



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes February 19, 2019

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 19th 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
Wayne Forster
Jennifer Miltenburg
Anita Snobelen
Bill Vanstone

Council Absent

Gloria Fisher

Staff Present

Administrator/Clerk-Treasurer
Public Works Superintendent

Mark Becker
Brian Van Osch

OTHERS PRESENT: Jan McKague-Weishar.

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**

Moved by Vanstone
Seconded by Watt

ADOPT
COUNCIL #1
MINUTES

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the
February 5, 2019 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. – Jan McKague-Weishar / Wingham & Area Health Professionals Recruitment

We have provided Council with a copy of the correspondence received from the Wingham & Area Health Professionals Recruitment. Ms. McKague-Weishar addressed Council in this regard.

STAFF COMMENTS: None.

ACTION: Council agreed to defer to the 2019 Budget Deliberations.

6.0 ACCOUNTS

6.1 Payment of Current Accounts as Presented

Moved by Miltenburg
Seconded by Snobelen

APPROVE #2 THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes
ACCOUNTS the payment of the February 2019 accounts as presented.

Carried.

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6.2 Payment of Previous Month Actual Accounts

Moved by Forster
Seconded by Watt

APPROVE #3 THAT Ashfield-Colborne-Wawanosh Township Council hereby
ACTUAL approves the payment of the January 2019 accounts in the amount
PAYMENTS of \$ 545,572.44.

Carried.

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6.3 Summary Revenue/Expenditure Reports

Reports for the Township, Lucknow & District Fire Department, Lucknow & District Medical Centre, and Lucknow & District Recreation for January 2019.

Moved by Watt
Seconded by Vanstone

REVENUE #4 THAT Ashfield-Colborne-Wawanosh Township Council adopts the
EXPEND- summary revenue/expenditure reports of the Treasurer as written.
ITURE
REPORT

Carried.

6.4 Year End 2018 - Summary Revenue/Expenditure Reports

We have provided Council with a copy of the final report for the year ending December 31, 2018.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 Water Operations & Maintenance Report – January 2019

We have provided Council with a copy of the report prepared by Veolia Water Canada in regards to the operation and maintenance of our water systems for January 2019.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.1.2 Dungannon Arsenic Treatment Project / Update

We have provided Council with a copy of the report prepared by Administrator/Clerk-Treasurer Mark Becker in this regard.

STAFF COMMENTS: That Council considers rescinding their resolution from the last Council Meeting in light of the recent meeting with the M.P.P. and Minister of the Environment. That Council further gives direction with respect to proceeding with the Environmental Assessment.

ACTION: Council agreed to rescind the motion and further not proceed with and Environmental Assessment at this time until such time the appropriate direction has been determined. It was further that Reeve Glen McNeil and Administrator/Clerk-Treasurer Mark Becker will arrange to meet with the technical staff at the Walkerton Clean Water Centre on March 8th after their meeting with the M.O.E. staff on March 7th.

Moved by Watt
Seconded by Vanstone

RESCIND #5 THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to
MOTION rescind motion #3 from the February 5, 2019.

ARSENIC
TREATMENT Re: (accepting the pricing proposal to address the arsenic levels in the
PROPOSAL Dungannon Water System)

DUNGANNON
WATER

Carried.

7.1.3 Standard of Care – Safe Drinking Water Act / Training Date Change

As Council is aware the date was rescheduled and conflicted with another meeting for the Council Members. The Walkerton Clean Water Centre indicated that they can reschedule for ACW only. Councillor Fisher, Snobelen, Vanstone, Miltenburg, Forster, and Reeve McNeil were registered. What date and time suits Council to attend?

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to set the training for Tuesday, April 2nd at 1:00 p.m. in Walkerton. In addition to those members attending, Deputy Reeve Roger Watt, Administrator/Clerk-Treasurer Mark Becker, and Deputy Clerk Florence Witherspoon will be registered as well.

7.2 Building Department

7.2.1 Chief Building Official's Report

We have provided Council with a copy of Mr. Pollock's report. Mr. Pollock will not be present this evening.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.3 Cemetery Department

7.3.1 Columbarium Delivery

Delivery of the Columbarium to the Colborne Cemetery occurred on Wednesday February 6th. We have provided Council with a copy of the picture of the new columbarium.

STAFF COMMENTS: For your information purposes.

ACTION: Council agreed to have staff bring back a report of the fees and charges for the Columbarium and include other comparisons in light of the actual costs increase for the concrete base.

7.4 Drainage Department

7.4.1 Glenn Municipal Drain – Levying By-Law

We have provided Council with a copy of the Glenn Municipal Drain 2017 Levying By-Law being a by-law to provide for the levying of costs.

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.

7.4.2 Wilkins Municipal Drain – Meeting to Consider the Engineer's Report

Dietrich Engineering is ready to present the Report for the Wilkins Municipal Drain Improvement. A special Council meeting will need to be scheduled to Consider the Report. The following days are suitable for the Engineer: March 7th, 8th or 12th beginning at 9 a.m. This meeting is estimated to take less than an hour. Which of these dates suit Council?

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to meet on Tuesday, March 12th at 9:00 a.m. with Reeve McNeil, Councillor Fisher, Councillor Forster, and Councillor Miltenburg available to attend establishing quorum.

7.5 **Administration Department**

7.5.1 Change the Title of the Head of Council

As a follow-up from our last meeting, we have provided Council with a copy of the by-law amending the heads of council to be changed from Reeve and Deputy Reeve to Mayor and Deputy Mayor.

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.

7.5.2 Pregnancy Leave & Parental Leave Policy for Members of Council

We have provided Council with a copy of the report prepared by Deputy-Clerk Trevor Hallam in this regard along with a copy of the proposed policy and by-law for adoption. Mr. Hallam will not be present this evening.

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

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

7.5.3 Changes to the Procedural By-Law

We have provided Council with a copy of the report prepared by Deputy-Clerk Trevor Hallam in this regard along with a copy of the proposed by-law for adoption. Mr. Hallam will not be present this evening.

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.

7.5.4 2019 Budget Deliberations

Staff has now completed the year end and the auditors have been here and gone. In light of the recent changes in staff we have started to pull together the proposed Budget for 2019. We need to set a date to review the proposed budget which will be an all-day meeting to at least get started. We usually meet the first or second week in March however we may want to consider delaying to the third week in March.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to meet Friday, April 5th at 9:00 a.m.

7.5.5 Ministry of Government and Consumer Services – Forfeited Corporate Property

As a follow-up from our meeting of November 20th, we have provided Council with a copy of the Agreement of Purchase and Sale along with a copy of the by-law to authorize the signing of the agreement. The properties are small narrow parcels along the road allowances which have been forfeited and should have been transferred to the municipality upon completion but were not. These properties are located at Huron Sands and the costs to transfer the lands will be \$2.00 per property in addition to the Crown's Expenses of approximately \$1,200 plus H.S.T..

STAFF COMMENTS: That Council adopts the by-law as presented in Section 14 authorizing the Reeve and Clerk to sign the Agreement of Purchase and Sale.

ACTION: Council agreed to authorize the Agreement of Purchase and Sale by by-law in Section 14.

7.5.6 Meneset Home Owners Association – Highway #21 & Airport Road Resolution

As a follow-up from our last meeting we have provided Council with the resolution for Council's consideration.

STAFF COMMENTS: None.

ACTION: Council agreed to adopt the following resolution.

Moved by Miltenburg
Seconded by Forster

HIGHWAY 21 #6
MTO
RESOLUTION

WHEREAS the presentation made by the Meneset Homeowners Association on February 5, 2019 has presented some safety concerns reflective on both MTO controlled Highway 21, as well as the municipal roads known as Airport Road and MTO Road;

AND WHEREAS the conditions are worthy of review by the MTO staff through its own policies and updated procedures, based on updated ADT data available and accident reports for this area provided by the Huron OPP detachment;

AND WHEREAS the growth changes that have precipitated the increase in traffic to and from Airport Road onto Highway 21, as well as increased traffic north and south on Highway 21 has contributed to the request for this review and study work;

AND WHEREAS the data provided warrants at a minimum, a MTO review of the traffic volume conditions, speed reduction, as well as advance warning signage, as well as blowing snow restraints through a living fence or similar effective recommendation;

NOW THEREFORE the Council of the Township of Ashfield-Colborne-Wawanosh petition immediate action by the Minister of the Ministry of Transportation, to have staff conduct study work on the highway intersection area of concern and provide a report with recommendations of necessary improvements that will address safety concerns for all users of Highway 21 north of the Town of Goderich town limits.

Carried.

7.6 Public Works Department

7.6.1 Land Purchase

Please refer to the "In-Camera Session" (proposed acquisition of land by the municipality)

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

Councillor Jennifer Miltenburg reported on the Dungannon Community Alliance Committee.

8.0 NEW BUSINESS

8.1 Huron Farm & Safety Association

Councillor Bill Vanstone asked that this item be added to the agenda for discussion. Council had in the past had a Council member on the association until last year when they agreed to discontinue. They are asking that Council reconsider a Council appointment. Councillor Vanstone spoke to this topic.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to continue not to appoint a representative.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

9.1 Dungannon & District Lions Club – Request for Sponsorship

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to defer to 2019 Budget Deliberations

9.2 Huron County Municipal Officers' Association Annual Meeting - Invitation

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed that the following Council Members will attend:

Reeve Glen McNeil, Councillor Anita Snobelen, Councillor Wayne Forster, Councillor Jennifer Miltenburg, and Councillor Gloria Fisher.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 Dungannon Community Alliance – Meeting Notes
- 10.2 Dungannon Survey Report – Huron County Health Unit
- 10.3 Dungannon Community Alliance – Thank You
- 10.4 Association of Municipalities Ontario – Annual Conference
- 10.5 Maitland Valley Conservation Authority - Minutes

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS**12.1 Upcoming Events – Reminder Only**

- February 24th – 27th / OGRA Conference
(Fisher, Snobelen, McNeil)
- March 1st / HCFA Annual Meeting / Clinton
(McNeil, Forster)
- March 27th / Burnside Client Appreciation Night / Wingham
(McNeil, Watt, Miltenburg, Fisher, Snobelen)
- March 28th and 29th / As a Member of Council What You Need to Know
Land Use Planning: Beyond the Basics
(Fisher, Snobelen, Miltenburg, McNeil)

13.0 IN-CAMERA / CLOSED SESSION

Moved by Vanstone
Seconded by Miltenburg

MOVE TO #7 THAT Ashfield-Colborne-Wawanosh Township Council move into
IN-CAMERA an “In-Camera” session, with the Public Works Superintendent
and the Administrator/Clerk-Treasurer remaining in attendance at
9:14 p.m. for the purpose of discussing:

- 1) Proposed acquisition of land by the municipality.

Carried.

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13.1 RETURN TO OPEN SESSION

Moved by Miltenburg
Seconded by Snobelen

RISE FROM #8 THAT Ashfield-Colborne-Wawanosh Township Council rise from an
IN-CAMERA “In-Camera” session at 9:36 p.m.

Carried.

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13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

Nothing to report.

14.0 BY-LAWS**14.1 Members of Council Pregnancy and Parental Leave Policy By-Law**

Moved by Vanstone
Seconded by Snobelen

COUNCIL #9 THAT leave be given to introduce By-Law #15-2019 being a by-law to
PREGNANCY & establish a policy providing for pregnancy and parental leave for members
Y & of council for the Township of Ashfield-Colborne-Wawanosh, and that it
PARENTAL now be read severally a first, second, and third time, and finally passed this
LEAVE 19th day of February 2019.
POLICY
BY-LAW

Carried.

14.2 Procedural By-Law

Moved by Watt
 Seconded by Miltenburg

PROCEDURAL BY-LAW #10 THAT leave be given to introduce By-Law #16-2019 being a procedural by-law to govern the proceedings and the conduct of the meetings of the Council and Committees of the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 19th day of February 2019.

Carried.

14.3 Change the Title of the Head of Council By-Law

Moved by Forster
 Seconded by Miltenburg

TITLE OF THE HEAD OF COUNCIL BY-LAW #11 THAT leave be given to introduce By-Law #13-2019 being a by-law to change the title of the Head of Council 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 19th day of February 2019.

Carried.

14.4 Glenn Municipal Drain 2017 Levying By-Law

Moved by Watt
 Seconded by Snobelen

GLENN MUNICIPAL DRAIN 2017 LEVYING BY-LAW #12 THAT leave be given to introduce By-Law #17-2019 being a by-law to provide for the construction of a municipal drain, to be known as the Glenn Municipal Drain 2017, in the Township of Ashfield-Colborne-Wawanosh and to provide for the levying of costs, and that it now be read severally a first, second, and third time, and finally passed this 19th day of February 2019.

Carried.

14.5 Ministry of Government and Consumer Services Forfeited Corporate Property By-Law

Moved by Vanstone
 Seconded by Snobelen

AGREEMENT OF PURCHASE AND SALE OF FORFEITED LANDS BY-LAW #13 THAT leave be given to introduce By-Law #19-2019 being a by-law to authorize a certain agreement between the Township of Ashfield-Colborne-Wawanosh and Her Majesty the Queen in Right of Ontario as represented by the Minister of Government and Consumer Services, and that it now be read severally a first, second, and third time, and finally passed this 19th day of February 2019.

Carried.

14.6 Confirmation By-Law

Moved by Miltenburg
 Seconded by Forster

CONFIRMATION BY-LAW #14 THAT leave be given to introduce By-Law #18-2019 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on February 19, 2019, and that it now be read severally a first, second, and third time, and finally passed this 19th day of February 2019.

Carried.

15.0 ADJOURNMENT

Moved by Miltenburg
 Seconded by Watt

ADJOURN #15 THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on March 5, 2019 at 9:00 a.m. or at the Call of the Mayor.

Carried.

Original signed by
 Reeve, Glen McNeil

Original signed by
 Administrator/Clerk-Treasurer, Mark Becker