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**Minutes: Infrastructure & Recreation Committee**



**MEETING DATE:** Tuesday, May 14<sup>th</sup> 2013  
**MEETING TIME:** 3:00pm  
**LOCATION:** Town Hall, Council Chambers  
**PREPARED BY:** Jenny-Maria Ferraro, Administrative Assistant Engineering and Public Works Department

**A. Call to Order**

**Present:**

Deputy Mayor Duncan McKinlay,  
Councillor John McKean,  
Councillor Joe Halos,  
Mayor Ellen Anderson,  
Councillor Gail Ardiel,  
Councillor Michael Martin,  
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,  
Director of Planning and Building David Finbow,  
Sergeant Charlie Watts,  
Facility Manager Aaron McMullen,  
Water and Wastewater Operations Administrative Assistant Katherine Dabrowa,  
Engineering and Public Works Administrative Assistant Jenny–Maria Ferraro.

**Regrets:** Councillor Bob Gamble

**Guests:** David Slade, Alex Fleming

**A.1 Approval of Agenda**

As Committee Chair Bob Gamble was absent from the meeting, Councillor John McKean called the meeting to order at 3:00pm

Moved by: Joe Halos

Seconded by: Duncan McKinlay

THAT the Agenda of the Tuesday, May 14<sup>th</sup> 2013 Infrastructure & Recreation Committee Meeting be approved as circulated, including any items added to the Agenda, **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: Duncan McKinlay

Seconded by: Joe Halos

THAT the minutes of the Tuesday, April 9<sup>th</sup> 2013, Infrastructure & Recreation Committee be adopted as circulated, **CARRIED**.

### **B. Deputations / Presentations**

Committee Chair Councillor John McKean noted 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 David Slade, D.C. Slade Consultants Inc.**

**Re: Georgian Woodlands III, George Fleming – Draft Plan OMG file No. S050055 – Horizontal Curve Issue of Roads**

Committee Chair Councillor John McKean welcomed David Slade to address Committee and Council. David provided Committee with a power point presentation regarding concerns of the Town's horizontal curve standard.

Mr. Slade explained that he cannot obtain approval from the Engineering Department because the development of Phase 1 does not meet the horizontal curve standards in two locations specifically. Mr. Slade explained further that this will impact Phase 2 of the subdivision.

Mr. Slade briefed Committee on the history of the subdivision, noting that draft approval of the plan was given in August of 2010 and that Mr. Slade has been working with the Town, the NEC, the GSCA and the County of Grey. Mr. Slade noted that in March 2005 the draft plan was submitted to the County of Grey for review.

Mr. Slade noted concern with the Town's engineering standards which were approved in April 2009. Mr. Slade then presented Committee with clause 4.5.4, questioning the implementation of the horizontal curve.

Mr. Slade then indicated that condominium roads within the Town are not required to meet the horizontal curve standard, using the examples of Lora Bay and Georgian Bay Club, along with other existing roads in the Town.

Mr. Slade proposed that Council consider a new standard for completing the Georgians Woodland Subdivision Phase 1, 2 and 3.

Alex Fleming then addressed Committee regarding speed limits. Mr. Fleming suggested that Staff and Committee consider safety, appropriateness, consistency and liability with neighbourhoods.

Mr. Fleming explained that lower speeds increase road user safety. Mr. Fleming referenced the Institute of Transportation Engineers, The American Association of State Highway and Transportation Officials and the Transportation Association of Canada noting that lower speeds are appropriate for road user safety.

Mr. Slade noted to Committee that he is looking for direction on how to proceed forward noting that a change in design is costly and in his opinion, unnecessary.

Committee Chair John McKean thanked Mr. Slade and Mr. Fleming for their presentation and opened the discussion to members of Committee and Council.

Deputy Mayor McKinlay indicated that he is supportive of the design of a subdivision with lower speed limits, and although it is hard to say to the rate payers that they will have to buy the Town new signs, if the developer can commit to putting the signs up in the subdivision, that would be a good first step.

Director of Engineering and Public Works Reg Russwurm noted to Committee that he cannot make a proclamation about the situation at this time as there are some unanswered questions. Reg confirmed that he will consult and get back to Committee with a process to move forward.

Councillor McKean asked Staff if the Windfall Development is considered a condominium road. Reg noted that he would ensure the Windfall geometric review did satisfy the Town's criteria in reviewing the radius of the curves.

Mr. Slade indicated that he is prepared to provide signage in locations needed in the subdivision.

Councillor Martin indicated that he is sympathetic toward the proponent and asked if the original draft plan was set at 50km/h. David explained that the original draft plan was submitted in 2005 and it met the standard at that time, but in 2009 the standards were changed.

Deputy Mayor McKinlay asked Mr. Fleming if the design presented in 2005 would meet the Canadian Standards at this time. Mr. Fleming explained that other features such as the bank of the road affect radius speeds.

Committee concurred that Staff provide a Report at the next meeting looking at the option of designating a 40km/hr road.

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

### **C.1 DOR.13.11 Town Hall Open Space**

**Shawn Everitt**

Director of Recreation Shawn Everitt briefed Committee on the Report. Deputy Mayor McKinlay asked Staff to confirm that the request is to approve the design moving forward and not the actual project. Shawn confirmed this, noting that he plans to do the work in 2016.

Committee Chair Councillor John McKean asked that Staff break down the design when presented to Council at a later date. Shawn noted that he intends to break down the design to show the cost for each component of the work.

Moved by: Duncan McKinlay

Seconded by: Joe Halos

THAT Council receive Staff Report DOR 13 11, "Town Hall Open Space".

AND THAT Council does hereby authorize staff to engage the services of The Landmark Group to develop a detailed site plan that is consistent with Concept B that was previously endorsed in Principal as the Master Plan for the former Town Hall Site.

AND THAT Council authorize Town staff to proceed with the Negotiated Procurement of Conceptual Design Phase 1 and Detailed Design Phase 2 Services for the former Town Hall Site Open Space, **CARRIED**.

### **C.2 DOR.13.17 Special Events By law**

**Shawn Everitt**

Director of Recreation Shawn Everitt explained to Committee that the Special Events By Law combines the 2005-35 bylaw into a new by-law which Staff have been working on for the past 2 years. Shawn explained that the bylaw will be the last part of the event notification process and it will ensure full participation in the process.

Councillor Halos asked about the Municipal Alcohol Policy and Shawn indicated it is already in place.

Councillor Martin noted that it is important to have an event bylaw, but questioned the wording in point 1.7 and 1.8 of the bylaw. Councillor Martin noted that he is not being critical, suggesting that Staff consider the words used in the bylaw so as not to confuse and ensure it will stand during prosecution.

Councillor Martin also noted point 3.2.10.A, suggesting that Staff be careful of the language they use as this clause involves the Ontario Provincial Police and Emergency Services.

Councillor Martin further noted section 3.2.15.A noting the insurance requirement being \$5,000,000 suggesting there be discretion used with that dollar value. Councillor McKean noted that \$5,000,000 is a standard now and Councillor Martin noted that given the scope of the proposed by law, there might be some groups who cannot get that type of insurance.

Chief Administrative Officer Troy Speck noted to Committee that the bylaw has been reviewed by the Town's solicitor.

Moved by: Duncan McKinlay

Seconded by: Ellen Anderson

THAT Council receive Staff Report DOR 13 17 "Establishment of a Special Event By-law", for information purposes; and

THAT Council enact a By-law to Regulate Special Events in the form attached to this Report and to rescind and repeal By-law 2005-34, being a By-law to provide for Road Use Permits for Events, **CARRIED**.

### **C.3 DOR.13.22 Camperdown Road Waterfront Access & Right of Way**

**Shawn Everitt**

Moved by: Duncan McKinlay

Seconded by: Joe Halos

THAT Council receive Staff Report DOR 13 22 with respect to "Camperdown Road Waterfront Access & Right of Way" for information purposes.

AND THAT Council direct Staff to proceed with developing a encroachment agreement to allow for existing encumbrances save and except the north rock wall to remain on Camperdown Road North of Hoover Lane and identify a fee per square meter of land included in the land use agreement;

AND THAT Council direct Staff to develop the southern portion of the Camperdown waterfront access as a pedestrian friendly access point that prohibits vehicular access to the waterfront however placed in a manner that allows for the passage of small watercraft trailers as well as personal mobility devices, **CARRIED**.

### **C.4 DOR.13.32 Application Process For Hall Rentals Under Alcohol and Gaming Commission of Ontario Regulations**

**Aaron McMullen**

Director of Recreation Shawn Everitt briefed Committee on Aaron McMullen's Report. Shawn noted that the Alcohol and Gaming Commission of Ontario has created some hurdles regarding the rental of small halls based on whether the use is for a public or private event.

Shawn briefed Committee on the guidelines which an applicant must follow, noting that for a private event the event cannot be advertised, no effort can be made to make a profit and there must be a guest list. Shawn noted that these guidelines will ensure that the applicant has provided the Town with all of the information needed to rent the hall and that they are fully aware of the rules.

Shawn also noted that he and Facility Manager, Aaron McMullen will be going to a workshop to look at the pros and cons regarding the licensing of alcohol at the Beaver Valley Community Center.

Deputy Mayor McKinlay asked Staff if he was personally planning a stag and doe, with a part of 200 people, if he must provide Staff with a guest list, not have games of chance and not profit from the alcohol, if then he would be following the rules to rent the hall. Shawn said yes, adding that a paid duty officer would need to be on site as well.

Deputy Mayor McKinlay then asked Staff what exactly is considered advertising. Shawn noted that advertising can be anything from the use of Facebook to a poster posted on a wall.

Councillor Ardiel asked if Staff anticipate seeing a decline in hall rentals as the process is becoming more complicated. Shawn indicated that the Community Center has already seen a decline in rentals noting that he believes that all small halls will be impacted by this.

Sergeant Watts indicated that he does not believe that things will change as a result of the new rules. Sergeant Watts clarified that setting expensive liquor prices indicates that you are intending to make money and that it is okay to make money as long as it is to cover your costs.

Shawn then briefed Committee on Public Events, explaining that they are a bit trickier because the Town is responsible to pay for the service of the bar tender, regardless if the event has a good turn out or not. Councillor Halos suggested that Staff take a deposit from the renter in order to ensure that all costs are covered.

Moved by: Duncan McKinlay

Seconded by: Joe Halos

THAT Council receive Staff Report DOR 13 32 "Application process for Hall Rentals Under Alcohol and Gaming Commission of Ontario Regulations" for information purposes;

AND THAT Council direct staff to implement the proposed application process for Hall rentals as contained in this report at this time;

AND THAT Council direct staff to bring forward a further report to determine options for future sale of alcohol at municipal facilities, **CARRIED.**

### **C.5 DOR.13.24 Trillium Foundation Grant Application**

**Shawn Everitt**

Moved by: Duncan McKinlay

Seconded by: Joe Halos

THAT Council receive Staff Report DOR 13 24 entitled “Trillium Foundation Grant Application”; and,

THAT Council support the request to partner with the Beaver Valley Athletic Association for the construction of a Pavilion at Moreau Park; and,

THAT should the grant application succeed, authorize the CAO and Clerk to execute an Agreement with the Trillium Foundation, **CARRIED.**

### **C.6 DOR.13.27 Thornbury Pier Development**

**Shawn Everitt**

Director of Recreation Shawn Everitt noted to Committee that he is requesting that Committee allow Staff to proceed with developing a 2014 Thornbury Pier Development capital project sheet for consideration in the 2014 budget deliberations.

Councillor Halos asked Shawn if there was a photo of the life ring described in the Report. Shawn noted that he does not have a photo, but that the ring is the same type that is at the pier currently and the photo provided in the Report indicates the location of where the new life ring will be located.

Moved by: Duncan McKinlay

Seconded by: Joe Halos

THAT Council receive Staff Report DOR 13 27, “Thornbury Pier Development” for information purposes.

AND THAT Council direct staff to proceed with developing a 2014 capital project sheet for consideration during the 2014 budget deliberations, **CARRIED.**

### **C.7 DOR.13.28 Food Cart Request**

**Shawn Everitt**

Director of Recreation Shawn Everitt noted to Committee that Staff receive two or three food cart request each year.

Deputy Mayor McKinlay asked Staff if there are any restaurants which will be operational within a close proximity to the location of the food cart request. Shawn indicated that there will be a restaurant about 200 meters from the proposed location of the food cart.

Councillor Halos noted that hot dog carts are not allowed on private property although they have requested to be for many years. Councillor Halos reminded Staff of the tendering process which Staff proceeded with for Northwinds Beach, suggesting that Staff keep the process fair and going out for tender the same way.

Shawn agreed, clarifying that the request at Northwinds Beach was not for food items, but the rental of beach items.

The motion presented in the Report was revised as follows:

Moved by: Duncan McKinlay                      Seconded by: Joe Halos

THAT Council receive Staff Report DOR 13 28, "Food Cart Request" for information purposes.

AND THAT Council recommend that Staff draft a Report on the suitability of a process to provide for this type of amenity on Town properties;

AND THAT Council do not grant a permit for this use in 2013, **CARRIED**.

#### **C.8 DOR.13.29 Labyrinth Group Charitable Donations**

**Shawn Everitt**

Moved by: Joe Halos                                      Seconded by: Duncan McKinlay

THAT Council receive Staff Report DOR 13 29, "Labyrinth Group Charitable Donations" for information purposes, and:

THAT Council approve Charitable Donation Receipts be issued by the Director of Finance on behalf of the Town for donations received for the Cedar Grove Labyrinth of Thornbury and the Blue Mountain Women of 12 in accordance with Charitable Donations Receipt Policy POL.COR.13.18, **CARRIED**.

#### **C.9 EPW.13.045 2012 Water and Wastewater Capacity Assessment Year End Report**

**John Caswell**

Manager of Water and Wastewater John Caswell briefed Committee on his Report, noting that both Plants are running well.

John noted an error in the Report, where the Thornbury Plant is listed at a capacity of 65% when it is actually running at 55%.

John also noted that he is working with Cole Engineering on an Inflow and Infiltration Study and hopes to have it wrapped up in the next few months.



Councillor Halos asked Staff about the leachate which the Town receives at Craigeith, noting that the intake has not risen since 2007. John indicated that the Town is receiving the majority of the intake from Simcoe County and the City of Barrie.

Councillor Halos asked if the Town is in a contract or if there is the option to increase the price if we choose to. John explained that the prices have increased in the past and Staff believe the price is set reflecting market value.

Deputy Mayor McKinlay asked Staff if they are comfortable with the rate, as it covers operating costs and can help provide for future costs. John indicated that he is happy with the rate.

Councillor Halos asked if the fees are captured in reserves. Director of Engineering and Public Works, Reg Russwurm explained that the money received is counted as revenue under Wastewater.

Moved by: Duncan McKinlay

Seconded by: Ellen Anderson

THAT Council receive Staff Report EPW.13.045 entitled "2012 Water and Wastewater Capacity Assessment Year End Report";

AND THAT Council approve forwarding the 2012 Water and Wastewater Capacity Assessment Year End Report to the Grey County Planning Department, **CARRIED.**

**C.10 EPW.13.047 Tender Award for 2013-14-T-EPW, All Wheel Drive Tractor Backhoe**

**Jim McCannell**

Committee Chair Councillor John McKean noted that he is pleased that the purchase has come in under budget.

Moved by: Duncan McKinlay

Seconded by: Joe Halos

THAT Council receive Staff Report EPW.13.047 "Tender Award for 2013-14-T-EPW, All Wheel Drive Tractor Backhoe; and,

AND THAT Council award the tender to Toromont Cat, being a responsive and responsible bidder at a cost of \$102,189 (excluding HST), **CARRIED.**

### **C.11 EPW.13.046 2013 Surface Treatment Program**

**Jim McCannell**

Manager of Roads and Drainage noted that he is hoping to expand the Tar and Chip program. Jim explained that in working with Grey Highlands on the Town line, Grey Highlands will do the work and the Town will share the capital costs. Jim further explained that to offset this, he would like to purchase additional gravel and continue work on the 10<sup>th</sup> line.

Moved by: Duncan McKinlay

Seconded by: Joe Halos

THAT Council receive Report EPW.13.046 entitled “ 2013 Surface Treatment Program”; and

THAT Council authorize the transfer of \$40,939.80 from the Roads and Drainage Operating G/L account 1-308-3030-64050 to the Capital Program for Single and Double road re-surfacing for additional contract costs, the purchase of additional gravel and grinding the existing road surface as outlined in Report EPW.13.046; and

THAT Council approve Double Surface Treatment to be applied on the Town Line, from County Road 119 to County Road 13, Road section 1158, with the cost to be shared equally with the Municipality of Grey Highlands who are supervising the project, to a maximum cost share of \$50,000, **CARRIED**.

### **C.12 EPW.13.051 Tender Award for the 2013 Surface Treatment Program, 2013-15-T-EPW**

**Jim McCannell**

Moved by: Duncan McKinlay

Seconded by: Ellen Anderson

THAT Council receive Report EPW.13.051 entitled “Tender Award for the 2013 Surface Treatment Program, 2013-15-T-EPW”; and

THAT Council award the purchase of Single and Double Surface Treatment to Duncor Enterprises in the amount of \$162,303.20 plus applicable taxes and,

THAT the Mayor and the Clerk be authorized to execute the Contract Documents with Duncor Enterprises, **CARRIED**.

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

### **D.1 EPW.13.048 Solid Waste Disposal Site Bird Control**

**Jeffery Fletcher**

The Manager of Solid Waste and Environmental Initiates was not present at the meeting and the Director of Engineering and Public Works Reg Russwurm briefed Committee on the Report.

Councillor Ardiel asked if this method is similar to using “bird bangers” and Reg explained that all methods are very similar.

Moved by: Duncan McKinlay                      Seconded by: Joe Halos

THAT Council receive Staff Report EPW.13.048, “Solid Waste Disposal Site Bird Control”, for their information, **CARRIED.**

### **D.2 EPW.13.049 Capital and Development Status Report**

**Mike Campbell**

Moved by: Ellen Anderson                      Seconded by: Duncan McKinlay

THAT Council receive Staff Report EPW.13.049 entitled “Capital and Development Status Report” for their information, **CARRIED.**

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

### **E.1 Letter from Harry Stevens and Rosemarie Wickens Re: Pickleball Courts**

Director of Recreation Shawn Everitt noted to Committee although a pickleball court is similar to a tennis court, the cost will be approximately \$80,000 to \$90,000 for a specifically made pickleball court. Shawn indicated that when the Towns Leisure Activities Plan comes under review that there will be consideration regarding the desire for pickleball Courts.

Deputy Mayor McKinlay asked Staff if a tennis court could be used for pickleball. Shawn explained that the Tennis courts in Town are pretty well used and the lining of a pickleball court is significantly different then a tennis court.

Councillor McKean asked if the lines on a tennis court could be painted a different colour to accommodate those playing pickleball. Shawn noted that the avid tennis players would not be okay with that.

Councillor McKean asked Staff to ensure that they will work with the group in the future regarding the request for pickleball courts when Staff update the Leisure Activity Plan.

## **E.2 Letter from Guy Harris – 30<sup>th</sup> Anniversary Committee**

Director of Recreation explained to Committee that the BVO has requested the use of Tomahawk for an event and that they have asked to be allowed to have beer and wine at the event for all adults attending. Shawn indicated that Tomahawk is a location where alcohol is not served.

Deputy Mayor McKinlay asked Staff if the request is for exclusive use of the site for golf as well as the event. Shawn noted that they are not asking for exclusive use of the course. Shawn explained that the area where alcohol would be serviced would be in a designated area.

Moved by: Duncan McKinlay

Seconded by: Ellen Anderson

THAT Council recommend that Staff advise that the event cannot proceed as per the correspondence received on February 6, 2013;

AND THAT Staff speak with the Beaver Valley Outreach Representatives regarding other options to suit their needs, **CARRIED**.

## **E.3 2013 Spring Roads Tour (Town Hall Parking Lot)**

Committee Chair Councillor John McKean noted that Committee and Council will take a recess at 4:45pm and reconvene in the Town Hall parking lot at 5:00pm to begin Agenda Item E.3 – The 2013 Spring Road Tour.

Committee Chair Councillor McKean, Councillor Ardiel, Councillor Halos, Deputy Mayor McKinlay, Councillor Martin boarded a bus at 5:00pm.

The Roads Foreman Brian Kane, Chief Administrative Officer Troy Speck, Engineering and Public Works Administrative Assistant Jenny-Maria Ferraro, Water and Wastewater Operations Administrative Assistant Katherine Dabrowa, Manager of Water and Wastewater John Caswell, Manager of Roads and Drainage Jim McCannell, Construction Coordinator Mike Campbell and Director of Engineering and Public Works Reg Russwurm boarded the bus.

Paul Mitchell, Michael Seguin and Bill Abbotts joined Committee and Staff on the Roads Tour, as members of the public were welcome to attend.

Staff, Council and members of the public toured the following locations:

- Napier Street
- Slabtown Bridge
- Waste Receiving Area (Town Landfill)
- 10<sup>th</sup> and 18<sup>th</sup> Sideroad Intersection
- Mill Creek Culvert
- BMR Orchard
- BMR Conference Center
- Pioneer Lane
- Arlberg Crescent
- Hoover Lane and Teskey Drive
- Wensley Drive

At 7:15pm, upon completion of the Tour, Staff, Council and members of the public were brought back to the Town Hall Parking Lot.

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

Tuesday, June 11<sup>th</sup> 2013, 3:00pm, Town Hall, Council Chambers

#### **G. Adjournment**

Moved by: Duncan McKinlay

Seconded by: Joe Halos

THAT the Infrastructure & Recreation Committee Meeting of Tuesday, May 14<sup>th</sup> 2013 is adjourned at 7:18pm, **CARRIED.**