

# **THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS**

## **STAFF REPORT**

**DATE:** February 2, 2021

**TO:** Committee of the Whole

**FROM:** Cory Smith, C.Tech. A/Director of Public Works

**SUBJECT: Winter Maintenance Sidewalks**

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### **RECOMMENDATIONS:**

**THAT Committee of the Whole recommends to Council to direct staff to complete a sidewalk review on all sidewalks and report back with recommendations for inclusion of Class 3 sidewalks in the winter maintenance program.**

### **BACKGROUND:**

Municipality of Mississippi Mills completes winter maintenance on sidewalks in conformance with Ontario Regulation 239/02 Minimum Maintenance Standards for Municipal Highways as amended by O. Reg. 366/18. Winter maintenance on sidewalks within Mississippi Mills is completed on Class 1 and 2 sidewalks. There is no winter maintenance on Class 3 sidewalks. In 2018 Mississippi Mills Council passed By-law 18-84 which closes all Class 3 sidewalks from November 1<sup>st</sup> of each year to April 15<sup>th</sup> of the following year. A list of Class 3 sidewalks as per Schedule "A" of By-law 18-84 is attached to this report. The Public Works department received a request to complete winter maintenance on John St between Reserve and Wesley, Wesley St between John and Monk St and John St between Wesley and Water St. These sidewalk locations are Class 3 sidewalks and closed as per By-Law 18-84.

### **DISCUSSION:**

Public Works does not recommend including any New Class 3 sidewalks for winter maintenance currently. The current winter maintenance budget did not include the addition of any Class 3 sidewalks and this may have a negative impact on our budget for these works. Public Works does recommend that a review be undertaken of all Class 3 sidewalks for consideration of inclusion into the winter maintenance program. This would be consistent with the recommendations of the Mississippi Mills Active Transportation Plan. The results of the review would be reported to council for consideration before entering the next budget review. It is recommended that upon completion of the next annual sidewalk inspection staff provide council with a report outlining priorities for inclusion of Class 3 sidewalks to the winter maintenance program, as well as projected costs.

It should be noted that some issues with including a sidewalk for winter maintenance may include sidewalk condition. As such the report should include a review of sidewalk conditions and outline required upgrades and costing for the upgrades.

The annual sidewalk review is being scheduled to be completed in late May early June of this year. As such the report should be presented to council no later than the first meeting in August.

#### **OPTIONS:**

1. Council recommend Staff continue winter maintenance activities with no changes for the remainder of the year, and that a report providing opportunities to include additional Class 3 sidewalk be presented to Council before budget review for potential inclusion in 2021/2022 winter maintenance activities.
2. Council instruct staff to include the requested areas of John St and Wesley St, with funding to be determined.

#### **FINANCIAL IMPLICATIONS:**

Should Council choose Option 1, there would be no immediate financial implications. Related future implications would be planned for as part of the 2022 budget. Should Council choose Option 2, additional undetermined costs would be added on to the 2021 budget.


#### **SUMMARY:**

The Transportation master plan recommends expanding the winter-maintained sidewalks. To provide appropriate winter maintenance on additional sidewalks a proper review should be completed to ensure appropriate costs are budgeted, as well as, ensuring the Public Works Department has appropriate levels of staffing and equipment to ensure we can complete the maintenance in compliance with the legislated minimum maintenance standards.

Respectfully submitted,

Approved by,

  
Cory Smith  
A/Director of Roads and Public Works

  
Ken Kelly  
CAO

## SCHEDULE 'A' TO BY-LAW NO. 18-84

WARD	ROADNAME	FROM	TO	ROADSIDE
Almonte	Albert	Reserve	Water	S
Almonte	Ann	Elgin	Church	E
Almonte	Augusta	Norton	Marshall	N
Almonte	Augusta	Martin N	Norton	N
Almonte	Brae	End	Colborne	S
Almonte	Brougham	Clyde	Martin S	S
Almonte	Cameron	End	Union N	N
Almonte	Carleton	Willington	End	E
Almonte	Christian	Wolfe Grove	End	W
Almonte	Coleman	Wellington	Main	E
Almonte	Colina	Dunn	Hope	E
Pakenham	Dalkeith	Renfrew	Waba	E
Pakenham	Dalkeith	Pine	Renfrew	W
Pakenham	Dalkeith	Renfrew	End	W
Pakenham	Dalkeith	Waba	Jessie	E
Almonte	Edward	Waterford	Martin N	N
Almonte	Edward	Mitcheson	Waterford	N
Almonte	Edward	Union N	Mitcheson	N
Almonte	Elgin	Ann	High	S
Almonte	Elgin	Country	Ann	S
Pakenham	Elizabeth	MacFarlane	Margaret	S
Almonte	Euphemia	Hope	Almonte	E
Almonte	Glass	Dunn	Malcolm	S/E
Almonte	Gore	Spring	Gomme	S
Almonte	Gore	Gomme	End	S
Almonte	Industrial	Houston	End	E
Pakenham	Isabella	Jessie	Jeanie	W
Almonte	James	William	Ann	S
Pakenham	Jeanie	Isabella	County Rd. 29	S
Pakenham	Jessie	Dalkeith	Isabella	N
Pakenham	Jessie	County Rd. 29	MacFarlane	S
Almonte	John	Wesley	Water	S
Almonte	John	Reserve	Wesley	S
Almonte	Maitland	Bridge	End	E
Almonte	Malcolm	Dunn	Hope	W
Almonte	Marshall	End	Augusta	W
Almonte	Martin N	Parking Lot	Teskey	E
Almonte	Maude	Frederick	End	N
Almonte	Maude	Martin N	Frederick	N

WARD	ROADNAME	FROM	TO	ROADSIDE
Almonte	Maude	St. James	Menzie	S
Almonte	McCallum	Reserve	Water	S
Almonte	Mill	Bridge	Parking Lot	W
Almonte	Mill	Bridge	Parking Lot	E
Almonte	Mitcheson	Carss	Brookdale	E
Almonte	Mitcheson	Brookdale	Stephen	E
Almonte	Mitcheson	Stephen	Wilkinson	E
Almonte	Mitcheson	Wilkinson	Edward	E
Almonte	Mitcheson	Wilkinson	Edward	W
Almonte	Napier	Adelaide	End	S/E
Almonte	Norton	Adelaide	Augusta	E
Almonte	Parkview	Bridge	Country	N/E
Almonte	Peterson	End	Union N	N
Almonte	Princess	Union N	Martin N	S
Pakenham	Renfrew	Dalkeith	County Rd. 29	S
Pakenham	Renfrew	McGiffin	Dalkeith	N
Pakenham	Renfrew	County Rd. 29	MacFarlane	S
Pakenham	Renfrew	County Rd. 29	MacFarlane	N
Almonte	Rosamond E	Shepherd	Mary	N
Almonte	Shpeherd	Rosamond E	End	W
Almonte	St. Andrews	Hanna	Almonte	E
Almonte	Thomas	End	Union N	N
Almonte	Union N	Carss	Brookdale	E
Almonte	Union N	Brookdale	Stephen	E
Almonte	Victoria	Florence	St. James	N
Almonte	Victoria	Mercer	Florence	N
Almonte	Victoria	Frederick	Mercer	N
Almonte	Victoria	Martin N	Frederick	N
Pakenham	Waba	Dalkeith	County Rd. 29	N
Pakenham	Waba	Isabella	County Rd. 29	S
Pakenham	Waba	Dalkeith	Isabella	S
Almonte	Wellington	Mary	Coleman	S
Almonte	Wellington	Coleman	End	S
Almonte	Wesley	John	Monk	W
Almonte	Wilkinson	Waterford	Martin N	S
Almonte	Wilkinson	Mitcheson	Waterford	S
Almonte	Wilkinson	Union N	Mitcheson	S
Almonte	William	Church	JAmes	E