



## Minutes

Village of Tahsis

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<b>Meeting</b>	<b>Committee of the Whole</b>
<b>Date</b>	<b>Tuesday, May 23, 2017</b>
<b>Time</b>	<b>11:00 a.m.</b>
<b>Place</b>	<b>Municipal Hall - Council Chambers</b>

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**Present** Mayor Jude Schooner  
Councillor Kathy Bellanger  
Councillor Louis Van Solkema  
Councillor Randy Taylor

**Regrets** Councillor Brenda Overton

**Staff** Mark Tatchell, Chief Administrative Officer

**Guests** Kevin Carter, District Operations Manager, Ministry of Transportation and Infrastructure  
Sgt. Chris McGee, NCO i/c, Nootka Sound RCMP Detachment

**Call to Order**

Mayor Schooner called the meeting to order at 11:00 a.m. and acknowledged and respected that we are upon Mowachaht/Muchalaht Traditional Territory.

**Introduction of Late Items**

No late items

**Approval of the Agenda**

**Taylor: COW 41/17**

**THAT** the Agenda for the May 23rd, 2017 Committee of the Whole meeting be adopted as presented .

**CARRIED**

**Business Arising: Update on Head Bay Forest Service Road Improvement**

**1 Presentation by Kevin Carter, Ministry of Transportation and Infrastructure, Operations Manager**

The presentation addressed the following topics: 1) protocol between MOTI and the Ministry of Forests, Lands and Natural Resource Operations for maintenance and upgrade of the HBFSR; 2) the Highway Maintenance Agreement which covers the maintenance standards on the HBFSR; 3) chip sealing basics and requirements; 4) dust control and base stabilization and 5) 2017 chip sealing project details. Council and the RCMP offered suggestions and recommendations for road improvements. Kevin Carter noted that in addition to the 5 km of new chip seal planned for this summer, MOTI is also considering another 2 km of chip seal to repair existing sections. Kevin Carter also noted that the DriveBC website is going through a refresh to provide more accurate descriptions of the road conditions including the HBFSR and Highway 28. The RCMP stressed the importance of improved signage to alert drivers to curves, road conditions, speed and road closures.

**Taylor: COW 42/2017**

**THAT** Kevin Carter's presentation be received.

**CARRIED**

**Recess**

**Taylor: COW 43/2017**

**THAT** the Committee of the Whole recess at 12:50 PM

**CARRIED**

**Reconvene**

**Bellanger: COW 44/17**

**THAT** the Committee of the Whole reconvene at 1:15 p.m.

**CARRIED**

**2 New Business**

**Preparation for June 1st 2017 meeting with Council of Chiefs in Tsaxana**

Council agreed that the agenda items put forward by Tahsis would be: 1)WFP logging plans, especially McKelvie Creek watershed old growth logging; 2) BC Hydro consideration of electricity purchase agreement with Synex; and 3) Canada 150 plus theme for Tahsis Days. Council also directed staff to draft a letter from Tahsis to the Mowachaht/Muchalaht FN regarding Tahsis' foreshore lease at the Tsowwin Narrows for shellfish farming.

**Adjournment**

**Taylor: COW 45/17**

**THAT the meeting adjourn at 1:45 p.m.**

**CARRIED**

Certified correct this  
6th Day of June, 2017

A handwritten signature in black ink, consisting of a large, sweeping initial 'A' followed by a horizontal line and a small flourish.

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Corporate Officer

# **Agreements and Maintenance – Head Bay Forest Service Road**

**Information Update to Village of**

**Tahsis**

**May 23, 2017**

# Presentation Topics

- Details of Protocol Agreement between Ministry of Forests, Lands and Natural Resource Operations, Ministry of Transportation and Infrastructure.
- Maintenance of Provincial Roads, Highway Maintenance Agreement, Highway Maintenance Specification.

# Presentation Topics

- Chip Seal Basics and requirements.
- Dust Control and Base Stabilization.
- Details of 2017 MoTI Chip Seal Project.

# Head Bay Forest Service Road-Protocol Agreement

- Agreement between; Ministry of Forests, Lands and Natural Resource Operations and the Ministry of Transportation and Infrastructure.
- Five year agreement, current agreement is for the period April 2015 to March 2020

# Head Bay Forest Service Road-Protocol Agreement

- MFLNRO is holder of the road and responsible for capital and large rehabilitation projects, including road re-alignments, bridge replacements, and other major drainage upgrades.
- MFLNRO also has a MOU with Western Forest Products that is an integral part of WFPs Road Use Permit for HBFSR.



# Head Bay Forest Service Road-Protocol Agreement

- **MOTI, through our Highway Maintenance Agreement with Emcon Services Inc., carry out surface and winter maintenance, including grading, dust control, brushing and bridge deck repair.**

# Head Bay Forest Service Road-Protocol Agreement

Primary Goals are;

- a) Provide a safe and smooth running surface
- b) Provide safe and adequate drainage structures and bridges. As funding permits, inadequate drainage structures and bridges are intended to be replaced with two lane permanent structures.
- c) Undertake improvement projects in accordance with the guidelines referenced in the Road Upgrade Design Objectives.

# Quick Facts-Maintenance of Provincial Roads

- Roads and Bridges in British Columbia are maintained under contract called the Highway Maintenance Agreement
- The Province is broken down into 28 Service Areas
- Three of these areas are on Vancouver Island.

# Quick Facts-Maintenance of Provincial Roads

- **Highway Maintenance Agreement outlines:**
  - services to be provided;
  - standards of work;
  - and terms of payment

# Quick Facts-Maintenance of Provincial Roads

- Within the Highway Maintenance Agreement is the Highway Maintenance Specification which outlines the minimum acceptable standards of completed work, applicable to all areas of the province.
- The Highway Maintenance Specification is an “End Product Specification” which provides a description of the finished work and a timeline for each maintenance activity.

# Quick Facts-Maintenance of Provincial Roads

- Maintenance is divided into two categories:
  - Routine Maintenance
  - Quantified Maintenance

# Quick Facts-Maintenance of Provincial Roads

- **Routine Maintenance:**
  - generally includes activities required to maintain safety on the roads, ie. snow removal, replacement of warning signs, items requiring a short response timeline.

# Quick Facts-Maintenance of Provincial Roads

- **Quantified Maintenance:**
  - activities are items that can be planned and prioritized based on condition; shouldering, ditching, and gravelling of roads.



# Winter Maintenance and Road Classification

- Winter Maintenance, including Highway Snow Removal, Winter Abrasive Application, Roadside Snow and Ice Control and Winter Condition Reporting are all Routine Activities, with timelines based on Winter Road Classification.

# Winter Maintenance and Road Classification

- Winter Road Classifications are A-E, based on need and access. Class E are generally unopened and include beach accesses, and similar low volume use;
- Examples of the Winter Classification include:
  - A. Class A, Highway 19, Comox Valley Parkway, Ryan Road.
  - B. Class B, Highway 28.
  - C. Class C, School Bus Routes.
  - D. Class D, all other, non school bus routes.

# Winter Maintenance and Road Classification

- Within the Highway Maintenance Specification chapter describing Snow Removal, some of the most basic detail is contained in the specification 3.1(a), which reads:
  - The Contractor must remove snow on the full width of the Travelled Lanes to ensure that accumulations remain below the Maximum Allowable Accumulation shown in the table 3.1.1(a)(i);

# Winter Maintenance and Road Classification

**TABLE 3.1.1(a)(i)**

Winter Highway Classification	Maximum Allowable Accumulation		
	One Lane Each Direction	Second Lanes	All Other Lanes
A	4.0 cm	8.0 cm	12.0 cm
B	6.0 cm	10.0 cm	16.0 cm
C	10.0 cm	n/a	20.0 cm
D	15.0 cm	n/a	n/a
E	25.0 cm	n/a	n/a

# Winter Maintenance and Road Classification

- A second key specification, also contained within 3.1.1(b) of this chapter is the following:

## b) Completion of Snow Removal

The Contractor must complete removal of loose snow and slush from Highway surfaces on all Travelled Lanes on Winter Class A, B, and C Highways within 2 days of the end of the last measurable snowfall. Class D Highways shall be plowed within 2 days once the accumulation exceeds 5 cm. In allocating resources, appropriate attention must be given to areas known to be impacted first by snowfall and slush weather events (e.g.: mountain passes, higher elevation, known frequent snowfall and blowing snow areas).

# Winter Maintenance and Road Classification

- It is important to note that this specification only includes loose snow and slush, not compacted snow, which allows a longer timeframe.

# Monitoring of Winter Maintenance

- Local MOTI staff audit and monitor the Maintenance Contractor, in this case Emcon Services Inc., to ensure these specifications are met.
- If auditing and monitoring show that the specification is not met a Non-Conformance Report (NCR) is issued to the Maintenance Contractor, in which MOTI requests a Root Cause Analysis and Corrective Action Plan.

## Concerns Over Deteriorating Roads and Drainage

- The Village of Tahsis has raised concerns over the winter conditions and general need for improvement of the Head Bay Forest Service Road.
- Emcon Services Inc. have identified some upgrades through their required patrols that would improve the overall effectiveness of their maintenance activities.



## Concerns Over Deteriorating Roads and Drainage

- Through discussion with Emcon Services Inc. as well as auditing and monitoring of Emcon Services Maintenance Activities and Quality Management System, MOTI staff will generate a list of priorities for improvements either through maintenance or upgrade by FLNRO.

# Chip Seal Basics

- Chip Seal, also known as Seal Coat or Graded Aggregate Seal, refers to the process of applying asphalt oil and crushed rock over a prepared base to provide a uniform surface.
- Chip seal is initially applied in two layers, sometimes with two different sizes or gradations of crushed rock(usually referred to as “chip”) Varying the chip sizes produces different characteristics, larger chip provides strength, smaller or finer chip provides a smoother, quieter ride.

# Chip Seal Basics

- Chip Seal requires a well prepared base with good drainage, material and cross fall.
- Chip Seal is applied during dry , warm weather conditions
- Chip Seal is not ideally suited to extended sections of steep gradients where exposed to heavy vehicles as it does not have the strength to withstand braking or rotational forces on a sustained basis.

# Dust Control and Base Stabilization

- Portions of the Head Bay Forest Service Road are treated annually with a solution containing Calcium Chloride or Magnesium Chloride to control dust.
- This solution “binds” the small particles together so they resist becoming airborne in the form of dust.

# Dust Control and Base Stabilization

- Base stabilization refers to a process of preparing the road base and applying a multiple application of the solution to further stabilize or bind the surface of the road to maintain an improved ride without dust for a longer period of time.

# Dust Control and Base Stabilization

- Advantages of both include reduced dust and a lasting surface without the need for grading.
- Some disadvantages include the loss of dust control if grading is necessary and more severe potholes if they do form, due to the hardened surface layer.

# Dust Control and Base Stabilization

- As part of the preparation for base stabilization is the use of “high fines” surfacing material which is, as described, containing a higher percentage of fines, usually clay to help retain the solution and further “bind” the material together. A disadvantage of this, as seen on the HBFSR, is the slippery conditions that develop once this material is saturated following prolonged rains, especially in the Cala Creek to Bull Lake area.

## Details of the 2017 Chip Seal Program

- The initial plan is to provide five kilometers of new chip seal and , as funding permits, renew up to two existing kilometers of chip seal
- The locations took into account base suitability and feedback received from members of Tahsis Council during our February 21<sup>st</sup> meeting.



## Details of the 2017 Chip Seal Program

- Planned locations include additional chip seal westbound from Gold River, repairs to existing chip seal near Conuma Hatchery, new chip seal through the Moutcha Bay area, including the approaches to the Canton River and a section east of Sucwoa #2 Bridge.

# Links and Light Reading

The Highway Maintenance Specification are available to the public online:

<http://www2.gov.bc.ca/gov/content/transportation/transportation-infrastructure/contracting-to-transportation/highway-bridge-maintenance/highway-maintenance/agreement/specifications>

The complete Winter Maintenance Specification may be viewed at;

[http://www2.gov.bc.ca/assets/gov/driving-and-transportation/transportation-infrastructure/highway-bridge-maintenance/highway-maintenance-agreements/maintenance-specifications/chapter\\_3\\_winter\\_maintenance.pdf](http://www2.gov.bc.ca/assets/gov/driving-and-transportation/transportation-infrastructure/highway-bridge-maintenance/highway-maintenance-agreements/maintenance-specifications/chapter_3_winter_maintenance.pdf)

**Questions/Comments?**