



Council Minutes November 3, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 3rd day of November 2020, at 9:00 a.m. through Zoom, an online video conferencing platform.

This meeting was held electronically as per By-Law #52-2020, Section 3.10 which allows for Electronic Participation of Council Meetings.

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

OTHERS PRESENT VIA ZOOM (Viewing and Observing Only): Celina Whaling-Rae.

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 – October 19, 2020

Moved by Vanstone
Seconded by Snobelen

ADOPT
COUNCIL
MINUTES

#1

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

Carried.

3.2 Council Meeting Minutes – October 20, 2020

Moved by Watt
Seconded by Miltenburg

ADOPT
COUNCIL
MINUTES

#2

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the October 20, 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

John & Carolyn Porter MacDonald Zoning By-Law Amendment Application #Z05-20

Moved by Miltenburg
 Seconded by Forster

ADJOURN
COUNCIL
MEETING

#3

THAT Ashfield-Colborne-Wawanosh Township Council hereby adjourns
 their regular Council Meeting.

Carried.

Moved by Snobelen
 Seconded by Vanstone

OPEN
PUBLIC
MEETING

#4

THAT Ashfield-Colborne-Wawanosh Township Council hereby opens the
 Planning Advisory Committee Public Meeting to deal with Zoning By-Law
 Amendment Application received from John & Carolyn Porter MacDonald.

Carried.

We have provided Council with the report prepared by the County Planner, Celina Whaling-Rae, in regards to this Zoning By-Law Amendment. Ms. Whaling-Rae reviewed the application with the Planning Advisory Committee.

TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH PLANNING ADVISORY COMMITTEE MEETING

Call to order**Declaration of Pecuniary Interests**

None.

Purpose

The purpose of this Public Meeting is to consider changing the zoning on the property at Concession 1 Western Division, Part Lots 1 & 2 (Colborne Ward), 81368 Westmount Line, in the Township of Ashfield-Colborne-Wawanosh.

Requirement

This Public Meeting is being held under The Planning Act, which requires that Council hold at least one Public Meeting and that proper notice be given.

Application Process

An application was submitted by John & Carolyn Porter MacDonald to the Township of Ashfield-Colborne-Wawanosh and considered complete on September 15, 2020.

Notice of the Public Meeting was mailed by the municipality to all property owners within 400 feet of the property on October 8, 2020 and notice was posted on the subject property.

Comments:

- 1) Huron County Planner

The Planner reviewed the application with the Planning Advisory Committee.

- 2) Applicant and/or Agent

None.

- 3) Others

None.

4) Council's Questions and/or Comments.

Clarification was requested from many members of Council with respect to the housing of horses.

NOTE: If a person or public body that files an appeal of a decision of ACW Township in respect to the proposed rezoning, but does not make written or oral submissions before the proposed rezoning is adopted, the Local Planning Appeal Tribunal (LPAT) may dismiss all or part of the appeal.

Zoning By-law Procedure Following Public Meeting

- This is a Public Meeting, not a Council Meeting; therefore, a decision of Council may or may not be made later this morning.
- If the By-law is passed, the Clerk must send Notice of the Passing of the By-law to all persons notified of this meeting and to any person or public body that has requested it.
- There is a 20-day objection period from the time Notice of Passing has been mailed, where submissions will be received by the Clerk.
- If an objection is received, an appeal is lodged with the Local Planning Appeal Tribunal (LPAT) and the Municipality no longer has jurisdiction of the file and/or the processing time. You may only file an appeal if you have submitted oral or written comments prior to the decision of Council.
- The fee for filing an appeal is \$1,100.00 payable by Certified Cheque or Money Order in Canadian funds, made out to the Minister of Finance, and must be accompanied by Appellant Form (A1).
- If Council does not pass the by-law, the applicant may appeal to the LPAT.
- If the By-law is passed and no objections are received within the 20-day appeal period, the Clerk will certify that the By-law is in force and effect as of the date of its passing and Notice is forwarded to the Planning Department and to the applicant.

Recommendation of the Huron County Planner

It is recommended that Zoning By-Law Amendment Application Z05-20 be approved.

Recommendation of the Planning Advisory Committee

It is recommended that Zoning By-Law Amendment Application Z05-20 be approved.

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

No public comments were received on this application so there is no effect on the decision.

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

Adjournment

That there being no further business, the Public Meeting be hereby closed at 9:25 a.m.

Moved by Snobelen
Seconded by Watt

CLOSE
PUBLIC
MEETING

#5

THAT Ashfield-Colborne-Wawanosh Township Council hereby closes the Planning Advisory Committee Public Meeting.

Carried.

Moved by Vanstone
Seconded by Forster

RECONVENE
COUNCIL
MEETING

#6

THAT Ashfield-Colborne-Wawanosh Township Council hereby reconvenes their regular Council Meeting.

Carried.

6.0 ACCOUNTS

No items scheduled.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 Water Operations & Maintenance Report – September 2020

We have provided Council with a copy of the report prepared by Veolia Water Canada regarding the operation and maintenance of our water systems for September 2020.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.1.2 Century Heights Drinking Water System – Ministry of the Environment Inspection Report

We have provided Council with a copy of the Century Heights Drinking Water System Inspection Report.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.2 Building Department

7.2.1 2020 SLED Funding Application

We have provided Council with a copy of the approval letter with respect to our application to the County of Huron SLED Funding to convert ACW-owned land to development ready attainable housing land and market those opportunities to developers. Staff will proceed to prepare the property for development, including surveying, nitrate study, lot grading, and drainage plans, etc. up to \$10,000.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed. Staff was asked to thank the Economic Development Committee.

7.3 Cemetery Department

No items scheduled.

7.4 Drainage Department

7.4.1 Warren Zinn Municipal Drain – Levying By-Law

We have provided Council with a copy of the Warren Zinn Municipal Drain 2020 Levying By-Law being a by-law to provide for the levying of costs.

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.

7.4.2 McNain Municipal Drain Improvement – Levying By-Law

We have provided Council with a copy of the McNain Municipal Drain Improvement 2015 Levying By-Law being a by-law to provide for the levying of costs.

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 Administration Department

7.5.1 Snow Removal Contracts / Lucknow & District Joint Boards – Update

Lucknow & District Medical Centre, Fire Hall, and Sports Complex

As a follow-up from our last meeting, we have provided Council with a copy of the agreement and authorizing by-law with Lloyd Collins Construction for snow removal for the above joint boards.

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

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

7.5.2 Ministry of Municipal Affairs and Housing – Safe Restart Agreement

As a follow-up from our last meeting, we have provided Council with a copy of a further report prepared by Treasurer Ellen McManus in this regard. Ms. McManus was available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.5.3 Reid Farm Property

As a follow-up from our last meeting, we have provided Council with a copy of the agreement and authorizing by-law for the rental of the 14 acres of municipal land to Sebastian Kraft.

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

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

7.5.4 Annual Adjustment – 2021 Pay Grids

We have provided Council with a copy of the report in this regard. We will further apply the amount to Council's remuneration and meeting rate and to the Animal Control Officer's contract hourly rate.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.5 Councillors Remuneration By-Law

We have provided Council with a copy of the Council Remuneration By-Law for 2021 which includes the annual Consumer Price Index increase of 0.6%.

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

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

7.5.6 2020 Wage Market Comparison

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

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 Culvert Quotations

Staff called for quotations for the maintenance culvert requirements and received the following results. All prices quoted are including H.S.T. Mr. Van Osch was available this morning.

E.S. Hubbell	\$ 16,027.60
Carson Supply	\$ 20,611.12
Atlantic Industries	\$ 21,364.76
Armtec	\$ 21,518.36

STAFF COMMENTS: That Council accepts the quotation received from E.S. Hubbell in the amount of \$ 16,027.60 including H.S.T. and proceeds to adopt the following resolution.

ACTION: Council agreed to accept the lowest quotation and adopt the following resolution.

Moved by Miltenburg
Seconded by Forster

ACCEPT #7 THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts
CULVERT the quotation received from E.S. Hubbell in the amount of \$ 16,027.60
QUOTES including H.S.T. for maintenance culverts.

Carried.

7.6.3 Jason & Julie Otten – Development Agreement & Holding Symbol Removal

- Staff Report
- Road Construction Agreement & By-Law
- Holding Symbol Removal By-Law

We have provided Council with a copy of the report prepared by County of Huron Planner Celina Whaling-Rae with respect to the Jason & Julie Otten proposed removal of the Holding Symbol for their property. As a condition of the removal of the Holding Zone, the owners are to enter into a Development Agreement, which sets out the road construction required under the proposed zoning. We have provided Council with a copy of the Road Construction Agreement signed by the owners, the Authorizing By-Law, and the By-Law to remove the holding symbol in anticipation of the approved Road Construction Agreement. Ms. Whaling-Rae was available this morning.

STAFF COMMENTS: That Council accepts and adopts the Road Construction Agreement as provided and authorize the signing of such by by-law in Section 14. Furthermore, that Council adopt the by-law for the removal of the Holding Symbol in Section 14.

ACTION: Council agreed to authorize the Road Construction Agreement by by-law in Section 14. Furthermore, Council agreed to adopt the by-law for the removal of the Holding Symbol in Section 14.

7.6.4 Agreement of Purchase and Sale – Foster

As a follow-up to the In-Camera Session of May 19, 2020 we have provided Council with a copy of the Purchase and Sale Agreement for the purchase of part of PK Lot 11, W/S London RD, Plan 136 Ashfield, along with a copy of the authorizing by-law. Ms. Witherspoon was available this morning.

STAFF COMMENTS: That Council adopt the by-law in Section 14 authorizing the signing of the Purchase and Sale Agreement.

ACTION: Council agreed to authorize the Purchase and Sale Agreement by by-law in Section 14.

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

Councillor Jennifer Miltenburg reported on the Dungannon Community Alliance Committee.

Councillor Bill Vanstone reported on the Lucknow & District Fire Board.

Councillor Wayne Forster reported on the Lucknow & District Medical Centre Board.

Mayor Glen McNeil reported on the Mid-Huron Landfill Site Board.

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

No items scheduled.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

10.1 ROMA 2021 Conference Virtually – January 25-26, 2021

ACTION: Deputy Mayor Watt, Councillor Miltenburg, Fisher, Snobelen, and Forster to be registered.

10.2 OGRA 2021 Conference Virtually – February 22-25, 2021

ACTION: Councillor Forster to be registered.

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

12.1 Ministry of Agriculture, Food & Rural Affairs - Economic Development & Planning Forum

Mayor McNeil, Deputy Mayor Watt, Councillor Miltenburg, and Councillor Snobelen have been registered for this forum on November 18th and 19th.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.2 Community Spaces, Faith Places Rural Virtual Conference

All of Council were going to register themselves for this conference on November 24th.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.3 Port Albert Servicing Master Plan – Public Information Meeting

Saturday, December 5th starting at 10:00 a.m. – Via Zoom

STAFF COMMENTS: Reminder only.

ACTION: Noted.

Since the Council Meeting is being held electronically through Zoom, 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 Vanstone

MOVE TO #8
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council move into an "In-Camera" session, with the CAO/Deputy-Clerk remaining in attendance at 9:58 a.m. for the purpose of discussing:

1) Personal matters related to employees and identifiable individuals.

Carried.

13.1 RETURN TO OPEN SESSION

Moved by Vanstone
Seconded by Watt

RISE FROM #9 THAT Ashfield-Colborne-Wawanosh Township Council rise from
IN-CAMERA an "In-Camera" session at 9:59 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 MacDonald Zoning By-Law Amendment

Moved by Vanstone
Seconded by Snobelen

ZONING #10 THAT leave be given to introduce By-Law #80-2020 being a by-law to
AMENDMEN amend zoning by-law #32-2008 as amended for the Township of Ashfield-
T BY-LAW Colborne-Wawanosh, and that it now be read severally a first, second, and
third time, and finally passed this 3rd day of November 2020.

Carried.

14.2 Otten Zoning By-Law Holding Symbol Removal

Moved by Watt
Seconded by Forster

OTTEN #11 THAT leave be given to introduce By-Law #79-2020 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 3rd day of November 2020.
BY-LAW

Carried.

14.3 Lucknow & District Joint Boards (Collins) Snow Removal Contract By-Law

Moved by Forster
Seconded by Fisher

COLLINS #12 THAT leave be given to introduce By-Law #76-2020 being a by-law to
SNOW authorize the execution of a snow removal contract between the Township
REMOVAL of Ashfield-Colborne-Wawanosh and Lloyd Collins Construction, and that it
BY-LAW now be read severally a first, second, and third time, and finally passed this
3rd day of November 2020.

Carried.

14.4 Woodbine Pork Inc. Agreement By-Law

Moved by Forster
Seconded by Miltenburg

WOODBINE #13 THAT leave be given to introduce By-Law #75-2020 being a by-law to
LAND RENT authorize the execution of a land rental agreement between the Township
BY-LAW of Ashfield-Colborne-Wawanosh and Woodbine Pork Inc., and that it now
be read severally a first, second, and third time, and finally passed this 3rd
day of November 2020.

Carried.

14.5 Council Members – Remuneration By-Law

Moved by Watt
Seconded by Snobelen

COUNCIL #14 THAT leave be given to introduce By-Law #77-2020 being a by-law to
REMUNERA establish remuneration rates for Council Members, and that it now be read
TION BY- severally a first, second, and third time, and finally passed this 3rd day of
LAW November 2020.

Carried.

14.6 Otten Road Construction Agreement By-Law

Moved by Vanstone
Seconded by Snobelen

OTTEN #15 THAT leave be given to introduce By-Law #73-2020 being a by-law to
AGREEMENT authorize the execution of a Road Construction Agreement between Jason
T BY-LAW and Julie Otten and the Township of Ashfield-Colborne-Wawanosh, and
that it now be read severally a first, second, and third time, and finally
passed this 3rd day of November 2020.

Carried.

14.7 Agreement Township Purchase from Foster By-Law

Moved by Watt
Seconded by Miltenburg

FOSTER #16 THAT leave be given to introduce By-Law #74-2020 being a by-law to
PURCHASE authorize the transfer of certain lands in the Township of Ashfield-Colborne-
BY-LAW Wawanosh from Kevin Foster, and that it now be read severally a first,
second, and third time, and finally passed this 3rd day of November 2020.

Carried.

14.8 Warren Zinn Municipal Drain 2020 Levying By-law

Moved by Forster
Seconded by Fisher

WARREN #17 THAT leave be given to introduce By-Law #81-2020 being a by-law to
ZINN amend By-Law #45-2020, being a by-law to provide for the construction of
MUNICIPAL a municipal drain, to be known as the Warren Zinn Municipal Drain 2020, in
DRAIN 2020 the Township of Ashfield-Colborne-Wawanosh and to provide for the
LEVYING levying of costs, and that it now be read severally a first, second, and third
BY-LAW time, and finally passed this 3rd day of November 2020.

Carried.

14.9 McNain Municipal Drain 2015 Levying By-law

Moved by Miltenburg
Seconded by Watt

McNAIN #18 THAT leave be given to introduce By-Law #82-2020 being a by-law to
MUNICIPAL amend By-Law #15-2018, being a by-law to provide for the construction of
DRAIN 2015 the improvement to the McNain Municipal Drain in the Township of
LEVYING Ashfield-Colborne-Wawanosh and to provide for the levying of costs, and
BY-LAW that it now be read severally a first, second, and third time, and finally
passed this 3rd day of November 2020.

Carried.

14.10 Confirmation By-Law

Moved by Forster
Seconded by Vanstone

CONFIRMAT #19 THAT leave be given to introduce By-Law #78-2020 being a by-law to
ION BY-LAW confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh
meeting held on November 3, 2020, and that it now be read severally a
first, second, and third time, and finally passed this 3rd day of November
2020.

Carried.

15.0 ADJOURNMENT

Moved by Watt
Seconded by Miltenburg

ADJOURN #20 THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn
to meet again on November 17, 2020 at 9:00 a.m. or at the Call of the
Mayor.

Carried.