

MINUTES: INFRASTRUCTURE & RECREATION COMMITTEE



MEETING DATE: TUESDAY, November 22nd 2011
MEETING TIME: 2:00 pm
LOCATION: Town Hall, Council Chambers
PREPARED BY: Jenny Ferraro, Administrative Assistant

A. Call to Order

Present: Duncan McKinlay, Ellen Anderson, John McKean, Bob Gamble, Joe Halos, Michael Martin, John Caswell, Shawn Everitt, Meg Boyd, Darren Shilvock, Ryan Gibbons, Terry Green, Ruth Prince, Robert Cummings, Peter McGee, Darcy Chapman, Jenny Ferraro

Regrets: Reg Russwurm, Jeffery Fletcher, Jim McCannell

A.1 Approval of Agenda

John Caswell noted that Report EPW.11.103 Highway 26 Municipal Class Environmental Assessment at Grey Road 40 – Increase of Cost Share is an addition to the Agenda.

Moved by: Bob Gamble Seconded by: John McKean

THAT the Agenda of the November 22nd 2011 Infrastructure & Recreation Committee Meeting be adopted as amended, **unanimously CARRIED.**

A.2 Declaration of Pecuniary Interest

None.

B. Deputations/Presentations

None.

C. Staff Reports as circulated

C.1 DOR.11.068 Special Events By-law Regulations

Shawn Everitt

Shawn presented Committee with a revised Report. Shawn then briefed Committee on the many last minute requests which Town Staff receive during event preparation, noting specifically late information received regarding road closures, noise bylaws and no parking request. Shawn indicated that Staff feel that there is a gap in the notification process, and a by-law for enforcement should be put into place, noting that he has received 19 applications be submitted thus far and they have all worked out very well in avoiding any last minute requests by Staff to Council.

Shawn explained that currently there are a large number of applications which come in late and the site plans which Staff are provided with are sometimes significantly different the day of the event.

Shawn indicated that a notification process will work as long as it is backed up with a bylaw since without the bylaw Staff have no real control and there is no accountability based on what happens on the day of the event.

Noting that Staff modeled the bylaw from a neighbouring, Councilor Gamble asked if Staff considered that they might not have the same amount of or mix of events within their Community. Councilor McKinlay noted that Staff are using this as a starting point and that Staff is not asking Committee to recommend a bylaw but rather a community engagement project to work with identified stakeholders.

Shawn indicated that since the day the Report was released, he had received many phone calls and e-mails and has made it clear that he is not asking for the bylaw to be established.

Councilor Martin asked Staff how they plan to proceed with the public process and Shawn indicated that he would like to bring together all of the key players to hear discuss their worlds when it comes to organizing events. Shawn indicated that he plans to hold one on one meetings as well in order for Staff to fully understand what individual groups require.

Councilor Martin noted that the definition of special event within the sample bylaw needs to be re-worded as he would hate to see the Community bound by rules and regulations not allowing members to engage because they cannot sign the agreement.

Councilor Halos noted that this started as a template ensuring everything is covered such as fire and policing, noting further that if the agreements get too onerous then organizations might pass on having the Town host their event. Councilor Halos noted further that he is looking forward to getting community dialogue.

Moved by: Michael Martin Seconded by: Joe Halos

*THAT members of the gallery be invited to speak and share their comments and thoughts on Report DOR.11.068 Special Events By-Law Regulations, **unanimously CARRIED.***

Committee Chair McKinlay then invited members of the gallery who wished to speak and provide comments to the podium, reminding them that there will be ample time to do so at the future public meetings.

Patti Kendal from the Blue Mountain Village Association presented herself to Committee and Council noting that although she appreciates the need for processes for festivals and events she wanted Staff to be reminded of the different business initiatives such as conferences and weekend events which take place in the Village of Blue Mountain all summer long.

Mayor Ellen Anderson thanked Staff for bringing the Report forward noting that although the draft bylaw has raised some eye brows it is a positive move forward as she has seen events change last minute and the changes made are not always similar to the agreements made with the Town.

Councilor McKinlay reminded the public that the intension of this is not to make life difficult for event planners, noting that one disastrous outcome of an event will bring a bad name to the entire area. Councilor McKinlay indicated that he would like to ensure the Town is providing public safety for fun and successful Community events.

Moved by: Joe Halos Seconded by: Michael Martin

That Council accept staff report entitled “DOR.11.68 Special Events Regulations” and direct Staff to implement a Public and Stakeholder Engagement process that includes existing Event producers to receive their input and information to assist in the development of a Special Events By law to establish regulations and controls for Special Events within the Town.

In speaking to the motion, Councillor Gamble noted that he can receive the Report, but not accept the recommendation.

Moved by: Bob Gamble Seconded by: John McKean

*THAT Council receive staff report entitled “DOR.11.68 Special Events Regulations” and direct Staff to implement a Public and Stakeholder Engagement process that includes existing Event producers to receive their input and information to assist in the development of a Special Events By law to establish regulations and controls for Special Events within the Town, **CARRIED.***

C.2 DOR.11.71 Lions Club Spawning Bed Request Follow up

Shawn Everitt

Councilor McKean asked Staff if they have indentified any possible funding sources for this project and Shawn indicated that they have not been asked at this point for any funding.

Moved by: Ellen Anderson Seconded by: John McKean

*THAT Council receive Staff Report DOR.11.71 “Lions Club Spawning Bed Request Follow up” and approve the request from the Thornbury/Beaver Valley Lions Club to have Town Staff assist in the permitting application processes, **Unanimously CARRIED***

C.3 DOR.11.72 Waterfront Access Public Engagement Strategy

Shawn Everitt

Councilor Gamble noted the Report was a follow-up Report from a Report which was presented a few months ago and would like to ensure that the Public is aware that Council is not forcing anything upon them but rather letting them know what is in place.

Moved by: Ellen Anderson Seconded by: Joe Halos

*THAT Council receive Staff Report DOR.11.72 “Waterfront Access Public Engagement Strategy” and direct staff to proceed with implementing a Public Engagement Strategy as detailed in this Report, **unanimously CARRIED***

C.4 DOR.11.73 Georgian Trail Agreement

Shawn Everitt

Councilor Martin noted concerns with this agreement, in the voting procedure, financial implications and the term.

Councilor Martin indicated that there are 8 voting members and 2 of the members are not municipal representatives and he believes that it is inappropriate to allow them to vote, noting that an amendment should be made and those 2 members should be non-voting members.

With regards to Finances, Councilor Martin noted that it is through assessment through the County and through the Conservation Authority therefore there is a bias as it is difficult to be for something and then against it.

Councilor Martin then suggested that the 10 year term be shortened to the length of a Council term. Councilor Martin indicated that he does not support the document in the format that it is in.

Councilor Gamble acknowledged Councilor Martin's points, noting that the associating members do provide funding for the trails and since they are putting money into them they should have a say. In reference to the 10 year term, Councilor Gamble noted that 10 years has been the number since the beginning noting further that there is a provision in the agreement where if 2 municipalities what to dissolve the Georgian Trail Board of Members they can dissolve within one year.

Mayor Anderson concurred with Councilor Gamble noting that she supports the 10 year term as 10 years of membership provides history which you do not always get with quick turn over.

Shawn noted a revision to the recommendation, in that the 10 year term will go until December 31st 2020.

Moved by: Ellen Anderson Seconded by: Bob Gamble

THAT Council accepts staff report DOR.11.73 "Georgian Trail Agreement" allowing staff to provide a By-law permitting the Mayor and Clerk to execute the Management agreement for the Georgian Trail with the Town of Collingwood, Town of Meaford, and Town of The Blue Mountains for a term retroactive to January 1st 2011 ending December 31st 2020, CARRIED.

D. Information Reports/Correspondence

D.1 DOR.11.69 Beaver Valley Athletic Association Donation of New Ovens For the Beaver Valley Community Centre

Aaron McMullen

Moved by: John McKean

Seconded by: Joe Halos

THAT Council receive Staff Report DOR.11.69 entitled "Beaver Valley Athletic Association Donation of new ovens for the Beaver Valley Community Centre" for information purposes only, Unanimously CARRIED.

D.2 DOR.11.70 Special Events Update

Shawn Everitt

Moved by: John McKean Seconded by: Michael Martin

THAT Council receive Staff Report DOR.11.70 entitled "Special Events Update" for information purposes, Unanimously CARRIED.

D.3 EPW.11.094 Water 2011 Ministry of the Environment Inspection Results **Meg Boyd**

Meg Boyd briefed Committee on the highlights of the Report noting that the Ministry of the Environment came in October and for three consecutive years the Town has received a rating of 100%. Meg noted that Staff work very well together and are pleased to present the noted Report to Committee and Council.

Councilor Gamble noted the Report indicated that a test for sodium has not occurred since 2008 and asked Staff what the regulation is for the testing of Sodium. Meg indicated that testing for sodium and fluoride is to be done every 60 months and therefore will be tested again in 2013.

Moved by: Bob Gamble Seconded by: Michael Martin

*THAT Council receive Staff Report EPW.11.094 entitled "Water 2011 Ministry of the Environment Inspection Results" for their information, **unanimously CARRIED.***

Moved by: Michael Martin Seconded by: John McKean

*THAT Council direct Staff to prepare a press release regarding the Water 2011 Ministry of the Environment Inspection Results as detailed in Report EPW.11.094 Water 2011 Ministry of the Environment Inspection Results, **unanimously CARRIED.***

Committee then addressed the Report EPW.11.103.

EPW.11.103 Highway 26 Municipal Class Environmental Assessment at Grey Road 40 – Increase of Cost Share

In the absence of Reg Russwurm, John Caswell briefed Committee on the Report.

Councilor McKean indicated that he will support the Report but is disappointed with Grey County and the lack of support for funding with this process.

Councilor Martin noted concerns in that it is the Ministry who is requesting this work. Councilor McKinlay clarified that as a Council it was agreed upon based on the cooperative effort of the three levels of Government to make the best improvements to the road with minimal cost incurred.

Councilor McKinlay also noted that a cooperative transportation plan was done a year or two ago with the County and the recommendations from that plan were to move forward with the next step which would be the Environmental Assessment.

Councilor Martin expressed his concern being that if an approval is left within the Ontario Government through the MTO and the Town does not require the work to be done then it should be a concern of the Province and not the Town.

John Caswell indicated that the project could take over a decade. John explained that it could assist residents and future developers in having the knowledge of what is happening and going to happen within the intersections and along the highway laying ground work for future development.

Councilor Gamble indicated he was disappointed to see \$100,000 used on an intersection study after the intersection was looked at this summer and a study might not have been required.

Councilor McKinlay noted that the study involves more than one intersection and that it is a circle around the area moving traffic in the entire area which roads feed into.

Councilor McKinlay further reminded Committee that the Environmental Assessment would allow the public to get involved and voice their concerns.

Councilor Halos noted that he hopes that the Environmental Assessment will be able to assist in the highway crossings of the Georgian Trail.

Moved by: Ellen Anderson Seconded by: John McKean

THAT Council receive Staff Report EPW.11.103, "Highway 26 Municipal Class Environmental Assessment at Grey Road 40 – Increase of Cost Share"; and,

THAT Council approve the increase in the Town's cost share of the Municipal Class Environmental Assessment and Preliminary Design Report in the area of Woodland Park Road, Grey Road 40 and Highway 26 from 40% to 47% thereby adding \$7,000 to the Town's share of the project from \$40,000 to \$47,000; and,

THAT Council approve the Mayor and Clerk executing a cost sharing agreement with the Ministry of Transportation and the County of Grey for the completion of Municipal Class Environmental Assessments and Preliminary Design Reports to be initiated in 2012 along Highway 26 Corridor upon the approval of the Director of Engineering and Public Works and the Town's Solicitor; and,

THAT Council approve the Mayor and Clerk executing a cost sharing agreement with the Developer(s) for the completion of Class Environment Assessment and Preliminary Design Report for the Highway 26 Corridor from Grey Road 19 to Grey Road 21 upon the approval of the Director of Engineering and Public Works and the Town's Solicitor,
CARRIED.

E. New and Unfinished Business

E.1 Operational Budget Review

Water

John Caswell briefed Committee on the Department Structure of the Water and Wastewater Division. John then went through the Budget Highlights for the Water Department.

John indicated that more water is needed in the Craigleith area and construction of a water reservoir will provide consumption, equalization and storage for existing and new residences within the Craiglieth, but the size and location still need to be confirmed.

John also indicated that there are plans to replace a 150mm PVC waterline on Wensley Drive along with a fire hydrant and flushing station which is to be completed in 2012 and would be a system user expenditure.

Councilor Gamble asked about the Craigleith storage tank and if there has been consideration of having it down on the ground with booster pumps. John noted that he has looked at many options and a ground level booster station uses a lot of energy to move the water.

Councilor Gamble asked Staff if the Wensley Drive project will have an urban designed road. Staff could not confirm the construction noting that they would investigate and Report back to Committee on this matter.

Waste Water

John Caswell briefed Committee on the Budget Highlights for the Wastewater division. Committee did not have any comments or concerns for John on his Wastewater review.

Parks & Trails

Shawn noted to Committee that the general core facility maintenance & operations will remain status quo and that Staff are currently reviewing opportunities and potential efficiencies of contracting some maintenance to parks.

Shawn indicated that his Staff will be doing the management and maintenance to Sunset Boulevard Waterfront and that the inventory of Parks will become static in 2012 as there is no additional Parkland to inventory through development for 3 to 5 years.

Shawn noted that an action item that arose from the Recreation Bus Tour and he is in the process of reviewing the maintenance practices such as grass cutting, washroom facilities, and garbage collection and will complete a Report to bring it forward to Committee.

Shawn then noted that Terry Green has prepared a Service Delivery Review on the Parks Department.

Councilor Gamble asked Staff if there were any plans to restructure or renovate any of the baseball diamonds. Shawn indicated there were plans within the next few years.

Councilor McKean asked if there were any adult teams playing baseball and Shawn noted that there are none. Shawn further indicated that Collingwood is looking into a multi-use agreement allowing them to use the Town's ball fields as they will be losing a number of their diamonds at Central Park. Shawn noted that there is the potential to change and enhance the Town's fields in order to pull participation to the Town.

Shawn noted that the soccer fields are well used in the Town. Councilor McKinlay noted the use of the trails and how important they are to the Town as well. Shawn pointed out that the Trails receive the biggest benefit of the stewardship program and there is huge interest in keeping them clean and notifying Staff if there is anything to Report.

Councilor Gamble noted that the BIA raised concerns about the cost of the flower services on the main street and asked Staff if they have talked to the BIA to determine the costs and flower baskets on the main street. Shawn noted that the discussions occur on an ongoing and annual basis. Shawn indicated that the budget is static and the BIA would have to figure out what they want to remove and add as they pay the overage.

Recreation

Shawn then went through the expenses and revenues for the Recreation Division. Committee raised no questions or concerns.

Beaver Valley Community Center

Shawn briefed Committee on the expenses and revenues for the Beaver Valley Community Center, noting that the general core facility maintenance and operations will remain status quo and the installation of ice will be dependent on secured ice rental allotments.

Shawn noted that revenue is not being made at the vending machine area. Shawn indicated that in 2012 he would like to do an overview of the Kitchen facility to determine needs of equipment and amenities for a possible future replacement plan.

Small Halls

Shawn briefed Committee on the expenses and revenues regarding the Small Hall, noting that Staff will review the existing agreements with Small Hall Boards of Management in 2012 and work to develop a consistent level of support and management.

Thornbury Clarksburg Union Cemetery

Shawn noted to Committee that Staff continue to take great strides in creating efficiencies in the operations and management of the Town's only active cemetery.

Shawn indicated that Health and Safety and Policies and Procedures are a priority. Shawn indicated further that the 2012 Budget includes the purchasing of a cemetery trench box that allows excavation of interments to take place as well as the installation of vault and lowering of casket to take place during while trench box is in place.

Shawn noted that Staff has developed a potential incentive program, such as the option of financing, which promotes pre planned plot purchasing allowing the Town to gain more revenue and more sales at the Cemetery.

Councilor Halos asked about "green burials" and Shawn noted that if people are looking for that option it might be something the Town could provide.

Councilor Martin asked Staff if there is a grave opening fee if the plot is pre purchased as he feels it would help with inflation as the fee could be adjusted through the years. Ryan Gibbons noted to Committee that the Town currently charges a grave opening fee. Shawn noted further that as of July 2012 the ability to change fees will remain at this level, but after that date it has to go through the Ministry of Consumer Services.

Craigleith Depot

Shawn indicated to Committee that the review of all of the programs, hours and seasons of operations are a priority of review on a continual basis. Shawn noted that the Depot is a status quo operation right now and he hopes to develop a long term agreement in the future for Tourism Services and develop a strong partnership with Neighbouring Facilities and programs.

Councilor Halos asked Staff how many visitors come through each year and Shawn indicated that 2,500 people visit the building annually.

Thornbury Harbour

Shawn indicated to Committee that the recently implemented Management Policies for Slip allocations, waiting list applications as well as winter storage procedures have been very successful for the Harbour. Shawn indicated that priority continues to be on the replacement of dock and the continual comparisons with other area Harbour Facilities both Public and Private.

Shawn noted that during the recent Service Delivery Review there was the suggestion to market the harbor facility by hosting events that could bring additional transient boaters and tourism to the Town. Shawn noted that this is something which he and Ryan discuss regularly.

Councilor Martin commended Ryan for his ability and efficiency and all of his work at the Harbour, noting that the public is pleased as well.

Tomahawk

Shawn briefed Committee on the significant changes which will occur at Tomahawk, noting that the 2011 Tomahawk Service delivery process suggested the proposed fee structure program and operational recommendation to complete an RFP to provide concession and admission services for the Tomahawk facility.

Shawn noted that the increase in revenue from an expected \$38,000.00 in 2011 will be at \$60,000.00 in 2012. Shawn indicated that he will ensure the Community is notified properly.

E.2 Budget Enhancement Reports

Director of Finance, Robert Cummings noted to Committee that Budget Enhancement Reports will be discussed on the Agenda at the November 30th Budget Meeting.

F. Next Meeting Date

Tuesday, December 13th 2011, Town Hall, Council Chambers, 7:00pm

G. Adjournment

Moved by: Ellen Anderson

Seconded by: John McKean

THAT the Infrastructure & Recreation Committee Meeting of November 22nd 2011 is adjourned at 4:50 p.m., CARRIED.