



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes June 18, 2019

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 18th day of June 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
Chief Building Official
Public Works Superintendent
Deputy Clerk

Mark Becker
Brett Pollock
Brian Van Osch
Florence Witherspoon

OTHERS PRESENT: Carol Leeming, Nancy Bridge, Steve Jackson, Phil Beard, Steve Sims, and Kathleen Lush.

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 Minutes – June 4, 2019

Moved by Miltenburg
Seconded by Forster

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the June 4, 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. – Carol Leeming / County of Huron Planner

Elizabeth Greene & Alex Meyer Zoning By-Law Amendment Application #Z02-19

Moved by Vanstone
Seconded by Snobelen

ADJOURN
COUNCIL
MEETING

#2

THAT Ashfield-Colborne-Wawanosh Township Council hereby adjourns their regular Council Meeting.

Carried.

Moved by Miltenburg
Seconded by Watt

OPEN
PUBLIC
MEETING

#3

THAT Ashfield-Colborne-Wawanosh Township Council hereby opens the Planning Advisory Committee Public Meeting to deal with Zoning By-Law Amendment Application received from Elizabeth Greene and Alex Meyer.
Carried.

We have provided Council with the report prepared by the County Planner, Carol Leeming, in regards to this Zoning By-Law Amendment. Ms. Leeming reviewed the application with the Planning Advisory Committee.

TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH PLANNING ADVISORY COMMITTEE MEETING

Call to order

Declaration of Pecuniary Interests

None declared.

Purpose

The purpose of this Public Meeting is to consider changing the zoning on the property at 81946 Pinery Line, Concession 7 ED, N Part 17 (Colborne Ward) in the Township of Ashfield-Colborne-Wawanosh.

Requirement

This Public Meeting is being held under The Planning Act, which requires that Council hold at least one Public Meeting and that proper notice be given.

Application Process

An application was submitted by Elizabeth Greene and Alex Meyer to the Township of Ashfield-Colborne-Wawanosh and considered complete on May 9, 2019.

Notice of the Public Meeting was mailed by the municipality to all property owners within 400 feet of the property on May 23, 2019 and notice was posted on the subject property.

Comments:

- 1) Huron County Planner

Carol Leeming reviewed the application with the Planning Advisory Committee.

- 2) Applicant and/or Agent

None.

- 3) Others

None.

- 4) Council's Questions and/or Comments.

Council wanted clarification with respect to who maintains the road allowance, is the building being built into the hill, and will there be tree cutting.

The items were addressed by the Public Works Superintendent, and the applicant.

NOTE: If a person or public body that files an appeal of a decision of ACW Township in respect to the proposed rezoning, but does not make written or oral submissions before the proposed rezoning is adopted, the Local Planning Appeal Tribunal (LPAT) may dismiss all or part of the appeal.

Zoning By-law Procedure Following Public Meeting

- This is a Public Meeting, not a Council Meeting; therefore, a decision of Council may or may not be made later this evening.
- If the By-law is passed, the Clerk must send Notice of the Passing of the By-law to all persons notified of this meeting and to any person or public body that has requested it.
- There is a 20-day objection period from the time Notice of Passing has been mailed, where submissions will be received by the Clerk.
- If an objection is received, an appeal is lodged with the Local Planning Appeal Tribunal (LPAT) and the Municipality no longer has jurisdiction of the file and/or the processing time. You may only file an appeal if you have submitted oral or written comments prior to the decision of Council.
- The fee for filing an appeal is \$300.00 payable by Certified Cheque or Money Order in Canadian funds, made out to the Minister of Finance, and must be accompanied by Appellant Form (A1).
- If Council does not pass the by-law, the applicant may appeal to the LPAT.
- If the By-law is passed and no objections are received within the 20-day appeal period, the Clerk will certify that the By-law is in force and effect as of the date of its passing and Notice is forwarded to the Planning Department and to the applicant.

Recommendation of the Huron County Planner

It is recommended that the zoning by-law amendment be approved.

Recommendation of the Planning Advisory Committee

It is recommended that the zoning by-law amendment be approved.

Effect of Public and Agency Comments on Decision of Council to the Application

No public comments were received on this application so there was no effect on the decision.

Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.

Adjournment

That there being no further business, the Public Meeting be hereby closed at 9:10 a.m.

Moved by Forster
 Seconded by Watt

CLOSE #4 THAT Ashfield-Colborne-Wawanosh Township Council hereby closes the PUBLIC MEETING Planning Advisory Committee Public Meeting. Carried.

Moved by Vanstone
 Seconded by Snobelen

RECONVENCE #5 THAT Ashfield-Colborne-Wawanosh Township Council hereby COUNCIL MEETING reconvenes their regular Council Meeting. Carried.

5.2 9:15 a.m. - Nancy Bridge / Seebach & Company Chartered Accountants

We have provided Council with a copy of the Financial Statements for the year ending 2018, from our auditor Seebach & Company Chartered Accountants. We have also provided a two-page summary as the report to Council. The Revenue/Expenditure Reports that Council receive each month, show the actuals, and are in greater detail. These statements represent the "Consolidated Financial Statements" of the Township of Ashfield-Colborne-Wawanosh. Ms. Bridge was present this morning and reviewed the financial statements with Council.

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

ACTION: Council agreed to proceed to adopt the following resolution to accept the financial statements are presented.

Moved by Fisher
Seconded by Forster

ACCEPT FINANCIAL STATEMENTS 2018 #6 THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the Financial Statements as prepared by Seebach & Company Chartered Accountants for the year ending December 31, 2018. Carried.

5.3 9:30 a.m. – Steve Jackson / Maitland Valley Conservation Authority

Shoreline Processes and Lake Levels Presentation

We have provided Council with a copy of Mr. Jackson's presentation. Mr. Jackson reviewed his presentation with Council.

STAFF COMMENTS: None.

ACTION: Noted and thanked.

5.4 9:45 a.m. – Kathleen Lush / Maitland Trail Association

We have provided Council with a copy of their request along with copies of the reports which they had prepared by Stantec Consulting Ltd. Ms. Lush addressed Council in this regard.

STAFF COMMENTS: None.

ACTION: Council agreed to appoint Deputy Mayor Roger Watt to the group. The amending appointment by-law appointing Deputy Mayor Watt will come to the next meeting once they have determined what the name of the Committee will be.

6.0 ACCOUNTS

6.1 Payment of Current Accounts as Presented

Moved by Vanstone
Seconded by Forster

APPROVE ACCOUNTS #7 THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes the payment of the June 2019 accounts as presented. Carried.

6.2 Payment of Previous Month Actual Accounts

Moved by Watt
Seconded by Vanstone

APPROVE ACTUAL PAYMENTS #8 THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the payment of the May 2019 accounts in the amount of \$ 522,191.01. 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 May 2019.

Moved by Snobelen
Seconded by Miltenburg

REVENUE EXPENDITURE REPORT #9 THAT Ashfield-Colborne-Wawanosh Township Council adopts the summary revenue/expenditure reports of the Treasurer as written. Carried.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

No items scheduled.

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.

7.3 Cemetery Department

No items scheduled.

7.4 Drainage Department

7.4.1 Tile Drain Loan Rating By-Law – William Drennan

We have provided Council with a copy of the rating by-law for the tile drain loan for William Drennan which was approved by Council earlier this year.

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

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

7.5 Administration Department

7.5.1 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.

7.5.2 Playground Equipment Policy

As a follow-up from our last meeting, we have provided Council with the revised policy setting out the perimeters with respect to contributing funds towards playground equipment on municipal land.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to make a few more amendments with staff bringing back the amended policy and a by-law to adopt to our next meeting.

7.5.3 Deputy Treasurer Appointment By-Law / Ellen McManus

As Council are aware Ms. McManus has been filling this position since January 10th as a one-year contract leave. After a successful evaluation we have offered Ms. McManus full time employment. We have provided Council with a copy of the appointment by-law.

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

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

7.5.4 Strategic Plan Review

In 2016 Council along with senior staff completed a strategic planning session and developed a Strategic Plan. As a result of this plan an Action Plan was implemented and amended moving forward. Council have asked that we arrange for another strategic planning session to be facilitated by Vicki Lass from the Ontario Ministry of Agriculture, Food and Rural Affairs. There is no fee payable for her services. Vicki has indicated that she has encountered a lot of work changes which are complicating her ability to find a few dates soon. She has however indicated that the fall is a much better time for her. We would meet at the Lucknow & District Sports Complex beginning at 9:00 a.m. and ending around 4 p.m. Meeting at the Lucknow & District Sports Complex is to ensure that senior staff are not distracted by the day to day municipal business at the municipal office.

Possible Dates:

October: Tues. 8th, Wed. 9th, Thurs. 10th, Wed. 30th or Thurs. 31st

November: Tues. 12th, Wed. 13th, Thurs. 14th, Tues. 26th, Wed. 27th, or Thurs. 28th

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to set the date of Thursday, October 31st at the Lucknow & District Sports Complex beginning at 9 a.m. and ending around 4 p.m.

7.6 Public Works Department

7.6.1 Sharpe's Creek Line Paving – Road Construction Contribution Agreement

We have provided Council with a copy of the above noted agreement along with a copy of the proposed by-law. All parties have signed the agreement; therefore, Council can officially adopt the agreement by by-law.

STAFF COMMENTS: That Council authorize the agreement by by-law in Section 14.

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

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

Councillor Wayne Forster reported on the Wingham Physician Recruitment Committee and the Lucknow & District Joint Medical Centre Board.

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

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

9.1 AMGH Foundation – Invitation Capital Campaign Reception

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed that Councillor Bill Vanstone, Mayor Glen McNeil, Councillor Gloria Fisher and spouses will attend.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 Coalition for Huron Injury Prevention – Speed Sign
- 10.2 Huron County Warden's Charity Golf Tournament – July 12th
- 10.3 Benmiller Community Hall Committee – Minutes
- 10.4 Maitland Valley Conservation Authority – Minutes
- 10.5 Ontario Maple Syrup Producers – Summer Maple Tour Booklet

ACTION: Council agreed to sponsor an ad for a 1/8 page at the costs of \$95.

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

12.1 Port Albert Servicing Review Presentation – Monday, July 29th at 9:00 a.m.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.2 Council Meetings for July & August – One Meeting Each Month

Tuesday, July 16, 2019 / 9:00 a.m.
 Tuesday, August 13, 2019 / 9:00 a.m.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

13.0 **IN-CAMERA / CLOSED SESSION**

No items scheduled.

14.0 **BY-LAWS**

14.1 Green & Meyer Zoning Amendment By-Law

Moved by Fisher
 Seconded by Forster

GREENE & MEYER ZONING BY-LAW #10 THAT leave be given to introduce By-Law #49-2019 being a by-law to amend zoning by-law 32-2008, as amended, of the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 18th day of June 2019. Carried.

14.2 Sharpe's Creek Line Paving Road Construction Contribution Agreement By-Law

Moved by Miltenburg
 Seconded by Watt

SHARPES CREEK PAVING AGREEMENT BY-LAW #11 THAT leave be given to introduce By-Law #47-2019 being a by-law to authorize the execution of the Road Construction Contribution agreement between the Township of Ashfield-Colborne-Wawanosh, Lavis Contracting, McCann Redi Mix, Johnston Brothers Limited, Teeswater Concrete, and Merner Contracting, and that it now be read severally a first, second, and third time, and finally passed this 18th day of June 2019. Carried.

14.3 Deputy-Treasurer (Ellen McManus) Appointment By-Law

Moved by Snobelen
 Seconded by Vanstone

DEPUTY-TREASURER APPOINTMENT BY-LAW #12 THAT leave be given to introduce By-Law #46-2019 being a by-law to establish the position of Deputy-Treasurer and to appoint the position, and that it now be read severally a first, second, and third time, and finally passed this 18th day of June 2019. Carried.

14.4 Tile Drain Loan Rating By-Law (William Drennan)

Moved by Snobelen
 Seconded by Watt

TILE DRAIN LOAN RATING BY-LAW #13 THAT leave be given to introduce By-Law #48-2019 being a by-law imposing special annual drainage rate upon land in respect of which money is borrowed under the Tile Drainage Act, and that it now be read severally a first, second, and third time, and finally passed this 18th day of June 2019. Carried.

14.5 Confirmation By-Law

Moved by Miltenburg
 Seconded by Forster

CONFIRMATION BY-LAW #14 THAT leave be given to introduce By-Law #44-2019 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on June 18, 2019, and that it now be read severally a first, second, and third time, and finally passed this 18th day of June 2019. Carried.

15.0 **ADJOURNMENT**

Moved by Fisher
Seconded by Forster

ADJOURN #15

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on July 16, 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