

MINUTES: INFRASTRUCTURE & RECREATION COMMITTEE



MEETING DATE: TUESDAY, June 14th 2011

MEETING TIME: 7:00 pm

LOCATION: Ravenna Hall

PREPARED BY: Jenny Ferraro, Administrative Assistant

A. Call to Order

Present: Duncan McKinlay, John McKean, Bob Gamble, Joe Halos, Reg Russwurm, John Caswell, Jim McCannell, Jeff Fletcher, Shawn Everitt, Jenny Ferraro

Regrets: None.

A.1 Approval of Agenda

Director of Engineering and Public Works Reg Russwurm noted to Committee there are additions and revisions to the Agenda as follows:

Additions:

E.5 – Noise Walls at Peaks Bay Development

E.6 - The Peaks Road Reconstruction

E.7 – Letter from James Grummett

Re: Road Allowance for Napier Street b/w Beaver Street South and 10th Concession

E.8- Letter from Brad Fulton

Re: MSO's plans to fix the 2010 Surface Treatment Tender

E.9 - Roof Replacement at the Craighleith Wastewater Treatment Plant

E.10- July 1st Parade

Reg also noted that the recommendation for Agenda Item C.4 – EPW.11.058 Relocation of the EPW Office Trailer to Ravenna Public Works Yard and Preparation of Site Plan Design for Phase 1 Expansion has been changed.

Reg also indicated that John Caswell has a conflicting appointment this evening and must travel to Niagara Falls this evening and therefore would like to address his Reports as the first items of business on the Agenda.

Moved by: Bob Gamble Seconded by: John McKean

THAT the Agenda of the June 14th 2011, Infrastructure & Recreation Committee Meeting be adopted as amended.

“CARRIED”

A.2 Declaration of Pecuniary Interest

Councilor John McKean declared Pecuniary Interest to Agenda Item D.4 Section 3 – The Beaver River Bridge and Agenda Item E.8 – Letter from Brad Fulton from the MSO.

A.3 Previous Minutes

Moved by: Bob Gamble Seconded by: Joe Halos

THAT the Infrastructure and Recreation Committee Meeting minutes of April 26th 2011, May 10th 2011 and May 24th 2011 be adopted as circulated, including any revisions to be made and;

THAT the Infrastructure and Recreation Committee Meeting Closed Session Minutes of April 26th 2011 and May 24th 2011 be adopted as circulated, including any revisions to be made.

“CARRIED”

B. Deputations/Presentations

None.

C. Staff Reports as circulated

As noted upon approval of the Agenda as a result of John Caswell having a prior appointment, Item D.1 would be first considered by the Committee.

D.1 EPW.11.062 Emergency Repair to Wastewater Channel Grinder

Rob Fleming

John Caswell noted to Committee that the bottom bank of the cutting teeth on the Channel Grinder were worn out from damage was caused by gravel therefore not working. John indicated that the damage was likely caused by gravel within effluent liquid which the Town receives from outside sources.

John noted to Committee that he would like to see gravel eliminated because if it gets into the wastewater treatment streams it could cause more problems. John noted that he did discuss this option with the Waste Water Supervisor Rob Fleming.

Councilor John McKean asked if John had considered implementing a cost increase since the trucks coming in to dump sewage are also the ones dumping the gravel and breaking our equipment.

John Caswell agreed that it is an option, noting that his Staff have not concluded who it coming from. Councilor McKinlay suggested communicating with the drivers and John agreed that it is to be done.

Councilor Halos asked Staff how long the Town has been accepting sewage. John Caswell indicated that the Town has been accepting sewage since 2007. The new Channel Grinder was purchased in 2009. John Caswell explained that before 2009 they used manual bar screens and 2 operators would go down approximately 30ft with confined space equipment. John noted the new machine enhanced the operation, and the breakdown was a surprise.

Councilor Gamble asked if Staff should have a spare Channel Grinder on hand just in case this happens again. John agreed it was a good idea and something to consider.

Moved by: John McKean Seconded by: Joe Halos

THAT Council receives Report EPW.11.062 entitled "Emergency Repair to Wastewater Channel Grinder" for their information.

"CARRIED"

D.2 EPW.11.056 2011 Quality Management System Review Outcomes

Meg Boyd

John Caswell noted to Committee that the Quality Management Review is a requirement for the DWQMS. John indicated that Meg Boyd, Darren Shilvock and Reg Russwurm have prepared an action item list for the next year. John noted that Meg has attended the Walkerton Clean Water Center and has been given some training. Meg will be presenting a Report to the Committee introducing a document called "Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils". John also indicated that Meg will be developing and maintaining a map of water quality concerns using the Town's GIS System.

Councilor McKinlay noted that there is a lot of work to ensure that our Town gets the best quality of water and thanked John and his Staff for their work.

Moved by: Bob Gamble Seconded by: John McKean

THAT Council receives Report EPW.11.056 entitled "2011 Quality Management System Review Outcomes" for their information.

"CARRIED"

E.1 Drinking Water Source Protection
Re: Draft updated Assessment Report

E.2 Drinking Water Source Protection
Re: Source Protection Plan Preparation For Drinking Water Source Protection

Committee Chair Duncan McKinlay asked if Committee had any questions regarding the two letters which were received. Councilor Gamble noted that he does not know exactly where one plan finishes before another begins as he feels there are many new drinking water plans popping up.

John Caswell indicated that the Source Water Protection Committee is moving forward as Terms of Reference were passed and there was a long timeframe to get those to be approved. John indicated that his main concern in all of this is who will be paying for it as the Ministry of the Environment starts the program but they never said they would pay for the Source Protection.

E.3 Town of The Blue Mountains wins GLSLCI Water Conservation Award

John Caswell noted to Committee that he has been invited to attend the GLSLCI Water Conservation Conference in Niagara Falls to accept an award on behalf of the Town.

Councilor McKinlay asked John how the winner was determined and John indicated that it was a combination of work that Paul Graham had done and work that his Staff are doing.

E.4 Peel Street Watermain Update

John Caswell indicated that due to high bids the work for this project was tendered twice. John indicated that he notified the MTO in April for a set of drawings and he put \$20,000 in the 2011 budget for the installation and the lowering of the pipe. John indicated that the MTO never got back to the Town with drawings and Jim McCannell noticed that the contractors had begun doing work. In order to obtain the drawings Jim McCannell and Mike Campbell contacted the contractor and when they received the drawings they noticed that there was a lot more work needed, noting that the watermain has to be lowered as there is not enough coverage to insulate it, the sanitary pipe might require some work as well.

John indicated that the contractor said the additional work would be \$26,000 plus tax and installation. John indicated that in the past when there is a relocation of a watermain, the MTO pays 50% of the cost. John he has not heard back from the MTO on this.

Reg noted that because he does not want to hold up the contractor, work will begin on June 27th.

E.9 - Roof Replacement at the Craigleith Wastewater Treatment Plant

John Caswell explained that he would like to get the roof installed in the summer rather than in the fall. John confirmed that the budget for this project was \$450,000 and the previous roof was installed in 1986. John explained the new roof will be tar and gravel and although pricey he does want it to last another 30 years. Councilor Halos asked how large the roof is and John determined it was 1330 square meters.

D.1 DOR.11.39 Georgian Trail Agreement

Shawn Everitt

Councilor McKinlay asked Councilor Gamble to confirm if the Board of Management has reviewed the Report. Councilor Gamble said they have and they were satisfied with the Agreement.

Councilor Gamble noted to Shawn Everitt that on page 29 of the I&R Package the Report indicates that there must be one designated representative from the Georgian Cycle and Ski Trail Association but the agreement indicates that there must be two. Shawn noted that he would fix the error.

Councilor Gamble also reminded Shawn that the by-law has to be passed at the Town level and Shawn indicated that he would be working with Corrina on that.

Moved by: Bob Gamble Seconded by: Joe Halos

THAT Council receive Staff Report DOR.11.39 entitled "Georgian Trail Agreement"; and,

THAT Council authorize the Mayor & Clerk to sign a new 10 year joint management agreement for the Georgian Trail upon the final recommendation of the Town's Solicitor and Director of Recreation.

"CARRIED"

C.2 EPW.11.035 Solar Panel & Federal Gas Tax Funding Expenditure Update 2011

Adam McMullin

Jeffery Fletcher indicated to Committee that there has been a shift in focus and that this Report reflects some of the ideas that were presented in the Capital Plan.

Moved by: John McKean Seconded by: Joe Halos

THAT Council receive report EPW.11.035, "Solar Panel & Federal Gas Tax Funding Expenditure Update 2011" for information, and

THAT Council direct Staff to suspend the proposed solar panel installations outlined in the 2011 Capital Budget for the new Town Hall and Landfill Operations Building.

“CARRIED”

C.3 EPW.11.052 Negotiated Contract Extension (TBM-RD-2008-09) Snow Removal – Sidewalks and Various Town Sites

Jim McCannell

Councilor Gamble noted that in Service Review discussions regarding Snow Removal there was consideration put toward alternative means to accomplish the Sidewalk snow removal. Councilor Gamble noted that the Town Parking Lot, The Cemetery, and the Depot could be done using shared equipment with the Recreation Department.

Jim McCannell indicated that the sidewalks around Town Hall are getting larger and the Recreation Departments equipment might not be able to do the work.

Shawn Everitt noted that he is hoping to have the ability and the equipment to get the Town Hall sidewalks and parking lots done.

Councilor Gamble asked Staff if there was the potential to have the Town snow plow to do all the work rather than hiring a company. Shawn indicated that previously the Contractor would do the work with a tandem truck and would be able to get an entrance and exit created before 6am. Shawn noted that the only downfall to this method was that the parking lot would get smaller as the snow piled up. Jim indicated that they would then call in Sheridan to move the snow which would deplete snow storage and burned up any savings.

Councilor Gamble asked if there will be any indication of how high snow has to be on a sidewalk before it gets cleared. Jim McCannell noted that he will create a ranking system on the sidewalks based on where they are located noting when they have to be plowed. Jim said the list will note primary and secondary type sidewalks, and gear a level of service based on the sidewalk type.

Moved by: Joe Halos

Seconded by: John McKean

THAT Council approve the Negotiated Contract Extension for Snow Removal – Sidewalks and Various Town Sites (TBM-RD-2008-09) to Sheridan Management in the amount of **\$52.03** per hour for snow removal and **\$64.90** for sanding Various Town Sites, and **\$64.90** per hour for snow removal and sanding on Sidewalks, excluding HST for a total estimated cost of **\$120,846** as outlined in Report EPW.11.052.

“CARRIED”

C.4 EPW.11.058 Relocation of EPW Office Trailer to Ravenna Public Works Yard and Preparation of Site Plan Design for Phase 1 Expansion

Jim McCannell

Jim McCannell noted to Committee some changes to his Report. Jim noted that the wording in the recommendation has been changed to read "Zoning By-Law Amendment" as opposed to "minor variance". Jim indicated that the new building would have to be 30 meters from the lot line and it would be an amendment to the normal requirements and normal standards. Jim also noted that the budget impact has changed and Staff now consider \$9,500 will be assigned to the EPW Trailer relocation as opposed to the cost being less than \$7,500.

Councilor McKinlay indicated that after hearing feedback from the PIC that he is not in favour of the site plan as he does not support a plan that will take away space from the parkland. Duncan noted that he would like to preserve or add to the parkland and suggested the option of purchasing the land to the East of the building which would allow more room for parking and add some park space.

Reg Russwurm noted to Committee that his intention was that a later date he would like to have this discussion in full regarding the site plan.

Councilor Gamble noted that the Town has collected limited Development Charges and that there are other projects to be financed such as the Police Station. Councilor Gamble also noted there are outstanding accounts to be put through the Development Charges and there is interest accumulating on this. Councilor Gamble is concerned about the deficit and does not want to put the tax payers through that.

Reg noted to Committee that Jim's Report is asking 2 things: a) permission to move the EPW trailer and b) to allow Staff to mature the site plan with an estimate of \$20,000 to carry on that work.

Councilor McKean noted that a site plan should not be created before a site or location is chosen.

Councilor McKinlay requested that Staff scope the work so as not to put \$20,000 into a plan which is to begin in 2 years. Councilor Halos noted that moving the trailer to Ravenna is a fine idea but it is too pre-mature to move along with the site plan.

In a discussion regarding Development Charges, Reg noted that Development Charges are based on services and that the Town has to spend 10% of their own funds.

Shawn Everitt indicated that a key component to this expansion is to add parking to the building. Councilor McKinlay agreed noting that the parking lot should be paved with a basketball net and a street light.

Moved by: Joe Halos

Seconded by: John McKean

THAT Council receives Report EPW.11.058 entitled “Relocation of EPW Office Trailer to Ravenna Public Works Yard; and

THAT Council direct Staff to proceed with an application for a Zoning By-Law Amendment as required to allow for the re-location of the Engineering and Public Works Office Trailer to Ravenna Works Yard-
“CARRIED”

D. Information Reports/Correspondence

D.3 EPW.11.059 Blue Flag Beaches 2011

Jeffery Fletcher

Jeffery Fletcher indicated that he would be working with Youth and Event Coordinator, Peter McGee to provide notification to Council on details of the events.

Councilor Gamble asked if Staff had a source to make the Bird Boxes. Jeff indicated in the years past they built bird boxes with local kids and the boxes are ready to be put up. Jeffery noted that they are made from used wood from the landfill.

Moved by: John McKean Seconded by: Bob Gamble

THAT Council receive Staff Report EPW.11.059, “Blue Flag Beaches 2011” for information purposes.

“CARRIED”

D.4 EPW.11.057 Construction/Development Status Report

Mike Campbell

Councilor John McKean declared pecuniary interest to Agenda Item D.4 Part 3 – The Beaver River Bridge and Committee Chair McKinlay motioned to discuss the Report save and except Item 3 before asking Councilor McKean to leave the room.

Reg noted to Committee that there was a request from Committee to have a map prepared for this Report but due to a priority conflict, Staff could not present a map at this meeting. Reg ensured Committee that he would present a map next month.

Councilor Gamble and Councilor Halos moved the report, save and accept Item 3. Committee Chair McKinlay asked Councilor McKean to leave the room in order to discuss Item 3.

Reg noted that the Beaver River Bridge is moving along slowly as there are many deficiencies. Reg indicated that Mike Campbell is working hard to get this project moved along.

Moved by: Bob Gamble Seconded by: Joe Halos

THAT Council receive Staff Report EPW.11.057 entitled "Construction & Development Status Report" for their information.

"CARRIED"

E. New and Unfinished Business

E.5 – Noise Walls at Peaks Bay Development

Reg indicated to Committee that along Hwy 26 in front of the Peaks Bay Development there is a requirement for the installation of an 8 foot noise wall. Reg noted that due to the location of the development a noise assessment study was done to MOE Guidelines, and that there are warrants for a noise wall to be constructed.

Reg noted to Committee that a municipality can decide whether or not to put a noise wall up. Reg discussed this with Director of Planning and Building David Finbow and David believes that it is a inconsistent use of land. David feels the noise walls should be erected from a Planning perspective and Red would not due to aesthetic purposes. Reg though feels consideration of alternatives is warranted for aesthetic reasons.

Councilor McKinlay asked Staff if trees could be used to block the noise and Reg indicated that trees do not effectively block noise.

Councilor Gamble questioned if the Town or the property owner would be responsible for the noise walls. Reg noted that because of the location, the property owners would be responsible.

Councilor McKinlay asked if the Developers have any thoughts on this matter and Reg explained that they have just accepted that this is a requirement.

Councilor Gamable asked if the wall would help with the snow and Reg indicated that he was not sure.

Councilor McKinlay suggested that Staff discuss this matter with the Senior Management Team and come back to Committee with a Report indicating information, background and choices. Councilor McKinlay would like to gather all sides in order to allow Committee to come to a conclusion.

E.6 - The Peaks Road Reconstruction

Reg briefed Committee on two options for the installation of the Sanitary Sewer on Peaks Road, one being deep and the other being shallow. Reg indicated that if the Town installs a deep sewer then a gravity sewer can be installed when work is done on Wensley Drive. Reg noted that if the Town installs a shallow design then some residents on Wensley Drive would be on a low pressure system and others on a gravity system. Some home owners will have to have a pump run by hydro while others will not.

Councilor Gamble, Councilor Halos and Councilor McKean agreed that the deeper sewer would be the best option. Reg agreed noting that it will give the Town more flexibility looking ahead at the future developments in that area.

E.7 – Letter from James Grummett

Re: Road Allowance for Napier Street b/w Beaver Street South and 10th Concession

Committee was given a copy of the letter and the map that Mr. Grummett addressed to Jim McCannell. Jim indicated to Committee that he had not spoken with Mr. Grummett, but according to his letter Mr. Grummett would like to purchase a portion of Napier Street.

Councilor McKean indicated that he was not in favour to sell the land. Committee Chair Duncan McKinlay indicated that the Town is not in favour to sell the road allowance to Mr. Grummett.

E.8- Letter from Brad Fulton Re: MSO's plans to fix the 2010 Surface Treatment Tender

Councilor McKean declared Pecuniary Interest regarding this matter and left the room for the duration of discussion.

Jim McCannell indicated that Miller is proposing a new product to repair the deficient work in the last years tender which he has never worked with before. He noted that on June 20th 2011 a crew would be working with it.

Duncan McKinlay asked if the roads had been swept yet and Jim indicated that they have been swept and it has helped. Duncan thanked Jim for this information and asked Councilor McKean to join the meeting as discussion regarding this matter was over.

E10 – July 1st Parade.

Reg noted to Committee that the Town will have several pieces of equipment in the July 1st parade. Shawn Everitt noted that he would have some equipment as well. Reg indicated that employees volunteer to be part of this parade.

Reg noted that Public Works Day was a success. Councilor Halos noted that he had a great time and could spend a few hours looking at all the exhibits. Councilor Halos noted that Town Staff were very friendly and welcoming which was something he appreciated.

F. Next Meeting Date

Tuesday, June 28th 2011 – 7:00pm – Service Review, Ravenna Hall
Tuesday, July 12th 2011 – 7:00pm Meeting, Ravenna Hall

G. Adjournment

Moved by: John McKean Seconded by: Bob Gamble

THAT the Infrastructure & Recreation Committee Meeting of June 14th 2011 is adjourned at 9:04 p.m.

“CARRIED”