



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes April 16, 2019

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 16th day of April 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
Bill Vanstone

Staff Present

Administrator/Clerk-Treasurer
Chief Building Official
Public Works Superintendent
Deputy Clerk

Mark Becker
Brett Pollock
Brian Van Osch
Florence Witherspoon

OTHERS PRESENT: None.

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 Gloria Fisher – “Land Acquisition” – Owner of a Licensed Gravel Pit in ACW (Section 7.6.2, Section 13.0, In-Camera Session - Section 2.0)

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

3.0 **ADOPTION OF PREVIOUS MEETING MINUTES**

3.1 Council Meeting Minutes – April 2, 2019

Moved by Miltenburg
Seconded by Snobelen

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the April 2, 2019 Council Meeting Minutes as written.

Carried.

3.2 Council Meeting Minutes – April 5, 2019

Moved by Vanstone
Seconded by Watt

ADOPT
COUNCIL
MINUTES

#2

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

Carried.

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

None.

5.0 **DELEGATIONS**

No items scheduled.

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 April 2019 accounts as presented. Carried.

6.2 Payment of Previous Month Actual Accounts

Moved by Watt
Seconded by Vanstone

APPROVE #4 THAT Ashfield-Colborne-Wawanosh Township Council hereby
ACTUAL approves the payment of the March 2019 accounts in the amount
PAYMENTS of \$ 2,381,967.51. 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 from January to March 2019.

Moved by Miltenburg
Seconded by Forster

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 2018 Drinking Water Systems Compliance Summary

We have provided Council with a copy of the following 2018 Drinking Water System Compliance Summaries as per Section 11 of Ont. Reg. 170/03.

- a) Benmiller
- b) Century Heights
- c) Dungannon
- d) Huron Sands
- e) Lakeshore
- f) Lucknow

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

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 was present this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.2.2 Ontario Building Officials Association – AMTS Sponsorship Opportunities

We have provided Council with a copy of the above noted request for consideration. Mr. Pollock was present this morning.

STAFF COMMENTS: We seek your direction.

Moved by Vanstone
Seconded by Miltenburg

SPONSOR #6
OBOA AMTS
2019

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to contribute \$500 towards the upcoming 2019 OBOA AMTS Annual Meeting being sponsored by the Bluewater and Simcoe County Chapters.

DEFEATED.

Moved by Watt
Seconded by Miltenburg

SPONSOR #7
OBOA AMTS
2019

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to contribute \$1,000 towards the upcoming 2019 OBOA AMTS Annual Meeting being sponsored by the Bluewater and Simcoe County Chapters and ear marked for Education.

Carried.

ACTION: Council agreed to contribute \$1,000 ear marked for Education.

7.3 **Cemetery Department**

No items scheduled.

7.4 **Drainage Department**

7.4.1 Amberley Petition – Councillor Representative

Council appointed Dietrich Engineering to review the drainage in question and to prepare a report. As a site meeting was scheduled for April 11, 2019 and since Mayor McNeil was already attending a drainage meeting in Benmiller in the morning he agreed to also attend in this meeting in the afternoon. Council will need to recognize this appointment.

STAFF COMMENTS: That Council appoint Mayor Glen McNeil to this drainage project.

ACTION: Council adopted the following resolution.

Moved by Miltenburg
Seconded by Forster

APPOINT TO #8
AMBERLEY
DRAIN

THAT Ashfield-Colborne-Wawanosh Township Council hereby appoints Mayor Glen McNeil as Council representative for the Amberley drainage project.

Carried.

7.4.2 Warren Zinn Municipal Drain – Branch A – Notice of Request for Drain Improvement

Notice of Request for Drain Improvement for the Warren Zinn Municipal Drain – Branch A was submitted on April 3, 2019 by Jurjen Van Beets. Requested improvements include upgrading or replacing the drain materials and diameters for improved flow.

STAFF COMMENTS: That Council accepts the request and adopts the following resolution.

ACTION: Council accepted the request and adopted the following resolution.

Moved by Forster
Seconded by Miltenburg

ACCEPT #9
REQUEST FOR
IMPROVEMENT
WARREN ZINN
DRAIN

THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the Notice of Request for Drain Improvement submitted by Jurjen Van Beets to improve the Warren Zinn Drain under Section 78 of the Drainage Act;

AND FURTHER THAT the Clerk be directed to advise the Maitland Valley Conservation Authority of Council's intention to appoint an engineer to examine the area requiring improvement.

Carried.

7.4.3 Wilkins Municipal Drain 2019 – Tenders

We have provided Council with a copy of the report prepared by Deputy Clerk Florence Witherspoon. Ms. Witherspoon was present this morning.

STAFF COMMENTS: That Council accepts the tender for the construction of the Wilkins Municipal Drain 2019 and adopts the following resolution.

ACTION: Council accepted the tender as recommended and adopted the following resolution.

Moved by Vanstone
Seconded by Watt

WILKINS DRAIN TENDER ACCEPT	#10	THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the tender submitted by Marquardt Farm Drainage Ltd. for the construction of the Wilkins Municipal Drain 2019 in the amount of \$145,619 plus HST.
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Carried.

7.4.4 Wilkins Municipal Drain 2019 – Court of Revision Minutes

We have provided Council with the minutes of the Wilkins Municipal Drain Court of Revision Minutes of April 9, 2019.

STAFF COMMENTS: For your information only.

ACTION: Noted and filed.

7.5 Administration Department

7.5.1 2019 Proposed Budget

We have provided Council with a copy of the press release, highlights, and the proposed 2019 Budget, along with a copy of the Tax Rate By-Law. We have finalized the figures as directed by Council to reflect a 2.8 percent increase to the 2018 tax rate, which converts to a 11 percent increase to the 2018 Township levy. We have posted the information on the website in regards to the proposed Budget for 2019.

STAFF COMMENTS: That Council proceeds to adopt the budget as presented and pass the following resolution. That Council further proceeds to adopt the tax rate by-law in Section 14 as presented, affecting tax rates for the Township, Education, and County purpose.

ACTION: Council agreed to accept the 2019 Budget as presented and adopt the following resolution and adopt the 2019 Tax Rate By-Law in Section 14.

Moved by Miltenburg
Seconded by Vanstone

APPROVE 2019 BUDGET	#11	THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the 2019 Township Budget as presented. The Township levy for 2019 will be \$ 4,400,704 for Township purposes only.
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Carried.

7.5.2 Consolidated Fee By-Law Amendments - 2019

We have provided Council with a copy of the revised Consolidated Fee By-Law reflecting the amendments made by the County of Huron, Benmiller Hall Committee, Lucknow & District Joint Recreation Board, and the Township of Ashfield-Colborne-Wawanosh as per the following Sections:

Schedule A

- D. – Planning Fees (County of Huron)
- G. (3) – Ball Diamond Rental with Lights / Ball Diamond Advertising Signs
- O. – Water Service Rates and Sewage Rates

Schedule B

- Lucknow & District Recreation Department Rates & Fees

We have posted the information on the website in regards to the proposed changes in the fees and charges for 2019.

STAFF COMMENTS: That Council proceeds to adopt the by-law as drafted in Section 14.

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

7.5.3 Grants to Organizations – 2019

As a follow-up from our Budget Deliberations, we have provided Council with a copy of the summary of Grants to Organizations for 2019.

STAFF COMMENTS: That Council approves the list as presented by adopting the following resolution.

ACTION: Council agreed to approve the list as presented and adopt the following resolution.

Moved by Forster
Seconded by Snobelen

GRANTS TO #12
ORGANIZATI
ONS 2019

THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the list a presented for the proposed 2019 Grants to Organizations.

Carried.

7.6 Public Works Department

7.6.1 Harper Line Road Allowance Agreement

The Township has been approached by the owner of a piece of property that fronts onto an un-assumed road allowance, with no frontage on an assumed road. In order to acquire a building permit, the property must have frontage on an assumed road. After much discussion and deliberation, the solution was proposed that the landowner engage a reputable contractor to construct approximately 750m of road to the Township's standard, extending Harper Line south from Belgrave Road, following which that section of road will be assumed by the Township. An agreement to that effect has been drafted by Staff with input from the Township Solicitor, signed by the owners for the consideration of Council. Public Works Superintendent Brian Van Osch will be in attendance should Council have any questions.

STAFF COMMENTS: That Council approve the execution of the agreement by passing the by-law in Section 14.

ACTION: Council agreed to approve the execution of the agreement and adopt the by-law as presented in Section 14.

7.6.2 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 St. Helens Hall Committee and the Dungannon Community Alliance.

Councillor Wayne Forster reported on the Lucknow Medical Centre Board.

Deputy Mayor Roger Watt reported on the Goderich Fire Committee.

Councillor Anita Snobelen reported on the Coalition for Huron Injury Prevention Committee.

Councillor Gloria Fisher reported on the Benmiller Community Hall Committee.

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

9.1 Maitland Air Cadet Squadron – Permission Request to Conduct Fundraising Activities

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to grant permission to conduct Tag Day Fundraising Activities within the boundaries of ACW Township.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 Port Albert & District Recreation Society – Minutes
- 10.2 Maitland Valley Conservation Authority – Minutes
- 10.3 Lucknow Community Health Centre Board - Minutes
- 10.4 North Huron Fire Department – Annual Fire Report 2018
- 10.5 Huron County Food Bank Distribution – 6th Annual Better Together Gala

ACTION: Council agreed to reserve a table of 10 for \$600. Mayor McNeil, Councillor Miltenburg, Councillor Vanstone, Councillor Snobelen, and Councillor Fisher attending along with their spouses. Staff will make the necessary arrangements for the reservation as well as the payment.

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

12.1 Upcoming Events – Reminder Only

- April 18th – Council Meeting at 9:00 a.m.
Huron Sands Drain / Consider the Engineer's Report (Council)
- April 30th – Municipal Office at 9:00 a.m.
Road Tour (Council & Staff)
- May 2nd – Westcast Community Complex (Wingham)
Emergency Management Workshop (McNeil, Watt & Staff)

13.0 IN-CAMERA / CLOSED SESSION

Moved by Snobelen
Seconded by Forster

#13 THAT Ashfield-Colborne-Wawanosh Township Council move into an "In-Camera" session, with the Public Works Superintendent, Deputy-Clerk and the Administrator/Clerk-Treasurer remaining in attendance at 10:18 a.m. for the purpose of discussing:

- 1) Proposed acquisition of land by the municipality.

Carried.

Councillor Gloria Fisher declared a conflict of interest and vacated her chair at the council table and vacated the council chambers.

13.1 RETURN TO OPEN SESSION

Moved by Vanstone
Seconded by Watt

RISE FROM IN-CAMERA #14 THAT Ashfield-Colborne-Wawanosh Township Council rise from an "In-Camera" session at 10:28 a.m.

Carried.

Councillor Gloria Fisher returned to council chambers and her chair at the council table.

13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

Nothing to report.

14.0 BY-LAWS

14.1 2019 Tax Rate By-Law

Moved by Fisher
 Seconded by Forster

TAX RATE #15
 BY-LAW

THAT leave be given to introduce By-Law #30-2019 being a by-law to provide for the adoption of the municipal budget and 2019 tax rates for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 16th day of April 2019.

Carried.

14.2 Consolidated Fee By-Law

Moved by Miltenburg
 Seconded by Watt

CONSOLIDA #16
 TED FEE
 BY-LAW

THAT leave be given to introduce By-Law #31-2019 being a by-law to set various fees for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 16th day of April 2019.

Carried.

14.3 Harper Line Road Allowance – Byler Agreement By-Law

Moved by Snobelen
 Seconded by Vanstone

BYLER #17
 ROAD
 CONSTRU
 CION
 AGREEMEN
 T

THAT leave be given to introduce By-Law #32-2019 being a by-law to authorize the execution of a Road Construction Agreement between Mosie Byler and Mattie Byler and Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 16th day of April 2019.

Carried.

14.4 Confirmation By-Law

Moved by Vanstone
 Seconded by Snobelen

CONFIRMA #18
 TION BY-LAW

THAT leave be given to introduce By-Law #29-2019 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on April 16, 2019, and that it now be read severally a first, second, and third time, and finally passed this 16th day of April 2019.

Carried.

15.0 ADJOURNMENT

Moved by Watt
 Seconded by Miltenburg

ADJOURN #19

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on April 18, 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