

Adopted:  
November 13, 2013 by Committee of  
the Whole

**Minutes:            Infrastructure & Recreation Committee**



**MEETING DATE:** Tuesday, October 8<sup>th</sup> 2013  
**MEETING TIME:** 3:00pm  
**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,  
Deputy Mayor Duncan McKinlay,  
Mayor Ellen Anderson,  
Councillor Joe Halos,  
Councillor Michael Martin  
Councillor Gail Ardiel,  
Director of Engineering and Public Works Reg Russwurm,  
Manager of Water and Wastewater John Caswell,  
Manager of Roads and Drainage Jim McCannell,  
Director of Recreation Shawn Everitt,  
Manager of Harbour and Cemetery Ryan Gibbons,  
Engineering and Public Works Administrative Assistant Jenny-Maria Ferraro

**A.1 Approval of Agenda**

Committee Chair Councillor Gamble called the meeting to order at 3:00pm.

Moved by: Duncan McKinlay                      Seconded by: Michael Martin

THAT the Agenda of the Tuesday, October 8<sup>th</sup> 2013, Infrastructure & Recreation Committee Meeting be adopted as circulated, **CARRIED**.

**A.2 Declaration of Pecuniary Interest**

No member of Committee declared a pecuniary interest at this time.

**A.3 Previous Minutes**

Moved by: Michael Martin                      Seconded by: Duncan McKinlay

THAT the minutes of the Tuesday, September 10<sup>th</sup> 2013, Infrastructure & Recreation Committee Meeting be adopted as circulated, **CARRIED**.

## **B. Deputations / Presentations**

None.

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

### **C.1 DOR.13.41 Extension of Standardization Single Source Business Case for Thornbury Harbour Docks**

**Ryan Gibbons**

Harbour Manager Ryan Gibbons explained to Committee that the work proposed in the Report is the final step in the 2 year Dock Replacement Project. Ryan indicated that this is the first year that T&W Enterprises has requested an increase, and that they are requesting \$2.00 a square foot. Ryan noted he has provided a memo in his Report indicating where the cost increase will come from.

Councillor Halos asked Ryan what the total cost difference would be, and Ryan indicated it would be approximately \$7,000.

Moved by: Duncan McKinlay

Seconded by: Michael Martin

THAT Council receives staff report DOR.13.41 entitled "Extension of Standardization Single Source Business Case for Thornbury Harbour Docks", and

THAT Council approves a 2 year extension of the current Standardization Single Source Business Case for Thornbury Harbour Docks with T & W Enterprises including a \$2.00 per square foot increase from the previous contract pricing, and

THAT Council approves staff to include the installation of an aluminum ramp as budgeted at a cost of \$5,000.00, and

THAT Council grant pre approval for the replacement of G dock and its aluminum ramp in the 2014 municipal budget process and that the overall cost exclusive of HST does not exceed \$149,273.48, and

THAT Council authorize the Clerk and Mayor to execute the agreement with T&W Enterprises, **CARRIED.**

## **C.2 EPW.13.055 Town Winter Minimum Maintenance Standards**

**Jim McCannell**

Jim McCannell, Manager of Roads and Drainage briefed Committee on his Report. Jim indicated that in January the Provincial level of service changed and that the Town's standards will not meet the Provincial Minimum Maintenance Standards, explaining further that the Town will establish their own level of service, as it has in the past, with no increase or decrease in service. Jim explained that nothing has changed and that the Town will still provide the same level of service as they have in the past. Jim indicated that if the Town went with the Provincial guidelines, it will come at a cost to the Town as there would be a need for several more drivers and possibly 6 new Staff to fill the trucks.

Mayor Ellen Anderson asked Staff if the Town is running any risk by not following the Provincial Standards. Director of Engineering and Public Works Reg Russwurm explained that the Provincial Standard is not legislated but considered best practice. Reg then explained that in the past, the Town used the Provincial Standard as a guideline to ensure due diligence, and after taking into consideration the additional Staff required to meet the new standard, Staff feel they should adhere to their own Winter Minimum Maintenance Standards.

Councillor Halos thanked Staff for presenting a Report in this manner because it is easy to just do what the Province is doing. Councillor Halos indicated that he feels that the Town does a great job with winter maintenance and believes that the direction moving forward is good direction from Staff.

Councillor Gamble noted that the Policy recommends that parking lots and sidewalks needs to be cleared when 5 cm of snow is accumulated. Councillor Gamble asked Staff what the rationale is behind that.

Jim explained that the work was tendered last year and Staff came to Committee for assistance in defining a level of service for parking lots and sidewalks. Jim indicated that sidewalks are currently cleared on a priority and secondary basis, and that priority routes are cleared after 5 cm of snow has accumulated within 16 hours and secondary routes are cleared when 5 cm of snow accumulates within 24 hours.

Councillor Martin noted to Committee and Staff that there is an issue with the risk management side of the Policy, asking Staff if they have researched the cost implication of insurance premiums now that the Town has created their own Minimum Maintenance Standard.

Reg Russwurm noted that the insurance premiums have not been considered and in the event the premiums do go up because the Town is not meeting the provincial standards, a different approach can be considered at that time.

Councillor Martin suggested that Staff work with the Town's insurance company and explain the reason that the Town is not meeting the Provincial Standards, making it clear for them to understand, so perhaps the Town can avoid an increase in premiums. Reg noted that if Council wishes, he would notify the Insurance Company however the motion is passed by Council.

Councillor Ardiel then spoke noting that there are municipalities that do not plow their sidewalks, asking Staff if they have ever considered that for the Town of The Blue Mountains. Reg indicated that it would be a question of the level of service which Council directs Staff to provide, as there is no legislation on the winter control of sidewalks.

Moved by: Joe Halos

Seconded by: Ellen Anderson

THAT Council receive Staff Report EPW.13.055, "Town Winter Minimum Maintenance Standards";

AND THAT Council adopt Town Minimum Winter Maintenance Standards and Level of Service POL.COR.13.XX for implementation by Town Staff, **CARRIED.**

Council Gamble asked Staff when the policy will receive a number. Jim indicated that once passed by Council, the Town Clerk will assign it a number.

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

### **D.1 EPW.13.076 Water Section Operations Update – May to August 2013**

**Meg Boyd**

Manager of Water and Wastewater John Caswell briefed Committee on the Report written by Compliance and Efficiency Coordinator Meg Boyd, asking Committee if they have any concerns or comments.

Deputy Mayor Duncan McKinlay asked Staff about Table 5 of Attachment # 1 of the Report, Water Meter Field Services Summary, noting the 173 closed readings. Duncan asked Staff if this number was typical, or if Staff are seeing a trend of residents moving or places closing up and meters being turned off. John noted that the number is fairly typical.

Moved by: Duncan McKinlay

Seconded by: Duncan McKinlay

THAT Council receive Staff Report EPW.13.076 entitled "Water Section Operations Update – May to August 2013" for their information, **CARRIED.**

## D.2 EPW.13.083 Standard of Care Provisions and Council Responsibilities

John Caswell

Manager of Water and Wastewater John Caswell indicated that the Report presented was at the request of Committee and Council regarding the standard of care of Council and the owners of the water system. John explained that the Report provides Council with an overview of their responsibilities and answers any questions which arose at the previous I&R Meeting regarding the reporting of adverse samples.

John referenced Attachment # 2 of the Report which outlines the positions of the owners and the Drinking Water Quality Management System tasks. John noted the due dates and completion schedule set out for each task. John also referred to the column in which Staff track all comments and document all Staff Reports received by Council.

John explained that through the DWQMS internal audit and MOE inspections, there will be 9 comprehensive Reports presented to Council from the Water Department. John noted that the Reports are requirements legislated by the MOE and John encourages Council to review the Reports and ask Staff any questions they have regarding the data.

John explained to Committee that the Water Department tests the water on a weekly basis for E.Coli, Total Coliforms and HPC. John noted that E.Coli has many strains and the total number of Coliforms found in the water is indicators of bacteria, reminding Committee that the bacteria found is not always pathogenic bacteria, which is in sewage, being the last thing Staff would want to find in the water system. John explained that testing occurs in different locations each week.

John reminded Committee and Council that the public can view all of the Reports, as they are posted on the Town's website and printed in a binder outside the Engineering and Public Works Department in Town Hall. John then invited Committee and Council to contact him or Meg Boyd directly if they have any questions or concerns.

Moved by: Joe Halos

Seconded by: Michael Martin

THAT Council receive Staff Report EPW.13.083 entitled "Standard of Care Provisions and Council Responsibilities" for their information, **CARRIED**.

## D.3 EPW.13.084 Capital and Development Status Report

Mike Campbell & Mike Humphries

Moved by: Joe Halos

Seconded by: Duncan McKinlay

THAT Council receive Staff Report EPW.13.084 entitled "Capital and Development Status Report" for their information, **CARRIED**.

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

Councillor Martin noted that residents have brought up concerns to him regarding the bridge in Clarksburg, as chunks of concrete are falling from it and there is no signage on the approach indicating that it is a single lane and narrow bridge.

Manager of Roads and Drainage Jim McCannell, confirmed that Councillor Martin was referring to Black's Bridge on Clark Street, noting that he was unaware that there was any sort of blind spot. Councillor Martin explained that when approaching the bridge from the west, the road dips on the other side and it is hard to see oncoming traffic and there are no warning signs that the bridge is narrow.

Jim noted that he would look at the bridge with regard to Council Martin's concerns.

Councillor Ardiel then asked Staff if the Town has applied for the 'Million Dollar Fund'. Director of Engineering and Public Works Reg Russwurm noted that the Town did not apply for the funding as no projects could be identified to initiate that process.

Councillor Ardiel indicated that money was given to 21 different communities, noting that Owen Sound and Wasaga Beach were two municipalities which received funding. Councillor Ardiel suggested that the Town of The Blue Mountains be prepared for the next roll-out. Reg indicated that he will discuss this with Rob Cummings, the Director of Finance, noting that the Town currently does not have any 'shovel ready' projects that have been specifically identified.

Councillor Gamble then asked Staff if the Clendenen Bridge would be considered for this funding and Reg indicated that he does not know what the plan of action for the Clendenen Bridge is, noting that he will bring the project back to Council for consideration during the Budget process.

Deputy Mayor McKinlay noted to Staff that a template will be brought forward which all municipalities will use when evaluating the future of bridges. Duncan explained that in the County of Grey there are 58 bridges on non-County roads which are maintained and many of the bridges just need to be closed. Duncan noted this to be a major concern as money is being poured into bridges on roads which were designed for horse and buggy. Deputy Mayor McKinlay then asked Reg if this matter has been discussed with the Municipal Engineers Association. Reg noted that he will be meeting with the Municipal Engineers on Thursday and he will make a point to bring it up.

Deputy Mayor McKinlay then noted that he received a strongly worded letter regarding the Landfill Expansion and asked Staff they have heard anything. Reg indicated that he has not heard of any concerns.

**F. Next Meeting Date(s)**

Committee of the Whole: Wednesday, November 13<sup>th</sup> 2013, 1:00pm, Town Hall,  
Council Chambers

**G. Adjournment**

Moved by: Duncan McKinlay                      Seconded by: Joe Halos

THAT the Infrastructure & Recreation Committee Meeting of Tuesday, October 8,  
2013 is adjourned at 4:00pm, **CARRIED**.