located on **Round Lake Road**, Townships of Killaloe, Hagarty & Richards and Laurentian Valley
- CR56 Culvert located on **Woitto Station Road**, Township of Laurentian Valley

#### 5. Rehabilitation of 4 bridges included the following projects:

- B032 **Calabogie Bridge** – Rehabilitation, Township of Greater Madawaska
- B053 **Constant Creek Bridge** – Rehabilitation and Deck Replacement, Township of Greater Madawaska
- B108 **Tramore Bridge** – Rehabilitation and Deck Replacement, Township of Killaloe, Hagarty & Richards
- B120 **Claybank Bridge** – Expansion Joint Repairs, Township of Brudenell, Lyndoch & Raglan

#### 6. Studies Undertaken:

Environmental Assessments and Studies:

- County Road 71 – Matawatchan Road
- Constant Creek Bridge Replacement – ongoing
- C-205 Westmeath Culvert – structural evaluation

### OPERATIONS DIVISION

- Purchased two (2) new replacement combination plow units, including pre-wetting capabilities
- Purchased one (1) replacement Backhoe
- Commenced Development of long range maintenance plans
- Continued meetings with Municipal Public Works Managers
- Expanded “Scratch-Coat” program as per approved 2011 Budget
- Continued 911 Sign replacement program
- Commenced Patrol Facilities upgrades

### ADMINISTRATION

- Developed and received approval for an update to the Department’s 10-Year Capital Works Program
- Developed a brief for the Minister of Transportation in support of the extension of Highway 417 to the Town of Renfrew
- Attended approximately 14 local municipality Committee/Council meetings to discuss and present County related issues
- Acquired delegated authority for the CAO to award consultant appointments and contracts for the month of July
- Retained a consultant to complete the environmental assessment process for a new bridge crossing the Petawawa River

- Retained a consultant to undertake an assessment of short-term and intermediate solutions to the Petawawa Boulevard corridor in order to address current traffic congestion issues and future growth
- Assessed and secured Council approval to adopt Baskin Drive (Daniel Street-Division Street) into the County's road system. Division Street (Highway 17-Baskin Drive) was transferred to the Township of McNab/Braeside
- Convened four Operations Committee meetings in local municipalities. Meetings were held in Town of Arnprior, Town of Renfrew, Township of Admaston/Bromley and Township of North Algona Wilberforce
- Provided Operations Committee and Council with monthly capital works variance reports commencing June, 2011
- Established a Steering Committee for the rehabilitation of Victoria Street (Wolfe Avenue-Laurentian Drive)
- Conducted meeting with area contractors to discuss previous year's program and any associated issues/concerns and presented upcoming capital program

## 2012 FUNDING SUSTAINABILITY

The current replacement value of the County's road and bridge assets are in excess of \$507 million. Table 2 provides a breakdown of the replacement value by asset type.

**TABLE 2**

### Asset Values of County Infrastructure

<b>Asset</b>	<b>Life Expectancy</b>	<b>Replacement Value</b>	<b>Annual Allocation</b>
Road Base	45 years	\$ 247,300,000	\$5.5 m
Road Surface	15 years	\$112,300,000	\$7.5 m
Storm Sewers	75 years	\$ 12,000,000	\$0.2 m
Culverts	25 years	\$ 39,200,000	\$1.6 m
Bridges	50 years	\$ 96,400,000	\$1.9 m
<b>Total</b>		<b>\$507,200,000</b>	<b>\$16.7 m</b>

Table 2 indicates that the Department should be implementing an average annual capital program in excess of \$16 million. Historically, our capital programs have fallen short of targeted expenditure requirements. A continued shortfall in capital funding will erode the condition rating of County roads and bridge infrastructure. There will be an on-going requirement to increase base funding for the County's capital works program. It is noted; however, that the recently approved 10-Year Capital Program has incorporated an annual increase of 2% in mil rate funding for the capital program.

The Department's 10-year Capital Works Program has not assumed any federal-provincial one-time funding programs. Any "unanticipated funding sources" would be allocated to advance project priorities that have been identified in the 10-year plan, or alternately, Council approved special projects.

## **2012 ISSUES, OPPORTUNITIES, CHALLENGES**

The Department will continue to address a number of issues, opportunities and challenges in the delivery of its 2012 program. There are increasing expectations from the public in relation to infrastructure needs (e.g. active transportation, early implementation of projects, etc.) and the level of service (e.g. litter pick-up, ditch maintenance, winter control response, etc.) to be provided by the Department.

The following provides a brief overview of the key factors facing the Department in 2012:

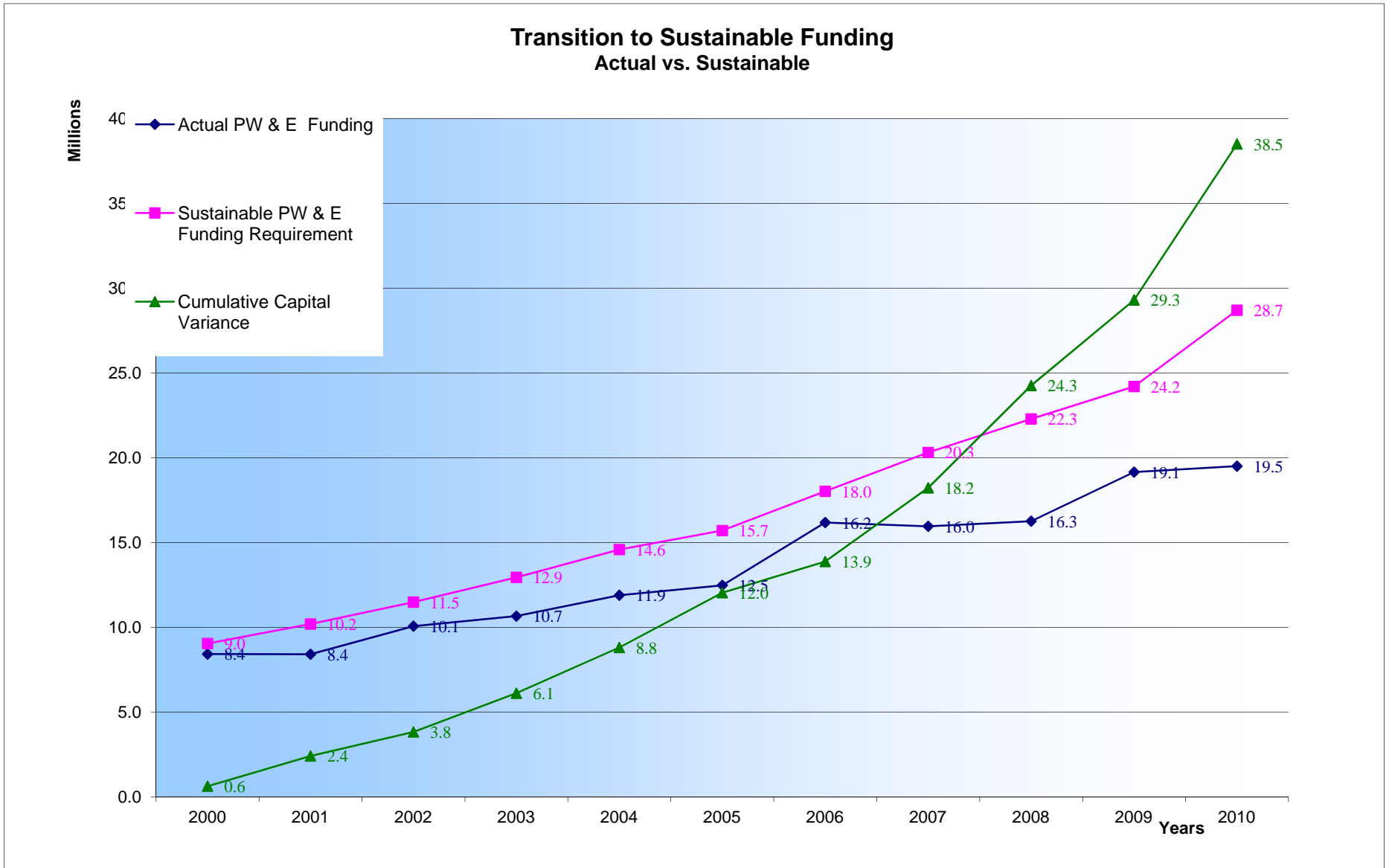
### **ISSUES**

As identified above, the Department continues to realize a shortfall in sustainable funding in order to meet County infrastructure rehabilitation needs. There is a requirement to expend approximately \$16 million annually to maintain the County's road system in its current condition - this amount of funding; however, would not improve the overall system adequacy. As indicated in Figure 2, the County had a backlog in 2010 of approximately \$38 million in outstanding project work. This backlog will continue to increase unless additional "base" funding is provided. In the absence of any additional funding, the Department's asset management program will be a critical tool to ensure that the Department prioritizes rehabilitation needs in keeping with approved funding levels.

Coupled with the ongoing problem of addressing rehabilitation needs for existing infrastructure, the County has a challenge to fund infrastructure needs related to growth. The Town of Petawawa, Town of Renfrew and the Town of Arnprior are all experiencing varying degrees of growth. This growth will place a pressure on the expansion of existing County infrastructure. As an example, in 2008 the Town of Arnprior conducted an infrastructure needs analysis to address growth over a 15-year period. The study identified \$3.2 million in growth related needs – primarily on County infrastructure. The County will therefore, have to develop funding strategies to address growth impacts on County infrastructure.

As mentioned earlier in this report, there is an emerging trend to provide alternate forms of transportation. Both the County and the local municipalities are experiencing increasing requests from the public to incorporate cycling facilities, sidewalks, etc., into County infrastructure rehabilitation programs. Accordingly, the Department contemplates that active transportation demands will be part of a corporate undertaking that will investigate the feasibility, develop policies/cost sharing strategies, and implement infrastructure, in support of alternate forms of transportation within the County.

Figure 2



## **OPPORTUNITIES**

The Department will continue to implement cross-divisional initiatives that will provide a greater interaction between the Department's maintenance and capital programs. Several initiatives proposed for 2012 will increase funding for maintenance programs for curb replacement, "scratch-coat" overlays and edge maintenance on surface treated roadways. These initiatives are all targeted at prolonging the life of the County's road and bridge infrastructure. As well, the Department will be finalizing the development and approval of a long-range maintenance strategy in 2012.

The Department will continue its program to educate "front-line" staff so that they will be more informed regarding departmental programs. This is intended to improve their ability to interact with the public.

In 2012, the Department will continue to liaise with both the Finance Department and the Development & Property Departments. The intent of these interactions will be to share information of mutual interest and work cooperatively on new initiatives such as long range financing strategies, development approvals, communication of capital programs and development opportunities, etc.

The recently formed Public Works Administration Committee has proven to be a very worthwhile and successful initiative. This group is currently reviewing road load limit restrictions with a view to being as consistent as possible from municipality to municipality. In 2012, the Committee will also be pursuing the creation of a "Public Utilities Committee" to develop standards for the placement of utilities within the right-of-way, sharing information/coordination of capital works programs, etc.

## **CHALLENGES**

The Department continues to receive requests to advance the timing of capital rehabilitation programs. As members of Council are aware, the Department's multiyear capital program is premised on sustainable funding. Since infrastructure needs exceed annual funding allocations, it is necessary to prioritize the implementation of capital works. Notwithstanding this prioritization, in 2012, the Department will be initiating several "bridging" maintenance programs to improve ride-ability on those roads which may not be subject to capital improvements in the near future. Accordingly, the Department has increased the "scratch coat" program to \$600,000 (formerly \$500,000) and has introduced a new program (\$45,000) to initiate edge surface treated roadways. As well, funding has been maintained for the repair of curb/gutters.

Recently CFB Petawawa has re-affirmed an aggressive growth program for the Base. This growth will place pressures on Town of Petawawa and County infrastructure. Staff is advised that an addition of approximately 800 troops and support staff will be stationed at the Base in the near future. CFB Petawawa is proposing over \$800 million in expansion funding on the Base. This will increase transportation pressures on the

County's existing road network in the area. Recent improvements (i.e. traffic control signals) at the Paquette Road – Highway 17 intersection have provided some relief but there is still a need to optimize the existing transportation corridors in the short and intermediate term. It is noted that the Department has initiated the completion of the Environmental Assessment program for a new bridge crossing of the Petawawa River. The EA should be completed by the fall of 2012, and will consider other interim operational improvements to optimize the use of the existing road infrastructure. Staff is currently investigating federal-provincial funding for a new bridge structure.

The Department's 2012 capital program has incorporated County funding for the rehabilitation of Victoria Street (Wolfe Ave. to Laurentian Drive). It has been agreed that the County will share in the costs for this project which will involve the reconstruction of much of the roadway to an urban standard. The County's share of this project will be subject to the Debt Management Funding Policy.

There is still an ongoing challenge to encourage the federal and provincial governments to advance the expansion of Highway 417 northerly to the Town of Renfrew. While each level of government appears to be supportive of a joint venture to extend Highway 417, to date there is not a firm commitment in the MTO five-year program to continue the highway expansion. The County must continue to press the provincial government for a commitment to extend the highway to the Town of Renfrew. The funding commitments for CFB Petawawa and the abandonment of the CP Rail line reinforce the need to continue with the highway expansion program.

## **2012 TARGETS**

The following summarizes the principle initiatives that will be undertaken by the Department in 2012.

- Rehabilitation of 26.2 km of road
- Replacement of one (1) bridge
- Undertake one (1) major bridge rehabilitation project
- Replace two (2) major culverts
- Undertake pre-engineering work for projects scheduled beyond 2012
- Purchase one new combination truck
- Optimize the use of Gas Tax and Provincial/Federal funding programs
- Finalize and implement a long range Maintenance Program Forecast
- Finish the program for the replacement of the Civic Addressing and 911 Signage
- Continue use of outsourcing engineering work to deliver proposed Capital Works program
- Continue to enhance "cross-utilization" of existing staff to assist with delivery of approved programs
- Lobby provincial and federal representatives (MP and MPP) to secure commitment to extend Highway 417 to the Town of Renfrew within 5 years

- Continue to meet with local municipal Councils to discuss/present operational practices and proposed capital programs
- Purchase a new replacement backhoe/loader for the Cobden Patrol
- Development and approval of a 5-year Capital improvement program for the Patrol Facilities
- Implement Heating System upgrades at the Cobden Patrol Garage
- Implement Lighting System upgrades at the Cobden Patrol Garage
- Replacement of the Garage Doors at Cobden Patrol Garage
- Continue with curb replacement in Killaloe
- Implement a pilot program for edge patching on surface treated roads
- Review and seek Committee/Council approval regarding amendments to the corporate Purchasing and Disposal Policies
- Review and seek Committee/Council approval regarding amendments to the existing Bridge Policy

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**County of Renfrew  
2012 Budget Summary**

	<b>(A)</b> <b>Levy</b>	<b>%</b> Incr(Decr) Over Prev. Yr.	<b>(B)</b> <b>Wt. Assess.</b>	<b>%</b> Incr(Decr) Over Prev. Yr.	<b>(C)</b> <b>Tax Rate</b> <b>(A)/(B)</b>	<b>%</b> Incr(Decr) Over Prev. Yr.	<b>(D)</b> <b>Taxes per</b> <b>\$100,000 Res.</b> <b>Assess.</b>	<b>%</b> Incr(Decr) Over Prev. Yr.
<b>2012</b>	\$35,307,236	<b>3.19%</b>	9,618,985,544	<b>7.92%</b>	0.367058%	<b>(4.38%)</b>	\$367.06	<b>(4.38%)</b>
<b>2011</b>	\$34,216,589	<b>0.49%</b>	8,913,239,891	<b>8.18%</b>	0.383885%	<b>(7.13%)</b>	\$383.88	<b>(7.13%)</b>
<b>2010</b>	\$34,048,322	<b>3.33%</b>	8,239,555,847	<b>8.42%</b>	0.413359%	<b>(4.66%)</b>	\$413.36	<b>(4.66%)</b>
<b>Changes:</b>								
<b>2012 over 2011</b>	<u>\$1,090,647</u>		<u>705,745,653</u>				<u>(\$16.83)</u>	
<b>2011 over 2010</b>	<u>\$168,267</u>		<u>673,684,044</u>				<u>(\$29.47)</u>	

**Notes:**

1. Of the 7.9% increase in weighted assessment (2012 over 2011), 1.8% is real growth and 6.1% is reassessment growth.
2. Real Assessment Growth of 1.8% would raise additional County revenue of approx. \$615,900 over 2011 (8,913,239,891 \* 1.8% \* .383885%).
3. The County tax rates calculated under Column (C) may vary slightly from the OPTA calculated tax rates due to the levy restrictions placed on the industrial assessment class.
4. The percentage increase in County taxation after the application of real assessment growth is 1.4% (3.2% - 1.8%).

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**COUNTY OF RENFREW  
2012 Budget  
Public Works**

	<u>2012 Budget vs 2011 Budget</u>				<u>2011 Forecast</u>	<u>2010 Actual</u>	<u>2009 Actual</u>
	<u>2012 Budget</u>	<u>2011 Budget</u>	<u>Variance \$</u>	<u>Variance %</u>			
<b><u>CAPITAL WORKS</u></b>	<b><u>500,000</u></b>	<b><u>473,000</u></b>	<b><u>27,000</u></b>	<b><u>5.7%</u></b>	<b><u>200,000</u></b>	<b><u>230,538</u></b>	<b><u>307,199</u></b>
Capital Repairs- Under Threshold		0	0		0	100,945	107,903
Infrastructure Mgt & Misc	500,000	473,000	27,000	5.7%	200,000	129,593	199,296
Recoveries		0	0		0	0	0
<b><u>ADMINISTRATION</u></b>	<b><u>981,000</u></b>	<b><u>1,029,600</u></b>	<b><u>(48,600)</u></b>	<b><u>-4.7%</u></b>	<b><u>982,400</u></b>	<b><u>954,293</u></b>	<b><u>917,446</u></b>
Salaries & Benefits	600,500	568,000	32,500	5.7%	531,000	542,066	531,028
Office Expenses	136,500	128,200	8,300	6.5%	122,200	135,110	121,680
Professional Services	170,000	261,000	(91,000)	-34.9%	263,000	207,778	204,523
Staff Training	36,000	36,000	0	0.0%	34,500	34,448	36,497
Misc	38,000	36,400	1,600	4.4%	31,700	35,140	36,511
Recoveries	0	0	0		0	(249)	(12,793)
<b><u>MAINTENANCE</u></b>	<b><u>5,963,800</u></b>	<b><u>5,801,000</u></b>	<b><u>162,800</u></b>	<b><u>2.8%</u></b>	<b><u>5,896,500</u></b>	<b><u>5,563,093</u></b>	<b><u>5,133,616</u></b>
Bridges and Culverts	189,500	179,000	10,500	5.9%	160,800	199,858	205,420
Roadside Maintenance	482,000	529,500	(47,500)	-9.0%	568,200	481,698	488,705
Hard Top Maintenance	1,350,000	1,249,000	101,000	8.1%	1,332,100	1,238,764	999,228
Loose Top Maintenance	41,000	34,000	7,000	20.6%	67,700	39,530	35,129
Winter Control	3,226,000	3,149,400	76,600	2.4%	3,138,000	2,796,579	2,577,330
Safety Devices	607,500	650,500	(43,000)	-6.6%	597,400	879,803	736,934
Misc	155,400	163,200	(7,800)	-4.8%	147,800	185,385	272,629
Recoveries	(87,600)	(153,600)	66,000	-43.0%	(115,500)	(258,524)	(181,759)
<b><u>EQUIPMENT</u></b>	<b><u>(302,100)</u></b>	<b><u>(324,600)</u></b>	<b><u>22,500</u></b>	<b><u>-6.9%</u></b>	<b><u>(332,400)</u></b>	<b><u>(343,005)</u></b>	<b><u>(355,052)</u></b>
Small Equipment, Misc	37,900	45,400	(7,500)	-16.5%	37,600	29,427	16,837
Vehicle Operating Costs	1,420,000	1,230,000	190,000	15.4%	1,230,000	1,264,377	1,212,296
Vehicle Operating Revenue	(1,760,000)	(1,600,000)	(160,000)	10.0%	(1,600,000)	(1,636,809)	(1,584,185)
Recoveries	0	0	0		0	0	0

**COUNTY OF RENFREW  
2012 Budget  
Public Works**

	<u>2012 Budget</u>	<u>2011 Budget</u>	<u>2012 Budget vs 2011 Budget</u>		<u>2011 Forecast</u>	<u>2010 Actual</u>	<u>2009 Actual</u>
			<u>Variance \$</u>	<u>Variance %</u>			
<b>HOUSING</b>	<b>213,900</b>	<b>251,100</b>	<b>(37,200)</b>	<b>-14.8%</b>	<b>248,900</b>	<b>203,593</b>	<b>275,925</b>
			0				
Operating Expenses	203,900	221,100	(17,200)	-7.8%	203,000	207,227	206,883
Major Repairs - - under threshold	10,000	30,000	(20,000)	-66.7%	45,900	0	72,592
Recoveries	0	0	0		0	(3,634)	(3,550)
<b>OTHER</b>	<b>13,015,900</b>	<b>10,118,800</b>	<b>2,897,100</b>	<b>28.6%</b>	<b>9,804,200</b>	<b>13,532,048</b>	<b>11,814,000</b>
Depreciation	7,935,000	7,815,900	119,100	1.5%	7,815,900	7,871,283	7,723,000
Surplus Adjustment - Depreciation	(7,935,000)	(7,815,900)	(119,100)	1.5%	(7,815,900)	(7,871,283)	(7,723,000)
Surplus Adjustment - Capital	12,713,800	9,794,200	2,919,600	29.8%	8,781,800	13,002,388	10,625,887
Surplus Adjst - Trf to Reserves	302,100	324,600	(22,500)	-6.9%	1,022,400	529,660	1,188,113
<b>TOTAL EXPENDITURES</b>	<b>20,372,500</b>	<b>17,348,900</b>	<b>3,023,600</b>	<b>17.4%</b>	<b>16,799,600</b>	<b>20,140,560</b>	<b>18,093,134</b>
<b>ROADS REVENUES</b>							
Municipal Contribution	13,670,364	13,267,899	402,465	3.0%	13,129,999	12,636,710	12,562,235
Surplus Adjustment - Trf From Reserves	4,578,636	3,637,701	940,935	25.9%	3,137,701	4,980,919	4,594,045
Surplus Adjustment - Proceeds from Debt	2,080,000	0	2,080,000		0	0	0
Provincial Grants & Subsidies	0	200,000	(200,000)	-100.0%	244,300	1,214,518	441,164
Federal Grants & Subsidies	0	200,000	(200,000)	-100.0%	244,300	1,214,518	441,164
Other Recoveries - Capital Asset	0	0	0		0	31,498	0
Misc	43,500	43,300	200	0.5%	43,300	62,397	54,526
<b>TOTAL REVENUES</b>	<b>20,372,500</b>	<b>17,348,900</b>	<b>3,023,600</b>	<b>17.4%</b>	<b>16,799,600</b>	<b>20,140,560</b>	<b>18,093,134</b>
<b>Municipal Surplus / (Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>

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## Schedule A

## REVENUES

<b>GRANTS &amp; SUBSIDIES</b>	<b>2012 BUDGET</b>	<b>2011 PROJECTED ACTUAL</b>	<b>2011 BUDGET</b>
Provincial - Build Canada I - Cty Rd 28 Barron Canyon	0.0	244.3	200.0
Federal - Build Canada I - Cty Rd 28 Barron Canyon	0.0	244.3	200.0
<b>GRANTS &amp; SUBSIDIES TOTALS</b>	<b>0.0</b>	<b>488.6</b>	<b>400.0</b>
<b>MUNICIPAL CONTRIBUTIONS</b>			
Property Tax Levy - Municipal Contribution	13,670.4	13,130.0	13,267.9
Debt Issued	2,080.0	0.0	0.0
<b>MUNICIPAL CONTRIBUTIONS TOTALS</b>	<b>15,750.4</b>	<b>13,130.0</b>	<b>13,267.9</b>
<b>DRAW FROM RESERVES</b>			
Capital Works	890.0	163.7	130.0
Equipment	1,136.2	421.5	955.2
Federal Gas Tax	2,552.4	2,552.4	2,552.4
Working Funds	0.0	0.1	0.1
<b>SURPLUS ADJUSTMENT</b>	<b>4,578.6</b>	<b>3,137.7</b>	<b>3,637.7</b>
<b>MISCELLANEOUS</b>			
Aggregate Resource	10.0	10.0	10.0
Entrance Permits and Fees	7.5	7.3	7.3
Special Vehicle Permits	20.0	20.0	20.0
Tenders	5.0	5.0	5.0
General	1.0	1.0	1.0
<b>MISCELLANEOUS TOTALS</b>	<b>43.5</b>	<b>43.3</b>	<b>43.3</b>
<b>REVENUES TOTALS</b>	<b>20,372.5</b>	<b>16,799.6</b>	<b>17,348.9</b>

\*All figures in thousands

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Schedule B

**CAPITAL WORKS DIVISION - OPERATING PROGRAM**

<b>Infrastructure, Right-of-Way &amp; Studies</b>		<b>2012 BUDGET</b>
<b><u>A. Items</u></b>		
Right-of-Way Management		25.0
Infrastructure Management		220.0
Culvert Approvals and Environmental Assessments		20.0
Education, Research, PMPs, Interviews & Meetings		35.0
	<b>Item Totals</b>	<b>300.0</b>
<b><u>B. Studies</u></b>		
Petawawa Transportation Study		100.0
Transportation Strategic Planning		35.0
Renfrew Corridor Study Contribution		15.0
Growth Financing Assessment		0.0
Drainage Outlets Review		0.0
Sand Point Drainage Study		20.0
Division Street Infrastructure Assessment (Baskin/Division)		20.0
Miscellaneous Studies and Assessments (2 x \$5,000)		10.0
	<b>Studies Totals</b>	<b>200.0</b>
<b>INFRASTRUCTURE, RIGHT-OF-WAY &amp; STUDIES TOTAL</b>		<b>500.0</b>

\*All figures in thousands

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Schedule B

2012 CAPITALPROGRAM

<b>Road Reconstruction/Rehabilitation</b>					
<b>Road #</b>	<b>Location</b>	<b>From</b>	<b>To</b>	<b>Length (km)</b>	<b>2012 BUDGET</b>
16	Petawawa	Wolfe Ave	CR 25	1.3	2,080.0
20	Horton	Hwy 60	Hwy 17	3.2	500.0
22	Bonnechere Valley	400 m west of Searson Road	Scotch Bush Rd	2.4	1,140.0
28	Laurentian Valley/Townof Petawawa	2011 Limit	CR 28 Limit	1.5	337.5
29	Laurentian Valley	Clearview Cres	Hwy 148	0.7	133.0
34	Admaston/Bromley	2.8 km N of CR 508	5.8 km N of CR 508	3.0	550.0
63	McNab/Braeside	Mill Ridge Road	Watts Line	1.8	1,000.0
64	Bonnechere Valley	10 km E of CR 512	13 km E of CR 512	3.0	585.0
68	Brudenell, Lyndoch & Raglan	Gorman Lake	CR 66	2.0	1,000.0
70	Bonnechere Valley	Gorman Road	800 m east of Wolfe Road	4.1	1,000.0
71	Greater Madawaska	6.5 km S of Hwy 41	CR 65	3.2	1,110.0
<b>ROAD RECONSTRUCTION/REHABILITATION TOTALS</b>				<b>26.2</b>	<b>9,435.5</b>
<b>Bridge/Culvert Reconstruction/Rehabilitation</b>					
<b>Structure #</b>	<b>Location</b>	<b>Structure Name</b>		<b>2012 BUDGET</b>	
B-067	Brudenell, Lyndoch & Raglan	Addington Road Bridge Replacement		350.0	
B-203	Petawawa	Petawawa River Bridge Rehabilitation		650.0	
C-030	Laurentian Valley	Hales Creek Culvert Replacement		450.0	
C-264	Brudenell/Lyndoch & Raglan	Hopeberg Creek Culvert Replacement		140.0	
		Bridge Repairs - General		125.0	
<b>BRIDGE/CULVERT RECONSTRUCTION/REHABILITATION TOTALS</b>				<b>1,715.0</b>	
<b>Future Engineering</b>					
<b>A. Roads</b>					
<b>Road #</b>	<b>Location</b>	<b>From</b>	<b>To</b>	<b>Length (km)</b>	<b>2012 BUDGET</b>
22	Bonnechere Valley	Scotch Bush Road	CR 5	5.1	20.0
<b>Road Future Engineering Totals</b>				<b>5.1</b>	<b>20.0</b>

<b><u>B. Bridges/Culverts</u></b>			
<b>Structure #</b>	<b>Location</b>	<b>Structure Name</b>	<b>2012 BUDGET</b>
B-096	Greater Madawaska	Centennial Lake Bridge	150.0
B-311	Laurentian Valley	Indian River Bridge	50.0
C-124	McNab/Braeside	Cameron Culvert	30.0
C-147	Madawaska Valley	Turtle Culverts (CR 68)	15.0
<b>Bridge/Culvert Future Engineering Totals</b>			<b>245.0</b>
<b><u>C. Deck Condition Surveys/Structural Evaluations</u></b>			
<b>Structure #</b>	<b>Location</b>	<b>Structure Name</b>	<b>2012 BUDGET</b>
C309		Gariepy Creek Culvert - Structural Evaluation	10.0
B102		Brennans Creek Bridge - Deck Condition Survey	15.0
C227		Mink Creek Culvert - Structural Evaluation	15.0
C201		Broomes Creek Culvert - Structural Evaluation	15.0
C037		Bagot Creek Culvert - Structural Evaluation	10.0
B202		Cameron Street Bridge - Deck Condition Survey	10.0
<b>Deck Condition Survey Totals</b>			<b>75.0</b>
<b>FUTURE ENGINEERING TOTALS</b>			<b>340.0</b>
<b>6) Safety Devices</b>			
<b>Road #</b>	<b>Location</b>		<b>2012 BUDGET</b>
	Guide Rails - Various Locations		50.0
	Traffic Signals - Arnprior		20.0
<b>SAFETY DEVICES TOTAL</b>			<b>70.0</b>
<b>BUDGET TOTAL</b>			<b>11,560.5</b>

\*All figures in thousands

Schedule C

EQUIPMENT

<b>LARGE EQUIPMENT</b>	<b># of Items</b>	<b>Unit Price</b>	<b>2012 BUDGET</b>	<b>2011 PROJECTED ACTUAL</b>	<b># of Items</b>	<b>Unit Price</b>	<b>2011 BUDGET</b>	
Light Duty Trucks - (Replacements)	3	28.0	84.0	75.3	3	28.0	84.0	
Float Trailer - New	1	15.0	15.0					
Heavy Duty Truck (Replacement)	3	225.0	675.0	193.6	3	235.0	705.8	
Backhoe/Loader (Replacement)	1	100.0	100.0	95.5	1	100.0	100.0	
Replacement Grader	1	100.0	100.0					
Steamer Replacement	1	12.3	12.3					
Sign Reflectometer	1	12.0	12.0					
50 Ft Lessard Bridge	1	80.0	80.0					
Replacement Mower/Brush Hog - Boom Type	1	20.0	20.0	19.5	1	20.0	20.0	
<b>LARGE EQUIPMENT TOTALS</b>			<b>1,098.3</b>	<b>383.9</b>			<b>909.8</b>	
<b>SMALL EQUIPMENT</b>	<b># of Items</b>	<b>Unit Price</b>	<b>2012 BUDGET</b>	<b>2011 PROJECTED ACTUAL</b>	<b># of Items</b>	<b>Unit Price</b>	<b>2011 BUDGET</b>	
Water Pump Replacement	1	1.0	1.0	0.0	0	0.0	0.0	
Chain Saws (Replacements)	4	0.6	2.4	2.0	4	0.6	2.4	
Generator - Mechanic Van	1	2.5	2.5					
Brush Saws (Replacements)	4	0.5	2.0	2.7	4	0.5	2.0	
Plasma Cutters				5.5	2	3.0	6.0	
Vehicle scan tool				5.4	1	5.0	5.0	
Miscellaneous Small Tools (Mechanics)	3	3.0	9.0	9.0	3	3.0	9.0	
<b>LARGE EQUIPMENT REFURBISH</b>								
Heavy Duty Trucks- Refurbish	2	8.0	16.0	9.0	2	8.0	16.0	
Tandem Float Refurbish	1	5.0	5.0	4.0	1	5.0	5.0	
<b>SMALL EQUIPMENT TOTALS</b>			<b>37.9</b>	<b>37.6</b>			<b>45.4</b>	
<b>TOTAL EQUIPMENT</b>			<b>1,136.2</b>	<b>421.5</b>			<b>955.2</b>	
<b>Increase from 2011 Budget</b>							<b>Equals</b>	<b>18.95%</b>

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Schedule D

HOUSING IMPROVEMENTS

MAJOR REPAIRS & RENOVATIONS	Pembroke (60000)	Cobden (60100)	Goshen/ Calabogie (60200)	South West (60300)	2012 BUDGET	2011 PROJECTED ACTUAL	2011 BUDGET
6050 - Garage Bay Door Replacements (\$6000/door)	0.0	30.0	0.0	0.0	30.0	0.0	0.0
6050- Roof Replacement	0.0	0.0	0.0	0.0	0.0	78.0	110.0
Heating System Upgrades - (Note 1)	0.0	25.0	0.0	0.0	25.0	0.0	0.0
<b>HOUSING IMPROVEMENTS TOTALS</b>	<b>0.0</b>	<b>55.0</b>	<b>0.0</b>	<b>0.0</b>	<b>55.0</b>	<b>78.0</b>	<b>110.0</b>
Increase from 2011 Budget						Equals	

\*All figures in thousands

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Schedule E

**ADMINISTRATION**

<b>ADMINISTRATION SALARIES &amp; BENEFITS</b>	<b>2012 BUDGET</b>	<b>2011 PROJECTED ACTUAL</b>	<b>2011 BUDGET</b>
Administration Salaries	600.5	531.0	568.0
<b>ADMINISTRATION SALARIES &amp; BENEFITS TOTAL</b>	<b>\$600.5</b>	<b>\$531.0</b>	<b>\$568.0</b>
<b>OFFICE EXPENSES</b>		<b>2011 PROJECTED ACTUAL</b>	
Office Supplies and Equipment	29.0	24.0	25.5
Engineering Supplies and Equipment	28.0	13.8	17.0
Communications	71.5	76.4	74.7
Travel	8.0	8.0	11.0
<b>OFFICE EXPENSES TOTAL</b>	<b>\$136.5</b>	<b>\$122.2</b>	<b>\$128.2</b>
<b>PROFESSIONAL SERVICES</b>		<b>2011 PROJECTED ACTUAL</b>	
Legal Expenses & Insurance	170.0	263.0	261.0
<b>PROFESSIONAL SERVICES TOTAL</b>	<b>\$170.0</b>	<b>\$263.0</b>	<b>\$261.0</b>
<b>PROFESSIONAL DEVELOPMENT</b>		<b>2011 PROJECTED ACTUAL</b>	
Staff Training	30.0	30.0	30.0
Staff Conventions	6.0	4.5	6.0
<b>PROFESSIONAL DEVELOPMENT TOTAL</b>	<b>\$36.0</b>	<b>\$34.5</b>	<b>\$36.0</b>
<b>MISCELLANEOUS ADMINISTRATION</b>		<b>2011 PROJECTED ACTUAL</b>	
Employee Service Awards	3.0	0.2	2.5
Association Memberships	7.0	5.5	6.9
Publications	2.0	2.0	2.0
Personal Protection Items	26.0	24.0	25.0
<b>MISCELLANEOUS ADMINISTRATION TOTAL</b>	<b>\$38.0</b>	<b>\$31.7</b>	<b>\$36.4</b>
<b>ADMINISTRATION TOTAL</b>	<b>\$981.0</b>	<b>\$982.4</b>	<b>\$1,029.6</b>

\*All figures in thousands

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Schedule F

MAINTENANCE

STRUCTURES JOB ACTIVITIES	Pembroke (30000)	Cobden (30100)	Goshen (30200)	South West (30300)	Recoveries	2012 BUDGET	2011 PROJECTED ACTUAL	2011 BUDGET
Inspection (Routine 3001)	2.0	2.0	2.0	2.0	0.0	8.0	7.7	6.0
Washing (Routine 3002)	10.0	6.5	10.5	8.0		35.0	31.6	38.0
Clean Out (Routine 3003)	2.0	5.0	4.5	5.0		16.5	15.0	18.0
Beaver Control (Routine 3004)	20.0	15.0	7.0	20.0		62.0	50.0	72.0
<b>ROUTINE EXPENSES</b>	<b>34.0</b>	<b>28.5</b>	<b>24.0</b>	<b>35.0</b>	<b>0.0</b>	<b>121.5</b>	<b>104.3</b>	<b>134.0</b>
Substructure (Spot Repairs 3009)	1.0	1.0	1.0	1.0		4.0	5.3	4.0
Superstructure (Spot Repairs 3010)	1.0	1.0	1.0	1.0		4.0	2.0	10.0
Approach (Spot Repairs 3011)	0.5	0.5	0.5	0.5		2.0	0.5	4.0
Embankments & Water Course (Spot Repairs 3012)	0.5	0.5	0.5	0.5		2.0	2.0	4.0
<b>SPOT REPAIRS EXPENSES</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>	<b>12.0</b>	<b>9.8</b>	<b>22.0</b>
500 - 999 mm Diameter (Replacements 3019)	25.0	2.0	2.0	2.0		31.0	35.7	8.0
1000 - 1499 mm Diameter (Replacements 3020)	0.0	25.0	0.0	0.0		25.0	11.0	15.0
<b>REPLACEMENT EXPENSES</b>	<b>25.0</b>	<b>27.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>	<b>56.0</b>	<b>46.7</b>	<b>23.0</b>
<b>STRUCTURES NET EXPENSES</b>	<b>62.0</b>	<b>58.5</b>	<b>29.0</b>	<b>40.0</b>	<b>0.0</b>	<b>189.5</b>	<b>160.8</b>	<b>179.0</b>
ROADSIDE JOB ACTIVITIES	Pembroke (30000)	Cobden (30100)	Goshen (30200)	South West (30300)	Recoveries	2012 BUDGET	2011 PROJECTED ACTUAL	2011 BUDGET
Machine Mowing (Vegetation 3029)	15.0	15.0	15.0	15.0		60.0	59.1	71.0
Hand Grass Cutting (Vegetation 3030)	10.0	10.0	10.0	10.0		40.0	37.6	45.0
Weed Removal (Vegetation 3031)	0.0	0.0	0.0	0.0		0.0	0.2	2.0
Brushing (Vegetation 3032)	30.0	30.0	30.0	30.0		120.0	125.0	130.0
Tree Removal (Vegetation 3033)	5.0	5.0	5.0	5.0		20.0	46.0	15.0
<b>VEGETATION EXPENSES</b>	<b>60.0</b>	<b>60.0</b>	<b>60.0</b>	<b>60.0</b>	<b>0.0</b>	<b>240.0</b>	<b>267.9</b>	<b>263.0</b>

Manhole & Catch Basin Cleaning (Drainage 3039)	11.0	4.0	10.0	5.0		30.0	27.4	30.0
Sewer Flushing (Drainage 3040)	0.0	0.0	0.0	0.0		0.0	0.8	0.0
Curb & Gutter Repairs (Drainage 3041)	5.0	5.0	5.0	50.0		65.0	115.0	115.0
Drainage Structure Repairs (Drainage 3042)	2.0	0.5	1.0	0.5		4.0	4.0	8.0
Sewer/Outfall Repairs (Drainage 3043)	0.5	0.5	0.5	0.5		2.0	1.0	4.0
Ditching (Drainage 3044)	20.0	20.0	20.0	20.0		80.0	75.0	50.0
<b>DRAINAGE EXPENSES</b>	<b>38.5</b>	<b>30.0</b>	<b>36.5</b>	<b>76.0</b>	<b>0.0</b>	<b>181.0</b>	<b>223.2</b>	<b>207.0</b>
Debris & Litter Pick-up (Debris 3050)	10.0	8.0	6.0	6.0		30.0	30.0	36.0
Rockfall Clean-up (Debris 3051)	2.0	2.0	2.0	2.0		8.0	7.1	4.0
Storm Clean-up (Debris 3052)	2.0	2.0	2.0	2.0		8.0	26.5	6.0
Dead Animal Disposal (Debris 3054)	5.0	3.0	4.0	3.0		15.0	13.5	13.5
<b>DEBRIS EXPENSES</b>	<b>19.0</b>	<b>15.0</b>	<b>14.0</b>	<b>13.0</b>	<b>0.0</b>	<b>61.0</b>	<b>77.1</b>	<b>59.5</b>
<b>ROADSIDE NET EXPENSES</b>	<b>117.5</b>	<b>105.0</b>	<b>110.5</b>	<b>149.0</b>	<b>0.0</b>	<b>482.0</b>	<b>568.2</b>	<b>529.5</b>
<b>HARD TOP JOB ACTIVITIES</b>	<b>Pembroke (30000)</b>	<b>Cobden (30100)</b>	<b>Goshen (30200)</b>	<b>South West (30300)</b>	<b>Recoveries</b>	<b>2012 BUDGET</b>	<b>2011 PROJECTED ACTUAL</b>	<b>2011 BUDGET</b>
Patching - Cold Mix (Surface 3059)	50.0	65.0	50.0	70.0		235.0	305.0	200.0
Patching - Hot Mix (Surface 3060)	137.5	137.5	137.5	137.5		550.0	550.0	500.0
Crack Filling (Surface 3061)	0.0	0.0	0.0	2.0		2.0	0.0	4.0
Crack Routing & Sealing (Surface 3062)	6.2	6.3	6.2	6.3		25.0	0.8	0.0
Base Repair (Surface 3063)	15.0	20.0	15.0	15.0		65.0	67.9	65.0
Washout (Surface 3064)	5.0	5.0	5.0	5.0		20.0	31.1	4.0
Surface Treatment (Surface 3065)	0.0	30.0	0.0	0.0		30.0	0.0	36.0
<b>SURFACE EXPENSES</b>	<b>213.7</b>	<b>263.8</b>	<b>213.7</b>	<b>235.8</b>	<b>0.0</b>	<b>927.0</b>	<b>954.8</b>	<b>809.0</b>
Sweeping - Intersections (Sweeping 3067)	5.0	5.0	5.0	5.0		20.0	18.5	34.0
Sweeping - Villages (Sweeping 3068)	11.0	5.0	9.0	3.0		28.0	25.0	26.0
<b>SWEEPING EXPENSES</b>	<b>16.0</b>	<b>10.0</b>	<b>14.0</b>	<b>8.0</b>	<b>0.0</b>	<b>48.0</b>	<b>43.5</b>	<b>60.0</b>

Grading (Shoulders 3071)	30.0	35.0	30.0	30.0		125.0	120.0	135.0
Washout Patching (Shoulders 3072)	30.0	20.0	20.0	20.0		90.0	80.0	85.0
Gravelling (Shoulders 3073)	25.0	35.0	30.0	30.0		120.0	100.0	120.0
Gravel Sealing (Shoulders 3074)	10.0	10.0	10.0	10.0		40.0	33.8	40.0
<b>SHOULDER EXPENSES</b>	<b>95.0</b>	<b>100.0</b>	<b>90.0</b>	<b>90.0</b>	<b>0.0</b>	<b>375.0</b>	<b>333.8</b>	<b>380.0</b>
<b>HARD TOP NET EXPENSES</b>	<b>324.7</b>	<b>373.8</b>	<b>317.7</b>	<b>333.8</b>	<b>0.0</b>	<b>1,350.0</b>	<b>1,332.1</b>	<b>1,249.0</b>
<b>LOOSE TOP JOB ACTIVITIES (9.65 km)</b>	<b>Pembroke (30000)</b>	<b>Cobden (30100)</b>	<b>Goshen (30200)</b>	<b>South West (30300)</b>	<b>Recoveries</b>	<b>2012 BUDGET</b>	<b>2011 PROJECTED ACTUAL</b>	<b>2011 BUDGET</b>
Grading (Surface 3081)	0.0	10.0	18.0	0.0		28.0	20.0	25.0
Washout Patching (Surface 3082)	0.0	1.0	1.0	0.0		2.0	1.0	1.0
Localized Repairs (Surface 3083)	0.0	1.0	1.0	0.0		2.0	30.9	1.0
<b>SURFACE EXPENSES</b>	<b>0.0</b>	<b>12.0</b>	<b>20.0</b>	<b>0.0</b>		<b>32.0</b>	<b>51.9</b>	<b>27.0</b>
Calcium - Liquid (Stabilization & Dust 3089)	0.0	2.0	6.0	0.0		8.0	13.0	6.5
Calcium - Bagged (Stabilization & Dust 3090)	0.0	0.5	0.5	0.0		1.0	2.8	0.5
<b>STABILIZATION &amp; DUST EXPENSES</b>	<b>0.0</b>	<b>2.5</b>	<b>6.5</b>	<b>0.0</b>		<b>9.0</b>	<b>15.8</b>	<b>7.0</b>
<b>LOOSE TOP NET EXPENSES</b>	<b>0.0</b>	<b>14.5</b>	<b>26.5</b>	<b>0.0</b>		<b>41.0</b>	<b>67.7</b>	<b>34.0</b>
<b>WINTER CONTROL JOB ACTIVITIES</b>	<b>Pembroke (30000)</b>	<b>Cobden (30100)</b>	<b>Goshen (30200)</b>	<b>South West (30300)</b>	<b>Recoveries</b>	<b>2012 BUDGET</b>	<b>2011 PROJECTED ACTUAL</b>	<b>2011 BUDGET</b>
Snow Plowing & Sanding (Snow Plow/Spread 3096)	135.0	135.0	135.0	135.0		540.0	520.0	530.4
Snow Plowing & Salting (Snow Plow/Spread 3097)	480.0	480.0	480.0	480.0		1,920.0	1,870.0	1,880.0
<b>SNOW PLOW/SPREAD EXPENSES</b>	<b>615.0</b>	<b>615.0</b>	<b>615.0</b>	<b>615.0</b>	<b>0.0</b>	<b>2,460.0</b>	<b>2,390.0</b>	<b>2,410.4</b>
Sanding (Material Spreading 3103)	35.0	35.0	35.0	35.0		140.0	135.0	140.0
Salting (Material Spreading 3104)	80.0	80.0	80.0	80.0		320.0	310.0	315.0
<b>MATERIAL SPREADING EXPENSES</b>	<b>115.0</b>	<b>115.0</b>	<b>115.0</b>	<b>115.0</b>	<b>0.0</b>	<b>460.0</b>	<b>445.0</b>	<b>455.0</b>
Winter Patrol - Day/Weekend (Winter Patrol 3110)	25.0	25.0	25.0	25.0		100.0	100.0	100.0
Winter Patrol - Night (Winter Patrol 3111)	18.0	22.0	22.0	22.0		84.0	88.0	88.0
<b>WINTER PATROL EXPENSES</b>	<b>43.0</b>	<b>47.0</b>	<b>47.0</b>	<b>47.0</b>	<b>0.0</b>	<b>184.0</b>	<b>188.0</b>	<b>188.0</b>
Parking Lot Winter Maintenance (Miscellaneous Winter 3116)	30.0	0.0	0.0	0.0		30.0	35.0	12.0
Snow Fencing (Miscellaneous Winter 3117)	1.0	3.0	3.0	3.0		10.0	10.0	12.0
Spring Drainage (Miscellaneous Winter 3118)	15.0	15.0	15.0	15.0		60.0	52.0	48.0
Culvert Thawing (Miscellaneous Winter 3119)	2.5	2.5	2.5	2.5		10.0	8.0	8.0
Weather Forecasting (Miscellaneous Winter 3120)	3.0	3.0	3.0	3.0		12.0	10.0	16.0
Provision for Winter Mtce Unallocated Surplus	0.0	0.0	0.0	0.0		0.0	0.0	0.0
<b>MISCELLANEOUS WINTER EXPENSES</b>	<b>51.5</b>	<b>23.5</b>	<b>23.5</b>	<b>23.5</b>	<b>0.0</b>	<b>122.0</b>	<b>115.0</b>	<b>96.0</b>
<b>WINTER CONTROL EXPENSES</b>	<b>824.5</b>	<b>800.5</b>	<b>800.5</b>	<b>800.5</b>	<b>0.0</b>	<b>3,226.0</b>	<b>3,138.0</b>	<b>3,149.4</b>
<b>RECOVERIES - WINTER CONTROL (3100)</b>					-37.6	-37.6	-35.5	-37.6

<b>WINTER CONTROL NET EXPENSES</b>	<b>824.5</b>	<b>800.5</b>	<b>800.5</b>	<b>800.5</b>	<b>-37.6</b>	<b>3,188.4</b>	<b>3,102.5</b>	<b>3,111.8</b>
<b>SAFETY DEVICES JOB ACTIVITIES</b>	<b>Pembroke (30000)</b>	<b>Cobden (30100)</b>	<b>Goshen (30200)</b>	<b>South West (30300)</b>	<b>Recoveries</b>	<b>2012 BUDGET</b>	<b>2011 PROJECTED ACTUAL</b>	<b>2011 BUDGET</b>
Traffic Signal Maintenance (Signals & Illumination 3127)	26.0	0.0	25.0	0.0		51.0	50.0	51.0
Flasher Maintenance (Signals & Illumination 3128)	5.0	0.5	1.0	1.0		7.5	10.5	6.0
Intersection Lighting (Signals & Illumination 3129)	8.0	1.5	7.0	1.0		17.5	8.5	19.5
Railway Crossing Maintenance (Signals & Illumination 3130)	15.0	15.0	0.0	0.0		30.0	29.5	0.0
<b>SIGNALS &amp; ILLUMINATION EXPENSES</b>	<b>54.0</b>	<b>17.0</b>	<b>33.0</b>	<b>2.0</b>	<b>0.0</b>	<b>106.0</b>	<b>98.5</b>	<b>76.5</b>
Signage - Regulatory (Signage 3136)	11.5	14.0	7.0	13.0		45.5	43.0	45.5
Signage - Warning (Signage 3137)	12.0	18.0	12.0	12.0		54.0	52.0	48.0
Signage - Informational (Signage 3138)	6.0	6.0	6.0	4.0		22.0	22.0	16.0
Signage - Tourism (Signage 3139)	1.0	1.0	1.0	1.0		4.0	3.5	4.0
Signage - 9-1-1 (Signage 3140)	8.0	8.0	8.0	8.0		32.0	30.0	36.0
Signage - Other Signs (Signage 3142)	1.0	1.0	1.0	1.0		4.0	4.5	8.0
Signage - Miscellaneous Sign Expense (Signage 3143)	1.0	1.0	1.0	1.0		4.0	3.0	4.0
<b>SIGNAGE EXPENSES</b>	<b>40.5</b>	<b>49.0</b>	<b>36.0</b>	<b>40.0</b>	<b>0.0</b>	<b>165.5</b>	<b>158.0</b>	<b>161.5</b>
Centre Line (Pavement markings 3148)	36.0	36.0	36.0	36.0		144.0	140.0	144.0
Edge Line (Pavement markings 3149)	20.0	20.0	20.0	20.0		80.0	76.2	80.0
Stop Bar (Pavement markings 3150)	10.0	5.5	8.5	5.0		29.0	27.0	36.0
Traffic Symbols (Pavement markings 3151&3147)	6.0	2.5	2.5	1.5		12.5	18.8	19.5
Pavement Marking (Lower Tiers)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	60.0
<b>INTERSECTION PAINTING EXPENSES</b>	<b>72.0</b>	<b>64.0</b>	<b>67.0</b>	<b>62.5</b>	<b>0.0</b>	<b>265.5</b>	<b>262.0</b>	<b>339.5</b>
Post Replacement & Repair (Guide Rails 3158)	25.0	15.0	10.0	10.0		60.0	56.5	55.0
Guide Rail Replacement & Repair (Guide Rails 3159)	0.5	1.0	1.0	1.0		3.5	15.0	4.0
Cable Replacement & Repair (Guide Rails 3160)	1.5	1.5	1.5	1.5		6.0	2.4	6.0
Miscellaneous Replacement & Repair (Guide Rails 3161)	1.0	2.0	2.0	2.0		7.0	11.0	8.0
Guide Rails Recoveries					-6.0	-6.0	-6.0	-6.0
<b>GUIDE RAIL EXPENSES</b>	<b>28.0</b>	<b>19.5</b>	<b>14.5</b>	<b>14.5</b>	<b>-6.0</b>	<b>70.5</b>	<b>78.9</b>	<b>67.0</b>
<b>SAFETY DEVICES EXPENSES</b>	<b>194.5</b>	<b>149.5</b>	<b>150.5</b>	<b>119.0</b>	<b>-6.0</b>	<b>607.5</b>	<b>597.4</b>	<b>644.5</b>
<b>RECOVERIES - SIGN SALES (3144)</b>					-50.0	-50.0	-80.0	-40.0
<b>RECOVERIES - PAVEMENT MARKING (3152)</b>					0.0	0.0	0.0	-40.0
<b>SAFETY DEVICES NET EXPENSES</b>	<b>194.5</b>	<b>149.5</b>	<b>150.5</b>	<b>119.0</b>	<b>-50.0</b>	<b>563.5</b>	<b>517.4</b>	<b>564.5</b>

<b>CORRIDOR CONTROL &amp; MEETINGS JOB ACTIVITIES</b>	<b>Pembroke (30000)</b>	<b>Cobden (30100)</b>	<b>Goshen (30200)</b>	<b>South West (30300)</b>	<b>Recoveries</b>	<b>2012 BUDGET</b>	<b>2011 PROJECTED ACTUAL</b>	<b>2011 BUDGET</b>
Access (Corridor Control 3168)	4.0	4.0	4.0	4.0		16.0	16.0	16.0
Develop (Corridor Control 3169)	6.0	5.0	5.0	5.0		21.0	20.0	21.0
Signage (Corridor Control 3170)	2.5	2.5	2.5	2.5		10.0	10.0	10.0
Utilities (Corridor Control 3171)	1.7	1.7	1.7	1.7		6.8	6.5	8.0
Other (Corridor Control 3172)	0.2	0.2	0.2	0.2		0.8	0.7	0.8
9-1-1/Civic Addressing - Salaries (9-1-1-/Civic Addressing 3175)	2.5	2.5	2.5	2.5		10.0	9.1	12.6
<b>CORRIDOR CONTROL EXPENSES</b>	<b>16.9</b>	<b>15.9</b>	<b>15.9</b>	<b>15.9</b>	<b>0.0</b>	<b>64.6</b>	<b>62.3</b>	<b>68.4</b>
Traffic Counting - Normal (Engineering 3179)	2.0	2.0	2.0	2.0		8.0	7.0	8.0
Traffic Counting - Intersection (Engineering 3180)	0.5	0.5	0.5	0.5		2.0	0.5	2.0
Traffic Counting - Other (Engineering 3181)	0.5	0.5	0.5	0.5		2.0	0.0	2.0
<b>ENGINEERING EXPENSES</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>	<b>12.0</b>	<b>7.5</b>	<b>12.0</b>
Summer Patrol (Summer Patrol 3189)	15.0	15.0	15.0	15.0		60.0	58.0	56.0
<b>SUMMER PATROL EXPENSES</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>	<b>0.0</b>	<b>60.0</b>	<b>54.0</b>	<b>56.0</b>
Staff Meetings - Maintenance (Staff Expense 3195)	2.0	2.0	2.0	2.0		8.0	8.5	16.0
Staff Courses & Seminars - Maintenance (Staff Expense 3196)	0.2	0.2	0.2	0.2		0.8	0.5	0.8
<b>STAFF EXPENSE EXPENSES</b>	<b>2.2</b>	<b>2.2</b>	<b>2.2</b>	<b>2.2</b>	<b>0.0</b>	<b>8.8</b>	<b>9.0</b>	<b>16.8</b>
Emergency Response (3198)	2.5	2.5	2.5	2.5	0.0	10.0	15.0	10.0
<b>MISCELLANEOUS NET EXPENSES</b>	<b>39.6</b>	<b>38.6</b>	<b>38.6</b>	<b>38.6</b>	<b>0.0</b>	<b>155.4</b>	<b>147.8</b>	<b>163.2</b>
<b>BUDGET TOTALS</b>	<b>1,562.8</b>	<b>1,540.4</b>	<b>1,473.3</b>	<b>1,480.9</b>	<b>-93.6</b>	<b>5,963.8</b>	<b>5,896.5</b>	<b>5,831.0</b>
<b>Increase from 2011 Budget</b>							<b>Equals</b>	<b>2.28%</b>

\*All figures in thousands

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Schedule G

HOUSING EXPENSE

OPERATING BUDGET (\$000)								
ITEMS	Pembroke (60000)	Cobden (60100)	Goshen (60200)	South West (60300)	R.C. Place (60400)	2012 BUDGET	2011 PROJECTED ACTUAL	2011 BUDGET
6050 - Repairs to Storage Dome Roofs(1000/sect.)	0.0	0.0	0.0	0.0	0.0	0.0	6.0	5.0
Lighting Upgrade in Garages (Note 1)	0.0	10.0	0.0	0.0	0.0	10.0	15.0	10.0
Heating System Upgrades - (Note 1)	0.0	0.0	0.0	0.0	0.0	0.0	24.9	15.0
<b>MAJOR REPAIRS UNDER THRESHOLD</b>	<b>0.0</b>	<b>10.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>10.0</b>	<b>45.9</b>	<b>30.0</b>
6001 - Rent	0.0	4.0	0.0	4.0	0.0	8.0	8.0	8.0
6008 - Heat	20.0	7.5	20.0	16.0	0.0	63.5	63.5	63.5
6009 - Hydro	9.0	4.0	4.0	8.0	0.0	25.0	25.0	28.0
6010 - Water/Sewer	0.4	1.0	0.6	0.6	0.0	2.6	2.0	2.6
6016 - Phone/Fax	4.0	2.0	2.0	2.0	1.0	11.0	9.5	12.9
6017 - Cellular	1.0	1.0	1.0	1.0	0.5	4.5	3.7	3.7
6024 - Maintenance - Building	15.0	3.0	10.0	10.0	0.0	38.0	43.5	49.0
6025 - Maintenance - Yard	10.0	4.0	4.0	4.0	0.0	22.0	27.0	17.0
6026 - Maintenance - Fuel System	1.0	1.0	1.0	1.0	0.0	4.0	2.0	6.0
6027 - Liquid Waste Disposal	2.0	0.5	0.5	0.5	0.5	4.0	2.0	13.0
6028 - Oil/Water Monitoring	1.0	0.0	1.0	0.5	0.0	2.5	2.0	2.0
6032 - Supplies - Equipment & Tools (<\$500)	1.0	1.0	1.0	1.0	0.0	4.0	4.0	5.0
6033 - Supplies - Building	0.5	1.0	1.0	1.0	0.0	3.5	3.0	4.5
6034 - Supplies - Vehicles	0.5	0.5	0.5	1.0	0.0	2.5	2.0	2.4
6040 - Insurance	2.2	2.2	2.2	2.2	0.0	8.8	5.8	3.5
<b>OPERATING EXPENSES</b>	<b>67.6</b>	<b>32.7</b>	<b>48.8</b>	<b>52.8</b>	<b>2.0</b>	<b>203.9</b>	<b>203.0</b>	<b>221.1</b>
<b>HOUSING EXPENSE TOTALS</b>	<b>\$67.6</b>	<b>\$42.7</b>	<b>\$48.8</b>	<b>\$52.8</b>	<b>\$2.0</b>	<b>\$213.9</b>	<b>\$248.9</b>	<b>\$251.1</b>
Increase from 2011 Budget							Equals	-14.81%

\*All figures in thousands

1. Indicates estimated total cost. Possible grants/subsidies would reduce total cost to this program.

County of Renfrew  
Schedule of Reserves  
Budget 2012

		Budget Balance 31-Dec-11	Property-Pemb	Property-RCP	Property - Base	80 McGonigal St	Public Works	Transfers From General (+)	Transfers To General (-)	Transfers Between Reserves	Net Change	Balance 31-Dec-12
Child Care	Child Care	771,687							(640,000)		(640,000)	131,687
Ec Dev	Contingency	50,000									0	50,000
Ec Dev	RED	40,000									0	40,000
Expo 150	150th Anniversary	63,364									0	63,364
General	Building Reserve	1,834,485	(50,000)	10,200	91,542	(923,724)			(141,474)	2,400,000	1,386,544	3,221,029
General	Development Reserve	7,548									0	7,548
General	Federal Gas Tax Reserve	7,073					(2,552,436)	2,552,436			0	7,073
General	Insurance	150,000									0	150,000
General	IOA Reserve	366,276				(366,276)					(366,276)	0
General	Reforestation Reserve	335,700									0	335,700
General	Sick leave	69,458									0	69,458
General	Working Capital	5,998,398	(40,000)							(4,500,000)	(4,540,000)	1,458,398
General	WSIB	250,839									0	250,839
Housing	DOOR	582,409							(285,000)		(285,000)	297,409
Housing	Non Profit Capital	116,221									0	116,221
Housing	Severance	252,415									0	252,415
Information Technology	MS Server Transition	20,000							(20,000)		(20,000)	0
Paramedic	Infrastructure	2,624,948					540,237	(1,444,375)			(904,138)	1,720,810
Paramedic	Severance	1,363,818									0	1,363,818
Paramedic	WSIB	781,322									0	781,322
Public Works	Equip	1,074,967					302,100	(1,136,200)			(834,100)	240,867
Public Works	Inventory	555,223									0	555,223
Public Works	Capital	1,594,050							(2,970,000)	2,100,000	(870,000)	724,050
Public Works	Winter Control	195,260									0	195,260
Social Services	Homelessness	223,958							(223,958)		(223,958)	0
Social Services	Fiscal Pressure	400,989									0	400,989
<b>County Of Renfrew</b>		<b>19,730,408</b>	<b>(90,000)</b>	<b>10,200</b>	<b>91,542</b>	<b>(1,290,000)</b>	<b>(2,552,436)</b>	<b>3,394,773</b>	<b>(6,861,007)</b>	<b>0</b>	<b>(7,296,928)</b>	<b>12,433,480</b>
BM	WSIB	0									0	0
BM	Unallocated	641,060							(192,000)		(192,000)	449,060
BM	Equip	87,199									0	87,199
BM	Inventory	153,185									0	153,185
<b>Bonnechere Manor</b>		<b>881,444</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(192,000)</b>	<b>0</b>	<b>(192,000)</b>	<b>689,444</b>
ML	Contingency	200,000									0	200,000
ML	WSIB	0									0	0
ML	Unallocated	0									0	0
ML	Equip	240,671							(135,900)		(135,900)	104,771
ML	Sick leave	186,402									0	186,402
ML	Inventory	41,685									0	41,685
<b>Miramichi Lodge</b>		<b>668,758</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(135,900)</b>	<b>0</b>	<b>(135,900)</b>	<b>532,858</b>
Ottawaska	Ottawaska - Capital	119,305						41,417	(45,600)		(4,183)	115,122
Ottawaska	Ottawaska - Capital Repair	578									0	578
RCHC	Capital	2,314,343						225,000	(368,400)		(143,400)	2,170,943
RCHC	Capital Repair	5,727									0	5,727
RCHC	Invest In AH Admin Reserve	100,000									0	100,000
RCHC	Working Capital	50,000									0	50,000
RCHC	WSIB	112,228									0	112,228
<b>Renfrew County Housing Corp</b>		<b>2,702,181</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>266,417</b>	<b>(414,000)</b>	<b>0</b>	<b>(147,583)</b>	<b>2,554,598</b>
<b>Total Surplus Adjustment</b>		<b>23,982,791</b>	<b>(90,000)</b>	<b>10,200</b>	<b>91,542</b>	<b>(1,290,000)</b>	<b>(2,552,436)</b>	<b>3,661,190</b>	<b>(7,602,907)</b>	<b>0</b>	<b>(7,772,411)</b>	<b>16,210,380</b>

Department	Primary Category	Secondary Category	Abbreviation	Threshold	2012 Budget \$	EUL	Annual Depreciation Expense	Asset Purchase Description
Public Works - CAP	CAPITAL WIP	Capital Work in Progress	CWIP		20,000			County Road 22 (Grattan Road)
Public Works - CAP	CAPITAL WIP	Capital Work in Progress	CWIP		150,000			B-096 - Centennial Lake Bridge
Public Works - CAP	CAPITAL WIP	Capital Work in Progress	CWIP		75,000			Various - Bridge Deck Condition Surveys
Public Works - CAP	CAPITAL WIP	Capital Work in Progress	CWIP		50,000			B-311 - Indian River Bridge
Public Works - CAP	CAPITAL WIP	Capital Work in Progress	CWIP		30,000			C-124 - Cameron Culvert
Public Works - CAP	CAPITAL WIP	Capital Work in Progress	CWIP		15,000			C-147 - Turtle Culvert
Public Works - CAP	LINEAR ASSET	Hard Surface - Asphalt	HSUA	\$25,000	200,000	15	13,333	County Road 16 (Victoria Street) paid by debt issue
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	1,880,000	45	41,778	County Road 16 (Victoria Street) paid by debt issue
Public Works - CAP	LINEAR ASSET	Hard Surface - Asphalt	HSUA	\$25,000	320,000	15	21,333	County Road 20 (Bruce Street)
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	180,000	15	12,000	County Road 20 (Bruce Street)
Public Works - CAP	LINEAR ASSET	Hard Surface - Asphalt	HSUA	\$25,000	240,000	15	16,000	County Road 22 (Grattan Road)
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	900,000	45	20,000	County Road 22 (Grattan Road)
Public Works - CAP	LINEAR ASSET	Hard Surface - Other	HSUO	\$25,000	77,500	8	9,688	County Road 28 (Barran Canyon Road)
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	260,000	45	5,778	County Road 28 (Barran Canyon Road)
Public Works - CAP	LINEAR ASSET	Hard Surface - Asphalt	HSUA	\$25,000	110,000	15	7,333	County Road 29 (Drive-In Road)
Public Works - CAP	LINEAR ASSET	Road Substructure - Rehab	RSUB	\$25,000	23,000	15	1,533	County Road 29 (Drive-In Road)
Public Works - CAP	LINEAR ASSET	Hard Surface - Other	HSUO	\$25,000	150,000	8	18,750	County Road 34 (Whelan Road)
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	400,000	45	8,889	County Road 34 (Whelan Road)
Public Works - CAP	LINEAR ASSET	Hard Surface - Asphalt	HSUA	\$25,000	170,000	15	11,333	County Road 63 (Flat Rapids Road)
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	830,000	45	18,444	County Road 63 (Flat Rapids Road)
Public Works - CAP	LINEAR ASSET	Hard Surface - Other	HSUO	\$25,000	200,000	8	25,000	County Road 64 (Opeongo Road)
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	385,000	45	8,556	County Road 64 (Opeongo Road)
Public Works - CAP	LINEAR ASSET	Hard Surface - Asphalt	HSUA	\$25,000	180,000	15	12,000	County Road 68 (Letterkenny Road)
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	820,000	45	18,222	County Road 68 (Letterkenny Road)
Public Works - CAP	LINEAR ASSET	Hard Surface - Other	HSUO	\$25,000	200,000	8	25,000	County Road 70 (Ruby Road)
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	800,000	45	17,778	County Road 70 (Ruby Road)
Public Works - CAP	LINEAR ASSET	Hard Surface - Asphalt	HSUA	\$25,000	70,000	15	4,667	County Road 71 (Matawatchan Road)
Public Works - CAP	LINEAR ASSET	Hard Surface - Other	HSUO	\$25,000	140,000	8	17,500	County Road 71 (Matawatchan Road)
Public Works - CAP	LINEAR ASSET	Road Substructure - Reconstruct	RSUB	\$25,000	900,000	45	20,000	County Road 71 (Matawatchan Road)
Public Works - CAP	LINEAR ASSET	Bridge - Permanent - Reconstruct	BRID	\$25,000	350,000	50	7,000	B-067 - Addington Bridge
Public Works - CAP	LINEAR ASSET	Bridge - Permanent - Rehab	BRID	\$25,000	650,000	25	26,000	B-203 - Petawawa River Bridge
Public Works - CAP	LINEAR ASSET	Culvert - Other	CULO	\$25,000	450,000	25	18,000	C-030 - Hales Creek Culvert
Public Works - CAP	LINEAR ASSET	Culvert - Other	CULO	\$25,000	140,000	25	5,600	C-264 - Hopeberg Creek Culvert
Public Works - CAP	LINEAR ASSET	Road Substructure - Rehab	RSUB	\$25,000	50,000	15	3,333	Guide Rails - Various Locations
Public Works - CAP	LINEAR ASSET	Bridge - Permanent - Rehab	BRID	\$25,000	125,000	25	5,000	Bridge Repairs - General
Public Works - CAP	LINEAR ASSET	Traffic Control Systems	TCSY	\$25,000	20,000	30	667	Amprior- County Road 2
					11,560,500			

County of Renfrew  
2012 Capital Budget

Department	Primary Category	Secondary Category	Abbreviation	Threshold	2012 Budget \$	EUL	Annual Depreciation Expense	Asset Purchase Description
Public Works - OPS	BRIDGE	Temporary Lessard Bridge	BRIT	\$25,000	80,000	15	5,333	Replacement Lessard Bridge
Public Works - OPS	BUILDING	Brick, Mortar, or Steel Commercial	COMM	\$25,000	30,000	50	600	Garage Doors Replacement - Cobden Patrol
Public Works - OPS	GRADER	Grader	GRAD	\$5,000	100,000	15	6,667	Replacement Grader - Pembroke
Public Works - OPS	HVAC	Heating System	HVAC	\$25,000	25,000	25	1,000	Heating System Replacement - Cobden
Public Works - OPS	MACHINERY EQUIP	Attachments (plow/spreader, etc)	ATTA	\$5,000	20,000	10	2,000	Boom Type Mower - Pembroke Patrol
Public Works - OPS	MACHINERY EQUIP	Sign Reflectometer	SMEQ	\$5,000	12,000	10	1,200	Sign Reflectometer
Public Works - OPS	TRAILER	Float Trailer	TRAI	\$5,000	15,000	20	750	Float Trailer - Cobden
Public Works - OPS	TRAILER	Steamer	TRAI	\$5,000	12,300	20	615	Replacement Steamer - Goshen
Public Works - OPS	VEHICLE	Backhoe/Loaders	BACK	\$5,000	100,000	10	10,000	Backhoe/Loader - Cobden Patrol
Public Works - OPS	VEHICLE	Heavy Duty Trucks	HDTR	\$5,000	250,000	10	25,000	Heavy Duty Truck - Goshen Patrol
Public Works - OPS	VEHICLE	Heavy Duty Trucks	HDTR	\$5,000	212,500	10	21,250	Heavy Duty Truck - Cobden Patrol
Public Works - OPS	VEHICLE	Heavy Duty Trucks	HDTR	\$5,000	212,500	10	21,250	Heavy Duty Truck - Pembroke Patrol
Public Works - OPS	VEHICLE	Light Duty Trucks	LDTR	\$5,000	28,000	5	5,600	Light Duty Trucks - Pembroke Patrol
Public Works - OPS	VEHICLE	Light Duty Trucks	LDTR	\$5,000	28,000	5	5,600	Light Duty Trucks - Cobden Patrol
Public Works - OPS	VEHICLE	Light Duty Trucks	LDTR	\$5,000	28,000	5	5,600	Light Duty Trucks - Mechanic
					<b>1,153,300</b>			

**12,713,800**

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## STAFF ADMINISTRATION REPORT

**Date:** January 16, 2012

**Department:** Public Works & Engineering

**Report Prepared by:** Dave Darch, Director

<b>TITLE/REQUEST</b>	The Department is requesting approval to hire a term Engineering Technician. This request represents an increase of 620 hours and is consistent with the 2012 program. This has been reflected in the 2012 Budget.	
<b>POSITIONS AND EMPLOYEES INVOLVED</b>	<b>EMPLOYEE NAME</b>  Vacant	<b>POSITION</b>  Engineering Technician
<b>EXECUTIVE SUMMARY</b>	<p>The Department is seeking approval to hire a contract position for an Engineering Technician for a 12-month term.</p> <p>Similar to 2009, 2010 and 2011, the Department is proposing a significant capital program – estimated at \$11.2 million. In 2012, there are a substantial number of capital projects that will require extensive property acquisitions. As members of Council will recall, the Department has amended its service delivery model by requiring the three existing Engineering Technicians to function as Project Managers overseeing the activities of external service providers (consultants). This directive limits staff’s ability to engage directly in property acquisitions. It is also important that the property negotiations be carried out in a consistent manner for all projects. It is critical that identified property requirements are acquired prior to tender call. As well, utility agencies will not agree to affect required utility relocation unless land ownership rests with the County.</p> <p>In addition the Department is the custodian of a large number (estimated at 5000) of plans that detail the engineering designs/as-builts of past capital projects. These plans and drawings are presently stored in hard copy format and are subject to damage in the event of a disaster that may result in damage to the Administration Building. The hard copy drawings are also not available electronically. In order to ensure that the information contained in the drawing and plan files is securely stored and made available for use electronically, the Department proposes to scan the drawings and plans, create electronic files, and link the data to the Asset Management System. This electronic system is backed up frequently which will provide additional security in the event that the building is damaged or destroyed. The electronic storage of the drawings is also consistent with the needs of the Corporation’s Business Continuity Plan.</p>	

	<p>It is estimated that approximately 50% of the position's hours (910 hours) would be attributable to the property needs and that 50% (910) hours will be required for the scanning, cataloguing and electronic backup of the drawing and plan files.</p> <p>In view of the need to tender capital projects as expeditiously as possible, and to ensure that the drawing files are securely protected, the Department is seeking approval of this contract position.</p>
<p><b>FINANCIAL CONSIDERATIONS</b></p>	<p>The cost of the additional hours is estimated to be \$18,000. Funds have been allocated for this position in the 2012 draft Departmental Budget. The portion attributable to the property needs is included in the individual capital project costs. The portion pertaining to the scanning, cataloguing and electronic backup of the drawing and plan files has been included in Infrastructure Management activities budget.</p>
<p><b>RECOMMENDATION</b></p>	<p>THAT the Operations Committee recommend to County Council that the hiring of one contract Engineering Technician (additional 620 hours of time for a total of 1820 hours) be approved as part of the Public Works &amp; Engineering Department's 2012 Business Plan.</p>

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**CAPITAL WORKS DIVISION REPORT**

Prepared by: Michael Pinet, P. Eng., Manager, Capital Works

Prepared for: Operations Committee

January 16, 2012

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**RESOLUTIONS**1. By-Law to Purchase Land - County Road 71 (Matawatchan Road) – Township of Greater Madawaska

The reconstruction of County Road 71 (Matawatchan Road) from Highway 41 southerly 6.5 kilometres has been completed as part of the 2006, 2007 and 2010 construction programs. The County of Renfrew required several parcels of land from Ontario Power Generation to obtain the necessary right-of-way in order to construct the road to design standards. An agreement which allowed the construction of the road in advance of the transfer was signed by Ontario Power Generation for the parcels of land described as follows:

- (a) Part of Lot 8, Concession 3, Geographic Township of Griffith, Township of Greater Madawaska, described as Part 5 on Plan 49R-17682, and being an area of 0.0149 hectares.
- (b) Part of Lot 8, Concession 1, Geographic Township of Griffith, Township of Greater Madawaska, described as Part 2 on Plan 49R-17673, and being an area of 0.036 hectares.
- (c) Part of Lot 8, Concession 1, Geographic Township of Griffith, Township of Greater Madawaska, described as Part 2 on Plan 49R-17683, and being an area of 0.009 hectares.
- (d) Part of Lot 8, Concession 1, Geographic Township of Griffith, Township of Greater Madawaska, described as Part 3 on Plan 49R-17683, and being an area of 0.423 hectares.
- (e) Part of Lot 33, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 5 on Plan 49R-17683, and being an area of 0.028 hectares.
- (f) Part of Lot 33, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 16 on Plan 49R-16081, and being an area of 0.539 hectares.
- (g) Part of Lot 32, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 13 on Plan 49R-16081, and being an area of 0.171 hectares.
- (h) Part of Lot 32, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 14 on Plan 49R-16081, and being an area of 0.189 hectares.

- (i) Part of Lot 31, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 7 on Plan 49R-16081, and being an area of 0.064 hectares.
- (j) Part of Lot 31 and 32, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 8 on Plan 49R-16081, and being an area of 0.229 hectares.
- (k) Part of Lot 31, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 5 on Plan 49R-16081, and being an area of 0.034 hectares.
- (l) Part of Lot 31, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 3 on Plan 49R-16081, and being an area of 0.051 hectares.
- (m) Part of Lot 30, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 8 on Plan 49R-16079, and being an area of 0.013 hectares.
- (n) Part of Lot 29 and 30, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 6 on Plan 49R-16079, and being an area of 0.038 hectares.
- (o) Part of Lot 28, Concession 3, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 2 on Plan 49R-16079, and being an area of 0.078 hectares.
- (p) Part of Lot 26, Concession 4, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 2 on Plan 49R-16365, and being an area of 0.028 hectares.
- (q) Part of Lot 26, Concession 4, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 3 on Plan 49R-16365, and being an area of 0.010 hectares.
- (r) Part of Lot 26, Concession 4, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 4 on Plan 49R-16365, and being an area of 0.021 hectares.
- (s) Part of Lot 26, Concession 4, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 5 on Plan 49R-16365, and being an area of 0.003 hectares.
- (t) Part of Lot 25, Concession 4, Geographic Township of Matawatchan, Township of Greater Madawaska, described as Part 2 on Plan 49R-16364, and being an area of 0.216 hectares.

**The total area of all parcels is 2.1949 hectares or 5.4235 acres.**

- Compensation as determined by an appraisal is \$400 per acre, with the total being \$2169.40.
- Ontario Power Generation has a \$1,500 administration fee for this transaction.
- H.S.T. is applicable to this purchase.

**The total compensation is \$4,146.42**

The County retained the survey firm of Adam Kasprzak Surveying Limited to complete the survey of the lands to be purchased and to prepare and register the necessary Plans to describe the lands to be acquired.

**Recommendation:** THAT this Committee recommend to County Council that a by-law be passed authorizing the purchase of the above noted parcels of land for the reconstruction of County Road 71 (Matawatchan Road), from Ontario Power Generation for the sum of \$4,146.42, and that these parcels be dedicated as part of the public highway upon registration of the transfer documents.

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