



**SUBJECT: Burlington-Milton boundary roads maintenance agreement**

**TO: Environment, Infrastructure & Community Services Cttee.**

**FROM: Roads, Parks and Forestry Department**

Report Number: RPF-24-21

Wards Affected: 6

File Numbers: 195-02

Date to Committee: September 13, 2021

Date to Council: September 21, 2021

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### **Recommendation:**

Authorize the Director of Roads, Parks and Forestry to negotiate and enter into on behalf of the City of Burlington, a new boundary highway maintenance and repair agreement between the City of Burlington and the Town of Milton, and any necessary ancillary documents which sets out the roles, responsibilities, and obligations of the parties with respect to shared road segments along the municipal boundary line in a form satisfactory to the Executive Director of Legal Services and Corporation Counsel and with content satisfactory to the Director of Roads, Parks and Forestry; and Authorize the Mayor and City Clerk to execute the new boundary highway maintenance and repair agreement between the City of Burlington and the Town of Milton in a form satisfactory to the Executive Director of Legal Services and Corporation Counsel.

### **PURPOSE:**

This report has been prepared to seek Council approval to negotiate terms of and enter into a new Boundary Highway Maintenance and Repair Agreement between the City of Burlington and the Town of Milton in connection with the shared road segments along the municipal boundary line.

### **Vision to Focus Alignment:**

- Deliver customer centric services with a focus on efficiency and technology transformation

## **Background and Discussion:**

### **Background:**

The City of Burlington and the Town of Milton share two boundary roads, which are under joint jurisdiction. These are Bell School Line from Derry Road to No. 2 Side Road, which is approximately 7.2 kilometres in length, and No. 1 Side Road from Tremaine Road westerly to the dead end, which is approximately 1.1 kilometres in length (see appendix A – Map of Boundary Roads).

The Ontario Municipal Act, under Section 20(1), allows a municipality to enter into an agreement with an adjoining municipality to maintain and repair a highway for which they share joint jurisdiction, in order to reduce the duplication of maintenance and repair services between adjoining municipalities, and to achieve economies of scale. The city has maintenance agreements with the Town of Oakville and the City of Hamilton for maintenance of boundary roads with these municipalities.

Burlington and Milton have a boundary road agreement in place with the current agreement expiring on August 31, 2021.

### **Discussion:**

City staff will work with Town of Milton staff to review and prepare a new Boundary Road Maintenance Agreement for a five year period, beginning on September 1, 2021 and expiring on August 31, 2026. The agreement will also provide for an automatic renewal for a further five years, through 2031, if both parties wish to do so.

To reduce the need for invoicing, it is proposed that each municipality undertake maintenance responsibilities for half of the boundary roads or approximately 4.2 kilometres of centreline distance each. The City of Burlington will be responsible for the maintenance of Bell School Line from Britannia Road to No. 2 Side Road. The Town of Milton will be responsible for the maintenance of Bell School Line from Derry Road to Britannia Road, and of No. 1 Side Road from Tremaine Road westerly to the dead end.

Maintenance activities will include all items required for the routine maintenance and repair of the roadways, as prescribed under the Minimum Maintenance Standards of the Municipal Act (e.g. winter control, road patrol, pot hole filling, traffic signage and street light repair).

The boundary agreement will not pertain to capital projects, such as road resurfacing or culvert replacement. Should such work be required, an appropriate appointment of

costs will be determined, and the project will require the approval of both municipalities prior to moving forward.

### **Strategy/process**

The public benefits from the efficiencies of a single municipality carrying out road maintenance on the applicable road segments. In addition, it avoids duplication of service and provides economies of scale.

### **Options Considered**

It is proposed that the agreement provide for an automatic renewal period of a further five years, through 2031, if both parties wish to do so.

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### **Financial Matters:**

To reduce the need for invoicing, it is proposed that each municipality undertake maintenance responsibilities for half of the boundary roads or approximately 4.2 kilometers of centerline distance each.

### **Total Financial Impact**

Under the proposed maintenance agreement, the city costs are estimated to be \$20,000 annually for both summer and winter maintenance (based on average winter conditions). There will be no impact to the current operating budget.

### **Source of Funding**

Costs associated with this maintenance agreement are included as part of the Roads, Parks and Forestry operating budget.

### **Other Resource Impacts**

There are no additional resource requirements associated with this report.

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### **Climate Implications**

There are no climate impacts associated with this report.

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### **Engagement Matters:**

Burlington and Milton share a strong working relationship for road maintenance activities. This continued relationship effectively serves users of the road corridor from both municipalities.

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### **Conclusion:**

This agreement will benefit the community by allowing for the continued levels of service with respect to road maintenance while enabling compliance with minimum maintenance regulations for roadway infrastructure.

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Respectfully submitted,

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Manager of Roads Operations  
Extension 6170

### **Appendices:**

A. Map of Boundary Roads

### **Notifications:** (if none delete section)

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### **Report Approval:**

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.