



Council Minutes November 17, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 17th 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, and William Pentland.

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 3, 2020

Moved by Miltenburg
Seconded by Snobelen

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the November 3, 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 - Consent Applications

a) Jesse Johnston - Consent File C75/2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regard to the application for consent received from the Jesse Johnston. Ms. Whaling-Rae reviewed the application with Council.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to recommend to the County of Huron that the application for consent be granted subject to the conditions as outlined in the Planners Report.

b) Natalie Van Diepenbeek - Consent File C76/2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regard to the application for consent received from Natalie Van Diepenbeek. Ms. Whaling-Rae reviewed the application with Council.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to recommend to the County of Huron that the application for consent be granted subject to the conditions as outlined in the Planners Report.

c) Anna Maria Geene – Consent File C74/2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regard to the application for consent received from Anna Maria Geene. Ms. Whaling-Rae reviewed the application with Council.

STAFF COMMENTS: We seek your direction.

Staff noted that there are outstanding building permits on the property. It is further recommended that any outstanding permits be closed prior to final approval and be included as an additional condition.

ACTION: Council agreed to recommend to the County of Huron that the application for consent be granted subject to the conditions as outlined in the Planners Report. It is further recommended that any outstanding permits be closed prior to final approval and be included as an additional condition.

d) Michael and Diana Courtney – Consent File C80/2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regard to the application for consent received from Michael and Diana Courtney. Ms. Whaling-Rae reviewed the application with Council.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to recommend to the County of Huron that the application for consent be granted subject to the conditions as outlined in the Planners Report.

6.0 ACCOUNTS

6.1 Payment of Current Accounts as Presented

Moved by Vanstone
Seconded by Fisher

APPROVE #2 THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes
ACCOUNTS the payment of the November 2020 accounts as presented.

Carried.

6.2 Payment of Previous Month Actual Accounts

Moved by Forster
Seconded by Watt

APPROVE #3 THAT Ashfield-Colborne-Wawanosh Township Council hereby
ACTUAL approves the payment of the October 2020 accounts in the amount
PAYMENTS of \$ 1,839,730.16.

Carried.

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 October 2020.

Moved by Forster
Seconded by Miltenburg

REVENUE #4
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**

No items scheduled.

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**

7.4.1 McNain Municipal Drain Improvement – Levying By-Law - Change Required

We have provided Council with a copy of a new By-Law for the McNain Municipal Drain Improvement 2015, being a by-law to provide for the levying of costs. Prior to billing, staff discovered an error in the final assessments, so a change needs to be made to the final assessment schedule.

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

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

7.5 **Administration Department**

7.5.1 Ashfield Park Grass Cutting & Custodial Duties – Barry Jones Retirement

We have provided Council with the retirement notice received from Barry Jones, who is contracted out to perform the above duties at the Ashfield Park.

STAFF COMMENTS: Staff will advertise and attempt to find a replacement.

ACTION: Council agreed with the staff comments and proceed to find a replacement.

7.5.2 Ontario Municipal Partnership Fund (OMPF) – 2021 Allocation

We have provided Council with a copy of the correspondence received in regards to the proposed funding for 2021. As you can see our funding allocation has increased from \$ 752,200 to \$ 775,300 resulting in an increase of \$ 23,100.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

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

We have provided Council with a copy of the notice of the above noted funding opportunity. Once the application has been made available staff will review and bring back a report further outlining eligible projects.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.5.4 Community Support Coordinator

We have provided Council with a copy of the report prepared by the Community Development Committee consisting of Clerk Florence Witherspoon, Deputy Mayor Roger Watt, and Councillor Jennifer Miltenburg.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff apply for the Ontario Trillium Foundation (OTF) Resilient Communities Fund for the funding of a Community Support Coordinator for a one-year contract. Proceeding with this position is conditional upon the approval of the grant.

7.5.5 County of Huron - Mutual Assistance Agreement

We have provided Council with a copy of the amended County of Huron Mutual Assistance Agreement, blacklined to show the changes, as prepared by David Clarke the Community Emergency Manager Coordinator (CEMC), and the authorizing by-law.

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

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

7.5.6 Zoning B-Law Housekeeping Amendment

We have provided Council with a copy of the report prepared by Planner Celina Whaling-Rae in this regard.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed with the suggested amendments. Staff will proceed with the Public Meeting in December to consider these recommended housekeeping amendments to the Zoning By-Law.

7.5.7 Official Plan 5 Year Review – Natural Environment Update

As Council will recall, a Special Council meeting will need to be scheduled to review the Natural Environment update information/recommendations from County Planner Denise Van Amersfoort. At this meeting, Council can consider a date for the required public meeting that will initiate the formal Official Plan 5 Year Review. When would Council like to hold the Special Council meeting to review the Natural Environment update information/ recommendations?

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to set a date of Friday, December 11th at 9:00 a.m.

7.6 Public Works Department

No items scheduled.

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

Councillor Jennifer Miltenburg reported on the Dunganon Community Alliance.

8.0 NEW BUSINESS

Deputy Mayor Roger Watt requested a report come forward, ahead of the next Election, with respect to the composition of Council including the Ward System. Clerk Florence Witherspoon will prepare the report and bring forward.

Councillor Wayne Forster requested a report come forward, with respect to Councillor Expenses for 2020, and potentially using the excess for a possible donation. Treasurer Ellen McManus will prepare the report and bring forward.

9.0 CORRESPONDENCE / DIRECTION REQUIRED**9.1 DART (Domestic Assault Review Team)**

We have provided Council with a copy of the request to lower our flags at the municipal office to half-mast on December 6th. As a note December 6th falls on a Sunday.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to lower the flags at the municipal to half-mast on December 6th.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 2021 ROMA Annual Conference – Delegations Requests Now Open
- 10.2 Dungannon Community Alliance – Letter / Flyer / Minutes

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

Update:

Due to a delay in the preparation of data for Council to review, staff is requesting that this public information meeting be postponed to a later date that would be suitable for Council. Furthermore, staff suggests that we arrange for a special council meeting to review the proposal prior to the Public Information Meeting.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to set a special council meeting date of Friday, December 11th at 10:30 a.m., following the special meeting booked at 9:00 a.m.

12.4 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.

12.5 OGRA 2021 Virtual Conference – February 22-25, 2021

Councillor Forster to be registered.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

13.0 **IN-CAMERA / CLOSED SESSION**

No items scheduled.

14.0 **BY-LAWS**

14.1 McNain Municipal Drain 2015 Levying By-law

Moved by Forster
Seconded by Snobelen

McNAIN #5
MUNICIPAL
DRAIN 2015
LEVYING
BY-LAW

THAT leave be given to introduce By-Law #83-2020 being a by-law to repeal By-Law #82-2020 and to amend By-Law #15-2018, being a by-law to provide for the construction of the improvement to the McNain Municipal Drain in the Township of Ashfield-Colborne-Wawanosh and to provide for the levying of costs, and that it now be read severally a first, second, and third time, and finally passed this 17th day of November 2020.

Carried.

14.2 County of Huron Mutual Assistance Agreement By-Law

Moved by Watt
Seconded by Miltenburg

MUTUAL #6
ASSISTANC
E
AGREEMEN
T BY-LAW

THAT leave be given to introduce By-Law #84-2020 being a by-law to authorize the execution of the County of Huron Mutual Assistance Agreement between the Township of Ashfield-Colborne-Wawanosh, County of Huron, Municipality of Morris-Turnberry, Township of Howick, Township of North Huron, Municipality of Central Huron, Town of Goderich, Municipality of Bluewater, Municipality of South Huron, and the Municipality of Huron East, and that it now be read severally a first, second, and third time, and finally passed this 17th day of November 2020.

Carried.

14.3 Confirmation By-Law

Moved by Forster
Seconded by Fisher

CONFIRMAT #7
ION BY-LAW

THAT leave be given to introduce By-Law #85-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on November 17, 2020, and that it now be read severally a first, second, and third time, and finally passed this 17th day of November 2020.

Carried.

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15.0 **ADJOURNMENT**

Moved by Forster
Seconded by Miltenburg

ADJOURN #8

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on December 1, 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