



MEETING MINUTES

Reference No. 037936

PROJECT: MOFFAT CREEK TRUNK SANITARY SEWER AND MULTI-USE TRAIL
 CLIENT: City of Cambridge CLIENT REFERENCE NO.:
 RE: Moffat Creek Site Walk
 LOCATION: Dundas and Franklin, Cambridge DATE: April 30, 2008 TIME: 10:00 AM

Participants:

April Souwand	City of Cambridge	Andrea Doherty	DFO
Samantha Mason	GRCA	Tony Zammit	GRCA
Chris Bohme	GSP	Dwayne Hofstetter	CRA
Cst. Vodicka	WRPS	Samantha Lawson	GRCA
Alex Koch	City of Cambridge	Janet Engel	GRCA
Warren Yerex	GRCA	Dale Paynter	CRA
Chris Hunter	CRA		

Distribution:

<input checked="" type="checkbox"/> File	<input checked="" type="checkbox"/> Participants			
Gary Price	City of Cambridge	Janet Babcock	City of Cambridge	
Giancarlo Radicioni	City of Cambridge	Jim Kirchin	City of Cambridge	
Phil Antoniow	City of Cambridge	Ken Cornelisse	MNR	
Mike Stone	MNR	John Lee	Region	
Albert Hovingh	Region	Kevin Fergin	Stantec	
Kevin Brousseau	Stantec	Ron Schwark	CRA	

Item	Description	Action By
	<p>Purpose of Walk</p> <ol style="list-style-type: none"> 1. Today's walk was set-up to review current plans for the Moffat Creek works, based on the results of the Preliminary Design meeting held at Cambridge City Hall on April 17. 2. Updated plans included trees inventoried (to be protected and permitted to be removed), alignment of the sanitary sewer, construction access and staging areas, sending and receiving pits, pedestrian grade trails and boardwalks, as well as bridge structure crossings of Moffat Creek itself. 3. CRA and GSP staff conducted layout of selected structures and features prior to the walk 	



Item	Description	Action By
	<p>General Discussions</p> <ol style="list-style-type: none"> 1. Due to proximity of existing root structures, excavation into the existing surface would not be recommended. Any fill placement (permanent or temporary) would need to be placed on top of geotextile fabric for both strength and stability 2. No permanent filling will be permitted within the limits of the two year floodline/wetland. 3. This 2 year floodline and limits of wetlands were defined and marked by GRCA and DFO staff during site walk. Siltation fencing and sedimentation controls will follow this demarcation for areas where construction activity and staging is required. 4. Use of mixture may be permitted to bind gravel and stone dust for both trail and maintenance access areas. This will reduce the potential for washouts and piping across these sections. CRA will investigate this option to limit erosion. 5. General staging area limits will be shown on the drawings. These limits will be refined during mobilization, allowing the contractor to place materials and equipment in and around existing trees. All materials and equipment must be placed on geotextile fabric (with or without gravel overlain). 6. Boardwalk and elevated bridge structures that will be founded on helical piles and supported above the two year floodline may be located within the limits of the wetlands. 7. Retaining walls or embankment structures where required must be in areas above the two-year floodline limit, and must be a minimum 0.6m offset away from the wetland/floodline demarcation. Construction activities may take place within the two-year floodline providing it is restored to existing conditions upon construction completion. 8. Discussion was held regarding the access requirements for both construction and for maintenance at Azores location. The existing slope into the base of the valley will require infilling to construct a ramp at a traversable grade. Two options for this cross section are either 3:1 side slopes (infilling) or constructing one or both side faces with retaining wall or reinforced earth. 9. Discussion was held regarding the access requirements for both construction and for maintenance at Dundas St. location. The existing slope into the base of the valley will require infilling to construct a access to manhole. This will be completed with the construction of a retaining wall. The GRCA indicated they will need to know the filling completed for the site at this location as well as in the entire site. 10. All in creek work will remain outside of this contract. 	



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	<p>11. GRCA and DFO indicated that the removal of refuse from the creek is acceptable during construction providing equipment used for removal does not require equipment to work within the 2 year flood line or wetland areas. Refuse would be considered lumber, furniture, grocery cart, and steel drums. Removal of any rock structures and or dams will not be part of this project.</p> <p>12. Existing steel fence within City property to be removed as part of the contract.</p>	
	<p><u>Consensus Building</u></p> <p>1. General understanding and agreement by all parties on the location of the trail sections and boardwalk sections and maintenance access were identified. These areas will be detailed in the next design submission to the Technical Steering Committee.</p> <p>2. Two-year floodline and wetland boundary demarcated by GRCA and DFO will be surveyed by CRA and included on final plans.</p>	

Attachments: Project Schedule

Prepared By: Chris Hunter Date Issued: May 7, 2008

This confirms and records CRA's interpretation of the discussions which occurred and our understanding reached during this meeting. Unless notified in writing within 7 days of the date issued, we will assume that this recorded interpretation or description is complete and accurate.

