

# HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

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## MINUTES

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**MEETING DATE:** Thursday, August 2, 2012

**TIME:** 7:00 p.m.

**LOCATION:** Compton Room, Eng. Bldg,  
100 Holland Court, Bradford, Ontario

ATTENDANCE RECORD:

MEMBERS PRESENT: William Eek, Vice Chairman  
Dan Sopuch, Chairman  
Gary Lamb, Ward 3 Councilor - BWG  
Doug White, Mayor – BWG  
Steve Pellegrini, Mayor – TOK  
Brian Visser, Appointee  
Jim Verkaik, Member-at-large

REGRETS: Cleve Mortelliti, Deputy Mayor – TOK  
George Hoving, Appointee

STAFF PRESENT: Frank Jonkman, Drainage Superintendent  
Sarah Murray, Secretary  
Jay Currier, Town Manager – BWG  
Jeff Schmidt, Treasurer – TOK  
Rebecca Murphy, Dir. Legal Services/Clerk - BWG

REGRETS: Ian Goodfellow, Treasurer – BWG  
Rob Flindall, Dir. Engineering – 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-2012-031</b> Moved by: G. Lamb Seconded by: B. Visser  "That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board come to order at 7.09 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>	<i>Dan Sopuch</i>
	Chairman Sopuch asked if there were any errors or omissions to the Agenda and there were none.	
3.1	<b>HM-2012-032</b> Moved by: D. White Seconded by: B. Visser  "That the Board approve the Agenda, dated Thursday, August 2, 2012, as printed and circulated." 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-2011-033</b> Moved by: G. Lamb Seconded by: B. Eek  "That the Minutes of the Holland Marsh Drainage System Joint Municipal Services Board meeting held on Thursday, June 14, 2012, be approved, as printed and circulated." CARRIED.	
5.	<b><u>Comments by the Chairman</u></b>  Chairman Sopuch welcomed everyone to the meeting and commented on the rainfall over the last few days versus the beginning of the summer; it has gone from hot and dry to far too wet due to the heavy precipitation as of late.	<i>Dan Sopuch</i>

Also, with the closure of the north canal for relocation work, the south canal is handling it great and this is clearly a result of the previous year's successful relocation work.

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) The Drainage Superintendent elaborated on the status of the Bardawill Pumphouse repairs required; its historical function and capacity of the system in general. As a result of this failure, the system has undergone some changes including the installation of a knife gate system which is in line with the change in pumping methodology. Other changes include a new pump system to handle the pumping off of water. The pump component is still at the quotation stage but will be installed later in the year.
- 2) It was noted that landowners receiving a new crossing as part of the irrigation component of the Canal Improvement Project continue to be satisfied with the new installations.
- 3) Interior culvert replacements on necessary crossings are in progress.
- 4) The Drainage Superintendent will be participating in a joint presentation at the Latornell Symposium in November on drainage and preservation of wetlands with staff from MNR and Trout Canada.
- 5) A member inquired as to the status of the County Road and necessary repairs to the road. It was advised by the Drainage Superintendent that the Town is involved in a maintenance agreement with Simcoe County for County Road 8, and therefore the Town is responsible for the maintenance of the road.

There is no obligation for the Town or County to resurface or improve this road; however the Project is responsible for repairing the portion of the road which is damaged as a result of the Canal Improvement Project. This work though, will only address the northerly or westbound lane of road, but not the entire road allowance.

- 6) The status of Kettleby Creek came up and the response

was that soundings are being taken to assess the condition of the canal at this point in order to determine the appropriate maintenance required.

No other issues were raised on this item.

**HM-2012-034**

Moved by: S. Pellegrini

Seconded by: D. White

“That the written report “HMDSJMSB-2012-004” prepared by the Drainage Superintendent/Project Manager dated July 24, 2012, be received, for information.”

CARRIED.

7.2

**Small Scheme engineering report**

The Morris Road Drain requires repairs through s.76 & s.78 reporting in order to be prepared for when the South East Arterial Road Plan gets underway in addition to the fact that there has been some flooding issues occur west of the system. The system was built back in the 1920’s and subsequent to this work there has been a significant amount of growth in the area to warrant an update to the assessment schedule.

The members at the table discussed the option of a Request for Proposal for engineering services as the size and scope of this municipal drain warrants it.

**HM-2012-035**

Moved by: J. Verkaik

Seconded by: G. Lamb

“That staff be directed to pursue an RFP process for the section 76 work required on the Morris Road drain.”

CARRIED

7.2

**HMDSJMSB Report**

Mr. Currier took to addressing this item for the members advising that similar to the last reporting period, there are no outstanding issues. The Board is on track financially. Based on the figures presented, there is nothing unusual to report.

*Jay Currier*

**HM-2012-036**

Moved by: B. Eek

Seconded by: D. White

“That the financial report as at June 30, 2012, be received, for information.”

CARRIED.

8. **New Business**

8.1 **5<sup>th</sup> Line Bridge**

Mr. Lamb inquired as to the status of the 5<sup>th</sup> Line Bridge Opening Ceremony. The office of the CAO offered to undertake this activity and provide an update shortly.

8.2 **Motorized watercraft usage in canals**

The issue of large boats and jet skis entering and using the canal system for recreation. There is also the potential for irrigation lines to be damaged as a result of this activity as well as ownership and liability issues.

One option proposed included passing a bylaw to make such watercraft use prohibited and pass the enforcement over to the authorities such as OPP, YRP or SSPS.

This and other options will be investigated by the Director of Legal Services for BWG and reported on at a later date.

8.3 **DRAFT Project Schedule**

The drainage engineer prepared a Gant chart for the proposed schedule of activity for the scope of the project. This chart is in draft and will require some revisions in order to fully represent the scope of work being undertaken.

A revised copy will be worked on in house and redistributed at a later date.

**HM-2012-037**

Moved by: D. White

Seconded by: B. Visser

"That the DRAFT Gant chart submitted by K Smart Associates Ltd. on the HMDS CIP progress be received, for information."  
CARRIED.

9. **Future Meeting Schedule**

**HM-2011-038**

Moved by: S. Pellegrini

Seconded by: B. Eek

"That the next meeting of the HMDSJMSB be scheduled for Thursday, September 20, 2012 at 7:00 p.m., at a location to be determined."  
CARRIED.

*Dan Sopuch*

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

10.

Adjournment

*Dan Sopuch*

10.1

**HM-2011-039**

Moved by: S. Pellegrini

Seconded by: G. Lamb

"That this meeting of the Holland Marsh Drainage System Joint  
Municipal Services Board adjourn at 8:07 p.m."

CARRIED.



Sarah Murray, Secretary



Dan Sopuch, Chairman

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

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10.

**Adjournment**

*Dan Sopuch*

10.1

**HM-2011-039**

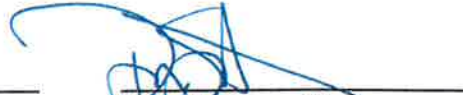
Moved by: S. Pellegrini

Seconded by: G. Lamb

"That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board adjourn at 8:07 p.m."  
CARRIED.



Sarah Murray, Secretary



Dan Sopuch, Chairman