



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes November 19, 2019

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 19th day of November 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

CAO/Clerk-Treasurer
Chief Building Official
Public Works Superintendent

Mark Becker
Brett Pollock
Brian Van Osch

OTHERS PRESENT: Celina Whaling-Rae, Patrick Armstrong, David McDonald, Ann Gibson, Heather Boa, Mark Duckworth, and Ryan DeVries.

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**

Moved by Miltenburg
Seconded by Fisher

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the November 5, 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. – Celina Whaling-Rae / County of Huron Planner - Consent Application

Saltford Heights Holdings Ltd. (Mark Duckworth) Consent File #C73/2019

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regards to the application for consent received from Saltford Heights Holdings Ltd. (Mark Duckworth). Ms. Whaling-Rae 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 approved subject to the conditions as outlined in the Planners Report.

5.2 9:15 a.m. - Patrick Armstrong / Huron & Area Search and Rescue

We have provided Council with a copy of their request to be a delegation this morning. Mr. Armstrong addressed Council in this regard.

STAFF COMMENTS: None.

ACTION: Council agreed to defer to the 2020 Budget Deliberations.

5.3 9:30 a.m. - Ryan DeVries / B.M. Ross & Associates Limited

Municipal Water Financial Plan / Water Rates

As per Ontario Regulation 453/07, we have provided Council with a copy of the proposed Consolidated Financial Plan, along with the proposed changes to the water rates for the municipal water systems. Mr. DeVries presented the proposals to Council.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to proceed to adopt the following resolution.

Moved by Vanstone
Seconded by Forster

FINANCIAL #2
PLAN &
RATES FOR
WATER
SYSTEMS

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the Drinking Water Financial Plan based on Option 2B of the proposed new water rates as presented by B.M. Ross & Associates Limited on November 19, 2019 for the Water Works Financial Plan 2020 to 2025.

Carried.

6.0 ACCOUNTS

6.1 Payment of Current Accounts as Presented

Moved by Watt
Seconded by Fisher

APPROVE #3
ACCOUNTS

THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes the payment of the November 2019 accounts as presented.

Carried.

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6.2 Payment of Previous Month Actual Accounts

Moved by Vanstone
Seconded by Forster

APPROVE #4
ACTUAL
PAYMENTS

THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the payment of the October 2019 accounts in the amount of \$ 729,085.08.

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 October 2019.

Moved by Miltenburg
Seconded by Watt

REVENUE #5
EXPEND-
ITURE
REPORT

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.

7.2.2 Huron County Notice – Plumbing & Septic Program

We have provided Council with a copy of the email received from the County with respect to the downloading of these programs effective December 31, 2019.

Staff will be working towards the implementation of providing these services to our residents to meet this deadline.

The deadline for applications for the Building Inspector was on November 13, 2019. Staff is in the process of reviewing the applications, arranging for the interviews, and the hiring of the Building Inspector which will be adopted by by-law at a future date once a determination has been made.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.2.3 David James Reed - Temporary Dwelling Agreement

We have provided Council with a copy of an Agreement signed by David James Reed for Council's consideration. Where permitted in the zoning by-law, those wishing to construct or bring in a temporary dwelling must enter into an agreement with the municipality outlining conditions such as the installation, period of occupancy, and development standards. Chief Building Official Brett Pollock will be present this morning.

STAFF COMMENTS: If Council agrees to proceed, the agreement will need to be adopted by by-law in Section 14.

ACTION: Council agreed to authorize the signing of the agreement by by-law in Section 14.

7.2.4 Josey and Elizabeth Shetler - Temporary Dwelling Agreement

We have provided Council with a copy of an Agreement signed by Josey and Elizabeth Shetler for Council's consideration. Where permitted in the zoning by-law, those wishing to construct or bring in a temporary dwelling must enter into an agreement with the municipality outlining conditions such as the installation, period of occupancy, and development standards. Chief Building Official Brett Pollock will be present this morning.

STAFF COMMENTS: If Council agrees to proceed, the agreement will need to be adopted by by-law in Section 14.

ACTION: Council agreed to authorize the signing of the agreement by by-law in Section 14.

7.3 Cemetery Department

No items scheduled.

7.4 Drainage Department

No items scheduled.

7.5 Administration Department

7.5.1 Lucknow Recreation – Appointment of Facility Manager / Recreation Co-ordinator

The Lucknow & District Joint Recreation Board have agreed to hire Steve Bushell as the Facility Manager / Recreation Co-ordinator in light of the recent resignation of Mark Hackett. We have provided Council with a copy of the appointing by-law.

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

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

7.5.2 Ontario Helping Make Municipalities Stronger Announcement – Update
(Municipal Modernization Program)

We have provided Council with a copy of an update on the announcement with respect to the above funding to assist municipalities *“to help them lower costs and improve services”*. This Municipal Modernization Program is an application-based extension of the previous Service Modernization Fund. This announcement is for Intake 1 of the program. Eligible projects under Intake 1 are reviews of municipal service delivery expenditures by independent third-party reviewers. Future intakes will be aimed at implementing service delivery projects. Intake 2 under the program is planned for spring/summer 2020, with additional intakes expected through 2022-23. Participation in Intake 1 is not a requirement for participation in future intakes.

STAFF COMMENTS: Staff continuously pursue opportunities for costs savings, reviewing and improving the services we offer where deemed appropriate. Staff recommends that we wait to see what opportunities are offered in Intake 2 of the program.

ACTION: None.

7.5.3 Microsoft End of Life Products – Replacement of Server

We have provided Council with a copy of the proposal received from MicroAge Basics, who is responsible for our IT Support / Provider as well as hardware supplier. Our server will need to be replaced and in light of the Microsoft End of Life Products. Since this item is not in our current 2019 Budget, and that this is a matter is time sensitive, staff has brought this to Council for approval.

STAFF COMMENTS: Staff recommends accepting the “New Server Option 2” at the total cost of \$ 7,481 plus applicable taxes which includes the “Server”, installation and setup plus applicable Server Operating System Licensing. That Council adopt the following resolution.

ACTION: Council agreed to adopt the following resolution.

Moved by Miltenburg
Seconded by Fisher

PURCHASE #6
NEW
SERVER

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to proceed with the MicroAge Basics proposal for the purchase of a Lenovo TD350 Server Solid State Drive at the costs of \$ 7,481 plus applicable taxes and Operating System Licensing.

Carried.

7.5.4 Huron County Historical Society Request – Jack McLaren Painting

We have provided Council with a copy of the letter received from the Huron County Historical Society requesting Council to loan a Jack McLaren painting that is currently in the Township’s possession. On the back, the painting reads “Haliburton 1962, Jack McLaren OSA Benmiller”. The painting would be displayed at the Huron County Museum, highlighting a notably Huron County artist from Benmiller.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to loan the painting to the Huron County Historical Society.

7.5.5 Rural Ontario Municipal Association (ROMA) Conference

The Municipal Delegation Request for the Rural Ontario Municipal Association Annual Conference is available. Deadline to submit requests is December 2, 2019. We have provided Council with a copy of a suggestion from Councillor Miltenburg.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff submit a request to address the Minister of Agriculture at the upcoming ROMA Conference.

7.5.6 North Huron Fire Coverage – Renewal

We have provided Council with a copy of the renewal agreement for Municipal Fire Protection Services provided by North Huron. North Huron has indicated that it is a four-year contract to coincide with their other agreements they have in place with Morris-Turnberry and Central Huron. The total contract price for 2019 was \$18,700.68 and you will notice that the levy hasn't changed much with the new calculation, the only difference that we will notice is that we will be paying for total costs of calls in our own municipality.

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

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

7.6 **Public Works Department**

7.6.1 Dave Mounsey Memorial Fund – Run Around the Square

We have provided Council with a copy of the request from the chair of the above organization along with a copy of the report prepared by Public Works Superintendent Brian Van Osch. We have also provided Council with a copy of a by-law in order to authorize the temporary stop up of traffic, if Council wishes to proceed. The by-law, if Council wishes, could be adopted in Section 14. Mr. Van Osch was present this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to proceed to stop and close the road and adopt the by-law as presented in Section 14.

7.7 **Environmental Services**

7.7.1 Landfill & Recycling Audit Consultation

As an update on the project, staff have met with students from the Western University Centre for Environment and Sustainability, discussing ways to increase the diversion of residential and farming waste away from the landfill. A survey will be sent out to all landowners in ACW to understand the population's perceptions and practices in regards to recycling. We have agreed to offer to those who submit the survey that their name will be entered into a draw for a gift card at the Port Albert Pub. Following this, two focus groups will be held, one with regards to residential waste disposal, another for the agricultural sector. Staff have been incredibly encouraged by the dedication and enthusiasm shown by the students. A report, with recommendations, will be made available for Council to consider in the new year.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.8 **Committee Reports**

Councillor Jennifer Miltenburg reported on her Municipal Ag Economic Development Forum and the Dungannon Community Alliance.

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

8.0 **NEW BUSINESS**

Council agreed to add the following items to the next agenda:

- Councillor Jennifer Miltenburg – Grant Writing Requests
- Township of Perth South - Budget Newsletter
- Purchasing of Additional Land/Building / In-Camera – Options

9.0 **CORRESPONDENCE / DIRECTION REQUIRED**

9.1 Vicki Lass OMAFRA Request – ACW Visit Economic Development Action Plan

Request of Mayor McNeil, Deputy Mayor Watt, Councillor Miltenburg, and Deputy Clerk Witherspoon to meet with respect to Economic Development.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed that the meeting of Mayor McNeil, Deputy Mayor Watt, Councillor Miltenburg, and Deputy Clerk Witherspoon be on February 11th at 1 pm at ACW. Staff will bring forward an appointment by-law to the next meeting to confirm the appointments to the Economic Development Committee.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 Municipality of Huron East - Public Health Care Resolution
- 10.2 Lake Huron Centre for Coastal Conservation – Annual Lake Huron Municipal Forum
- 10.3 Ec Dev Board Breakfast – December 6th in Clinton
- 10.4 You Matter – Symposium for Students and Their Families

11.0 CORRESPONDENCE / ON COUNCIL TABLE

- 11.1 Johnston Bros. (Bothwell) Limited – Expansion of Below Water Extraction Area

We have provided Council with a copy of the notice. The site plan and hydrogeological report is too large and is available for any member to review if requested. Comments are welcome from the public to the applicant with the Ministry of Natural Resources reviewing and approving the expansion.

STAFF COMMENTS: None.

ACTION: Noted and filed.

12.0 UNFINISHED BUSINESS

- 12.1 Huron Manufacturing Association / Awards Excellence Gala – November 21st

Mayor McNeil, Councillors Miltenburg, Fisher, Snobelen, and spouses attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

- 12.2 Nuclear Waste Management Organization (NWMO) – Invitation Upcoming Tour

Mayor McNeil and spouse, Councillors Fisher, Snobelen and spouses, Councillor Vanstone, Deputy Mayor Watt, Councillor Forster and son, and 4 senior staff members.

Thursday, November 28th – Bus Pick Up / Municipal Office & Lucknow Arena

Staff will advise as to the time of bus pickup. Please remember to bring with you proper ID.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

- 12.3 Rural Ontario Municipal Association (ROMA) Conference – January 18-21, 2020

Mayor McNeil, Councillors Miltenburg, Fisher, and Snobelen attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

- 12.4 Ontario Good Roads Association (OGRA) Conference – February 23-26, 2020

Mayor McNeil and Councillor Vanstone attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

13.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

14.0 BY-LAWS

14.1 Lucknow Recreation – Facility Manager / Recreation Co-ordinator Appointment By-Law

Moved by Fisher
Seconded by Forster

APPOINT #7
STEVE
BUSHELL
BY-LAW

THAT leave be given to introduce By-Law #81-2019 being a by-law to establish the position of Facility Manager / Recreation Co-ordinator and appoint the position, and that it now be read severally a first, second, and third time, and finally passed this 19th day of November 2019.

Carried.

14.2 David Reed Temporary Dwelling Agreement By-Law

Moved by Miltenburg
Seconded by Watt

TEMPORAR #8
Y
DWELLING
(REED) BY-
LAW

THAT leave be given to introduce By-Law #83-2019 being a by-law to authorize the execution of a Temporary Dwelling Agreement between David James Reed and the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 19th day of November 2019.

Carried.

14.3 Josey and Elizabeth Shetler Temporary Dwelling Agreement By-Law

Moved by Snobelen
Seconded by Vanstone

TEMPORAR #9
Y
DWELLING
(SHETLER)
BY-LAW

THAT leave be given to introduce By-Law #84-2019 being a by-law to authorize the execution of a Temporary Dwelling Agreement between Josey and Elizabeth Shetler and the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 19th day of November 2019.

Carried.

14.4 Dave Mounsey Memorial Fund Run – Temporary Stop Up of Traffic By-Law

Moved by Snobelen
Seconded by Watt

TEMPORAR #10
Y STOP UP
OF TRAFFIC
BY-LAW

THAT leave be given to introduce By-Law #85-2019 being a by-law to temporarily stop up traffic on Sunday, May 10, 2020 on various Township Roads and Modification of Traffic Flow along the planned route, for the purpose of the Dave Mounsey Run Around the Square Event, and that it now be read severally a first, second, and third time, and finally passed this 19th day of November 2019.

Carried.

14.5 North Huron Fire Agreement By-Law (2020-2024)

Moved by Miltenburg
Seconded by Forster

NORTH #11
HURON
FIRE
AGREEMEN
T

THAT leave be given to introduce By-Law #86-2019 being a by-law to authorize the Municipal Fire Protection Agreement between the Township of Ashfield-Colborne-Wawanosh and the Township of North Huron, and that it now be read severally a first, second, and third time, and finally passed this 19th day of November 2019.

Carried.

14.6 Confirmation By-Law

Moved by Fisher
Seconded by Forster

CONFIRMAT #12
ION BY-LAW

THAT leave be given to introduce By-Law #82-2019 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on November 19, 2019, and that it now be read severally a first, second, and third time, and finally passed this 19th day of November 2019.

Carried.

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15.0 ADJOURNMENT

Moved by Miltenburg
Seconded by Watt

ADJOURN #13

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on December 3, 2019 at 9:00 a.m. or at the Call of the Mayor.

Carried.

Original signed by
Mayor, Glen McNeil

Original signed by
CAO/Clerk-Treasurer, Mark Becker