



Council Minutes September 15, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 15th day of September 2020, at 9:00 a.m. through Zoom, an online video conferencing platform.

This meeting is being held electronically as per By-Law #52-2020, Section 3.10 which allows for Electronic Participation of Council Meetings.

The following individuals were participants during the Council Meeting:

Mayor
Deputy Mayor
Councillors

Glen McNeil
Roger Watt Left at 10:15 a.m.
Gloria Fisher
Wayne Forster
Jennifer Miltenburg
Anita Snobelen
Bill Vanstone

Staff Present

CAO/Deputy-Clerk
Treasurer
Chief Building Official
Public Works Superintendent
Clerk

Mark Becker
Ellen McManus
Brett Pollock
Brian Van Osch
Florence Witherspoon

OTHERS PRESENT VIA ZOOM (Viewing and Observing Only): Celina Whaling-Rae, Paula Feagan, Luke Rogers, and John MacDonald.

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 – September 1, 2020

Moved by Snobelen
Seconded by Miltenburg

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the September 1, 2020 Council Meeting Minutes as written.

Carried.

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

None.

5.0 **DELEGATIONS**

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

- A) Luke Rogers – Minor Variance Application File #MV09/20
- B) Sharon Brindley - Minor Variance Application File #MV10/20

Moved by Watt
Seconded by Snobelen

OPEN
COMMITTEE
OF
ADJUSTMENT
MEETING

#2

THAT Ashfield-Colborne-Wawanosh Council hereby adjourns the regular Council Meeting and hereby opens their Committee of Adjustment Meeting and Hearing to review the Luke Rogers Minor Variance Application and the Sharon Brindley Minor Variance Application.

Carried.

A) Luke Rogers – Minor Variance Application File #MV09/20

We have provided Council with a copy of the report prepared by the County Planner, Celina Whaling-Rae, in regard 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 structure be located within the footprint contained on the site plan that accompanied the application.
- That the structure be constructed as shown in the elevation drawing that accompanied the application.
- That the variances' approval be valid for a period of 18 months from the date of the Committee's decision.

PUBLIC COMMENTS:

None.

APPLICANT COMMENTS:

None.

Moved by Forster
Seconded by Miltenburg

APPROVE
ROGERS
APPLICATION

#3

THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby agrees to approve the Luke Rogers 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

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

Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.

B) Sharon Brindley - Minor Variance Application File #MV10/20

We have provided Council with a copy of the report prepared by the County Planner, Celina Whaling-Rae, in regard 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 structure be located within the footprint contained on the site plan that accompanied the application.
- That the structure be constructed as shown in the elevation drawing that accompanied the application.
- That the variances' approval be valid for a period of 18 months from the date of the Committee's decision.

Public comments were received from Gerald Feagan on the issue of environmental concerns. The comments were addressed through a prior review of the property by the Huron County Biologist and Stewardship to determine that there is no risk to the natural heritage policies.

PUBLIC COMMENTS:

Paula Feagan addressed the Committee of Adjustment with respect to their opposition with the application in light of their recent letter submitted.

APPLICANT COMMENTS:

None.

Moved by Watt
 Seconded by Forster

APPROVE #4 THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby
 BRINDLEY agrees to approve the Sharon Brindley Minor Variance Application as
 APPLICATION 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 on the issue of environments concerns. Comments were thoroughly considered but the effect did not influence the decision of Council to deny the application.

Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.

Moved by Forster
 Seconded by Vanstone

CLOSE #5 THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby
 COMMITTEE closes their meeting.
 OF Carried.
 ADJUSTMENT

Moved by Miltenburg
 Seconded by Fisher

RECONVENCE #6 THAT Ashfield-Colborne-Wawanosh Township Council hereby
 REGULAR reconvenes the regular Council Meeting of September 15, 2020.
 COUNCIL Carried.
 MEETING

5.2 9:30 a.m. – Celina Whaling-Rae / County of Huron Planner - Consent Application

John K. MacDonald - Consent File #C54/20

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regard to the application for consent received from John K. MacDonald. 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.

6.0 ACCOUNTS

6.1 Payment of Current Accounts as Presented

Moved by Fisher
 Seconded by Miltenburg

APPROVE #7 THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes
 ACCOUNTS the payment of the September 2020 accounts as presented.
 Carried.

6.2 Payment of Previous Month Actual Accounts

Moved by Watt
 Seconded by Forster

APPROVE #8 THAT Ashfield-Colborne-Wawanosh Township Council hereby
 ACTUAL approves the payment of the August 2020 accounts in the amount
 PAYMENTS of \$ 823,775.03.
 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 August 2020.

Moved by Vanstone
Seconded by Miltenburg

REVENUE #9
EXPEND-
ITURE
REPORT

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

Carried.

7.0 DEPARTMENT / COMMITTEE REPORTS

7.1 Water Department

7.1.1 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.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.1.2 Huron Sands Drinking Water System – Ministry of the Environment Inspection Report

We have provided Council with a copy of the Huron Sands Drinking Water System Inspection Report.

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 By-Law Enforcement Officers Report

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

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.5.2 Lucknow Community Health Centre Agreement

The Lucknow Community Health Centre Joint Board have agreed to amend its governing agreement back to the original agreement of a total number of members on the board being 3 as 4 were on the Board during the construction phase of the Health Centre.

STAFF COMMENTS: That Council adopts the by-law in Section 14 to repeal by-law #31-2018.

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

7.5.3 Administrative Staff – Housekeeping By-Law

On May 19th Council adopted the by-law to change the titles of various administrative staff however the individuals were not included in the by-law. The Office of the Registrar General require the names of the individuals; therefore, we have provided Council with a copy of the housekeeping by-law.

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

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

7.5.4 Commissioners to Perform Civil Marriages By-Law

We have provided Council with a copy of the by-law to amend the Commissioners that perform civil marriages for the Township of Ashfield-Colborne-Wawanosh. Mark Becker and Rob McGregor have been appointed since 2009, however we have added Sarah Louise McGregor, Building Administrative Assistant to the list. Once adopted we will forward onto The Office of the Registrar General.

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

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

7.6 Public Works Department

7.6.1 Municipal Development and Servicing Guidelines

We have provided Council with a copy of the revised draft “Municipal Development and Servicing Guidelines” as prepared by B.M. Ross & Associates for Council’s approval. Mr. Van Osch and Ms. Witherspoon were available this morning.

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

ACTION: Council agreed to adopt the “Municipal Development and Servicing Guidelines” by by-law in Section 14.

7.6.2 Port Albert & District Recreational Society Request

We have provided Council with a copy of their request to deter speeders in the area and request that the Township install some sort of signage.

Staff indicated that the present speed limit in this area is 50 KM. Staff suggests that two additional 50 KM signs could be installed in this area, along with a Pedestrian Sign on each post as well. Mr. Van Osch was available this morning.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed with the recommendations of staff that two additional 50 KM signs will be installed in this area, along with a Pedestrian Sign on each post as well. Council further agreed to have installed Children Playing Signs.

7.6.3 Agreement of Purchase and Sale – Nine Mile Enterprises Inc.

As a follow-up to the In-Camera Session of June 16, 2020 we have provided Council with a copy of the Purchase and Sale Agreement for the purchase of part of Sydenham Street and part of Arthur Street, along with a copy of the authorizing by-law. Ms. Witherspoon was available this morning.

STAFF COMMENTS: That Council adopt the by-law as drafted in Section 14 authorizing the signing of the Purchase and Sale Agreement.

ACTION: Council agreed to authorize by by-law in Section 14 the signing of the Purchase and Sale Agreement with Nine Mile Enterprises Inc.

7.6.4 Grader Tire Quotations

Public Works Superintendent Brian Van Osch has invited quotations for 12 Michelin Grader Tires for maintenance. At the time of the agenda preparation, all three quotations from Huron Tire & Auto, Willits Tire, and Townsend Tire had not been received. Due to the incentives that exist for municipal tire purchases from Michelin at this time of the year, we wanted to accept this quotation at this meeting.

Mr. Van Osch was available this morning and noted that we had now received the three quotations as follows:

- Huron Tire & Auto \$ 22,500.34
- Townsend Tire \$ 24,999.63
- Willits Tire \$ 29,879.87

STAFF COMMENTS: That Council accepts the lowest quote of Huron Tire & Auto in the amount of \$ 22,500.34 including taxes.

ACTION: Council agreed to adopt the following resolution.

Moved by Miltenburg
Seconded by Forster

ACCEPT #10 THAT Ashfield-Colborne-Wawanosh Township Council hereby agrees to
TIRE accept the quotation of Huron Tire & Auto for the required grader tires and
QUOTES installation in the total amount of \$ 22,500.34 taxes included.

Carried.

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

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

8.0 NEW BUSINESS

8.1 2020 Christmas Dinner Cancellation

After much consideration for the health and safety of Staff and Council, Mayor Glen McNeil regrettably announced that due to COVID-19, that the annual ACW Christmas Dinner for Staff and Council would be cancelled this year. While always an enjoyable event for all, he looks forward to continuing this tradition in the future.

Mayor Glen McNeil has asked that this be placed on the agenda for discussion and possible direction.

STAFF COMMENTS: None.

ACTION: Council agreed to have the CAO/Deputy-Clerk offer each employee the opportunity to have a gift card from the Benmiller Inn in the amount of \$ 100 in light of the cancellation of the 2020 Christmas Dinner.

8.2 St. Helens Hall Playground Equipment

We have provided Council with a copy of the map of where they propose to place the Playground Equipment at St. Helens Hall along with a letter indicating that the MacKenzie Family (BJM Contracting) will provide all the excavation services required for the preparation and placement of the equipment.

Councillor Jennifer Miltenburg quoted that, *“they would like to proceed this fall to get the site ready. They don’t have all the quotes yet for the equipment so they wouldn’t be sending it for approval to Council until the new year. This site plan is for not only the proposed building for spring of 2021 but there is additional space if the funds were successfully raised in the years to come and put on more equipment or simply place benches for now”.*

STAFF COMMENTS: We seek your direction.

ACTION: Noted and accepted the placement area as provided.

Public Works Superintendent Brian Van Osch will reach out to the organizers at Petrie Park in Port Albert to see what specifications they used for the excavation area in anticipation for the excavation area at St. Helens Hall.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

No items scheduled.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

- 10.1 St. Helens Hall Board – Minutes
 10.2 Municipality of Tweed Resolution – Cannabis Production

ACTION: Council agreed to support the resolution.

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

- 12.1 Official Plan Preliminary Review Meeting

Tuesday, September 22, 2020 beginning at 9:00 a.m. through Zoom.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

- 12.2 Lake Huron Conference – Is the Coast Clear? – Starting September 29th (6-week Virtual)

Mayor McNeil, Deputy Mayor Watt, and Councillor Miltenburg participating.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

13.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

14.0 BY-LAWS

- 14.1 Municipal Development and Servicing Guidelines By-Law

Moved by Vanstone
 Seconded by Snobelen

MUNICIPAL #11 THAT leave be given to introduce By-Law #60-2020 being a by-law to
 DEVELOPM establish the Municipal Development and Servicing Guidelines for the
 ENT & Township of Ashfield-Colborne-Wawanosh, and that it now be read
 SERVICNG severally a first, second, and third time, and finally passed this 15th day of
 GUIDELINES September 2020.
 BY-LAW Carried.

- 14.2 Lucknow Community Health Centre Joint Board of Management Agreement By-Law

Moved by Miltenburg
 Seconded by Forster

LUCKNOW #12 THAT leave be given to introduce By-Law #61-2020 being a by-law to
 MEDICAL repeal by-law 31-2018, being a by-law to amend the Lucknow Community
 BY-LAW Health Centre Joint Board of Management Agreement, and that it now be
 read severally a first, second, and third time, and finally passed this 15th
 day of September 2020.
 Carried.

- 14.3 Appoint Certain Individuals to Positions / Housekeeping By-Law

Moved by Fisher
 Seconded by Forster

APPOINT #13 THAT leave be given to introduce By-Law #62-2020 being a by-law to
 CERTAIN appoint certain individuals to their respective positions, and that it now be
 INDIVIDUAL read severally a first, second, and third time, and finally passed this 15th
 S day of September 2020.
 ADMINISTR Carried.
 ATION BY-
 LAW

14.4 Commissioners to Perform Civil Marriages By-Law

Moved by Miltenburg
 Seconded by Snobelen

APPOINT #14
 MARRIAGE
 COMMISSIO
 NERS BY-
 LAW

THAT leave be given to introduce By-Law #63-2020 being a by-law to authorize commissioners to perform civil marriages, and that it now be read severally a first, second, and third time, and finally passed this 15th day of September 2020.

Carried.

14.5 Agreement of Purchase and Sale – Nine Mile Enterprises Inc . By-Law

Moved by Vanstone
 Seconded by Snobelen

NINE MILE #15
 ENTERPRIS
 ES
 PURCHASE
 BY-LAW

THAT leave be given to introduce By-Law #64-2020 being a by-law to authorize the transfer of certain lands in the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 15th day of September 2020.

Carried.

14.6 Confirmation By-Law

Moved by Forster
 Seconded by Fisher

CONFIRMAT #16
 ION BY-LAW

THAT leave be given to introduce By-Law #59-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on September 15, 2020, and that it now be read severally a first, second, and third time, and finally passed this 15th day of September 2020.

Carried.

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15.0 ADJOURNMENT

Moved by Miltenburg
 Seconded by Vanstone

ADJOURN #17

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on September 22, 2020 at 9:00 a.m. or at the Call of the Mayor.

Carried.

~

 Original signed by
 Mayor, Glen McNeil

 Original signed by
 CAO/Deputy-Clerk, Mark Becker