

MINUTES: INFRASTRUCTURE & RECREATION COMMITTEE



MEETING DATE: TUESDAY, SEPTEMBER 14TH 2010
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 McGee, Reg Russwurm, John Caswell, Jim McCannell, Jeffery Fletcher, Shawn Everitt, Jenny Ferraro, Ryan Gibbons.

Regrets: (none)

A.1 Approval of Agenda

Reg advised Committee of the additions to the agenda:

Addition:

1. Report added by Ryan Gibbons DOR.10.059 C Dock Preapproval
2. Update Committee with respect to Beaver River Bridge and the Plan 915 Reconstruction Projects.
3. To discuss scheduling conflict of meeting date of September 28th.

Moved by: John McGee Seconded by: John McKean

THAT the Agenda of the September 14th 2010, Infrastructure & Recreation Committee Meeting be adopted as amended.

"CARRIED"

A.2 Declaration of Pecuniary Interest

Councilor John McKean declared a pecuniary interest to the discussion added to the agenda regarding the Status of the Beaver River Bridge.

A.3 Previous Minutes – August 10th 2010

Moved by: John McGee Seconded by: John McKean

THAT the minutes of the August 10th 2010, Infrastructure & Recreation Committee be adopted as circulated.

"CARRIED"

B. Deputations/Presentations

None.

C. Staff Reports as circulated

C.1 DOR.10.41 Beaver Valley Athletic Association Request for Signage Installation

Duncan McKinley questioned where the sign would be placed. Shawn Everitt noted that the location is up to the decision of the Staff. One proposed location is by the Hydro Transformer and another option is to mount it on the smaller shed facing the parking lot.

Moved by: Bob Gamble Seconded by: John McGee

THAT Council receive Staff Report DOR 10 41 "Beaver Valley Athletic Association Request for Signage Installation" and approve the installation of Beaver Valley Athletic Association sponsor signage at Moreau Park and Tomahawk Recreation Complex.

"CARRIED"

C.2 DOR.10.49 Georgian Trail Maintenance and Board of Management Agreement

Duncan McKinlay informed Shawn Everitt that the Georgian Trail Board of Management and Director of Recreation in Collingwood would be drafting a new agreement and any maintenance to the trail would be approved by Board of Managers. Duncan McKinlay suggested that adding money to this might be pre-mature.

Shawn Everitt informed Committee that he has spoke with Meaford and Collingwood's Trail Maintenance Team and he would like to see a three-way partnership with the municipalities: Collingwood, Meaford and Thornbury. Shawn Everitt believes that they need to speak more to maintenance as opposed to construction as it previously focused on. Shawn indicated that there would be a need for strong commitment from all three municipalities.

Duncan McKinlay questioned if the funding model was favourable to us because it was related to assessment. Shawn Everitt confirmed that hours and equipment are currently billed to the Georgian Trail Board of Management.

Duncan McKinlay suggested we would need an agreement with a contract and supervision between towns. If the Trail Board has a contract with the town lying out services they want done then managers would ensure the job gets done.

Shawn Everitt agreed that this is what they want. Shawn noted that he had worked with Murray Harvey and realized that town maintenance would be a lot different than what people are currently used to. He used the example of cutting back brush close to the trail. He indicated that with notice, scheduling for this could be done in a reasonable time, but with little notice it is hard to schedule. Getting a work plan set up is essential for this.

Duncan suggested that Shawn should have a work plan for next year mapped out and then to come back to Committee for approval. Bob Gamble agreed, in that he wants this done before he can look at funding. Shawn Everitt indicated that funding has not changed.

Shawn indicated that the key is in the second paragraph of the recommendation in his report to Committee regarding the three municipalities working together. The recommendation states:

“THAT Council direct Staff to communicate with the Georgian Trail Board of Management, The Municipality of Meaford and Town of Collingwood to initiate the development of a consistent standard of Trail maintenance as well as the development of a three way agreement for the long term operations and maintenance of the Georgian trail”.

Shawn believes that Staff currently lacks communication with their neighbouring municipalities, but general users believe they are all working together. Shawn also indicated that with a line of communication between all three municipalities we could take an inventory of the equipment that we have. He used the example that we currently have a top dresser in the Blue Mountains, which we could loan and share with the other towns as there is no need for three top dressers.

John McGee stated that he could not give direction regarding funding at this time since he does not know how much or what work needs to be done. He agreed to receive this report, but only a portion of the recommendation. Duncan McKinlay agreed with John and asked Shawn how he expected them to give direction to this with no indication or plan of the work to be done or funding needed.

Moved by: John McGee Seconded by: Bob Gamble

THAT Council receive Staff Report DOR.10.49 “Georgian Trail Maintenance and Board of Management Agreement”; and

THAT Council direct Staff to communicate with the Georgian Trail Board of Management, The Municipality of Meaford and Town of Collingwood to initiate the development of a consistent standard of Trail maintenance as well as the development of a three way agreement for the long term operations and maintenance of the Georgian trail.

“CARRIED”

C.3 DOR.10.50 Kinsmen Donation For BVCC Sign

John McKean asked Shawn Everitt if the sign meets the town by-law. Shawn Everitt ensured them that it did.

Moved by: Duncan McKinlay Seconded by: Bob Gamble

THAT Council receive Staff Report DOR.10.50 “Kinsmen Donation for BVCC Sign” for information purposes, and;

THAT Council approval of the installation of a donated LED sign for the front facade of the Beaver Valley Community Centre.

“CARRIED”

C.4 DOR.10.54 Northwinds Beach Master Site Plan Strategy

John McGee questioned if the Northwinds Beach Master Site Plan was current Budget. Shawn Everitt indicated that they have it in the Budget for 2011 Waterfront Development. John McGee asked how Council was to pre-approve something that the next Council will have to deal with.

Shawn clarified that he is not asking Council to approve the funding, rather he is just letting them know that Northwinds Beach Master Plan Site will be in the budget.

Council decided to receive the report but take no further action. No recommendations will be made.

Moved by: Bob Gamble Seconded by: John McGee

THAT Council receive Staff Report DOR.10.54 “Northwinds Beach Master Site Plan Strategy

“CARRIED”

C.5 DOR.10.57 Naming of Thornbury Clarksburg Union Cemetery Internal Roadways

Duncan McKinlay asked Shawn what direction he wants from Council regarding the naming of the Internal Roadways in the Thornbury Clarksburg Union Cemetery. Shawn indicated that he had looked into the history of the cemetery, historical key people in the cemetery, what other municipalities have done and he is having difficulty coming up with names for the road ways. He believes that names of the road ways within the cemetery would be beneficial for processions and directions to locations within the cemetery.

Bob Gamble hopes that we do not get family names involved in the street names, but rather that we work toward names other than family.

Reg suggested that we name the roads after small communities such as Ravenna or Feversham. Duncan McKinlay suggested trees or constellations.

Council recommended that Shawn bring back a report with a few options for names that Council can review at a later date.

Moved by: John McKean Seconded by: Bob Gamble

THAT Council receive Staff Report DOR.10.57, "Naming of Thornbury Clarksburg Union Cemetery Internal Roadways" for information purposes; and

THAT Staff is to provide Council with naming alternatives for their consideration.
"CARRIED"

C.6 EPW.10.091 Landfill Environmental Screening

Jeff Fletcher informed the Committee that he was keeping them updated on this project as it is a large project currently in progress. The Ministry of Environment is in pre-submission review of the Landfill Environmental Screening Report. They will finish their review at the end of September and at that time the draft document will be reviewed and a preferred solution discussed.

Duncan McKinlay clarified that once the Ministry of Environment says it is okay, Jeff Fletcher will come back with a recommendation at that time. Jeff agreed.

John McKean noted Page 47 of the report which shows a gravel pit on the property on the north side. John asked how much can they extract and if it comes back to our line could the ground water flow be impacted? Jeff indicated that he was unsure if the change in the adjacent pit would impact local ground water, but will consult with the project engineers on that idea and ensure it has been considered. John McKean suggested to Jeff that he should keep an eye on it.

Jeff Fletcher then discussed commercial waste. He used examples of Restaurants in the Village Core or anyone with a small bin on commercial property. Jeff was certain that the Village Core commercial waste was actually being exported out of our municipality.

John McGee suggested that the Economic Development Strategy might impact how we treat commercial waste. Caution should be taken.

Bob Gamble raised concern regarding organic composting. He questioned if 600 tonnes might be a bit optimistic. He questioned how we got that figure. Jeff indicated that the figure came from a waste audit performed in the past. It was based on provincial averages, participation with organic pick-up programs. Jeff indicated that the study anticipated a 60% capture rate.

Jeff indicated that he did look at a variety of options and he identified that the lower the technology the more cost effective processing would be. Using the site that is currently in place, the Town can process material anticipated by the study. Staff have looked at all costs and created a 2011 Capital Budget Sheet.

Bob Gamble noted that he is concerned that certain elements that are not in the report might be a surprise to the public.

Jeff indicated that the Town will not reach 60% diversion rate unless the Town operates a source separated organics program.

Jeff stated that the Town will need to make a decision on Environmental Screening to be aware of costs involved and conduct a financial analysis to show life cycle costs of the new capacity.

Moved by: John McKean Seconded by: Bob Gamble

THAT Council receive Staff Report EPW.10.091 Landfill Environmental Screening for their information.

D. Information Reports/Correspondence

D.1 1 DOR.10.55 Northwinds Washrooms

Shawn Everitt stated that he feels the problems with the washrooms are due to the mass amount of use this summer. He indicated he has done everything to aid the situation, but he is finding items that normally should not have been flushed - being flushed. Shawn mentioned that the report indicates that he has posted signs, purchased a different types of toilet paper, put out additional garbage cans and additional 'Portable-John's' which did not aid the situation.

Duncan asked about the parks in Toronto and the volume of people that use those parks and washrooms. Shawn addressed the question stating that in Toronto they use gravity sewers. These are the types of sewers used in community center washroom. The problem at Northwinds is the pumps.

Bob Gamble asked if Shawn could identify a specific time when these issues were evident. Shawn indicated it was continuous and it was due to the volume this summer specifically since the weather was so great. He believes that Northwinds was a popular spot and the overflow from that beach was into the shale beach area.

Moved by: Bob Gamble Seconded by: John McGee

THAT Council receive Staff Report DOR.10.55, “Northwinds Washrooms” for information purposes.

“CARRIED”

D.2 EPW.10.020 2009 Annual Operations Report- Thornbury Wastewater Treatment Plant

Duncan McKinlay asked John for a notable synopsis. John Caswell informed Council that the report went to the Ministry of Environment and it has been revised to be user friendly for clarification. John indicated that the main points of the report address that waste water flows were down in 2008 and 2009 and that waste water sewage flows are up as sewage generates rates. John indicated that two factors contribute to this: a drier year and water conservation is successful.

Bob Gamble questioned why the effluent flows are greater than the influent flows. John responded indicating that it has to do with the equalization and holding tanks.

John added that there has not been a bypass event at the treatment plants. Reg complimented John on how the treatment plants are run so well in a small municipality. John thanked Reg and also thanked the operators and the front line staff.

Bob Gamble questioned the variance in the flow between November and December. John Caswell indicated that there had been a warm rain and snow melt at that time.

Moved by: John McKean Seconded by: Bob Gamble

THAT Council receives Report EPW.10.020 entitled “2009 Annual Operations Report – Thornbury Wastewater Treatment Plant and Craighleith Wastewater Treatment Plant” for their information.

“CARRIED”

D.3 EPW.10.090 New Staff – Jenny Ferraro, Engineering and Public Works Administrative Assistant.

Moved by: John McGee Seconded by: John McKean

THAT Council receives Report EPW.10.090 entitled “New Staff – Jenny Ferraro, Engineering and Public Works Administration Assistant” for their information.

“CARRIED”

D.4 DOR.10.059 C Dock Preapproval

Duncan McKinlay noted that there are two options on the report. Ryan Gibbons verified this. Bob Gamble asked if the \$34.11 per square foot was the same as last year. Ryan Gibbons told them it was. Bob also questioned the H.S.T and what we get back now. Shawn informed them that it was 100%.

John McGee asked about the replacement of other docks and if we used steal frames? Ryan Gibbons indicated that in 2009 we used galvanized and in 2010 we just painted it. Ryan noted that the replacement docks are strictly wood.

Bob Gamble motioned to move the second option on the report. John McKean noted that it was a three year deal in the end and Duncan McKinlay noted that it will be with the 50% capital. Ryan agreed.

John McGee asked when the delivery of this would be. Ryan told council that it would be May of 2011 if we can get pre-approval now before the snow flies. In May the dock would need to be put in.

Bob Gamble asked if we see a demand for usage for the Harbour with a waiting list. Ryan assured them that there is demand.

Moved by: Bob Gamble Seconded by: John McKean

THAT council accepts Staff Report DOR.10.59 "C Dock Preapproval" and does hereby grant pre-approval in the 2011 municipal budget process for the replacement of "C" Dock in Thornbury Harbour, as per approved report number HAR.07.38, Harbour Financing Strategy.

THAT Council approve the following option for dock replacement:

2. Replacement of C Dock with Galvanized steel frame, extending the life of the steel frame to a 50+ year dock at a cost of \$36.72 per square foot, 3830 square feet \$140,639.60

AND THAT Council Authorize the Clerk and Mayor to execute the agreement with T&W Enterprise.

"CARRIED"

D.5 EPW.10.092 Draft 2011 Capital Budget Plan

Reg informed Council that his intention with this report was to show Committee and Council in a draft form what the Engineering and Public Works Department was planning over the next 5 years.

Reg explained that the Budget Summary is a breakdown of each project with a dollar value attached and that the Project Manager Allocation Sheet was just a depiction of larger projects and it will help juggle staffing and allocation through the years.

Project Managers Reg Russwurm, John Caswell, Tom Gray, Jim McCannell and Jeffery Fletcher each took some time to go through the Project Manager Allocation Chart and discuss their projects.

Moved by: Duncan McKinlay Seconded by: John McKean

THAT Council receives the Draft 2011 Budget for verbal discussion and review of proposed budget.

“CARRIED”

E. New and Unfinished Business

E.1 Plan 915 Reconstruction Project

Tom Gray brought Council up to date with the Plan 915 Reconstruction Project. Tom indicated that all invoices must have to be paid by March 2011.

The project is approximately three to four weeks behind schedule. The reason for this is primarily due to utility conflicts. Tom gave an overview of works expected to occur in the next few weeks.

Reg indicated that there has been some negative feedback from owners but Reg assured Committee and Council that there is good staff working on this project and that Mike Campbell and Tom Gray are working very hard. Reg believes that without their dedication and work thus far the costs to the Town and the inconvenience to the residents would be greater.

E.2 Beaver River Bridge Rehabilitation

John McKean declared a pecuniary interest in the discussion and dismissed himself from the meeting and did not participate in the discussion.

Tom Gray briefed Committee on the status of the Beaver River Bridge Rehabilitation Project. The work is three weeks behind schedule. Tom indicated that next week the Contractor is planning to work toward completing the sidewalk. The following week the Contractor will move to the other side.

Tom indicated that he wants to get the paving done before the freeze comes and if needed, the Contractors will pave and remove it in the spring and re-do it at the Contractor's cost.

Duncan McKinlay asked about the asbestos on the South Side. Tom Gray noted that there is one conduit on the South Side that may be asbestos cement.

Tom indicated that the contractor had lost a lot of time on the North side as they were figuring out what to do with the asbestos situation. Tom assured Council that when he moves to the other side the Contractor is more prepared and the Contractor is aware of what is to be done.

Tom noted that the Contractor will begin to pave concrete this week and that a temporary railing will be erected. He indicated that the Contractor will be installing a temporary railing as the steel will have to be measured and installed at a later date. Tom wanted to be sure that Council realizes it is just a temporary railing on the North side of the bridge while the South side is being worked on.

E.3 Next Meeting Date

Reg informed Committee and Council that the next meeting is scheduled for September 28th 2010 which is also the 'Meet the Candidates' night at the Craighleith Community Center. Reg suggested the meeting date be moved to the 29th of September or cancel the meeting.

Duncan McKinlay suggested moving the date to September 29th 2010 at 7:00pm if a meeting was required. He advised that a meeting request be sent to cancel the old meeting request and add the new one for the new proposed date.

Moved by: Bob Gamble Seconded by: John McKean

THAT the Infrastructure and Recreation meeting be cancelled on Tuesday, September 28th 2010 and moved to Wednesday the 29th 2010 at 7:00pm, Ravenna Hall.

"CARRIED"

F. Next Meeting Date

Wednesday, September 29th at 7:00 p.m., Ravenna Hall

G. Adjournment

Moved by: Bob Gamble Seconded by: John McKean

THAT the Infrastructure & Recreation Committee Meeting of September 14th 2010 is adjourned at 10:45 p.m.

"CARRIED"