



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes November 16, 2021

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 16th day of November 2021, at 9:00 a.m. through Zoom, an online video conferencing platform.

This meeting was held electronically as per By-Law 37-2021, Section 3.10 which allows for Electronic Participation of Council Meetings.

The following individuals were participants during the Council Meeting:

Mayor
Deputy Mayor
Councillors

Glen McNeil
Roger Watt
Gloria Fisher
Wayne Forster
Jennifer Miltenburg
Anita Snobelen
Bill Vanstone

Staff Present

CAO/Deputy-Clerk
Community Support & Project Co-ordinator
Public Works Superintendent
Treasurer
Chief Building Official
Clerk

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

County of Huron Planner

Celina Whaling-Rae

OTHERS PRESENT VIA ZOOM (Viewing and Observing Only): Evan Hickey, Dan Kerr, John Ranaweera, Dave Hannam, Jeff Desrochers, Joy Lindsay, Susanne Cutting, and Andrew Garland.

1.0 **CALL TO ORDER**

The municipality will be recording this meeting to “ensure meetings can be open to the public”.

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

None disclosed.

3.0 **ADOPTION OF PREVIOUS MEETING MINUTES**

3.1 Council Meeting Minutes – November 2, 2021

Moved by Miltenburg
Seconded by Watt

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the November 2, 2021 Council Meeting Minutes as written.

Carried.

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

None.

5.0 DELEGATIONS

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

Parkbridge Lifestyle Communities Inc. – Consent File C93-2021

We have provided Council with a copy of the report prepared by Celina Whaling-Rae regarding the application for consent received from Parkbridge Lifestyle Communities Inc. 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 Planner's Report.

5.2 9:15 a.m. – Andrew Garland / B.M. Ross & Associates – Environmental Assessment

We have provided Council with a copy of the report prepared by Chief Building Official Brett Pollock in regards to the potential development in the Salford Area. Mr. Pollock was available this morning. Mr. Garland from B.M. Ross & Associates was present and provided a brief overview of the Environmental Assessment Process.

STAFF COMMENTS: That Council support the proposal and adopt the following resolution.

ACTION: Council agreed to support the proposal and adopt the following resolution.

Moved by Watt
Seconded by Miltenburg

EA ON
CENTURY
HEIGHTS
WATER &
INCORPORATE
INTO
DEVELOPMENT
CHARGES

#2

THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to proceed with an Environmental Assessment (EA) for the expansion of the Century Heights Municipal Water System to be completed by B.M. Ross & Associates, and that the costs associated with the EA Project being recovered through Development Charges.

Carried.

6.0 ACCOUNTS

6.1 Payment of Current Accounts

Moved by Vanstone
Seconded by Fisher

APPROVE
ACCOUNTS

#3

THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes the payment of the November 2021 accounts as presented.

Carried.

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6.2 Payment of Previous Month Actual Accounts

Moved by Miltenburg
Seconded by Forster

APPROVE
ACTUAL
PAYMENTS

#4

THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the payment of the October 2021 accounts in the amount of \$ 704,229.85.

Carried.

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6.3 Summary Revenue/Expenditure Reports

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

Moved by Snobelen
Seconded by Watt

REVENUE
EXPENDITURE
REPORT

#5

THAT Ashfield-Colborne-Wawanosh Township Council adopts the summary revenue/expenditure reports of the Treasurer as written.

Carried.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 Benmiller Drinking Water System – Ministry of the Environment Inspection Report

We have provided Council with a copy of the Benmiller Drinking Water System Inspection Report. Please note that the non-compliance/conformance items are presently being resolved by Veolia Water.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.1.2 Dungannon Drinking Water System – Ministry of the Environment Inspection Report

We have provided Council with a copy of the Dungannon Drinking Water System Inspection Report. Please note that the non-compliance/conformance items are presently being resolved by Veolia Water.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

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 Ontario Trillium Foundation – Grant Opportunities

We have provided Council with a copy of the report prepared by Kaitlin Bos, Community Support & Project Coordinator in regards to the recently announced OTF Grant. Ms. Bos was available this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff prepare an application to the Resilient Communities Fund offered through OTF for the purposes of funding the development and implementation of a strategic plan.

7.5.2 Commencement of eSCRIBE with Council

We have provided Council with a copy of the report prepared by Clerk Florence Witherspoon in this regard. Ms. Witherspoon was available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.5.3 COVID-19 Vaccination Policy

As a follow-up from the last Council Meeting, we have provided Council with a copy of report prepared by Kaitlin Bos, Community Support & Project Coordinator, along with the Draft ACW COVID-19 Vaccination Policy and Forms for Council's consideration. Ms. Bos was available this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff bring back the draft policy to the next meeting for official adoption. Council further agreed to adopt the following resolution; however, staff will investigate further to determine if the Council Chambers is a “meeting place” and if so double vaccination is required regardless according to Public Health measures in place.

Moved by Snobelen
Seconded by Watt

COVID-19 #6
VACCINATION
POLICY

THAT Ashfield-Colborne-Wawanosh Township Council hereby agree to incorporate into the Draft COVID-19 Vaccination Policy that everyone attending Council Meetings in person must show proof of double vaccination prior to entering a Council Meeting.

Carried.

7.6 Public Works Department

7.6.1 ACW Speed Sign – Update

The speed sign that went missing earlier this year has been recovered. It was discovered in the woods by River Mill Line not far from the location it transmitted its last GPS transmission. The sign is still in good condition and is functioning well. The lock that attaches the sign to the bracket is missing however the two locks that seal the unit were not tampered with. The sign will be stored for the winter and will be placed only in high visibility areas moving forward. Mr. McCarthy was available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted.

7.6.2 Sydenham Street Assumption of Road Allowance

As a follow up to the Sydenham Street Development Agreement; Registered Plan 136 has been deposited at the Registry Office. We have provided Council with a copy of By-law 77-202 which assumes maintenance of the road extension. Mr. McCarthy was available this morning.

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

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

7.6.3 Correspondence Received

Please refer to the “In-Camera Session”
(matters of litigation)

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

Councillor Miltenburg and Mayor McNeil reported on the 2021 Agri-Food Forum hosted by the Ministry of Agriculture, Food & Rural Affairs.

Councillor Forster reported on the Coalition for Huron Injury Prevention Committee.

Councillor Fisher reported on the Benmiller Community Hall Committee.

8.0 NEW BUSINESS

(items to be brought forward to a future meeting)

Councillor Jennifer Miltenburg requested that staff bring back to the next Council Meeting a discussion on a possible “Minnie Strategic Plan Discussion”.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

9.1 Lucknow Community Centre Board – Request for Funds

We have provided Council with a copy of the request for funds from the Lucknow Community Centre Board. The initial \$2,000 was paid from the COVID-19 Reserve.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to donate a further \$2,000 from the COVID-19 Reserve Fund.

Moved by Snobelen
Seconded by Fisher

COVID19 RELIEF TO LUCKNOW COMMUNITY CENTRE #7 THAT Ashfield-Colborne-Wawanosh Township Council agrees to donate \$ 2,000 to the Lucknow Community Centre Board for assistance to pay bills during this Pandemic. The funds will come from the COVID-19 Reserves. Carried.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 Benmiller Community Hall – Minutes
- 10.2 North Huron Fire Department – Activity Report
- 10.3 Thank You – Mark & Joy Moores (Shamrock Beach)
- 10.4 Thank You – President of Shamrock Beach Association (Tony Kahlmeier)

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

- 12.1 2021 Christmas Dinner – Friday, December 3, 2021

STAFF COMMENTS: Reminder only.

ACTION: Noted.

- 12.2 ROMA – 2022 Virtual Conference / January 24-25, 2022

Councillors Fisher, Miltenburg, Forster, Snobelen, and Deputy Mayor Watt registered.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

- 12.3 OGRA Conference 2022 / February 27th to March 2nd, 2022

Councillors Fisher and Miltenburg registered.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

Since the Council Meeting is being held electronically through Zoom, Staff would ask that Council now proceed to Section 14 and adopt the by-laws prior to moving into an "In-Camera Session". This will allow the public participants an opportunity to be present during the adoption of the by-laws. Once the by-laws have been adopted, Council would then proceed to Section 13 and move into the "In-Camera Session". The public participants will not need to re-join as the meeting will be adjourned after the closed session.

13.0 IN-CAMERA / CLOSED SESSION

Moved by Vanstone
Seconded by Forster

MOVE TO IN-CAMERA #8 THAT Ashfield-Colborne-Wawanosh Township Council move into an "In-Camera" session, with the CAO/Deputy-Clerk, Treasurer, and Public Works Superintendent remaining in attendance at 10:51 a.m. for the purpose of discussing:

- 1) Matters of litigation.

Carried.

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13.1 RETURN TO OPEN SESSION

Moved by Watt
Seconded by Forster

RISE FROM IN-CAMERA #9 THAT Ashfield-Colborne-Wawanosh Township Council rise from an "In-Camera" session at 11:00 a.m.

Carried.

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13.2 BUSINESS ARISING FROM IN-CAMERA / CLOSED SESSION

Nothing to report.

14.0 BY-LAWS

14.1 Sydenham Street Assumption By-Law

Moved by Miltenburg
Seconded by Forster

SYDENHAM #10
STREET
ASSUMPTIO
N BY-LAW

THAT leave be given to introduce By-Law 77-2021 being a by-law to assume a highway known as Sydenham Street from Market Street to Victoria Street, registered plan 136, Port Albert in the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 16th day of November 2021.

Carried.

14.2 Confirmation By-Law

Moved by Vanstone
Seconded by Fisher

CONFIRMAT #11
ION BY-LAW

THAT leave be given to introduce By-Law 78-2021 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on November 16, 2021, and that it now be read severally a first, second, and third time, and finally passed this 16th day of November 2021.

Carried.

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15.0 ADJOURNMENT

Moved by Snobelen
Seconded by Miltenburg

ADJOURN #12

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on December 7, 2021 at 9:00 a.m. or at the Call of the Mayor.

Carried.

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Original Signed By

Mayor, Glen McNeil

Original Signed By

CAO/Deputy-Clerk, Mark Becker