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Minutes: Infrastructure & Recreation Committee



MEETING DATE: Tuesday, January 15th 2013
MEETING TIME: 3:00pm
LOCATION: Town Hall, Council Chambers
PREPARED BY: Jenny-Maria Ferraro, Administrative Assistant

A. Call to Order

Present:

Deputy Mayor Duncan McKinlay, Councillor John McKean, Councillor Bob Gamble, Councillor Joe Halos, Councillor Gail Ardiel, Mayor Ellen Anderson, Director of Engineering and Public Works Reg Russwurm, Chief Administrative Officer Troy Speck, Manager of Water and Wastewater John Caswell, Manager of Roads and Drainage Jim McCannell, Director of Recreation Shawn Everitt, Harbour Manager Ryan Gibbons, Administrative Assistant Jenny-Maria Ferraro

Call to Order

Mayor Anderson called the meeting to order and congratulated Manager of Roads and Drainage Jim McCannell on receiving his designation as an Intermediate Certified Road Supervisor.

Committee Chair Appointment

Administrative Assistant Jenny-Maria Ferraro noted that in accordance with Section 21.1 of the Procedural By-law, the position of Chair will be considered annually.

Jenny-Maria then called for a nomination for Infrastructure and Recreation Committee Chair for the 2013 year.

Councillor John McKean nominated Councillor Bob Gamble. Mayor Anderson seconded the nomination. Councillor Gamble accepted the nomination. No other nominations were made.

THAT the Infrastructure and Recreation Committee appoint Councilor Bob Gamble as Chair of the Infrastructure and Recreation Committee for the 2013 year, **CARRIED.**

Approval of Agenda

Director of Engineering, Reg Russwurm noted that Agenda Item B.1, deputation from Serena Goitanich and Kirsti Suutari of the Castle Glen Rate Payers Association, has been deferred until next month's meeting.

Moved by: Joe Halos

Seconded by: John McKean

THAT the Agenda of Tuesday, January 15th 2013, Infrastructure & Recreation Committee Meeting be approved as circulated, including any items added or removed from the Agenda, **CARRIED**.

Declaration of Pecuniary Interest

None at this time.

Previous Minutes

Moved by: Joe Halos

Seconded by: John McKean

THAT the minutes of the Tuesday, December 11th 2013, Infrastructure & Recreation Committee be adopted as circulated, **CARRIED**.

B. Deputations / Presentations

B.2 Daniel Guay

Re: Trailwoods Issues

Mr. Guay briefed Committee and Council on the history of Trailwoods Subdivision noting the issues and the shortcomings of the Subdivision. Mr. Guay explained that he would like to receive a certificate of substantial performance, but that he cannot move forward with the terms of present development agreement.

Mr Guay explained that he was involved in most, but not all of the work within the subdivision and that the Town requires some information that he is not able to produce. Mr. Guay expressed his belief that there are provisions in the agreement which are almost impossible to obtain.

Mr. Guay indicated that the building permit requirement is impossible to achieve and that the requirement to obtain 75% before the Town will assume the roads is an unfair number. Mr. Guay noted that in order to proceed he would like that number to be drastically reduced.

Mr. Guay also noted concern with the Town's landscaping requirement, explaining that the Town requires 2 trees on each lot.

Mr. Guay explained to Committee and Council that he has been in the same position for 5 or 6 years, which is costing him a lot of money so he would like to move forward and in order to move forward the Town has to assume the roads and register the balance of the lots.

Mr Guay explained that he understands the need for the Town to have drawings which are reflective of all the servicing in the subdivision, but explained to Committee and Council that it is impossible to have an Engineer certify the work of other Engineers.

Mr. Guay then asked Council to direct Staff to move forward and fast track the certificate of acceptance, and have the roads assumed, since over the past 6 years there have been no issues with the storm sewers and although there is one more lift of asphalt to go down, Mr. Guay explained that he could give the Town money for the work and it could be done at a later date.

Mr. Guay concluded by asking the Town to pay for a portion of the cost for the final set of drawings, as a portion of the work installed was work that the Town did on the Water and Wastewater system.

Committee Chair Councillor Gamble thanked Mr. Guay for his comments and presentation.

Mayor Anderson asked for clarification from Mr. Guay regarding the ask for the Town to pay for the final set of drawings. Mr. Guay clarified that since all of the utilities underground have to be on the drawings, and the Town installed the water and sewer systems, that the Town should pay for the cost of that portion of the drawings.

Councillor Halos clarified that the drawings have to be certified by an Engineer. Mr. Guay explained that every aspect of the works are certified but it cannot be certified together as it is impossible to have an Engineer certify the work of another Engineer.

Reg Russwurm, Director of Engineering and Public Works explained to Committee and Council that one of the key points in the Development Agreement is that the proponent must specify a Consultant of Record. Reg explained that if Mr. Guay receives one certification for the roads from one engineer and another certification for the for storm sewer by another, that is fine. It all needs though to be pulled together into one place. Any deficiencies and outstanding works in order to move the development along must be completed.

Reg then addressed Mr. Guay's request for the Town to pay for a portion of the drawings, noting that the Town has Record Drawings for the water and wastewater infrastructure, and Staff are not advocating paying for their portion unless otherwise directed by Council.

Councillor Ardiel asked how much the portion which Mr. Guay has asked the Town to pay for would be and Mr. Guay indicated that the Town's portion would be approximately \$5,000.

Deputy Mayor McKinlay asked Staff if a letter from the Town regarding the infrastructure installed by the Town would have the same force and effect as the other engineering firms regarding the infrastructure installed. Reg said it would, noting that he would not request that the water and sewer system be certified by the Developer's consultant, as it is the Town's infrastructure.

Councillor McKean reminded Committee and Staff of the importance of having accurate Record Drawings in order to avoid concerns later.

Deputy Mayor McKinlay asked if Staff could provide Committee and Council a full Report providing further background information rather than going back and forth with partial information. Reg noted that although it will change some upcoming priorities, a Report will be presented at the next meeting. Reg further stated that the report can address the issues under his responsibility but the planning related issues should be referred to David Finbow, Director of Planning and Building.

Committee Chair Councillor Gamble asked Mr. Guay if he has written a letter to the Town outlining his position and his concerns. Mr. Guay noted that presenting to Committee was the beginning of the process. Councillor Gamble reminded Mr. Guay that his concerns will not be resolved overnight and that he hopes to work with Mr. Guay to resolve the matter cooperatively.

Councillor Gamble thanked Reg for his input, noting that he is looking forward to a Report from Staff.

C. Staff Reports as circulated

C.1 DOR.13.01 Beaver Valley Athletic Association Moreau Park Pavilion Proposal Shawn Everitt

Director of Recreation Shawn Everitt noted to Committee and Council that the Fall Fair was taken into consideration when considering the location of the Pavilion, and that the plan does not encroach on the Fall Fair activities or green space needed for the event.

Shawn referenced the concept drawing, clarifying that although the concept drawing shows a septic tank, the area will run off the Town's infrastructure. Shawn noted that there will be a \$1,000 annual financial impact for the use of the water and wastewater system.

Councillor Ardiel noted that she thinks it is a wonderful idea to have a pavilion and asked Staff how much money the Beaver Valley Athletic Association would be contributing. Shawn noted that the dollar amount is yet to be determined. Shawn further explained that \$60,000 has been placed on the Capital Budget Sheet under donations and the dollar amount has not changed since 2009. Shawn noted that he anticipates coming in under budget for this project.

Deputy Mayor McKinlay asked if Shawn has considered the hours of operation. Shawn indicated that the facilities are in a prime location for the biking and walking public and he is looking at hours of operation being 5:00am until 10:00pm.

Deputy Mayor McKinlay asked if a gravity sewer system could be installed. Shawn noted that he spoke with Manager of Water and Wastewater John Caswell briefly and although it has to be verified, John believes it could be done. Deputy Mayor McKinlay suggested that Staff consider a gravity sewer system.

Councillor Halos reminded Staff of the issues with the washrooms at Northwinds Beach, and Shawn agreed that it is essential to look at the option of having gravity sewers.

Committee Chair Councillor Gamble asked Staff if the daily maintenance of the park would be done by the Recreation Department. Shawn confirmed it will be done by Town Staff regularly.

Committee Chair Councillor Gamble asked if Staff can tie into the Town's infrastructure without paying development charges. Shawn noted that similar to the work at Nippissing Ridge, development charges will not be applied.

Councillor Ardiel asked if the pavilion will be rentable. Shawn confirmed that for a fee it will be rentable for use.

Moved by: Ellen Anderson

Seconded by: Joe Halos

THAT Council receive Staff Report DOR.13.01, "Beaver Valley Athletic Association Moreau Park Pavilion Proposal"; and,

THAT Council does hereby authorize the Beaver Valley Athletic Association to proceed with the construction of a pavilion to be located at Moreau Park, it being agreed and understood the structure will be constructed with shared funding with the Beaver Valley Athletic Association as proposed in the 2013 Budget and upon its completion the structure will be donated to the Town for use as a public amenity; and,

THAT Council Authorize Mayor and Clerk to sign an agreement satisfactory to the Town Solicitor with the Beaver Valley Athletic Association, **CARRIED.**

C.2 EPW.13.003 Town Wide Entrance Permit, Landscaping and Mailbox By-law Reg Russwurm

Director of Engineering and Public Works Reg Russwurm, explained that if an entrance permit is required as part of the building permit process then the Roads and Drainage Department can review and approve the location of driveways within the Town as there has been some new homes built in Thornbury which have placed driveways where they should not have been placed.

Deputy Mayor McKinlay asked Staff if there has been any consideration in reviewing the field entrance criteria in the rural areas of the Municipality. Reg noted that the use field entrances are often changed depending on the buildings constructed on the property. He needs to discuss long term solutions with Manager of Roads and Drainage, Jim McCannell in order to implement steps moving forward to enable multiple use entrances.

Councillor McKean noted that rural areas today should not be an issue for the Municipality as gates that will be approved today, will have to be changed in ten years as equipment size changes constantly.

Committee Chair Councillor Gamble asked Staff if there is a document that explains to the residents the requirements they must meet when constructing an entrance.

Jim McCannell explained that residents are provided information on the specifications required when they obtain the entrance permit application. Jim explained that the Foreman or the Lead Hand will either approve the work or make notes letting the owner know what is required. Jim explained that if the works are approved the resident is then issued a permit.

Moved by: Joe Halos

Seconded by: John McKean

THAT Council receive Staff Report EPW.13.003, entitled "Town Wide Entrance Permit, Landscaping and Mailbox By-law";

AND THAT Council direct Staff to advertise and schedule a Public meeting to receive comments regarding the proposed Municipal Land Work Permit (Entrance, Landscaping Mailbox) By-Law, **CARRIED**.

C.3 EPW.13.004 4th Line Re-Surfacing – Funding Transfer

Jim McCannell

Deputy Mayor McKinlay asked Staff to confirm that this transfer is a line item only and Staff are not asking for any additional funds. Manager of Roads and Drainage, Jim McCannell confirmed that Staff are not requesting any additional funds.

Moved by: John McKean

Seconded by: Duncan McKinlay

THAT Council receive report EPW.12.106 entitled "4th Line Re-surfacing – Funding Transfer";

AND THAT Council authorize the transfer of tax levy funds in the amount of \$50,419 from the 2012 Roads Operating Budget to the 2012 4th Line Capital budget for the additional gravel material & equipment required in reconstruction of 4th Line, **CARRIED**.

D. Information Reports / Correspondence

D.1 EPW.13.002 Capital and Development Status Report

Mike Campbell

Moved by: John McKean

Seconded by: Duncan McKinlay

THAT Council receive Staff Report EPW.13.002 entitled “Capital and Development Status Report” for their information, **CARRIED.**

E. New and Unfinished Business

E.1 Bill Abbots

Re: Water depth in harbor lowest I have seen

Moved by: Duncan McKinlay

Seconded by: Joe Halos

THAT Council receive the correspondence from Bill Abbots Re: Water depth in harbour lowest I have seen;

AND THAT the letter be forwarded to the Harbour Master and Director of Recreation for their information, **CARRIED.**

Harbour Manager Ryan Gibbons noted to Committee that the e-mail was the third piece of correspondence the Town has received regarding the water levels. Ryan noted that a Report will be presented to Committee and Council in February regarding the matter.

Councillor Ardiel asked Ryan why the Town of The Blue Mountains was not included in the funding given to Lake Simcoe and Southern Georgian Bay. Ryan noted that he was unaware of the funding.

Mayor Anderson noted that although she is not positive, she believes that the Town of The Blue Mountains was not considered for funding as the Eastern part of Southern Georgian Bay was not on the map.

Chief Administrative Officer Troy Speck clarified that the map indicated a boundary between the Town of Collingwood and the Town of The Blue Mountains.

Councillor Ardiel noted that years ago the Town of The Blue Mountains was given funding.

Councillor Halos asked Ryan if expanding the Harbour further is something that Staff are considering. Ryan noted that he does not believe it is a solution at this point.

Committee Chair Gamble noted that water levels are a concern everywhere and he is looking forward to Ryan's Report in February.

F. Next Meeting Date(s)

Tuesday, February 12th 2013, 3:00pm, Town Hall, Council Chambers

G. Adjournment

Moved by: Duncan McKinlay

Seconded by: Ellen Anderson

THAT the Infrastructure & Recreation Committee Meeting of Tuesday, January 15th 2013, is adjourned at 4:32 pm, **CARRIED.**