

# HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

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## **MINUTES**

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**MEETING DATE:** Thursday, February 28, 2013  
**TIME:** 2:00 p.m.  
**LOCATION:** Bradford & District Memorial Community Centre  
125 Simcoe Road, Bradford, Ontario

ATTENDANCE RECORD:

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

REGRETS: Jim Verkaik, Member-at-large

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

REGRETS: Nathalie Carrier, Deputy Treasurer - BWG  
Ian Goodfellow, Treasurer – BWG  
Rebecca Murphy, Dir. Legal Services/Clerk - BWG  
Dave Van Veen – TOK Engineering  
Michael Brinkos, Assistant to the Dr. Supt.

OTHERS: Angelo Santorelli, Trisan Construction

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1.	<b><u>Call to Order</u></b>	<i>Dan Sopuch</i>
1.1	<b>HM-2012-001</b> Moved by: G. Lamb Seconded by: C. Mortelliti  "That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board come to order at 2.01 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.  The Chairman took this opportunity to acknowledge for the members present a pecuniary interest with a Petition for Drainage received at which time he intends to remove himself from the discussions.	
3.	<b><u>Approval of Agenda / Changes</u></b>	<i>Dan Sopuch</i>
	Chairman Sopuch acknowledged the presence of Angelo Santorelli representing Trisan Construction, who was in attendance to address the Board.  As a result, board members motioned to amend the Agenda to address Correspondence items prior to the Deputation, as not all board members had arrived and were present at the time the meeting came to order.	
3.1	<b>HM-2012-002</b> Moved by: B. Eek Seconded by: D. White  "That the Board approve the Agenda, dated Thursday, February 28, 2013, 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-2011-003</b> Moved by: C. Mortelliti Seconded by: G. Hoving  "That the Minutes of the Holland Marsh Drainage System Joint	

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	<p>Municipal Services Board meeting held on Thursday, December 13, 2012, be approved, as printed and circulated.” CARRIED.</p>	
5.	<p><b><u>Comments by the Chairman</u></b></p> <p>Chairman Sopuch welcomed everyone to the first board meeting of 2013.</p>	<i>Dan Sopuch</i>
7.	<p><b><u>Correspondence / Reports</u></b></p>	
7.1	<p><b>Petition for Drainage</b></p> <p>During the Public meeting, under subsection 76 of the Drainage Act, for the Saczowski Drain a landowner raised the concern about a portion of his land which doesn't drain and may require improvement. Accordingly, he filed a Petition for Drainage Works with the Town of Bradford West Gwillimbury.</p> <p>The Drainage Superintendent distributed Google Earth topographic imagery for the landscape in question and began describing the reasoning behind the Petition.</p> <p>After some discussion the Board voted on the matter.</p> <p><b>HM-2013-004</b> Moved by: Seconded by</p> <p>“WHEREAS the Councils of the Town of Bradford West Gwillimbury (BWG) and the Township of King (TOK) have established the Holland Marsh Drainage System Joint Municipal Services Board (the Board) to have control and manage the Holland Marsh Drainage System, operating as its own corporate entity;</p> <p>AND WHEREAS section 3.2(b) of the Board's Agreement states the “Board shall have the authority and be responsible (b) to carry out and fulfill all of the obligations of the Municipalities under the Drainage Act as such obligations may relate to their responsibilities within the geographic area of the Holland Marsh located within King and Bradford West Gwillimbury;</p> <p>AND WHEREAS a Section 4 Petition has been submitted by the property owner of property roll # 4312 020 006 17800 0000 for consideration by this Board;</p> <p>NOW THEREFORE, in accordance with this authority and that of the Drainage Act, the Board shall receive this Petition for the purposes of consideration in accordance with Section 4 of the Drainage Act.</p>	<i>Dan Sopuch</i>

AND FURTHER THAT the Board shall appoint an engineer to make an examination of the area requiring drainage as described in the petition and shall prepare a report. The Board shall notify the petitioner(s) stating its decision on the matter."

CARRIED.

At 2:27 p.m. C. Mortelliti entered the meeting.

7.2

**Petition for Drainage**

*Bill Eek*

At this time Chairman Sopuch vacated the seat of presiding officer and declared a conflict of interest on the matter.

At the same public meeting on the interior drains held in late January 2013. A landowner raised the issue of poor drainage and accordingly, filed a Petition for Drainage Works with the Town of Bradford West Gwillimbury shortly thereafter.

After some discussion a motion was made as follows:

**HM-2013-005**

Moved by:

Seconded by:

"WHEREAS the Councils of the Town of Bradford West Gwillimbury (BWG) and the Township of King (TOK) have established the Holland Marsh Drainage System Joint Municipal Services Board (the Board) to have control and manage the Holland Marsh Drainage System, operating as its own corporate entity;

AND WHEREAS section 3.2(b) of the Board's Agreement states the "Board shall have the authority and be responsible (b) to carry out and fulfill all of the obligations of the Municipalities under the Drainage Act as such obligations may relate to their responsibilities within the geographic area of the Holland Marsh located within King and Bradford West Gwillimbury";

AND WHEREAS a Section 4 Petition has been submitted by the property owner of property roll # 4312 020 006 13000 0000 for consideration by this Board;

NOW THEREFORE, in accordance with this authority and that of the Drainage Act, the Board shall receive this Petition for the purposes of consideration in accordance with Section 4 of the Drainage Act.

AND FURTHER THAT the Board shall appoint an engineer to make an examination of the area requiring drainage as described in the petition and shall prepare a report. The Board shall notify

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	<p>the petitioner(s) stating its decision on the matter." CARRIED.</p> <p>At 2:47 the Chairman returned to his seat as the presiding officer.</p>	
<b>6.</b>	<b>Deputations/Presentations</b>	<i>Dan Sopuch</i>
<b>6.1</b>	<p>Angelo Santorelli was in attendance to address the Board on behalf of Trisan Construction regarding the matter of fill importation for the Canal Relocation Project.</p> <p><b>HM-2013-006</b> Moved by: S. Pellegrini Seconded by: C. Mortelliti</p> <p>"That the deputation made by Angelo Santorelli, for Trisan Construction, be received, for information;</p> <p>AND that the Board direct the project engineer to provide an opinion in writing on the matter." CARRIED.</p> <p>At which time the deputation concluded, resuming with the typical order of the Agenda, as originally circulated.</p> <p>At 3:20 p.m., BWG CAO vacated the meeting room.</p>	
<b>7.3</b>	<b>Financial Report</b>	<i>Dan Sopuch</i>
	<p>The author of the report was not present, nor was the CAO to address questions. However, there were no issues raised on the report submitted.</p> <p><b>HM-2013-007</b> Moved by: G. Hoving Seconded by: S. Pellegrini</p> <p>"That the financial report dated December 31 2012 be received, for information." CARRIED.</p>	
<b>7.4</b>	<b>Report of the Drainage Superintendent/Project Manager dated December 11, 2012.</b>	<i>Frank Jonkman</i>
	<p>From the Drainage Superintendent's report came a few points to highlight:</p> <ol style="list-style-type: none"><li>1) The Contractor is approaching Interval 5 which is the Simcoe Road/Canal Road area.</li><li>2) The speed limit has been temporarily reduced on a</li></ol>	

portion of Canal Rd. which is also known as County Rd 8, for the purposes of worker safety during construction, in accordance with the County of Simcoe bylaw pertaining to Construction area speed reduction zones.

- 3) There is some ponding occurring in areas along Canal Rd. in the areas either recently relocated or in the process of being relocated. The excavation contractor has been instructed to provide temporary relief channels as necessary, until the relocation is complete in an effort to mitigate the issue.
- 4) Half load season is in effect shortly and the contractors working on site have been instructed that there is no exception to this rule for the purposes of preserving the roads as much as possible.
- 5) TOK has approved the Dufferin Bridge reconstruction design which is tentatively scheduled for to commence in August/September 2013.

**HM-2012-08**

Moved by: C. Mortelliti

Seconded by: S. Pellegrini

"That the written report "HMDSJMSB-2013-001" prepared by the Drainage Superintendent/Project Manager dated February 18, 2013, be received, for information."

CARRIED.

7.5

**DART Protocol**

The Board was introduced to a new protocol implemented by MNR and supported by OMAF on the new guidelines for municipal drain maintenance, to replace the previous Letter of Advice required by the Conservation Authority.

**HM-2013-009**

Moved by: G. Hoving

Seconded by: D. White

"That the Drainage Act & Conservation Authorities Act Protocol document addressing municipal drain maintenance, be received, for information."

CARRIED.

7.6

**Interior Drain Appointments**

- The Board was advised that in order to qualify for grant on the work taking place on the Section 76 reporting for the interior drains, the engineer needs to be appointed for

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section 78 work as well. The Duga and Cullingham drains are already underway but the remainder if the engineer appointments are made within the prescribed timeline, will qualify.

**HM-2013-010**

Moved by: B. Eek  
Seconded by: G. Hoving

"WHEREAS the Councils of the Town of Bradford West Gwillimbury (BWG) and the Township of King (TOK) have established the Holland Marsh Drainage System Joint Municipal Services Board (the Board) to have control and manage the Holland Marsh Drainage System, operating as its own corporate entity;

AND WHEREAS section 3.2(b) of the Board's Agreement states the "Board shall have the authority and be responsible (b) to carry out and fulfill all of the obligations of the Municipalities under the Drainage Act as such obligations may relate to their responsibilities within the geographic area of the Holland Marsh located within King and Bradford West Gwillimbury";

NOW THEREFORE, in accordance with this authority, the Board hereby appoints K Smart Associates Ltd. to undertake a Section 78 report for the Scotch, Saczowski and Wanda municipal drains that are situated in the Town of Bradford West Gwillimbury."  
CARRIED.

8. **New Business**

9. **Future Meeting Schedule**

**HM-2011-051**

Moved by: D. White  
Seconded by: C. Mortelliti

"That the next meeting of the HMDSJMSB be scheduled for Thursday, April 4, 2013 at 7:00 p.m., at a location to be determined."  
CARRIED.

The Schomberg Fire Hall was recommended as the next location and the Township of King will be contacted in an effort to sequester this location for the purposes of the next board meeting.

10. **Adjournment**

10.1 **HM-2011-052**

Moved by: B. Visser

*Dan Sopuch*

*Dan Sopuch*

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Seconded by: B. Eek

"That this meeting of the Holland Marsh Drainage System Joint  
Municipal Services Board adjourn at 4:00 p.m."

CARRIED.



Sarah Murray, Secretary



Dan Sopuch, Chairman