

## FLOOD ADVISORY COMMITTEE

A meeting of the Flood Advisory Committee was held at the Municipality of Colchester Council Chambers on April 11, 2018 at 11:00 am.

**Present:** Mayor Christine Blair  
Councillor Ron Cavanaugh, Chair  
Councillor Lloyd Gibbs

Hank Kolstee, Citizen Representative  
Laurie Sandeson, Citizen Representative (*arrived at 11:15 am*)

Michelle Newell, Director of Public Works  
Rod MacLennan, Project Supervisor / Consultant

Greg Chisholm, Area Manager, NSTIR

**Regrets:** Councillor Eric Boutilier

**Approval of Agenda:** An agenda was prepared and circulated for the Committee's review and approval.

Moved by: Mayor Blair  
Seconded by: Hank Kolstee

"That the agenda be approved as presented."

Motion carried.

**Approval of Minutes:** Minutes from the meeting held on November 28, 2017 were circulated for the Committee's review and approval.

At the last meeting it was discussed that a recommendation would be made to Council to approve payment to contractors for the cost overruns on the Toole Property and that cost sharing would be captured internally. However, it was determined that the Toole Property was part of the 2016 funding application and not the 2014 package; therefore, it was not over budget and no additional funding is required.

Moved by: Mayor Blair  
Seconded by: Hank Kolstee

"That the Minutes from the meeting on November 28, 2017 be approved as amended."

Motion carried.

**Business Arising from the Minutes:** None.

**New Applications:**

Three new applications were received since the last meeting and will be added to the project list:

Law/Jaworski:

- Two small areas along brook eroding
- Ron already reviewed site – Rod to also conduct a site visit

Weatherbee:

- Emergency ice jam removal completed in February
- Residents home located close to river
- Conduct another site visit in spring
- Isolation berm may be only option

Portapique Cemetery:

- Ron spoke with Mr. Knight and visited the site
- Large project – approx. 350 ft., estimated at \$60,000
- Currently no government funding for cemeteries
- Not an immediate threat
- Site visit still required

Moved by: Hank Kolstee  
Seconded by: Councillor Gibbs

“That the Flood Advisory Committee authorizes the Mayor to contact the MP and MLA for information on cost sharing programs available for cemeteries/heritage properties.”

Motion carried.

Sproule Lumber:

- Application not received yet – will add to project list once received
- Ongoing problem with Christie Brook by bridge on Valleydale Road
- Rod to meet Serge Doiron and Greg Chisholm on site on April 19<sup>th</sup>

**Salt Marsh Project Update:**

A site visit was arranged for committee members to tour the site in January. While some members could not attend, Michelle will contact Department of Agriculture to schedule another visit this spring/summer.

The project is being implemented in three phases with the first phase of dyke construction nearing completion. The remaining phases will involve the construction of a new aboiteau and removing sections of the old dyke system.

**Review of Projects:**

The following updates were made to the project list:

Carter:

- Still require DFO approval

Baxter:

- Rod to update cost estimate
- Still require DFO approval

Hilden Fire Hall:

- DFO requires habitat study to be completed – redefine scope of work
- Meeting to be scheduled with Fire Chief

Farnham Brook:

- Weather conditions did not permit work to be completed in winter 17/18
- FRIIP funding to be returned
- Village of Bible Hill still interested in cost sharing
- Cost estimates revised to \$10,000; split 50/50 between Village and County
- Existing approval expires end of September

CN Properties:

- Past correspondence sent to Tiffany – no updates

**Status of Payments from Property Owners:**

\$5,600 is still outstanding from work completed in 2013/14 and 2016/17. Liens are placed on properties when the work has been completed and is only removed when full payment has been received. Reminder notices are sent out annually with updated interest charges.

With 50% of property owners not paying their cost sharing amounts, it was suggested that maybe the Committee should require a deposit to be made prior to start of work. Michelle to explore other options for ensuring payments are received.

**Status of Budget:**

During the 2017/18 fiscal year, completed projects amounted to approximately 50% of the \$100,000 budget.

**Committee Budget:**

The Committee will need to make a recommendation to Council on the project budget for fiscal 2018/19. There was difficulty in obtaining necessary regulatory approvals last year so the budget was not fully utilized. There is currently an estimated \$25,000 on the list without the addition of the recent applications received. It was suggested not to reduce the budget this year with the hope of receiving the required permits and approvals.

Moved by: Mayor Blair  
Seconded by: Laurie Sandeson

“That the Flood Advisory Committee recommends to Council that the Committee budget remain as status quo at \$100,000 with a \$25,000 contingency for the 2018/19 budget year.”

Motion carried.

**Consulting Services  
2018/19:**

Rod MacLennan submitted a proposal for the 2018/19 fiscal year with fees remaining the same as last year. The proposal consists of a monthly stipend which has been cost shared by the Joint Flood Advisory Committee; as well as, supervision and inspection services.

Moved by: Councillor Gibbs  
Seconded by: Hank Kolstee

“That the Flood Advisory Committee approves Rod MacLennan’s proposal for consulting services for 2018/19 which includes a stipend of \$1,200 per month; with \$400 being funded by the FAC; 10% of project costs; and \$75/hour for inspections.”

Motion carried.

**Tendering 2018/19:**

In the past, tenders were advertised for heavy equipment and armour rock rates. Now that project size has decreased, it was suggested to obtain three quotes for each project as approvals are issued. As per County purchasing policy, construction up to \$50,000 only requires obtaining three quotes. Other governmental departments also use this approach.

Moved by: Hank Kolstee  
Seconded by: Laurie Sandeson

“That the Flood Advisory Committee approves obtaining three quotes for each project in place of past tendering practices.”

Motion carried.

**Project Video:**

As discussed at the last meeting, the flood video has been posted to the County website. Updates on completed projects will be advertised in the County newsletter.

**New Business:**

None.

**Future Meeting Dates:**

The next meeting is scheduled for Wednesday, May 23, 2018 at 11am.

**Adjournment:**

The meeting adjourned at 12:23 pm.

Crystal Deuille,  
Recording Secretary