



**MINUTES OF THE PUBLIC WORKS COMMITTEE
MEETING HELD
January 26th, 2023 at 11:00 a.m.**

PRESENT: Rick Champagne, Chair Lauren Royyakkers, Vice-Chair
Antoine Boucher, Director of Public Works Jason Trotter, CAO
Monica Hawkins, Clerk

1. **Agenda** – Agenda approved as prepared
2. Minutes of previous meeting, September 14th, 2022 (circulated on Council agenda of September 27th, 2023 and attached for committee)
3. **Declarations of Conflict of Interest** – None for this session
4. **Correspondence and Information Items:**
 - a) **Capital Budget (Road) – Road Needs Study**
 - **General discussion** – Director of Public Works advised that StreetScan did the Hard Top Road Evaluation and WSP is finishing the Roads Needs Study including gravel roads. Final report will be presented soon.
 - b) **Fire updates**
 - **Building Contractor completed roof and walls, Garage Doors to follow.**
The overhead doors are being installed starting next Wednesday. The building is running late by approximately one and half months. Should be done by April.
 - **Partial Occupancy** – Partial Occupancy should be before the end of February
 - **3rd Plow Truck** - Presently at Gin-Cor getting all finishing touches. Once truck is received, we will have all our fleet back.
 - **Inventory** – Itemized inventory is coming along. Housing is key for the inventory. Director of Public Works as everything in-line for ordering.
 - c) **Winter Operation Updates**
 - **Snow Plowing/Sanding Salting** – Snow plowing, sanding, and salting is on-going.
 - **Culvert Thawing** – Will be starting end of February through March
 - **Mailboxes** – Director of Public Works handed out a diagram of proper installation of mailboxes regarding Public Works operations. This diagram will be publicized on our website. Copy of drawing attached to minutes
 - d) **Speed Reduction Signs**
 - **Signs were ordered, to be installed in Spring once ground is thawed.**
Director advised that reduced speed limit signs will be installed once the ground thaws out
5. **Other Business** – Chair of Public Works inquired about Roads Capital Projects for this year. This was referred for discussion at the next Public Works Meeting to be



held in March

6. **Next meeting date:** March 9th, 2023 at 8:30 a.m. at the new Municipal Office – Board Room
7. **Adjournment** – Meeting adjourned at 11:55 a.m.