



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes August 13, 2019

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 13th day of August 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: Carol Leeming, Laura Simpson, Peter Oudshoorn, Ron Snowden, and Paul Bollinger.

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 Minutes – July 16, 2019

Moved by Miltenburg
Seconded by Forster

#1

ADOPT
COUNCIL
MINUTES

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

Carried.

3.2 Council Minutes – July 29, 2019

Moved by Fisher
Seconded by Vanstone

#2

ADOPT
COUNCIL
MINUTES

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the July 29, 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

Peter & Marita Oudshoorn Consent File #C42/19

We have provided Council with a copy of the report prepared by Carol Leeming in regards to the application for consent received from Peter & Marita Oudshoorn. Ms. Leeming reviewed the application with Council.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to recommend to the County of Huron that this application for consent be granted subject to the conditions as outlined in the Planners Report.

Mayor Glen McNeil thanked Carol for her contribution to ACW over the past years and wish her well in her future endeavors.

6.0 ACCOUNTS

6.1 Payment of Current Accounts as Presented

Moved by Watt
Seconded by Snobelen

APPROVE #3 THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes
ACCOUNTS the payment of the August 2019 accounts as presented. Carried.

6.2 Payment of Previous Month Actual Accounts

Moved by Miltenburg
Seconded by Fisher

APPROVE #4 THAT Ashfield-Colborne-Wawanosh Township Council hereby
ACTUAL approves the payment of the July 2019 accounts in the amount
PAYMENTS of \$ 1,492,192.16. 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 July 2019.

Moved by Forster
Seconded by Miltenburg

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 Drinking Water System – Inspection Report

We have provided Council with a copy of the Dungannon Drinking Water System Inspection report prepared by the Ministry of the Environment.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.1.2 Water Operations & Maintenance Report – June 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 June 2019.

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 LPAT (Local Planning Appeal Tribunal) Decision

We have now received the order and decision issued with respect to the Plan 302, Lot 38 Part Lot 53 in St. Helens. We have provided Council with a copy of the order which LPAT have indicated that the Zoning By-Law is amended in accordance with the copy provided which is deemed to have come into force on June 21, 2019.

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

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

7.2.3 Full Time Building Administrative Assistant

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

7.3 Cemetery Department

No items scheduled.

7.4 Drainage Department

No item scheduled.

7.5 Administration Department

7.5.1 Municipal Office Addition / Renovation Proposal

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

STAFF COMMENTS: We seek your direction.

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

Moved by Forster
Seconded by Miltenburg

OFFICE #6
ADDITION
RENOVATIO
N
PRELIMIARY
DRAWINGS

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to proceed to hire an engineer/architect to design an office addition/renovation to accommodate the requirements of additional space, and furthermore authorize the costs of up to \$10,000 for the Preliminary Drawings.

Carried.

7.5.2 Burn Ban Signage

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

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to defer the item to the Huron County Fire Chiefs Association.

7.5.3 Township Property

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

7.5.4 By-Law Enforcement Officers Report

We have provided Council with a copy of the By-Law Enforcement Officers Report.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.5 Noise By-Law

Councillor Wayne Forster has asked that this item be added to the agenda for discussion. For Council's information the Township of Ashfield-Colborne-Wawanosh does not have a noise by-law.

STAFF COMMENTS: None.

ACTION: Council agreed to have staff investigate and bring back a report to an upcoming meeting.

Auburn Area

Council further asked staff to contact the O.P.P. to investigate and provide options with respect to the issues that were received from residents in the Auburn area.

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 was present this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

Council agreed to have staff reach out to the Ministry of the Natural Resources to see if they can be of any assistance financially for the cleanout of the Nine Mile River in Port Albert.

7.6.2 LED Streetlights

All the streetlights, with exception of a three, which should be installed shortly, have now been replaced in the municipality with new LED Lighting.

STAFF COMMENTS: For your information.

ACTION: Noted.

7.7 **Environmental Services**

7.7.1 Landfill & Recycling Audit Consultation

As a follow-up from our last meeting we have provided Council with a copy of the report prepared by Deputy Clerk Florence Witherspoon in this regard. Ms. Witherspoon was present this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council made a few minor changes to the scope of work. Council further agreed to have staff submit the scope of work to Professor Vachon at UWO, for students to consider in the fall. If the project is not chosen for the consulting course which begins in the winter, staff can then submit the scope to Dr. Caldwell at the University of Guelph.

7.7.2 Landfill Fees

As a follow-up from our last meeting we have provided Council with a copy of the amended Consolidated Fee By-Law amending the charges at the Landfill Site to \$100.00 per tonne as well as the after-hour charge to \$50.00 per hour.

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

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

7.7.3 Landfill Hours

As a follow-up from our last meeting, Council agreed to amend the hours of operation for our Landfill Site.

STAFF COMMENTS: That Council adopts the following resolution.

ACTION: Council agreed to adopt the following resolution.

Moved by Vanstone
Seconded by Watt

LANDFILL #7 HOURS

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to change the Ashfield Landfill Site Hours effective October 1, 2019 as follows:

- Saturdays 9:00 a.m. to 4 p.m.
- Mondays 9:00 a.m. to 2 p.m. from April 1st to November 30th

Carried.

7.8 Committee Reports

Councillor Bill Vanstone reported on the Colborne Cemetery Service.

Councillor Jennifer Miltenburg reported on the Dungannon Community Alliance Committee.

Deputy Mayor Roger Watt reported on the upcoming County of Huron Council Meeting.

Councillor Bill Vanstone reported on the Petrie Park Committee.

Mayor Glen McNeil reported on the Huron County Food Gala and the EPCOR opening in Bruce County that he attended.

8.0 NEW BUSINESS

8.1 Carol Leeming, Planner - Retirement Gathering

We have provided Council with a copy of the note received from Ms. Leeming.

STAFF COMMENTS: For Council's acknowledgement and best wishes.

ACTION: Best wishes to Carol!

9.0 CORRESPONDENCE / DIRECTION REQUIRED

No items scheduled.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 North Huron Fire Department – Report
- 10.2 Lucknow Community Health Centre Board – Minutes
- 10.3 Maitland Valley Conservation Authority – Minutes
- 10.4 Port Albert Recreation Society / Petrie Park – Minutes
- 10.5 Catherine Hogg Letter – Shoreline Road

ACTION: Council agreed to investigate the situation further with Mayor McNeil taking the lead.

- 10.6 Ministry of Municipal Affairs & Housing – Provincial Policy Statement Review
- 10.7 South Huron – Climate Change Adaptation Strategy
- 10.8 Bayfield Agricultural Society – Grand Opening

ACTION: Mayor Glen McNeil will attend.

- 10.9 Dungannon Community Alliance – Meeting Notes
- 10.10 St. Joseph's Kingsbridge Community – Invitation

ACTION: Mayor Glen McNeil will attend.

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS12.1 AMO Conference – August 18th to 21st / Ottawa

Councillors Miltenburg and Fisher attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.2 Port Albert Public Information Meeting – September 7th 10 a.m. to 12 p.m.

Christ Church, 7 London Road – Port Albert.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.3 Strategic Plan Session – Thursday, October 31st at 9:00 a.m. (Lucknow Sports Complex)

All of Council and Senior Staff.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

13.0 IN-CAMERA / CLOSED SESSION

Moved by Vanstone
Seconded by Watt

MOVE TO #8
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council move into an "In-Camera" session, with the Administrator/Clerk-Treasurer, Chief Building Official and the Deputy Clerk remaining in attendance at 10:29 a.m. for the purpose of discussing:

- 1) Proposed disposition of land by the municipality.
 - 2) Personal matters related to employees and identifiable individuals.
- Carried.

13.1 RETURN TO OPEN SESSION

Moved by Vanstone
Seconded by Fisher

RISE FROM #9
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council rise from an "In-Camera" session at 10:41 a.m.

Carried.

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13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

Full Time Building Administrative Assistant

That staff proceed with the hiring of a full time building administrative assistant as outlined in the In-Camera Session.

14.0 BY-LAWS

14.1 Consolidated Fee By-Law

Moved by Fisher
Seconded by Forster

CONSOLIDATED #10
FEE
BY-LAW

THAT leave be given to introduce By-Law #56-2019 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 13th day of August 2019.

Carried.

14.2 Zoning By-Law Amendment (Snowden)

Moved by Miltenburg
Seconded by Watt

ZONING BY-LAW AMENDMENT #11

THAT leave be given to introduce By-Law #57-2019 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 13th day of August 2019.

Carried.

14.3 Confirmation By-Law

Moved by Snobelen
Seconded by Vanstone

CONFIRMATION BY-LAW #12

THAT leave be given to introduce By-Law #55-2019 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on August 13, 2019, and that it now be read severally a first, second, and third time, and finally passed this 13th day of August 2019.

Carried.

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15.0 ADJOURNMENT

Moved by Snobelen
Seconded by Watt

ADJOURN #13

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on September 3, 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