



Council Minutes December 1, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 1st day of December 2020, at 9:00 a.m. through Zoom, an online video conferencing platform.

This meeting is being 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): Kaitlin Bos and Don Bester.

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 – November 17, 2020

Moved by Miltenburg
Seconded by Vanstone

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the November 17, 2020 Council Meeting Minutes as written.

Carried.

4.0 **OPEN FORUM (items pertaining to the agenda)**

None.

5.0 **DELEGATIONS**

No items scheduled.

6.0 **ACCOUNTS**

No items scheduled.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 Water Operations & Maintenance Report – October 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 October 2020.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.2 Building Department

7.2.1 Dungannon Lots Expression of Interest – Update

On October 21, 2020 the Expression of Interest for the Township owned lots was released to the media and to reputable contractors in the area. The call closed on Monday, November 16th, with no expressions submitted. Ms. Witherspoon was available this morning.

STAFF COMMENTS: We seek your direction.

Since the posting of the agenda, staff has verbally received some interest.

ACTION: In light of the recent information received, Council will defer this item to a future meeting until staff have had an opportunity to investigate further.

7.3 Cemetery Department

No items scheduled.

7.4 Drainage Department

No items scheduled.

7.5 Administration Department

7.5.1 2020 Councillor Expenses

As a follow-up from our last meeting, Councillor Wayne Forster requested staff to bring back a report for consideration. We have provided Council with a copy of the report prepared by Treasurer Ellen McManus. Ms. McManus was available this morning.

STAFF COMMENTS: None.

ACTION: None.

7.5.2 Composition of Council – Election 2022

As a follow-up from our last meeting, Deputy-Mayor Roger Watt requested staff to bring back a report for consideration. We have provided Council with a copy of the report prepared by Clerk Florence Witherspoon. Ms. Witherspoon was available this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff begin the process to proceed to dissolve the Ward System for the purpose of the election of members of Council, to elect five members at-large and elect the Mayor and Deputy Mayor, retaining a seven-member Council.

7.5.3 Consolidated Appointment By-Law

We have provided Council with a copy of the existing Consolidated Appointment By-Law for review. Council had requested that we review the appointment once a year and make any necessary changes if required.

STAFF COMMENTS: None.

ACTION: Council agreed to defer this to the next meeting pending the election of the Warden of the County of Huron.

7.5.4 2021 Regular Council Meetings

Over the past number of years, Council have only held one regular meeting in (**) August, and last two years we only held one meeting in (*) July as well, to allow Council and Staff an opportunity to book summer vacation time throughout the summer. Council Meetings are set for the first and third Tuesday of each month according to our Procedural By-Law.

The following are the recommended Council Meeting dates for 2021:

January 5 th and January 19 th	(*) July 13 th
February 2 nd and February 16 th	(**) August 10 th
March 2 nd and March 16 th	September 7 th and September 21 st
April 6 th and April 20 th	October 5 th and October 19 th
May 4 th and May 18 th	November 2 nd and November 16 th
June 1 st and June 15 th	December 7 th and December 21 st

STAFF COMMENTS: We seek your direction.

ACTION: Approved.

7.5.5 Ashfield Park Grass Cutting & Custodial Duties – Update

As a follow-up from our last meeting, we received the retirement notice from Barry Jones, who was contracted out to perform the above duties at the Ashfield Park. Staff was going to proceed to advertise to attempt to find a replacement, however staff reached out to our Cemetery & Grounds Caretaker who has agreed to accept these additional duties.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.5.6 By-Law Enforcement Officers Report

We have provided Council with a copy of the By-Law Enforcement Officers Report.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.7 Investing in Canada Infrastructure Program (ICIP) COVID-19 Resilience Infrastructure Stream

As a follow-up from our last meeting we have provided Council with a copy of the notice of the above noted funding opportunity along with a copy of the report prepared by Treasurer Ellen McManus. Ms. McManus was available this morning.

STAFF COMMENTS: That Council supports the application for retrofits, repairs, and upgrades to the three Public Works Department Buildings.

ACTION: Council agreed to have staff make the application for retrofits, repairs, and upgrades to the three Public Works Department Buildings.

7.5.8 Ministry for Seniors and Accessibility Inclusive Community Grant (ICG)

We have provided Council with a copy of the announcement of the above noted grant opportunity. In the coming weeks, Township staff will prepare and submit an application for the Inclusive Community Grant on behalf of the Dungannon Community Alliance for the ongoing Dungannon Park project. Ms. McManus was available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.6 Public Works Department

7.6.1 Reid Farm Property – Land Rental Quotations

Staff called for quotations for the approximate 36 acres of municipal owned farmland at on Glen's Hill road for the 2021 and 2022 planting season.

The following quotations were received:

- a) Woodbine Pork Inc. (Sebastian Kraft) - \$275.00 per acre
- b) Stuart Simpson - \$295.00 per acre

We have provided Council with a copy of the rental agreement and authorizing by-law to accept the quotation received from Stuart Simpson.

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

ACTION: Council agreed to accept the quotation received from Stuart Simpson and adopt the agreement by by-law in Section 14.

7.6.2 Municipally Owned Woodlots

Marvin L. Smith, Farm Woodland Specialist called for interested buyers for the trees marked at the following properties.

- a) Glen's Hill Road – Former Reid Farm, recently purchased by the municipality
 - None received, therefore asking again for bids from timber buyers.
- b) Belgrave Road – Former West Wawanosh Landfill Site Property
 - Bauman Sawmill Inc. - \$16,323 (Estimated \$12,903)

STAFF COMMENTS: That Council accept the offer by adopting the following resolution.

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

Moved by Forster
Seconded by Vanstone

ACCEPT MUD #2
LAKE TREES

THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the bid received from Bauman Sawmill Inc. in the amount of \$16,323.00 for the Belgrave Road – Former West Wawanosh Landfill Site Property (Mud Lake Property) for the marked trees on this property.

Carried.

7.6.3 Road Allowances / Additional Lands

Please refer to the "In-Camera Session" (proposed acquisition of land by the municipality)

7.7 **Environmental Services**

No items scheduled.

7.8 **Committee Reports**

Councillor Wayne Forster reported on the Lucknow Community Health Centre Board and the Wingham Physician Recruitment Committee.

Councillor Jennifer Miltenburg reported on the Dungannon Community Alliance Committee and the Municipal Agricultural Forum.

Mayor Glen McNeil reported on the Municipal Agricultural Forum and the Community Faith Spaces Conference.

8.0 **NEW BUSINESS**

(items to be brought forward to a future meeting)

No items scheduled.

9.0 **CORRESPONDENCE / DIRECTION REQUIRED**

No items scheduled.

10.0 **CORRESPONDENCE / FOR INFORMATION PURPOSES**

- 10.1 St. Helens Hall Committee – Minutes
- 10.2 Maitland Valley Conservation Authority – Minutes
- 10.3 Lucknow Community Health Centre Board - Minutes
- 10.4 Lucknow & District Fire Board - Minutes
- 10.5 Royal Canadian Legion Ontario Command – Advertising Inquiry

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

12.1 Special Council Meeting – Friday, December 11th at 9:00 a.m.

- a) Official Plan 5 Year Review / Natural Environment Meeting
- b) Port Albert Servicing Master Plan Meeting

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.2 ROMA 2021 Virtual Conference – January 25-26, 2021

Deputy Mayor Watt, Councillor Miltenburg, Fisher, Snobelen, Forster, and Vanstone are registered for the conference.

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 Vanstone
Seconded by Forster

MOVE TO #3
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council move into an "In-Camera" session, with the CAO/Deputy-Clerk, Public Works Superintendent, and the Clerk remaining in attendance at 10:05 a.m. for the purpose of discussing:

- 1) Proposed acquisition of land by the municipality.

Carried.

13.1 RETURN TO OPEN SESSION

Moved by Miltenburg
Seconded by Forster

RISE FROM #4
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council rise from an "In-Camera" session at 10:17 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 Stuart Simpson Land Rental Agreement By-Law

Moved by Vanstone
Seconded by Snobelen

SIMPSON #5
LAND RENT
BY-LAW

THAT leave be given to introduce By-Law #86-2020 being a by-law to authorize the execution of a land rental agreement between the Township of Ashfield-Colborne-Wawanosh and Stuart Simpson, and that it now be read severally a first, second, and third time, and finally passed this 1st day of December 2020.

Carried.

14.2 Confirmation By-Law

Moved by Watt
Seconded by Miltenburg

CONFIRMATION BY-LAW #6

THAT leave be given to introduce By-Law #87-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on December 1, 2020, and that it now be read severally a first, second, and third time, and finally passed this 1st day of December 2020.

Carried.

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15.0 ADJOURNMENT

Moved by Forster
Seconded by Snobelen

ADJOURN #7

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on December 11, 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/Deputy-Clerk, Mark Becker