



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes April 7, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 7th day of April 2020, at 9:00 a.m. through Zoom, a Video Conferencing Platform.

This meeting was held electronically as the crisis of COVID-19 allows Councils to conduct their meetings remotely to empower municipalities to respond quickly and continue to function when in-person meetings cannot be held, and Council decisions need to be made.

The following individuals were participants during the Council Meeting:

Mayor	Glen McNeil
Deputy Mayor	Roger Watt
Councillors	Gloria Fisher
	Wayne Forster / On-Line at 9:20 a.m.
	Jennifer Miltenburg
	Anita Snobelen
	Bill Vanstone

Staff Present

CAO/Clerk-Treasurer	Mark Becker
Chief Building Official	Brett Pollock
Public Works Superintendent	Brian Van Osch
Deputy Clerk	Florence Witherspoon

County of Huron Planner	Celina Whaling-Rae
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OTHERS PRESENT VIA ZOOM (Viewing and Observing Only):
Steve Bushell and Anita Frayne.

1.0 **CALL TO ORDER**

The municipality will be recording this meeting to “ensure meetings can be open to the public”.

1.1 Ontario Supporting Municipalities in Response to COVID-19

Please see the attached Ontario News from the Office of the Premier with respect to the most recent legislation announced on March 19, 2020 which states the following:

“gives municipalities the ability to fully conduct Council, local board and committee meetings electronically when faced with local and province-wide emergencies, empowering the government’s municipal partners to respond quickly when in-person meetings cannot be held.”

1.2 Procedural By-Law Amendment

In light of the abilities to fully conduct Council meetings electronically, we have provided Council with a copy of the revised Procedural By-Law which reflects these changes.

Please refer to the new paragraphs of 2.7 and 3.10.

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

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

Moved by Watt
Seconded by Miltenburg

PROCEDUR #1 AL BY-LAW THAT leave be given to introduce By-Law #27-2020 being a procedural by-law to govern the proceedings and the conduct of the meetings of the Council and Committees of the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 7th day of April 2020.

Carried.

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

None disclosed.

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Council Meeting Minutes – March 3, 2020

Moved by Vanstone
Seconded by Snobelen

ADOPT #2 COUNCIL MINUTES THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the March 3, 2020 Council Meeting Minutes as written.

Carried.

4.0 OPEN FORUM (items pertaining to the agenda)

Not applicable.

5.0 DELEGATIONS

5.1 9:00 a.m. – Celina Whaling-Rae / County of Huron Planner

Holding Symbol Removal for Mike Courtney - File H01/20

We have provided Council with a copy of the report prepared by County of Huron Planner Celina Whaling-Rae with respect to the Mike Courtney proposed removal of the Holding Symbol for his property. We have also provided Council with a copy of the By-Law to remove the holding symbol.

Ms. Whaling-Rae was available this morning and reviewed the report with Council.

STAFF COMMENTS: That Council adopts the by-law for the removal of the Holding Symbol in Section 14.

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

6.0 ACCOUNTS

6.1 Payment of Current Accounts as Presented

Moved by Miltenburg
Seconded by Snobelen

APPROVE #3 ACCOUNTS THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes the payment of the March 2020 accounts as presented.

Carried.

6.2 Payment of Previous Month Actual Accounts

Moved by Vanstone
Seconded by Fisher

APPROVE #4 ACTUAL PAYMENTS THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the payment of the February 2020 accounts in the amount of \$ 786,805.93.

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 February 2020.

Carried.

Moved by Watt
Seconded by Miltenburg

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**

7.1.1 Water Operations & Maintenance Report – February 2020

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 February 2020.

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 available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.3 **Cemetery Department**

No items scheduled.

7.4 **Drainage Department**

No items scheduled.

7.5 **Administration Department**

7.5.1 Community Development Committee Proposal

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

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to defer this item to a later date.

7.5.2 Expression of Support for Natural Gas Expansion

We have provided Council with copies of the letter from the Ministry of Energy, Enbridge, and a sample letter of support for Natural Gas Expansion. Enbridge are interested in expanding into the Auburn Area. If Council supports their project proposal of expanding into the Auburn Area, we could have the "sample letter of support" sent with Mayor Glen McNeil signing on behalf of municipality.

STAFF COMMENTS: We seek your direction.

ACTION: Council support the letter of support letter to Enbridge, with Mayor McNeil signing on behalf of the municipality.

7.5.3 Ashfield Park/Pavilion – Grass & Custodial Services

We have provided Council with a copy the letter received from the Barry Jones who has been providing grass cutting and custodial services at the Ashfield Park for a number of years. Mr. Jones is requesting an increase. The last increase was in 2017. Mr. Jones is requesting an increase from \$145 to \$160 per cut and an increase from \$95 to \$100 per week for custodial.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed accept the rate increase as requested by Mr. Jones. Staff will prepare an agreement between the Township and Mr. Jones with respect to the services he provides as well as applying a cost of living increase (CPI) to the rates each year. The agreement will come back to Council for approval and signage.

7.5.4 Solicitor Appointment By-Law

We have received a notice that Patrick Kraemer is retiring from the firm of Duncan, Linton LPP Lawyers, and that effective immediately, Michael van Bodegom will serve as the contact for the Township of Ashfield-Colborne-Wawanosh for both ongoing and new matters. We have provided Council with a copy of the necessary by-law to appoint Michael van Bodegom from Duncan, Linton LPP Lawyers.

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

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

7.5.5 Auburn Dog Park Grass Maintenance

We have provided Council with a copy of the report prepared by staff from Central Huron with respect to the Auburn Dog Park which is located in the Municipality of Central Huron. Since Auburn is split between three municipalities, we have been asked if the Township of Ashfield-Colborne-Wawanosh and the Township of North Huron would consider splitting the estimated annual maintenance costs associated with the Auburn Dog Park. The Township of Ashfield-Colborne-Wawanosh anticipated amount being approximately \$ 933 for the year.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed that they are receptive to the proposal and ask that Central Huron provide an agreement for the Township of Ashfield-Colborne-Wawanosh to consider and authorize.

7.5.6 Dungannon Pro Rodeo – July 11th to 12th

We have received a letter from the Dungannon Agricultural Society with respect to their upcoming event for the Dungannon Pro Rodeo. As in the past, they are asking for a “letter of non-objection” to facilitate getting the liquor license.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to send a letter of non-objection.

7.6 **Public Works Department**

7.6.1 Reid Farm Property Purchase – Update

The Reid Farm Property has now officially been purchased by the municipality. We have provided Council with a copy of the request and map from Sebastian Kraft who lives and owns the property directly west of our newly purchased property. Mr. Kraft also rents 47 acres of land that municipality recently purchased and is requesting to continue.

STAFF COMMENTS: That Council agree to continue to rent the lands to Mr. Kraft as proposed and have staff prepare the rental agreement for approval and signatures.

ACTION: Council agreed to continue to rent the lands to Mr. Kraft for the year 2020. Staff will prepare the rental agreement and bring back to Council for approval and signage. Staff will call for tenders/quotes on the land this fall for the 2021 season and forward.

7.7 **Environmental Services**

7.7.1 Single Use Plastics Policy

As a follow-up from our last meeting, we have provided Council with a copy of the draft Single Use Plastic policy for the Municipal Office and three Public Works Depots.

STAFF COMMENTS: That Council adopt the policy by adopting the following resolution.

ACTION: Council agreed to adopt the policy as drafted.

Moved by Fisher
Seconded by Miltenburg

SINGLE USE #6
PLASTICS
POLICY

THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the "Single Use Plastics" Policy dated March 2020.

Carried.

7.7.2 Waste Management Contract Renewal / Waste & Recycling Curbside Collection

Our contract with Waste Management expires at the end of April. We have provided Council with a copy of Waste Management's proposal and agreement for consideration for the next five years, resulting in a 5% increase and each year thereafter. We have highlighted the changes to the contract. The summary of the contract costs increases are as follows:

- \$63,460 for curbside garbage pickup – now \$65,626
- \$125,260 for curbside recycling pickup – now \$130,360
- \$19.38 per lift for frontload recycling bins at landfill – now \$40.00 per lift

Please note that the following must be implemented by July 1st.

"Conversion of bagged recycling to blue boxes. Waste Management are able to help with procurement and distribution of these boxes. Another option is to request CIF (Continuous Improvement Fund) (Stewardship Ontario) funding for the transition. The justification for this request was discussed at council. We propose transition period of 3 month for this. July 1 could be a period where we start stickering and leaving bags behind.

"The use of "clear bag recycling" will be acceptable for Lakeshore Roads that are not accessible for recycling collection trucks which may be adjusted upon mutual consent."

STAFF COMMENTS: That Council authorizes the agreement as provided and adopt by by-law in Section 14. Once the contract is signed, staff will proceed to work with Waste Management to implement blue box plan for the anticipated start date of July 1st.

ACTION: Council agreed to authorize the signing of the agreement as presented and adopt the agreement by by-law in Section 14. Staff will proceed to work with Waste Management to implement the blue box plan that is anticipated to start on July 1st.

Staff indicated that in light of the situation that the implementation of the blue box program may not be feasible, however staff will be in touch with Waste Management to sort out the details. Staff will work with Waste Management in procuring blue boxes with the anticipation of ensuring that each residence will receive a blue box. The use of "clear bag recycling" will be continue to be acceptable for Lakeshore Roads that are not accessible for recycling collection trucks, however may be adjusted upon mutual consent.

7.8 **Committee Reports**

Councillor Jennifer Miltenburg reported on the St. Helens Hall Committee.

Mayor Glen McNeil reported on the Goderich Airport Committee.

Mayor Glen McNeil reported on the COVID19 matters over the past few weeks.

8.0 **NEW BUSINESS**

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

9.1 Township of Ashfield-Colborne-Wawanosh – 20th Anniversary Reunion 2021 Request

We have provided Council with a copy of the committees proposal.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to advise the committee that they support their proposal in principal.

9.2 Ministry of Finance Letter – Ontario’s Action Plan: Responding to COVID-19

We have provided Council with a copy of the letter received which speaks to the deferral of the Education Property Tax Remittance for June & September 2020 instalments. It also refers to the 2021 Reassessment Year being postponed.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed not to take any action at this time.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

10.1 Ministry of Municipal Affairs & Housing - Provincial Policy Statement, 2020

10.2 Auburn Hall – Minutes

10.3 Rural Faith Places – Conversation Invitation

ACTION: It was noted that this was deferred to November 2020.

10.4 County of Huron – Business Support to Ease Economic Impact

10.5 Lucknow Community Health Centre Board – Minutes

10.6 Township of Ashfield-Colborne-Wawanosh - COVID19 Update

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

12.1 2020 Budget Deliberations – Rescheduled Date

We need to reschedule the date for all members of Council for a full day.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to set a date of Tuesday, April 14th at 9:00 a.m.

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

Councillor Vanstone and Fisher attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.3 Lake Huron Conference – Is the Coast Clear? – September 2-3rd 2020

Mayor McNeil and Deputy Mayor Watt attending. (note date change)

STAFF COMMENTS: Reminder only.

ACTION: Noted.

13.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

14.0 BY-LAWS

14.1 Solicitor Appointment By-Law

Moved by Fisher
Seconded by Forster

SOLICITOR #7 THAT leave be given to introduce By-Law #26-2020 being a by-law to
APPOINTME appoint a municipal solicitor for the Township of Ashfield-Colborne-
NT BY-LAW Wawanosh, and that it now be read severally a first, second, and third time,
and finally passed this 7th day of April 2020.

Carried.

14.2 Mike Courtney H-Symbol Lifting By-Law

Moved by Miltenburg
Seconded by Watt

COURTNEY #8 THAT leave be given to introduce By-Law #28-2020 being a by-law to
HOLDING amend zoning by-Law #32-2008, for the Township of Ashfield-Colborne-
SYMBOL Wawanosh, and that it now be read severally a first, second, and third time,
REMOVAL and finally passed this 7th day of April 2020.
BY-LAW

Carried.

14.3 Waste Management of Canada Corporation Contract By-Law

Moved by Snobelen
Seconded by Vanstone

WASTE #9 THAT leave be given to introduce By-Law #29-2020 being a by-law to
MANAGEME authorize the Clerk and the Mayor to execute the amendment agreement
NT between Waste Management of Canada Corporation, and the Township of
CONTRACT Ashfield-Colborne-Wawanosh, and that it now be read severally a first,
BY-LAW second, and third time, and finally passed this 7th day of April 2020.

Carried.

14.4 Confirmation By-Law

Moved by Snobelen
Seconded by Watt

CONFIRMAT #10 THAT leave be given to introduce By-Law #25-2020 being a by-law to
ION BY-LAW confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh
meeting held on April 7, 2020, and that it now be read severally a first,
second, and third time, and finally passed this 7th day of April 2020.

Carried.

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15.0 ADJOURNMENT

Moved by Miltenburg
Seconded by Forster

ADJOURN #11 THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn
to meet again on April 14, 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