

# HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

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## **MINUTES**

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**MEETING DATE:** Thursday, April 12, 2012

**TIME:** 1:00 p.m.

**LOCATION:** Trisan Centre  
25 Dillane Drive, Schomberg, Ontario

### ATTENDANCE RECORD:

MEMBERS PRESENT: William Eek, Vice Chairman  
Dan Sopuch, Chairman  
Gary Lamb, Ward 3 Councilor - BWG  
Doug White, Mayor – BWG  
Cleve Mortelliti, Deputy Mayor – TOK  
Steve Pellegrini, Mayor – TOK

REGRETS: Brian Visser, Appointee  
Jim Verkaik, Member-at-large  
George Hoving, Appointee

STAFF PRESENT: Frank Jonkman, Drainage Superintendent  
Sarah Murray, Secretary  
Jay Currier, Town Manager – BWG  
Rob Flindall, Dir. Engineering – TOK

REGRETS: Ian Goodfellow, Treasurer – BWG  
Jeff Schmidt, Treasurer – TOK

OTHERS:

# HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

1.	<b><u>Call to Order</u></b>	<i>Dan Sopuch</i>
1.1	<b>HM-2012-011</b> Moved by: D. White Seconded by: B. Eek  "That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board come to order at 1.27 p.m." CARRIED.	
2.	<b><u>Declaration of Pecuniary Interest</u></b>	<i>Dan Sopuch</i>
2.1	Chairman Sopuch reminded Members of the Board of the Municipal Conflict of Interest legislation and requirements thereunder.	
3.	<b><u>Approval of Agenda / Changes</u></b>  Chairman Sopuch asked if there were any errors or omissions to the Agenda. Additions were made as follows:  There were two additions to the circulated Agenda including an In camera item added as item under subsection 239(2)(d) of the Municipal Act, 2001 and the second item was placed under New Business, regarding new information on the Town of Bradford West Gwillimbury's Doane Bridge.	<i>Dan Sopuch</i>
3.1	<b>HM-2012-012</b> Moved by: S. Pellegrini Seconded by: G. Lamb  "That the Board approve the Agenda, dated Thursday, April 12, 2012, as amended." CARRIED.	
4.	<b><u>Adoption of Board Minutes</u></b>	<i>Dan Sopuch</i>
4.1	Chairman Sopuch asked if there were any errors or omissions to the Minutes and there were none  <b>HM-2011-013</b> Moved by: C. Mortelliti Seconded by: D. White  "That the Minutes of the Holland Marsh Drainage System Joint Municipal Services Board meeting held on Thursday, February 16, 2012, be approved, as printed and circulated." CARRIED.	

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5.

**Comments by the Chairman**

*Dan Sopuch*

Chairman Sopuch welcomed BWG's CAO back from a short leave of absence as well as noted that the last portion of the old Doane Bridge at Line 5 and Canal Road was removed today, noting this as progress but also reflected on the historical component and its significance to the community.

6.

**Presentations / Deputations**

7.

**Correspondence / Reports**

7.1

**Report of the Drainage Superintendent/Project Manager dated**

*Frank Jonkman*

From the Drainage Superintendent's report came a few points to highlight:

- 1) Recent soundings indicate that canal sedimentation build up is acceptable.
- 2) Issues of litter and dumping on the berm is rising, especially on the TOK side which is large complete.
- 3) Land Improvement Contractors Ontario is planning a tour of the Holland Marsh in July and the Environmental Commissioner is planning a tour of the Marsh in late June.
- 4) The irrigation work is proceeding and the County is aware of this activity.
- 5) Budget and timeline were addressed, and at present, the engineer figures the project is approximately 8 months ahead of schedule and this is with a 15% budget variance. The project is in very good condition in both factors.
- 6) The south 400 Hwy bridge activity involves moving the adjacent service roads and close South Canal Bank Road. The best guess for this work is approximately October 2012 however, the bridge work itself won't likely be active until later next year.

No other issues were raised on this item.

**HM-2011-014**

Moved by: D. White

Seconded by: C. Mortelliti

"That the written report "HMDSJMSB-2012-002" prepared by the Drainage Superintendent/Project Manager dated April 11, 2012, be received, for information."

CARRIED.

7.2

**HMDSJMSB Financial Report**

*Jay Currier*

Mr. Currier took to addressing this item for the members advising that the year is still very early in the year but the Board appears to be on track financially. The receivables remain outstanding but there is still no cause for concern. Contributors are on track to submit funds as is normally the case.

**HM-2012-015**

Moved by: G. Lamb

Seconded by: B. Eek

"That the financial report as at March 31 2012, be received, for information."

CARRIED.

7.3

In-Camera item

**HM-2012-016**

Moved by: C. Mortelliti

Seconded by: S. Pellegrini

"That the Board now move in-camera under the provisions of the Municipal Act, 2001, under subsection 239(2)(d) at 1:45 p.m. to discuss labour relations and/or employee negotiations."

CARRIED.

**HM-2012-017**

Moved by: B. Eek

Seconded by: G. Lamb

"That the Board now rise from in-camera at 2:05 p.m. without report."

CARRIED

**HM-2012-018**

Moved by: D. White

Seconded by: G. Lamb

"That the Secretary to the Board (HMDSJMSB) be promoted to level 5 Band 5 in the BWG salary grid."

CARRIED.

7.4

**Royal Bank of Canada Service Agreement**

*Sarah Murray*

A revised and updated version of the Board's RBC banking service agreement, which includes updated member and staff changes has been provided to the members.

The agreement requires a vote by members to approve the proposed changes to the which was revised to reflect current member information. Accordingly, the signature card was

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completed for RBC after the vote was carried.

**HM-2012-019**

Moved by: D. White

Seconded by: C. Mortelliti

"That the Board approve the revised RBC service agreement for execution."

CARRIED.

**8. New Business**

**8.1** Councilor Lamb advised the member that the Doane Bridge, otherwise known as the Line 5 Bridge, will have a plaque noting the Council and Board involved in its reconstruction. The plaque will be contributed by the engineering firm that was contracted to design the bridge.

*Gary Lamb*

**9. Future Meeting Schedule**

*Dan Sopuch*

**HM-2011-020**

Moved by: D. White

Seconded by: S. Pellegrini

"That the next meeting of the HMDSJMSB be scheduled for Thursday, June 14, 2012 at 1:00 p.m., at a location to be determined."

CARRIED.

**10. Adjournment**

*Dan Sopuch*

**10.1 HM-2011-021**

Moved by: C. Mortelliti

Seconded by: G. Lamb

"That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board adjourn at 2.21 p.m."

CARRIED.



Sarah Murray, Secretary



Dan Sopuch, Chairman