



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes February 5, 2019

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 5th day of February 2019, at 7:30 pm in the Township of Ashfield-Colborne-Wawanosh Council Chambers.

Reeve
Deputy-Reeve
Councillors

Glen McNeil
Roger Watt
Gloria Fisher
Wayne Forster
Jennifer Miltenburg
Bill Vanstone

Council Absent

Anita Snobelen

Staff Present

Administrator/Clerk-Treasurer
Deputy-Clerk (Maternity Leave)
Deputy-Clerk
Chief Building Official
Public Works Superintendent

Mark Becker
Trevor Hallam
Florence Witherspoon
Brett Pollock
Brian Van Osch

OTHERS PRESENT: Donna Partridge, Paula Brunkard, Betty Tomlinson, Claude Roach, S. Roach, Pat Armstrong, and Shaun Peet.

1.0 **CALL TO ORDER**

It was noted that the Township Staff will be audiotaping the evenings meeting.

2.0 **DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST**

None disclosed.

3.0 **ADOPTION OF PREVIOUS MEETING MINUTES**

3.1 Minutes of Special Session – January 22, 2019

Moved by Forster
Seconded by Miltenburg

ADOPT COUNCIL MINUTES #1 THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the January 22, 2019 Special Council Meeting Minutes as written. Carried.

3.2 Minutes of Regular Session – January 22, 2019

Moved by Miltenburg
Seconded by Watt

ADOPT COUNCIL MINUTES #2 THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the January 22, 2019 Regular Council Meeting Minutes as written. Carried.

4.0 **OPEN FORUM (items pertaining to the agenda)**

None.

5.0 DELEGATIONS

5.1 7:30 p.m. – Donna Partridge & Paula Brunkard / Meneset Home Owners Association

We have provided Council with a copy of the information package received from the Meneset Home Owners Association who has requested to address Council this evening with respect to the intersection of Highway #21 and Airport Road. Ms. Partridge and Ms. Brunkard addressed Council.

STAFF COMMENTS: None.

ACTION: Staff will bring back to the next Council Meeting the draft resolution that they provided for Councils consideration.

6.0 ACCOUNTS

No items scheduled.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 Dungannon Arsenic Treatment Project

As a follow-up from our special meeting held on January 22nd with B.M. Ross & Associates which was the review of the request for proposals received for the arsenic treatment proposal in Dungannon, we have provided Council with the following:

- ✓ Dungannon Arsenic Treatment Proposal / B.M. Ross & Associates
- ✓ Township & B.M. Ross & Associates / Meeting Notes
- ✓ H2Flo – AdEdge Water Technologies / Scope of Supply & Pricing Proposal

STAFF COMMENTS: That Council accepts the proposal as recommended and adopt the following resolution.

Reeve Glen McNeil indicated that he anticipates to hear back that a meeting will occur on February 7th with he and the Administrator/Clerk-Treasurer attending with Lisa Thompson M.P.P., and the Minister of the Environment.

Administrator/Clerk-Treasurer Mark Becker indicated that he was contacted by Aziz Ahmed, Manager of the Licensing and Approvals Section, of the Ministry of the Environment who has accepted the invitation extend to him to come to A.C.W. and tour the Village of Dungannon and the Dungannon Pumphouse with respect to the Dungannon Arsenic Levels and further discuss the issue of the extension of the temporary relief. A tentative date of March 7th has been set, however staff will need to reach out to our water operator, and our engineer to confirm their availability.

Councillor Jennifer Miltenburg and Deputy-Reeve Roger Watt updated Council on their delegation made at the ROMA Conference to discuss the Dungannon Arsenic situation with the staff of the Ministry of Infrastructure.

ACTION: Council agreed to adopt the following resolution.

Moved by Watt
Seconded by Forster

ACCEPT #3
H2Flow-
AdEdge
ARSENIC
TREATMENT
PROPOSAL
DUNGANNON
WATER

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to accept the pricing proposal from AdEdge Water Technologies for a Coagulation Filtration System to address the elevated levels of arsenic in the Dungannon Water System.

Carried.

7.2 Building Department

No items scheduled.

7.3 Cemetery Department

7.3.1 Columbarium Delivery - Update

Delivery of the Columbarium to the Colborne Cemetery has been scheduled for 9:00 a.m. on Wednesday February 6th.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.4 Drainage Department

No items scheduled.

7.5 Administration Department

7.5.1 John & Maureen Peet - Minor Variance Application / Update

We have provided Council with a copy of the report prepared by Deputy Clerk-Trevor Hallam in this regard. Mr. Hallam will be present this evening. Should Council wish to follow the recommendation of staff it may adjourn their Council Meeting and open a meeting of the Committee of Adjustment. Pursuant to section 45(6) of the Planning Act, a public hearing on this application was held on January 22nd. No further notice of this meeting of the Committee of Adjustment is required.

Moved by Miltenburg
Seconded by Watt

OPEN COMMITTEE OF ADJUSTMENT MEETING #4 THAT Ashfield-Colborne-Wawanosh Council hereby adjourns their Council Meeting and hereby opens their Committee of Adjustment Meeting and Hearing to review the John & Maureen Peet Application. Carried.

STAFF COMMENTS: That the conditions contained in the January 22nd decision issued on this application for minor variance be amended to read:

- the structure be as shown in the elevation drawings that accompanied the application.
- the variance approval is valid for a period of 18 months from the date of the Committee's decision

ACTION: The Committee of Adjustment agreed to adopt the following resolution.

Moved by Vanstone
Seconded by Watt

AMEND PEET APPLICATION DECISION #5 THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby agrees to amend its approval of the John & Maureen Peet Minor Variance Application to include the conditions recommended by staff. Carried.

Moved by Miltenburg
Seconded by Fisher

CLOSE COMMITTEE OF ADJUSTMENT #6 THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby closes their meeting. Carried.

Moved by Watt
Seconded by Vanstone

RECONVENCE REGULAR COUNCIL MEETING #7 THAT Ashfield-Colborne-Wawanosh Township Council hereby reconvenes the regular Council Meeting of February 5, 2019. Carried.

7.5.2 Auburn Riverside Retreat – Site Plan Control By-law / Update

It has been brought to the attention of staff that the Auburn Riverside Retreat was sold prior to the entering into a Site Plan Control By-Law Agreement that was approved at our last meeting. Staff reached out to the new owners who have since signed the agreement. We have provided Council with a copy of the agreement with the new owners and a copy of the revised by-law authorizing the Site Plan Agreement for the subject property.

STAFF COMMENTS: That Council accepts the site plan control agreement by by-law in Section 14 as a result of the new ownership.

ACTION: Council agreed to adopt the revised Site Plan Control By-Law in Section 14.

7.5.3 Code of Conduct Policy / Update

As a follow-up from our last meeting staff contacted the author of the code of conduct policy to seek clarification on some points. We have provided Council with a report from Deputy-Clerk Trevor Hallam in this regard. Mr. Hallam will be present this evening.

STAFF COMMENTS: That Council accepts the clarifying addition to the Code of Conduct by by-law in Section 14.

ACTION: Council agreed to adopt the revised Code of Conduct by by-law in Section 14.

7.5.4 Open Air Burning By-Law / Recommended Amendments to By-Law 52-2012

As a follow-up from the December 18th Council Meeting, we have provided Council with a copy of the report prepared by Deputy-Clerk Trevor Hallam as well as the amended by-law for Council's consideration. Mr. Hallam will be present this evening.

STAFF COMMENTS: We seek your direction.

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

7.5.5 Heads of Council / Reeve & Deputy-Reeve Change to Mayor & Deputy-Mayor

Council asked that staff bring this topic of changing our Reeve and Deputy-Reeve to Mayor and Deputy-Mayor to a Council Meeting for discussion and possible change. If Council wishes to proceed, a by-law will need to be adopted, and the change will become effective immediately upon its passing.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff prepare the necessary by-law for the next meeting amending the heads of council to be changed from Reeve and Deputy-Reeve to Mayor and Deputy-Mayor.

7.5.6 Procedural By-Law

Council asked that staff bring the current Procedural By-Law to our meeting for discussion and review. The by-law governs the proceedings and conduct of the meetings of the Council and Committees of the Township. If Council wishes to change any items in the by-law, staff will bring back to a future meeting an amended version with the requested changes included for consideration.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff bring back a revised by-law making the following changes:

- Staff indicated that we will need to add in a new section required for the effective date of March 1st with respect to the declaration of conflict of interest of Councillors.
- Change all references of Reeve and Deputy-Reeve to Mayor and Deputy-Mayor.
- Council agreed to continue to have Council Meetings being scheduled for the first and third Tuesday of each month, however Council agreed to change the meetings from the evenings to the daytime, and therefore staff was directed to amend section 3.6 to read "Day meetings shall be from 9:00 a.m. to 12:00 p.m. and shall stand adjourned, unless a majority of Council votes in favour of extending the hour to complete the business of the day."

7.5.7 Maitland Valley Conservation Authority – 2019 Priorities and Draft Budget

We have provided Council with a copy of the letter and the 2019 Priorities and Draft Budget for the Maitland Valley Conservation Authority.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.8 Chickens/Livestock in Settlement Areas

We have provided Council with a report from Deputy-Clerk Trevor Hallam in this regard. Mr. Hallam will be present this evening.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed that there is no change in their position on this topic.

7.6 Public Works Department

7.6.1 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.

7.6.2 Dave Mounsey Memorial Fund Request - Update

As a follow-up from the December 18th Council Meeting we have provided Council with a copy of the by-law with respect to the road closures needed for their upcoming event being held on May 12, 2019.

STAFF COMMENTS: That Council adopts the by-law as presented in Section 14.

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

7.6.3 Crushed Gravel Tenders – 2019

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch in regards to the Crushed Gravel Tenders for 2019. Mr. Van Osch will be present this evening.

STAFF COMMENTS: That Council accepts the lowest tender of Johnston Bros. (Bothwell) Ltd. in the amount of \$ 240,859.50 taxes included.

ACTION: Council agreed to adopt the following resolution.

Moved by Vanstone
Seconded by Watt

ACCEPT #8 THAT Ashfield-Colborne-Wawanosh Township Council hereby gives
CRUSHED pre-budget approval, and accepts the tender of Johnston Bros. (Bothwell)
GRAVEL Ltd. to crush, stockpile, haul, and spread granular A Gravel on Township
TENDER Roads in the total amount of \$ 240,859.50 taxes included. Gravel to be
applied at the discretion of the Public Works Superintendent.

Carried.

7.6.4 Calcium Chloride Tenders – 2019

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch in regards to the Calcium Chloride Tenders for 2019. Mr. Van Osch will be present this evening.

STAFF COMMENTS: That we proceed with the tender of Da-Lee Dust Control in the amount of \$ 359.74 per flake imperial ton, including H.S.T. for the year 2019.

ACTION: Council agreed to adopt the following resolution.

Moved by Miltenburg
Seconded by Forster

ACCEPT #9 THAT Ashfield-Colborne-Wawanosh Township Council hereby gives
CALCIUM pre-budget approval, and accepts the tender of Da-Lee Dust Control
CHLORIDE to supply and apply calcium chloride on Township Roads at the rate of
TENDER \$ 359.74 per flake imperial ton, including H.S.T. Calcium Chloride to be
applied at the discretion of the Public Works Superintendent.

Carried.

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

Deputy-Reeve Roger Watt and Councillor Jennifer Miltenburg reported on the Rural Ontario Municipal Association (ROMA) Conference which they attended.

Councillor Bill Vanstone and Reeve Glen McNeil reported on the meeting which they attended in Kincardine with the Minister of Energy.

Reeve Glen McNeil reported on the meetings which he attended with the Minister of Municipal Affairs as well as the assistant to the Ministry of Agriculture.

Deputy-Reeve Roger Watt reported on a meeting he attending with respect to Broadband.

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

9.1 Burnside Client Appreciation Night – Invitation

STAFF COMMENTS: We seek your direction.

ACTION: Reeve Glen McNeil, Deputy-Reeve Roger Watt, Councillor Jennifer Miltenburg, Councillor Gloria Fisher, and possibly Councillor Anita Snobelen will attend.

9.2 Huron County Federation of Agriculture – Invitation

STAFF COMMENTS: We seek your direction.

ACTION: Reeve Glen McNeil and Councillor Wayne Forster will attend the upcoming event.

9.3 Huron Pioneer Threshers & Hobby Association Inc. – Advertisement Support

STAFF COMMENTS: In order to be included in their Heritage Book we will need to advise them no later than February 28th. We seek your direction.

ACTION: Council agreed to proceed with the Half Page advertisement.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 Auburn Hall Board – Minutes
- 10.2 Mid Huron Landfill Site Board – Minutes
- 10.3 Lucknow & District Joint Recreation Board – Minutes
- 10.4 Maitland Valley Conservation Authority - Minutes
- 10.5 Poverty to Prosperity in Huron – Thank You

ACTION: Councillor Gloria Fisher will attend the meeting scheduled for this Friday.

- 10.6 Maitland Valley Conservation Authority – Directors Attendance
- 10.7 Maitland Valley Conservation Authority – Annual Meeting

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

12.1 Upcoming Events – Reminder Only

- February 12th / Standard of Care – Safe Drinking Water Act
Walkerton Clean Water Centre, 20 Ontario Road Walkerton at 1:00 p.m.
(Fisher, Snobelen, Vanstone, Miltenburg, Forster, McNeil)
- February 14th / Huron Information Session – Integrity Commissioner / MPAC
Holmesville Community Hall, 79867 Parr Line at 9:00 a.m.
(Snobelen, Vanstone, Miltenburg, Forster, McNeil)
- February 24th – 27th / OGRA Conference
(Fisher, Snobelen, McNeil)
- March 28th and 29th / As a Member of Council What You Need to Know
Best Western Lamplighter Inn, London
Land Use Planning: Beyond the Basics
(Fisher, Snobelen, Miltenburg, McNeil)

13.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

14.0 BY-LAWS

14.1 Temporary Road Closure By-Law

Moved by Vanstone
Seconded by Watt

ROAD #10 THAT leave be given to introduce By-Law #07-2019 being a by-law to
CLOSURE temporarily stop up traffic on Sunday, May 12, 2019 on various township
BY-LAW roads and modification of traffic flow along the planned route for the
purpose of the Dave Mounsey Run Around the Square Event, and that it
now be read severally a first, second, and third time, and finally passed this
5th day of February 2019.

Carried.

14.2 Auburn Riverside Retreat Site Plan Control By-Law

Moved by Miltenburg
Seconded by Forster

AUBURN #11 THAT leave be given to introduce By-Law #10-2019 being a by-law to
CAMP SITE authorize the execution of a Site Plan Control Agreement between the
PLAN Township of Ashfield-Colborne-Wawanosh and Den Hollander Properties –
CONTROL Windmill Inc., and that it now be read severally a first, second, and third
BY-LAW time, and finally passed this 5th day of February 2019.

Carried.

14.3 Open Air Burning By-law

Moved by Fisher
Seconded by Forster

OPEN AIR #12 THAT leave be given to introduce By-Law #14-2019 being a by-law to
BURNING regulate and control open air burning within the Township of Ashfield-
BY-LAW Colborne-Wawanosh, and that it now be read severally a first, second, and
third time, and finally passed this 5th day of February 2019.

Carried.

14.4 Code of Conduct Policy By-Law

Moved by Miltenburg
Seconded by Watt

CODE OF #13 THAT leave be given to introduce By-Law #12-2019 being a by-law to
CONDUCT establish a code of conduct for members of Council of the Township of
Ashfield-Colborne-Wawanosh, and that it now be read severally a first,
second, and third time, and finally passed this 5th day of February 2019.

Carried.

14.5 Confirmation By-Law

Moved by Vanstone
Seconded by Watt

CONFIRMAT #14
ION BY-LAW

THAT leave be given to introduce By-Law #11-2019 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on February 5, 2019, and that it now be read severally a first, second, and third time, and finally passed this 5th day of February 2019.

Carried.

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15.0 ADJOURNMENT

Moved by Miltenburg
Seconded by Forster

ADJOURN #15

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on February 19, 2019 at 7:30 p.m. or at the Call of the Reeve.

Carried.

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Original signed by
Reeve, Glen McNeil

Original signed by
Administrator/Clerk-Treasurer, Mark Becker