

— TOWNSHIP OF —  
ASHFIELD - COLBORNE - WAWANOSH

**Council Minutes**  
**January 20, 2009**

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 20<sup>th</sup> day of January 2009, at 7:30 pm in the Township of Ashfield-Colborne-Wawanosh Council Chambers.

Council Present

Reeve  
Deputy-Reeve  
Councillors

Ben Van Diepenbeek  
Neil Rintoul  
Connie Black  
Doug Miller  
Barry Millian  
Carl Sloetjes

Council Absent

Marilyn Miltenburg

Staff Present

Administrator/Clerk-Treasurer  
Public Works Superintendent

Mark Becker  
Brian Van Osch

OTHERS PRESENT: Monica Walker-Bolton, Denny Scott, Doug Fines, Stephen Brindley, Brian Stanley, Marlene Starkey, Ralph Starkey, Martin Kleuskens, Gina Burbine, Kent Bean, Robin Heggie, and Janet Heggie.

**1.0 CALL TO ORDER**

**2.0 DISCLOSURE OF PECUNIARY INTEREST**

Councillor Doug Miller – Section 5.1

**3.0 ADOPTION OF MINUTES**

Moved by Black  
Seconded by Sloetjes

ADOPT  
COUNCIL #1  
MINUTES

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the January 6, 2009 Council Meeting Minutes and the "In-Camera" Meeting Minutes as written.

Carried.

**4.0 DEPUTATIONS AND PETITIONS**

4.1 7:30 pm – Monica Walker-Bolton, County Planner / Committee of Adjustment – Heggie

Moved by Millian  
Seconded by Rintoul

OPEN  
COMMITTEE #2  
OF  
ADJUSTMEN  
T MEETING

THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby opens their meeting, to review the Heggie Application.

Carried.

We have provided Council with the report prepared by the County Planner, Monica Walker-Bolton, in regards to this application. Ms. Walker-Bolton was present and reviewed the application with the Committee of Adjustment.

STAFF COMMENTS: It is recommended by the Planning Department that the application for minor variance be deferred for the applicant to provide a surveyors' report.

Ms. Walker-Bolton indicated that the setback has now been revised, and the survey has now been received. The revised setback is now 11.6 metres. The application will now have to be re-circulated and another Committee of Adjustment meeting be scheduled for February 17<sup>th</sup>.

ACTION: The Committee of Adjustment agreed to defer the application until the second meeting in February due to the fact that the setback has been amended and the survey has now been received and re-circulation is now required.

Moved by Black  
Seconded by Miller

CLOSE  
COMMITTEE  
OF #3  
ADJUSTMEN  
T

THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby closes their meeting.

Carried.

## 5.0 FINANCIAL REPORTS

### 5.1 Payment of Current Accounts as Presented

Moved by Sloetjes  
Seconded by Rintoul

APPROVE #4  
ACCOUNTS

THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes the payment of the January 2009 accounts as presented.

Carried.

#### 5.1(a) Payment to Ashfield Service Centre

Moved by Millian  
Seconded by Miller

ASHFIELD #5  
SERVICE  
CENTRE

THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes the payment of \$ 5,009.45 to Ashfield Service Centre.

Carried.

### 5.2 Payment of Previous Month Actual Accounts

Moved by Rintoul  
Seconded by Sloetjes

APPROVE #6  
ACTUAL  
PAYMENTS

THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the payment of the December 2008 accounts in the amount of \$ 1,784,890.97.

Carried.

### 5.3 Summary Revenue/Expenditure Reports

Reports for the Township, Lucknow & District Fire Department, Lucknow & District Medical Centre, and Lucknow & District Recreation from January to December 2008.

Moved by Black  
Seconded by Sloetjes

REVENUE #7  
EXPEND-  
ITURE  
REPORT

THAT Ashfield-Colborne-Wawanosh Township Council adopts the summary revenue/expenditure reports of the Treasurer as written.

Carried.

## 6.0 REPORTS OF STAFF AND COMMITTEES

### 6.1 Water Department

#### 6.1.1 Ministry of the Environment – Dungannon Water Inspection Report

We have provided Council with a copy of the above noted inspection report.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.1.2 Water Operations & Maintenance Report – November & December 2008

We have provided Council with a copy of the monthly reports prepared by Veolia Water Canada in regards to the operation and maintenance of our water systems for November & December 2008.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.2 **Building Department**

6.2.1 Chief Building Officials Year End Building Report - 2008

We have provided Council with a copy of Mr. Livingston's year-end report on building permits issued for 2008. Mr. Livingston will not be present this evening.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.3 **Cemetery Department**

No items scheduled.

6.4 **Drainage Department**

No items scheduled.

6.5 **Administration Department**

6.5.1 O.P.P. Estimated Costs – 2009

We have provided Council with a copy of the estimates for 2009. This year's estimate is \$375,511 compared to last year's estimate of \$347,275. We will not know the final actual costs of 2008 until late April.

STAFF COMMENTS: That we include this amount in the proposed 2009 Budget.

ACTION: Council agreed to include this amount in our proposed 2009 Budget.

6.5.2 2008 in Review

Each year, staff provides Reeve Van Diepenbeek a list of our accomplishments for last year and challenges for the upcoming year for the newspaper. We have provided Council with a copy of the same for your information purposes only.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.5.3 Year End Summary – Council Members Remuneration Report

We have provided you with a report as of the year-end Council Members Remuneration report for 2008.

STAFF COMMENTS: For information purposes.

ACTION: Noted and filed.

6.5.4 Birthday & Anniversary Certificates

As directed by Council, staff has provided Council with a copy of the proposed policy for review and acceptance.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to adopt the proposed policy as drafted. Staff will post this policy on our website, front counter, and our upcoming newsletter.

6.5.5 Lavis Rezoning Amendment

As directed by Council from our last meeting, we have provided Council with a copy of the by-law to be adopted in regards to this application.

STAFF COMMENTS: That we adopt the by-law in Section 14 as drafted.

ACTION: Council agreed to adopt the by-law as presented in Section 14.

6.5.6 Lucknow & District Fire Department – Year End Report 2008

We have provided Council with a copy the report prepared by Fire Chief Peter Steer in this regard.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.5.7 Violet Brindley Letter – Severance Condition Payment

We have provided Council with a copy of the letter received from Mrs. Brindley, who is requesting her payment, which was a condition at the time of severance, returned to her.

STAFF COMMENTS: That we issue a cheque to the Brindley's for \$2500.

ACTION: Council agreed refund the Brindley's their \$2500 deposit.

**6.6 Public Works Department**

6.6.1 Public Works Activity Report

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch. Mr. Van Osch will be present this evening.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

6.6.2 Hagle Email – Community Mailboxes

We have provided Council with a copy of the email from Mr. Hagle, along with the response and a map received from Canada Post, with their attempt to solve the issue.

STAFF COMMENTS: None.

ACTION: Noted.

6.6.3 Roy Murphy Letter – Horizon View Road Request

We have provided Council with a copy of the letter received from Mr. Murphy requesting that Horizon View Road be rebuilt and paved.

STAFF COMMENTS: That we defer this item to our budget deliberations in 2009.

ACTION: Council agreed to defer this item to our budget deliberations in 2009.

6.6.4 Alison Simpson Email – Kintail Line Guard Rails

We have provided Council with a copy of an email received from Alison Simpson in regards to the guard rails located on Kintail Line at the Jim West property. Public Works Superintendent Brian Van Osch looked at the guard rails and suggests that it is possible to remove the guard rails at this location if some erosion control work (rip rap / gabion baskets) and widening of the shoulders was completed around the ends of the culvert. The Public Works Superintendent further agrees that this is a problem area with drifting, and that this project should be included in the 2009 Budget.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have this section of guard rails removed and include this item in the 2009 Budget. The Public Works Superintendent will look at the others on this road. If he feels that they need to be removed he will advise Council during our Budget deliberations.

#### 6.6.5 Part Time Equipment Operator - Appointments

As a follow-up from our Council Meeting held on January 6, 2009, Council agreed to appoint Mel Ritchie, Marty Scott, John Wain, and Louis Sloetjes as Part Time Equipment Operators. We have provided Council with a copy of the appointment by-law.

STAFF COMMENTS: That we adopt the by-law as drafted in Section 14.

ACTION: Council agreed to appoint these individuals by by-law in Section 14.

#### 6.6.6 Century Heights / Maitlandview Estates – Sump Pump Water on Municipal Road

Public Works Superintendent Brian Van Osch reviewed this situation with Bruce Potter, Engineer, at B.M. Ross & Associates. Since there is presently no storm sewers that extend far enough into the cul-de-sacs he indicated that the Township could extend the storm sewer into the cul-de-sacs so that each lot owner would have a place to hook up there sump pump into the storm sewer line. A new 12 inch sewer line could be trenched in along side of the existing road allowance on Township property from the nearest catch basin. It would be up to Council on how much of the costs would be covered by the residents receiving the benefit from this new line and how much the Township would provide.

STAFF COMMENTS: We seek your direction.

Gina Burbine, Martin Kleuskens, Marlene Starkey, Ralph Starkey, Doug Fines, and Brian Stanley were in attendance who resides in the Century Heights Subdivision. All explained the problems they have been encountering with water in their basements. They understand that this is not a Township issue, but however have asked Council for their assistance in finding a solution to their problems.

ACTION: Council agreed that Bruce Potter, Engineer, of B.M. Ross & Associates will be asked to review the options and report back to Council with some possible scenarios to resolve the resident's problems and the costs associated with each scenario. Council will review the options and call a special public meeting of those affected to review the options put forth. The majority of the residents would make the decision on what the appropriate plan would be taken, as they will be paying the costs associated for their water issues that they are encountering.

#### 6.6.7 911 Policies & Procedures - Update

On October 21<sup>st</sup> Council reviewed the 1<sup>st</sup> draft 911 Policy & Procedures. Public Works Superintendent Brian Van Osch and Deputy-Clerk Linda Andrew have been working with the County and other municipalities in reviewing a revised Policy and Procedures Manual in light of the County assuming responsibility for the operation of all aspects of the 911 procedures. Staff is continuing to forward their comments as requested by the 911 Coordinator, as concerns or issues are brought forward by either the County or the member municipalities, for discussion. The County has developed a 911 Technical Committee to work towards finalizing a version which is satisfactory to all parties. We have provided Council with a copy of the 2<sup>nd</sup> draft 911 Policy & Procedures for Council's information.

STAFF COMMENTS: For your information purposes.

ACTION: No comments.

#### 6.7 Environmental Services

No items scheduled.

#### 6.8 Committee Reports

Councillor Connie Black reported on the C.H.I.P. Committee.

Councillor Barry Millian reported on the Huron Farm Safety Committee.

Reeve Ben Van Diepenbeek reported on the meeting he attended with Lavis Contracting in regards to Sharpes Creek Line and the gravel under the road. A proposal from Lavis Contracting will be coming back to Council.

**7.0 OPEN FORUM**

Kent Bean commented on the guardrails on Kintail Line.

Stephen Brindley commented on the catch basins along Council Line and grading of roads.

**8.0 NEW BUSINESS**

No items scheduled.

**9.0 CORRESPONDENCE COPIED FOR WHICH THE DIRECTION OF COUNCIL IS REQUIRED**

No items scheduled.

**10.0 CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF COUNCIL IS NOT REQUIRED**

- 10.1 Egg Farmers Ontario Letter – Sustainable Environment
- 10.2 Barbara Ashfee-Lormand Letter – Wind Farms
- 10.3 Huron County Farm & Home Safety – Minutes & Correspondence
- 10.4 Blyth / Wingham – Fire Service Review Committee Minutes
- 10.5 Paul Carroll Letter – Eugene McGee Collection
- 10.6 Huron County – Communities in Transition Application
- 10.7 OMAF – E-Bulletin
- 10.8 Drinking Water Source Protection – Municipal Update Meeting
- 10.9 Ontario Provincial Police Letter – Formula
- 10.10 AMO – Councillor Training Sessions
- 10.11 Royal Canadian Legion Letter – Bluewater Veterans Highway Reception

**11.0 CORRESPONDENCE AND INFORMATION ON COUNCIL TABLE**

No items scheduled.

**12.0 UNFINISHED BUSINESS**

No items scheduled.

**13.0 IN-CAMERA SESSION**

No items scheduled.

**14.0 BY-LAWS AND AGREEMENTS****14.1 Lavis Zoning Amendment By-Law**

Moved by Rintoul  
Seconded by Black

AMEND  
ZONING BY-  
LAW #8

THAT leave be given to introduce By-Law #05-2009 being a by-law to amend by-law 32-2008, of the Corporation of the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 20<sup>th</sup> day of January 2009.

Carried.

**14.2 Part Time Equipment Operators Appointment By-Law**

Moved by Sloetjes  
Seconded by Millian

APPOINTME  
NT BY-LAW #9

THAT leave be given to introduce By-Law #04-2009 being a by-law to establish the positions of Part-Time Equipment Operators and appoint the positions, and that it now be read severally a first, second, and third time, and finally passed this 20<sup>th</sup> day of January 2009.

Carried.

14.3 Confirmation By-Law

Moved by Miller  
Seconded by Rintoul

CONFIRMATION BY-LAW #10

THAT leave be given to introduce By-Law #06-2009 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on January 20, 2009, and that it now be read severally a first, second, and third time, and finally passed this 20<sup>th</sup> day of January 2009.

Carried.

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15.0 ADJOURN

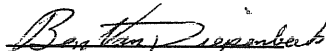
Moved by Black  
Seconded by Sloetjes

ADJOURN #11

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on February 3, 2009 at 7:30 p.m. or at the Call of the Reeve.

Carried.

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Reeve, Ben Van Diepenbeek

  
Administrator/Clerk-Treasurer, Mark Becker