



Council Agenda May 5, 2020

Township of Ashfield-Colborne-Wawanosh Council will meet in regular session on the 5th day of May 2020, at 9:00 a.m. through Zoom, a Video Conferencing Platform.

This meeting is being 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.

1.0 CALL TO ORDER

Video/Audio Approval – if applicable

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Council Meeting Minutes – April 21, 2020

Moved by
Seconded by

ADOPT
COUNCIL
MINUTES

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the
April 21, 2020 Council Meeting Minutes as written.

4.0 OPEN FORUM (items pertaining to the agenda)

5.0 DELEGATIONS

5.1 9:00 a.m. – Celina Whaling-Rae / County of Huron Planner - Consent Application

Bradley Hill - Consent File #C19/20

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regards to the application for consent received from Brad Hill. Ms. Whaling-Rae will review the application with Council.

STAFF COMMENTS: We seek your direction.

5.2 9:15 a.m. – Celina Whaling-Rae / County of Huron Planner

Cannabis Production Zoning By-Law Amendment
Township of Ashfield-Colborne-Wawanosh / Zoning By-Law Housekeeping Amendment

We have provided Council with a copy of the report prepared by Celina Whaling-Rae along with a copy of the revised by-law as directed for consideration. Since the public meeting was held on February 18, 2020, Council must pass the following resolution to indicate that the changes to the original by-law are minor and no further notice is required.

STAFF COMMENTS: If Council are prepared to adopt the by-law as presented, they can proceed to adopt the by-law in Section 14. We seek your direction.

Moved by
Seconded by

NO FURTHER
NOTICE
REQUIRED

WHEREAS Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh has held a Public Meeting pursuant to Section 34(12) of the Planning Act, RSO 1990 with respect to a proposed zoning by-law on February 18, 2020;

AND WHEREAS certain changes have been made to the proposed by-law after holding of the public meeting;

NOW, THEREFORE, the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh hereby resolves that, pursuant to Section 34(17) of the Planning Act, RSO 1990, no further notice is to be given in respect of the proposed by-law.

5.3 9:30 a.m. – Celina Whaling-Rae / County of Huron Planner

Township of Ashfield-Colborne-Wawanosh / Zoning By-Law Housekeeping Amendment

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regards to the Zoning By-Law Housekeeping Amendment proposal. Ms. Whaling-Rae will review the report with Council.

STAFF COMMENTS: We seek your direction.

6.0 ACCOUNTS

No items scheduled.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 Water Operations & Maintenance Report – March 2020

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

STAFF COMMENTS: For your information purposes.

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 2020 Tax Rate By-Law

We have provided Council with a copy of the 2020 Tax Rate By-Law, affecting the rates for Township, Education, and County purposes.

STAFF COMMENTS: That Council adopt the 2020 Tax Rate By-Law in Section 14.

7.5.2 Consolidated Fee By-Law Amendments

We have provided Council with a copy of the revised Consolidated Fee By-Law reflecting the amendments made by the County of Huron, Lucknow & District Joint Recreation Board, and the Township of Ashfield-Colborne-Wawanosh as per the following Sections:

Schedule A

- D. – Planning Fees (County of Huron)
- O. – Water Service Rates and Sewage Rates

Schedule B

- Lucknow & District Recreation Department Rates & Fees

STAFF COMMENTS: That Council proceeds to adopt the by-law as drafted in Section 14.

7.5.3 Official Plan Preliminary Review

Council was to originally meet on March 25th to initiate internal discussions on reviewing the Official Plan. This was cancelled due to the COVID-19 emergency. Considering the success of Zoom during this time, staff would like to reschedule the meeting to proceed with the discussion.

STAFF COMMENTS: We seek your direction.

7.5.4 Community Development Committee Proposal

We have provided Council with a copy of the report prepared by Deputy Clerk Florence Witherspoon. Ms. Witherspoon will be available this morning.

STAFF COMMENTS: We seek your direction.

7.5.5 Ward & Uptigrove Human Resources Solutions – Market Check & Pay Equity Review

We have provided Council with the quotation received for the 2020 Market Check and Pay Equity Review. According to our Pay Administration Policy, we perform the Market Check & Pay Equity Review every four years. Ward & Uptigrove Human Resources Solutions have provided this service to the Township since 2002. In 2016 the cost was \$7,500.

STAFF COMMENTS: That Council accepts the quotation and adopts the following resolution.

Moved by
Seconded by

WARD &
UPTIGROVE
MARKET
CHECK

THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the quotation of Ward & Uptigrove Human Resources Solutions to perform the 2020 Market Check and Pay Equity Review at a cost of \$8,200 plus H.S.T.

7.5.6 Administration Staff

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

7.5.7 Lucknow & District Joint Fire Board – Fire Chief Replacement

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 will be available this morning.

STAFF COMMENTS: For your information purposes.

7.6.2 Nine Mile River / Port Albert – Flooding & Erosion Measures

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

STAFF COMMENTS: For your information purposes.

7.6.3 Resurfacing / Paving Quotations for 2020

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch along with the quotation received from Lavis Contracting Co. Ltd., for the proposed 2020 Resurfacing / Paving Program. Mr. Van Osch will be available this morning.

STAFF COMMENTS: That Council accepts the quote as presented and adopts the following resolution.

Moved by
Seconded by

ACCEPT
RESURFACING
/ PAVING
QUOTATION

THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the quotation for the proposed 2020 Resurfacing / Paving Program from Lavis Contracting Co. Ltd. for the total cost of \$ 619,380 plus H.S.T. This is for the resurfacing of Glens Hill Road from Lucknow Line to St. Helens Line, and for the paving of Glens Hill Road from St. Helens Line to Donnybrook Line.

7.6.4 Balls Bridge Committee – Update

Committee member Councillor Bill Vanstone has requested to bring Council up to date on the Balls Bridge Committee and possible work that needs to be completed.

STAFF COMMENTS: None.

7.7 Environmental Services

7.7.1 Landfill & Recycling Audit Consultation

As Council will recall, the University of Western Ontario created a survey that was circulated to residents asking for their input in a study to increase the diversion of waste away from the landfill. To provide Council with an update, the COVID-19 emergency was declared on the same day as the final results were to be tallied. Staff consulted with UWO, who advised that this project will be delayed until the emergency is declared over and they can resume to normal activities.

STAFF COMMENTS: For your information purposes.

7.8 Committee Reports

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

No items scheduled.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

10.1 Lucknow & District Joint Recreation Board – Minutes

10.2 Lucknow & District Joint Fire Board - Minutes

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

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

Councillor Vanstone and Fisher attending.

STAFF COMMENTS: Reminder only.

12.2 Lake Huron Conference – Is the Coast Clear? – September 2-3rd 2020

Mayor McNeil and Deputy Mayor Watt attending.

STAFF COMMENTS: Reminder only.

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
Seconded by

MOVE TO
IN-CAMERA

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

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

13.1 RETURN TO OPEN SESSION

Moved by
Seconded by

RISE FROM
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council rise from an “In-Camera” session at a.m.

13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

14.0 BY-LAWS

14.1 Cannabis Production Facility By-Law

Moved by
Seconded by

CANNABIS
PRODUCTIO
N ZONING
BY-LAW
AMENDMEN
T

THAT leave be given to introduce By-Law #17-2020 being a by-law to amend zoning by-law #32-2008 of the Township of Ashfield-Colborne-Wawanosh as amended, and that it now be read severally a first, second, and third time, and finally passed this 5th day of May 2020.

14.2 2020 Tax Rate By-Law

Moved by
Seconded by

TAX RATE
BY-LAW

THAT leave be given to introduce By-Law #34-2020 being a by-law to provide for the adoption of the municipal budget and 2020 tax rates for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 5th day of May 2020.

14.3 Consolidated Fee By-Law Amendment

Moved by
Seconded by

CONSOLIDA
TED FEE
BY-LAW

THAT leave be given to introduce By-Law #33-2020 being a by-law to set various fees for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 5th day of May 2020.

14.4 Confirmation By-Law

Moved by
Seconded by

CONFIRMAT
ION BY-LAW

THAT leave be given to introduce By-Law #35-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on May 5, 2020, and that it now be read severally a first, second, and third time, and finally passed this 5th day of May 2020.

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15.0 ADJOURNMENT

Moved by
Seconded by

ADJOURN

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on May 19, 2020 at 9:00 a.m. or at the Call of the Mayor.

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Council Minutes April 21, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 21st day of April 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	Glen McNeil
Deputy Mayor	Roger Watt
Councillors	Gloria Fisher
	Wayne Forster
	Jennifer Miltenburg
	Anita Snobelen
	Bill Vanstone

Staff Present

CAO/Clerk-Treasurer	Mark Becker
Chief Building Official	Brett Pollock
Public Works Superintendent	Brian Van Osch
Deputy Clerk	Florence Witherspoon

County of Huron Planner	Celina Whaling-Rae
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OTHERS PRESENT VIA ZOOM (Viewing and Observing Only):
Hugh Burgsma, Jim Wallace, George Alton, and Anita Frayne.

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**

Jennifer Miltenburg Section 5.1 – Kenruth Farms Ltd. / Minor Variance
(Ms. Miltenburg is a neighbour to this property)

Declaration of Interest Form was received for the Public Disclosure Registry.

3.0 **ADOPTION OF PREVIOUS MEETING MINUTES**

3.1 Council Meeting Minutes – April 7, 2020

Moved by Miltenburg
Seconded by Forster

ADOPT COUNCIL MINUTES	#1	THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the April 7, 2020 Council Meeting Minutes as written.	Carried.
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3.2 Council Meeting (Budget) Minutes – April 14, 2020

Moved by Watt
Seconded by Miltenburg

ADOPT COUNCIL MINUTES	#2	THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the April 14, 2020 Council Meeting Minutes as written.	Carried.
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4.0 **OPEN FORUM (items pertaining to the agenda)**

Jim Wallace addressed Council with respect to the Consent Applications submitted by Complete Construction Inc. (Hugh & Kim Burgsma) – Section 5.2 (B,C,D)

Hugh Burgsma addressed Council with respect to his Consent Applications submitted by Complete Construction Inc. (Hugh & Kim Burgsma) – Section 5.2 (B,C,D)

5.0 **DELEGATIONS**

Councillor Jennifer Miltenburg declared a conflict of interest and left the Zoom Platform as a Councillor and participated as a public comment.

5.1 9:00 a.m. - Celina Whaling-Rae / County of Huron Planner – Committee of Adjustment

Kenruth Farms Ltd. (George Alton) - Minor Variance Application File - #MV02-20

Moved by Vanstone
Seconded by Snobelen

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 Kenruth Farms Ltd. Minor Variance Application.

Carried.

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 barn be constructed as shown in the elevation drawings that accompanied the application.
- That the variances' approval is valid for a period of 18 months from the date of the Committee's decision.

PUBLIC COMMENTS: Jennifer Miltenburg addressed Council in support of the application.

APPLICATION COMMENTS: George Alton addressed Council in support of his application and addressed any questions of Council.

Moved by Watt
Seconded by Forster

APPROVE
KENRUTH
FARMS LTD.
APPLICATION

#4

THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby agrees to approve the Kenruth Farms Ltd. 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 in support in of the application, the effect of which resulted in a decision to approve the application.

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

Moved by Snobelen
Seconded by Vanstone

CLOSE
COMMITTEE
OF
ADJUSTMENT

#5

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

Carried.

Moved by Fisher
Seconded by Forster

RECONVENCE #6
REGULAR
COUNCIL
MEETING

THAT Ashfield-Colborne-Wawanosh Township Council hereby reconvenes the regular Council Meeting of April 21, 2020.

Carried.

Councillor Jennifer Miltenburg returned to the Zoom Platform.

5.2 9:15 a.m. – Celina Whaling-Rae / County of Huron Planner - Consent Applications

A) Jack McDonald and Sandy Clough - Consent File #C14-2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regards to the application for consent received from Jack McDonald and Sandy Clough. 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 this application for consent be granted subject to the conditions as outlined in the Planners Report.

B) Complete Construction Inc. (Hugh & Kim Burgsma) - Consent File #C26-2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regards to the application for consent received from Complete Construction Inc. (Hugh & Kim Burgsma). 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 this application for consent be granted subject to the conditions as outlined in the Planners Report.

C) Complete Construction Inc. (Hugh & Kim Burgsma) - Consent File #C27-2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regards to the application for consent received from Complete Construction Inc. (Hugh & Kim Burgsma). 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 this application for consent be granted subject to the conditions as outlined in the Planners Report.

D) Complete Construction Inc. (Hugh & Kim Burgsma) - Consent File #C28-2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regards to the application for consent received from Complete Construction Inc. (Hugh & Kim Burgsma). 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 this 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 Miltenburg
Seconded by Watt

APPROVE #7
ACCOUNTS

THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes the payment of the April 2020 accounts as presented.

Carried.

6.2 Payment of Previous Month Actual Accounts

Moved by Forster
Seconded by Vanstone

APPROVE #8 THAT Ashfield-Colborne-Wawanosh Township Council hereby
ACTUAL approves the payment of the March 2020 accounts in the amount
PAYMENTS of \$ 3,616,350.82.

Carried.

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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 March 2020.

Moved by Watt
Seconded by Miltenburg

REVENUE #9 THAT Ashfield-Colborne-Wawanosh Township Council adopts the
EXPEND- summary revenue/expenditure reports of the Treasurer as written.
ITURE
REPORT

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

No items scheduled.

7.5 Administration Department

7.5.1 2020 Proposed Budget

We have provided Council with a copy of the press release, highlights, and the proposed 2020 Budget. We have finalized the figures as directed by Council to reflect a 0.5 percent increase to the 2019 tax rate, which converts to a 7 percent increase to the 2019 Township levy. We have posted the information on the website in regards to the proposed Budget for 2020.

STAFF COMMENTS: That Council proceeds to adopt the budget as presented and pass the following resolution. Staff will bring the tax rate by-law to the next Council meeting for Council to adopt the affecting tax rates for the Township, Education, and County purpose.

ACTION: Council agreed to approve the budget and adopt the following resolution.

Moved by Miltenburg
Seconded by Watt

APPROVE #10
2020
BUDGET

THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the 2020 Township Budget as presented. The Township levy for 2020 will be \$ 4,708,753 for Township purposes only.

Carried.

7.5.2 Grants to Organizations – 2020

As a follow-up from our Budget Deliberations, we have provided Council with a copy of the summary of Grants to Organizations for 2020.

STAFF COMMENTS: That Council approves the list as presented by adopting the following resolution.

ACTION: Council agreed to approve the list of Grants to Organizations and adopt the following resolution.

Moved by Vanstone
Seconded by Forster

GRANTS TO #11
ORGANIZATI
ONS 2020

THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the list a presented for the proposed 2020 Grants to Organizations.

Carried.

7.5.3 Ashfield Park/Pavilion – Grass & Custodial Services / Barry Jones

As a follow-up from the last Council Meeting, we have provided Council with a copy of the agreement between the Township and Mr. Jones for providing services at the Ashfield Park/Pavilion. We have also provided Council with a copy of the authorizing by-law.

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

ACTION: Council agreed to authorize the signing of the agreement and adopt by by-law in Section 14.

7.5.4 Land Rental Agreement – Sebastian Kraft (Woodbine Pork Inc.)

As a follow-up from the last Council Meeting, we have provided Council with a copy of the agreement between the Township and Mr. Kraft for the rental of the lands at the Township Farm located at Part of Lot 9, Concession 6, Eastern Division, Ashfield Ward. We have also provided Council with a copy of the authorizing by-law.

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

ACTION: Council agreed to authorize the signing of the agreement and adopt by by-law in Section 14.

7.6 **Public Works Department**

No items scheduled.

7.7 **Environmental Services**

7.7.1 Waste Management Contract / Update

As Council recall the conversion of bagged recycling to blue boxes was to be implemented by July 1st. In light of COVID-19, Waste Management have advised the municipality that the implementation date has been deferred according to the following statement.

“we will put a hold on the transition to blue boxes until a more appropriate time”...“the recycling markets are showing demand for cardboard and boxboard”...“the use of plastic bags seems to have decrease as a priority for now”

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.8 **Committee Reports**

None.

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

9.1 Township of Ashfield-Colborne-Wawanosh – 20th Anniversary Reunion 2021 Post-Poned

We have provided Council with a copy of the committees decision.

STAFF COMMENTS: For your information purposes.

ACTION: Noted the Post-Ponement.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

10.1 Minister of Agriculture, Food & Rural Affairs Letter – 2020 ROMA Conference Delegation

10.2 Rural Faith Places – Conversation Invitation

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

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

Councillor Vanstone and Fisher attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.2 Lake Huron Conference – Is the Coast Clear? – September 2-3rd 2020

Mayor McNeil and Deputy Mayor Watt attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

13.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

14.0 BY-LAWS

14.1 Ashfield Park/Pavilion – Grass & Custodial Services Agreement By-Law

Moved by Fisher
Seconded by Forster

ASHFIELD #12
PARK /
PAVILION
BARRY
JONES
BY-LAW

THAT leave be given to introduce By-Law #32-2020 being a by-law to authorize the execution of a grass cutting and custodial service agreement for Ashfield Park between the Township of Ashfield-Colborne-Wawanosh and Barry Jones, and that it now be read severally a first, second, and third time, and finally passed this 21st day of April 2020.

Carried.

14.2 Land Rental Agreement – Sebastian Kraft (Woodbine Pork Inc.)

Moved by Miltenburg
Seconded by Watt

KRAFT #13
LAND
RENTAL
AGREEMEN
T BY-LAW

THAT leave be given to introduce By-Law #30-2020 being a by-law to authorize the execution of a lease agreement between the Township of Ashfield-Colborne-Wawanosh and Woodbine Pork Inc. (Kraft) , and that it now be read severally a first, second, and third time, and finally passed this 21st day of April 2020.

Carried.

14.3 Confirmation By-Law

Moved by Snobelen
Seconded by Vanstone

CONFIRMATION BY-LAW #14

THAT leave be given to introduce By-Law #31-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on April 21, 2020, and that it now be read severally a first, second, and third time, and finally passed this 21st day of April 2020.

Carried.

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15.0 ADJOURNMENT

Moved by Forster
Seconded by Miltenburg

ADJOURN #15

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on May 5, 2020 at 9:00 a.m. or at the Call of the Mayor.

Carried.

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PLANNING & DEVELOPMENT

5.1

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677 Toll Free: 1.888.524.8394

Ext. 3

www.huroncounty.ca

Consent Application Report – File C19/20 To Ashfield-Colborne-Wawanosh Council

Owner/Applicant: Bradley Hill	Date: April 29, 2020
Property Address: 81165 Grist Mill Line, Benmiller	
Property Description: Colborne PT Falls Reserve RP 22R6562 Part 3, Colborne, Ashfield-Colborne-Wawanosh	

Recommendation: That provisional consent be:

- granted with conditions (attached)
- deferred
- denied (referred to the County Committee of the Whole Day 1 for a decision)

Purpose:

- enlarge abutting lot
- create new lot
- surplus farm dwelling
- right-of-way / easement
- other:

	Area	Official Plan Designation:	Zoning:	Structures:
Severed	3075.6 square metres (0.76 acres)	Village/Hamlet	VR1 (Village/Hamlet Residential – Low Density Zone)	Vacant
Retained	4694.4 square metres (1.16 acres)	Village/Hamlet	VR1 (Village/Hamlet Residential – Low Density Zone)	Single detached residence, shed

Review: This application:

- Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
- Does not require a plan of subdivision for the proper and orderly development of the municipality (s.53(1) Planning Act);
- Conforms with section 51(24) of the Planning Act;
- Conforms with the Huron County Official Plan;
- Conforms with the Ashfield-Colborne-Wawanosh Official Plan;
- Complies with the Ashfield-Colborne-Wawanosh Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance);
- Has been recommended for approval by the local municipality; and
- Has no unresolved objections/concerns raised (to date) from agencies or the public.
(Applications that do not meet all of the foregoing criteria will be referred to the County Committee of the Whole Day 1 for a decision)

Agency / Other Comments:

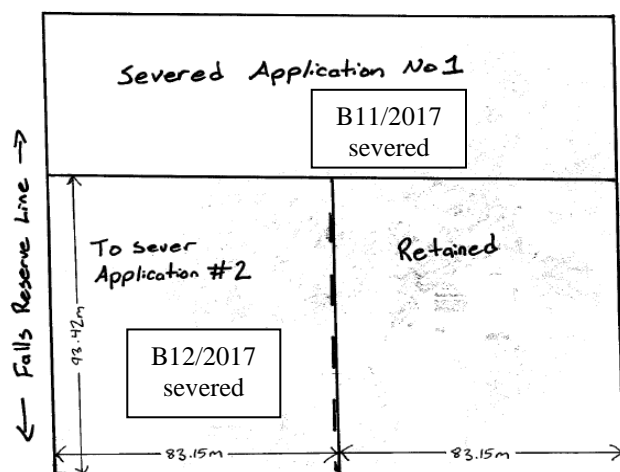
	Not Received	No Concerns	Concerns	See Conditions / Comment
Neighbours		<input checked="" type="checkbox"/>		Two letters of objection were received from neighbours. Both have since been withdrawn.
ACW Staff		<input checked="" type="checkbox"/>		Building department has no concerns as it relates to septic.
Municipality of Central Huron	<input checked="" type="checkbox"/>			

Huron County Biologist & Stewardship Coordinator		✓		Majority of the trees on the property were destroyed or severely damaged by the 2011 tornado. The proposed development poses no significant natural heritage concerns. It is suggested that the few mature trees left on the property be retained where possible.
Ausable Bayfield Maitland Valley Source Protection		✓		The installation of a private well on the severed parcel does not pose any source water concerns.

Additional Comments:

This consent application was submitted for the creation of a new residential lot through infill in Benmiller. The subject property was previously created through the approval of application B12/17.

Figure 1: Depiction of B12/17, which created the subject property (identified as 'retained')



The total size of the property is 1.92 acres. It contains a single detached residence and a shed. The applicant is proposing to sever the north portion of the property to create a lot that is 3075.6 square metres, or 0.76 acres in size. The severed lot is proposed to be serviced privately.

Two letters of objection were received from neighbours. Concerns ranged from the size of the severed parcel, to the removal of trees on the severed parcel, to privacy concerns for the property owners to the north. The objections were

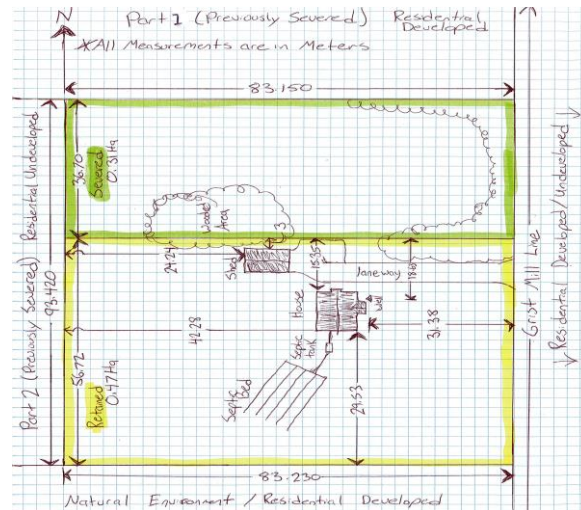
resolved through the submission of agency comments and the work of the applicant to address compatibility concerns. Both letters have been withdrawn.

Planning Analysis:

- The lot is zoned VR1 (Village/Hamlet Residential – Low Density). The minimum lot size of the VR1 zone is 1850 square metres, or 0.46 acres. The lot exceeds the minimum lot size, and meets the minimum frontage and depth for lots in the VR1 zone.
- The lot is designated Village/Hamlet in the ACW Official Plan (OP).
 - Section 8.4.2.2 of the ACW OP limits lot creation to infill through lots large enough to accommodate septic systems and protect groundwater.
 - A nitrate study submitted by the applicant confirms the retained and served parcels' capacity to support septic systems on the sizes proposed. The proposal meets the residential development standards outlined in Section 9.4.
 - Staff at Ausable Bayfield Maitland Valley Source Protection have noted that the proposal poses no source water concerns.
 - Section 8.4.4 of the ACW OP encourages intensification in settlement areas through permitting increased densities and small lot development.
 - Section 8.3 of the ACW OP outlines identifying, protecting, and enhancing the character and aesthetic qualities of settlement areas as a goal for the Township.

- While this lot is smaller than those lots previously created on the block between Grist Mill Line and Falls Reserve Line in Benmiller, it is very similar in size and shape to those lots across Grist Mill Line adjacent to Gledhill Lane.
- The proposal does not seek to establish a scale of development that has not previously been established in the community.
- The Huron County OP encourages development that support the principle of promoting the long term future and flexibility of agriculture through directing residential development to occur in settlement areas.
- The Provincial Policy Statement (PPS) encourages the efficient use of land, infrastructure, and facilities. This application will make use of the existing road network and directs development away from the natural heritage features present throughout the surrounding area.

Figure 2: Aerial Photo of Subject Property **Figure 3: Sketch of Proposal Submitted by Applicant** (severed parcel in red, retained in yellow)



Figures 4 & 5: Images of Subject Property



It is recommended that consent application C19-20 be recommended for approval to the County of Huron, subject to the following conditions.

Recommended Conditions

Expiry Period

1. Conditions imposed must be met within one year of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within one year, the application shall be deemed to be refused. Provided the conditions are fulfilled within one year, the application is valid for two years from the date of the notice of decision.

Municipal Requirements

2. All municipal requirements be met to the satisfaction of the Township including servicing connections if required, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures, compliance with Section 65 of the Drainage Act and any related requirements, financial or otherwise.
3. The severed parcels be numbered and addressed for 911 purposes to the satisfaction of the Township.
4. The sum of \$250.00 to be paid to the municipality as cash-in-lieu of parkland.
5. That a lot grading and drainage plan be submitted to the satisfaction of the Township.

Survey / Reference Plan

6. Provide to the satisfaction of the County and the Township:
 - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
 - b) a reference plan based on the approved survey.

Zoning

7. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning shall be obtained to the satisfaction of the Township

Respectfully,



Celina Whaling-Rae
Planner

Site Inspection: March 25, 2020

Celina Whaling-Rae

From: Donna Clarkson <dclarkson@abca.ca>
Sent: Thursday, March 26, 2020 11:45 AM
To: Celina Whaling-Rae
Subject: Re: Question re: Source Water in Benmiller

CAUTION: This email originated outside of County of Huron.

Hi Celina,

You are correct - no further action for Source Water Protection is required.

Here's some detail:

1. Under the Clean Water Act there are 22 types of activities that could pose a threat to drinking water. The threat level - significant, moderate or low - depends on location within a vulnerable area (eg wellhead protection area), vulnerability score of the WHPA, activity circumstances (eg volume of chemical). So 2500 L of fuel stored close to the well will be a significant threat but 100L would be low threat.
2. Policies in the Source Protection Plan (SPP) are binding if the activity is a significant threat, but not for moderate and low. So we typically focus only on the vulnerable areas where a significant threat could occur. For our region - Ausable Bayfield and Maitland Valley, this is zones A,B and C of the wellhead protection areas (WHPA). These areas are deemed 'restricted land use' and extra screening of applications is needed to see if policies in the SPP will apply to the proposal.
3. The property in question is located in WHPA-E for the Century Heights GUDI well. There are no SPP policies that apply to WHPA-E; the vulnerability score is too low. (If the vulnerability score for WHPA-E was 8 or higher, significant threats could occur and SPP policies would apply. Other regions have WHPA-E with score of 8, but not Huron County.)
4. Water quantity: The 22 threat types under the CWA include water takings. Water Budget studies were undertaken years ago to identify water quantity risks to municipal water supply. For our region, risk level was low - we have lots of water capacity. So there are no SPP policies for our region that address water takings. The new private well would not pose a concern for source water protection, as long as it is built to code.

I hope that helps. Source water protection can be complicated, to be sure. Feel free to call or email if you have any questions.

Take care,
Donna

Donna Clarkson

Co-DWSP Program Supervisor / Risk Management Official
Ausable Bayfield Maitland Valley Source Protection Region
c/o 1093 Marietta St., Wroxeter ON N0G 2X0
(Phone) 519-335-3557 ext. 224
Email dclarkson@abca.ca www.sourcewaterinfo.on.ca

***Please note that I am working remotely and can be reached at 519-881-8465**

Confidentiality Notice

The information contained here, including any attachments, may be confidential, is intended only for use of the recipient(s) named above and may be legally privileged. If the reader of the message is not the intended recipient, any dissemination, distribution, disclosure or copying of this communication is strictly prohibited. If you have received this communication in error, please resend this communication to the sender and delete it permanently from your computer system or communication device.

From: Celina Whaling-Rae <cwhalingrae@huroncounty.ca>

Sent: March 26, 2020 9:38 AM

To: Donna Clarkson <dclarkson@abca.ca>

Subject: Question re: Source Water in Benmiller

Hi Donna,

I hope you are doing well! My name is Celina Whaling-Rae, and I am the Planner for Huron County assigned to ACW. We met previously at a Source Water Protection meeting at the ACW office in February.

The reason for my email today is regarding a proposed severance for a property in Benmiller. The property's address is 81165 Grist Mill Line. The owner is proposing to sever the north portion of the property (about 0.76 acres) in order to create a new residential lot. He has submitted a nitrate study which is supportive of the proposal. Since circulating the application, I have received two neighbor objections. Both neighbours mention concerns regarding ground water and the lot's capacity to support a private well as one of their primary issues with the proposal.

From looking at the source water mapping, the property is located outside of the Benmiller wellhead protection area. However, the property does contain groundwater under the direct influence of surface water, and that this area has a vulnerability of 7.2. My interpretation is that, because this is lot is proposed for a single residence that will be using less than 4500L of water/day, no hydrogeological assessment is required, and no further source water action is needed. However, I wanted to confirm with you that the applicant does not need to undertake any further assessments as it relates to groundwater.

I apologize for what is an overly-simplistic question; I'm hoping over time I can make better sense of the Maitland Valley Source Protection Plan to become more knowledgeable in these matters (:

If it is easier to give me a call, I can be reached at 59-440-2400.

Thanks so much in advance for any insight you may have!

Celina Whaling-Rae
Planner, County of Huron
519-524-8394 ext. 3



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677 Toll Free: 1.888.524.8394 Ext. 3

www.huroncounty.ca

To: Celina Whaling – Rae, Planner, County of Huron
CC: Bradley Hill, Applicant
From: Marcus Maddalena, County Biologist/Stewardship Coordinator, County of Huron
Date: April 27th 2020
Subject: Natural Heritage Comments Regarding Colborne PT Falls Reserve RP 22R6562 Part 3, 81165 Grist Mill Line

The County of Huron has reviewed the above noted application with respect to Provincial and Municipal Policies and associated mapping related to Natural Heritage features. We offer the following comments based on our review.

It is our understanding that the proposed severance will create a new lot of approximately 0.31ha in the existing VR1 Zone for residential use and retain a lot of 0.47 hectares including an existing residence and shed.

Natural Heritage

The subject property is designated as Village/Hamlet Residential (VR1), which offers no formal protection to non-significant Natural Environment features (ACW Zoning Bylaw Section 18). Alternatively, Natural Environment Zones (NE1 and NE5) do not permit development unless it has been demonstrated that the proposed development will have no negative impacts on the Natural Feature or its functions (ACW Official Plan Section 6). This also applies to adjacent lands within 50 meters of Significant Natural Heritage Features (ACW Official Plan Section 6). Per ACW Official Plan Mapping (Appendix 4 and 5), Significant Natural Heritage Features in the form of Significant Woodland and Significant Wildlife Habitat are present on the subject property. The woodland that formerly occurred on this property was severely damaged by the 2011 tornado. Very few trees remain standing, and those that do remain are in poor condition from tornado damage.

The VR1 Zoning, combined with severe damage resulting from the 2011 tornado mean that this property is not subject to formal protection in the same way as NE1 and NE5 Zones. There are adjacent lands Zoned NE1, but the boundary of this Zone is beyond 50m from the proposed severed lot, meaning adjacent lands policies do not apply.

Recommendation

Based on our review of the proposed severance and the associated Natural Heritage Features, we have no concerns from a Natural Heritage standpoint regarding the proposed severance. However, we recommend the following to preserve any remaining Natural Heritage Features:

- Stands of cedar remain intact, with a focus on those connected to adjacent properties.
- Mature, native trees along the property boundary are retained where it is safe and practical to do so.

Thank you for the opportunity to comment on this application. If you have any questions, please contact the County Planning Department.

Regards,



Marcus Maddalena, County Biologist/Stewardship Coordinator



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677 Toll Free: 1.888.524.8394 Ext. 3

www.huroncounty.ca

NOTICE OF AN APPLICATION FOR CONSENT FOR SEVERANCE

DATE: March 4, 2020

File # C19-2020

TO:

- Owner/Applicant: Bradley Hill
- Florence Witherspoon, Deputy Clerk - Township of Howick
- Brett Pollock, CBO – Township of Ashfield-Colborne-Wawanosh
- Sarah Louise McGregor, Building Administrative Assistant – Township Ashfield-Colborne-Wawanosh
- Municipality of Central Huron (Abutting within 1 km of subject property)
- Celina Whaling-Rae, Planner, Huron County Planning Department

Enclosed is a copy of an application for Consent for your review and comments to the Huron County Planning & Development Department.

LOCATION OF PROPERTY

Township: Ashfield-Colborne-Wawanosh
Address: 81165 Grist Mill Line
Owner/Applicant: Bradley Hill

Lot: Part Falls Reserve, 22R-6562, Part 3, Colborne

PURPOSE AND EFFECT

The purpose and effect of this application is for the creation of a new lot. The vacant land proposed to be severed is approximately 0.31 ha (0.76 acres). The land to be retained is approximately 0.47 ha (1.16 acres) consisting a house and shed.

LAST DAY FOR RECEIVING COMMENTS

We would appreciate your comments by **March 18, 2020** as to whether or not your department or agency has any comments to this severance and whether or not any conditions should be imposed. All comments should be addressed to the Attention of Lisa Finch, Land Division Administrator at the following by e-mail address lfinch@huroncounty.ca or by regular mail to the address above and to the Attention of Lisa Finch, Land Division Administrator. We will assume you have no objections to the application if no comments are received by the time specified. If this does not provide you with sufficient opportunity to consider the application, please advise.

DECISION AND APPEAL

If you wish to be notified of the decision in respect to the proposed consent, you must make a written request to the Huron County Planning & Development Department c/o Ms. Lisa Finch, Land Division Administrator, Huron County Consent Granting Authority at 57 Napier Street, 2nd Floor, Goderich, Ontario, N7A 1W2.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make written submission to the Huron County Planning Department before it gives or refuses to give a provisional consent, then the Local Planning Appeal Tribunal may dismiss the appeal.

"Planning with the community for a healthy, viable and sustainable future."



ADDITIONAL INFORMATION

Further information regarding this application will be available to the public for inspection between 8:30 a.m. to 4:30 p.m. - Monday to Friday at:

**Huron County Planning & Development Department
57 Napier Street, 2nd Floor, Goderich, Ontario N7A 1W2**

Alternatively, you may review the application at the local municipal office.

MAR 03 2020

APPLICATION FOR CONSENT



For office use only

File # C 19/2020

Received MARCH 3, 2020

Considered Complete MARCH 4, 2020

1. PRE-SUBMISSION CONSULTATION

Applicants are strongly encouraged to contact the County and speak/meet with the Planner assigned to the Municipality before submitting an application.

Date of Applicant's consultation meeting with County Planner assigned to Municipality: February 18, 2020

2. APPLICATION INFORMATION

Name of Applicant <u>Bradley Hill</u>	Name of Owner <input checked="" type="checkbox"/> <i>Check box if same as Applicant</i>
Contact Information Address: <u>81165 Grist Mill Line</u> Town: <u>RR5 Goderich</u> Postal Code: <u>N7A 3Y1</u> Home Phone: _____ Cell: <u>519-531-0919</u> Work: _____ Email: <u>hillsidecustoms@live.com</u> Fax: _____	Contact Information Address: _____ Town: _____ Postal Code: _____ Home Phone: _____ Cell: _____ Work: _____ Email: _____ Fax: _____

Solicitor name (if known) _____

Address: _____

Tel: _____ Email: _____

Correspondence to be sent to: all parties, or applicant, and/or owner

3. LOCATION OF THE SUBJECT PROPERTY—SEVERED & RETAINED (Complete applicable lines)

Municipality: <u>Ashfield-Colborne-Wawanosh</u>	Concession: _____
Ward: <u>Colborne</u>	Lot Number(s): _____
Registered Plan: _____	Lot(s) Block(s): _____
Reference Plan: <u>22R6562 Part 3</u>	Part Number(s): _____
Municipal Address (911 number and street/road name): <u>81165 Grist Mill Line</u>	Roll # (if available): <u>40703100010410C</u>

APPLICATION FOR CONSENT

a) Are there any right-of-way easements or restrictive covenants affecting the severed or retained land?

Yes No

b) If **Yes**, describe the location of the right-of-way or easement or covenant and its effect:

c) Is any of the severed or retained land in Wellhead Protection Area A, B or C? Yes No Unknown

If yes, please obtain a Restricted Land Use Permit from the Risk Management Official.

If **Unknown**, please consult with your Municipal Planner and obtain a Restricted Land Use Permit if necessary.

d) Is the subject property systematically tiled? If **yes**, please submit tile maps with your application.

Yes No

4. PURPOSE OF THE APPLICATION

Type of proposed transaction:

Transfer:	Other:
<input checked="" type="checkbox"/> Creation of a new lot	<input type="checkbox"/> Charge
<input type="checkbox"/> Addition to lot	<input type="checkbox"/> Lease
<input type="checkbox"/> An easement	<input type="checkbox"/> Correction of title
<input type="checkbox"/> Other purpose (please specify): _____	

Briefly, describe the proposed transaction:

Creation of infill lot in Benmiller

Name(s) of person(s), if known, to which land or interest in land is to be transferred, leased or charged:

N/A

If a surplus severance, provide legal description and locations of other farm holdings of owner/purchaser:

If creating a lot addition, identify the lands to which parcel will be added.

Municipality: _____	Concession: _____
Ward: _____	Lot Number(s): _____
Registered Plan: _____	Lot(s) Block(s): _____
Reference Plan: _____	Part Number(s): _____
Municipal Address (911 number and street/road name): _____	Roll # (if available): _____

APPLICATION FOR CONSENT

5. DESCRIPTION OF SUBJECT LAND

Description land intended to be severed:

Frontage: 36.7 metres

Depth: 83.15 metres

Area: 0.31 hectares / 0.76 acres

Existing Use(s): Residential

Proposed Use(s): Residential

Existing Building(s) or Structure(s)
None

a) **Type of access:**

(Check appropriate box)

- existing building(s) or structure(s)
- provincial highway
- county road
- municipal road, maintained all year
- municipal road, seasonally maintained
- other means (please specify)

b) **Type of water supply proposed:**

(check appropriate box)

- publicly owned and operated piped water system
- privately owned and operated individual well
 - dug
 - drilled
- privately owned and operated communal well
- lake or other water body
- other means (please specify)

c) **Type of sewage disposal proposed:**

(check appropriate box)

- publicly owned & operated sanitary sewage system
- privately owned & operated individual septic tank
- privately owned & operated communal septic system
- privy
- other means (please specify)

Description land intended to be retained:

Frontage: 56.72 metres

Depth: 83.15 metres

Area: 0.47 hectares / 1.16 acres

Existing Use(s): Residential

Proposed Use(s): Residential

Existing Building(s) or Structure(s)
Residence, shed

a) **Type of access:**

(Check appropriate box)

- existing building(s) or structure(s)
- provincial highway
- county road
- municipal road, maintained all year
- municipal road, seasonally maintained
- other means (please specify)

b) **Type of water supply proposed:**

(check appropriate box)

- publicly owned and operated piped water system
- privately owned and operated individual well
 - dug
 - drilled
- privately owned and operated communal well
- lake or other water body
- other means (please specify)

c) **Type of sewage disposal proposed:**

(check appropriate box)

- publicly owned & operated sanitary sewage system
- privately owned & operated individual septic tank
- privately owned & operated communal septic system
- privy
- other means (please specify)

APPLICATION FOR CONSENT

6. LAND USE

- a) What is the existing Official Plan designation of the property?
Village/Hamlet
-
- b) What is the zoning of the property?
VR1
-
- c) Are any of the following uses or features on the subject land or on adjacent land, within 500 metres of the subject land?

Please respond **Yes** or **No** to each use or feature

Use of Feature	On Subject Land	On Adjacent Land	
	Please indicate: Yes / No	Within 500 metres of the Subject Land? Please indicate: Yes / No Metres	
An agricultural operation, including livestock facility or stockyard	No	No	
A landfill	No	No	
A sewage treatment plant or waste stabilization plant	No	Yes	Benmiller Inn: 358 metres
A provincially significant wetland (Class 1, 2 or 3 wetland)	No	No	
Flood plain	No	No	
A rehabilitated mine site	No	No	
A non-operating mine site within 1 km of the subject land	No	No	
An active mine site	No	No	
An industrial or commercial use (specify the use[s])	No	Yes	Benmiller Inn: 298 metres
A former industrial or commercial use	No	No	
An active railway line	No	No	
A municipal airport	No	No	
An underground storage tank or buried waste	No	No	
A current Environmental Site Assessment for the site or has one been prepared within the last 5 years. If Yes, please submit with application.	No	No	

APPLICATION FOR CONSENT

7. HISTORY OF THE PROPERTY

- a) Has the subject land ever been the subject of an application for approval of a plan of subdivision under Section 51 of the planning Act or a consent under Section 53 of the Planning Act?

Yes No Unkown

If **Yes**, and known, provide file number of the application and the decision made on the application.

File Number: _____

Decision: Approved

- b) If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.

- c) Is the subject land reserved for either manure applications under the Nutrient Management Plan or manure agreement submitted to the municipality?

Yes No

8. PROVINCIAL POLICY

- a) Is the application consistent with the Provincial Policy Statement issued under Section 3 (1) of the Planning Act?

Yes No Unkown

9. NATURAL HERITAGE

- a) Does this application need to be reviewed by the Huron County Biologist for comments on Natural Heritage matters? (based on direction from Planner.)

Yes (submit a fee of \$212.00 made payable to: Treasurer, County of Huron)

No

SEPTIC SYSTEM REVIEW

Please answer Section A OR Section B depending on the type of servicing available.

Section A – Where **SANITARY SEWERS** are available:

Is the property within 183 meters (600 feet) of an abattoir? (slaughter house)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---

Section B – Where **SEPTIC SYSTEMS** are available:

The application is for the creation of a new lot for which the primary use will be a new dwelling (other than a new dwelling on a farm).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The severed parcel contains a residence or other building(s) serviced by an on-site sewage system?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If you answered Yes : is the on-site sewage system older than 5 years of age?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered Yes : has the on-site sewage system been inspected by a licensed contractor within the past 3 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered Yes : you are required to provide a certificate of inspection with your application. If you answered No : you will be required to have an inspection carried out and provide a certificate of inspection as a condition of consent (severance) approval.	
Is the property <u>less than</u> .4 hectares (1 acre) in area?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the property have <u>less than</u> .2 hectares (1/2 acre) of "useable land"* for septic tank	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

APPLICATION FOR CONSENT

and tile bed? See definition of "usable land" below	
---	--

- * "Usable Land" means an area of land with suitable original soil for the installation of a Class 4 subsurface sewage disposal system, free of any buildings, structures, swimming pools, etc. and such land is or will be used solely for a septic tank and tile bed and any future replacement of the tile bed, and which area is at least 3 metres (10 feet) from any property line, at least 15 metres (50 feet) from any drilled well, at least 30 metres (100 feet) from any dug well, at least 15 metres (50 feet) from any top-of-bank of a watercourse or lake, not located in a flood plain, not located in an environmentally sensitive area, and does not contain field tile or other artificial drainage. (Other restriction may apply according to legislation).

Note: Consult with your Municipal Planner to confirm if the application requires comments for a septic system review and to confirm if there is an applicable fee to be submitted with the application (all fees for septic system review will be payable to the Municipality)

10. SKETCH CHECKLIST

The application shall be accompanied by a clean, legible sketch showing the following information. Failure to supply this information will result in a delay in processing the application.

Please do not use pencils for completing sketch as they do not copy well.

Please check the boxes indicating that your sketch provides the following information:

- boundaries and dimensions of the land that is to be severed and the part that is to be retained;
- boundaries and dimensions of any land owned by the owner of the subject land that abuts the severed and retained land;
- distance between the subject land and the nearest township lot line and/or landmark, such as a railway crossing or bridge;
- location of all land previously severed from the parcel;
- location of all wells, including abandoned wells, on neighbouring properties within 30m of lot lines of both the severed and retained lands subject to this consent application;
- location of all natural and artificial features in the subject land and adjacent lands such as railways, roads, watercourses, drainage ditches, field drains, river or stream banks, wetlands, wooded areas and the location and nature of any easement affecting the subject land;
- location of all buildings, wells, abandoned wells and all components of a sewage system (i.e. septic tanks and weeping beds) on the severed and retained lands, and the distance of each to the proposed new lot line;
- existing uses on adjacent land such as residential, agricultural and commercial uses;
- location of beach access - if the property is a recreational property, adjacent to or in proximity to the waterfront;
- location and nature of any easements affecting the property;
- whether sewage disposal will be provided by a publicly owned and operated sanitary sewage system, a privately owned and operated individual or communal septic system, a privy or other means.

APPLICATION FOR CONSENT

11. APPLICANT'S/OWNER'S DECLARATION

(This must be completed by the **Person Filing the Application** for the proposed development site.)

I, Bradley Hill of the
(Name of Applicant)
Goderich
(Name of Town Municipality, etc.)

In the Region/County/District Huron solemnly declare that all of the statements contained in this application and supporting documentation are true and complete, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the "Canada Evidence Act." I hereby acknowledge and accept the requirements and costs referred to the in Notes listed.

NOTES:

Please be advised the responsibility for filing a complete application rests solely with the owner/applicant. Anything not requested or applied for in this application and subsequently found to be necessary (which may require another application(s) and fee(s)) are the sole responsibility of the owner/applicant. The County/Municipality will address only the application as applied for, and any items that are not included in the application are not the responsibility of the County/Municipality.

All studies required to support this application shall be at the expense of the applicant and included at the time of submission as a complete application. Where the County/Municipality incurs costs for the peer review of any consultants' reports or fees for legal opinions, the County/Municipality will be reimbursed such costs by the applicant.

In the event of third-party appeals to applications approved by the County/Municipality, the applicant may be responsible for some or all of the legal and other costs incurred by the County/Municipality, at the discretion of the County/Municipality.

DECLARED before me at:

Region/County/District Huron

In the ^{Town} Municipality of Goderich

Brian Hill
Signature

This 3rd day of March, 2020
(Day) (Month) (Year)

Bradley Hill
Please Print Name of Applicant

Lisa Lynn Finch
Commissioner of Oaths

Lisa Lynn Finch, a Commissioner, etc.,
Province of Ontario, for the
Corporation of the County of Huron
Expires August 29, 2021.

APPLICATION FOR CONSENT

12. OWNER/APPLICANT'S CONSENT DECLARATION

In accordance with the provisions of the Planning Act, it is the policy of the County Planning Department to provide the public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation,

I _____ the owner/the authorized applicant, hereby acknowledge the above-noted policy and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

I hereby authorize the County of Huron staff, municipal staff and council members of the decision making authority to have access to the subject site for purposes of evaluation of the subject application.

If the application is deemed incomplete, the applicant has 60 days to provide the necessary information. After 60 days has lapsed, the application and fee will be mailed back to the applicant.

Signature

Date

Print Name

Title

Where the owner is a firm or corporation, the person signing this section shall complete one or more of the following (please check):

- I have the authority to bind the corporation.
- Affixed is the corporate seal.

13. AUTHORIZATIONS

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I, _____, am the owner of the land that is the subject of this application for a consent and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize

_____, to make this application on my behalf.

Signature

Date

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

APPLICATION FOR CONSENT

Authorization of Owner for Agent to Provide Personal Information

I, _____, am the owner of the land that is the subject of this application consent and, for the purposes of the *Freedom of Information and Protection of Privacy Act*, I authorize

_____, as my agent for this application to provide any of my personal information that will be included in his application or collected during the process of the application..

Signature

Date

Print Name

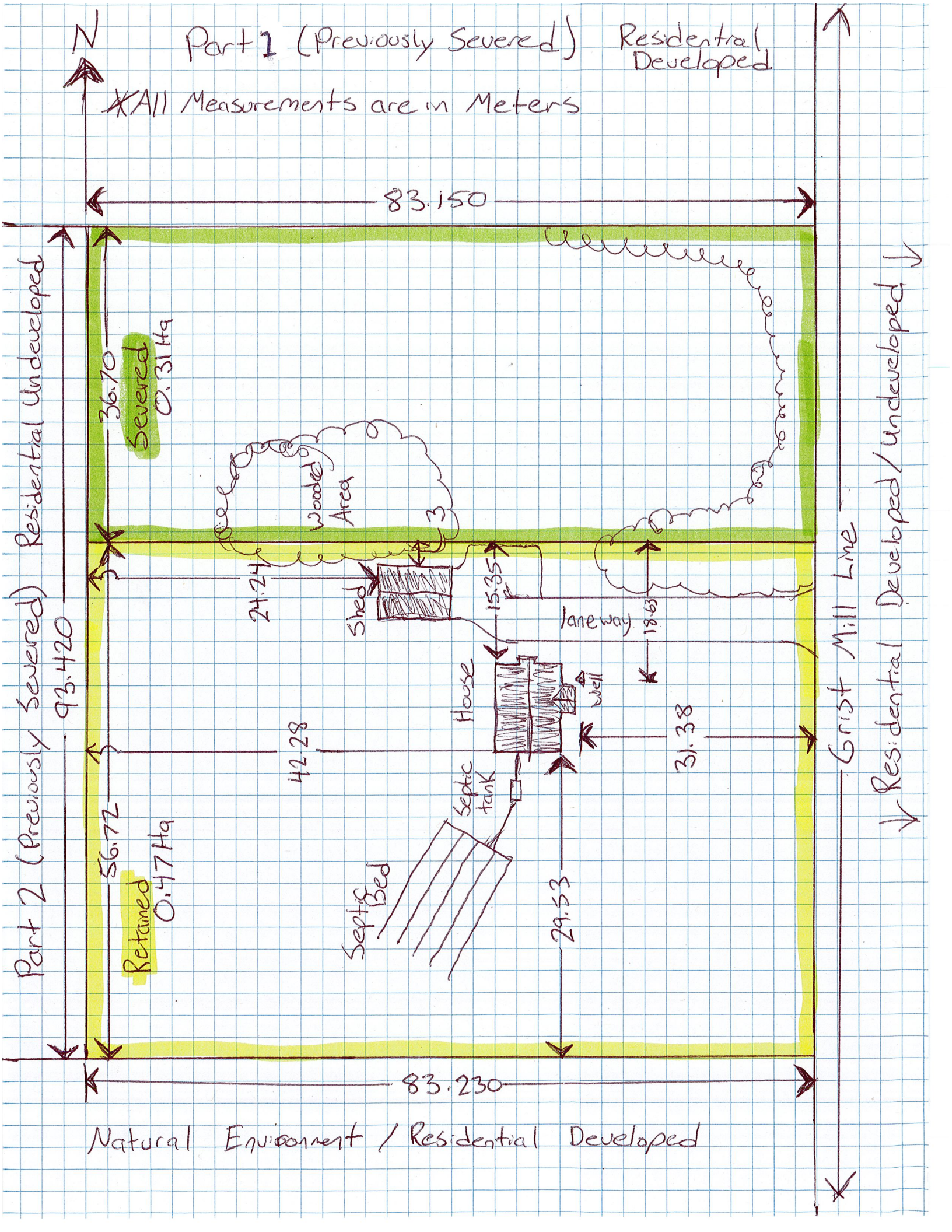
Title

Note: Where the owner is a firm or corporation, the person signing this section shall state that he/she has authority to bind the corporation or affix the corporate seal.

Part 1 (Previously Severed)

Residential Developed

All Measurements are in Meters



Part 2 (Previously Severed) Residential Undeveloped

Severed 0.31 Ha

Retained 0.47 Ha

Grist Mill Line

Natural Environment / Residential Developed

Residential Developed / Undeveloped

PLAN 22R-
RECEIVED AND DEPOSITED

DATE: _____

REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT

DATE: _____

D.A. CULBERT
ONTARIO LAND SURVEYOR

REPRESENTATIVE FOR THE LAND REGISTRARS DIVISION OF HURON (No 22)

PARTS SCHEDULE		PLAN/CON	PIN
1	LOT/BLOCK		
2	Part of Falls Reserve		PIN 41450-0029
3			

THIS PLAN COMPRISES ALL OF PIN 41450-0029

PLAN OF SURVEY
OF PART OF
FALLS RESERVE
WESTERN DIVISION OF COLBORNE
GEOGRAPHIC TOWNSHIP OF ASHFIELD -
TOWNSHIP OF ASHFIELD -
COLBORNE - WAWANOSH
COUNTY OF HURON

SCALE 1:1250

Metric

2017
D. CULBERT LTD.
ONTARIO LAND SURVEYOR

- NOTES AND LEGEND**
- BEARINGS ARE ASTROMOMIC AND ARE REFERRED TO THE WEST LIMIT OF GRIST MILL ROAD HAVING A BEARING OF N0120°0'E AS SHOWN ON (P1)
- DENOTES MONUMENTATION FOUND
 - DENOTES MONUMENTATION PLANTED
 - SIB DENOTES 2.5cm sq. STANDARD IRON BAR
 - SSIB DENOTES 2.5cm sq. SHORT STANDARD IRON BAR
 - IB DENOTES 1.6cm sq. IRON BAR
 - CC DENOTES CUT CROSS
 - WIT DENOTES WITNESS
 - HT DENOTES H.T. CROSS, O.L.S.
 - 1527 DENOTES R323253 (P149)
 - D1 DENOTES D. CULBERT LTD., O.L.S.
 - P1 DENOTES PLAN 22R-4491
 - P2 DENOTES A PLAN OF SURVEY BY (758) PLAN 61-115
 - ALL PINS ARE SURFRED (-1) UNLESS NOTED (8)

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

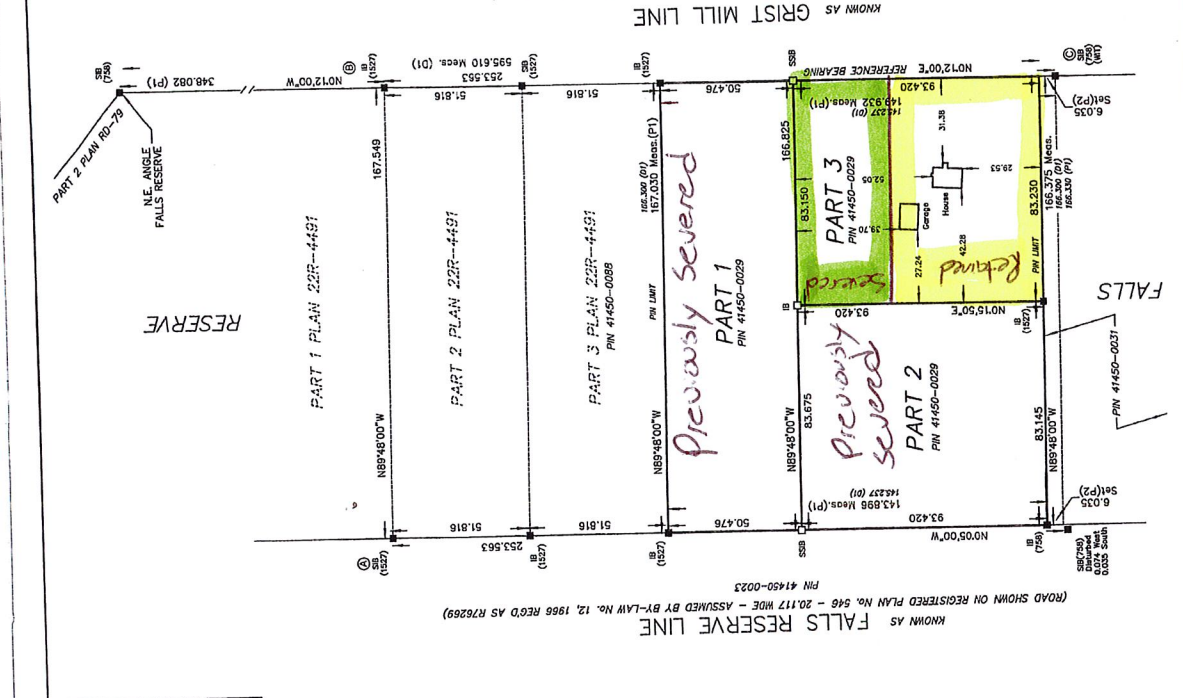
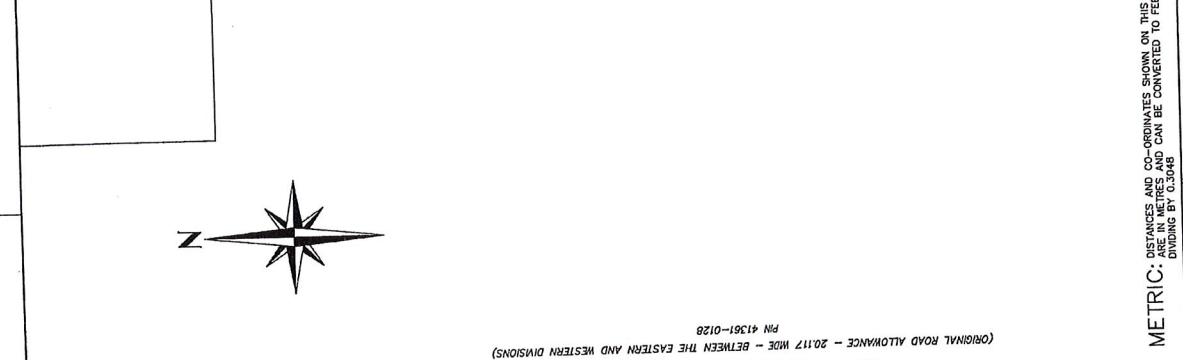
- THE SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 20TH DAY OF JUNE, 2017

JUNE 21, 2017
D.A. CULBERT
CODERICH, ONTARIO
ONTARIO LAND SURVEYOR

D. CULBERT LTD.
ONTARIO LAND SURVEYOR
CODERICH, ONTARIO PHONE: 519-524-5321

ONTARIO
DGL
LAND SURVEYOR

PLAN No: 2-GZ-2064
DRAWN BY: BECS
CHECKED BY: DAC
DIGITAL FILE: C070401
FILE No: CO-0546-D-12



INTEGRATION DATA

COORDINATES ARE DERIVED FROM GPS OBSERVATIONS USING SMARTNET NETWORK (WEST LONGITUDE) AND ARE REFERRED TO (GCS) EPOCH 2010

COORDINATE VALUES ARE TO A RURAL ACCURACY IN ACCORDANCE WITH SECTION 14(2) OF OREGON/216/70

POINT ID	NORTHING	EASTING
A	494179.05	448101.02
B	494177.25	448265.81
C	495029.28	448265.81

COORDINATES CANNOT BE USED TO CORRECT OR BOUNDARIES SHOWN ON THIS PLAN.

CAUTION:

DISTANCES SHOWN ON THIS PLAN ARE GROUND AND CAN BE SHOWN TO GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.99955

FOR BEARING COMPARISONS, A ROTATION OF 0°24'40" CLOCKWISE CAN BE APPLIED TO MATCH GRID BEARINGS

METRIC: DISTANCES AND CO-ORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048



PLANNING & DEVELOPMENT

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5.2

To: Township of Ashfield-Colborne-Wawanosh, Mayor, and Members of Council
From: Celina Whaling-Rae, Planner
Date: April 29, 2020

Re: Proposed Cannabis Housekeeping Amendment

This report is submitted to Ashfield-Colborne-Wawanosh (ACW) Council for the council meeting on May 5th, 2020.

Recommendation:

That Council proceed with adopting the cannabis by-law as originally circulated, containing setbacks of 150 metres and 300 metres for those cannabis production facilities with and without air treatment controls, respectively.

Background:

Council held a Public Meeting on February 18th, 2020 to consider a proposed amendment to the Zoning By-law in order to regulate cannabis production facilities in the Township. At the Public Meeting, Council requested the proposed by-law be amended to:

- Increase the setback between cannabis production facilities equipped with air treatment controls and surrounding sensitive uses from 150 metres to 500 metres.
- Increase the setback between cannabis production facilities not equipped with air treatment controls and surrounding sensitive uses from 300 metres to 500 metres.

Following the public meeting, a letter of objection was received from Brian Barnim regarding Council's proposed changes to the drafted by-law. An amended version of the by-law was brought forward at the March 3rd meeting of Council. It was confirmed at this time that the Planning & Development Department could not support the amendments in the absence of supportive findings for the setback increases. After some discussion, it was determined that a decision would be deferred until the next Council meeting in order to give Council time to look further into the matter.

The declaration of a provincial emergency due to COVID-19 following the March 3rd Council meeting temporarily suspended the Township's capacity to pass housekeeping by-laws such as that proposed to regulate cannabis. However, with the passing of O. Reg. 149/20, Council is able to resume business as they see fit. Staff thus determined it appropriate to bring back the cannabis by-law to resume discussion.

Comment:

Should Council wish to proceed with adopting the by-law with amended setbacks from that which was originally circulated with the Notice of Public Meeting, it will be necessary to pass a resolution confirming that Council recognizes the changes to the original circulated by-law as minor and not requiring further notice.

Respectfully,

Celina Whaling-Rae

Celina Whaling-Rae
Planner



THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 17-2020

BEING A BY-LAW to amend the Zoning By-law 32-2008 for the Township of Ashfield-Colborne-Wawanosh.

WHEREAS the Municipal Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh considers it advisable to amend Zoning By-law 32-2008, as amended, of the Corporation of the Township of Ashfield-Colborne-Wawanosh and;

NOW THEREFORE the Council of the Township of Ashfield-Colborne-Wawanosh enacts as follows:

1. Section 2 (Definitions) is hereby amended by the addition of the following:

“AIR TREATMENT CONTROL” shall mean the functional use of properly maintained industrial grade multi-stage carbon filtration system, or similar technology, to reduce any/or treat the emission of pollen, dust and odours expelled from a facility and sized accordingly in comparison to the facility it serves as designed by a qualified person.

“CANNABIS” shall mean the plants hemp and marijuana in the family Cannabaceae.

“CANNABIS PRODUCTION FACILITY” means lands, buildings, or structures used for producing, processing, testing, destroying, packaging and/or shipping of cannabis authorized by an issued license or registration by the federal Minister of Health, pursuant to the Access to Cannabis for Medical Purposes Regulations, SOR/2016-230, to the Controlled Drugs and Substances Act, SC 1996, c 19, as amended from time to time, or any successors thereto.
2. Section 2 (Definitions) is hereby amended by the deletion and replacement of the definitions of “Agricultural Industrial Establishment”, “Agricultural Use, General”, “Agricultural Use, Limited”, and “Greenhouse, Commercial” with the following:

AGRICULTURAL INDUSTRIAL ESTABLISHMENT shall mean the use of land and/or buildings or structures for the manufacturing and wholesale and/or retail sales of goods that are necessary to support agricultural uses, as defined in this by-law. These include such goods as farm machinery and equipment used for tillage of soil, the planting, spraying, harvesting, transporting, treatment, processing and storage of grain, forage, feed, or forest products, products used for the housing and husbandry of livestock, poultry and furbearing animals, and the storage, handling, and processing of milk, eggs, and manure and the manufacture of sub-surface drainage materials and equipment.

AGRICULTURAL USE, GENERAL means general farming and without limiting the generality of the foregoing shall include such uses as: the general cultivation of land the associated production, conditioning, processing and storage of field crops, vegetables, fruit, horticultural crops and nursery stock and the selling of agricultural products produced on the premises, the breeding and care of livestock, fowl, furbearing animals and bees, and the selling of such stock or the product of such stock raised on the premises, and the management of forest, and the sale of forest products, including fuel wood, pulp wood, timber, Christmas trees, and maple products, and includes a farm dwelling and accessory buildings and uses but does not include a cannabis production facility.

AGRICULTURAL USE, LIMITED means the planning and harvesting of field, bush, vine, forest, or tree crops and grazing not including an accessory residence, livestock building or cannabis production facility.

GREENHOUSE, COMMERCIAL means a building or structure used for the growing of flowers, plants, shrubs, trees or similar vegetation which are not necessarily transplanted outdoors on the same lot containing such building or structure, but are sole directly from such lot at wholesale or retail but does not include a cannabis production facility.

3. Section 3 (General Provisions) is hereby amended by the addition of the following:

3.44 Cannabis Production Facility

Notwithstanding any other provision of this By-law, any Cannabis Production Facility shall be subject to the following provisions:

- a) Lands, buildings, or structures or portion(s) thereof used for Cannabis Production Facility purposes shall not be located any closer than 500 metres to a Residential Zone, Community Facility Zone, Recreational Zone, Future Development Zone, park or similar recreational use, dwelling, public school, private school, place of worship, or a day care.
 - b) Accessory buildings or structures used for security purposes for Cannabis Production Facilities may be located in any yard. The minimum setback for an accessory building used for security purposes from a front, side, or rear lot line shall be 1 metre, but it shall not be located in the sight triangle.
 - c) Outdoor storage is prohibited on the property in which a Cannabis Production Facility is located.
 - d) A Cannabis Production Facility shall only be permitted within the zones as explicitly indicated in this Zoning By-law.
 - e) Setback requirements do not apply to dwellings located on the same parcel as a Cannabis Production Facility.
 - f) All development in relation to the establishment of or the expansion to a Cannabis Production Facility shall be subject to Site Plan Control.
4. Section 4.1 is hereby amended by the addition of the following: ‘cannabis production facility subject to the provisions of Section 4 and 3.44’.
 5. Section 5.1 is hereby amended by the addition of the following: ‘cannabis production facility subject to the provisions of Section 5 and 3.44’
 6. Section 23.1 is hereby amended by the addition of the following: ‘cannabis production facility subject to the provisions of Section 23 and 3.44’
 7. All other provisions of By-law 32-2008 shall apply.
 8. This by-law shall come into force upon final passing, pursuant to Section 34(21) of the Planning Act.

Read a FIRST and SECOND time this 5th day of May, 2020.

Read a THIRD TIME and FINALLY PASSED this 5th day of May, 2020.

Glen McNeil, Mayor

Mark Becker, CAO/ Clerk-Treasurer

THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH
SCHEDULE 1
BY-LAW NUMBER 17-2020

By-law 17-2020 has the following purpose and effect:

1. The purpose of this housekeeping amendment is to introduce zoning provisions for cannabis production facilities.
2. This by-law affects all lands within the Township of Ashfield-Colborne-Wawanosh and amends the Zoning By-law of the Corporation of the Township of Ashfield-Colborne-Wawanosh (32-2008).



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5.3

To: Township of Ashfield-Colborne-Wawanosh, Mayor, and Members of Council
 From: Celina Whaling-Rae, Planner
 Date: April 29, 2020

Re: Housekeeping for Comprehensive Zoning By-law

This report is submitted to Ashfield-Colborne-Wawanosh (ACW) Council for the public meeting on May 5th, 2020.

RECOMMENDATION

It is recommended that ACW Council initiate a housekeeping by-law for Comprehensive Zoning By-law 32-2008.

PURPOSE

The purpose of the proposed zoning by-law housekeeping amendment is to enhance the clarity of certain provisions within the Zoning By-law and to modify provisions, which, in the opinion of staff, are not producing the intended outcomes.

REVIEW

Planning and Building staff have the opportunity to regularly work with the Zoning By-law. Staff have identified several provisions which are recommended for revision, as they either require clarification or produce unintended consequences.

The following is a list of the sections to which revisions are proposed:

Section(s)	Nature of Change Proposed	Additional comment(s)
1.3 Administration and Enforcement	Clarifying the provision to state more clearly that enforcement of the by-law shall be the responsibility of the By-law Enforcement Officer or the Chief Building Official.	
2. Definitions 3.16 Parking Requirements 4.2 General Agricultural (AG1) Zone Accessory Uses 5.1 Agricultural Commercial/Industrial (AG3) Zone Permitted Uses	Adding provisions to introduce regulations for breweries/distilleries/wineries. The use is proposed to be defined as: <ul style="list-style-type: none"> - 'Brewery/Distillery/Winery' (general definition) - 'Rural Brewery/Distillery/Winery' (Permitted as a main use in an AG3 zone or an accessor use in an AG4 zone that meets a minimum lot size) - 'Farm Brewery/Distillery/Winery' (Permitted in as an 	The proposed differences between a 'farm' and rural' brewery/distillery/brewery: <ul style="list-style-type: none"> - A farm brewery/distillery/winery must be accessory to a main agricultural use within one building - A rural brewery/distillery/winery may operate in multiple buildings and would be permitted as a primary use. - A farm brewery/distillery/winery

	accessory use in an AG1 zone)	would be smaller in scale than a rural brewery/distillery/winery, based on being an accessory use. - Both must be used for the production of alcohol from crops partially grown on-site.
2. Definitions	Moving the general provisions for 'Temporary Dwelling' listed in the definitions section and moving them to Section 3.15 (Temporary Dwelling provisions).	
2. Definitions	Moving the general provisions for 'Second Unit' listed in the definitions section and moving them to Section 3.44 (Second Unit provisions).	
2. Definitions	Clarifying the definition of 'Attached Garage' to stipulate that a common wall between a dwelling and an attached garage must be constructed above grade.	
2. Definitions	Modifying the definition of 'Park, Public' to allow for the Township to dedicate Natural Environment areas to parkland allocation.	This would essentially allow a portion of a Natural Environment area within a larger development to be used for park space, rather than a portion of the developable area being used for parkland and/or having the developer pay cash-in-lieu of parkland fees.
3.4.2 Location of Accessory Buildings in Settlement Areas	Changing the provision to allow for accessory buildings to be constructed in the front or exterior side yard of corner lots, subject to minimum setbacks.	Accessory buildings are only allowed in the rear yard in settlement areas to preserve the street scape. However, on corner lots which contain an exterior side yard, it would be appropriate to permit an accessory building in the exterior side yard as the street scape may be maintained on either side of the subject block.
3.4.3 Height of Accessory Buildings in Settlement Areas	Clarifying how building height is determined from a permitting perspective	Maximum height can be misconceiving, as the calculation of height varies depending on building type and does not necessarily equate to the height of a building from grade level to peak, but rather

		may represent grade level to the height of usable space (as per Appendix 2 of the Zoning By-law).
3.4.4 Lot Coverage of Accessory Buildings	Changing the provision to exempt unenclosed decks from the calculation of total lot coverage of all accessory buildings.	Unenclosed decks have minimal impacts in terms of shadowing and height on adjacent properties compared to most accessory structures.
3.15 Garden Suites	Changing the provision to reference Temporary Dwellings as opposed to Garden Suites.	An effort to maintain consistency in clarifying that Garden Suites are the same as Temporary Dwellings, and to solely reference Temporary Dwellings throughout the by-law.
3.26 Parking Space	Creating and referencing an Appendix demonstrating the minimum size of parking spaces based on parking lot configuration where applicable.	
3.31 Setbacks of Buildings and Structures along Municipal Drains, Sinkholes, and Natural Watercourses 16.7 & 17.7 Front Yard of Lakeshore Residential Seasonal (LR1) and Year Round (LR2) Zones	Clarifying provisions which regulate accessory structures (specifically decks) along the lakeshore. Specifically to allow accessory structures, such as decks, within the front yard (i.e. the lake side) of lakeshore lots and to clarify provisions regulating structures below and above top-of-bank	
3.35 Truck or Coach Bodies	Further clarifying that storage containers are regulated within this provision and that said structures may not be used for human habitation and that they may be used for storage purposes in certain zones accessory to the permitted use.	
3.43 Wellhead Protection Areas	Adding Section 3.43 to ensure that the zoning by-law contains provisions regulating wellhead protection areas and source water protection.	Mandated by the province that the Township include source water protection policies within the Official Plan & Zoning By-law.
3.44 Second Units	Adding Section 3.44 to contain provisions for 'Second Units' previously listed in Section 2 (Definitions). Adding a provision to	

	<p>stipulate that second units may only be established in accessory buildings with a maximum size of 1100 square feet.</p> <p>Clarifying that Second Units established in the VR1 will be required to be serviced by the same septic system which services the main dwelling.</p> <p>Clarifying that septic inspection certificates will be required prior to the establishment of a Second Unit.</p>	
4 through 29	Re-arranging the sections to be in alphabetical order.	
<p>4.5 General Agriculture (AG1) Zone Separation Distance (Agricultural)</p> <p>6.7 Agricultural Small Holding (AG4) Zone Separation Distance (Agricultural)</p> <p>6.8 Agricultural Small Holding (AG4) Zone MDS for Closed or Inactive Cemeteries</p>	Updating provisions to stipulate that all open and closed cemeteries shall be treated as a Type A land use in the calculation of Minimum Distance Separation (MDS)	
<p>4.4 General Agriculture (AG1) Zone Regulations</p> <p>5.4 Agricultural Commercial/Industrial (AG3) Zone Regulations</p>	Amending the provisions to reference 'Front Yard setback' as opposed to 'Front Yard depth' in order to maintain consistency with the rest of the by-law and clarify that setbacks are measured from lot lines, and not roads.	
6.2 Agricultural Small Holding (AG4) Zone Accessory Uses	Adding a provision to allow a second dwelling unit subject to the general 'Second Unit' provisions.	
7.4.5 Natural Environment (NE1) Zone Vacant Lots in Hazard Areas	Adding a provision to provide an explanation for as to why a holding may be placed on NE1-1 lots to control development along the lakeshore.	NE1-1 lots are subject to the provisions of the LR1 (Lakeshore Residential – Seasonal) Zone and are located along the lakeshore.
18.8.6 Village/Hamlet Residential – Low	Clarifying that both the main dwelling and second unit must be	

Density (VR1) Zone Second Unit	served by the same water and septic services.	
22.5 Village Commercial (VC1) Zone Building Regulations for Accessory Residential Use	Clarifying that an accessory residential use is not permitted below grade level.	
Various	Changing the term 'Municipality' to 'Township' to achieving consistency when referencing the Township throughout the by-law.	
Various	Correcting provisions which reference the Huron County Health Unit as the approval authority for septic servicing to now reference the Township.	
Various	Minor grammatical changes	Some spelling errors throughout the by-law

COMMENTS

Should Council agree with initiating the proposed housekeeping, staff will proceed with finalizing proposed text revisions for Council's review. A public meeting may be scheduled at a date and in a format acceptable to Council.

Respectfully,

Celina Whaling-Rae
Planner

Ashfield-Colborne-Wawanosh Monthly Summary

7.1.1

Month: March Year: 2020

Dungannon:

Item	Number	Comments
Adverse Samples	0	
Non-compliances	0	
Equipment issues:		<u>Maintenance Activities Completed</u> <ul style="list-style-type: none"> • 12th Checked eyewash station, fire extinguisher and emergency lights. • 18th Monthly generator check, ran auto dialer test, cleaned Cl2 injector, NaSi injector also replaced Stenner tube #2 on Cl2 pump #2
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.
Alarms		Date: Alarm:
Main breaks/Leaks		Date: Type:
Power outages		Date:
Shut-off / Turn-on / Complaints		Shut-off: Turn-on: Complaint:
Locates		

Ashfield-Colborne-Wawanosh Monthly Summary

Month: March Year: 2020

Benmiller:

Item	Number	Comments
Adverse Samples	0	
Non-compliances	0	
Equipment issues:		<u>Maintenance Activities Completed</u> <ul style="list-style-type: none"> • 12th Ran generator test, cleaned Cl17 analyzer, checked eyewash bottle, fire extinguisher, day tank, spill containment and well house, tested Auto dialer system. • 18th Cleaned Cl2 Injector
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.
Alarms		Date: Alarm:
Main breaks/Leaks		Date: Type:
Power outages		Date:
Shut-off / Turn-on / Complaints		Shut-off: Turn-on: Complaint:
Locates		

Ashfield-Colborne-Wawanosh Monthly Summary

Month: March Year: 2020

Century Heights:

Item	Number	Comments
Adverse Samples	0	
Non-compliances	0	
Equipment issues:		<u>Maintenance Activities Completed</u> <ul style="list-style-type: none"> • 6th Cleaned turbidity analyzer and tested auto dialer • 16th Cleaned Cl17 analyzer • 18th Cleaned NaSi, Cl2 and Cl17 injectors, replaced Stenner pump tube, Verified UV #1 sensor. • 19th Ran generator test and verified UV #2 sensor
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.
Alarms		Date: Alarm:
Main breaks/Leaks		Date: Type:
Power outages		Date: 12 th Hydro Interruption
Shut-off / Turn-on / Complaints		Shut-off: Turn-on: Complaint:
Locates		

Ashfield-Colborne-Wawanosh Monthly Summary

Month: March Year: 2020

Huron Sands:

Item	Number	Comments
Adverse Samples		
Non-compliances		
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> • Getting ready for start up • Chemical feed pumps rebuilt and analyzer re-tubed •
General Information:		
Alarms		Date: Alarm:
Main breaks/Leaks		Date: Type:
Power outages		Date:
Shut-off / Turn-on / Complaints		Shut-off: Turn-on: Complaint:
Locates		

On-Going Items / Recommendations:

There was 1 locate in ACW for March

*** All sites being sanitized weekly as per COVID19 protocol***

Dungannon:

- Testing of the raw water arsenic is being completed weekly
- Temporary regulatory relief has been granted for arsenic
- Testing for Raw water pilot project is concluded March 26th

Benmiller:

- Wiring issues in the building are slowly being looked after
- Will be doing Inspection on Collection System next month
- Collection system inspected, report sent in
- Value Guard contacted to clean obstructions next month

Century Heights:

- UV needs to be addressed by engineer soon
- Three new PSI tanks installed
- Main door has been replaced and painted
- Painted Hydrants
- Required information has been sent to BM Ross for UV replacement

Huron Sands:

- Checking building conditions weekly
- Preparing to put online early April as per ACW request

Completed by: Sarah Telford _____
Quality Assurance and Compliance Specialist
Veolia Water Canada



CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 34-2020

BEING A BY-LAW TO PROVIDE FOR THE ADOPTION OF THE
2020 MUNICIPAL BUDGET AND 2020 TAX RATES

WHEREAS Section 312 of the *Municipal Act, S.O.2001, c.25* as amended, provides that the Council of a local municipality shall, after the adoption of estimates for the year, pass a By-Law to levy a separate tax rate, as specified in the By-Law, on the assessment in each property class in the local municipality rateable for local municipality purposes;

AND WHEREAS the Assessment Roll made in 2019 and upon which the 2020 taxes are to be levied has been received by the Township of Ashfield-Colborne-Wawanosh;

AND WHEREAS the County of Huron, under the provisions of Section 308, 311 and 312 of the *Municipal Act, S.O., 2001, c.25* as amended, has established tax ratios and a county tax levy for 2020;

AND WHEREAS the Minister of Finance, under the provisions of Ontario Regulation 2/14, under the *Education Act*, has prescribed the education tax rates;

AND WHEREAS Section 326 of the *Municipal Act, S.O., 2001, c.25* as amended, authorizes that a municipality may designate the area of a municipality in which residents and property owners receive or will receive an additional benefit from the special service that is not received or will not be received in other areas of the municipality;

AND WHEREAS Section 398 of the *Municipal Act, S.O. 2001, c.25* as amended, provides that fees and charges imposed by the municipality, upper-tier municipality or local board may be added to the tax roll and collected in the same manner as municipal taxes;

AND WHEREAS it is necessary and expedient to levy on the whole rateable property according to the last revised assessment roll of the Township of Ashfield-Colborne-Wawanosh for General, County and Education purposes of the said Township of Ashfield-Colborne-Wawanosh for the current year as set out in the 2020 Budget;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh ENACTS AS FOLLOWS:

- 1) THAT the assessment contained in the assessment roll of the Township of Ashfield-Colborne-Wawanosh compiled during the year 2019 and returned in October 31, 2019 is hereby adopted and confirmed as the assessment on which the taxes for the year 2020 shall be levied.
- 2) THAT the tax rates as per Schedule "A" attached hereto shall be levied and charged in 2020.
- 3) That special area rates as per Schedule "B" attached hereto shall be levied and charged in 2020.
- 4) THAT the taxes shall become due and payable in two instalments, less the interim billing, of approximately one half, on the 30th day of September 2020 and the balance on the 30th day of November 2020.

- 5) THAT there shall be imposed a penalty for non-payment of taxes on the first day following the due date in the amount of 1 1/4% of the amount due and unpaid, and an additional penalty of 1 1/4% shall be added on the first day of each calendar month thereafter in which default continues.
- 6) THAT the Collector is hereby authorized to mail or cause to be mailed the notice of taxes due to the address of the residence or place of business of the person to whom notice is required to be given.
- 7) THAT nothing in this By-Law shall prevent the Collector from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and By-Laws governing the collection of taxes.
- 8) THAT this By-Law shall come into force and effect upon the date of the final passing thereof and may be cited as the "2020 Tax Rate By-Law."

Read a FIRST and SECOND time this 5th day of May, 2020.

Read a THIRD TIME and FINALLY PASSED this 5th day of May, 2020.

Mayor, Glen McNeil

CAO/Clerk-Treasurer, Mark Becker

SCHEDULE "A"

TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH

<u>2020 FINAL LEVY</u>		<u>TOWNSHIP</u>		<u>COUNTY</u>		<u>EDUCATION</u>			<u>GRAND TOTAL</u>	<u>GRAND TOTAL</u>
<u>ASSESSMENT</u>		<u>TAXRATE</u>	<u>TOTAL</u>	<u>TAXRATE</u>	<u>TOTAL</u>	<u>TAXRATE</u>	<u>TOTAL</u>	<u>FINAL</u>	<u>TAXRATE</u>	
RES/FARM	867784600	0.003961716	3437916.13	0.00457022	3965966.53	0.00153	1327710.44	8731593.11	0.01006194	8731593.11
PIPELINE	2351700	0.002773201	6521.74	0.00319915	7523.44	0.00458716	10787.62	24832.80	0.01055951	24832.80
COMM OCC	25455600	0.004357888	110932.65	0.00502724	127971.41	0.0098	249464.88	488368.94	0.01918513	488368.94
COMM VAC UNIT	1019500	0.003050521	3110.01	0.00351907	3587.69	0.0098	9991.10	16688.80	0.01636959	16688.80
COMM VAC LAND	194900	0.003050521	594.55	0.00351907	685.87	0.0098	1910.02	3190.43	0.01636959	3190.43
IND OCC	25562400	0.004357888	111398.08	0.00502724	128508.32	0.0098	250511.52	490417.92	0.01918513	490417.92
IND VAC	237300	0.003050521	723.89	0.00351907	835.08	0.0098	2325.54	3884.50	0.01636959	3884.50
SMALL FARM COMM	50000	0.001089472	54.47	0.00125681	62.84	0.00245	122.50	239.81	0.00479628	239.81
FARMLAND	1041089400	0.000990429	1031125.13	0.00114256	1189507.10	0.0003825	398216.70	2618848.93	0.00251549	2618848.93
MAN FORESTS	6437800	0.000990429	6376.18	0.00114256	7355.57	0.0003825	2462.46	16194.22	0.00251549	16194.22
TOTAL	1970183200		4708753		5432004		2253503	12394259		12394259

Schedule "B"

SCHEDULE "B"					
TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH					
SPECIAL AREA RATES					RATE
ROADS					
Huron Sands Roads Flat Rate					\$ 50.00
WATER					
Water Service Flat Rate					\$1,360.00
Water Service Flat Rate for Benmiller Inn					\$38,535.00
SEWER					
Benmiller Estates Sewage Service Flat Rate					\$1,200.00
STREETLIGHTS					
Airport					\$ 1.75
Auburn					\$ 35.00
Saltford					\$ 75.00
Benmiller					\$ 40.00
Dungannon					\$ 45.00
Port Albert					\$ 7.00
St. Helens					\$ 7.00



7.5.2

14.3

BY-LAW NUMBER 33-2020

BEING A BY-LAW TO SET VARIOUS FEES FOR THE
TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH

WHEREAS the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh deems it expedient to establish fees in the Township;

NOW THEREFORE the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh **ENACTS AS FOLLOWS**;

1. The Corporation of the Township of Ashfield-Colborne-Wawanosh hereby adopts the list of Fees in the attached Schedule "A" and Schedule "B" to this by-law.
2. That this by-law shall come into full force and effect on day of passing.
3. That this by-law be cited as the "Consolidated Fee" by-law.
4. This By-Law supersedes By-Law No. 22-2020.

Read a FIRST and SECOND time this 5th day of May 2020.

Read a THIRD TIME and FINALLY PASSED this 5th day of May 2020.

Mayor, Glen McNeil

CAO / Clerk-Treasurer, Mark Becker

SCHEDULE "A"
By-Law No. 33-2020

A. COLBORNE CEMETERY FEES

Please refer to By-Law 50-2019
Regulating the Colborne Cemetery

B. DOG LICENSE FEES (BY-LAW No. 57-2015)

First

Dog spayed or neutered.....\$ 20.00

Dog unaltered..... \$ 30.00

Second and each additional

Dog spayed or neutered.....\$ 30.00

Dog unaltered..... \$ 40.00

Vicious Dog... ..\$ 100.00

Kennel License..... \$ 150.00

Municipal Administration Fee\$ 50.00

Late Fee..... \$ 15.00

C. BUILDING FEES

New Residential, Residential additions & Mobile Homes

\$85.00 base fee, plus \$0.70 per square foot including garage and finished basement, plus \$0.35 per square foot for unfinished basement

New Accessory Buildings over 108 square feet and additions thereto (includes Decks, Detached Garage, Storage Shed, Etc.)

\$85.00 base fee, plus \$0.50 per square foot of floor area

New Farm Buildings and Additions thereto (dry manure)

\$85.00 base fee, plus \$0.25 per square foot of floor area

New Farm Buildings and Additions thereto (liquid manure)

\$85.00 base fee, plus \$0.35 per square foot of floor area

New Non-Livestock Farm Buildings and Additions thereto

\$85.00 base fee, plus \$0.20 per square foot of floor area

New Commercial, Industrial or Institutional and additions thereto

\$85.00 base fee, plus \$0.70 per square foot of floor area

Liquid Manure Tanks

Free Standing \$85.00 base fee, plus \$6.00 per foot diameter, minimum charge of \$400.00

Liquid manure storage under barns subject to an additional fee of \$400.00

Separate Installations of silos

\$250.00

Separate installations of steel grain bins

\$200.00

Change of Use (no renovations)

\$100.00

Any construction project that is started without first obtaining necessary permit

Four (4) times the cost of the permit fee

Demolition permit

\$85.00

Swimming Pools

\$125.00

Occupancy Permit

\$100.00

Renovations and repairs to existing buildings

\$85.00 base fee, plus \$11.00 per thousand of construction value

Miscellaneous Inspections & Re-Inspections

\$100.00

Transfer of Building Permit

\$125.00

Review by Consultant / Engineer / Solicitor Deposit (Actual cost to be paid from deposit. When the actual cost is less than the deposit the difference to be refunded. When the actual cost is greater than the deposit the difference is owing.)

Minor \$1,000.00 / Major \$5,000.00

Wind Turbines

\$85.00 plus \$20.00 per thousand of actual value of construction of footings and foundation

Any building construction, renovation or repair not listed above

\$85.00 base fee, plus \$11.00 per thousand of construction value

Sewage System Fees

Class 2, 3, 4 or 5 New or Replacement System	\$750.00
Class 4 or 5 Tank Replacement or Leaching Bed	\$400.00
Building Alterations / Change of Use*	\$200.00

**A \$200 credit shall be applied to a new sewer system permit application where a building alteration appraisal has required a new or altered sewage system be installed.*

Plumbing Permit Fees

Plumbing permit base fee	\$204.00
Fixture unit rate (\$12.00 per fixture unit)	\$12.00
Sewer inspections (\$131.00 for first 30 meters)	\$131.00
Sewer inspections (\$3.15 for each additional 30 meters)	\$3.15
Water connections inspections (\$131.00 for first 30 meters)	\$131.00
Water connections inspections (\$3.15 for each additional 30 meters)	\$3.15
Alterations without addition of fixtures	\$8.00
Storm sewer inspection (first 30 meters)	\$131.00
Storm sewer inspection (\$2.00 per linear meter exceeding 30 meters)	\$2.00
Catch basins / manholes inspection	\$11.00
Inspection of testable backflow prevention devices (\$78.00 per unit)	\$78.00
Rain water leader piping inspection (\$2.00 per linear meter)	\$2.00
Roof drains inspection (\$11.00 per drain)	\$11.00
Main building drain inspection (\$2.00 per linear meter)	\$2.00
Fire / water service inspection (first 30 meters)	\$132.00
Fire / water service inspections (\$2.00 per linear meter exceeding 30 meters)	\$2.00

D. PLANNING FEES

Consent	\$2,164.00
Zoning By-Law Amendment (ZBLA)	\$1,947.00
Minor Variance	
1 or 2 variances	\$1,514.00
3 or more variances	\$1,947.00
Plan of Subdivision/Condominium	
1 to 10 lots/blocks/units	\$6,493.00
11 or more lots/blocks/units	\$6,493.00 + \$102 per lot, unit or block over
10 to a maximum of \$15,606	
Official Plan Amendment (OPA)	
County OPA, local OPA	\$3,788.00
Local OPA & ZBLA	\$4,762.00
County OPA & local OPA	\$6,277.00
County OPA, local OPA & ZBLA	\$7,306.00
Removal of Holding (H) Symbol	\$ 540.00
Renewal of Temporary Use	
Zoning By-Law	\$1,461.00
By-law to Deem Lots not in a Plan Of Subdivision, or the repeal of such By-Law	\$ 432.00
By-law to Deem Lots not in a Plan Of Subdivision, or the repeal of such By-Law Where combined with any other planning application (in both cases Applicants cover all legal costs & by-law prep)	\$ 216.00
Part Lot Control Exemption	\$2,164.00
Part Lot Control Exemption Following a related planning application (applicants cover all legal costs & by-law prep)	\$1,082.00
Draft Approval Extension	\$ 540.00
Phasing Final Approval	\$1,081.00 for phases over 2
Changes following Draft Approval	
To Plan	\$ 540.00
To Conditions	\$ 540.00
Natural Heritage Review by County	\$ 212.00
Parkland Fees	\$ 250.00 per lot created

Sewage System Review

Severance Application Inspection (up to 2 lots)	\$268.00
Severance Application Inspection (more than 2 lots)	\$509.00
Plan of Subdivision (> 5 lots)	\$1,058.00
Minor Variance Inspection	\$127.00
Rezoning Inspection	\$127.00
Official Plan Amendment	\$181.00

E. TAX AND ZONING CERTIFICATES

Tax Certificate	\$50
Zoning Certificate	\$100
Zoning Certificate with Copy of Permit(s)	\$175

F. LOTTERY, RAFFLE AND BINGO LICENSE FEES (no H.S.T.)

Charitable, non-profit events and community interest groups;

Bingo license	3% of prize package
Raffles	3% of prize package
Break-open tickets	3% of prize package

G. FACILITIES RENTAL

1.	St. Helens Hall	\$60.00-Winter, \$30.00-Summer + H.S.T.
2.	Ashfield Park Pavilion	\$75.00 + H.S.T.
3.	Benmiller Community Hall/Ball Diamond + H.S.T.	
	Upstairs	\$ 100
	Basement	\$ 50
	Ball Diamond per game - No Lights	\$ 20
	Ball Diamond per game - With Lights	\$ 30
	Tournament Rate – 1 Day (grounds only)	\$ 215
	Tournament Rate – Fri & Sat (grounds only)	\$ 250
	Tournament Rate – Weekend (grounds only)	\$ 500
	Additional rental of grounds with building	\$ 25 + bldg rent
	Additional rental of grounds/diamond lights with buildings	\$ 50 + bldg rent
	Ball Diamond advertising signs, 3 years	\$500
	Ball Diamond advertising signs, 1 year	\$200

H. 9-1-1 PROPERTY SIGNS

Blade only	\$35.00
Blade + Hardware	\$45.00

I. ADMINISTRATION FEES

1.	Photocopies	\$.25 per page
2.	Facsimile	
	(i) to transmit	\$4.00 for 1 st page \$1.00 each additional
	(ii) to receive	\$1.00 per page

J. LANDFILL/GARBAGE COLLECTION FEES**Ashfield Landfill**

Bag Tags (Household Garbage, Standard 26" x 36" bag)	\$ 2.00 each
Garbage (effective on date of passage of by-law)	\$100.00 /ton
Minimum Charge Per Load of Waste (5 Household bags of garbage or less)	\$10.00 \$ 2.00 / bag
Automobile Tires up to 16.5 inch	\$0.00 each-must be off rim
Truck Tires 16.5 inch to 19.5 inch	\$0.00 each-must be off rim
Commercial Truck Tires 10.00 x 20 to 11.00 x 24.5	\$0.00 each-must be off rim
Tractor Tires	\$0.00 each-must be off rim
After Hour Charge	\$50.00 per hour

WASTE COLLECTION STICKER FOR CURBSIDE PICKUP

Township of Ashfield-Colborne-Wawanosh Bag Tags (Household Garbage, Standard 26" x 36" bag)	\$2.00 each
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K. FOLEES

In accordance with the Freedom of Information and Protection of Privacy Act, R.R.O. 1990, Regulation 460.

L. TILE LOAN INSPECTION FEES

Tile Loan Inspection Fee - \$300.00

Municipal Drainage – Interest

Interest will be charged on Municipal Drainage Projects at the following rates

1. Maintenance Projects – billed at the rate of 1.25 % per month on outstanding accounts.
2. Capital Projects – will be billed at the rate of 3% on all invoices pertaining to the project, from the time of the municipal payment of the invoice to the invoicing of the project.

M. ROAD DEPARTMENT

1. Entranceways

\$35.00 permit fee, \$300.00 + HST refundable deposit. A refund of \$300.00 + HST shall be refunded to the owner within 30 days upon completion and inspection.

2. Cost of Services Sold+ HST

Work for other departments, ie; office, cemetery, water sites, hourly rate

a) Other townships	\$85.00/hour
b) Equipment truck + graders	\$40.00/hour + payroll burden
tractor	\$20.00/hour + payroll burden

Other (Unassumed Roads)

a) Grader + Operator	\$75.00/hour + HST
b) Tandem + Operator	\$75.00/hour + HST
c) Tractor + mower or attachment	\$50.00/hour + HST

3. Sales at Shed Door

Culverts	Actual Costs + 25% + HST
Used Culverts	Good Condition ½ of replacement price + HST
	Poor Condition whatever agreed upon + HST
Signs	Actual Costs + 25% + HST

4. Gravel

Tendered Price + H.S.T.

N. NSF CHEQUES

\$40.00

O. WATER SERVICE RATES

Huron Sands	\$ 1360.00
Century Heights	\$ 1360.00
Amberley	\$ 1360.00
Lucknow (WW)	\$ 1360.00
Lucknow (ASH)	\$ 1360.00+ Over Flat
Dungannon	\$ 1360.00
Benmiller Community Hall	\$ 1360.00
Benmiller Estates	\$ 1360.00
Benmiller Inn	\$ 38,535.00
Benmiller Sewage	\$ 1,200.00 (\$1,150 BM / \$50 Twsp)

P. LOCAL IMPROVEMENT RATES**Streetlights**

Airport	\$ 1.75
Auburn	\$ 35.00
Saltford	\$ 75.00
Benmiller	\$ 40.00
Dungannon	\$ 45.00
Port Albert	\$ 7.00
St. Helens	\$ 7.00

Roads

Huron Sands	\$50.00
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Q. WATER HOOK UP RATES

Please refer to By-Law 30-2016
Regulating connection to the Municipal Water Systems

R. PROPERTY STANDARDS APPEALS

Property Standards Appeal	\$100.00
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Schedule "B"

By-Law Number 33-2020



**LUCKNOW & DISTRICT RECREATION DEPARTMENT
LUCKNOW & DISTRICT SPORTS COMPLEX
2020 RATES & FEES**

HALL/ROOM RENTAL RATES	RATE	HST	TOTAL
ARENA FLOOR			
Arena Floor (Per Hour)	\$50.00	\$6.50	\$56.50
Arena Floor (Per Day)	\$285.00	\$37.05	\$322.05
Arena Floor (Stag & Doe/Licenced Event) Plus Security Where Required	\$675.00	\$87.75	\$762.75
DAVE FARRISH CHAMPIONS CHAMBER			
Meeting (Per Hour)	\$25.00	\$3.25	\$28.25
Meeting (Per Day)	\$130.00	\$16.90	\$146.90
Meeting - Apr 1 to Sept 30 After 4:00 pm and Weekends (Per Hour)	\$50.00	\$6.50	\$56.50
Meeting - Apr 1 to Sept 30 After 4:00 pm and Weekends (Per Day)	\$200.00	\$26.00	\$226.00
Classes (Per Hour)	\$20.00	\$2.60	\$22.60
Classes - Apr 1 to Sep 30 After 4:00 pm and Weekends (Per Hour)	\$50.00	\$6.50	\$56.50
Gratitude Group (Per Use)	\$10.00	\$1.30	\$11.30
Early On (Per Use)	\$20.00	Exempt	\$20.00
PAUL HENDERSON HALL			
Hall (Per Hour)	\$25.00	\$3.25	\$28.25
Kitchen (Per Use)	\$30.00	\$3.90	\$33.90
Hall & Kitchen (Per Day)	\$150.00	\$19.50	\$169.50
Hall - Apr 1 to Sept 30 After 4:00 pm and Weekends (Per Hour)	\$50.00	\$6.50	\$56.50
Hall & Kitchen - Apr 1 to Sept 30 After 4:00 pm and Weekends (Per Day)	\$225.00	\$29.25	\$254.25
Licensed Blue Line Club Events (Per Day)	\$95.00	\$12.35	\$107.35
Hall (Stag & Doe) Plus Security	\$275.00	\$35.75	\$310.75
Room Setup Fee (Per Use)	\$25.00	\$3.25	\$28.25
ICE RENTAL RATES			
Prime Time Ice Rental (Per Hour)	\$135.00	\$17.55	\$152.55
Non Prime Time Ice Rental - Weekday's 8:00 am to 4:00 pm (Per Hour)	\$85.00	\$11.05	\$96.05
Last Minute Ice Rental - 2 Days in Advance - Casual Users (Per Hour)	\$50.00	\$6.50	\$56.50
Broomball Ice Rental (Per Hour)	\$80.00	\$10.40	\$90.40
Tournament Ice Rental (Minimum of 8 hours) (Per Hour)	\$110.00	\$14.30	\$124.30
Huron Bruce Minor Hockey Ice Rental (Per Hour)	\$95.00	\$12.35	\$107.35
Lucknow Skating Club Ice Rental (Per Hour)	\$50.00	\$6.50	\$56.50
Time Clock Staff Charge (Per Game)	\$25.00	\$3.25	\$28.25
PUBLIC SKATING ADMISSION RATES			
Public Skating Admission - Adult	\$3.54	\$0.46	\$4.00
Public Skating Admission - Student	\$1.77	\$0.23	\$2.00
Public Skating Admission - Child	\$1.77	\$0.23	\$2.00
Public Skating Admission - Family (Maximum of 6)	\$5.31	\$0.69	\$6.00
CALEDONIA & KINSMEN BASEBALL DIAMOND RENTAL RATES			
Diamond Rental (Unmaintained) - Without Lights (Per Game)	\$10.00	\$1.30	\$11.30
Diamond Rental (Unmaintained) - With Lights (Per Game)	\$20.00	\$2.60	\$22.60
MEN'S & LADIES SLO PITCH LEAGUE FEES			
Slo Pitch League Fees (Per Team)	\$600.00	\$78.00	\$678.00
KINSMEN SOCCER FIELDS RENTAL RATES			
Field Rental - Per Field (Per Game)	\$10.00	\$1.30	\$11.30
ADVERTISING RATES			
Arena Board Advertisement (Per Year)	\$475.00	\$61.75	\$536.75
Ice Resurfacer Advertisement - 12" x 12" (Per Year)	\$200.00	\$26.00	\$226.00
Ice Resurfacer Advertisement - 24" x 12" (Per Year)	\$250.00	\$32.50	\$282.50
Ice Resurfacer Advertisement - 24" x 24" (Per Year)	\$350.00	\$45.50	\$395.50
Ice Logo - Painted (Per year)	\$300.00	\$39.00	\$339.00
Ice Logo - Freeze In (Per year)	\$50.00	\$6.50	\$56.50
SPONSORSHIP RATES			
Public Skating Sponsorship (Per Event)	\$95.00	\$12.35	\$107.35
Public Swimming Sponsorship (Per Event)	\$75.00	\$9.75	\$84.75
SWIMMING POOL ADMISSION RATES			
Public Swimming Admission - Pre School (Ages 0 to 4)	\$2.65	\$0.35	\$3.00
Public Swimming Admission - Child/Youth (Ages 5 to 17)	\$3.54	\$0.46	\$4.00
Public Swimming Admission - Adults (Ages 18 +)	\$5.31	\$0.69	\$6.00
Public Swimming Admission - Senior	\$4.42	\$0.58	\$5.00

Parent/Tot Swimming Admission (Per Person)	\$2.65	\$0.35	\$3.00
Water Games Admission (Per Person)	\$2.65	\$0.35	\$3.00
Public Swimming Season Pass - Single	\$70.80	\$9.20	\$80.00
Public Swimming Season Pass - Double	\$123.89	\$16.11	\$140.00
Public Swimming Season Pass - Family (Maximum of 6)	\$168.14	\$21.86	\$190.00
AQUATIC LESSONS/PROGRAMS RATES			
	RATE	HST	TOTAL
Swim Animal Public Lessons	\$40.00	Exempt	\$40.00
Swim Levels 1 to 4 Public Lessons	\$70.00	Exempt	\$70.00
Swim Levels 5 to 8 Public Lessons	\$75.00	Exempt	\$75.00
Swim Levels 9 & 10 Public Lessons	\$80.00	Exempt	\$80.00
Family Public Lessons (Maximum of 3 Children)	\$180.00	Exempt	\$180.00
Private Lessons (Per Child)	Additional \$25.00		
Swim Team	\$55.00	Exempt	\$55.00
Aqua Fit (Per Class)	\$5.31	\$0.69	\$6.00
Aqua Fit - Season Pass	\$79.65	\$10.35	\$90.00
Lane Swim (Per Class)	\$5.31	\$0.69	\$6.00
Lane Swim - Season Pass	\$79.65	\$10.35	\$90.00
Private Pool Rental (Per Hour)	\$60.00	\$7.80	\$67.80
MINOR SOCCER REGISTRATION RATES			
	RATE	HST	TOTAL
U 4	\$50.00	Exempt	\$50.00
U 6	\$50.00	Exempt	\$50.00
U 8	\$80.00	Exempt	\$80.00
U 10	\$80.00	Exempt	\$80.00
U 12	\$95.00	Exempt	\$95.00
U 15	\$95.00	Exempt	\$95.00
U 18	\$105.00	Exempt	\$105.00
MINOR BASEBALL REGISTRATION RATES			
	RATE	HST	TOTAL
T Ball	\$35.00	Exempt	\$35.00
Pre Mite	\$55.00	Exempt	\$55.00
Mite	\$65.00	Exempt	\$65.00
Squirt	\$90.00	Exempt	\$90.00
PeeWee	\$90.00	Exempt	\$90.00
Bantam	\$90.00	Exempt	\$90.00
Midget	\$90.00	Exempt	\$90.00
Coed Slo Pitch	\$75.00	Exempt	\$75.00
LEARN TO SKATE REGISTRATION RATES			
	RATE	HST	TOTAL
Junior	\$120.00	Exempt	\$120.00
Senior	\$120.00	Exempt	\$120.00
YOUTH SUMMER SPORTS CAMP REGISTRATION RATES			
	RATE	HST	TOTAL
5 Day Camp	\$140.00	Exempt	\$140.00
4 Day Camp	\$115.00	Exempt	\$115.00
Family Rate (3 or more Children) - 5 Day Camp (Per Child)	\$110.00	Exempt	\$110.00
Family Rate (3 or more Children) - 4 Day Camp (Per Child)	\$95.00	Exempt	\$95.00

A-C-W Water Department	Approved in 2019 - 5 Year Plan	
Blended Water Systems	Previous Yearly Rate	New Yearly Rate
Huron Sands Century Heights Benmiller Dungannon Amberley South Lucknow	\$1,181	\$1,360
Benmiller Inn	\$37,928	\$38,535

Sewers		
System	Previous Yearly Rate	New Yearly Rate
Benmiller	\$1,050.00	\$1,200.00

COMMITTEE REPORT

To: Council
From: The Community Development Committee
Date: May 5, 2020
Subject: Community Support Coordinator - Urgency

RECOMMENDATION:

THAT the Council of the Corporation of Ashfield-Colborne-Wawanosh include the Community Support Coordinator position in the 2020 wage market check.

BACKGROUND:

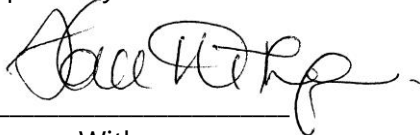
As Council will recall, at the April 7th meeting, Council determined that while they support the idea of establishing a Community Support Coordinator, it was concluded that during the emergency declared due to COVID-19, proceeding with the project would need to be placed on hold until the emergency is declared over. Council did encourage the Committee, in the meantime, to consider the cost of employing a Community Support Coordinator. The Committee met on April 16th to discuss next steps.

COMMENT:

The Committee considered that the need for a Community Support Coordinator may prove to be more urgent than originally anticipated. Due to the economic impacts COVID-19 will have on our local communities, accessing available resources that will support the community may prove to be a challenge. The Committee is suggesting that having a Community Support Coordinator in place sooner rather than later will help communities access the resources they need in order help communities navigate the fall-out of the pandemic.

The Committee amended the Job Description to adequately reflect the change in need, and respectfully request that Council direct staff to include this new position in the 2020 wage market check that will take place.

Respectfully submitted,



Florence Witherspoon

Community Support Coordinator

Ashfield-Colborne-Wawanosh Township

April 2020

Purpose

Community vitality depends on building local cooperation and acting on local passions and motivations. The Community Support Coordinator offers assistance to local groups in exploring their needs, achieving consensus, and organizing to pursue and implement solutions to issues they face.

Responsibilities

- Develop rapport with and maintain regular contacts throughout ACW's rural communities and its permanent and seasonal settlement areas, and with community-support organizations (Huron County Social Services, Huron Perth Public Health, granting agencies, etc).
- Maintain a network to facilitate the sharing of knowledge and resources within and between groups.
- Participate in groups as an ACW staff resource and assist in presenting their needs to Council and community-support organizations.
- Maintain awareness of programs relevant to local needs, and assist groups in preparing applications for funding and other forms of assistance.
- Assist groups in organizing and conducting fund-raising and other community events.
- Organize and conduct skill-development workshops where and when appropriate.
- Maintain in-depth knowledge of municipal and other relevant regulations, policies, and procedures.

Requirements

- An irregular combination of daytime in-office/work-from-home hours plus evening and/or weekend hours.
- Travel within the Township and the surrounding areas to participate in community events and meet with local groups and individuals.
- Verbal and written communications skills; tactful persuasive motivational abilities; commitment and enthusiasm; self-motivated work habits.
- Prior experience in some number of areas such as report writing, public speaking, community relations, organizing and administering volunteer-led associations, project and budget management, applying for grants, rural economic development, community interaction through websites and social media, living in a rural/agricultural community, etc.

Reports to

- TBD by CAO. Council's Community Development Committee will interact in an advisory capacity.



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Community Development Committee Minutes April 16, 2020

Township of Ashfield-Colborne-Wawanosh Community Development Committee met on the 16th day of April 2020 at 10:00 a.m. via Zoom, an online video conferencing platform.

Present were:

Deputy Mayor
Councillor
Deputy Clerk

Roger Watt
Jennifer Miltenburg
Florence Witherspoon

1.0 CALL TO ORDER

The meeting was called to order at 10:00 am.

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

None disclosed.

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

Community Development Committee Minutes – February 18, 2020 and March 3, 2020.

Moved by Roger Watt
Seconded by Jennifer Miltenburg

ADOPT CDC #1
CMT
MINUTES

THAT the Community Development Committee adopt the February 18, 2020 and March 3, 2020 Committee Meeting Minutes as written.

Carried.

4.0 BUSINESS OF THE COMMITTEE

4.1 Moving Forward – Post Council Report

At the last meeting, the agreed upon Action was to prepare a report for Council, outlining the intent of the Committee to create a mandate for a Community Support Coordinator, and requested the endorsement of Council.

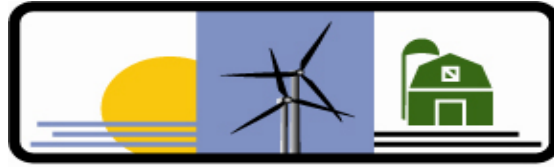
Since the last meeting of the Committee, the COVID-19 emergency was declared. The Report was presented to Council, and it was determined that while they support the idea of the Committee, it was considered an item that could not be proceeded with until the emergency was declared over. This stated, Council did encourage the Committee, in the meantime, to consider the cost of employing a Community Support Coordinator.

With this direction, the Committee considered that the urgency in creating this position may be more significant with the fall-out of the COVID-19 pandemic. The Community will be in need of an individual to help support their recovery once the emergency restrictions have been lifted. It was discussed that support would be needed to coordinate with the community support organizations as well, not just with the communities themselves. This would include encouraging networking with the Huron County Social Services, Health Unit, granting agencies, etc. The Job Description as currently drafted will need to be changed to reflect the broader responsibilities.

ACTION: Florence will prepare a Report for Council suggesting the urgency in creating this position and will also request the CAO contact the Township's Human Resources Consultant with the proposed Job Description for the purpose of determining a salary range. Roger will adjust the Job Description to reflect the agreed upon direction.

5.0 ADJOURNMENT

The Committee adjourned to meet again after direction has been received from Council.



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Community Development Committee Minutes March 3, 2020

Township of Ashfield-Colborne-Wawanosh Community Development Committee met on the 3rd day of March, 2020 at 1:00 pm in the Township of Ashfield-Colborne-Wawanosh Council Chambers. Present were:

Deputy Mayor
Councillor
Deputy Clerk

Roger Watt
Jennifer Miltenburg
Florence Witherspoon

1.0 **CALL TO ORDER**

The meeting was called to order.

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

None disclosed.

3.0 **BUSINESS OF THE COMMITTEE**

3.1 Terms of Reference / Job Descriptions

At the February 18th meeting, each member was tasked with bringing back information related to a Terms of Reference and/or Job Descriptions related to community development programs or positions.

Roger Watt had prepared a Job Description based on the discussion at the last meeting, as well as searching the internet for positions descriptions which have a mandate to support community development.

After discussion, it was determined that the mandate of the Committee would be best fulfilled by a staff role that would be supported by the Committee for a period of time, to oversee the support offered to the community groups.

The Committee decided to bring the proposal to Council for their endorsement. A report will be drafted outlining the discussions of the Committee.

ACTION: Florence will draft a Report for Council's consideration, including the proposal as drafted by Roger.

4.0 **ADJOURNMENT**

The Committee adjourned to meet again after direction of Council.



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Community Development Committee Minutes February 18, 2020

Township of Ashfield-Colborne-Wawanosh Community Development Committee held its first meeting on the 18th day of February 2020 at 1:00 pm in the Township of Ashfield-Colborne-Wawanosh Council Chambers. Present were:

Deputy Mayor
Councillor
Deputy Clerk

Roger Watt
Jennifer Miltenburg
Florence Witherspoon

1.0 **CALL TO ORDER**

The meeting was called to order.

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

None disclosed.

3.0 **BUSINESS OF THE COMMITTEE**

3.1 Appointment, Establishment and Mandate

This meeting was called to initiate the Community Development Committee, which was struck by Council on January 14, 2020. The CDC appointed the above noted members to the committee, who are to bring back recommendation to Council on two additional members for the Committee, one from the lakeshore community, and one from the agricultural community.

The Committee was established based on an Action Item of the 2019 Strategic Action Plan. It was determined that the focus on this Committee needs to be on the supporting and encouraging strong communities, or the “Third Space” within the Township. The Committee will offer assistance to local community groups in addressing gaps in their abilities to fulfill their own community mandates where they lack the resources or expertise. It was confirmed that the focus of the Committee is community development and not economic development.

Prior to considering additional members as required, the Committee decided to first seek out a Committee Terms of Reference and a Job Description of an individual who would ultimately be the result of the Community Development Committee's mandate. With the scope defined, this will assist in selecting the additional members.

ACTION: Each member was tasked with bringing back information related to a Terms of Reference and/or Job Descriptions related to community development programs or positions.

4.0 ADJOURNMENT

The Committee adjourned to meet again on March 3, 2020 at 1:00 pm.

Hi Mark

Ward & Uptigrove can perform a 2020 Market Check and Pay Equity Review using the same process as 2016 for \$8,200 plus HST.

Our deliverables are as follows:

- Market check of all staff pay to be implemented effective January 1, 2021
- Pay Equity review of market adjusted 2021 pay bands as at January 1, 2021

Our procedures include

- Suggest appropriate municipal comparators for ACW and get Council approval
- Contact approved comparators and get 2020 pay bands, organization charts, job descriptions and other appropriate pay data
- Ensure all ACW job descriptions are current
- Updated job evaluations of all ACW positions using same tool as 2016
- Take median of the pays of comparable (to ACW) positions of the approved comparators
- Prepare a draft market adjusted 2020 pay bands and index to 2021
- Perform pay equity review of the draft market adjusted 2021 pay bands
- Appear at a closed session of Council in Fall 2020 and present draft market adjusted 2020 pay bands for their consideration and approval

Regards Ben

Ben Cornell CPA, CA, CHRL
Senior HR Professional



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F: (519) 291-1850
E-mail: benc@w-u.on.ca
www.wardanduptigrove.com



COUNCIL REPORT

7.6.1

From: Brian Van Osch, Public Works
Superintendent
Date: April 29, 2020
Subject: Public Works Report April 2020

RECOMMENDATION:

That the report be received and filed.

INFORMATION:

1. Installed new road crossing culverts on Harper Line and School Road.
2. Ditch cleanouts have been completed on Westmount Line, Kimberley Dr. and Glen's Hill Road.
3. Street sweeping of our urban areas has been completed.
4. Shoulder grading of paved roads has been completed (where needed).
5. Work at the mouth of the Nine Mile River to reduce flooding and erosion.
6. Repaired the entrance to the picnic area at Balls Bridge with gravel.

Respectfully submitted,

Brian Van Osch, Public Works Superintendent



COUNCIL REPORT

From: Brian Van Osch, Public Works
Superintendent
Date: April 29, 2020
Subject: Nine Mile River – Port Albert

RECOMMENDATION:

For your information purposes.

INFORMATION:

Flooding and erosion were occurring at the mouth of the Nine Mile River in Port Albert.

On Monday April 12th the mouth of the Nine Mile River in Port Albert was realigned to Lake Huron by the Township. The river mouth had drifted more than 200 metres to the south causing extensive erosion damage in the area and causing flooding up stream in the low-lying areas.

The Township Staff have been monitoring the river mouth all spring and started receiving calls from residents to see if anything can be done to reduce the erosion damage caused by the abnormal flow of the river.

Sue Orr, a landowner affected by the flooding and erosion, indicated that she would assist the Township with the cost of having the work completed and provided \$ 500 towards the costs.

It was made clear to any residents that we spoke with, that this will be an ongoing issue until the lake water levels drop and that they will have to monitor the flow and redirect the flow by trenching a channel through the sand when necessary.

Respectfully submitted,

Brian Van Osch, Public Works Superintendent



COUNCIL REPORT

From: Brian Van Osch, Public Works
Superintendent
Date: April 29, 2020
Subject: Resurfacing / Paving Quotation

RECOMMENDATION:

That Council accept the paving quote from Lavis Contracting Co. Lt. in the amount of \$ 619,380.00 plus HST.

BACKGROUND:

2020 Paving Program as follows:

Glen's Hill Road Resurfacing 3.6 kms	\$ 263,775	Budget: \$ 300,000
Glen's Hill Road Paving 5.4 kms	\$ 355,605	Budget: \$ 400,000
Total	\$ 619,380 plus HST	

COMMENT:

Road and grader preparation to be completed by Township Staff.

Shoulder gravel to be supplied and placed by Township Staff.

Respectfully submitted,

Brian Van Osch, Public Works Superintendent



AFFILIATED COMPANIES:



**Cold In-Place Recycling – Asphalt Paving – Ready Mix Concrete Supply
Excavating, Grading - Sand, Gravel - Sewer & Watermain**

37462A Huron Rd., RR#2 Clinton, Ontario, N0M 1L0 – Phone: (519) 482-3694 – Fax: (519) 482-7886 – www.lavis.ca

Date: April 22, 2020
To: Township of Ashfield-Colborne-Wawanosh
82133 Council Line
R. R. # 5
Goderich, Ontario
N7A 3Y2

Attention: Brian Van Osch
Telephone: 519-524-4669
Fax: 519-524-1951
Mobile: 519-525-3759
Project: 2020 ACW Resurfacing Program

REVISED

We are pleased to submit a proposal to you as Contractor or Owner for furnishing the labour, materials and equipment required for the performance of the following described work (the "said work") at the above location and for the above owner.

Item	Description	Estimated Quantity	Unit	Unit Price	Amount
	2020 ACW Resurfacing Program <u>The Scope of Work is as follows:</u>				
1	<u>Glens Hill Road</u> <u>Lucknow Line (Cty Rd 1) to St.Helens Line</u> Area = 3600m x 6.4m = 23,040m ² Mill End Joints Supply, Place and Compact 15mm of HL4 Asphalt Padding Supply, Place and Compact 40mm of HL4 Asphalt Topcoat Supply, Place and Compact HL4 Intersections (2)	1.00 900.00 2,370.00 80.00	Ea. tonne tonne tonne	\$800.00 \$78.50 \$78.50 \$78.50	\$800.00 \$70,650.00 \$186,045.00 \$6,280.00 \$263,775.00
2	<u>Glens Hill Road</u> <u>St.Helens Line to Donnevbrook Line</u> Area = 5400m x 6.4m = 34,560m ² Sawcut End Joint and Fine Grade Granular Extra or by Municipality Supply, Place and Compact 50mm of HL4 Asphalt Supply, Place and Compact HL4 Intersections (2)	4,450.00 80.00	tonne tonne	\$78.50 \$78.50	N/A \$349,325.00 \$6,280.00 \$355,605.00
	<u>Note:</u> 1. Fine Grading, Granular, Sawcutting Etc. is Extra or by Township Forces 2. The above prices are based on a locked in A/C price with no adjustment				
					\$619,380.00 Plus HST

It is understood that the foregoing is an estimate of the work and the materials and equipment required, and that payment shall be based on the stated unit prices for the actual work performed, and materials supplied and equipment used by the Company as determined upon completion of the work.

If the foregoing meets with your acceptance, kindly sign and return this proposal, which, upon receipt by us, becomes a binding contract. It is understood that the foregoing and the terms and conditions set forth on the accompanying page, will constitute the full and complete agreement between us.

Accepted:
By: _____
Township of Ashfield-Colborne-Wawanosh

Date: _____

Yours truly,
Jeff Morley
Jeff Morley, C.E.T
Lavis Contracting Co. Limited



AFFILIATED COMPANIES:



Cold In-Place Recycling – Asphalt Paving – Ready Mix Concrete Supply

Excavating, Grading - Sand, Gravel - Sewer & Watermain

37462A Huron Rd., RR#2 Clinton, Ontario, N0M 1L0 – Phone: (519) 482-3694 – Fax: (519) 482-7886 – www.lavis.ca

TERMS AND CONDITIONS OF PROPOSAL

- 1 H.S.T. is Extra
- 2 Quotation is Valid for 30 days.
- 3 Payment Terms, net 30 Days from invoice date. No holdback to be deducted unless mutually agreed.
- 4 Work will be scheduled once Lavis Proposal Agreement is signed and/or Customer Purchase Order is received.
- 5 Issurance of Customer's Purchase Order signifies acceptance of Term No. 3.
- 6 Credit Approval may be required prior to scheduling of the work.
- 7 Payment to be based on weigh tickets and/or field measurement
- 8 Additional work to be completed outside the Contract must be accompanied by a Change Order prior to commencement.
- 9 Asphalt to be placed on grade prepared and/or fine grade by others, unless noted otherwise.
- 10 Asphalt prices do not include line painting, adjustment of appurtenances, milling, saw cutting, or sweeping & tack coating of base asphalt, unless noted otherwise.
- 11 Testing, Traffic Control, Layout & Permits by others, unless noted otherwise.
- 12 Prices do not include Bonding, unless noted otherwise.
- 13 No warranty on surface asphalt placed after November 1st.
- 14 Any asphalt placed between November 1st and plant closing (scheduled Nov 27, 2020) will be subject to a winter handling surcharge of \$3.00 per tonne.
- 15 Prices include addendums: Nil
- 16 Standard Lavis Recycle Asphalt Mix Designs.
- 17 Lavis Contracting will arrange locates for Gas, Hydro, Bell Telephone and Independent Telephone companies on all public lands.
- 18 Owner and/or others are responsible for all utility locates as well as being liable for any damages that may occur on their private property. Utilities include, but not limited to the following: gas lines, underground hydro lines and wiring, weeping beds and sanitary piping, water lines, filed tile and storm drains.
- 19 There are no understandings and/or arrangements, verbal or otherwise outside of this written agreement.
- 20 Lavis Contracting will arrange for all plumbing inspections. It will be the Owner's and/or Other's responsibility to sign and pay for all inspections fees and permits with Huron County Health Unit and the local Municipality. The connection permit must be on site prior to any sewer installation beginning.
- 21 The Owner will be responsible for all costs in obtaining entrance permits and/or approvals coming off of Ministry of Transportation Highways, County or Municipal Roads.
- 22 Lavis Contracting cannot be held responsible for cracks or damage to existing buildings or foundations when excavating near or under foundations due to uncontrollable soil conditions.
- 23 Lavis Contracting shall have the right at any time to enter upon the premises occupied by the equipment, and shall be given free access there to and afforded all necessary facilities for the purpose of inspecting the equipment and the progress of work.
- 24 Lavis Contracting cannot be held responsible for cracks or ponding on new asphalt surfaces due to existing base failure, or if Surface Drainage is < 1%.
- 25 Lavis Contracting will leave the site in a clean and tidy conditions, but it will be the Owner's responsibility for final restoration. i.e. Shouldering the edge of new asphalt paving, Topsoil and Seed or Sod, unless noted otherwise.

Lucknow & District Joint Recreation Board



10.1

7:00 pm - Lucknow & District Sports Complex

February 19, 2020

MINUTES

MEMBERS

Jennifer Miltenburg	(X)
Lillian Abbott	(X)
Jim Hanna	(X)
Glen McNeil	(X)
Don Murray	(X)
Anita Snobelen	(X)

OTHERS

Steve Bushell, Facility Manager / Recreation Co-ordinator	(X)
Mark Becker, CAO/Clerk-Treasurer (Board Secretary)	(X)

1.0 CALL TO ORDER

Chairperson Jennifer Miltenburg.

2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

None disclosed.

3.0 ADOPTION OF PREVIOUS MEETING MINUTES

Moved by Don Murray
Seconded by Jim Hanna

ADOPTION #1 OF MINUTES THAT the Lucknow & District Joint Recreation Board hereby adopts the January 22, 2020 Meeting Minutes as written.

Carried.

4.0 DELEGATIONS

No items scheduled.

5.0 REPORT OF THE CHAIRPERSON

Nothing to report.

6.0 REPORT OF FACILITY MANAGER / RECREATION CO-ORDINATOR

6.1 R.E.D. Grant – Pool/Fitness Centre Renovations

Staff has been in contact with an advisor for the R.E.D Grant in regards to funding. The program will not cover projects associated with accessibility. The project cannot start before the grant is approved which would be June 2020. Therefore, this grant will not work in combination with the Pool/Fitness Centre project this year.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.2 Employment Grant

Staff has completed the Canada Summer Jobs Grant Application for funding towards the Pool Supervisor, Lifeguard, Parks & Recreation Summer Student, and Day Camp Leader positions.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.3 Moffitness Agreement

At the January meeting, the Board agreed to set the Moffitness rental fee at \$ 702 a year with a 5% annual increase for the space used at the Lucknow & District Sports Complex to operate the Fitness Centre. This agreement would be set until the end of the Boards term and be reviewed at that time.

We have provided the Board with a copy of the revised Moffitness Agreement. This agreement will be reviewed again at the beginning of the new Board’s Term. If the Board is content with the agreement as drafted the Board will approve the signing of the agreement.

STAFF COMMENTS: We seek your direction.

ACTION: The Board agreed to adopt the agreement as drafted by the following resolution.

Moved by Jim Hanna
Seconded by Glen McNeil

MOFFITNESS #2 THAT the Lucknow & District Joint Recreation Board hereby approves
AGREEMENT the agreement between the Lucknow & District Recreation Department
and Moffitness as drafted.

Carried.

6.4 Service Club Room Rental Policy

We have provided the Board with a copy of a draft policy to address waiving room rental fees for events held by local service groups. This policy will alleviate the need to bring all requests to the Recreation Board and create consistency among requests. If the Board is content with the draft policy the Board will need to approve the policy.

STAFF COMMENTS: We seek your direction.

ACTION: The Board agreed to adopt the policy as drafted by the following resolution.

Moved by Jim Hanna
Seconded by Anita Snobelen

SERVICE #3 THAT the Lucknow & District Joint Recreation Board hereby approves the
CLUB ROOM “Service Club Room Rental Policy” as provided.
RENTAL
POLICY

Carried.

6.5 Minor Soccer & Minor Baseball

Registration has now opened for summer Minor Soccer and summer Minor Baseball.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

6.6 Off-Season or Non-Prime Time Room Rental Rates

During the months from April 1st to September 30th, staff is regularly scheduled Monday to Friday, finishing work at 4:30 p.m. or 5:00 p.m. On occasion, there is interest in renting a room at the Lucknow and District Sports Complex beyond these normal hours of operation.

The current rental rates are as follows:

Dave Farrish Champion Chambers
\$25 per hour to a maximum of \$130 per day

Henderson Hall
\$25 per hour (no kitchen use) to a maximum of \$150 per day (including the use of the kitchen)

Staff recommends implementing (April 1st to September 30th) an off-season / non-prime time rental rates as follows:

Dave Farrish Champion Chambers

\$50 per hour to a maximum of \$200 per day

Henderson Hall

\$50 per hour (no kitchen use) to a maximum of \$225 per day (including the use of the kitchen)

Establishing an “off-season” rental rate could justify having staff come in later for a shift and stay longer on those possible days.

STAFF COMMENTS: We seek your direction.

ACTION: The Board agreed to adopt the rates as recommended by staff.

Moved by Don Murray
Seconded by Glen McNeil

RENTAL RATES OFF-SEASON #4 THAT the Lucknow & District Joint Recreation Board hereby agrees to implement (April 1st to September 30th) an off-season / non-prime time rental rates as follows:

Dave Farrish Champion Chambers

\$50 per hour to a maximum of \$200 per day

Henderson Hall

\$50 per hour (no kitchen use) to a maximum of \$225 per day (including the use of the kitchen)

Carried.

6.7 Lucknow Outdoor Pool and Fitness Centre – Renovation Tenders

Tender submissions for The Pool and Fitness Centre closed Friday February 14th 2020. We have provided the Board with a copy of the report prepared by Facility Manager / Recreation Co-ordinator Steve Bushell with regards to the tenders results.

STAFF COMMENTS: We will seek your direction.

ACTION: The Board agreed to accept the tender received and adopt the following resolution.

Moved by Lillian Abbott
Seconded by Don Murray

ACCEPT TENDER CONDITIONAL #5 THAT the Lucknow & District Joint Recreation Board hereby agrees to accept the tender of Hometown Custom Builders to complete the Outdoor Pool and Fitness Centre renovations for a revised amount, which is anticipated to be less than the submitted tender (\$97,103.33 plus H.S.T.), as the contractor agreed to requote some of the work with a different sub-contractor to bring the costs down.

Carried.

6.8 Municipal Property

Please refer to the “In-Camera Session” (the security of property of the municipality)


7.0 ACCOUNTS

7.1 Revenue/Expenditure Report 

Moved by Jim Hanna
Seconded by Glen McNeil

REVENUE/ EXPENDITURE REPORT #6 THAT the Lucknow & District Joint Recreation Board hereby accepts the Revenue/Expenditure Report as written.

Carried.

7.2 Cheque Listing 

Moved by Don Murray
Seconded by Anita Snobelen

CHEQUE LISTING #7 THAT the Lucknow & District Joint Recreation Board hereby accepts the cheque listing for January 2020 as presented in the total amount of \$ 50,859.56.

Carried.

7.3 Lucknow & District Joint Recreation - Final 2019 Summary Revenue/Expenditure Report

We have provided the Board with a copy of the final report for the year ending December 31, 2019.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

8.0 OTHER BUSINESS

No items scheduled.

9.0 IN-CAMERA / CLOSED SESSION

Moved by Lillian Abbott
Seconded by Anita Snobelen

MOVE TO #8 THAT the Lucknow and District Joint Recreation Board move into an "In-Camera" session at 7:23 p.m. for the purpose of discussing:

- 1) The security of property of the municipality.

Carried.

9.1 RETURN TO OPEN SESSION

Moved by Glen McNeil
Seconded by Anita Snobelen

RISE FROM #9 THAT the Lucknow and District Joint Recreation Board rise from the IN-CAMERA "In- Camera" session at 7:28 p.m.

Carried.

9.2 BUSINESS ARISING FROM THE IN-CAMERA SESSION

Municipal Property

ACTION: That staff proceed as directed in the "In-Camera Session".

10.0 ADJOURNMENT

Moved by Lillian Abbott
Seconded by Anita Snobelen

ADJOURN #10 THAT the Lucknow and District Joint Recreation Board do now adjourn to meet again on March 18, 2020 at 7:00 p.m. or at the Call of the Chairperson.

Carried.



January 23, 2020 at 7:00 pm
Lucknow Fire Hall
Minutes

Members Present:

Township of Ashfield-Colborne-Wawanosh	Bill Vanstone
Township of Ashfield-Colborne-Wawanosh	Gloria Fisher
Township of Ashfield-Colborne-Wawanosh	Anita Snobelen
Township of Huron-Kinloss	Don Murray
Township of Huron-Kinloss	Jim Hanna
Township of Huron-Kinloss	Carl Sloetjes

Staff and Others Present:

Board Secretary	Florence Witherspoon
Mayor, Township of Ashfield-Colborne-Wawanosh	Glen McNeil, Ex-Officio
Fire Chief	Peter Steer
Deputy Fire Chief	Clint Hamilton
Secretary	Steve Bushell

1. Call to Order

Secretary, Florence Witherspoon called the meeting to order.

a. Election of the 2020 Chairperson

As per the terms of the agreement, it is the Township of Huron Kinloss' term to hold the position of Chairperson.

Call for Nominations – Three Times.

Resolution No. 1	Moved by: Jim Hanna Seconded by: Carl Sloetjes THAT Don Murray be nominated for the 2020 Chairperson.	CARRIED
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Resolution No. 2	Moved by: Anita Snobelen Seconded by: Gloria Fisher THAT Carl Sloetjes be nominated for the 2020 Chairperson.	CARRIED
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Resolution No. 3	Moved by: Don Murray Seconded by: Jim Hanna THAT the nominations be closed for the 2020 Chairperson.	CARRIED
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Don Murray accepted his nomination. Carl Sloetjes declined the nomination. Anita Snobelen spoke to request that Carl Sloetjes reconsider standing. Carl Sloetjes reconsidered and wished to remain in the nomination. A show of hands was held to vote between the two nominated members. Don Murray was elected with having received 3 votes, while Carl Sloetjes received two.

Moved by: Bill Vanstone
Resolution Seconded by: Jim Hanna
No. 4 THAT Don Murray is elected as the 2020 Chairperson for the Lucknow and District Fire Board.

CARRIED

Newly appointed Chairperson Don Murray chaired the remainder of the meeting.

2. Disclosure of Pecuniary Interest

None declared.

3. Adoption of Previous Minutes

Moved by: Jim Hanna
Resolution Seconded by: Gloria Fisher
No. 5 THAT the Minutes dated December 17, 2019 of the Lucknow and District Fire Board be adopted as circulated.

CARRIED

4. Business Arising from the Minutes

None.

5. Report from Fire Chief Steer

The Board reviewed the Report that was prepared by Fire Chief Steer.

6. Budget 2020

The Board reviewed the 2019 Actual vs. Budget Comparison Report, the 2020 Draft Budget and the 2019 General Ledger. Chief Steer advised the Board that the apparatus floor needs resealing and will be requesting a quote to have this completed. The Board suggested that epoxy also be applied. While not part of this budget, it will come to a future meeting for consideration. For the wages line in the draft budget, it was agreed that \$10,000 be added.

Moved by: Carl Sloetjes
Seconded by: Bill Vanstone
Resolution THAT the Lucknow and District Fire Board approves the 2020 Draft Budget in
No. 6 the amount of \$ 278,150;
AND FURTHER THAT it be sent to the councils of Ashfield-Colborne-Wawanosh and Huron-Kinloss with the recommendation that it be approved and adopted.

CARRIED

7. Fire Department Policies - Standard Operating Guidelines

As part of the transition to a policy-oriented governance structure, the Lucknow Fire Department has provided its current Standard Operating Guidelines with 12 Sections in total. At previous meetings, the Board adopted the full SOGs, and reviewed in detail Sections 0-5, 7-8. Tonight, Sections 9 & 10 were reviewed.

Moved by: Bill Vanstone
Resolution Seconded by: Jim Hanna
No. 7 THAT the Lucknow and District Fire Board receive the updated Standard Operated Guidelines, including Sections 9 & 10.

CARRIED

8. New Business

9. Next Meeting

At the call of the Chair.

10. Adjournment

Moved by: Bill Vanstone
Resolution Seconded by: Carl Sloetjes
No. 8 THAT the Lucknow and District Fire Board adjourn at 7:48 to reconvene at the
 call of the chair.

CARRIED

ORIGINAL SIGNED BY

Chair, Don Murray

ORIGINAL SIGNED BY

Secretary, Florence Witherspoon



THE CORPORATION OF THE TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

BY-LAW NUMBER 35-2020

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
CORPORATION OF THE TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH
AT ITS MEETING HELD ON MAY 5, 2020.

WHEREAS by the Municipal Act, 2001 the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS by the Municipal Act, 2001, the powers of every Council are to be exercised by its by-laws;

AND WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the Township of Ashfield-Colborne-Wawanosh at its meeting be confirmed and adopted by by-law;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH ENACTS AS FOLLOWS:**

1. The action of the Council of The Corporation of the Township of Ashfield-Colborne-Wawanosh at its meeting held on the 5th day of May in respect to each motion and resolution passed, and other action taken by the Council of The Corporation of the Township of Ashfield-Colborne-Wawanosh at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and Clerk are authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Township of Ashfield-Colborne-Wawanosh referred to in the preceding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the Township of Ashfield-Colborne-Wawanosh.

Read a FIRST and SECOND time this 5th day of May, 2020.

Read a THIRD TIME and FINALLY PASSED this 5th day of May, 2020.

Mayor, Glen McNeil

CAO/Clerk-Treasurer, Mark Becker