



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes May 7, 2019

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 7th day of May 2019, at 9:00 a.m. 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
Public Works Superintendent
Deputy Clerk

Mark Becker
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**

None disclosed.

3.0 **ADOPTION OF PREVIOUS MEETING MINUTES**

3.1 Council Meeting – April 16, 2019

Moved by Forster
Seconded by Miltenburg

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the April 16, 2019 Council Meeting Minutes as written.

Carried.

3.2 Council Meeting – April 18, 2019

Moved by Vanstone
Seconded by Snobelen

ADOPT
COUNCIL
MINUTES

#2

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the April 18, 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**

No items scheduled.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 Water Operations & Maintenance Report – March 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 March 2019.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.2 Building Department

No item scheduled.

7.3 Cemetery Department

No items scheduled.

7.4 Drainage Department

7.4.1 Wilkins Municipal Drain 2019

We have provided Council with a copy of the Provisional By-law for the Wilkins Municipal Drain which is ready to receive third reading. The Engineer's Report was accepted by Council on March 12th, the Court of Revision was held on April 9th with no appeals submitted, and the last day for filing an appeal to the Tribunal related to this drain was April 22nd. Construction can commence any time after the provisional by-law has been finally adopted.

STAFF COMMENTS: That Council give third and final reading to the by-law.

ACTION: Council agreed to give third reading to the by-law in Section 14.

7.5 Administration Department

7.5.1 2019 Tax Rate By-Law – Schedule "A" Amendment

As Council may recall, the 2019 Tax Rates were adopted at the April 16th Council Meeting. After the adoption of the tax rates the Province announced that they have enacted the Municipal Phase-out of Vacant/Excess Land discounts, therefore requiring the changing of the education rates adopted. The only change is the Education Rates for the vacant properties classified under Commercial and Industrial.

We have provided Council with a copy of the by-law amendment and Schedule "A" amendment to amend the Education Tax Rates for 2019 for the vacant classifications under Commercial and Industrial.

STAFF COMMENTS: That Council adopt the amended Schedule A by by-law in Section 14.

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

7.5.2 Lucknow & District Joint Recreation Board

Summer Pool Staff, Youth Summer Sport Camp Staff & Bartender Appointments

We have provided Council with a copy of the by-law appointing the summer pool staff the youth summer sports camp staff and casual bartenders to their positions.

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

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

7.5.3 Municipal Office Summer Student Appointment By-Law

The Administrator/Clerk-Treasurer and the Administrative Assistant reviewed the applications received and performed the interviews. Teresa Atkinson was offered the position and has accepted. We have provided Council with a copy of the appointment by-law.

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

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

7.5.4 Goderich & Area Fire Committee – Request

We have provided Council with a copy of the request received from the Town of Goderich with respect to replacing their “self-contained breathing apparatus” for the Goderich Fire Department. They are asking if ACW and Central Huron would consider using a portion of their “Modernization Grant” received for this project. As a reminder ACW received \$583,183 and a report is currently being prepared with respect to possible options for Council to consider with respect to the use of these funds, including a proposed Office Addition.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed that if the firemen’s self-contained breathing apparatus equipment is in need of replacement that the equipment should be replaced. Council supports the replacement and will fund their share when the equipment is purchased. Council will determine at that time what revenue source they will use to fund the equipment replacement.

7.5.5 Playground Equipment

As a follow-up from the Budget Deliberations, Council agreed to include \$15,000 in the budget for playground equipment. How would Council like to proceed with this budget line item.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff prepare a draft policy for Council’s consideration setting out the perimeters with respect to contributing funds towards playground equipment on municipal land.

7.5.6 KIOSKS

As a follow-up from the Budget Deliberations, Council agreed to include \$ 7,500 in the budget for KIOSKS. How would Council like to proceed with this budget line item.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have Daniel H. Miller, the same individual who completed the KIOSKS last year, to construct 3 additional KIOSKS for Saltford, Kingsbridge, and Dungannon.

7.5.7 By-Law Enforcement Officer Report

We have provided Council with a copy of the report prepared by Bruce Brockelbank.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.8 Municipal Property

Please refer to the “In-Camera Session” (the security of property of the municipality)

7.5.9 Administration Staff

Please refer to the “In-Camera Session” (personal matters related to employees and identifiable individuals)

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 morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.6.2 Unassumed Roads Signage Report

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

STAFF COMMENTS: We seek your direction.

ACTION: Council agree to leave the erection of any possible signage to the discretion of the Public Works Superintendent.

7.6.3 Birch Beach Staircase Improvement

We have provided Council with a copy of the request received from the Birch Beach Area residents along with a copy of the report prepared by Public Works Superintendent Brian Van Osch. Mr. Van Osch was present this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to support the improvement of the staircase at Birch Beach with the Chief Building Official providing the necessary requirements.

7.6.4 Resurfacing / Paving Quotations for 2019

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch along with the quotation received from Lavis Contracting Co. Ltd., for the proposed 2019 Resurfacing / Paving Program. Mr. Van Osch was present this morning.

STAFF COMMENTS: That Council accepts the quote as presented and adopts the following resolution.

ACTION: Council agreed to accept the quote received and adopt the following resolution.

Moved by Watt
Seconded by Miltenburg

ACCEPT
RESURFACING
/ PAVING
QUOTATION

#3

THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the quotation for the proposed 2019 Resurfacing / Paving Program from Lavis Contracting Co. Ltd. for the total cost of \$ 870,739.25 plus H.S.T., for Falls Reserve Road, Benmiller Area (Hamlet), Hawkins Road, MacKenzie Camp Road, and Sharpes Creek Line.

Carried.

7.7 Environmental Services

7.7.1 Landfill & Recycling Audit Consultation

As a follow-up from the Budget Deliberations, Council agreed to include \$5,000 in the budget for a Landfill & Recycling Audit Consultation. How would Council like to proceed with this budget line item.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff investigate to obtain possible consultants to perform this audit on behalf of the municipality.

7.8 Committee Reports

Councillor Wayne Forster reported on the Wingham Physician Recruitment Committee.

Councillor Jennifer Miltenburg reported on the St. Helens Hall Committee and the Dungannon Community Alliance Committee.

Councillor Anita Snobelen reported on the Lucknow & District Joint Fire Board.

Mayor Glen McNeil reported on the Emergency Management meeting which he attended.

8.0 NEW BUSINESS

8.1 Huron County Road Superintendents Association – Chairperson

Mayor Glen McNeil asked that this topic be added to our agenda. Our ACW Lead Hand Henry Sloetjes has just completed his term as chairperson for the association.

STAFF COMMENTS: None.

ACTION: Council agreed to send a letter on behalf of Council thanking him for his completion of the one-year chairperson on the association.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

9.1 Avon Maitland District School Board – Invitation to Elected Municipal Representative

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have Councillor Jennifer Miltenburg attend.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 Mid-Huron Landfill Site Board – Minutes
- 10.2 Dungannon Community Alliance – Meeting Notes
- 10.3 Lucknow & District Joint Recreation Board – Minutes
- 10.4 Lucknow & District Joint Fire Board – Minutes
- 10.5 St Helens Hall Committee - Minutes
- 10.6 John Lowe – Nursing Week
- 10.7 St Helens Hall – Fundraising Report
- 10.8 COPA Flight 45 – Invitation

ACTION: Council agreed that Mayor Glen McNeil, Vanda and Deputy Mayor Roger Watt.

- 10.9 Site Plan Development Servicing Guide – Public Information Session
- 10.10 Huron Soil & Crop Improvement Association Drainage Innovation - Tradeshow
- 10.11 Maitland Valley Conservation Authority – Proposed Amendments and Reduction of Grant
- 10.12 Climate Change Initiative in Huron – Forum
- 10.13 Ministry of Municipal Affairs and Housing - Memo

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

12.1 Upcoming Events – Reminder Only

- May 16th – Court of Revision at 9:00 a.m.
Huron Sands Drain (Miltenburg, McNeil & Vanstone)

13.0 IN-CAMERA / CLOSED SESSION

Moved by Forster
Seconded by Miltenburg

MOVE TO #4
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council move into an “In-Camera” session, with the Administrator/Clerk-Treasurer remaining in attendance at 10:40 a.m. for the purpose of discussing:

- 1) The security of property of the municipality.
 - 2) Personal matters related to employees and identifiable individuals.
- Carried.

13.1 RETURN TO OPEN SESSION

Moved by Snobelen
Seconded by Watt

RISE FROM #5
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council rise from an “In-Camera” session at 10:51 a.m.

Carried.

13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

Nothing to report.

14.0 BY-LAWS**14.1 2019 Tax Rate By-Law – Schedule “A” Amendment**

Moved by Fisher
Seconded by Forster

TAX RATE #6 THAT leave be given to introduce By-Law #37-2019 being a by-law to
BY-LAW amend Schedule “A” of By-Law 30-2019 being the by-law to adopt the 2019
AMENDMEN tax rates for the Township of Ashfield-Colborne-Wawanosh, and that it now
T be read severally a first, second, and third time, and finally passed this 7th
day of May 2019.

Carried.

14.2 Lucknow & District Recreation Department Staff Appointment By-Law

Moved by Miltenburg
Seconded by Watt

LUCKNOW #7 THAT leave be given to introduce By-Law #35-2019 being a by-law to
RECREATIO establish and appoint the position of staff for the Lucknow & District Joint
N STAFF BY- Recreation Board, and that it now be read severally a first, second, and
LAW third time, and finally passed this 7th day of May 2019.

Carried.

14.3 Teresa Atkinson (Summer Student) Appointment By-Law

Moved by Snobelen
Seconded by Vanstone

APPOINT #8 THAT leave be given to introduce By-Law #36-2019 being a by-law to
SUMMER establish the position and to appoint the position of Summer Student, and
STUDENT that it now be read severally a first, second, and third time, and finally
BY-LAW passed this 7th day of May 2019.

Carried.

14.4 Wilkins Municipal Drain 2019 By-Law

Moved by Watt
Seconded by Miltenburg

WILKINS #9 THAT leave be given to introduce By-Law #23-2019 being a by-law to
DRAIN BY- provide for the construction of a municipal drain, to be known as the Wilkins
LAW Municipal Drain 2019, in the Township of Ashfield-Colborne-Wawanosh,
and that it now be read a third time, and finally passed this 7th day of May
2019.

Carried.

14.5 Confirmation By-Law

Moved by Forster
Seconded by Fisher

CONFIRMAT #10 THAT leave be given to introduce By-Law #34-2019 being a by-law to
ION BY-LAW confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh
meeting held on May 7, 2019, and that it now be read severally a first,
second, and third time, and finally passed this 7th day of May 2019.

Carried.

15.0 ADJOURNMENT

Moved by Vanstone
Seconded by Watt

ADJOURN #11 THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn
to meet again on May 21, 2019 at 9:00 a.m. or at the Call of the Mayor.

Carried.

Original signed by
Mayor, Glen McNeil

Original signed by
Administrator/Clerk-Treasurer, Mark Becker