

**TOWN OF MINTO****DATE:** April 7, 2016**REPORT TO:** Mayor and Council**FROM:** Mike McIsaac, Roads Foreman**SUBJECT:** Wellington County Local Roads Maintenance Agreement

---

**STRATEGIC PLAN:**

Maintain cost effective and appropriate partnerships with the Province, County and nearby municipalities to provide for efficient ongoing maintenance of infrastructure including but not limited to sharing staff resources, using similar technology, establishing joint standards and other areas of mutual benefit.

**BACKGROUND:**

Historically there have been mainly informal agreements between County and local Municipal staff regarding maintenance activities completed on Wellington County roads in urban, semi urban and rural areas. With amalgamation, staff duty changes and retirements over the years there is not a consistent approach throughout the County.

The County has passed a by-law authorizing agreements to be signed with local municipalities (see attached) which state the following responsibilities for County roads:

1. Rural area roads maintained 100% County including ditches, signage, line painting etc. across full road allowance. Town staff inspects “stop” and “stop ahead” signs on its roads leading to County roads in winter; County assumes 100% liability for this work.
2. Semi urban area roads 100% County maintenance including curb, gutter, surface water drainage (ditches or underground and catch basins) as well as line painting etc. Same arrangement as rural areas regarding “stop” and “stop ahead” signs on its roads leading to County roads in winter.
3. Urban area roads County 100% responsible for up to three paved lanes (including curbs but not including sidewalks and boulevards) where street parking provided, plus one spring clean-up (sweeping), traffic signals, lighting (standard poles), surface water drainage (underground and catch basins or ditches if applicable), and century trees (installation only not maintenance). Similar arrangement on “stop” and “stop ahead” signs on its roads leading to County roads in winter.
4. All bridges and culverts County responsibility as is signage except those needed for local roads, while Town does mowing, and maintains sidewalks, boulevards, sanitary sewer and water services.
5. Cost sharing agreements of 25% County where their roads intersect with connecting links in Harriston (CR 109 and Hwy 9 and 89) and Clifford (CR 2, Allan Street and Hwy 9).

**COMMENTS:**

County and Municipal staff were jointly involved in creating this formal agreement based on previous understandings, Provincial Minimum Maintenance Standards and what works in the field. There will likely be minor variations in this agreement between local municipalities depending on their circumstances but the intent is to formalize a more consistent approach.

The agreement benefits both parties by helping more clearly define responsibilities, liabilities and financial obligations.

**FINANCIAL CONSIDERATIONS:**

Cost recovery for services rendered based on percentages proposed in the agreement. The agreement should not alter current payments from the County to the Town for winter maintenance nor increase Town maintenance costs as budgeted.

**RECOMMENDATION:**

THAT Council of the Town of Minto receives the Road Foreman's Report dated April 7, 2016 regarding Wellington County Local Roads Maintenance Agreement and that a by-law authorizing execution of the standard agreement with Wellington County regarding rural, semi urban and urban road maintenance responsibilities.

---

Mike McIsaac  
Road Foreman