

HOLLAND MARSH DRAINAGE SYSTEM JOINT MUNICIPAL SERVICES BOARD



MINUTES

MEETING DATE: Friday, September 8, 2011

TIME: 7:00 p.m.

LOCATION: South Simcoe Police Services Building
81 Melbourne Drive, Bradford ON

ATTENDANCE RECORD:

MEMBERS PRESENT: William Eek, Appointee
Dan Sopuch, Appointee
George Hoving, Appointee
Brian Visser, Appointee
Steve Pellegrini, Mayor – TOK
Jim Verkaik, Member-at-large
Gary Lamb, Ward 3 Councilor - BWG

REGRETS: Cleve Mortelliti, Deputy Mayor – TOK
Doug White, Mayor – BWG

STAFF PRESENT: Frank Jonkman, Drainage Superintendent
Sarah Murray, Secretary
Jeff Schmidt, Treasurer – TOK
Dave Van Veen, Eng. Project Manager – TOK

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

OTHERS:

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| 1. | <u>Call to Order</u> | <i>Dan Sopuch</i> |
| 1.1 | HM-2011-060 Moved by: G. Lamb Seconded by: B. Eek "That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board come to order at 7:06 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-2011-061 Moved by: D. White Seconded by: B. Eek "That the Board approve the Agenda, dated Thursday, July 28, 2011, 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-2011-062 Moved by: S, Pellegrini Seconded by: B. Visser "That the Minutes of the Holland Marsh Drainage System Joint Municipal Services Board meeting held on Thursday, May 26, 2011, be approved, as printed and circulated." CARRIED. | |
| 5. | <u>Comments by the Chairman</u> | <i>Dan Sopuch</i> |
| | Chairman Sopuch advised those at the table of the attendance regrets for the evening, he then welcomed all members and staff who were present, to the table. | |

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| 6. | <u>Presentations / Deputations</u> | <i>Dan Sopuch</i> |
| 7. | <u>Correspondence / Reports</u> | |
| 7.1 | <p>HMDSJMSB Financial Report as at August 31, 2011</p> <p>The Board was advised that any questions can be directed via email or telephone, as the author of the report was not in attendance at this meeting.</p> <p>There were no questions expressed at the time this report was received for information.</p> <p>HM-2011-063 Moved by: J. Verkaik Seconded by: G. Hoving</p> <p>“That the financial report of the Board as at August 31, 2011, be received, for information.” CARRIED.</p> | <i>Dan Sopuch</i> |
| 7.2 | <p>Report of the Drainage Superintendent/Project Manager dated September 2, 2011</p> <p>From the Drainage Superintendent’s report came a few points to highlight:</p> <ol style="list-style-type: none">1) The advice of Kenn Smart on the Section 76 Reports for the interior Bradford West Gwillimbury municipal drains is to be further examined to establish an estimated per acre cost to the lands affected for the completion of these reports. This is to be completed prior to appointing an engineer to update the reports for these municipal drains.2) There were concerns expressed about the growth of vegetation and weeds on the completed berms. In accordance with the drainage report, the berms are to be maintained as the drainage superintendent deems necessary. At the present time, the growth is necessary to prevent erosion of the berm and will not be addressed until the following year at the earliest.3) The North Canal relocation work will commence from the point where the trial area in Interval 1 concluded, moving north-easterly toward the Fraser Creek and further, east of the highway 400, fulfilling the work required under Contract10.1A.1.4) While the Tendering process for the second phase of the Project is now complete, and a recommendation has | <i>Frank Jonkman</i> |

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been made by the drainage engineer as well, the Board's authority to award has been provided, the award of the Tender has not been formally issued yet. The Drainage Superintendent is confident the award will be given before the end of 2011.

No other issues we raised on this item.

HM-2011-064

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

"That the written report of the Drainage Superintendent/Project Manager dated September 2, 2011, be received, for information."
CARRIED.

8.

New Business

9.

Future Meeting Schedule

Dan Sopuch

HM-2011-065

Moved by: S. Pellegrini
Seconded by: B. Visser

"That the next meeting of the HMDSJMSB be scheduled for November 10, 2011 at 7pm."
CARRIED.

10.

Adjournment

Dan Sopuch

10.1

HM-2011-066

Moved by: B. Eek
Seconded by: J. Verkaik

"That this meeting of the Holland Marsh Drainage System Joint Municipal Services Board adjourn at 8:19 p.m."
CARRIED.



Sarah Murray, Secretary



Dan Sopuch, Chairman