



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes October 19, 2021

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 19th day of October 2021, at 9:00 a.m. through Zoom, an online video conferencing platform.

This meeting was held electronically as per By-Law 37-2021, 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
Community Support & Project Co-ordinator
Public Works Superintendent
Treasurer
Chief Building Official
Clerk

Mark Becker
Kaitlin Bos
Thomas McCarthy
Ellen McManus
Brett Pollock
Florence Witherspoon

County of Huron Planner

Celina Whaling-Rae

OTHERS PRESENT VIA ZOOM (Viewing and Observing Only): Evan Hickey and Rebecca Garrett.

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 5, 2021

Moved by Miltenburg
Seconded by Snobelen

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the October 5, 2021 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 Application

Doug & Cindy Fenton – Consent File C92-2021

We have provided Council with a copy of the report prepared by Celina Whaling-Rae regarding the application for consent received from Doug & Cindy Fenton. 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 Planner's Report as well as the further condition as suggested by the Conservation Authority.

6.0 ACCOUNTS

6.1 Payment of Current Accounts

Moved by Forster
Seconded by Watt

APPROVE #2 THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes
ACCOUNTS the payment of the October 2021 accounts as presented. Carried.
~

6.2 Payment of Previous Month Actual Accounts

Moved by Vanstone
Seconded by Miltenburg

APPROVE #3 THAT Ashfield-Colborne-Wawanosh Township Council hereby
ACTUAL approves the payment of the September 2021 accounts in the
PAYMENTS amount of \$ 3,164,924.74. Carried.
~

6.3 Summary Revenue/Expenditure Reports

Reports for the Township, Lucknow & District Medical Centre, and Lucknow & District Recreation from January to September 2021.

Moved by Forster
Seconded by Miltenburg

REVENUE #4 THAT Ashfield-Colborne-Wawanosh Township Council adopts the
EXPEND- summary revenue/expenditure reports of the Treasurer as written. Carried.
ITURE
REPORT

7.0 DEPARTMENT / COMMITTEE REPORTS**7.1 Water Department**

7.1.1 Water Operations & Maintenance Report – September 2021

We have provided Council with a copy of the report prepared by Veolia Water Canada in regard to the operation and maintenance of our water systems for September 2021.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.1.2 ICIP Grant (Investing in Canada Infrastructure Program Green Stream) Agreement

We have provided Council with a copy of the agreement and authorizing by-law for the ICIP Grant being received for the rehabilitation of the water treatment facility in Dungannon as outlined in "Schedule C" of the agreement.

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

ACTION: Council agreed to authorize the agreement by by-law in Section 14. Staff will also post this information on our website and social media.

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 O.P.P. – 2022 Municipal Policing Billing Statement

We have provided Council with a copy of the documents received in regards to the O.P.P. Billing Statement beginning 2022 being \$ 905,672 which includes the 2020-year end credit adjustment. Last year's statement amount was \$ 917,568.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and deferred to the 2022 Budget.

7.5.2 Emotional Support Animals

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

7.6 Public Works Department

7.6.1 Clothing Allowance Policy Amendment

As a follow-up from the last council meeting, we have provided Council with a copy of the amending Clothing Allowance Policy.

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

ACTION: Council agreed to approve the policy by adopting the following resolution.

Moved by Watt
Seconded by Miltenburg

CLOTHING ALLOWANCE POLICY #5 THAT Ashfield-Colborne-Wawanosh Township Council adopts the revised "Clothing Allowance" Policy No. HR 2.15 dated October 19, 2021. Carried.

7.6.2 License Renewal / Medical Reimbursement Policy

As a follow-up from the last council meeting, we have provided Council with a copy of the new License Renewal – Medical Reimbursement Policy.

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

ACTION: Council agreed to approve the policy by adopting the following resolution.

Moved by Snobelen
Seconded by Forster

MEDICAL REIMBURSEMENT POLICY #6 THAT Ashfield-Colborne-Wawanosh Township Council adopts the "Medical Reimbursement" Policy No. HR 2.16 dated October 19, 2021. Carried.

7.6.3 Temporary Road Closures for Winter By-Law

We have provided Council with a copy of the proposed by-law closing certain roads for the winter season.

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

ACTION: Council agreed to defer the by-law for further clarification.

7.6.4 Septic System – Ashfield Works Shed

We have provided Council with a copy of the report prepared by Public Works Superintendent Thomas McCarthy. Mr. McCarthy will be available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.6.5 Recycling – Municipal Modernization Grant

We have provided Council with a copy of the report prepared by Public Works Superintendent Thomas McCarthy. Mr. McCarthy was available this morning.

STAFF COMMENTS: That Council support the proposal and join the Township of Howick's joint application for funding under the Municipal Modernization Grant to complete a third party review study to assist in the transition of the municipalities recycling program to extended producer responsibility.

ACTION: Council agreed to proceed as per the staff comments noted above.

7.6.6 Seasonal Plow Operators – Guaranteed On-Call Pay & Call-In Hours

We have provided Council with a copy of the report prepared by Public Works Superintendent Thomas McCarthy. Mr. McCarthy was available this morning.

STAFF COMMENTS: That Council support the recommended changes to the Human Resource Policy and allow for guaranteed On-Call Pay and guaranteed Call-In Hours. Furthermore, that staff bring back the amended policies for adoption to the next meeting.

ACTION: Council agreed to proceed as per the staff comments noted above.

7.7 **Environmental Services**

No items scheduled.

7.8 **Committee Reports**

Councillor Jennifer Miltenburg reported on the Tamarack Conference / Reconnect she participated as well as Community Support & Project Co-ordinator Kaitlin Bos.

Councillor Wayne Forster reported on the C.H.I.P. (Coalition for Huron Injury Prevention) Committee.

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 ROMA - 2022 Virtual Conference

ACTION: Councillor Gloria Fisher, Forster, Snobelen, Miltenburg, and Deputy Mayor Roger Watt will be registered for this event.

10.2 2021 Agri-Food Forum – Ministry of Agriculture, Food & Rural Affairs

ACTION: Councillor Jennifer Miltenburg will be registered for this event.

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

No items scheduled.

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 Miltenburg
Seconded by Forster

MOVE TO #7
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council move into an "In-Camera" session, with the CAO/Deputy-Clerk and Clerk remaining in attendance at 9:33 a.m. for the purpose of discussing:

- 1) Personal matters related to identifiable individuals.

Carried.

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13.1 RETURN TO OPEN SESSION

Moved by Miltenburg
Seconded by Fisher

RISE FROM #8
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council rise from an "In-Camera" session at 10:12 a.m.

Carried.

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13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

Emotional Support Animals – Section 7.5.2

Council agreed to proceed as directed to staff as outlined in the "In-Camera" session.

14.0 BY-LAWS**14.1 ICIP Grant Agreement Authorizing By-Law**

Moved by Miltenburg
Seconded by Vanstone

ICIP GRANT #9
AGREEMENT
BY-LAW

THAT leave be given to introduce By-Law 69-2021 being a by-law to authorize the agreement between Her Majesty the Queen in right of Ontario, as represented by the Minister of Infrastructure and the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 19th day of October 2021.

Carried.

14.2 Temporary Road Closures for Winter (No Winter Maintenance) By-Law

Deferred.

14.3 Confirmation By-Law

Moved by Forster
Seconded by Miltenburg

CONFIRMAT #10
ION BY-LAW

THAT leave be given to introduce By-Law 71-2021 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on October 19, 2021, and that it now be read severally a first, second, and third time, and finally passed this 19th day of October 2021.

Carried.

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15.0 **ADJOURNMENT**

Moved by Vanstone
Seconded by Forster

ADJOURN #11

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on November 2, 2021 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