

## MINUTES: INFRASTRUCTURE & RECREATION COMMITTEE



**MEETING DATE:** TUESDAY, JANUARY 11<sup>th</sup> 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, Reg Russwurm, John Caswell, Jim McCannell, Jeff Fletcher, Shawn Everitt, Jenny Ferraro, Brian Kane, Victor L. Vandergust, Douglas Matthews, Deanna Forrester, Suzanne Troxler, Jayne Hewgil

**Absent:** Joe Halos

**Regrets:** Tom Gray

#### A.1 Committee Chair Appointment

Duncan McKinlay called the meeting to order at 7:00pm. Duncan noted that Councilor Joe Halos was going to be arriving late for this meeting. Duncan indicated that a Chair for this Committee had not been elected and announced that with the support of the other Committee members, he was going to act as Committee Chair. An election would be held when Councilor Halos arrives.

#### A.2 Approval of Agenda

Acting Chair Duncan McKinlay announced that Committee will address item B.1 Deputations/Presentations in the absence of Councilor Halos as the first order of business. Reg Russwurm noted he would like to add item E.6 Ravenna Works Yard as well as Jeffery Fletchers Report EPW.11.008 and a hand out entitled "What's Next? Solving Long Term Waste Disposal Needs in The Blue Mountains"

Moved by: John Mc Kean

Seconded by: Bob Gamble

*THAT the Agenda of the January 11<sup>th</sup> 2011 Infrastructure & Recreation Committee Meeting be adopted as amended.*

**"CARRIED"**

#### A.3 Declaration of Pecuniary Interest

Councilor John McKean declared Pecuniary Interest to Agenda Items D.4 and D.6

### **A.3 Previous Minutes – November 9<sup>th</sup> 2010**

Moved by: Bob Gamble    Seconded by: John McKean

*THAT the minutes of the November 9<sup>th</sup> 2010 Infrastructure & Recreation Committee be adopted as circulated.*

**“CARRIED”**

## **B. Deputations/Presentations**

### **B.1 Douglas C. Matthews**

#### **Re: Improvement to deviation portion of S/R between Lots 6 & 7, Conn 1**

Duncan McKinlay welcomed Victor L. Vandergust to the table. Mr. Vandergust thanked Committee and explained he was representing his client Douglas C. Matthews who is having trouble accessing his property because the Town has neglected to clear the deviation road leading to it.

Mr. Vandergust pointed out that although his client is not asking for the Town to perform winter maintenance on the road, there was once a sign on the road stating: “No Winter Maintenance”. Currently the sign states: “No Maintenance”.

Mr. Vandergust explained to Committee that Mr. Matthews cannot access his field with his agricultural equipment as the deviation road has many ruts, rocks and roots. It is believed the road needs maintenance even for an all-terrain vehicle to use.

John McKean questioned if Gate 7 was the road that Osler Bluffs uses. Mr. Matthews indicated it was although it is designated as a private road. Bob Gamble asked if Point A heading to Gate7 is accessible.

Mr. Matthews indicated that it is accessible but only with a 4x4 vehicle. John McKean reminded Committee and Staff that the Municipality did remove brush from that area recently.

Mr. Vandergust explained to Committee that his client is under the belief that the road was an existing road assumed by the municipality at one time based on the sign indicating “no winter maintenance” which now says “no maintenance”. Duncan suggested this should be examined further by Town Staff.

Mr. Vandergust continued, stating that Mr. Matthews was made to believe that the road was assumed by the municipality as there was a sign stating “No Winter Maintenance” and therefore the road is entitled to maintenance.

Mr. Matthews indicated that he had built a house in the middle of the land and the house had burnt down 1974. During that time he could access the house as the deviation road was maintained.

Duncan McKinlay asked if the road at the hill ever dries up enough where a vehicle could drive up or down on it? Mr. Matthews indicated that it is okay to drive on as long as it does not rain in which case the surface gets greasy.

John McKean asked how far east Mr. Matthews' property goes. Mr. Matthews indicated he has 300 acres and he owns the property all the way to the Town Line.

Mr. Vandergust addressed a letter that was sent from Jim McCannell on February 26<sup>th</sup> 2010. Mr. Vandergust noted the By-Law of 1874 which indicates that the road in question was in fact a road. Duncan McKinlay indicated that there are many roads that were used in 1800's, which are not used now. Duncan asked for Staff to address this letter in their report. Jim agreed.

Duncan thanked Mr. Vandergust for his presentation and indicated that Staff will present a report to Committee and Committee will review it and discuss it with Council. Reg Russwurm assured Mr. Vandergust and Mr. Matthews that once the report comes forward to Committee they both will be made aware.

## **B.2 Jayne Hewgill-Randall**

### **Re: Hewgill Bus Lines, Winter Road Maintenance**

Duncan McKinlay welcomed Jayne Hewgill-Randall to the table. Jayne thanked Committee for welcoming her.

Jayne indicated that she would like to see every road in the municipality plowed, salted and sanded every day and her preference would be before the times of 7:00am and 2:00pm.

Jayne explained that she has to ensure that her drivers are safe and that is why she is requesting more consistent daily road care.

John McKean asked if she had ever considered purchasing a bus with 4 wheel drive. Jayne indicated that she was not aware they were available in Ontario but she would look into it.

Bob Gamble asked if road maintenance had been a concern in previous years. Jayne indicated she has seen a decrease in service in the past 2-3 years. Jayne indicated that her buses run approximately 100km of roads each day.

Duncan briefed Jayne on the Town's Minimum Maintenance Standards and assured Jayne that Staff exceeds this expectation.

Duncan noted that he does not believe the Town could have a higher maintenance standard without having Council discuss adjusting the budget.

Duncan indicated that he would take the request under consideration and will work cooperatively to have a response back.

### **B.3 Suzanne Troxler**

#### **Re: Castle Glen Water Supply EA – Notice of Public Information**

Suzanne Troxler informed Committee that there will be a Public Information Centre taking place on Saturday, January 22<sup>nd</sup> 2011 from 1:00-5:00 at Blue Mountain Resort in the Weider Room 3. There will be a 2 week comment period ending on February 7<sup>th</sup> and then an Environmental Study Report and Notice of Completion on February 25<sup>th</sup> 2011.

Suzanne gave an overview presentation of the material to be provided at the Public Information Center.

Duncan thanked Suzanne for her presentation and invited Committee to attend the Public Information Centre on Saturday, January 22<sup>nd</sup> 2011.

### **A.1 Committee Chair Appointment**

At 7:43 pm Acting Chair Duncan McKinlay welcomed Councilor Joe Halos to the meeting. Duncan took a moment to brief Mr. Halos on the structure of the meeting. The meeting took a break at 8:45pm and was called back to order at 8:53pm. Reg Russwurm began addressing the first order of business agenda item A.1 Committee Chair Appointment.

Reg Russwurm called for a motion. John McKean nominated Duncan McKinlay. Bob Gamble seconded the motion. Duncan McKinlay willingly accepted the nomination. All members of Committee voted in favour.

*THAT Infrastructure & Recreation Committee appoints Councilor Duncan McKinlay as Chair of the Infrastructure & Recreation Committee for 2011.*

***“CARRIED”***

## **C. Staff Reports as circulated**

### **C.1 DOR.11.01 Georgian Trail Access Bridges Along Highway 26 Craigleith**

**Shawn Everitt**

John McKean asked what the time frame of the resolution is. Shawn explained that he met with residents on site a few times and is hoping to have a resolution in the near future.

Shawn further noted that he would like to look at all the access bridges along the Georgian Trail as he believes many of them have been spontaneously constructed. Shawn indicated his belief that 2 crossings would be just as good as the 5 that exist.

Moved by: John Mc Kean Seconded by: Joe Halos

*THAT Council receive Staff Report DOR 11 01 entitled “ Georgian Trail Access Bridges Along Highway 26 Craigleith Area” and direct Staff to initiate discussions with the Ministry of Transportation and the Georgian Trail Board of Management to develop a strategic plan for the implementation of approved Highway 26 access points to the Georgian Trail.*

**“CARRIED”**

## **C.2 DOR.11.02 Waiting List Policy for Thornbury Harbour**

**Shawn Everitt**

Shawn Everitt addressed an e-mail he had received from Michael Martin regarding the Thornbury Harbour. He discussed the potential of changing the renewal date to January 7<sup>th</sup> rather than January 1<sup>st</sup> due to the crunch of the Christmas Holidays. Shawn feels that if the Town waits too long people will already make slip arrangements at other marinas.

Bob Gamble thought that December 15<sup>th</sup> would be a good date, but suggested requesting postdated cheques. Shawn agreed.

Shawn indicated to Committee that there are people on the waiting list who do not even own a boat. They put their names down just in case and then ask for their \$90.00 back. Shawn would like the list to work with the notion that you have to be ready to take a slip if one becomes available.

John McKean asked Shawn if the slip remains empty if people don't have a boat. Shawn indicated that this summer he had a number of non used slips. Shawn suspects they went to another marina or we took too long to get back to them.

Addressing the e-mail from Michael Martin Shawn pointed out that Michael wanted confirmation that the club has been made aware of the changes and Shawn assured Committee that Ryan Gibbons did go through the changes with them.

Duncan asked Committee if they would like to table this report or leave it as January 1<sup>st</sup>. John McKean indicated his biggest concern was whether the yacht club had been consulted. Shawn confirmed they have been and are supportive.

A member from the gallery Mr. Doug Johnston who is a rear commodore for the Harbour indicated that December 15<sup>th</sup> would be ideal as long as paperwork is out in ample time for a December 15<sup>th</sup> return date. Shawn does not believe there are any issues with getting an early mail date.

Jim McCannell asked for clarification in that they are looking for commitment for the slip by December 15<sup>th</sup> with the cheque post dated until the new year. Shawn agreed.

Moved by: Bob Gamble

Seconded by: John McKean

*THAT Council receive Staff Report DOR11 02 entitled, "Waiting List Policy for Thornbury Harbour" for information purposes; and*

*THAT Council approve the Thornbury Harbour Waiting List Policy as presented save and accept the change "Confirmation Date" to December 15<sup>th</sup>.*

**"CARRIED"**

### **C.3 DOR.11.03 Weekly February Ski Shuttle Bus**

**Shawn Everitt**

Bob Gamble expressed concern that the fee might be high in price but has no problem with the idea. Joe Halos expressed that he was very pleased to see how this was set up and is hopeful that it will work.

Moved by: Bob Gamble

Seconded by: Joe Halos

*THAT Council receive Staff Report DOR 11 03 entitled, "Weekly February Ski Shuttle Bus", for information purposes, and;*

*THAT Council support the initiative to provide cost effective transportation to and from Blue Mountain Resorts on every Tuesday for the month of February for the youth and residents of The Blue Mountains and;*

*THAT Council supports the initiative to recruit local businesses to cover the costs of the program.*

**"CARRIED"**

### **C.4 DOR.11.04 Naming of Thornbury Clarksburg Union Cemetery Roadways Follow Up**

**Shawn Everitt**

Bob Gamble commented that the names appear to be rather long but he has no issues with them. Shawn indicated there will be a map of the Cemetery and Shawn will present the conceptual lane ways at a further meeting.

Moved by: Joe Halos

Seconded by: John McKean

*THAT Council receive Staff Report DOR 11 04 entitled, "Naming of Thornbury Clarksburg Union Cemetery Roadways Follow up" and approve;*

*Little Beaver Creek Lane  
Mill Creek Lane  
Kolapore Creek Lane  
Indian Brook Lane  
Beaver River Lane  
Nottawasaga Bay Lane  
Georgian Bay Lane*

*As names of lanes within the Thornbury Clarksburg Union Cemetery.*

**“CARRIED”**

### **C.5 DOR.11.05 Beaver Valley Community School Reciprocal Agreement**

**Shawn Everitt**

Duncan McKinlay questioned why there needs to be an agreement when there is the use of the Community Center. Shawn indicated that anything the school uses has to be tracked and invoiced.

Bob Gamble asked about the maintenance costs and if Town Staff has to be around to supervise. Shawn explained that Staff has to supervise and the maintenance costs will only apply if there are any damages.

Joe Halos asked when this will be finalized and presented to Council. Shawn explained that it is signed by the Board or Education and he is hoping to launch it in February.

Moved by: Bob Gamble

Seconded by: John Mckean

*THAT Council receive Staff Report DOR 11 05 “Beaver Valley Community School Reciprocal Agreement” for information purposes and;*

*THAT Council authorize Staff to finalize discussions with the Blue Water District School Board in order to reach an Agreement between the Blue Water District School Board and the Town generally based on the terms detailed in this Report and;*

*FURTHER THAT Council authorizes the Mayor and Clerk to sign this Agreement upon the recommendation of the Town’s Director of Recreation and Manager of Revenue.*

**“CARRIED”**

### **C.6 DOR.11.06 2011 Revised Thornbury Clarksburg Union Cemetery Rules & Regulations**

**Shawn Everitt**

Duncan McKinlay asked Staff if information regarding the single plot marker versus a double plot monument were noted in the Report. Shawn assured Committee that it was noted.

Moved by: John McKean Seconded by: Joe Halos

*THAT Council approves Staff report DOR 11 06 entitled "2011 Revised Thornbury Clarksburg Union Cemetery Rules & Regulations" and;*

*THAT Staff be directed to proceed with the required Public Consultation process and approval process through the Ministry of Consumer affairs outlined in this report.*

**"CARRIED"**

### **C.7 EPW.11.001 Drinking Water System Operating Authority Accreditation Agreement**

**Liz Stinson**

Duncan requested that John Caswell highlight this Report. John briefed Committee about the 5 elements required to obtain the drinking water license and explained that there are crucial dates when requirements have to be met or the Town will suffer some consequences.

Duncan noted the Drinking Water Quality Management System was created to ensure a very high standard of accountability for a sustainable business and delivery of quality water. John agreed stating it is a continual improvement plan.

Moved by: Bob Gamble Seconded by: John McKean

*THAT Council approve the Mayor and Clerk executing the Drinking Water System Operating Authority Accreditation Agreement as outlined in Report EPW.11.001 entitled "Drinking Water System Accreditation Agreement".*

**"CARRIED"**

### **C.8 EPW.11.002 Infrastructure and Recreation Committee Schedule Modifications** **Reg Russwurm**

Reg briefed Committee on the current Infrastructure and Recreation schedule and proposed now to hold meetings every second Tuesday of the month. Reg assured Committee that he will be diligent to make mention to Committee if a Report does not make it to Committee and goes directly to Council.

Duncan McKinlay suggested that the Chair should be able to call a second meeting within the month if required. John McKean agreed commenting that Committee can schedule an additional meeting if required.

Staff and Committee decided on having 2 meetings during the months of April and May, the second meeting of the month being a bus tour. It was agreed that April 26<sup>th</sup> at 5:00pm Committee and Council will be lead on an Infrastructure Tour with Staff making recommendations on what to see.

It was also decided that Committee and Council will be touring the Recreation amenities on May 24<sup>th</sup> at 5:00pm. Duncan recommended that any conflicts should be addressed as soon as possible.

Moved by: John McKean    Seconded by: Bob Gamble

*THAT Council approve the Infrastructure and Recreation Committee meet monthly on the second Tuesday at 7:00pm or at the call of the Committee Chair as outlined in Report EPW.11.002 Infrastructure and Recreation Committee Schedule Modifications*  
**“CARRIED”**

### **C.9 EPW.11.008 Community Go Green Fund Agreement Amendment**

**Adam McMullin**

Jeffery Fletcher explained that Greenhouse Gas Reduction kits were distributed to the Thornbury and Craighleith area. Councilor Joe Halos expressed his opinion on receiving a kit personally at his residence, feeling it was a waste in respects to a Recycling effort. He does not believe it is a great way to communicate.

Jeffery stated that he feels Mr. Halos' response to the kit is unfortunate as he believed it to be a great way to communicate on a more personal basis. Jeffery explained to Committee that the kits provide prompts to assist in changing behavior and the kits were not intended to create more waste, but rather to be used as a tool to promote. Jeff explained that he was given money from the province to put the packages together, and was hoping it would change individual behaviour on a larger scale. He would discourage anyone from throwing them out.

Council Halos asked Jeffery if any follow-up was done with residents who received the kits. Jeffery indicated there has been no direct follow up and only time will tell. Jeffery noted that he does see the bags being used around town. Joe Halos commented that people are doing that everywhere.

John McKean raised a concern questioning the fact that 2 students were hired last summer and they did not complete the work. Mr. McKean asked Jeffery if he feels confident to get this done by February. Jeffery stated that he is hoping to have a team of 5 or more people complete the task. Jeffery further indicated that the summer student did not work straight hours each week but rather delivered the kits when they had the time between other jobs. The work was not concentrated.

Jeffery continued explaining that the initial vision was to obtain personal outreach to the residents. John McKean indicated that he would like Staff to be more diligent about the work. He wants to see more value for the work than was shown in the summer. Jeff noted that the students did not work many hours in total. Duncan McKinlay stated that Staff use this as a lesson to ensure we get the deliverables. Jeffery noted that there is a push to get the kits out by the 28<sup>th</sup> of February and for every percentage that do not get delivered the province will claw back funding.

Bob Gamble questioned Jeffery on how confident he was in getting the kits out in that timeframe. Jeffery indicated he was optimistic and confident that it will get done.

Moved by: Bob Gamble      Seconded by: Joe Halos

*THAT Council receives Report EPW.11.008 entitled "Community Go Green Fund Agreement Amendment" for their information, and*

*THAT Council authorize the Mayor and Clerk to execute an amended agreement between the Town and Ministry of The Environment upon the recommendation of the Director of Engineering and Public Works.*

**"CARRIED"**

## **D. Information Reports/Correspondence**

### **D.1 DOR.11.07 Willow Trees at Plan 915 Kinsey Place**

**Terry Green**

Shawn noted to Committee that the Community is prepared for these trees to be removed. Shawn indicated that they would be cut and replaced. Jim McCannell further noted that the plan is to remove limbs on some of the trees rather than cut them all down as a few residents want to keep them.

Moved by: Joe Halos      Seconded by: John McKean

*THAT Council receive Staff Report DOR 11 07 entitled "Willow Trees at Plan 915 Kinsey Place" for information purposes.*

**"CARRIED"**

### **D.2 EPW.11.004 Appointment of DWQMS Implementation Lead**

**John Caswell**

Moved by: John McKean      Seconded by: Bob Gamble

*THAT Council receive the Report EPW.11.004 entitled "Appointment of DWQMS Implementation Lead" for information purposes.*

**"CARRIED"**

### **D.3 EPW.11.005 New Staff – Shawn King, Roads and Drainage Operator**

**Jim McCannell**

Moved by: Bob Gamble Seconded by: John McKean

*THAT Council receive Report EPW.11.005 entitled “New Staff –Shawn King, Roads and Drainage Operator” for their information.*

**“CARRIED”**

### **D.4 EPW.11.006 Urban Road Surface Alternatives**

**Jim McCannell**

Councilor John McKean declared Pecuniary Interest to this report and left the meeting room for the duration of discussion.

Jim McCannell briefed Committee on the past summer road surface conditions explaining that the Town was prepared to begin resurfacing in early August. Due to a contractor delay, work did not begin until the middle of September. At this point there was a lack of heat and some rain which did not allow the tar and chip to settle as it was intended. This was problematic to many residential roads causing dust.

Jim further indicated that he has looked into an oil spray to apply to the roads in the spring to seal the stones and dust. Bob Gamble asked Jim to clarify what exactly the oil spray is and how it works. Jim noted that he has not worked with it yet and does not know the specifics. Mr. Gamble furthered that he is concerned that it is oil that could be sprayed onto cars. Jim indicated he would come back with a report and prices when he finds out more information.

Jim explained further that “tar and chip” is crushed stone with a bit of dust that mixes with the tar and when tied together with heat and traffic adhere the best to the gravel. Jim noted that between 1997 and 1998 the Tar and Chip application went well

Moved by: Bob Gamble Seconded by: Joe Halos

*THAT Council receive EPW Report EPW.11.006 entitled “Urban Road Surface Alternatives” for their information.*

**“CARRIED”**

### **D.5 EPW.11.007 Landfill Expansion Communications Plan**

**Jeffery Fletcher**

Jeffery briefed Committee on his plans to communicate to the public the work to be done, the dates of the work and the costs that will surface in the near future.

Jeffery noted he would like to include a larger piece of information in the Waste Guide and that he is looking for feedback from Committee at a later date.

Jeffery indicated that the price of land filling, transporting or exporting waste is going to be a lot higher in price than it used to be and that the users of the system will have to pay. Jeffery explained that there is no money in the bank for it and although there is a potential for provincial or federal funding nothing is on the horizon. Jeffery noted that he has a goal of reaching a 60% diversion rate by 2015.

Duncan McKinlay asked about Construction Waste. Jeffery indicated that he does not deal with ICW (Industrial Commercial Waste) separately but noted if he did and that tonnage was taken out of the equation the life of the landfill could be extended for many more years.

Jeffery further noted to Committee that he plans to bring up the financial aspects of the plan along with a time line to the February meeting.

Councilor Joe Halos requested that Jeffery clarify the correlation between Construction Waste and the life of the landfill. Jeffery explained that if the landfill was expanded and did not accept Commercial Waste then an additional 20 years could be added to its lifespan. Duncan McKinlay indicated that the Town would get some resistance if it did not accept ICW since it is developing area generated by the community with the official plan to grow.

John McKean asked Jeffery to ensure the statistic presented regarding shipping garbage to the United States was correct. Jeff assured Committee he would confirm the statistic before presenting anything to the public.

Moved by: John McKean Seconded by: Joe Halos

*THAT Council receive Staff Report EPW.11.007, Landfill Expansion Communications Plan for their information*

**“CARRIED”**

#### **D.6 EPW.11.003 Construction/Development Status Report**

**Tom Gray**

Councilor John McKean declared pecuniary interest to items #4 and #6 of this report. Committee Chair Duncan McKinlay suggested that Councilor John McKean leave the room if any discussion surrounded those topics specifically.

Duncan took a moment to explain to Councilor Halos the nature of these monthly updates.

Moved by: Bob Gamble Seconded by: Joe Halos

*THAT Council receive Staff Report EPW.11.003 entitled “Construction / Development Status Report” for their information.*

**“CARRIED”**

## **E. New and Unfinished Business**

### **E.1 Correspondence: Ministry of the Environment, Invitation to Join the Transfer of Review Program**

Reg indicated to Committee that they will be taking a pass on this issue based on the size of the municipality.

### **E.2 Correspondence: Douglas Carruthers, Re: Sewers**

As a follow up, Reg indicated that Douglas Carruthers was forwarded a letter regarding the sewers and the communication plan.

### **E.3 Unsolicited Tabloid Delivery**

Reg indicated he was looking for Committee's endorsement regarding the letter he plans to send out in the next few weeks.

### **E.4 OGRA Minimum Maintenance Standards Litigation Status Report**

Reg brought Council up to speed on this.

### **E.6 – Ravenna Works Yard**

Reg indicated that once budget is through, they want to let the community know about the addition to be done to the works yard.

## **F. Next Meeting Date**

Tuesday, February 8<sup>th</sup> 2011 at 7:00 p.m., Ravenna Hall

## **G. Adjournment**

Moved by: John McKean Seconded by: Joe Halos

*THAT the Infrastructure & Recreation Committee Meeting of January 11<sup>th</sup> 2011 is adjourned at 11:00 p.m.*

***“CARRIED”***