

# HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

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## MINUTES

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**MEETING DATE:** Thursday, August 5, 2010

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

**LOCATION:** S.S.P.S. 81 Melbourne Drive, Bradford, ON

ATTENDANCE RECORD:

MEMBERS PRESENT: John McCallum, Councillor – BWG  
Doug White, Mayor – BWG  
William Eek, Appointee  
Jack Rupke, Councillor – King  
Dan Sopuch, Appointee  
George Hoving, Appointee  
Brian Visser, Appointee  
Margaret Black, Mayor – King  
Jim Verkaik, Member at large

REGRETS:

STAFF PRESENT: Frank Jonkman, Drainage Superintendent  
Sarah Murray, Secretary-Treasurer  
Jay Currier, CAO – BWG  
Scott Somerville, CAO – King

REGRETS: Chris Somerville, Clerk – King

OTHERS: Sue Bragg, Gaviller & Co.  
Michael Brinkos, Resident  
Ian Goodfellow, BW Treasurer  
Meade Helman, Resident

1.	<b><u>Call to Order</u></b>	<i>John McCallum</i>
1.1	<b>HM-2010-045</b> Moved by: B. Eek Seconded by: D. White  "That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board come to order at 7:03 p.m." CARRIED.	
2.	<b><u>Declaration of Pecuniary Interest</u></b>	<i>John McCallum</i>
2.1	Chairman McCallum 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>John McCallum</i>
	Chairman McCallum asked if there were any errors or omissions to the Agenda.	
3.1	Revisions to the Agenda included  7.1 Moved to accommodate speaker for item 7.2  Additions to the Agenda were made under New Business, regarding the following:  1) Governance Model 2) Canal Project Launch  <b>HM-2010-046</b> Moved by: D. White Seconded by: M. Black  "That the Board approve the Agenda, dated Thursday, September 16, 2010, as amended." CARRIED.	
4.	<b><u>Adoption of Board Minutes</u></b>	<i>John McCallum</i>
4.1	Chairman McCallum asked if there were any errors or omissions to the Minutes. The following errors were noted and corrected.  8.1 "erquired" was corrected to read "required".  <b>HM-2010-047</b> Moved by: D. Sopuch Seconded by: D. White	

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

	<p>"That the Minutes of the Holland Marsh Drainage System Joint Municipal Services Board meeting held on Monday, May 3, 2010, be approved, as amended." CARRIED.</p>	
5.	<p><b><u>Comments by the Chairman</u></b></p> <p>Chairman McCallum began by advising that a lot has happened since the last board meeting as canal relocation work has begun. This is an exciting time for all.</p>	<i>John McCallum</i>
6.	<p><b><u>Presentations / Deputations</u></b></p>	<i>John McCallum</i>
7.	<p><b><u>Correspondence</u></b></p>	
7.1	<p>The Chairman then introduced Sue Bragg, of Gaviller &amp; Company to present the DRAFT 2009 Financial Statement.</p> <p>It was explained that the format from 2008 to 2009 does appear different as the Public Sector Accounting Board's (PSAB) requirements have changed.</p> <p>As of 2009, PSAB also requires that the Board account for all the Tangible Capital Assets in use for the Holland Marsh Drainage System (i.e. pumphouse, equipments, etc.).</p> <p>The statements were then addressed in detail. There were a few changes made for two specific line item descriptions however, the figures remain as is. Also, a duplicate "Note 7" was identified, which will be corrected.</p> <p>It was confirmed that all interest gained from 2009 has been recognized in the statements.</p> <p>Pending the corrections and descriptive changes noted, the 2009 DRAFT Financial Statement was approved, as amended by the Board.</p> <p><b>HM-2010-048</b> Moved by: D. Sopuch Seconded by: M. Black</p> <p>"That the draft 2009 Financial Statement prepared by Gaviller &amp; Co. be received, for information, and approved as amended." CARRIED.</p> <p>Sue Bragg and Ian Goodfellow then departed at 8:00 p.m.</p>	<i>Sue Bragg</i>
7.2	<p>The Drainage Superintendent submitted a report for the months of June and July. Each was addressed in order of occurrence. There were a few clarifications made and they were in relation to</p>	<i>Frank Jonkman</i>

the July report, as follows:

6c) the private consultant for the bridges/structures is no longer involved. The Vice Chair requested this individual be identified to the Board as William Boston.

6e) The reason for the delay is the Ministry of Transportation. Working with MAH to resolve issues.

It was noted that the temporary irrigation alternative, the in-house initiative has been a good decision so far.

The issue of fuel costs was brought up; and with whom the responsibility for said costs should lie. It was discussed and agreed that the farmer/landowner should be responsible for costs to pressurize the water at the farmer/landowner side, while the Project should pay the pumping fees from the canal to the property for those in need of temporary irrigation.

The issue of fish relocation was addressed. Staff has researched, met with and obtained fee proposals from six different biologists / environmental consultants to determine the most cost efficient method for the federal requirements regarding fish species relocation during canal relocation work.

In an effort to further reduce costs, bringing the work in-house, the Drainage Superintendent has proposed the Board's maintenance barge be retrofitted to accommodate such a task. The barge was designed for use specifically within the marsh and therefore is the most suitable piece of equipment to enable efficient fish species relocation work.

Accordingly, the Board agreed to the Drainage Superintendent's use of the barge and a motion was drafted.

There were no other comments on either of the reports of the Drainage Superintendent.

**HM-2010-049**

Moved by: D. Sopuch

Seconded by: M. Black

"That the Report of the Drainage Superintendent and Project Manager, dated July 5, 2010, be received, for information."

CARRIED.

7.3

**HM-2010-50**

Moved by: D. White

Seconded by: D. Sopuch

"That the Report of the Drainage Superintendent and Project Manager, dated August 3, 2010, be received, for information."

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

	<p>CARRIED.</p>	
7.4	<p><b>HM-2010-051</b> Moved by: D. White Seconded by: J. Verkaik</p> <p>"That the Board authorize staff to enter into an arrangement with the Lake Simcoe Region Conservation Authority to work to relocate fish for the purposes of the Holland Marsh Drainage System Canal Improvement Project and in accordance with federal requirements and the purchase of the appropriate equipment." CARRIED.</p>	<p><i>Jack Rupke</i></p>
7.5	<p><b>In-Camera item</b></p> <p>Board staff vacated the room for the duration of the in-camera session at 8:40 p.m.</p> <p><b>HM-2010-052</b> Moved by: M. Black Seconded by: D. White</p> <p>"That this Board now move in-camera under the provisions of the Municipal Act, 2001, Subsection 239(d) at 8:40 p.m." CARRIED.</p> <p><b>HM-2010-53</b> Moved by: M. Black Seconded by: D. White</p> <p>"That this Board now rise from in-camera at 9:12 p.m. without report." CARRIED.</p>	
7.6	<p><b>HM-2010-054</b> Moved by: B. Visser Seconded by: M. Black</p> <p>"That the position of Assistant to the Drainage Superintendent be created and be advertised in accordance with the Human Resources policy of the Town of Bradford West Gwillimbury." CARRIED.</p>	
7.7	<p><b>HM-2010-055</b> Moved by: M. Black Seconded by: D. Sopuch</p> <p>"That the financial management of the Holland Marsh Drainage System Joint Municipal Services Board be transferred to the Treasury department of the Town of Bradford West Gwillimbury." CARRIED.</p>	

7.8

**HM-2010-056**

Moved by: J. Rupke

Seconded by: G. Hoving

*Jack Rupke*

"That the Board direct BWG Finance Manager to prepare a draft report regarding financial information for discussion going forward;

AND THAT the monthly reporting method the Drainage Superintendent provides at present continues as such going forward."

CARRIED.

8.

**New Business**

8.1

**HMDSJMSB Governance Model**

*John McCallum*

As a result of the drainage engineer's report "Holland Marsh Drainage System Canal Improvement Project" and the related Schedule of Assessment (Vol. 2), the lands listed in this schedule which are outside of the Marsh are now responsible for 25% of the yearly maintenance fees associated with the drainage works going forward. It was proposed that due to this change, consideration might be made to restructure the governance model to reflect this.

It was discussed that due to the political representation and the manner in which these representatives are currently elected, it is unnecessary to restructure the governance model to reflect the 25% change.

Furthermore, the outside municipalities would account for another four representatives. It was discussed that outside municipalities are marginally impacted by this scheme in terms of yearly maintenance and that the complication of the re-structure; to have an alternate outside municipal rep serve each term or to include an additional four reps also seems unrealistic to the goal.

Another thought included simply providing the outside municipalities affected (East Gwillimbury, New Tecumseth, Newmarket and Caledon) copies of the Minutes from each HMDSJMSB meeting going forward. This would enable information to be shared freely, in addition to the information provided via the Board's website [www.hollandmarsh.org](http://www.hollandmarsh.org).

8.2

**Project Launch**

A Project Launch/Ribbon Cutting is expected to take place in the near future to acknowledge all of the Board's partners involved in order to reach the canal improvement project's digging phase.

*Jack Rupke*

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD

It was determined that the MP, Dr. Helena Jaczek be invited and the date for which be determined based on her schedule.

Staff will contact Dr. Jaczek's office to establish the date, and plan the event going forward.

Ministerial offices and related organizations will also be sent an invitation once the date has been established.

9. **Future Meeting Schedule**

9.1 Motion deferred.

*John McCallum*

10. **Adjournment**

10.1 **HM-2010-057**

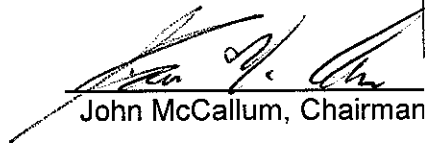
Moved by: M. Black  
Seconded by: D. White

*John McCallum*

"That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board adjourn at 9:35 p.m."  
CARRIED.



Sarah Murray, Secretary Treasurer



John McCallum, Chairman