

Please find draft recommendations attached as part of the minutes of the August 1, 2018 Drainage Task Force meeting for your review/comment. I have also copied the section of the minutes including the draft recommendations below, and attached the agenda for the next meeting. The Drainage Task Force plans to gather feedback on the draft recommendations between now and the next meeting and will be finalizing their recommendations during the Drainage Task Force Meeting on August 9, 2018.

If you would like to provide comment please forward it to Chair Paul Brown or any member of the Drainage Task Force on or before August 8, 2018. Your feedback is greatly appreciated and will assist the task force with finalizing their recommendations during the August 9th meeting.

Contact for Drainage Task Force Chair Paul Brown: E-mail: rpbrown@amtelecom.net Cell Phone: 705-879-1353 Home Phone/Fax: 705-374-4941

7.1 Action Items by Chair

Drainage Task Force to circulate draft task force recommendations as follows to the Agriculture Advisory Board and Drainage Board for comment by e-mail no later than Friday, August 3, 2018 and request feedback via e-mail by August 8, 2018 and to present draft task force recommendations at the next Drainage Task Force meeting on August 9, 2018.

7.1.1 Present draft recommendation to: maintain current Drainage Board Composition (2 Councillors and 5 appointed members of the public).

7.1.2 Present draft recommendation to: maintain the function of Council appointing 5 members of the public to the Drainage Board every 4 years.

7.1.3 Present draft recommendation to: increase the thoroughness of the interview process prior to appointing members to the Drainage Board.

7.1.4 Present draft recommendation to: change the Drainage Board from an advisory board to an authority board. Council would give the Drainage Board the authority to make final decisions.

7.1.5 Present draft recommendation to: continue to have related drainage by-laws go to Council for approval and budgeting.

7.1.6 Present draft recommendation that: the Drainage Superintendent be required to assist and monitor the progress of new drain construction and bring progress updates back to the Drainage Board for their information.

7.1.7 Present draft recommendation to: direct the Engineering department in collaboration with the Purchasing division and the Clerk's Office to design a standard tender template for new drain construction with consistent expectations and general conditions for all drainage construction work within the City of Kawartha Lakes.

7.1.8 Present draft recommendation that: Engineering staff should prepare a very rough cost estimate for each new drain project using the calculation of water shed size multiplied by the City's average cost per hectare to provide to petitioners and include in the tendering process. It should be made clear that this is a very rough estimation provided for reference only and that actual costs will vary widely depending on the project.

7.1.9 Present draft recommendation that: the Drainage Board and Drainage Superintendent consult with the Communications, Advertising and Marketing division to develop a new and improved communication and public education processes.

7.1.10 Present draft recommendation that: Engineering department staff begin the pre-scoping process immediately upon the filing of a petition and prioritize the completion of a proper pre-consultation process on each new drain construction project.

If you have any questions please do not hesitate to reach out to me.

Sincerely,

Ashley Webster, Executive Assistant to the Mayor and Council
City of Kawartha Lakes, 705-324-9411 extension 1310