

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD



MINUTES

MEETING DATE: Friday, December 14, 2011

TIME: 12:00 p.m.

LOCATION: Trisan Centre, 25 Dillane Drive, Schomberg ON

ATTENDANCE RECORD:

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

REGRETS: Steve Pellegrini, Mayor – TOK
Jim Verkaik, Member-at-large
Cleve Mortelliti, Deputy Mayor – TOK

STAFF PRESENT: Frank Jonkman, Drainage Superintendent
Sarah Murray, Secretary
Robert Flindall, Dir. Of Engineering – TOK
Nathalie Carrier, Deputy Treasurer – BWG
Michael Brinkos, Ass't to the Dr. Supt.

REGRETS: Ian Goodfellow, Treasurer – BWG
Jay Currier, Town Manager – BWG
Jeff Schmidt, Treasurer – TOK

OTHERS:

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

1.	<u>Call to Order</u>	Dan Sopuch
1.1	HM-2011-079 Moved by: G. Hoving Seconded by: G. Lamb "That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board come to order at 12:37 p.m." CARRIED.	
2.	<u>Declaration of Pecuniary Interest</u>	Dan Sopuch
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>	Dan Sopuch
	Chairman Sopuch asked if there were any errors or omissions to the Agenda and there were none.	
3.1	HM-2011-080 Moved by: D. White Seconded by: B. Eek "That the Board approve the Agenda, dated Thursday, December 14, 2011, as amended." CARRIED. Amendments: 1) Addition to the Agenda: Item 7.1 should be read as dated December 9, 2011, not December 14, 2011.	
4.	<u>Adoption of Board Minutes</u>	Dan Sopuch
4.1	Chairman Sopuch asked if there were any errors or omissions to the Minutes and there were none HM-2011-081 Moved by: B. Eek Seconded by: G. Hoving "That the Minutes of the Holland Marsh Drainage System Joint Municipal Services Board meeting held on Thursday, November 10, 2011, be approved, as printed and circulated." CARRIED.	
5.	<u>Comments by the Chairman</u>	Dan Sopuch
	Chairman Sopuch spoke to the recent burglary that occurred at	

the Art Janse Pumping Station; that the Board is not immune to the criminal element and advised that the matter would be addressed further.

6. **Presentations / Deputations**

7. **Correspondence / Reports**

7.1 **Report of the Drainage Superintendent/Project Manager dated December 9, 2011**

Frank Jonkman

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

- 1) The dredging was interrupted at Rupke Road due to an electrical fire. Repairs are required before dredging can resume. Repairs will commence shortly after the holidays, likely in the new year.
- 2) The UTV and trailer were stolen along with a few small items in the storage container. An insurance claim is being processed and replacement equipment will follow shortly.

As a result of this occurrence, security options were reviewed including cameras, perimeter alarms, and motion detectors. Another option is GPS tracking on large items. It is important to make it clear that the Board is actively protecting its assets; for theft deterrence and due diligence.

It is not appropriate to house Board assets on private property which has adequate security; this can only be viewed as a temporary solution until security is increased at the pump house. The replacement will not be stored at the current location, or in plain sight.

- 3) TOK has approached the Drainage Superintendent as they are looking into acquiring a standby generator to power sewage stations during power outages. The Board should look at this for the Art Janse Pumphouse to power the pumps should an outage occur as there is no backup generator at this station. The Drainage Superintendent will work at acquiring the electrical drawings in order to determine what type of generator would be required in order to install back up power.
- 4) The Small Scheme is ready to implement the flow moderator however, timing constraints have not allowed this. It will likely be in the new year.

- 5) The Conservation Authority is seeking funding for restoration of the CIP for the next three years. Meetings will take place in the near future to determine needs and quantify these needs for funding application purposes.
- 6) Interior drain maintenance is almost completed for the year.
- 7) An update on the American Eel issue: the ESA permit application 17.2(A) is now heading to the Minister for review and approval. There are two conditions MNR staff at Midhurst would like to see adhered to and referred to in the permit application and this includes site training for identification of the species and water temperature restrictions. However, the second condition has been excluded from the application.
- 8) The irrigation crossing issue with the County of Simcoe is still unresolved. A meeting is scheduled with BWG Engineering dept December 16th to discuss the matter as the County and BWG are in the midst of downloading this portion of Canal Road to BWG, from the County.

No other issues were raised on this item.

HM-2011-082

Moved by: D. White

Seconded by: G. Lamb

"That the written report of the Drainage Superintendent/Project Manager dated December 9, 2011, be received, for information, as amended."

CARRIED.

7.2

Appointment of an Engineer to complete Section 76 Reports on select Interior BWG Drains

Frank Jonkman

Through extensive discussion, it was determined that the existing drainage reports requiring immediate attention include the Duga Drain and the Cullingham Drain, followed by the Small Scheme and Saczowski Drains.

HM-2011-083

Moved by: D. White

Seconded by: B. Visser

"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 Section 76 reports for the following interior municipal drains that are currently in existence in the Town of Bradford West Gwillimbury to include the Duga Drain and the Cullingham Drain.
CARRIED.

7.3

HMDSJMSB Financial Report as at November 30, 2011

Nathalie Carrier

HM-2011-084

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

"That the financial report of the Board as at November 30, 2011, be received, for information."
CARRIED.

7.5

In-Camera Item

HM-2011-085

Moved by: D. White
Seconded by: B. Visser

"That the Board now move in-camera under the provisions of the Municipal Act, 2001, Subsection 239(2)(b) at 1:54 p.m. to discuss labour relations and employee negotiations."
CARRIED.

HM-2011-086

Moved by: D. White
Seconded by: G. Lamb

"That the Board now rise from in-camera at 2:03 p.m. and report progress."
CARRIED.

At this time Mr. Lamb excused himself for the duration of the meeting.

HM-2011-087

Moved by: B. Visser

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

Seconded by: D. White

"That the Board adopt a lieu time policy and that the policy be incorporated immediately."

8.

New Business

9.

Future Meeting Schedule

Dan Sopuch

HM-2011-088

Moved by: D. White

Seconded by: B. Eek

"That the next meeting of the HMDSJMSB be scheduled for February 16, 2012 at 7:00pm, at a location to be determined."
CARRIED.

10.

Adjournment

Dan Sopuch

10.1

HM-2011-089

Moved by: D. White

Seconded by: B. Visser

"That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board adjourn at 2:10 p.m."
CARRIED.



Sarah Murray, Secretary



Dan Sopuch, Chairman