

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD



MINUTES

MEETING DATE: Thursday, September 20, 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
Cleve Mortelliti, Deputy Mayor – TOK
George Hoving, Appointee

REGRETS:

STAFF PRESENT: Frank Jonkman, Drainage Superintendent
Sarah Murray, Secretary
Jeff Schmidt, Treasurer – TOK
Dave Van Veen – TOK Engineering

REGRETS: Jay Currier, Town Manager – BWG
Ian Goodfellow, Treasurer – BWG
Rob Flindall, Dir. Engineering – TOK

OTHERS:

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

1.	<u>Call to Order</u>	<i>Dan Sopuch</i>
1.1	HM-2012-040 Moved by: J. Verkaik Seconded by: B. Visser "That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board come to order at 7.05 p.m." CARRIED.	
2.	<u>Declaration of Pecuniary Interest</u>	<i>Dan Sopuch</i>
2.1	Chairman Sopuch reminded Members of the Board of the Municipal Conflict of Interest legislation and requirements thereunder.	
3.	<u>Approval of Agenda / Changes</u>	<i>Dan Sopuch</i>
	Chairman Sopuch asked if there were any errors or omissions to the Agenda and there were none.	
3.1	HM-2012-041 Moved by: G. Lamb Seconded by: B. Visser "That the Board approve the Agenda, dated Thursday, September 20, 2012, as printed and circulated." CARRIED.	
4.	<u>Adoption of Board Minutes</u>	<i>Dan Sopuch</i>
4.1	Chairman Sopuch asked if there were any errors or omissions to the Minutes and there were none HM-2011-042 Moved by: G. Lamb Seconded by: B. Visser "That the Minutes of the Holland Marsh Drainage System Joint Municipal Services Board meeting held on Thursday, August 2, 2012, be approved, as printed and circulated." CARRIED.	
5.	<u>Comments by the Chairman</u> Chairman Sopuch welcomed everyone to the meeting and extended congratulations to Councilor Lamb and the Town of BWG for a a successful 5 th Line Bridge Opening Ceremony. As well, the Chairman noted the excavation work for the canal relocation is now in front of his farm and everything appears to be	<i>Dan Sopuch</i>

going very well.

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) RFP precedents have been obtained in order to assist in creating scope of work for the Morris Road work.
- 2) Bardawill pumphouse repair needs require some modification to the overall work to reduce costs. Pump capacity is still being determined in relation to the available source suppliers. The drainage report states a specific capacity however, it is difficult to find a company with a pump to met this need without the costs exceeding reasonable figures.
- 3) The Drainage Superintendent has been invited to speak at the A.D. Latornell Conservation Symposium in November, as part of the plenary sessions.
- 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) The Drainage Superintendent was invited to attend the Premier's Summit on Agri-Food. This is scheduled for October 4th, 2012.
- 6) The Duga and Cullingham drain meetings were held on August 15th, where there were no complaints issued for the work being undertaken.
- 7) Drain 14 has approx 800m of drain which is fully closed-in and requires extensive cleanout however, due to the drain's construction; this poses an issue in obtaining access points. The drainage report does not speak to the methodology for this component of the drain. More investigation is required before any maintenance steps can be taken.
- 8) Kettleby Creek areaon the south side requires cleanout already as a result of tributary sediment loading. The CA has been notified and is working with the Drainage staff to

determine the source of the loading. More investigation to take place in the next month to determine the appropriate course of action.

9) The MTO bridges were discussed at length. Scheduling of these bridges has been delayed. The farming community expressed the need to maintain the Canal Rd exit, however, this activity is under the provinces purview, not council.

10) A Memorandum of Understanding is being drafted to address fill requirements by contractor. A final version will be finalized by counsel and signed shortly.

No other issues were raised on this item.

HM-2012-043

Moved by: S. Pellegrini

Seconded by: D. White

"That the written report "HMDSJMSB-2012-005" prepared by the Drainage Superintendent/Project Manager dated September 12, 2012, be received, for information."

CARRIED.

7.2

Gant Chart

The Drainage Superintendent prepared a Gant chart to outline the progress and scheduling of the components that make up the canal relocation project. This chart was distributed to those present.

HM-2012-044

Moved by: J. Verkaik

Seconded by: G. Lamb

"That the draft Gant chart for the Canal Improvement Project scheduling. be received for information."

CARRIED

7.3

Financial report as at August 31, 2012

None



The report was reviewed briefly by the members present and there were no issues.

"That the financial report dated August 31, 2012, be received, for information."

CARRIED.

HM-2012-045

Moved by: J. Verkaik

	Seconded by: G. Lamb CARRIED.	
7.4	<u>2013 DRAFT Business Plan</u> The draft 2013 Business Plan was reviewed by members present and there were no amendments to the draft. The 2013 DRAFT Budget component will be presented at the next meeting of the Board along with the finalized version of the 2013 Business Plan.	<i>Sarah Murray & Frank Jonkman</i>
8.	<u>New Business</u>	
9.	<u>Future Meeting Schedule</u> HM-2011-046 Moved by: S. Pellegrini Seconded by: B. Eek "That the next meeting of the HMDSJMSB be scheduled for Thursday, November 1, 2012 at 7:00 p.m., at a location to be determined." CARRIED.	<i>Dan Sopuch</i>
10.	<u>Adjournment</u>	<i>Dan Sopuch</i>
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 8:30 p.m." CARRIED.	
	 Sarah Murray, Secretary	 Dan Sopuch, Chairman