



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes March 19, 2019

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 19th day of March 2019, at 9:00 am in the Township of Ashfield-Colborne-Wawanosh Council Chambers.

Mayor
Deputy Mayor
Councillors

Glen McNeil
Roger Watt
Gloria Fisher
Wayne Forster
Jennifer Miltenburg
Anita Snobelen

Council Absent

Bill Vanstone

Staff Present

Administrator/Clerk-Treasurer
Chief Building Official
Deputy Clerk

Mark Becker
Brett Pollock
Florence Witherspoon

OTHERS PRESENT: Ken Clarke and Erica Clark.

1.0 **CALL TO ORDER**

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

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

Councillor Wayne Forster – Section 7.2.1 – Chief Building Official Report
(Applying for Building Permit)

Declaration of Interest Form was received for the Public Disclosure Registry.

3.0 **ADOPTION OF PREVIOUS MEETING MINUTES**

3.1 Council Meeting Minutes – March 5, 2019

Moved by Miltenburg
Seconded by Snobelen

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the
March 5, 2019 Council Meeting Minutes as written.

Carried.

3.2 Council Meeting Minutes – March 12, 2019

Moved by Watt
Seconded by Fisher

ADOPT
COUNCIL
MINUTES

#2

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the
March 12, 2019 Council Meeting Minutes as written.

Carried.

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

None.

5.0 DELEGATIONS

5.1 9:00 a.m. – Ken Clarke & Erica Clark / Perth Huron United Way

Perth Huron United Way have requested to address Council on the following two topics. Mr. Clarke and Ms. Clark addressed Council on the following:

a) 2018 Huron-Perth Living Wage

We have provided Council with copies of the correspondence received in this regard.

STAFF COMMENTS: None.

ACTION: Council agreed to explore the option with a report coming back to Council at a future meeting.

b) myPerthHuron Website and Data Sharing Agreement

We have provided Council with copies of the correspondence received in this regard along with a copy of their Data Sharing Agreement proposal.

STAFF COMMENTS: None.

ACTION: Noted and filed.

6.0 ACCOUNTS

6.1 Payment of Current Accounts as Presented

Moved by Forster
Seconded by Miltenburg

APPROVE #3 THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes
ACCOUNTS the payment of the March 2019 accounts as presented. Carried.
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6.2 Payment of Previous Month Actual Accounts

Moved by Watt
Seconded by Forster

APPROVE #4 THAT Ashfield-Colborne-Wawanosh Township Council hereby
ACTUAL approves the payment of the February 2019 accounts in the amount
PAYMENTS of \$ 669,817.08. Carried.

6.3 Summary Revenue/Expenditure Reports

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

Moved by Miltenburg
Seconded by Snobelen

REVENUE #5 THAT Ashfield-Colborne-Wawanosh Township Council adopts the
EXPEND- summary revenue/expenditure reports of the Treasurer as written. Carried.
ITURE
REPORT

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 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 along with a copy of the meeting notes from B.M. Ross & Associates and a copy of the Walkerton Clean Water Centre Pilot Testing Proposal.

STAFF COMMENTS: That Council agree to proceed to accept the Pilot Testing Proposal for Dungannon as provided by the Walkerton Clean Water Centre. Further, that Council instruct our engineer to make an application to the Ministry of the Environment for an additional temporary relief extension.

ACTION: Council agreed to proceed as per the staff comments and adopt the following resolution.

Moved by Watt
Seconded by Forster

WALKERTON CLEAN WATER PILOT TESTING DUNGANNON & TEMPORARY RELIEF #6

THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the Walkerton Clean Water Centre "Pilot Testing Proposal for Dungannon" to reduce arsenic at the approximate costs of \$2,565. Further, Council instruct our engineer to make an application to the Ministry of the Environment for an additional temporary relief extension.

Carried.

7.2 Building Department

Councillor Wayne Forster vacated his chair and Council Chambers.

7.2.1 Chief Building Official's Report

We have provided Council with a copy of Mr. Pollock's report. Mr. Pollock will be present this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

Councillor Wayne Forster returned to Council Chambers and his chair.

7.3 Cemetery Department

7.3.1 Columbarium Charges - Review

As a follow-up from the Council meeting of February 19th we have provided Council with a copy of the report prepared by Deputy-Clerk Florence Witherspoon in regards to a further review of the fees and charges for the Columbarium. Ms. Witherspoon will be present this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed with the staff recommendations. Staff will bring back the by-law to future Council meeting for consideration once approval of the fees are approved by the Ministry of Government & Consumer Services.

7.4 Drainage Department

7.4.1 Murphy Municipal Drain – Levying By-Law

We have provided Council with a copy of the Murphy Municipal Drain 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 Allen-Young Municipal Drain – Levying By-Law

We have provided Council with a copy of the Allen-Young Municipal Drain 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.

7.5 Administration Department

7.5.1 Consolidated Appointment By-Law

As a follow-up from our last meeting, adding the appointment of Myles Murdock to the Source Protection Committee, we have provided Council with a copy of the revised Consolidated Appointment By-Law.

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 Council Conventions/Conferences Amendments

As a follow-up from our last meeting, we have provided Council with the revised Remuneration By-Law for Council Members reflecting the changes to Section 6 to 8 with respect to the entitlement of conventions/conferences and the associated eligible expenses.

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.

It was noted by Councillor Miltenburg that in light of the changes to the policies for attending conferences whether Council were receptive for her attending the upcoming AMO Conference being held in Ottawa from August 18-21st. Councillor Fisher also indicated her interest in attending as well.

ACTION: Council agreed to send Councillor Miltenburg and Councillor Fisher to the upcoming AMO Conference being held in Ottawa from August 18-21st. Staff will arrange for the registration, social pass for spouse, and the booking of accommodations.

7.5.3 Staff Car Allowance Policy

In light of the changes made to Council's mileage rate we have also made the same amendments to apply to staff. We have provided Council with a copy of the amended policy change.

STAFF COMMENTS: That Council adopt the following resolution amending the policy.

ACTION: Council agreed to amend the policy and adopt the following resolution.

Moved by Watt
Seconded by Forster

HUMAN RESOURCE POLICY AMENDMENT #7 THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the following amended Human Resource Policy:
Policy 2.10 – Car Allowance

Carried.

7.5.4 Staff Conferences and Seminars Policy

In light of the changes made to Council's Conventions/Conferences we have also made the same amendments to apply to staff. We have provided Council with a copy of the amended policy change.

STAFF COMMENTS: That Council adopt the following resolution amending the policy.

ACTION: Council agreed to amend the policy and adopt the following resolution.

Moved by Miltenburg
Seconded by Fisher

HUMAN RESOURCE POLICY AMENDMENT #8 THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the following amended Human Resource Policy:
Policy 2.14 – Conferences and Seminars

Carried.

7.6 Public Works Department**7.6.1 Road Tour**

In the past we have always hosted a “Fall Road Tour” with Council. This allows Council to see the potential projects that will be included in the upcoming draft budget. Since it was an election year last fall, we did not hold a fall road tour. Does Council want to have a spring road tour and again another in the fall. For the new Council Members, we would provide a more thorough review of our facilities etc. rather than just the upcoming capital projects. Mr. Van Osch will not be present this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to defer to our next meeting.

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

Councillor Wayne Forster reported in the Wingham Physician Recruitment.

Mayor Glen McNeil reported on the function he attended for the Goderich Figure Skating Club.

Councillor Wayne Forster reported on the Lucknow & District Joint Medical Centre Board.

Councillor Jennifer Miltenburg reported on the St. Helens Hall Committee.

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

No items scheduled.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

10.1 St. Helens Hall – Fundraiser Report

10.2 John Schwartztruber Huron Group – Natural Heritage Plan / Economic Impact Review

10.3 Huron County Historical Society – Historical Buildings

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

- Thursday, March 21st - 9:00 a.m. / Huron County Municipal Officers Meeting
Brussels (McNeil, Fisher, Forster, Miltenburg, Snobelen)
- Wednesday, March 27th / Burnside Client Appreciation Night / Wingham
(McNeil, Watt, Fisher, Miltenburg, Snobelen)
- Thursday & Friday, March 28th and 29th / As a Member of Council What You
Need to Know / Land Use Planning: Beyond the Basics
(McNeil, Fisher, Miltenburg, Snobelen)
- Tuesday, April 2nd / (After Council Meeting at 9:00 a.m.)
12 Noon / Lunch in Walkerton
1:00 p.m. / Standard of Care – Safe Drinking Water Act
Walkerton Clean Water Centre, 20 Ontario Road Walkerton
(McNeil, Watt, Fisher, Forster, Miltenburg, Snobelen, Vanstone)
- Friday, April 5th - 9:00 a.m. / 2019 Budget Deliberations Meeting
(All of Council / All Day)

13.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

14.0 BY-LAWS

14.1 Consolidated Appointment By-Law

Moved by Fisher
Seconded by Forster

CONSOLIDATED #9 THAT leave be given to introduce By-Law #24-2019 being a by-law to
TED appoint members to various Township Committees and Positions, and that
APPOINTMENT BY-LAW it now be read severally a first, second, and third time, and finally passed
this 19th day of March 2019.

Carried.

14.2 Murphy Municipal Drain Levying By-Law

Moved by Miltenburg
Seconded by Watt

MURPHY #10 THAT leave be given to introduce By-Law #25-2019 being a by-law amend
MUNICIPAL By-law #10-2018, being a by-law to provide for the construction of a
DRAIN municipal drain, to be known as the Murphy Municipal Drain, in the
LEVYING Township of Ashfield-Colborne-Wawanosh and to provide for the levying of
BY-LAW costs, and that it now be read severally a first, second, and third time, and
finally passed this 19th day of March 2019.

Carried.

14.3 Allen-Young Municipal Drain Levying By-Law

Moved by Snobelen
Seconded by Watt

ALLEN- #11 THAT leave be given to introduce By-Law #27-2019 being a by-law amend
YOUNG By-law #11-2018, being a by-law to provide for the construction of a
MUNICIPAL municipal drain, to be known as the Allen-Young Municipal Drain, in the
DRAIN Township of Ashfield-Colborne-Wawanosh and to provide for the levying of
LEVYING costs, and that it now be read severally a first, second, and third time, and
BY-LAW finally passed this 19th day of March 2019.

Carried.

14.4 Council Members – Remuneration By-Law

Moved by Miltenburg
Seconded by Forster

COUNCIL #12 THAT leave be given to introduce By-Law #26-2019 being a by-law to
REMUNERATION BY-LAW establish remuneration rates for Council Members, and that it now be read
severally a first, second, and third time, and finally passed this 19th day of
March 2019.

Carried.

14.5 Confirmation By-Law

Moved by Fisher
Seconded by Forster

CONFIRMATION #13 THAT leave be given to introduce By-Law #22-2019 being a by-law to
BY-LAW confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh
meeting held on March 19, 2019, and that it now be read severally a first,
second, and third time, and finally passed this 19th day of March 2019.

Carried.

15.0 ADJOURNMENT

Moved by Miltenburg
Seconded by Watt

ADJOURN #14 THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn
to meet again on April 2, 2019 at 9:00 a.m. or at the Call of the Mayor.

Carried.

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Original Signed by
Mayor, Glen McNeil

Original Signed by
Administrator/Clerk-Treasurer, Mark Becker