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Minutes: Infrastructure & Recreation Committee Meeting



MEETING DATE: Tuesday, March 19th 2013
MEETING TIME: 2:00pm
LOCATION: Town Hall, Council Chambers
PREPARED BY: Jenny-Maria Ferraro, Engineering and Public Works Administrative Assistant

A. Call to Order

Present:

Committee Chair Councillor Bob Gamble,
Councillor John McKean,
Councillor Gail Ardiel,
Councillor Joe Halos,
Councillor Michael Martin,
Mayor Ellen Anderson,
Chief Administrative Officer Troy Speck,
Director of Engineering and Public Works Reg Russwurm,
Manager of Water and Wastewater John Caswell,
Manager of Roads and Drainage Jim McCannell,
Manager of Solid Waste and Environmental Initiatives Jeffery Fletcher,
Environmental Initiatives Coordinator Adam McMullin,
Director of Building and Planning, David Finbow,
Construction Coordinator Mike Campbell,
Director of Recreation Shawn Everitt,
Compliance and Efficiency Coordinator Meg Boyd,
Capital Accountant Darcy Chapman,
Director of Finance Robert Cummings,
Administrative Assistant Serena Wilgress,
Manager of Revenue Ruth Prince,
Financial Accountant Renee Ouellette,
Engineering and Public Works Administrative Assistant, Jenny-Maria Ferraro

Regrets: Deputy Mayor Duncan McKinlay

A.1 Approval of Agenda

Moved by: John McKean

Seconded by: Joe Halos

THAT the Agenda of the March 19th 2013, Infrastructure & Recreation Committee Meeting be approved as circulated, **CARRIED.**

A.2 Declaration of Pecuniary Interest

No member declared a pecuniary interest with any matter as listed on the Agenda.

A.3 Previous Minutes

Moved by: John McKean

Seconded by: Joe Halos

THAT the minutes of the February 12th 2013, Infrastructure & Recreation Committee be adopted as circulated, **CARRIED.**

B. Deputations / Presentations

Administrative Assistant Jenny-Maria Ferraro then spoke noting that under the authority of the Municipal Act, 2001 and in accordance with Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), The Corporation of the Town of The Blue Mountains wishes to inform the public that all information including opinions, presentations, reports and documentation provided for or at a Public Meeting, Public Consultation, or other Public Process are considered part of the public record. This information may be posted on the Town's website and or/ made available to the public upon request.

B.1 John Corrigan – Chair of Dog Owners Support Group Re: Speak in support of proposed Dog Park in Moreau Park

Mr. Corrigan explained to Committee that he is in support of the recommendation presented in Staff Report DOR.13.10 Dog Park Revised Location Proposal.

Mr. Corrigan noted that in the morning or at lunch hour, the site which is currently being used as a dog park can have up to 15 dogs and their owners on the site at one time.

Mr. Corrigan noted that he has spoken with dog owners who frequently use the park, and they are all in favour of the proposed location as it is centrally located and close to the ball diamond which they currently use.

Mr. Corrigan reminded Committee that the dogs have to vacate the ball diamond, which they currently use in May, so it is critical that the recommendation in the Staff Report DOR.13.10 Dog Park Revised Location Proposal be passed.

Mr. Corrigan explained further that his next steps will be to look for assistance from the Town regarding the funding of a Town amenity, noting that the entire process is new to him.

Committee Chair Councillor Gamble thanked John for his time and suggested that rather than asking questions of the deputation at this time, that Committee review Staff

Report DOR.13.10 Dog Park Revised Location Proposal and allow Mr. Corrigan to answer any questions that might arise.

C. Staff Reports as circulated

C.1 DOR.13.10 Dog Park Revised Location Proposal

Shawn Everitt

Director of Recreation, Shawn Everitt noted to Committee that the Report presented is a follow up Report from the February 12th I&R Meeting.

Shawn explained to Committee and Council that although Moreau Park is used for the Beaver Valley Fall Fair the proposed dog park location has been programmed into the Fall Fair Activities, as a potential agreement could be made stating that the dog park would be used during the Fall Fair for heavy horse demonstrations, therefore making use of the permanent fencing of the dog park.

Councillor McKean asked Staff about the Capital Costs for the project, noting that as a dog owner and a tax payer in the Town of The Blue Mountains he would not want to pay for something his dog will never use.

Mr. Corrigan indicated that he has been asked to raise the money himself for this facility, clarifying that once the location is chosen he can move forward with pricing out the fence and reaching out for donations. Mr. Corrigan explained that he hopes to reach out to all of the dog owners in the community.

Councillor McKean suggested having a card swipe on the gate or a cash box for donations. Mr. Corrigan indicated that he is open to any suggestions which would bring in funds.

Councillor Halos noted that the proposed park is significantly smaller than the baseball diamond. Mr. Corrigan noted the size is not a problem and preferred by dog owners as there is a shorter walking distance for owners to pick up after their dogs. Mr. Corrigan assured Committee and Council that larger dogs will still have plenty of room to run around.

Councillor Halos asked Staff to clarify the split use of the area for the heavy horse demonstration at the Fall Fair. Shawn explained that during the Fall Fair an agreement could be made, that the dog park is out of service as it will be used for the heavy horse demonstration during that time. Mr. Corrigan noted that as the dog owners are responsible for picking up after their dogs that the horse owners should be as well.

Mayor Anderson asked Shawn about the gate entering the dog park, noting concern that the horses will not fit through the dog gate.

Committee Chair Councillor Gamble asked if the Town will be responsible if someone gets hit with a ball from a baseball game occurring close by. Shawn explained that signage will be put up indicating that there are other activities happening in the park and owners are responsible for their dogs and themselves. Shawn also noted that he has had a discussion with the insurance provider and signage will be put up stating that dog owners are always responsible for their dogs.

Councillor Gamble asked Shawn if the parking lot will have dedicated spots for dog park use. Shawn indicated that lines could be painted to distinguish parking spots, nothing further that there is not a lot of parking lot use for those who use the skate park and the Community Center Parking Lot is used for baseball games. Shawn noted that with the location of the dog park, there will be less people parking on the green space.

Moved by: Ellen Anderson

Seconded by: John McKean

THAT Council receive Staff Report DOR 13.10. "Dog Park Revised Location Proposal" for information purposes;

AND THAT Council does hereby authorize the development of a Dog Park at Moreau Park as outlined in this report, it being agreed and understood that the Dog Park would be funded and maintained by the Dog Park Group and will be for use as a public amenity;

AND THAT Council Authorize the Chief Administrative Officer and the Director of Recreation to sign an agreement satisfactory to the Town Solicitor with the "Dog Park Group" for the development and maintenance of the Dog Park, **CARRIED.**

C.2 DOR.13.12 Event Road Closures for 2013

Shawn Everitt

Director of Recreation Shawn Everitt noted that the Report identifies upcoming Town Events taking place in 2013. Shawn also noted that they are all annual events, with the exception of the Blue Mountain Marathon which is new this year.

Moved by: Joe Halos

Seconded by: John McKean

THAT Council receive Staff Report DOR 13.12 entitled "Event Road Closures for 2013" for their information, and

THAT Council authorize the Closure of specific areas as outlined in this report subject to the approval through the Event Notification process, and

THAT Council authorize Town Staff to proceed with the application process to the County of Grey for the associated County Road Closures, being:

1. July 1st - **Canada Day Parade** – Marsh Street from John St in Clarksburg and north on Bruce Street (Grey Road 13 to Highway 26) to the Thornbury Harbour from noon to 2:00p.m, as well as Hester Street parking lot from 9a.m. to 4p.m..
2. September 7th – **Beaver Valley Fall Fair** – Victoria Street from Alice St to Alfred St, from 9a.m. to 5p.m..
3. October 20th – **Blue Mountain Marathon** - Victoria Street from Alice St to Alfred St, from 6a.m. to 4p.m..
4. December 14th - **Old Fashioned Christmas** – Bruce Street south of Highway 26 (Grey Road 13) to Louisa Street from 9:00am to 11:00pm. **CARRIED.**

Committee Chair Councillor Gamble noted that Deputy Mayor Duncan McKinlay, who a member of the Infrastructure and Recreation Committee, is absent from the meeting.

C.3 DOR.13.14 Approval of signing of Agreement between the Women of 12 and the Town for the Development and Maintenance of a Labyrinth at Bayview Park
Shawn Everitt

Director of Recreation Shawn Everitt noted a correction to be made in the recommendation, where the phrase “Women of 12” should read “Blue Mountain Women of 12”.

Councillor Halos asked Staff where specifically in Bayview Park the Labyrinth will be located. Shawn described the location being in the South-Eastern location of the Park, just to the east of the existing white barn, set back where there is a stock pile of stones.

Councillor Ardiel asked when the work will be started and it was noted by a member of the gallery that the Blue Mountain Women of 12 are prepared to begin as soon as the snow melts.

The motion was revised.

Moved by: John McKean

Seconded by: Ellen Anderson

THAT Council receive Staff Report DOR 13.14. “Approval of signing of an Agreement between the Blue Mountain Women of 12 and the Town for the Development and Maintenance of a Labyrinth at Bayview Park”,

AND THAT Council Authorize the Chief Administrative Officer and the Director of Recreation to sign an agreement satisfactory to the Town Solicitor with the “Blue Mountain Women of 12” for the development and maintenance of a Labyrinth at Bayview Park, **CARRIED.**

C.4 EPW.13.030 Tender Award for Wensley Dr. & Peaks Rd. Reconstruction and Engineering Fee Increase

Mike Campbell

Director of Engineering and Public Works, Reg Russwurm provided Committee a brief outline of each line in the recommendation presented in the Report.

Councillor Gamble asked Staff if the construction supervision begins the moment equipment is on site, regardless if there is any activity and if the Town still has to pay if there is no activity. Reg explained that the Town will pay for supervising only during active construction or otherwise as needed. Reg indicated that Mike Campbell, the Town's Construction Coordinator is responsible to ensure that while a site trailer is on site, that work is being done. Mike is responsible to ensure that the Town is getting full value for supervision.

Councillor Gamble then indicated that he received correspondence concerning the award of the contract and asked Staff why the second lowest bidder was selected. Reg explained that upon review of the bid documents, the lowest bidder was non-compliant. Reg noted that the lowest bidder identified that they would sub-contract more than 100% of the work and the tender clearly stated that a General Contractor cannot sub-contract more than 50% of the work. Councillor Gamble suggested that Staff get this message out to the general public to ensure that the reasoning for this award is understood.

Councillor Halos noted the different figures presented in Table 1 and Table 2 of the Report. Reg explained that during the contractor site inspection the rock in the area was found to be a lot softer than they thought when original estimates were presented.

Councillor Martin noted concern in that the company is listed as 1579137 Ontario Ltd and also as SMRS being awarded this work. Councillor Martin questioned the relationship between the 2 companies. Reg and Mike confirmed it was the same company but will confirm.

Moved by: John McKean

Seconded by: Ellen Anderson

THAT Council receive Report EPW.13.030 entitled "Tender Award for Wensley Dr. & Peaks Rd. Reconstruction and Engineering Fee Increase";

AND THAT Council approve the revisions to the 2013 Wensley Drive Capital Budget as outlined in Table 1 & 2 of this Report, resulting in a total revised budget of \$1,900,000;

AND THAT the Treasurer be authorized to make budgeted adjustments to allow for contingency costs between the sub-projects of the total \$1,900,000 Wensley Drive Capital Budget; with a final reconciliation to be approved by Council;

AND THAT Council approve the change in project scope for storm and water;

AND THAT Council approve increasing the upset fee estimate for C.C. Tatham & Associates Limited to provide engineering services for the Wensley Drive Wastewater Servicing Project by \$66,495 from \$156,194 to \$222,689 (excluding HST) consisting of:

- i. \$4,815 to undertake the design of the road improvements along Peaks Road at the cost of Developer of the Neighbourhood of Delphi Point;
- ii. \$61,680 for the provision of additional construction supervision;

AND THAT Council approve that the engineering fee contingency budget be continued in the amount of \$10,000 for the Wensley Drive & Peaks Road Reconstruction Project;

AND THAT the Council award the Tender for Wensley Dr. & Peaks Rd. Reconstruction (2013-01-T-EPW) to 1579137 Ontario Ltd. o/a SMRS Construction in the amount of \$1,550,291.40 excluding HST;

AND THAT the Mayor and Clerk be authorized to execute the Contract Documents with 1579137 Ontario Ltd o/a SMRS Construction being the lowest responsive and responsible bidder, **CARRIED**.

C.5 EPW.13.019 Award of Proposal 2012-9-P-EPW – Detailed Design of The Blue Mountains Landfill Expansion

Jeffery Fletcher

Manager of Solid Waste and Environmental Initiatives Jeffery Fletcher indicated to Committee that in an upcoming Report he plans to present in August, Committee will look at the opportunity to decrease fees as the Report will examine closely the options of a 100% or a 50% build.

Councillor McKean asked Jeffery about the project schedule and Jeffery explained that a tender will be released in late 2013 with construction in 2014.

Councillor Gamble asked Jeffery if he is within the budget for engineering and design. Jeffery indicated that the Engineering Services are expected to be under budget for the 100% build scenario.

Councillor Gamble suggested that Staff strongly consider looking into a 100% facility design, but only a 50% build out because it will be the users and tax payers who are going to be settled with the annual interest of the project. Jeffery reminded Committee and Council that the Report he will present in August will look at the cost of construction and options to consider moving forward.

Councillor Halos asked Jeffery how many years the Town would gain if they moved forward with only Phase # 1. Jeffery explained that the 50% build would include both a vertical expansion and mining because you cannot have one without the other and if the Town went with the 50% build it would be looking at 15 to 20 years of life depending on how quickly it is used up and how big the split is.

Councillor Halos asked Jeffery if the C of A covers this work and Jeffery indicated that he believes it does, explaining further that Staff are in the process of getting approvals.

Councillor Martin noted that Jeffery cannot predict the future but asked Jeffery if he expects any significant changes in technology. Jeffery said he does not expect any major technological changes.

Councillor Gamble asked Jeffery if the \$500,000 includes the construction supervisor on site and Jeffery indicated that it does.

Moved by: John McKean

Seconded by: Joe Halos

THAT Council receive Staff Report EPW.13.019, "Award of Proposal 2012-9-P-EPW – Detailed Design of The Blue Mountains Landfill Expansion";

AND THAT Council approve the award of the Detailed Design of The Blue Mountains Landfill Expansion (2012-9-P-EPW) to Golder Associates Ltd., in the amount of \$500,245.00 upset fee limit, excluding HST, for the 100% build scenario;

AND THAT an engineering fee contingency budget be established in the amount of \$25,000 for the Detailed Design of The Blue Mountains Landfill;

AND THAT the Mayor and Clerk be authorized to execute the Contract Documents of 2012-9-P-EPW, **CARRIED**.

C.6 EPW.13.023 Landfill Tipping Fee Increase

Adam McMullin

Councillor Ardiel asked Staff how the increase compares to other Municipalities in the area. Environmental Initiatives Coordinator Adam McMullin referenced Table 1, as presented in the Report, noting that it outlines the fees for tipping in neighbouring municipalities.

Councillor Ardiel asked Adam if the fees are last year's rates or 2013 rates. Adam noted that they are rates for 2013.

Moved by: John McKean

Seconded by: Joe Halos

THAT Council receive Staff Report EPW.13.023 entitled "Landfill Tipping Fee Increase" and;

AND THAT Council establish a waste disposal site tipping fee (set fee) of \$120/tonne as outlined in the draft By-law to amend By-law 2003/97 Schedule "I", as attached;

AND THAT Council hold a Public Meeting to review the proposed Amendments to By-law 2003/97 Schedule "I" to increase the landfill disposal tipping fee (set fee) from \$100.00/tonne to \$120/tonne.

C.7 EPW.13.025 Napier Street Project – Reconsideration of Project Schedule

Jim McCannell

Manager of Roads and Drainage Jim McCannell indicated that the road section in question was identified in the 2009 Roads Needs Study and through the Budget process.

Jim explained that since the Thornbury Meadows Development has moved forward with their site plan, Jim is proposing that the Town install the sanitary and water servicing to the lot line before the Roads and Drainage Division resurfaces the road.

Councillor Halos asked Staff how long the work would be deferred until, indicating that he feels it makes sense to make the connections underground before the road is resurfaced. Jim indicated that the site design will go through the planning and development process and then through Finance, and although he was unsure, Jim estimated a sewer installation in the Fall of 2013.

Director of Engineering and Public Works Reg Russwurm clarified that Option C as presented in the Report will put off the work until the Fall.

Councilor McKean asked Staff if the Town will be getting a contribution for the servicing works and will have to pay for the road resurfacing. Reg explained that through the OMB proceedings there has to be a site plan and an agreement made by the end of April. Reg noted further that the funding for sanitary and water services would be collected from the developer. The Town would then contract the work, get the work done and give the developer back whatever is left over.

Reg also clarified to Committee that the units in the Thornbury Meadows Development are serviced internally and the services are not coming from the street.

Councilor Gamble asked Reg if the servicing should go down Napier Street, through Orchard Park since Napier Street flows that way, asking also why the Town would not insist on extending the Victoria Street sanitary line to let the flow go down that route.

Reg explained that during the functional design of the development, capacity down Napier Street through Orchard Park was brought up. An engineering assessment determined there was capacity downstream. The Town should not ask them to use a more expensive route if capacity exists.

Moved by: John McKean

Seconded by: Joe Halos

THAT Council receive Staff Report EPW.13.025, "Napier Street Project – Reconsideration of Project Schedule";

AND THAT Council direct Staff to proceed in 2013 with the Napier Street Project as approved in the 2013 Capital Budget plus the installation of site servicing for the Thornbury Meadows Development within the Napier Street road allowance subject to front end funding provided by the proponent of the Thornbury Meadows Development, **CARRIED.**

C.8 EPW.13.032 Amendment to Town Parking By-law – Delphi Lane

Reg Russwurm

Councillor Gamble asked Reg if the Town will be monitoring a facility which does not belong to the Town. Reg explained that although that the land is owned but not assumed by the Town, Staff want to be sure that a no-parking by-law can be enforced when the time comes to enforce it.

Councillor Halos asked Reg if people are parking there now. Reg indicated that there have not been a lot of parked cars in that location this year, as the Delphi Developers actively blocked off access.

Councillor Ardiel noted that she drives past the location often and she did not see any cars parked there. Councillor Ardiel then asked Staff if The Peaks has enough parking, suggesting that a friendly reminder could be sent to The Peaks notifying them of the possible parking increase.

Reg noted that The Peaks is expanding the available parking at the West Lodge.

Moved by: Joe Halos

Seconded by: John McKean

THAT Council receive Staff Report EPW.13.032, "Amendment to Town Parking By-law – Delphi Lane";

AND THAT Council enact a By-law to amend Schedule "A" to Town Parking By-law 2003-11 to add Delphi Lane, Plan 16M-37.

C.9 EPW.13.033 Additional Consulting Fees for Townwide Hydraulic Water Model
John Caswell

Manager of Water and Wastewater, John Caswell briefed Committee and Council on the Report. Committee and Council had no questions or concerns regarding the Report.

Moved by: Joe Halos

Seconded by: John McKean

THAT Council receive Staff Report EPW.13.033 entitled “Additional Consulting Fees for Townwide Hydraulic Water Model”;

AND THAT Council approve increasing the upset fee estimate for GHD Incorporated to provide engineering services for the Townwide Hydraulic Water Model by \$15,500 from \$190,400 to \$205,900 (excluding HST), **CARRIED**.

C.10 EPW.13.027 Water Backflow Prevention By-law and Control Program
John Caswell

Manager of Water and Wastewater, John Caswell indicated that Staff would like to move forward with a public meeting and next steps as presented in the Report.

Moved by: John McKean

Seconded by: Ellen Anderson

THAT Council receive Staff Report EPW.13.027 entitled “Water Backflow Prevention By-law and Control Program”;

AND THAT Council direct Staff to hold a Public Meeting to receive input from the Public regarding the Water Backflow Prevention By-law and Control Program;

AND THAT Council direct Staff to finalize the Water Backflow Prevention By-law and Control Program with consideration of any Public comments, **CARRIED**.

D. Information Reports / Correspondence

D.1 EPW.13.017 2012 Annual Performance Report – Thornbury Wastewater Treatment Plant

Rob Fleming

Manager of Water and Wastewater John Caswell explained to Committee and Council that the Annual Report for Thornbury Wastewater Treatment Plant is a legislative Report which goes to Ministry of the Environment.

John indicated that the Plant is in compliance and working well. John pointed out that the average daily flow has gone down from 60% to 56% of plant capacity. John reminded Committee that the Town, Grey County and the Ministry of the Environment have been successful in agreeing that once the daily flow reaches 80% the Plant needs to be expanded. John noted that for various reasons, the rates have lowered this year and no expansion plans are on the horizon for the near future.

Moved by: Ellen Anderson

Seconded by: John McKean

THAT Council receive Staff Report EPW.13.017 entitled “2012 Annual Performance Report – Thornbury Wastewater Treatment Plant” for their information, **CARRIED.**

D.2 EPW.13.018 2012 Annual Performance Report – Craigleith Wastewater Treatment Plant

Rob Fleming

Manager of Water and Wastewater John Caswell explained to Committee that the Annual Report for Craigleith Wastewater Treatment Plant is a legislative Report which goes to Ministry of the Environment.

John noted that the Plant is operating at 34% which is a reflection of change in the economy, weather and water conservation.

Councillor Halos asked John if the Craigleith Wastewater Treatment Plant also works with the 80% guideline for expansion. John noted that it is not the case with the Craigleith Plant.

Moved by: John McKean

Seconded by: Joe Halos

THAT Council receive Staff Report EPW.13.018 entitled “2012 Annual Performance Report – Craigleith Wastewater Treatment Plant” for their information, **CARRIED.**

D.3 EPW.13.026 2012 Water Summary Report

Meg Boyd

Compliance and Efficiency Coordinator Meg Boyd indicated to Committee that the Report presented is a legislative requirement to be prepared for Council no later than March 31st of each year.

Councillor Halos asked Meg what happened in the month of April. Meg explained that the outcome is a result of seasonal influx, as April and November tourist leave the area.

Councillor Gamble noted that in past years water consumption between Christmas and New Years usually jumps up noting that he did not see that trend occur this year.

Moved by: John McKean

Seconded by: Joe Halos

THAT Council receives Report EPW.13.026 entitled "2012 Water Summary Report" for their information, **CARRIED**.

D.4 EPW.13.021 Curbside Organics Implementation

Adam McMullin

Environmental Initiatives Coordinator Adam McMullin indicated that his Report outlines the implementation of curbside organics and offered to answer concerns or questions from Committee.

Councillor Halos asked Staff about the option presented in the past, regarding the purchase of a new mixer.

Manager of Solid Waste and Environmental Initiatives Jeffery Fletcher indicated that he has discussed the option with the operator. Since there was an influx of apples this past season, the operators were able to see a good quantity of apples being processed with the loader only and it is believed that the loader will be sufficient for mixing. Jeffery noted that he is looking at basic site improvements to better utilize the entire pad instead of purchasing a grinder.

Councillor Halos asked Staff if they would be using the existing loader and Jeffery indicated that they plan to use the existing equipment.

Councillor McKean thanked Jeffery for clarifying the use of the loader, noting that Staff can review the situation in 3 years and provide Committee an update on the implementation with some options to consider.

Councillor Ardiel noted that the Town of Meaford was listed as #1 in waste diversion with Grey Highlands at #3. Jeffery indicated that although not confirmed, he believes that The Town of The Blue Mountains came in 9th in rural collection, among 75 municipalities.

Moved by: John McKean

Seconded by: Ellen Anderson

THAT Council receive Staff Report EPW.13.021 entitled "Curbside Organics Implementation" for their information, **CARRIED**.

D.5 EPW.13.034 Capital and Development Status Report

Mike Campbell

Councillor Gamble noted the Report presented provides detail which allows Council to stay informed.

Moved by: John McKean

Seconded by: Ellen Anderson

THAT Council receive Staff Report EPW.13.034 entitled "Capital and Development Status Report" for their information, **CARRIED.**

E. New and Unfinished Business

Councillor Ardiel referenced Staff Report EPW.13.034, noting that she liked the Capital Works Map which was attached to the Report. Reg thanked Mike Campbell for his work in preparing the map.

F. Next Meeting Date

Tuesday, April 9th 2013, 3:00pm, Town Hall, Council Chambers

G. Adjournment

Moved by: John McKean

Seconded by: Joe Halos

THAT the Infrastructure & Recreation Committee Meeting of March 19th 2013 is adjourned at 3:50pm **CARRIED.**