

**The Corporation of the City of Kawartha Lakes**  
**Agenda**  
**Roads Task Force Meeting**

**RT2025-02**

**Tuesday, February 11, 2025**

**1:00 P.M.**

**Council Chambers**

**City Hall**

**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**

Councillor Mike Perry

Councillor Pat Warren

Councillor Ron Ashmore

Mayor Doug Elmslie

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1.	<b>Call to Order</b>	
2.	<b>Administrative Business</b>	
2.1	Adoption of Agenda	
2.2	Declaration of Pecuniary Interest	
2.3	Adoption of Minutes from Previous Meeting	3 - 8
3.	<b>Deputations</b>	
4.	<b>Deferred Business</b>	
4.1	RT2025-02.4.1	
	<b>Case Study - Chambers Road - Gravel Portion</b> Councillor Perry	
5.	<b>New Business</b>	
5.1	RT2025-02.5.1	
	<b>Winter Maintenance Public Engagement</b> Councillor Perry	
5.2	RT2025-02.5.2	
	<b>Salt Management</b> Councillor Warren	
5.3	RT2025-02.5.3	
	<b>Downloaded Highways</b> Councillor Warren	
6.	<b>Case Studies</b>	
7.	<b>Other Business</b>	
8.	<b>Adjournment</b>	

**The Corporation of the City of Kawartha Lakes**  
**Minutes**  
**Roads Task Force Meeting**

**RT2025-01**  
**Tuesday, January 7, 2025**  
**1:00 P.M.**  
**Council Chambers**  
**City Hall**  
**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**  
**Councillor Mike Perry**  
**Councillor Pat Warren**  
**Councillor Ron Ashmore**

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**1. Call to Order**

Chair M. Perry called the meeting to order at 1:02 p.m. Roads Task Force members P. Warren and R. Ashmore were in attendance. Director of Public Works B. Robinson, Manager of Roads, Lindsay Area O. Vigelius, and Executive Assistant to Mayor and Council C. Ellison were also in attendance in Council Chambers.

The Chair acknowledged other members of Council present in the gallery, who were there only as observers, not participants in the proceedings and that this did not constitute a Council Meeting as items on the agenda were for educational purposes.

**2. Administrative Business**

2.1 Adoption of Agenda

**RT2025-01**

**Moved By** Councillor Warren

**Seconded By** Councillor Ashmore

**That** the Agenda for the Roads Task Force Meeting of January 7, 2025 be adopted as circulated with the following addition:

7.2 Snow Fencing.

**Carried**

2.2 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

2.3 Adoption of Minutes from Previous Meeting

**RT2025-02**

**Moved By** Councillor Ashmore

**Seconded By** Councillor Warren

**That** the Minutes of the Roads Task Force Meeting of Tuesday, October 15, 2024, be received and adopted.

**Carried**

**3. Deputations**

There were no deputations.

#### **4. Deferred Business**

##### 4.1 RT2025-01.4.1

###### **Roads Database**

Bryan Robinson, Director of Public Works

Director Robinson shared the Roads Database with members of the Task Force. This is an internal database that is continuously being updated. It was borne out of necessity several years ago, as there was no central source of information for our several thousand kilometers of roads. Initially it contained only information gathered through the Roads Needs Assessment, but has since expanded to include operational information as well as legal information, such as ownership status. The entirety of the database is a collaborative effort from staff in Engineering, Public Works, Corporate Assets, Development Services, and Realty Services.

Some of the information includes: Annual Average Daily Traffic counts (which help to classify roads); geographic and legal location; surface type; average width of lanes and shoulders; legal status (CKL-owned, private, unassumed, open, unopened etc.); maintenance received (e.g. street sweeping); any known agreements of By-Laws; and plow routes. The database is still incomplete, but has documented over 4700 segments of roads in the City and is growing all the time with new developments.

Director Robinson stressed that this is still an internal-only 'live' document, not directly accessible to the public or to Council; but information can be retrieved from it to help confirm details of specific roads, help drive policy decisions, and to assist in day-to-day operations. A report on the database will likely come to Council in about a year to provide some insights from the database.

#### **5. New Business**

##### 5.1 RT2025-01.5.1

###### **Winter Maintenance Update**

Oliver Vigelius, Manager of Roads, Lindsay Area

Manager Vigelius provided an overview of the Winter Maintenance program, divided into Roads and Sidewalks, and focused on the Roads portion. He noted that the City has 71 plow routes, which are plowed by priority (main arterial and collector routes are prioritized first). Of those 71 routes, 9 arterial routes are contracted out and 8 arterial routes are managed in house. Arterial routes have

the ability to be performed on more than one shift. All other routes, which includes local and collector roads, have 1 driver and 1 truck per route. During persistent winter events, hours of work and operation for those drivers must be managed in accordance with legislated requirements, including that: a driver must have 10 hours off-duty in a day; cannot drive more than 13 hours in a day; and cannot drive after 14 hours on-duty in a day (including non-operating time).

If the weather forecast suggests snow to continue beyond one circuit of plowing, the City does not generally send drivers out for 14 hours, but rather will have them perform a regular shift, so they can come back for another early shift beginning at 4am. The City does have the ability to respond if Emergency Services reaches out for assistance.

In addition to plowing, there are also patrols that are out 24/7 taking note of conditions in every area of the City and those staff in the field make decisions on when to deploy resources. Director Robinson also noted that there is now GPS tracking available on all machinery in Public Works, but it is not actively monitored. Councillors looking for information gleaned from GPS can be sought through the EA to Council. A tool that is publicly accessible to track plows may be considered in the future, but is not currently available. The Director also noted that during Significant Events, which are declared by the City, it is acknowledged that staff are unable to meet the provincially-legislated Minimum Maintenance Standards (MMS, Ontario Regulation 239/02)). Further, the City only declares a Significant Event when absolutely necessary, rather than declaring them pre-emptively. He also reminded those present that the level of service provided is driven by Council Policy and that it reflects adherence to the provincial MMS.

Regarding cul-de-sacs, a question was asked whether there had been any change as to how they were being managed. Manager Vigelius confirmed that in most cul-de-sacs snow is plowed to the middle and then taken away later; but he did acknowledge that there are a high number of new drivers in the system and that many are trying to avoid getting too close to the curb (if there is one) to avoid damaging lawns and sod. It is an on-going process to train new drivers (mentors with experience are brought in as well as outside trainers), but there is a province-wide shortage of people with this skill set. As part of the training, drivers have a specific route that is driven the same every time. It is not the City's practice to change routes 'on-the-fly' or drive them in a different order (it can cause confusion and disorientation), so someone (or road) is always first, and another road is always last.

**6. Case Studies**

6.1 RT2025-01.6.1

**Chambers Road - Gravel Portion**

Councillor Perry

Director Robinson noted that a discussion of this item should have a response from the Director of Engineering, who is absent. This item was deferred to the next meeting.

6.2 RT2025-01.6.2

**Shoreview Road**

Councillor Ashmore

Director Robinson noted that a discussion of this item should also have a response from the Director of Engineering, who is absent. This item was deferred to the next meeting.

**7. Other Business**

7.1 RT2025-01-.7.1

**Schedule of Meetings**

Councillor Perry

Councillor Perry noted that he and the Mayor had discussed taking the Winter Maintenance Update to residents in terms of community presentation. Further discussion to take place at a later date.

Meetings of the Roads Task Force will continue to be held on the Tuesdays between Committee of the Whole and Council at 1:00 p.m. Meetings may take place at other locations in communities in the spring and summer.

7.2 RT2025-01.7.2

**Snow Fencing**

Councillor Warren

Councillor Warren noted that other municipalities have gone back to using snow fencing as a way of reducing some of the drifting snow on roads, especially where there is no tree cover. She wondered if there were plans to make more use of it here. Manager Vigelius noted that there have been discussions with some property owners, particularly farmers, with regard to live fencing (planting trees) or buying the last few rows of crops and have them remain unharvested until spring. Some of these conversations have gone well, others are less

interested. The issue, as he noted, was that snow fencing needs to be placed far enough back from the roadway in order to have the desired effect, which would often mean placing it on private property, rather than the road allowance. While there is no theoretical objection to using it, there are a number of factors that need to be considered; however, it is something that is already being discussed.

**RT2025-03**

**Moved By** Councillor Warren

**Seconded By** Councillor Ashmore

**That** a report come back from staff regarding snow fencing when possible.

**Carried**

**8. Adjournment**

**RT2025-04**

**Moved By** Councillor Warren

**Seconded By** Councillor Ashmore

**That** the Meeting adjourn at 2:27 p.m.

**Carried**