

MINUTES

PUBLIC UTILITIES COMMISSION

**STUDIO ONE
CULTURAL CENTRE**

**MAY 30, 2011
4:30 PM**

PRESENT: Chairman Jeff Wesley, Commissioners Bryon Fluker, Leon Leclair, Frank Vercooteren, Steve Pinsonneault, Mayor Randy Hope, General Manager Tom Kissner, Facility and Systems Manager Rob Bernardi, Manager (Central) Tim Sunderland and Supervisor of Compliance and Monitoring Lilly Snobelen.

ABSENT: Commissioner Bob Myers and CAO Rob Browning.

1. CALL TO ORDER

Chairman Jeff Wesley called the meeting to order at 4:33 PM.

2. DECLARATION OF PECUNIARY INTEREST

Mayor Hope declared pecuniary interest on recommendations 1 and 2 in report 4 (a).

3. APPROVAL OF MINUTES

a) April 21, 2011

Moved by Commissioner Vercooteren and seconded by Commissioner Pinsonneault.

“That the minutes of April 21, 2011 Regular Meeting be approved.”

Motion carried

4. REPORTS

Mr. John Barrette presented his ideas for a garden on the McGeorge building property and General Manager Tom Kissner submitted the following report:

a) Development of a Neighbourhood Garden on the McGeorge Building Property

MUNICIPALITY OF CHATHAM-KENT
Public Utilities Commission

TO: PUC Chairperson and Commission Members

FROM: Tom Kissner
General Manager
Chatham-Kent Public Utilities Commission

DATE: May 24, 2011

SUBJECT: Development of a Neighbourhood Garden on the McGeorge building property

RECOMMENDATION

It is recommended that:

1. Commission authorizes administration to develop a Community/Neighbourhood Garden Plan that would utilize an area of property at the CK PUC McGeorge building location.
2. The Community/Neighbourhood Garden Plan is brought back to Commission for its approval.

BACKGROUND

Community/neighbourhood gardens have been in existence for a number of years. A simple definition of a neighbourhood garden is any piece of land gardened by a group of people. It can be one community plot or many individual plots that can grow vegetables, herbs or flowers. There are many benefits to having a neighbourhood garden, some of which are listed below:

- Improves the quality of life for people associated with the garden
- Provides a catalyst for neighbourhood and community development
- Creates an opportunity for recreation, exercise, therapy and education
- Reduces crime
- Preserves green space
- Provides opportunities for intergenerational and cross-cultural connections

The CK PUC property in the vicinity of the McGeorge building is ideally suited for this type of garden. There are many properties abutting the property, making it an easily accessible site to many residents who could take advantage of this kind of opportunity.

COMMENTS

Starting a neighbourhood garden involves the consideration of a lot of information and a number of ideas. The following is a list of possible questions to be considered before moving forward with this initiative:

1. Formation of a Planning Committee
 - Determine if there really is a need or desire for a garden
 - Determine if the garden will be comprised of one community plot or individual plots
 - What kind of things will be grown
 - Who will the garden serve – youth, seniors, etc.
 - Organize a meeting of the interested people
 - Who is responsible for water supply
2. Choose a Site
 - Minimum of 6 hours of sunlight daily
 - Proximity to residence
 - Proximity to water supply
3. Preparation and Development of the Site
 - Develop the site design
 - Decide on plot sizes and clearly mark
 - Layout of garden
4. Organization of the Garden
 - Are there conditions for garden usage (residence, dues, agreements with rules)
 - How will plots be assigned
 - Size and layout of plots
 - How to deal with vandalism
 - Will there be a children's plot
 - How will minimum maintenance be handled
 - Will there be a set of rules for gardeners to follow and if so, how will they be enforced
5. Insurance
 - How will liability insurance be handled including costs associated with insurance coverage
6. Formation of a Gardening Organization
 - Is there a need for a gardening organization, if so, will it be formal or informal
 - Short and long term objectives
 - How are decisions made

It is administration's view that the success of this type of project relies heavily on the involvement and consultation of the residents in the area. One resident in the area of the McGeorge building property has approached administration seeking permission to have a personal garden on the property that would eventually progress to a neighbourhood garden. Due to the number of properties sharing property borders with the McGeorge building property, it is administration's view that interest in a neighbourhood garden should be investigated at this time rather than supporting the development of an individual garden.

CONSULTATIONS

There was no one consulted in the preparation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications with the approval of the recommendation contained in this report.

Prepared by:

Tom Kissner,
General Manager
Chatham-Kent PUC

Moved by Commissioner Fluker and seconded by Commissioner Pinsonneault.

“To add the following recommendation and make it #1 in the report:

Support, in principle, the use of our designated property for a community garden on a 1 year trial and partnership with Mr. Barrette with specific guidelines.”

Motion carried

Moved by Commissioner Pinsonneault and seconded by Commissioner Fluker.

“That Commission authorizes administration to develop a Community/Neighbourhood Garden Plan that would utilize an area of property at the CK PUC McGeorge building location.”

Mayor Hope abstained.

Motion carried

Moved by Commissioner Pinsonneault and seconded by Commissioner Leclair.

“That the Community/Neighbourhood Garden Plan is brought back to Commission for its approval.”

Mayor Hope abstained.

Motion carried

b) Water Servicing into the Town of Lakeshore – Wheatley Road/Middle Line

MUNICIPALITY OF CHATHAM-KENT
Public Utilities Commission

TO: PUC Chairperson and Commissioners

FROM: Tom Kissner
General Manager
Chatham-Kent Public Utilities Commission

DATE: May 9, 2011

SUBJECT: Water Servicing into the Town of Lakeshore – Wheatley Road/Middle Line (County Road 46)

RECOMMENDATION

It is recommended that:

1. Commission approves the extension of the Wheatley/Tilbury water system into the Town of Lakeshore in the area of Wheatley Road and Middle Line.
2. Commission approves CK PUC to construct, operate and maintain and retain ownership of the new water main in the area of Wheatley Road and Middle Line in the Town of Lakeshore.
3. Commission authorizes the Chatham-Kent PUC Chairperson and General Manager to execute an agreement between CK PUC and the Town of Lakeshore for the supply, maintenance and operation of a new water main as noted above.

BACKGROUND

In August 2007, the Town of Lakeshore received a petition for water servicing in the area of Middle Line and Wheatley Road. Costing for a six (6) inch waterline extension down Wheatley Road in the Town of Lakeshore was provided to the petitioners, but because of cost, the project was declined.

In June 2009, CK PUC received a petition from the residents of the same area requesting consideration for the supply of municipal water. CK PUC discussed the petition with Town of Lakeshore administration and it was agreed that CK PUC would review the proposal.

In September 2009, the CK PUC also received a petition from the Tilbury Golf Course requesting at a minimum, a four (4) inch waterline in order that the golf course could be supplied with municipal water through a municipal waterline rather than the private waterline that is currently their supply.

Dillon Consulting Ltd. prepared an estimated cost for the proposed waterline project. An information and vote package describing the proposed extension project and associated costs was distributed to petitioners. A ballot was included with the return date of December 17, 2009. Sixty-five (65) percent of the property owners returned the ballots with results of forty-five (45) percent in favour of proceeding with the project. The project did not proceed at that time.

In May 2010, CK PUC once again received a request from residents in the area of Wheatley Road and Middle Line in the Town of Lakeshore, for consideration for the supply of municipal water. In June 2010, CK PUC held a public meeting to discuss the details of the project and the estimated cost per connection. The proposed project was along the same route as the December 2009 project so, administration presented the same project costs that had been provided in the December vote package.

The system would include construction of a 150 mm waterline along Middle Line and a 100 mm waterline along Wheatley Road, which would include service connections to property lines. Increased cost due to the over-sizing of the main along Middle Line will be assessed to the Tilbury Golf Course. A total of nineteen (19) residential properties exist along this portion of the petition area.

Dillon Consulting Ltd. prepared an estimated cost for the proposed waterline. The estimated cost for the project, including engineering but not HST, was \$176,559.00 of which \$27,190.50 was associated with over-sizing and would be charged to the Tilbury Golf Course. The estimated cost per connection for the proposed Wheatley Road/Middle Line waterline extension, including the 2010 Part 12 Charge was \$10,301.00.

An information and vote package describing the proposed extension and project and associated costs was distributed to the benefitting property owners on June 30, 2010. A ballot was included with a return date of July 21, 2010. Eighty-four (84) percent of the property owners returned the ballots. The ballot results were seventy-five (75) percent in favour of proceeding with the project. It was indicated to the property owners that both the Town of Lakeshore and the Chatham-Kent PUC would have to approve the project before construction could proceed. A report regarding the project was brought forward to Commission in August 2010. The following recommendations were approved by Commission at that meeting:

1. The proposed Wheatley Road/Middle Line waterline extension is supported to proceed.
2. Administration enters into discussions with Town of Lakeshore administration to determine the project manager.
3. Administration reports back to Commission for final approval.

COMMENTS

Administration from CK PUC and the Town of Lakeshore has been in discussion on several occasions to investigate and review options associated with moving forward with the implementation of this project. The options investigated are outlined in the table below:

Option	Comments	Estimated Cost to CK PUC
Lakeshore to install, maintain ownership, operate and maintain water main	<ul style="list-style-type: none"> - Would result in a new water service supply area within Lakeshore - Would require Lakeshore to satisfy all regulatory requirements of a municipal water system - Would require Lakeshore to enter into an agreement with CK PUC to supply water to the new system - Customers would be Lakeshore customers 	\$0
Lakeshore to install water main and maintain ownership	<ul style="list-style-type: none"> - Would result in a new water service supply area within Lakeshore - Would require Lakeshore to satisfy all regulatory requirements of a municipal water system - Would require Lakeshore to enter into an agreement with CK PUC to supply water to the new system - Would require Lakeshore to enter into an agreement with CK PUC for the operation and maintenance of the new system - Customers would be CK PUC customers 	\$0 for construction costs but would be responsible for future maintenance costs
CK PUC to install, own, operate and maintain water main	<ul style="list-style-type: none"> - Would be considered an extension of the Wheatley/Tilbury water system for regulatory purposes - Would require consent from the Town of Lakeshore for CK PUC to extend the existing water system into their municipal boundary - Would require Lakeshore to enter into an agreement with Chatham-Kent to involve Lakeshore's finance department to collect the money from the benefiting property owners to pay for the project - Customers would be CK PUC customers 	\$0 for construction costs but would be responsible for future maintenance costs
Do nothing	<ul style="list-style-type: none"> - Lakeshore residence within the anticipated service area will not be reasonably capable of being supplied water through a municipal system at this point in time 	\$0

As CK PUC is the drinking water operating authority in the area adjacent to the petition area and has the ability to extend the current Wheatley/Tilbury Water System into the area, administration is recommending that the most reasonable approach to service the area with a municipal water main would be for CK PUC to construct, own and operate the new water main. It is anticipated that this project could be carried out by means of an agreement between CK PUC and the Town of Lakeshore. The project would be financed by the benefiting property owners. The assessment to the property owners would involve the Town of Lakeshore due to the fact that the properties are located within that Municipality.

Under Section 19 of the Municipal Act, 2001, it is permissible for CK PUC to construct, own and operate a water main outside its municipal boundaries provided the municipality in which the service is located gives its consent in accordance with Section 19 requirements. Ministry of the Environment (MOE) staff who were contacted are in support of this type of arrangement.

A report was taken to the Town of Lakeshore council on May 9, 2011 at which time approval was received to support the project as outlined above. Lakeshore administration has conveyed Council's desire for the ownership agreement to be limited to a term of ten (10) years with the ability to take over ownership of the water main at that time or renew the agreement.

CONSULTATIONS

Mr. Tom Touralias, Director of Engineering and Infrastructure Services, Town of Lakeshore
 Mr. Tony Francisco, Manager of Environmental Services, Town of Lakeshore
 Mr. John Kehoe, Waterworks Engineer, Town of Lakeshore
 Mr. Aziz Ahmed, Director, MOE, Part V, Safe Drinking Water Act

FINANCIAL IMPLICATIONS

There are no financial impacts associated with the construction of the water main. If the recommendations contained in this report

are approved, CK PUC would gain approximately nineteen (19) additional residential customers in addition to one (1) large customer.

Prepared by:

Tom Kissner,
General Manager
Chatham-Kent PUC

Moved by Commissioner Fluker and seconded by Commissioner Vercouteren.

“That Commission approves the extension of the Wheatley/Tilbury water system into the Town of Lakeshore in the area of Wheatley Road and Middle Line.

Commission approves CK PUC to construct, operate and maintain and retain ownership of the new water main in the area of Wheatley Road and Middle Line in the Town of Lakeshore.

Commission authorizes the Chatham-Kent PUC Chairperson and General Manager to execute an agreement between CK PUC and the Town of Lakeshore for the supply, maintenance and operation of a new water main as noted above.”

Motion carried

5. INFORMATION

a) Sewage Open Golf Tournament

MUNICIPALITY OF CHATHAM-KENT
PUBLIC UTILITIES COMMISSION
INFORMATION REPORT

TO: PUC Chairperson and Commissioners
FROM: Tom Kissner
General Manager, Chatham-Kent PUC
DATE: May 18, 2011
SUBJECT: Sewage Open Golf Tournament

This report is for the information of the Commission.

BACKGROUND

This year marks the twenty-third (23rd) annual Sewage Open Golf Tournament which is being held on May 20th at the Ridgetown Golf Club. In the past, this event has been held at the Blenheim Golf Club, the Links of Kent Golf Club as well as the Ridgetown Golf course. The proceeds from the event are donated to junior golf programs of the host club and in many cases, are the only funds provided to that program. Funds are raised through entry fees, raffles and silent auctions. Prizes for the event are donated by CK PUC suppliers, consultants and contractors who are contacted annually with a request for donations.

COMMENTS

To date, this event has donated a total of \$27,000 to the Chatham-Kent area junior golf programs. The following are examples of how the funds have been used in these programs:

- Provide food and beverages for children in free junior golf clinics
- Purchase of junior golf clubs
- Purchase of prizes for junior golf clinics

- Provide shirts, hats and food for junior interclub play
- Provide transportation costs for junior interclub play between courses
- Provide prizes for junior league play
- Provide league shirts for junior league play
- Provide funding for golf instructions and equipment for children who cannot afford the cost of golf programs
- Funding of a new junior league (began in 2010)
- Introduction in 2011 of "give a kid a set of clubs" program for local children participating in the junior golf league who don't have equipment and can't afford to purchase the equipment

CK PUC staff has been and continue to be the driving force behind the coordination and organization of the annual Sewage Open Golf Tournament. Don Moore, for the past twenty-three (23) years has taken the lead on this initiative and with the support of several CK PUC staff has made this event a success. As Don will be leaving the PUC at the end of May, it will be his last year as lead on this event. Robin Dudley, Todd Reaume and Greg Stickney have committed to taking over as leads in the coordination of this event in the future for the continued success of this event.

The time and effort invested in this event is an example of the kind of commitment that CK PUC staff have, not only to the PUC, but to the betterment of the community in general.

Prepared by:

Tom Kissner
General Manager
Chatham-Kent PUC

Moved by Mayor Hope and seconded by Commissioner Leclair.

"To receive item a) for information."

Motion carried

6. NEW BUSINESS

NONE

7. NEXT MEETING

The next PUC Commission meeting is scheduled for Thursday, June 23, 2011 at 3:00 PM in the PUC Boardroom.

8. ADJOURNMENT

Moved by Commissioner Vercouteren and seconded by Commissioner Pinsonneault.

"That the Regular meeting be adjourned at 5:10 PM and to move In-Camera."

Motion carried