



THE CORPORATION OF THE CITY OF STRATFORD PUBLIC WORKS SUB-COMMITTEE

OPEN SESSION

A meeting of the Public Works Sub-committee will be held on **Wednesday, February 26, 2014 at 3:30 p.m.** in the Council Chamber, City Hall, 1 Wellington Street, Stratford.

SUB-COMMITTEE PRESENT: Councillor McManus - Chair presiding, Councillor Culliton - Vice-Chair, Councillors Clifford and Brown.

REGRETS:

STAFF PRESENT: Ed Dujlovic – Director of Infrastructure and Development Services, Nancy Roulston – Manager of Development Engineering, David Carroll – Chief Building Official, Joe Salter - Manager of Water Treatment and Distribution, Joan Thomson – City Clerk, Jodi Akins - Recording Secretary.

ALSO PRESENT: Media

AGENDA

1.0 DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the *Act*.

Name

Item

Nature of Pecuniary Interest

Sub-committee:

Committee:

2.0 DELEGATIONS

None scheduled.

3.0 REPORT OF THE MANAGER OF WATER TREATMENT AND DISTRIBUTION

3.1 2013 Drinking Water Annual, Summary and Inspection Report

Objective: To review the 2013 Annual and Summary Report with the Sub-Committee and Council as required by Ontario Regulation 170/03, as well as the Inspection Report.

Attachment – Annual and Summary Report (electronic copy only)

Attachment – Drinking Water System Inspection Report (electronic copy only)

Background and Analysis: The 2013 Annual Report will be posted on the City website as part of the *Safe Drinking Water Act, 2002*. Notices in the Town Crier and in the water bills will indicate that the Annual Report is posted for public viewing on the website as well as available at the Engineering Department. The *Safe Drinking Water Act* also requires that a Summary Report be generated and received by the owner of the water system to ensure transparency between operating authorities and owners. In addition, each year the Ministry of the Environment completes an inspection of the water system. The Ministry of Environment encourages both reports to be made available to the owner of the system. The Summary Report includes the 2012–2013 MOE Drinking Water System Inspection Report. The final inspection rating is 100.00%.

Financial impact: Potentially, a financial impact could occur if requirements of the Acts and regulations are not met, resulting in environmental non-compliance penalties

Staff recommendation: That Council review and receive the Annual Report and Summary Report, as required by Ontario Regulation 170/03.

Sub-committee discussion:

Sub-committee recommendation:

Committee discussion:

Committee recommendation:

3.2 Upper Thames River Conservation Authority (UTRCA) Comments on Deep Geologic Repository

Objective: To provide comments received from UTRCA regarding the proposed deep geologic repository.

Background and Analysis: At the December 16, 2013, Council meeting, Council referred this item from the Consent Agenda to the Public Works Sub-Committee and to the Upper Thames River Conservation Authority for comments.

Please see the comments below from Chris Tasker, Source Protection Project Manager, UTRCA.

"Further to our discussions on this subject, the proposed deep geologic repository is well beyond the jurisdiction of the UTRCA. As a result, we do not have information or resources to adequately consider whether it is possible that the proposal might have impacts to this area. Given a very rudimentary understanding of the proposal we feel that it is unlikely to affect the surface water or groundwater resources in our area. However, given the nature of the materials being stored, we understand the importance of adequately assessing the potential impacts on the local resources including Lake Huron which is a source of drinking water for parts of the UTRCA and the Thames-Sydenham and Region Source Protection Region.

We understand that the local Conservation Authority (Saugeen Valley Conservation Authority) considered the proposal and prepared a submission. The Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Committee has also considered the proposal and toured the existing storage facility. I understand from discussion with staff that it is not seen as a Significant Drinking Water Threat to the local drinking water sources."

Financial impact: None

Staff recommendation: That the Upper Thames River Conservation Authority comments be received regarding the proposed deep geologic repository.

Sub-committee discussion:

Sub-committee recommendation:

Committee discussion:

Committee recommendation:

4.0 REPORT OF THE MANAGER OF DEVELOPMENT SERVICES

4.1 Impact on City Operations as a Result of Canada Post's Decision to Replace Door to Door Delivery with Community Mail Boxes.

Objective: To advise Council of the impacts on city operations resulting from Canada Post's decision to eliminate door to door mail service and replace it with Community Mail Boxes (CMBs).

Background and Analysis: On December 16, 2013, Council discussed the decision by Canada Post to eliminate door to door mail service and replace it with super mail boxes (also known as Community Mail Boxes). At the meeting, Council referred the matter to the Infrastructure and Development Services Department and requested a report on the impact on city operations.

On February 10, 2014, staff participated in a conference call with personnel from Canada Post, including their Manager of Municipal Engagement. Staff was advised these are early days in the changes to Canada Post's delivery practice, announced in December, and they are still working through the logistics. While they are unable to provide details on the nature of the changes, they did indicate the following:

- The exact timeline is unknown; although, it will probably not take place in Stratford in 2014.
- Municipalities will be consulted well in advance of any physical changes. Consultation will be at the political level (perhaps the Mayor) and with staff. Canada Post will request the initial meeting.
- Canada Post understands existing neighbourhoods will be a challenge and will work with the municipality to find the best solution possible.
- Canada Post will work to avoid locating Community Mail Boxes above other services.
- Canada Post will continue to be responsible to clear snow from Community Mail Boxes.
- Canada Post will inform customers in advance of any changes by mail and provide customer comment cards to allow for public input. Customers will also be able to provide feedback online.

Canada Post representatives did not know how much advance notice the City would be given once the initial meeting was requested as to when the physical changes would take place other than it would be long enough to allow for negotiations on

finding the best solution possible. Also, Canada Post representatives did not know how long customers would be advised in advance of any physical changes.

Staff will continue to monitor this issue and provide additional information when it becomes available.

Financial impact: None

Staff recommendation: That the report on the impact of changes to Canada Post's delivery model on City operations be received for information.

Sub-committee discussion:

Sub-committee recommendation:

Committee discussion:

Committee recommendation:

5.0 REPORT OF THE MANAGER OF DEVELOPMENT ENGINEERING

5.1 Linton Avenue Fees and Charges

Objective: To inform Council of the status of the Linton Avenue invoicing under the Fees and Charges By-law 72-2009.

Background and Analysis: Linton Avenue, from Lorne Avenue to Corcoran Street, was formerly an unimproved road with no local sewers or watermain. Properties on the east side of the street were serviced at the rear by a trunk sanitary sewer and watermain contained in an easement over private property. Properties on the west side of the street had no services, with the exception of 64 Linton Ave, which had private services crossing the street and extended through an easement over private property to the mains.

The City received requests to reconstruct Linton Avenue with sanitary sewer and watermain in 2008.

A proposal was developed to reconstruct the existing street to an industrial standard with roadside ditches, and a new trunk sanitary sewer and watermain in standard locations within the road allowance. Sanitary and water services would be provided to the property line, if requested, and at the owner's expense.

Public meetings were held where the project was presented to the property owners. The City of Stratford subsequently implemented Fees and Charges By-law 72-2009 to

pay for the project. Cost sharing was allocated in the same manner as our current local improvement policy, namely:

Road Work:	60% frontage, 40% City
Sanitary Sewers:	100% frontage for local sewers; City pays 100% of oversizing for trunk sewers
Watermain:	100% frontage for local mains; City pays 100% of oversizing for trunks
Intersections:	All work at intersections is 100% City cost

All property owners on the west side of the street are to be assessed their frontage portion of the final construction costs for roadworks, sanitary and water works. The properties on the east side of Linton Avenue that were previously serviced are to be assessed their frontage portion of the construction costs for roadworks, but not assessed a frontage portion for the new sanitary or watermain.

The project was undertaken in 2009-2010 with the construction of the new pavement and ditching, and the relocation of the trunk sanitary sewer and watermain from the easement in the rear of the easterly properties to standard locations within the road allowance. Sanitary and water services were provided to the property line as requested.

The final cost of construction was \$772,837. Of that amount, \$539,468 was paid for from the sewer and water reserves, and \$33,591 was invoiced to private property owners for services they requested. The remaining \$199,778 has been assessed to the property owners in accordance with By-law 72-2009.

Since the By-law was passed, 5 of the 11 properties have new owners. Staff has confirmed with the City's solicitor, that the City only has legal authority to invoice the current lot owners, and not the owners of the properties at the time of the passing of the By-law. Staff has accordingly prepared the invoices for the current owners of the properties that are to be assessed under the By-law.

Upon review of this matter, we acknowledge that the City was late in issuing the invoices and we apologize for that and commit to process these matters in a timely manner in the future. Our review has also led us to conclude that we should be proceeding under the local improvement provisions in the future. In this way, all legal obligations are on title and notice is effectively given to purchasing parties.

Financial impact: Not at issue.

Staff recommendation: For the information of Council.

Sub-committee discussion:

Sub-committee recommendation:**Committee discussion:****Committee recommendation:****6.0 TRAFFIC AND PARKING CONCERNS****6.1 Parking at the Dairy XPO**

Councillor Brown stated that he has also asked the City Clerk to list this item on the Public Works Sub-committee agenda. There is a big chunk of land in the subdivision beside the Rec Complex that will be the City's and could be cleaned up and used for parking.

At the Protection to Persons and Property Sub-committee meeting Police Chief Bates advised that the CAO met with senior staff and they are formulating contingency plans to address this issue for next year.

Sub-committee discussion:**Sub-committee recommendation:****Committee discussion:****Committee recommendation:****6.2 Trucks Turning at Moderwell and Monteith**

At the Protection to Persons and Property Sub-committee meeting on February 12, 2014, Councillor Henderson expressed concern about trucks turning off Moderwell onto Monteith Avenue and getting caught in snow banks. She stated that if they are going to be doing construction in that area they should look at widening that area so the trucks can turn.

Councillor Brown stated that this concern should be referred to the Public Works Sub-committee.

Sub-committee discussion:**Sub-committee recommendation:****Committee discussion:****Committee recommendation:**

7.0 CAPITAL PROJECT UPDATE

Objective: Engineering to provide a verbal update on the status of various engineering capital projects.

Background and Analysis: Sub-committee has requested that an update be provided at each Sub-committee meeting.

Financial impact: To be provided at the Sub-committee meeting.

Staff recommendation: For the information of Sub-committee

Sub-committee discussion:

Sub-committee recommendation:

Committee discussion:

Committee recommendation:

8.0 ADJOURNMENT

Motion by

That the Public Works Sub-committee meeting adjourn.

Meeting Start Time: 3:30 p.m.

Meeting End Time: