



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes June 2, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 2nd day of June 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
Deputy Mayor
Councillors

Glen McNeil
Roger Watt
Gloria Fisher
Wayne Forster
Jennifer Miltenburg
Anita Snobelen
Bill Vanstone

Staff Present

CAO/Deputy-Clerk
Treasurer
Chief Building Official
Public Works Superintendent
Clerk

Mark Becker
Ellen McManus
Brett Pollock
Brian Van Osch
Florence Witherspoon

County of Huron Planner

Celina Whaling-Rae

OTHERS PRESENT VIA ZOOM (Viewing and Observing Only):
Shannon Millar, Lina Kreft, Patrick Huber-Kidby.

1.0 **CALL TO ORDER**

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

2.0 **DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST**

None disclosed.

3.0 **ADOPTION OF PREVIOUS MEETING MINUTES**

3.1 Council Meeting Minutes – May 19, 2020

Moved by Vanstone
Seconded by Watt

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the May 19, 2020 Council Meeting Minutes as written.

Carried.

3.2 Council Meeting Minutes – May 26, 2020

Moved by Forster
Seconded by Snobelen

ADOPT
COUNCIL
MINUTES

#2

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the May 26, 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 – Committee of Adjustment

Moved by Snobelen
Seconded by Vanstone

OPEN
COMMITTEE
OF
ADJUSTMENT
MEETING

#3

THAT Ashfield-Colborne-Wawanosh Council hereby adjourns their regular Council Meeting and hereby opens their Committee of Adjustment Meeting and Hearing to review the Victor Kreft and the Township of Ashfield-Colborne-Wawanosh Minor Variance Applications.

Carried.

A) Victor Kreft – Minor Variance Application File - #MV04-20

We have provided Council with a copy of the report prepared by the County Planner, Celina Whaling-Rae, in regards to this application. Ms. Whaling-Rae reviewed the application with the Committee of Adjustment.

STAFF COMMENTS: That this application for minor variance be approved subject to the following conditions:

- That the structures be located within the footprint contained on the site plan that accompanied the application.
- That the structures be constructed as shown in the elevation drawing that accompanied the application.
- That the variances' approval be valid for a period of 18 months from the date of the Committee's decision.

PUBLIC COMMENTS:

None.

APPLICANT COMMENTS:

None.

Moved by Watt
Seconded by Forster

APPROVE
KREFT
APPLICATION

#4

THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby agrees to approve the Victor Kreft Minor Variance Application as submitted, subject to the conditions as noted in the Planner's Report.

Carried.

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

Public comments were received on the issue of construction blockage. Comments were thoroughly considered but the effect did not influence the decision of Council to approve the application.

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

B) Ashfield-Colborne-Wawanosh - Minor Variance Application File - #MV05-20

We have provided Council with a copy of the report prepared by the County Planner, Celina Whaling-Rae, in regards to this application. Ms. Whaling-Rae reviewed the application with the Committee of Adjustment.

STAFF COMMENTS: That this application for minor variance be approved subject to the following conditions:

- That the structure be located within the footprint contained on the site plan that accompanied the application.
- That the structure be constructed as shown in the elevation drawing that accompanied the application.
- That the variances' approval be valid for a period of 18 months from the date of the Committee's decision.

PUBLIC COMMENTS:

None.

APPLICANT COMMENTS:

None.

Moved by Vanstone
Seconded by Watt

APPROVE #5
ACW
APPLICATION

THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby agrees to approve the Township of Ashfield-Colborne-Wawanosh Minor Variance Application as submitted, subject to the conditions as noted in the Planner’s Report.

Carried.

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

Public comments were received on the issue of applicable provisions, the effect of which did not influence the decision of Council to approve the application.

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

Moved by Miltenburg
Seconded by Fisher

CLOSE #6
COMMITTEE
OF
ADJUSTMENT

THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby closes their meeting.

Carried.

Moved by Forster
Seconded by Vanstone

RECONVENE #7
REGULAR
COUNCIL
MEETING

THAT Ashfield-Colborne-Wawanosh Township Council hereby reconvenes the regular Council Meeting of June 2, 2020.

Carried.

Council recognizes that the Township office is best recognized as a legal non-complying use in accordance with Section 3.23 of the Zoning By-law, rather than as a legal non-conforming use in accordance with Section 3.24, as was described in the subject Notice of Public Meeting. The Notice of Decision for the subject application will reflect these changes and provisions. Council further recognizes that, despite these provisions, the nature of the Minor Variance approved by the Committee of Adjustment remains the same.

6.0 ACCOUNTS

No items scheduled.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

No items scheduled.

7.2 Building Department

No items scheduled.

7.3 Cemetery Department

No items scheduled.

7.4 Drainage Department

No items scheduled.

7.5 Administration Department

7.5.1 Administration Staff

Please refer to the “In-Camera Session” (personal matters related to employees and identifiable individual)

7.5.2 St. Helens Community Hall Request – Cenotaph Repairs

We have provided Council with a copy of the request for repairs to the Cenotaph, Stone Pillar, and the back foundation of the Hall. We have also provided Council with a copy of the quote received.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to defer the matter to the St. Helens Hall Committee for a decision and recommendation coming back to Council for approval.

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 available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.6.2 Benmiller Sign – Update

Councillor Gloria Fisher indicated that she is confident that they would be able to form a committee of volunteers to look after the care and maintenance of the Benmiller sign. Confirming ownership of the lands would be costly and redundant, however if Council wishes to proceed, staff would obtain the permission to perform the work from the County Highway Department and permission from the Mr. Culbert (the landowner) as the only way to access to the sign is through the Culbert property. What type of budget amount would Council like to allocate towards this project?

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to set a budget of \$500.00 with Councillor Gloria Fisher taking the lead and submitting the applicable invoices to the municipal office for payment.

Moved by Miltenburg
Seconded by Forster

BENMILLER #8
SIGN BUDGET

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to allow the committee of up to \$500.00 for the refurbishing of the Benmiller Sign in Benmiller.

Carried.

7.7 Environmental Services

7.7.1 Ashfield Landfill Site / Re-opening & Potential Changes

We have provided Council with a copy of the update on the re-opening of the Ashfield Landfill Site along with a staff report on potential changes for Council to consider moving forward as to how we do business in the future at the Landfill Site.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed as follows:

- remove the recycling bins
- implement the \$10 flat fee
- encourage that no household waste be accepted
- amend the hours of operation
- proceed with running a telephone/internet line to the Weigh Scale Building
- a staff report on the costs of implementing Interac/Debit at the Landfill Site

Staff will bring the necessary approvals to the next Council Meeting for official approval and adoption.

7.8 Committee Reports

Councillor Jennifer Miltenburg reported on the Dungannon Community Alliance.

Deputy Mayor Roger Watt reported on the Maitland Valley Conservation Authority.

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

No items scheduled.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

No items scheduled.

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS**12.1 Council Meeting - Official Plan Preliminary Review**

Tuesday, June 9th at 9:00 a.m.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

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

Councillors Fisher and Miltenburg participating virtually.

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.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

Since the Council Meeting is being held electronically through Zoom, a Video Conferencing Platform, Staff would ask that Council now proceed to Section 14 and adopt the by-laws prior to moving into an "In-Camera Session". This will allow the public participants an opportunity to be present during the adoption of the by-laws. Once the by-laws have been adopted, Council would then proceed to Section 13 and move into the "In-Camera Session". The public participants will not need to re-join as the meeting will be adjourned after the closed session.

13.0 IN-CAMERA / CLOSED SESSION

Moved by Forster
Seconded by Snobelen

MOVE TO #9
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council move into an "In-Camera" session, with the CAO/Deputy-Clerk and the Treasurer remaining in attendance at 10:24 a.m. for the purpose of discussing:

- 1) Personal matters related to employees and identifiable individual.

Carried.

~

13.1 RETURN TO OPEN SESSION

Moved by Vanstone
Seconded by Watt

RISE FROM #10 THAT Ashfield-Colborne-Wawanosh Township Council rise from
IN-CAMERA an "In-Camera" session at 10:26 a.m.

Carried.
~

13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

Contract employee Brooke Austin, Tax Collector/Payroll Clerk, has submitted her resignation, therefore Council support the actions noted in their In-Camera Session, with respect to hiring a "maternity leave" contract employee for the balance of 10 months.

14.0 BY-LAWS

14.1 Confirmation By-Law

Moved by Miltenburg
Seconded by Fisher

CONFIRMAT #11 THAT leave be given to introduce By-Law #38-2020 being a by-law to
ION BY-LAW confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on June 2, 2020, and that it now be read severally a first, second, and third time, and finally passed this 2nd day of June 2020.

Carried.
~

15.0 ADJOURNMENT

Moved by Miltenburg
Seconded by Forster

ADJOURN #12 THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on June 9, 2020 at 9:00 a.m. or at the Call of the Mayor.

Carried.
~

Original signed by
Mayor, Glen McNeil

Original signed by
CAO/Deputy-Clerk, Mark Becker