



The Corporation of the Municipality of Huron Shores
Infrastructure Services Committee Meeting
AGENDA

PSC25-01

Thursday, May 1, 2025, 3:00 p.m.

Council Chambers

1. Call to Order
2. Agenda Review
3. Minutes of Previous Meetings
4. Guests:
 - 4.a Community Voices Committee
5. Business Arising from Minutes/Unfinished Business
 - 5.a Dean Lake Bridge Update
 - 5.a.1 Closure Due to Erosion Adjacent to Highway 17, PW-25-62
6. New Business
 - 6.a Approve Committee Terms of Reference
 - 6.b 2025 Roads Project Tracking
7. Closed Session
8. Next Meeting
9. Adjournment



**The Corporation of the Municipality of Huron Shores
Infrastructure Services Committee Meeting Minutes**

**ISC-25-03
Thursday, April 3, 2025, 3:00 p.m.
Council Chambers**

PRESENT WERE Councillor Tim Currie, Councillor Jock Pirrie

ALSO PRESENT CAO/Clerk Natasha Roberts, Deputy Clerk Amber Shannon,
Public Works Superintendent Craig Coventry, Mayor Jane
Armstrong

- 1. Call to Order**
- 2. Agenda Review**
- 3. Minutes of Previous Meetings**

ISC-25-03-01

Moved By J. Pirrie

Seconded By T. Currie

BE IT RESOLVED THAT the Minutes of the March 6, 2025, Infrastructure
Services Committee Meeting be adopted as circulated.

CARRIED

- 4. Guests:**
 - 4.a Community Voices Committee**
- 5. Business Arising from Minutes/Unfinished Business**
 - 5.a Dean Lake Bridge Update, PW-25-59**

The Committee discussed considering heritage designation options for the bridge, with a report on pros and cons expected for the next Council agenda.

5.b Potomac Bridge Update, PL-25-64

The Committee was provided an update on the Potomac Bridge project. Staff advised that a single-lane design will reduce costs as well as land requirements, and expect the estimated budget to be in the ballpark of 2 million dollars.

6. New Business

6.a Tender Results

6.a.1 Contract No. 2025-04 - Gravel Tender

ISC-25-03-02

Moved By T. Currie

Seconded By J. Pirrie

BE IT RESOLVED THAT the ISC recommends that the contract for the supply and delivery of gravel be awarded to Gilbertson Enterprises at the tendered unit price of \$197,200.00 plus HST, noting that the gravel cost is over budget by less than 0.3% and is expected to be offset by savings in Grass Cutting and Brushing Services.

6.a.2 Contract No. 2025-05 - Roadside Brushing

ISC-25-03-03

Moved By J. Pirrie

Seconded By T. Currie

BE IT RESOLVED THAT the ISC recommends the contract for roadside brushing services be awarded to TMI Brushing at the tendered rate of \$150.00 per hour, plus HST.

CARRIED

6.a.3 Contract No. 2025-06 - Roadside Grass Cutting

ISC-25-03-04

Moved By T. Currie

Seconded By J. Pirrie

BE IT RESOLVED THAT the ISC recommends the contract for roadside grass cutting services be awarded to TMI Brushing at the tendered contract price of \$17,800.00 plus HST, with additional work, if required, billed at \$135.00 per hour plus HST.

CARRIED

6.b ROCK Networks (H&M) LP - Request for Municipal Consent, PW-25-58

ISC-25-03-05

Moved By T. Currie

Seconded By J. Pirrie

BE IT RESOLVED THAT the ISC recommends that Council receive the report titled "Request for Municipal Consent – Rock Networks";

AND THAT Council direct staff to:

1. Continue dialogue with Rock Networks to obtain additional information regarding construction timelines, safety protocols, and restoration commitments;
2. Consult with legal counsel to develop a restoration agreement that appropriately addresses the scope and nature of the proposed work;

AND THAT Council authorize staff to provide conditional support for the project pending satisfactory response and resolutions to the items identified in the report.

CARRIED

7. Closed Session

8. Next Meeting

The next regularly scheduled meeting date will be May 1, 2025, at 6:00 p.m. or at the call of the Chair.

9. Adjournment

ISC-25-03-06

Moved By T. Currie

Seconded By J. Pirrie

BE IT RESOLVED THAT the Infrastructure Services Committee does adjourn at 3:31 p.m.

CARRIED

Chair

Recording Secretary



Memo

To: Public Services Committee
From: CAO/Clerk
Date: May 1, 2025
Subject: Dean Lake Bridge Closure due to Erosion Adjacent to Highway 17

Staff have been investigating the status of a large culvert located at the entrance to Dean Lake Road off Highway 17. Concerns were raised regarding the structural integrity of the culvert and surrounding roadway, including signs of failure and undermining by river activity.

Following review of the parcel register for PIN 31435-0254, it was confirmed that the adjacent property is owned by His Majesty the King in Right of Ontario, represented by the Minister of Highways, for Highway 17 purposes. However, it has since been determined that the culvert itself may lie outside of MTO's maintained property boundary and jurisdiction.

Further, the Municipality has confirmed that:

- The Municipality has never assumed maintenance responsibility for the culvert;
- No records have been located to-date suggesting that the culvert forms part of the Municipality's infrastructure.

Given the visible signs of settlement and undermining, and out of an abundance of caution for public safety, the Municipality has closed the Dean Lake bridge and associated entrance to traffic until further notice.

Public safety remains the priority, and closure of the structure with appropriate signage and barriers has been implemented. Staff will continue to monitor the site and will provide updates should conditions worsen or new information become available.

The Ministry of Transportation has advised that they are reviewing the information supplied to them internally and will keep the Municipality posted on their next steps as soon as possible.









MUNICIPALITY OF HURON SHORES
PUBLIC SERVICES COMMITTEE
Terms of Reference

1. AUTHORITY

The Huron Shores Public Services Committee is a Committee of Council and shall regulate its proceedings under the Municipal Procedural By-law.

2. PURPOSE

The Public Services Committee is a standing committee of Council responsible for providing guidance, review, and recommendations on matters related to infrastructure, fleet and equipment, municipal facilities, and protective services. The Committee provides an opportunity for in-depth discussion of operational and capital matters in support of effective and efficient service delivery within the Municipality.

3. MEMBERSHIP

The Infrastructure Services Committee shall be comprised of:

- 3 Members of Council, appointed by resolution of Council.
- The Mayor shall serve as an ex officio member of the Committee for the duration of their term in office, without voting rights. Participation is at the discretion of the Mayor, and regular attendance is not required.
- Municipal staff shall attend in an advisory capacity.

In the event of a vacancy, Council may appoint a replacement member for the remainder of the term.

4. TERM

The Committee members shall be appointed for the term of Council and at the pleasure of Council. Unless otherwise decided by the Committee, the Chairperson shall rotate yearly, with each member serving one year.

5. POWERS AND RESPONSIBILITIES

MUNICIPALITY OF HURON SHORES
PUBLIC SERVICES COMMITTEE
Terms of Reference

The Committee only has the power to provide recommendations for Council's consideration and does not have the authority to direct staff or commit municipal resources.

The Committee shall, with respect to the Municipality:

- Provide advice and recommendations to Council on matters related to public services, including infrastructure, fleet, facilities, fire services, and enforcement.
- Support the development and review of policies, service levels, and capital priorities within its mandate.
- Contribute to long-term planning, strategic priorities, and the identification of emerging needs related to municipal operations and service delivery.
- Request the attendance of individuals or organizations in an advisory capacity, as deemed appropriate. Such individuals shall not be considered members of the Committee and shall not have voting rights.
- Submit reports and recommendations to Council as required or upon request.
- Refrain from any action or representation that pledges the credit of the Municipality or authorizes expenditures without Council approval.
- Carry out such other advisory functions as may be assigned by Council through resolution.
- Adhere to the Municipality's Code of Conduct and comply with the Municipal Conflict of Interest Act.

6. MEETING TIMES AND LOCATIONS

Meetings will be held on the **first Thursday** of every month, excluding July, August, and January, at **X:00** p.m. in Council Chambers of the Municipality of Huron Shores, or at the call of the Chair.

Meetings shall be conducted in accordance with the Municipality's Procedure By-law, including rules for debate, voting, and decorum.

7. QUORUM

A quorum shall consist of 2 members of the committee. Ex-officio does not count towards quorum. If no quorum is present 15 minutes after the time appointed for the committee meeting, the recording secretary

**MUNICIPALITY OF HURON SHORES
PUBLIC SERVICES COMMITTEE
Terms of Reference**

shall record the names of the members present and the meeting shall stand adjourned until the date of the next regular meeting or until rescheduled.

8. REPORTING TO COUNCIL

Minutes of all meetings of the Committee shall be placed on a Council agenda to be received for information. All decisions or recommendations of the Committee shall be reported to Council by resolution or staff report for formal consideration and approval.

9. AMENDMENTS

These terms of reference may be amended by a majority vote of the Public Services Committee for recommendation to Council. The proposed amendment will be circulated with the Committee agenda in advance of a regularly scheduled meeting to provide all members the opportunity to consider the proposed amendment.

2025 Project Progress Report
Transportation

Project	Start Date	End Date	Progress	Notes
Roads - Construction Project				
Roads Construction Project #1 - Bright Lake Road	01-Jun-25	01-Oct-25	0%	
Roads Construction Project #8 - Ansonia Road	01-Jun-25	31-Aug-25	0%	
Roads Construction Project #9 - Ansonia Road	01-Jun-25	31-Aug-25	0%	
Roads Construction Project #11 - Hopper Road	01-Jun-25	31-Aug-25	0%	
Roads Construction Project #12 - Industrial Road	01-Jun-25	31-Aug-25	0%	
Roads Construction Project #13 - Ansonia Culvert	01-Jun-25	31-Aug-25	0%	
Roads Construction Project #14 - Chevis Road	01-Jun-25	31-Aug-25	0%	
Roads Construction Project #18 - Melwel Road	01-Jun-25	31-Aug-25		
Roads Construction Project #20 - Green Lane	01-Jun-25	31-Aug-25		
Roads Construction Project #21 - Green Lane	01-Jun-25	31-Aug-25		
Roads Construction Project #22 - Munroe Lane	01-Jun-25	31-Aug-25		
Roads Construction Project #25 - Collver Road	01-Jun-25	31-Aug-25	0%	
Ditching				
Trunk Road (800m North Side)	01-Aug-25	01-Oct-25	0%	
Basswood Lake Road (2200m)	01-Aug-25	01-Oct-25	0%	
Vine Road (600m both sides)	01-Aug-25	01-Oct-25	0%	
Pioneer Road (1000m)	01-Aug-25	01-Oct-25		
Nestorville Road (300m)	01-Aug-25	01-Oct-25	0%	
Walker Road North	01-Aug-25	01-Oct-25	0%	
Brushing/Grass Cutting				
Roadside Brushing (180km of roads)	15-Jun-25	31-Jul-25	0%	
Roadside Grass Cutting	15-Jun-25	31-Jul-25	0%	

- Single Surface Treatment
- Double Surface Treatment