

MINUTES: INFRASTRUCTURE & RECREATION COMMITTEE



MEETING DATE: TUESDAY, APRIL 12th 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, John McKean, Gail Ardiel Reg Russwurm, John Caswell, Jim McCannell, Shawn Everitt, Jenny Ferraro, Lisa Kidd, Elizabeth Thompson.

Regrets: (none)

A.1 Approval of Agenda

Reg Russwurm noted three additions to the Agenda.

C.5 DOR.11.29 Selection of Supplier for Commercial Operations on Town Waterfront

E.7 Ravenna Works Yard

E.8 Lake Drive Public Information Center

Moved by: Bob Gamble Seconded by: Joe Halos

THAT the Agenda of the April 12th 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 D8 – Beaver River Bridge.

A.3 Previous Minutes – March 8th 2011

Moved by: Bob Gamble Seconded by: John McKean

THAT the minutes of the March 8th 2011 Infrastructure & Recreation Committee be adopted as circulated

"CARRIED"

B. Deputations/Presentations

B.1 Cindy Gretton – E&H Property Management

Re: Water Accounts

John Caswell introduced Committee to Cindy Gretton from E&H Property Management.

Cindy began her presentation noting to Committee that she manages 828 properties and is asking for an adjustment to her utility bills for services that are not being used in the winter months such as the sprinkler system and the pool at Applejack Condos as an example. Cindy suggested the possibility of sending a letter to the Town indicating that they are done with the use of the pool for the season and having their accounts turned off.

Cindy indicated that Collingwood allows their accounts to be shut down for properties there. Cindy also asked Committee if she can have the water meters removed to accommodate this.

Committee Chair Duncan McKinlay indicated to Cindy that he understands and appreciates what she is asking, but noted that fixed charges to her account is comparable to monthly payment on a vehicle that are to be paid whether you use it or not. Duncan further indicated that the system is based on the service being available when needed.

Cindy thanked Committee for their time and would like to hear back from Committee regarding this matter.

B.2 Jeff Bray - Form:Media

Re: Regional Tourism Organization – Wayfinding Project and the Possible Inclusion of Thornbury/Clarksburg.

Jeff Bray began his presentation by explaining that the Regional Tourism Organization #7 (RTO7) is looking for a community that is 'tourism ready' to develop a community based wayfinding system that would assist the locals and the tourists in the area as a pilot. Thornbury/Clarksburg has been identified as a possible pilot.

Jeff indicated that moving forward he would have to audit the area based in terms of need for way finding and then he could let Committee know what the sign installation would cost. Jeff indicated it could be a onetime cost or a phased in cost over several years.

Jeff noted further that the signs would be durable and all look the same across Bruce, Grey and Simcoe County. Jeff said there will be the option for small businesses to add their names to the signage for a fee in order to keep a professional image. Jeff indicated that consistency in signage is very important for tourist confidence.

Councilor John McKean noted that he would like to see agri-business incorporated in the signage as opposed to just tourism. Jeff indicated that agri-business signage can be done as well.

Councilor McKean asked Jeff for an estimate of the price. Jeff indicated to Committee that he cannot quote a figure.

Councilor Joe Halos questioned if a GPS would do the same. Jeff noted that GPS's cannot be updated unless the user does it, but this signage can be updated when required. Councilor Halos expressed his concerns about having an over abundance of manmade signs in rural areas.

Councilor Gail Ardiel asked Jeff if he has an established route for the area. Jeff indicated he does not have a route mapped out. Committee Chair Duncan McKinlay suggested that Jeff review the traffic counts before planning the route.

Councilor Ardiel noted the possibility of having the County pay for signage on the County Roads.

Committee Chair Duncan McKinlay thanked Jeff for his presentation and indicated that Council is looking forward to definitive numbers and figures regarding this project so that Council can consider it in the budget for 2012 once they receive a comprehensive review.

C. Staff Reports as circulated

C.1 CEDC.11.09 Way Finding and Road Signage Update

Lisa Kidd

Lisa Kidd indicated that Jeff Bray's presentation encompassed the scope of her Report on the RT07 project. Chair McKinlay noted that Lisa's Report indicates the budget impact as being unknown. Councilor Halos noted that moving forward the study component of the project will not cost the Town anything. Bob Gamble asked about the possibility of getting a contribution from the County for signage on their roads.

Duncan advised that communication can be made to Grey County to inquire if they would be willing to fund this project. Lisa indicated to Committee that she would follow up and report back to Committee.

Moved by: John McKean Seconded by: Joe Halos

THAT Council receive Report CEDC.11.09, "RT07 Way Finding and Road Signage Initiative" and;

THAT Council endorse the communities of Thornbury and Clarksburg, within the Town of The Blue Mountains, as pilot communities for the Regional Tourism Organization #7 (RTO7) Regional Way Finding and Road Signage Study Project.

“CARRIED”

C.2 DOR.11.27 Museums and Technology Fund – Staffing Contract

Suzanne Purdy

Moved by: Bob Gamble Seconded by: John McKean

THAT Council receive Staff Report DOR 11 27 entitled “Museums and Technology Fund – Staffing Contract”; and,

THAT Council approve the acceptance and usage of funds in the amount of \$24,900 received from the Museums and Technology Fund offered by the Ministry of Tourism and Culture for a one year contract staffing position at The Craighleith Heritage Depot; and,

THAT Council approve the re-allotment of funds in the amount of \$6,225 from the Artifact Acquisition Reserve Fund (1-642-1000-62004) to satisfy the requested top up portion of this grant application.

“CARRIED”

C.3 EPW.11.019 Stormwater Management Facility Use Restrictions

Jim McCannell

Councilor Gail Ardiel asked Jim if there was an issue with this right now. Jim indicated that they do not have a problem right now, but he is anticipating it as the Town assumes more facilities. Reg indicated that in discussions with other Municipal Engineers he was alerted to this issue.

Councilor Ardiel asked if there was a fence around the ponds. Reg indicated that a fence is not required if the ponds are built to certain standards. Reg also noted that because it is a man made, Town operated body of water; it becomes a liability issue for the Town.

Chair McKinlay requested that Staff pass the message along to the Conservation Authority to incorporate the dangers into the Spring Water Safety Program. Councilor Gamble agreed that it would be a good idea. Staff agreed to contact the Conservation Authority asking them to incorporate this awareness into their campaign.

Moved by: Bob Gamble Seconded by: Joe Halos

THAT Council enact a By-law to establish restrictions on uses permitted on and around stormwater management facilities owned by the Town, as detailed in Staff Report EPW.11.019, entitled “Stormwater Management Facility Use Restrictions”.

“CARRIED”

C.4 EPW.11.031 By-Law Providing Parking Restrictions During the Blue Mountains Chili Ribfest

Jim McCannell

Jim McCannell explained to Committee that he had met previously with Shawn Everitt to discuss this event and it was decided that there was a need for parking restrictions and to recommend a fee for the work to put up the signs.

Councilor Bob Gamble indicated that he agrees that the signs need to go up, but is concerned about the flat fee of \$2,500 as he anticipates being asked for a grant in that exact amount.

Councilor Ardiel indicated that when this event was presented to Council for Zoning, it was presented as a not-for-profit event based on the Rotary Club. Shawn explained to Committee that the event is partial for-profit and that Rusty's is the lead stakeholder and the Rotary Club is the smaller party in it.

Reg asked Committee to consider if the Town does wave the fee then which budget does the cost come out of: Roads, Recreation or from economic development budget?

Shawn indicated to Committee that he is drafting an Event By-law which will indicate expectations, guidelines and prices for Events that consume the Town's resources. Shawn believes that Events put a lot of pressure on Town Staff and a fee for their time and work should be applied.

Councilor John McKean indicated that he is in support of this Report.

Councilor Halos noted he liked the idea of having a fee so that the user realizes there is a cost and they don't assume the work required is expected noting further that if they wanted to ask to have the fee waved they could.

Councilor McKinlay suggested creating a policy indicating the requirements needed for an event and what it will cost for the use of Town Staff. Shawn noted that he is working on creating an Event By-Law.

Councilor Halos asked if the \$2,500 was in the Event By-Law that Shawn was creating. Shawn indicated that although draft, he will be putting a fee reflective to the typical aspects of the work and that each event would have a specific cost recovery rate. Councilor McKinlay suggested the By-Law be implemented for the 2012 events.

Councilor Ardiel asked if the Town of Wasaga Beach has anything in place like this. Shawn indicated that Wasaga Beach does have an Event By-law but the use of the beach is through Ontario Parks further noting that Collingwood has one that they have created primarily for Elvis Fest and it is working well.

Councilor McKinlay indicated that he does disagree with the concept if the event planners were aware from the beginning that there would be a fee.

Moved by: John McKean Seconded by: Gail Ardiel

THAT Council enact a By-law providing for temporary parking restrictions including No parking, No stopping and the placement of the required signage on roads as outlined in Report EPW.11.031, in preparation for the 2011 Blue Mountains Chili Ribfest to be held July 8, 9 and 10, 2011, at the Cedar Run Horse Park ;and,

THAT a one time flat fee of \$2500 be collected from the event organizers to reimburse the Town expenses related to parking / stopping restrictions and enforcement.

“CARRIED”

C.5 DOR 11 29 Selection of Supplier for Commercial Operations on Town Waterfront

Shawn Everitt

Committee Chair Duncan McKinlay asked Shawn to highlight to Committee the rationale for choosing SOAR Management Group. Shawn explained to Committee that SOAR Management Group proposed 15% from net sales and there was no permanent construction required on the Beach. Shawn indicated that the other company asked for a permanent structure to be built, and although a great idea the, space at the Beach is limited.

Councilor Ardiel asked about parking and noted the fact that there is limited parking at Northwinds Beach. Shawn indicated parking will improve because there will be one supplier now based on site and they will not have unsolicited companies showing up with a truck and a trailer taking up space as they did last year

Councilor Halos noted that people want something to do and this is a great service to them.

Moved by: Bob Gamble Seconded by: John McKean

THAT Council receives Staff Report DOR 11 29 entitled “Selection of Supplier for Commercial Operations on Town Waterfront” and;

THAT Council authorize Town Staff to formalize an agreement with SOAR Management Group to offer Commercial Operations at Northwinds Beach as outlined in this report.

“CARRIED”

D. Information Reports/Correspondence

D.1 DOR.11.20 Volunteer Recruitment Strategy

Suzanne Purdy

Moved by: Bob Gamble Seconded by: Gail Ardiel

THAT Council receive Staff Report DOR 11 20 entitled "Volunteer Recruitment Strategy" for information purposes.

"CARRIED"

D.2 DOR.11.21 Craigleith Heritage Depot Strategic Plan 2011 - 2014

Suzanne Purdy

Moved by: Gail Ardiel Seconded by: John McKean

THAT Council accept Staff Report DOR 11 21 entitled "Craigleith Heritage Depot Strategic Plan 2011 – 2014" for information purposes.

"CARRIED"

D.3 DOR.11.22 Process for Monument Removal at the Thornbury Clarksburg Union Cemetery

Ryan Gibbons

Moved by: Joe Halos Seconded by: Bob Gamble

THAT Council receive Staff Report DOR 11 22 entitled "Process for Monument Removal at the Thornbury- Clarksburg Union Cemetery for information purposes.

"CARRIED"

D.4 DOR.11.23 Harbour Seasonal Mooring Process

Ryan Gibbons

Councilor Joe Halos asked Staff how payments are coming and Shawn noted that they are more than a month ahead of where they were last year and that the process is working well.

Moved by: Bob Gamble Seconded by: John McKean

THAT Council receive staff report DOR 11 23 entitled "Harbour Seasonal Mooring Process" for information purposes.

"CARRIED"

D.5 DOR.11.26 Award of Tender for the Removal and Installation of Condenser & Chiller Unit at the Beaver Valley Community Center

Shawn Everitt

Moved by: Gail Ardiel Seconded by: John McKean

THAT Council receives Staff Report DOR 11 26 entitled “Award of Tender for the Removal and Installation of Condenser & Chiller Unit at the Beaver Valley Community Center” for information purposes.

“CARRIED”

D.6 EPW.11.018 Summary of Annual Operations – Thornbury Wastewater Treatment Plant and Craigleith Wastewater Treatment Plant

Rob Fleming

John Caswell briefed Committee on the Report noting that the Thornbury Waste Water Treatment Plant had a reduction in flow this year and the Craigleith Waste Water Treatment Plant remained the same. John Caswell concluded that both plants are operating very well.

Duncan McKinlay thanked John Caswell and his team for his hard work.

Moved by: Bob Gamble Seconded by: Joe Halos

THAT Council receives Report EPW.11.018 entitled “Summary of Annual Operation Reports 2010 – Thornbury Wastewater Treatment Plant and Craigleith Wastewater Treatment Plant” for their information.

“CARRIED”

D.7 EPW.11.033 Response to Recommendations of the Agricultural Advisory Committee, Report SPS.11.3

Jim McCannell

Councilor John McKean asked Staff how many loads a week go up the 33rd Side Road. Jim McCannell estimated 4-5 loads a day indicating that it has been going fine. Councilor Duncan McKinlay asked Jim to follow up at the end of the season and review how the process worked and if there are other options to do something differently. Committee would like Jim to come back with a Report.

Councilor McKinlay expressed concern about Chervil being transported from site to site and asked Staff to ensure cleaning the mower is part of the process before going to unaffected areas. Jim indicated he is working with the County to get the procedure moving forward.

Councilor Gamble asked if Staff will be cutting to the fence line. Jim indicated they will be cutting along the road side as far as the mower will reach.

Moved by: John McKean Seconded by: Bob Gamble

THAT Council receives report EPW.11.033 "Response to Recommendations of the Agricultural Advisory Committee, Report SPS.11.33" for their information.
"CARRIED"

D.8 EPW.11.029 Construction/Development Status Report

Mike Campbell

Councilor John McKean declared pecuniary interest to Item 3 of the Report: The Beaver River Bridge. Chair Duncan McKinlay asked Committee if there were any questions or concerns regarding the report save and accept any matters related to Item 3.

Councilor John McKean left the room as Chair Duncan McKinlay asked if there were any concerns or questions regarding Item 3 of the report. Reg indicated that the railings are back up and there are a number of deficiencies.

It was moved by Councilor Ardiel and seconded by Councilor Bob Gamble that Committee receive Staff Report EPW.11.029 entitled "Construction / Development Status Report" for their information save and accept Item 3, Beaver River Bridge.

Chair Duncan McKinlay invited Councilor John McKean back into the meeting room.

Moved by: Bob Gamble Seconded by: Joe Halos

THAT Council. receive Staff Report EPW.11.029 entitled "Construction / Development Status Report" for their information.
"CARRIED"

E. New and Unfinished Business

E.1 Camperdown Area E-mail – Reekie

Shawn Everitt indicated to Committee that he has spoken with the Director of Building and Planning, David Finbow and was told there is a possibility within the Development to have the name applied. Shawn indicated that he told the Reeki's about the street naming policy and that Staff would assist them in the request for that.

E.2 County Review Clarksburg Speed Limits

Re: Reducing 50km zone on John Street North to 40km

Councilor Ardiel indicated that the Police have put mobile signs and people still speed through this area. Councilor Gamble liked the idea of making it a Community Safety Zone in which the fines would be worth more.

Committee asked Staff to follow up with the speed limit in that zone and research the status of deeming it a community safety zone.

E.3 Letter from CAA

Re: CAA South Central Ontario and OGRA proposal to have H.S.T. gas tax revenue dedicated to transportation infrastructure and maintenance

Councilor Duncan McKinlay requested that Staff to contact OGRA to clarify the letter.

Moved by: Joe Halos Seconded by: John McKean

THAT a draft motion be brought forward to Council for their Consideration regarding the CAA South Central Ontario and OGRA proposal to have H.S.T gas tax revenue dedicated to transportation infrastructure and maintenance.

“CARRIED”

E.4 Solar Panel Projects

Reg indicated to Committee that he is getting many requests from private entrepreneurs regarding Solar Panel Projects and is seeking Committee's direction on how to entertain these ideas.

Councilor Halos expressed his opinion stating that since the Town does not have the capacity, the Town should not entertain any of them.

Shawn Everitt indicated to Committee that private entrepreneurs are looking at Municipalities that have a lot of park land, asking to put up solar panels and indicating that there is no maintenance required by the Town.

Councilor Gamble noted vandalism and liability and how the Town would be responsible because it is on their property.

Councilor McKean noted that the Town does not have the capacity and therefore we should not take up any more time entertaining these entrepreneurs. Reg expressed to Committee his belief that it could give the Town a possible revenue stream with a little amount of work.

Councilor Ardiel indicated that Staff should tell the private entrepreneurs that the Town does not want to entertain any of these opportunities for 2011.

Moved by: Bob Gamble Seconded by: John McKean

THAT Committee advise that the Town does not entertain any Solar Panel Opportunities for the year of 2011.

“CARRIED”

E.5 Service Review Strategy for EPW and Recreation Departments

Councilor Duncan McKinlay indicated that the Department Service Review arose from past Budget discussion and the need to review what the Town's businesses are. Councilor McKinlay suggested having a second meeting per month in which each Department comes under review depicting each portion the Department's spending.

Councilor McKinlay would like to view all of the services each department provides and give a summary of all the man power, costs, material, supplies and then look for alternatives. He would like each Department to explain to Council what they do and if there are some alternatives.

Councilor John McKean agrees with Councilor McKinlay in asking Staff to do this. Councilor McKean asked Deputy Treasurer, Elizabeth Thompson how easy it would be to look at the Town's Capital. Elizabeth indicated that at the Special Meeting of Council on April 18th there will be an Assets Management Plan Report presented.

Councilor John McKean indicated that the Budget they have now is based on Operating and that there is a need to review the Town's Assets, which to him is the biggest part.

Councilor McKinlay is asking Staff to address the concern of Council regarding reducing our service costs by asking the question if there is anything that can be contracted out for a better rate.

Councilor Halos agreed that a second meeting a month would suffice and Councilor McKinlay suggested having such meetings between now and August.

Councilor John McKean suggested looking at a Department and breaking it down by Sub-Department and then looking at each division individually. Councilor McKinlay indicated that Council needs an idea of what it takes in order to evaluate what we have.

Councilor Joe Halos would like this communication to come from the Department heads since they are the closest to the Department and have a great idea of what is going on. Councilor Ardiel agreed, indicating that the department heads know how to operate the department, what works and what does not.

Councilor John McKean advised that many duties are mandated by upper levels of Government. Council McKinlay would like Staff to explain this as well, noting mandated services and duties that are discretionary.

E.6 Blue W Program

Amanda Norris briefed Committee on the Blue W Program explaining that, along with Collingwood, the Town of The Blue Mountains plans to launch the campaign at the upcoming OWWA Conference in May. Amanda explained that this Program is a non-profit program which allows people to take their empty water bottle into cafes, restaurants and stores to get potable water. If a business can provide potable water they can sign up for this program and receive a decal to put in their which will let the public know that they have drinking water if they want to come in.

Councilor Gamble asked if the Town has to pay up front. Amanda explained that the Town has to pay to launch the program but there is no work involved. Amanda further indicated that the Ontario Water Works Association will be paying half of the fees once invoiced.

John Caswell indicated that the payment is coming out of the Contingency Fund and he is coming to Committee to get a recommendation for Council's endorsement to spend the funds.

Moved by: John McKean Seconded by: Gail Ardiel

THAT Council endorse Blue W program at the cost of \$4140.00
"CARRIED"

E.7 Ravenna Works Yard

Reg indicated that he is seeking Committee's advice on how to proceed with the Ravenna Works Yard Expansion Project as there were many questions at the Public Meeting regarding the property, the constraints of the property and the reduction of park land.

It was proposed that a Report be written to Council providing feedback from the Public Meeting.

Councilor John McKean asked how much the Town will be spending on the site plan. Reg explained that the site plan was based on \$100,000 in taxation and the remainder from Development Charges. Councilor McKean noted the future possibility of becoming a single-teared sector and then there would not be a need to construct a new building.

Councilor Joe Halos expressed concerns regarding spending money for this project because of the New Town Hall and the upcoming Landfill project. Councilor Halos would like Town Staff to slow down on this expansion. Councilor McKinlay agreed, noting that Staff should hold off with the construction phases moving forward.

Councilor Gamble asked Staff to tidy up the property to better organize it.

E.8 Lake Drive Public Meeting

Reg asked for Committee's permission to take the Lake Drive - Water & Wastewater Service Extensions – Public Information Centre Report directly to Council. Committee gave Staff permission.

Moved By: Gail Ardiel Seconded By: John McKean

THAT this Committee does hereby consent to continue meeting beyond the prescribed adjournment time of 11:00 p.m.

“CARRIED”

F. Next Meeting Date

Tuesday, May 10th 2011 at 7:00 p.m., Ravenna Hall
Tour – April 26th – meeting at Ravenna Works Yard.

G. Closed Session

Moved by: John McKean Seconded by: Bob Gamble

THAT with regard to subsection 239 of the *Municipal Act*, 2001, this Council do now move into closed session in order to address matters pertaining to litigation or potential litigation, including matters before administrative tribunals affecting the Municipality or local board relating to Consulting assignments.

Committee moved into closed session at 11:01 pm

Committee moved into public session at 11:19 pm

H. Adjournment

Moved by: Joe Halos Seconded by: Bob Gamble

THAT the Infrastructure & Recreation Committee Meeting of April 12th 2011 is adjourned at 11:20 p.m.

“CARRIED”