

**Campbellford Bridge Steering Committee**  
**Minutes of Meeting**  
**April 7<sup>th</sup>, 2010 – 10:00 a.m.**  
**Acorn Room, 65 Bridge St., Campbellford**

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Committee Attending: Mark Lovshin, Hector Macmillan, Bill Thompson, Mike Rutter, Richard Bolduc, Jim Peters, Michael Nitsch, Tom Kerr, Brian Redden, Alan Appleby, Bill Pyatt, Peter Nielsen, Christina Harvey

Regrets: Bill Thompson

Others Attending: Steve Fournier, Project Manager; Marg Montgomery, Clerk

Public Attending: Camille Edwards, Peter Delanty, Rosemarie Peikes, Joan Sampson, Judy McLean, Bob Fudge, Dennis Van Landingham,

Press: Moya Dillon, Independent; Mark Hoult, Community Press

**1. Introductions**

The meeting was called to Order at 10:00 a.m. by Mark Lovshin, Chair, who welcomed everyone in attendance.

**2. Adoption of Agenda and Minutes**

MOVED BY: Alan Appleby

SECONDED BY: Hector Macmillan

THAT the agenda for the meeting of April 7, 2010 be approved as submitted.

Approved by Consensus

MOVED BY: Brian Redden

SECONDED BY: Bill Pyatt

THAT the minutes of the previous meeting of February 16, 2010 be approved as submitted.

Approved by Consensus

**3. Unfinished Business Arising from Preceding Minutes**

Discussion took place on the amount of detail that should be included in the minutes. The meetings could be taped or officially transcribed. It was the consensus of the Committee not to do either.

Decision making was questioned as to the fairness with staff being allowed to vote. One member questioned the equity of staff being allowed to vote when they outnumber

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community representatives and may feel it is in their personal best interest to vote in the same manner as the politicians they report to. It was consensus that dissenting opinions will be noted and since this is an advisory committee, that would ensure all voices are heard.

A discussion on what constitutes consensus was deferred to the next meeting.

Membership and voting rights – bring back for further discussion

**4. Committee's Terms of Reference**

#	ISSUE	RESP	ACTION	TARGET/DATE COMPLETION
1.	Revisions to Terms of Reference	Bill P	Revise the original document with amendments from the first meeting	June 1
		Steve F	Include amended Terms of Reference on next agenda	June 9

**5. Correspondence**

a) **Letter from the Ontario Heritage Trust dated March 9, 2010** – discussed later in the meeting with the Heritage Committee Presentation

**6. New Business:**

**a) Report on Project Manager's Role**

Steve Fornier explained his role as a non-voting member, as outlined in a Project Manager Report dated April 1, 2010. The Report was approved by consensus with the following amendments.

#	Issue	RESP	Action	Target /Date Completion
5.	Summary of Project Managers Role	Steve F	Amend section 5 to read that the Project Manager will provide activity reports at each Committee meeting.	June 9

**Campbellford Bridge Steering Committee  
Minutes of Meeting  
April 7<sup>th</sup>, 2010 – 10:00 a.m.  
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6.	Summary of Project Managers Role	Steve F	Delete bracketed section.  Amended to inform the Chair of any responses to inquiries and to send a copy to all Committee members in an effort to keep the Committee informed.	June 9
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Paper copies of the agendas/minutes will be available at the Municipal Office. They will be posted on the County website with a link to the Trent Hills website. Computer access is available at all 3 Trent Hills libraries.

**b) Proposed Names for Steering Committee**

County staff considered the name for the committee and recommend it be referred to as the Campbellford Bridge Steering Committee. The Committee agreed by consensus.

**c) Orientation by the Trent-Severn Waterway Parks Canada**

Alan Appleby reported he is an appointed representative on the Trent Severn Waterway Advisory Council and questioned if that would be a conflict. It was the consensus of the Committee that they did not perceive any conflict at this point, and it may be an opportunity to present views to that Committee.

Steve Fournier advised that Trent Severn Waterway, Parks Canada is committed to participating in the process and suggested a formal request in writing that outlines the specific matters the committee would like the agency to address in their orientation. Their input is to be encouraged at the front end of the process to establish a contact person and capture anything that might become a big issue.

#	Issue	RESP	Action	Target /Date Completion
1.	Matters to discuss with Trent Severn Waterway	All Committee Members	Comments from the Committee members by April 14 to Peter/Richard for consideration in letter.	April 14

**Campbellford Bridge Steering Committee  
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April 7<sup>th</sup>, 2010 – 10:00 a.m.  
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		Peter	Letter to be done within 2 weeks (Richard to review)	April 28
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**d) Signalization Improvements Update**

Peter Nielsen reported on the changes made in 2009 to the traffic light programming. A copy of the report is available for members upon request. Nine programs operate during the day and weekends. Positive feedback has been received from the results since that time.

No further study will be done on the signalization, as it is not part of the traffic study. Sign modifications at intersections have been completed to highlight the advance green. Concern was noted that the length of time was too short for pedestrians, particularly the elderly and handicapped and the advanced green from the side streets (Front St.). Tom Kerr reported on a study he was aware of in Europe that had no traffic lights and reduced speeds. A copy was to be forwarded to Peter for review.

All intersections are on individual controllers with battery backup, which is checked twice a year.

Consultants had looked at roundabouts, but would need a lot more space and involve elimination of several buildings.

MOVED BY: Alan Appleby

SECONDED BY: Hector Macmillan

THAT the Committee request a review of the success of the work done in 2009 and what further enhancements are recommended, and further to request to bring Ainley back in.

Approved by Consensus.

**e) Update on October 8, 2009 Meeting**

These are notes of a staff meeting with the consultants planning to prepare the power point presentation that would go to Council and were received as information.

**f) Class EA Orientation to the current AECOM Class EA study from study inception to present**

Comments and suggestions are to be circulated prior to the next meeting to Peter. A checklist is to be brought back to the next meeting (Peter).

**Campbellford Bridge Steering Committee**  
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---

**g) Linkage to Trent Hills Official Plan Update**

Jim Peters advised the Trent Hills Official Plan is currently under review. Three things need to be linked in the update.

1. 2000 Official Plan road system – identify the various types of roads, look to improvements, using the Trent Hills Roads Needs Study
2. Campbellford Transportation patterns – vehicles /people moving influenced by future patterns
3. Corridor needs to be identified.

The Growth Plan Policies need to be completed by June 2010, and the balance of the changes by the end of 2010. Public meetings and open houses were held in 2009, with invited comments requested from agencies.

Integrated Sustainability Community Planning will not be incorporated into the Official Plan. The Official Plan policies regarding sustainability will be enhanced and updated.

**h) County Transportation Plan**

The County has approved having a Master Transportation Plan for County roadways done in 2010 and will do Trent Hills first.

A Transportation Master Plan for Trent Hills is being considered in the near future, and looking at Campbellford in 2010.

In principle, Campbellford portions of the Master Plan will be done jointly for the County and Trent Hills.

**i) Business of Committee Members**

There were 19 firms that looked at the RFP for conducting the Feasibility Study, but due to tight timelines and the time of year, many could not commit their senior people to do the study. Two proposals were received from very qualified and capable firms.

Interviews are scheduled for April 19<sup>th</sup>.

The County website needs to be updated to reflect the complete list. Peter will circulate a list of consultants that were sent the RFP.

Concern was noted that the Second Street Residents website possibly contained inaccurate information. Alan Appleby advised he will have that website changed by tomorrow to include more appropriate information.

A request was made to consider a press clipping file of newspaper articles. It was defeated by consensus, as it was felt that this could be done individually if desired.

Steve Fornier advised he would email the media and ask for electronic copies to be sent to him. The public/press is addressed at each meeting.

**Campbellford Bridge Steering Committee**  
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---

**j) Heritage Orientation**

Desmond Conacher, Trent Hills Heritage Advisory Committee, spoke on how strongly the Committee feel about the importance of heritage as assets to the downtown of Campbellford. The Committee feel the area south of Bridge Street is a prime candidate area for a Designated Heritage Conservation District. A huge structure (bridge/ramp) would be invasive on heritage buildings and destroy the historic residential neighbourhood. The architectural inventory of Campbellford is in residential buildings. Twinning the existing bridge would lose a couple of heritage commercial buildings, but would also be an opportunity to redevelop the downtown waterfront.

Ann Rowe, Past President of the Campbellford Seymour Heritage Society, provided a power point presentation showing 35 properties mostly with heritage homes built in the 19<sup>th</sup> century or early 20<sup>th</sup> century and described the prominent families who have lived in them. She offered illustrations of the heritage features and a history of the construction of these buildings.

**7. Next Meeting**

The next meeting was scheduled for June 9<sup>th</sup>, 2010 at 10:00 a.m.

**8. Public/Press – Questions and/or Comments**

**9. 'In Camera' Matters**

MOVED BY: Michael Nitsch

SECONDED BY: Jim Peters

THAT the Committee proceed with the next portion of the meeting closed to the public in order to address a matter pertaining to Section 239(2)(c) of The Municipal Act at 1:33 p.m. regarding a proposed or pending acquisition of land for municipal purposes.

Approved by Consensus

MOVED BY: Jim Peters

SECONDED BY: Hector Macmillan

THAT the Committee rise – 1:38 p.m.

Approved by Consensus

**10. Adjournment**

MOVED BY: Brian Redden

SECONDED BY: Jim Peters

THAT this meeting adjourn – time 1:40 p.m.

Approved by Consensus.