



PUBLIC WORKS COMMITTEE

REPORT

Held Thursday, February 6, 2014 at 8:30 a.m.
In the Classroom, Town Hall

PRESENT:

C. Patterson	Mayor
D. Foster	Deputy Mayor/Chair
R. Anderson	Councillor
N. Bifulchi	Councillor/Co-Chair
M. Bercovitch	Councillor
S. Wells	Councillor
G. Vadeboncoeur	Chief Administrative Officer/Deputy Clerk
K. Lalonde	Director of Public Works
M. Pincivero	Manager of Engineering Services
S. Chapman	Recording Secretary

ABSENT:

1. CALL TO ORDER

Deputy Mayor Foster called the meeting to order at 8:30 a.m.

2. DISCLOSURE OF PECUNIARY INTEREST - None

Deputy Mayor Foster declared no disclosure of pecuniary interest.

He informed Committee that Councillor Bifulchi has declared a Pecuniary Interest with respect to item 5 g) Public Works Accounts – November and December 2013, cheque #015321, as it pertains to a family member. Deputy Mayor Foster advised Committee that if they have a disclosure of pecuniary interest during the meeting, they can come forward at that time.

3. DEPUTATIONS/PRESENTATIONS

a) Mr. Kenneth D.L. Lackner, Solicitor to speak on behalf of his clients, Mr. & Mrs. Swanson re: Encroachments on Municipal Property – 31 Bayview Avenue.

Mr. Lalonde advised Committee that Mr. Lackner is here to represent his clients Mr. & Mrs. James Swanson from 31 Bayview Avenue regarding encroachment issues. He stated a detailed Staff Report is attached to the Agenda. Mr. Lackner was then welcomed by Committee to the meeting. Mr. Lackner stated after reviewing the Staff Report, his clients are in agreement with the recommendation outlined in the Staff Report. Mr. Lackner then reviewed the background on how this encroachment became an issue. He stated his clients have agreed to remove the loose stones and the stones at the end of the driveway. He stated there is no danger to the public and the stones do not interfere or impede with snow plowing operations. He then displayed pictures depicting the area during the winter months. He stated 31 Bayview Avenue was constructed some time ago. He then outlined a cedar rail fence that was on the property for about sixty years.

He stated his client bought the property in 2008 and the Town reconstructed the road in 2006. He stated he was provided a sketch of the property dated August 22nd, 2008 from his clients. Discussion then ensued as to the changes that have been made to the property.

Councillor Bercovitch questioned why the client continued to work on the encroachments, when they were asked to stop? Mr. Lackner stated on October 28th, 2011 the owners were asked to remove certain items that posed an immediate hazard and the items were removed. He stated his client was working on the property and may have moved one or two rocks, but nothing more than that was done as they were waiting for an Encroachment Agreement. Mr. Lalonde stated he cannot speak to this, as it was administered through the By-Law and Clerk's Department and was not sure with the specific direction given. Councillor Wells then inquired if the plows take up the grass in this area, if the Town would be responsible for replacing it? Mr. Lalonde stated that any turf damage complaints that come into the office, a list is maintained of those locations and reinstatement with topsoil and seed is conducted in the spring. Councillor Bifulchi asked that a signed survey go along with the Agreement. Councillor Anderson then expressed why Staff is wasting time on these types of issues. He stated if there was an insurance claim, it would be handled through the insurance. He stated many hours have been put into this and feels the property looks beautiful and it is not affecting anyone. Mr. Lalonde stated that even when claims are made through the insurance companies, there are still costs involved. He further indicated that with the new Encroachment Policy, there is framework in place governing these types of minor and major encroachments including a process to address any liability concerns that result. Mr. Lackner was then thanked for attending the meeting. Following discussion, it was then;

MOVED BY S. WELLS
SECONDED BY N. BIFOLCHI

RESOLUTION NO. 2014-01-01

RESOLVED THAT the Public Works Committee does hereby recommend to Council that it authorize the preparation and execution of an Encroachment Agreement for the encroachments at 31 Bayview Avenue as per the recommendations in the Chief Administrative Officer's report dated February 6th, 2014.

CARRIED

b) Ms. Tanya Snell from Whats Up Hut.com to present her proposal re: Community Promotional Signage at Beach One.

Ms. Snell was welcomed to the meeting by Committee. She stated it has been approximately a year since she last updated Committee on her proposal and expressed how successful the growth of her proposal has been. She then thanked the CAO for staying in touch providing her assistance with respect to the service she is providing. She then circulated literature on their course marketing strategy that rolled out. She then outlined that they have partnered with various businesses. She stated 7500 postcards were distributed over the course of the year. She then reviewed the brochures for businesses, which include Wasaga Beach, Collingwood and the Blue Mountains. She stated they have developed a team to support this initiative. She then outlined her marketing and promotional strategies then spoke to Collingwood and Blue Mountain being part of the system. She stated a wall mount kiosk was placed in January and they had 6,000 unique visitors. She then outlined the software involved with the kiosk.

She stated all the pieces are coming together and is now proposing signage and a kiosk enclosure at an existing electrical panel adjacent to the pump station at Beach Area One to improve the appearance in a high traffic tourism area. She stated it will create a point of interest and information to passing pedestrians about our vibrant community depicting story boards. She then outlined the information that she is proposing for the four (4) panels; Special Events, Get Out-side-Ontario Parks and our Trail Systems, The History of Wasaga Beach Then and Now and Live, Work and Play – Invest in Wasaga Beach. She then outlined the Timeline involved as she would like to have the panels in place to kick off the tourism season. She further displayed an example of the type of material the panels would be made of. Discussion then ensued as to how the Special Events information can be accessed through a QR Scan Code.

Councillor Bifulchi stated she is impressed with the site and feels it will be a great tool. She stated the only concern she has is the fact that there may be changes to the Beach Front Area in the next five (5) years and this needs to be taken into consideration. Mayor Patterson congratulated Ms. Snell. Councillor Wells stated he likes the concept and feels it will help visitors in many ways. Councillor Wells then spoke to this concept and that with the Town being affiliated with it, he inquired how business screening is being handled, as it reflects back onto the Town. Ms. Snell stated this is a great question and concern. Ms. Snell stated all the businesses do come through her and if she feels there are any concerns and the values and expectations are not satisfactory, they are not included as part of this vision. She mentioned that with this type of service, it helps to raise the bar for businesses. Councillor Bercovitch stated the program has come a long way and is very professional. Discussion then ensued as to how Special Events information will be kept current. Ms. Snell stated once the event expires it rolls off and is archived. She explained that events that run a whole month at a time are listed at the top with a starting and ending date, so that they are not listed more than once. Ms. Snell stated the possibilities are endless. Ms. Snell was then thanked by Committee for attending the meeting.

4. UNFINISHED BUSINESS

a) Bus Stop Design Guidelines – Accessibility for Ontarians with Disabilities Act (AODA) requirements – PW - Nov 7, 2013

Deputy Mayor Foster then read the motion. Mr. Lalonde stated the design guidelines have been developed to govern future improvements and installations, which includes the provisions for transit shelters. He further stated the guidelines will provide a consistent approach to the management of the transit stops, as well as create a standard that can be applied in new developments. He mentioned the guidelines have been reviewed with the Transit Operator as well as the Accessibility Advisory Committee, to discuss and incorporate comments. Councillor Bercovitch inquired about advertising, cleaning of the window shelters, etc. Mr. Lalonde stated that the RFP for the new transit shelters will be issued in the next couple of months and operational issues will be addressed in advance of installation. He further noted that, at this point, there has been no discussion regarding promotional advertisements on the shelters, as there is sufficient advertising throughout the community via the benches and garbage bins; however, indicated that consideration could be given to municipal related advertisement. He indicated these guidelines are basically to address improvements to the existing facilities and for guiding future new construction.

Mr. Lalonde advised Committee that, on another transit related matter, a report will come forward in the next few months regarding future planning and alternatives related to specialized transit systems.

It was then;

MOVED BY N. BIFOLCHI
SECONDED BY M. BERCOVITCH

RESOLUTION NO. 2014-01-02

RESOLVED THAT the Public Works Committee does hereby recommend to Council that it adopt the Bus Stop Design Guidelines, dated January 2014, for the Town of Wasaga Beach.

CARRIED

- b) River Resources Committee Recommendation – Develop a public education program related to the dumping of foreign material in the Nottawasaga River and investigate the Town’s authority to create and enforce a by-law prohibiting the same – *PW - Nov 7, 2013***

Deputy Mayor Foster then read the motion. Councillor Wells expressed that he was glad to see this item come forward and feels it is a good first step. He emphasized there appears to be more focus on pool and spa discharge into the storm and sanitary sewers, rather than the effects of dumping into the river. He indicated he would like to see more focus on the river, and make it fit more to our community. Councillor Wells suggested contacting the Nottawasaga Valley Conservation Authority (NVCA) and the Ministry of Natural Resources (MNR) to gather information they may have and to incorporate it in the pamphlet. He feels that the dumping of material and debris into the river is of equal importance to the discharge of pool water. Discussion then ensued as to monitoring of chlorinated water being dumped, and how it can be determined it is chlorinated. Mr. Lalonde indicated this is an educational pamphlet and agrees with Councillor Wells comments. The CAO recommended incorporating the impact images of detritus that forms along the beachfront, due to organic material being disposed of in the waterways. Mr. Lalonde stated he will make amendments to the brochure and bring it back to the next Public Works Committee meeting. Following discussion, Committee agreed to prepare a motion to refer this back to staff for further review.

- c) Follow-up report to concerns addressed from residents from the Melrose Avenue area – *PW – Dec 5, 2013***
- d) Transit Service – Consider service to the Oxbow Park Drive area on a trial basis – *PW – Dec 5, 2013***

5. DEPARTMENT REPORTS

Public Works

- a) Mr. Pincivero to provide Engineer’s Report on Capital Works Project Status Report.**

Deputy Mayor Foster then read the motion. Mr. Pincivero spoke to two projects. He stated the Beach Area One Revitalization concrete work is not included in his report. He stated the detailed design drawings will be completed in the next couple of weeks and the project tendered in March. He noted that the recommendation for award will come forward at the April Public Works Committee meeting. Mr. Pincivero also updated Committee with the status of the Bay Colony Area Servicing survey.

It was then;

MOVED BY S. WELLS
SECONDED BY N. BIFOLCHI

RESOLUTION NO. 2014-01-03

RESOLVED THAT the Public Works Committee does hereby receive the January 28, 2014 Engineer's Status Report on Capital Works Projects, for information.

CARRIED

b) Fisheries Act – Conservation Authority (CA)/Department of Fisheries and Oceans (DFO) Partnership Agreement Changes.

Deputy Mayor Foster then read the motion. Councillor Bifolchi stated it is unfortunate this Partnership has changed, as it could cause delays in contract projects. Mr. Lalonde noted that an example of the impact that this change will cause is that while the Town was obtaining the additional NVCA and MNR Permits required for the proposed temporary construction access within the river for the Schoonertown Bridge widening project, the NVCA were not able to provide their comment/acceptance regarding fisheries impact and therefore, a further process was required through the new DFO policies. It was then;

MOVED BY N. BIFOLCHI
SECONDED BY M. BERCOVITCH

RESOLUTION NO. 2014-01-04

RESOLVED THAT the Public Works Committee does hereby receive the Nottawasaga Valley Conservation Authority notice regarding Fisheries Act Coming into Force – CA/DFO Partnership Agreement Changes, for information.

CARRIED

Deputy Mayor Foster then asked Committee to move back to item 4. b) Public Education Program Re: Dumping of Foreign material in the Nottawasaga River, as a motion has been prepared to refer this back to staff for further review. It was then;

MOVED BY S. WELLS
SECONDED BY M. BERCOVITCH

RESOLUTION NO. 2014-01-05

RESOLVED THAT Item 4b) Public Education Campaign relating to dumping of foreign material in the Nottawasaga River be referred back to staff for further review.

CARRIED

c) Municipal Class Environmental Assessment – Bay Sands Area Storm Drainage & Outlet Improvements – RFP# PW2013-20 for Consulting Engineering Services.

Deputy Mayor Foster then read the motion. Committee had no comments.

It was then;

MOVED BY M. BERCOVITCH
SECONDED BY S. WELLS

RESOLUTION NO. 2014-01-06

RESOLVED THAT the Public Works Committee does hereby recommend to Council that the Consulting Engineering Services for the Environmental Assessment of Bay Sands Area Storm Drainage and Outlet Improvements (RFP# PW2013-20) be awarded to the Ainley Group, in the amount of \$74,126.50, including disbursements, plus a contingency amount of \$5,000.00, excluding HST.

CARRIED

d) 2013 Water and Sewage Flow Data Summary.

Deputy Mayor Foster then read the motion. Councillor Bercovitch commented on how well the report was written. He then inquired if there are new wells slated for the future? Mr. Lalonde pointed out that they are evaluating future expansion, but it is not warranted at this time. Mr. Lalonde also noted the average daily flows for the water pollution control plant, and indicated that the plant is operating at slightly less than 35%. Committee concurred. It was then;

MOVED BY M. BERCOVITCH
SECONDED BY N. BIFOLCHI

RESOLUTION NO. 2014-01-07

RESOLVED THAT the Public Works Committee does hereby receive the Wasaga Beach Water and Sewage Flow Data for 2013, for information.

CARRIED

e) Wasaga Beach Well Supply System – 2013 Regulatory Reporting Annual Report (Section 11); Safe Drinking Water Act, O.Reg. 170/03.

Deputy Mayor Foster then read the motion. Mr. Lalonde highlighted on the compliance portion of the report, and that Wasaga Beach has consistently provided required levels of high-quality drinking water throughout the reporting period. It was then;

MOVED BY S. WELLS
SECONDED BY M. BERCOVITCH

RESOLUTION NO. 2014-01-08

RESOLVED THAT the Public Works Committee does hereby receive the 2013 Wasaga Beach Water Supply System – Annual Report, as required by Section 11 of Ontario Regulation 170/03, for information.

CARRIED

f) Wasaga Beach Drinking Water System – Ministry of the Environment (MOE) Annual Inspection Report (2013).

Deputy Mayor Foster then read the motion. Mr. Lalonde outlined the comprehensive inspection report and what it entails. He then spoke to the 99.19% compliance and the reason for not achieving 100%.

He advised Committee that the Ministry of Environment is currently reviewing the interpretation of this item. Councillor Bercovitch stated it is a great report and asked that it be publicized. Committee concurred. It was then;

MOVED BY S. WELLS
SECONDED BY N. BIFOLCHI

RESOLUTION NO. 2014-01-09

RESOLVED THAT the Public Works Committee does hereby receive the Ministry of the Environment (MOE) Wasaga Beach Drinking Water System Inspection Report dated January 15th, 2014, for information.

CARRIED

g) Public Works Accounts – November and December 2013.

Councillor Bifulchi then left the table. Deputy Mayor Foster then read the motion. Committee had no comments. It was then;

MOVED BY M. BERCOVITCH
SECONDED BY S. WELLS

RESOLUTION NO. 2014-01-10

RESOLVED THAT the November and December 2013 Accounts, as reviewed by the Public Works Committee, are hereby confirmed.

CARRIED

Councillor Bifulchi then returned to the table.

6. OTHER AGENCY REPORTS

Transit

a) Wasaga Beach Transit Reports – November and December 2013 and Monthly Ridership Statistics.

Deputy Mayor Foster then read the motion. Mr. Lalonde noted the ridership numbers for the entire year. Councillor Bercovitch inquired if the Ramblewood extension route goes to Lyons Court? Mr. Lalonde indicated it does include Lyons Court. It was then;

MOVED BY N. BIFOLCHI
SECONDED BY M. BERCOVITCH

RESOLUTION NO. 2014-01-11

RESOLVED THAT the Public Works Committee does hereby receive the Wasaga Beach Transit Reports for November and December 2013, for information.

CARRIED

b) Wasaga Beach-Collingwood Link Ridership – November and December 2013 Statistics.

Deputy Mayor Foster then read the motion. Committee had no comments. It was then;

MOVED BY M. BERCOVITCH
SECONDED BY N. BIFOLCHI

RESOLUTION NO. 2014-01-12

RESOLVED THAT the Public Works Committee does hereby receive the Wasaga Beach-Collingwood Link Ridership Statistics for November and December 2013, for information.

CARRIED

7. CLOSED SESSION

a) Litigation including matters affecting the municipality, with respect to the Schoonertown Bridge Project.

Deputy Mayor Foster then read the motion. It was then;

MOVED BY M. BERCOVITCH
SECONDED BY S. WELLS

RESOLUTION NO. 2014-01-13

RESOLVED THAT pursuant to *Section 239 of the Municipal Act, 2001, as amended*, the next portion of the Public Works Committee meeting be closed to the public to consider a litigation matter affecting the municipality regarding the Schoonertown Bridge Project.

CARRIED

Committee then moved into Closed Session at 9:50 a.m.

MOVED BY N. BIFOLCHI
SECONDED BY S. WELLS

RESOLUTION NO. 2014-01-14

RESOLVED THAT the closed session of the Public Works Committee meeting adjourns and the open session resumes.

CARRIED

Committee moved out of Closed Session at 9:59 a.m. It was then;

MOVED BY M. BERCOVITCH
SECONDED BY N. BIFOLCHI

RESOLUTION NO. 2014-01-15

RESOLVED THAT the Public Works Committee does hereby confirm the direction given to the Director of Public Works during the Closed Session regarding the Schoonertown Bridge Project.

CARRIED

Deputy Mayor Foster stated there have not been a lot of complaints with respect to the snow plowing, and he commended Mr. Lalonde and Public Works Staff for adjusting and scheduling work over the past couple months to address Winter Operations. Discussion then ensued with respect to hauling operations and sightline issues.

Councillor Bercovitch and Deputy Mayor Foster stated they will not be present for the March 6th, 2014 Public Works Committee meeting. Deputy Mayor Foster then asked Councillor Bifulchi if she could Chair the meeting and stated he will contact Councillor Watson to ask if he can attend the meeting.

Mr. Lalonde informed Committee that they have met with the Ministry of Transportation (MTO) regarding their pavement rehabilitation contract for Beachwood Road and noted that design review comments have been provided to the MTO for consideration. He stated that the MTO have indicated that the paved shoulders are not included in the contract; however, this could be further discussed as we proceed with the highway transfer discussions. He indicated they have requested further information from the (MTO) with respect to surveys, ditch profiles, and to obtain background information related to their OSIM reporting. Mr. Lalonde stated there have been no formal discussions related to the Downloading. He stated he will keep Committee informed.

Mr. Lalonde stated that the draft Terms of Reference for the Request for Proposal (RFP) for Transit Operator is complete and will be finalized in the next couple of weeks. He stated they are looking to have the contract awarded by April, such that the operator can continue with service effective August 1st and it will roll over to a five year term.

Mr. Lalonde informed Committee that Brad Keith, Public Works Heavy Equipment Operator will be retiring at the end of this month. He stated that Brad has been a great asset to the department and he is a good resource and will be missed.

Councillor Wells asked that a Town media blitz be conducted through Jenny Leggett, in the wake of a nine year old boy that died early this morning after playing and tunneling into snow banks in the Shelburne area. Mayor Cal Patterson stated it should also include areas such as the beachfront as well.

Councillor Anderson inquired about policy if and when snow plows could be pulled off the roads, due to bad weather. Mr. Lalonde stated communication is handled through Emergency Services. Councillor Anderson asked if staff are able to take the equipment home, similar to what occurred in Dufferin County just recently. Mr. Lalonde stated that staff do not take the equipment home. The CAO then asked Mr. Lalonde to provide an update on the Town's proactive flood monitoring program. Mr. Lalonde stated that staff continuously monitor the weather forecast and there is a proactive plan in place that addresses known problem areas throughout the Town and these are categorized by low, medium and high. These areas are identified on a town wide map, and patrolled by supervisors. When conditions warrant, winter drainage activities are engaged and staff are instructed to open up inlets, structures, clear catch basins and snow banks to improve drainage. He stated that some of the high priority areas, among others, include the 71st Street Canal, Thomas Street, Deerbrook Drive and Trillium Creek. He then spoke to the challenges in areas associated with streets where there are no ditches or defined swales.

8. DATE OF NEXT MEETING

Thursday, March 6, 2014 at 8:30 a.m. in the Classroom.

9. ADJOURNMENT

Deputy Mayor Foster adjourned the meeting at 10:09 a.m.