



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes February 4, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 4th day of February 2020, 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
Deputy Clerk

Mark Becker
Brett Pollock
Brian Van Osch
Florence Witherspoon

OTHERS PRESENT: Celina Whaling-Rae, Gwen Deveraux, and Nancy Simpson.

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 Vanstone

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the January 14, 2020 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

Jane Ross Application / To Deem a Lot to be Outside of a Plan of Subdivision
Lot 1, Plan 581, Ashfield Ward, Township of Ashfield-Colborne-Wawanosh

We have provided Council with a copy of the report prepared by Ms. Whaling-Rae in this regard along with the applicable by-law. Ms. Whaling-Rae reviewed the report and by-law with Council.

STAFF COMMENTS: That Council adopt the by-law as presented to deem Lot 1, Plan 581 to not being a lot within a plan of subdivision for subdivision control purposes.

ACTION: Council agreed to adopt the by-law as presented in Section 14 to deem Lot 1, Plan 581 to not being a lot within a plan of subdivision for subdivision control purposes.

5.2 9:15 a.m. - Celina Whaling-Rae / County of Huron Planner

Treatment of Cemeteries in Calculating Minimum Distance Setbacks (MDS)

We have provided Council with a copy of the report prepared by Ms. Whaling-Rae in regards to treating all rural cemeteries as a Type A land use, OR that Council provide direction regarding the treatment of cemeteries in the calculation of MDS II. Ms. Whaling-Rae reviewed her report with Council.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to treat all rural cemeteries as a Type A land use. Staff will bring back a Housekeeping Amendment to the Zoning By-Law.

5.3 9:30 a.m. - Celina Whaling-Rae / County of Huron Planner

Proposal to Initiate Internal Official Plan Discussions

We have provided Council with a copy of the report prepared by Ms. Whaling-Rae in regards to initiating internal Official Plan discussions. Staff suggest that Council agree to initiate the scheduling of an internal discussion regarding the ACW Official Plan in anticipation of the document's formal review in 2021. Ms. Whaling-Rae reviewed her report with Council.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to initiate the scheduling of an internal discussion regarding the ACW Official Plan in anticipation of the document's formal review in 2021. Council agreed to set a date of March 25th at 1:00 p.m. in Council Chambers for the first review.

5.4 10:00 a.m. – Gwen Deveraux & Nancy Simpson
Gateway Centre for Excellence in Rural Health

We have provided Council with a copy of the correspondence received from the Gateway Centre for Excellence in Rural Health. Ms. Deveraux and Ms. Simpson addressed Council in this regard.

STAFF COMMENTS: None.

ACTION: Council agreed to donate \$1,000 for the sponsorship of the Mental & Addictions Event in April for the Gateway Centre for Excellence in Rural Health. Staff will include this amount in the 2020 Budget.

6.0 ACCOUNTS

6.1 Year End 2019 - Summary Revenue/Expenditure Reports

We have provided Council with a copy of the final report for the year ending December 31, 2019.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.0 DEPARTMENT / COMMITTEE REPORTS**7.1 Water Department**

7.1.1 Water Operations & Maintenance Report – December 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 December 2019.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.2 Building Department

7.2.1 Building Permit Fees – Review

We have provided Council with a copy of the report prepared by Chief Building Official Brett Pollock with regards to a Building Permit Fee review and recommended changes. Mr. Pollock will be present this morning.

STAFF COMMENTS: That Council approve the update to the Building Permit Fees as per the report provided and further that an amending by-law be brought forward to Council.

ACTION: Council agreed to accept the update to the Building Permit Fees as per the report provided and further that an amending by-law be brought forward to Council.

7.2.2 Port Albert Servicing Master Plan Project – Update

We have provided Council with a copy of the update received from Kelly Vader of B.M. Ross & Associates Limited.

STAFF COMMENTS: That Council agree to proceed as recommended in the report of the “Next Steps”.

ACTION: Council agreed to proceed as recommended in the report of B.M. Ross & Associates with respect to the “Next Steps” and the on-line question and answer document be closed effective today.

7.2.3 Roman Miller Site Plan Control Amendment

Council previously approved a Zoning By-Law amendment to extend the AG3-1 zoning to allow for the expansion of a Saw Mill at 85155 Donnybrook Road. As a result of this amendment the existing Site Plan Control By-law is to be amended and updated to reflect the expanded AG3-1 area.

STAFF COMMENTS: That Council accepts and adopts the Site Plan Control By-law as provided and authorize the signing of such by-law in Section 14.

ACTION: Council agreed to accept and adopt the Site Plan Control 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 Maitland Valley Conservation Authority – 2020 Priorities and Draft Budget

We have provided Council with a copy of the letter and the 2020 Priorities and Draft Budget for the Maitland Valley Conservation Authority.

STAFF COMMENTS: For your information purposes.

ACTION: Council agreed to accept the Draft Budget as presented.

7.5.2 Lucknow & District Medical Centre Board Budget – 2020

We have provided Council with budget for the Lucknow & District Medical Centre Board Budget for 2020, which was most recently approved by the Board.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.3 Lucknow & District Joint Fire Board Budget – 2020

We have provided Council with budget for the Lucknow & District Joint Fire Board Budget for 2020, which was most recently approved by the Board.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.4 Lucknow & District Joint Recreation Board Budget – 2020

We have provided Council with budget for the Lucknow & District Joint Recreation Board Budget for 2020, which was most recently approved by the Board.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.5 Amberley General Store Ltd. – LCBO Agency

We have provided Council with a copy of the request from Amberley General Store to allow the LCBO Agency open during the specified Statutory Holidays in 2020. We have approved this every year since they became an LCBO Agency.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to authorized the request for Amberley General Store to allow the LCBO Agency to open during the specified Statutory Holidays in 2020.

7.5.6 2020 Budget Deliberations

We need to set a date to review the proposed budget which will be an all-day meeting to at least get started. We usually meet the first or second week in March.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to set a date of Friday, March 20, 2020 at 9:00 a.m.

7.5.7 Consolidated Appointment By-Law Amendment

As a follow-up from our last meeting we have provided Council with a copy of the by-law adding the following new committee:

- Community Development Committee – Roger Watt and Jennifer Miltenburg

Mayor Glen McNeil has requested that the following appointment be changed:

- Lucknow & District Joint Fire Board – replace Anita Snobelen with Glen McNeil

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

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

7.5.8 Lucknow Medical Centre Lease Agreement

With the renovation of the Lucknow Medical Centre complete, Drs. Sean Henderson and Justin Puntillo have commenced their practices at the facility. We have provided Council with a copy of the lease for execution and the authorizing by-law.

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

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

7.5.9 North Huron and Goderich Fire Chief Appointment By-Law

In light of changes in the appointments of Fire Chiefs and Deputy Fire Chiefs for North Huron and Goderich Fire Departments, we have provided Council with a copy of the appointment by-law to reflect who holds the current positions.

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

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

7.5.10 Community Safety and Well Being Plan

We have provided Council with a copy of the report prepared by Deputy Clerk Florence Witherspoon with respect to the Community Safety and Well Being Plan. Ms. Witherspoon will be present this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.6 Public Works Department

7.6.1 Gravel Farm / Land Purchase

As a follow-up from the “In-Camera Session” held on May 21, 2019, we have provided Council with a copy of the by-law to authorize the purchase of certain lands from Leslie Anne Siess, Brenda Marie Reid-Wysman, and John Douglas Peter Reid, at Part Lot 9, Concession 6, ED Ashfield as In R31979, Township of Ashfield-Colborne-Wawanosh. They have accepted the offer and the by-law will need to be adopted in Section 14 to authorize the purchase of said lands.

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

ACTION: Council agreed to authorize the signing of the purchase of said lands and adopt by by-law in Section 14.

7.6.2 Crushed Gravel Tenders – 2020

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch in regards to the Crushed Gravel Tenders for 2020. Mr. Van Osch will be present this morning.

STAFF COMMENTS: That Council accepts the lowest tender of Johnston Bros. (Bothwell) Ltd. in the amount of \$ 318,388.80 taxes included.

ACTION: Council agreed to adopt the following resolution.

Moved by Watt
Seconded by Snobelen

ACCEPT
CRUSHED
GRAVEL
TENDER

#2

THAT Ashfield-Colborne-Wawanosh Township Council hereby gives pre-budget approval, and accepts the tender of Johnston Bros. (Bothwell) Ltd. to crush, stockpile, haul, and spread granular A Gravel on Township Roads in the total amount of \$ 318,388.80 taxes included. Gravel to be applied at the discretion of the Public Works Superintendent.

Carried.

7.6.3 Calcium Chloride Tenders – 2020

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch in regards to the Calcium Chloride Tenders for 2020. Mr. Van Osch will be present this morning.

STAFF COMMENTS: That we proceed with the tender of Da-Lee Dust Control in the amount of \$ 371.52 per flake imperial ton, including H.S.T. for the year 2020.

ACTION: Council agreed to adopt the following resolution.

Moved by Forster
Seconded by Miltenburg

ACCEPT
CALCIUM
CHLORIDE
TENDER

#3

THAT Ashfield-Colborne-Wawanosh Township Council hereby gives pre-budget approval, and accepts the tender of Da-Lee Dust Control to supply and apply calcium chloride on Township Roads at the rate of \$ 371.52 per flake imperial ton, including H.S.T. Calcium Chloride to be applied at the discretion of the Public Works Superintendent.

Carried.

7.6.4 Hills Road Bridge Replacement

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch along with a copy of the report prepared by B.M. Ross & Associates with respect to the Hills Road Bridge Replacement. Mr. Van Osch will be present this morning.

STAFF COMMENTS: That Council agrees with moving forward with Design Option #2 for the replacement of the culvert over Sharpe's Creek on Hills Road with an estimated budget amount including engineering of \$625,000 plus H.S.T. and adopt the following resolution.

ACTION: Council agreed to adopt the following resolution.

Moved by Vanstone
Seconded by Watt

<p>PROCEED WITH HILLS ROAD BRIDGE REPLACEMENT</p>	<p>#4</p>	<p>THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to move forward with Design Option #2 for the replacement of the culvert over Sharpe's Creek on Hills Road with an estimated budget amount, including engineering, of \$625,000 plus H.S.T. which will be included in the proposed draft 2020 Budget.</p>	<p>Carried.</p>
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7.7 Environmental Services

7.7.1 Ashfield Landfill Site

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

7.8 Committee Reports

Councillor Jennifer Miltenburg reported on the Dungannon Community Alliance Committee.

Councillor Wayne Forster reported on the Coalition of Huron Injury Prevention Committee and Wingham Physician Recruitment Committee.

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

9.1 Lucknow Agricultural Society – Lucknow Fall Fair / Request for Sponsorship

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to sponsor the Lucknow Fall Fair with \$500. Staff will include this amount in the 2020 Budget.

9.2 Huron Pioneer Thresher & Hobby Association – Request for Ad Sponsorship

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to sponsor the Huron Pioneer Thresher & Hobby Association Heritage Book with a Half Page ad in the amount of \$226. Staff will include this amount in the 2020 Budget.

9.3 Burnside Annual Client Appreciation Night – Invitation

STAFF COMMENTS: We seek your direction.

ACTION: The following agreed to attend the event on March 25th:

Glen McNeil, Jennifer Miltenburg, Roger Watt, Bill Vanstone, and Gloria Fisher.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

10.1 Town of Goderich Memo – Goderich Airport Engagement Report

10.2 Maitland Valley Conservation Authority – Minutes

10.3 Lucknow & District Joint Fire Board – Minutes

10.4 Lucknow & District Community Health Centre Board – Minutes

10.5 Lucknow & District Joint Recreation Board – Minutes

10.6 Lake Huron Conference – Is the Coast Clear?

ACTION: Council agreed to register Mayor McNeil, and Deputy Mayor Watt.

10.7 Stratford City Council – Stratford Festival Invitation

10.8 Wingham & Area Health Professionals Recruitment Committee – Budget 2020

10.9 Domestic Assault Review Team (DART) – Thank You

10.10 Benmiller Community Hall – Minutes

10.11 Animal Control Report - 2019

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS12.1 Economic Development Committee Annual Review – February 11th at 1:00 p.m.

RE-SCHEDULED

Mayor McNeil, Deputy Mayor Watt, and Councillor Miltenburg

Cancelled and re-scheduled for March 17th at 1:00 p.m.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

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

Mayor McNeil and Councillor Vanstone and Miltenburg attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.3 Association of Municipalities of Ontario (AMO) Annual Conference – August 16-19th 2020

Councillor Vanstone and Fisher attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

13.0 IN-CAMERA / CLOSED SESSION

Moved by Vanstone
Seconded by Watt

MOVE TO #5
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council move into an “In-Camera” session, with the CAO/Clerk-Treasurer and Public Works Superintendent remaining in attendance at 11:20 a.m. for the purpose of discussing:

- 1) Security of property of the municipality.

Carried.

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13.1 RETURN TO OPEN SESSION

Moved by Forster
Seconded by Miltenburg

RISE FROM #6
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council rise from an “In-Camera” session at 11:26 a.m.

Carried.

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13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

Nothing to report.

14.0 BY-LAWS

14.1 Consolidated Fee By-Law

Moved by Fisher
 Seconded by Forster

CONSOLIDATED FEE
 BY-LAW #7

THAT leave be given to introduce By-Law #14-2020 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 4th day of February 2020.

Carried.

14.2 Township Purchase from Reid / Wysman / Siess By-Law

Moved by Miltenburg
 Seconded by Watt

AUTHORIZE THE
 TRANSFER TO LANDS
 BY-LAW #8

THAT leave be given to introduce By-Law #12-2020 being a by-law to authorize the transfer of certain lands in the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 4th day of February 2020.

Carried.

14.3 Jane Ross Application / Deeming By-Law

Moved by Snobelen
 Seconded by Vanstone

DEEMING BY-LAW #9

THAT leave be given to introduce By-Law #09-2020 being a by-law to deem registered plans not to be registered, and that it now be read severally a first, second, and third time, and finally passed this 4th day of February 2020.

Carried.

14.4 Roman Miller Site Plan Control Amending By-Law

Moved by Snobelen
 Seconded by Watt

SITE PLAN CONTROL
 BY-LAW #10

THAT leave be given to introduce By-Law #11-2020 being a by-law to amend By-Law 05-2012 being a by-law to establish Site Plan Control on South Part of Lot 27, Concession 9, Wawanosh Ward, Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 4th day of February 2020.

Carried.

14.5 North Huron and Goderich Fire Chief Appointment By-Law

Moved by Miltenburg
 Seconded by Forster

FIRE CHIEF APPOINTMENT BY-LAW #11

THAT leave be given to introduce By-Law #10-2020 being a by-law to appoint Fire Chiefs and Deputy Fire Chiefs for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 4th day of February 2020.

Carried.

14.6 Lucknow Medical Centre Lease Agreement By-Law

Moved by Fisher
 Seconded by Forster

LUCKNOW MEDICAL CENTRE LEASE BY-LAW #12

THAT leave be given to introduce By-Law #08-2020 being a by-law to authorize the execution of a lease agreement between the Township of Ashfield-Colborne-Wawanosh, the Township of Huron-Kinloss, Doctor Sean Graham Henderson, and Doctor Justin Bren Puntillo, for the Lucknow Medical Centre, and that it now be read severally a first, second, and third time, and finally passed this 4th day of February 2020.

Carried.

14.7 Confirmation By-Law

Moved by Miltenburg
Seconded by Watt

CONFIRMATION BY-LAW #13

THAT leave be given to introduce By-Law #13-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on February 4, 2020, and that it now be read severally a first, second, and third time, and finally passed this 4th day of February 2020.

Carried.
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15.0 ADJOURNMENT

Moved by Snobelen
Seconded by Vanstone

ADJOURN #14

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on February 18, 2020 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
CAO/Clerk-Treasurer, Mark Becker