

**Roads Committee Meeting
Minutes
March 13, 2018 9:00 a.m.**

Attendees: Bob Clarke, Boyde Walker, Glenn Hagerman, Nancy Carrol, Joan Donaldson

1. Motion to adopt minutes of February 13, 2018 meeting; Motion; Boyde Seconded; Glenn carried.
2. **Roads updates:**
 - Brushing/tree cutting at Glanmire
 - Steaming Culverts
3. **Equipment Updates:**
 - Truck "T3" down spill of hydraulics on Weslemkoon Lake Rd
4. **Review of Minimum Maintenance Bylaw**
 - Nancy to compare regulations from 239-02 to existing bylaw (deferred to April meeting)
5. **Budget**
 - reviewed further updated worksheet attached
6. **Tenders**
 - Removed guiderail tender from site, there are issues
7. **Weslemkoon Lake Road work**
 - MNR have not signed off – Issue with turtles laying eggs during June 7th to September 30th timeframe- Jewell Engineering are taking care of it
8. **Recommendation: Trial for administrative assistance for Roads Dept (see attached)**

Meeting adjourned 10:55 a.m. Motion : Boyde
Next meeting: April 10, 2018 @ 9:00 a.m

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RECOMMENDATION

On a trial basis, Nancy Carrol will assist the Roads Department (in an administrative capacity only) with changes in regulations, tenders, research on-line and any outstanding issues that may arise.

Final approval of all tenders and issues is the responsibility of the Roads Superintendent.

The number of hours are to be kept under 40 hours (regular hourly pay) per week.

Review of the trial at 3 and 6 months. Council to be advised of progress at 3 and 6 months.