



TOWNSHIP OF
ASHFIELD - COLBORNE - WAWANOSH

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
Deputy Mayor
Councillors

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

Staff Present

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

Mark Becker
Brett Pollock
Brian Van Osch
Florence Witherspoon

County of Huron Planner

Celina Whaling-Rae

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.

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.

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
ACTUAL
PAYMENTS

THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the payment of the March 2020 accounts in the amount 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
EXPEND-
ITURE
REPORT

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

Carried.

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

No items scheduled.

7.2 **Building Department**

7.2.1 Chief Building Official's Report

We have provided Council with a copy of Mr. Pollock's report. Mr. Pollock was available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.3 **Cemetery Department**

No items scheduled.

7.4 **Drainage Department**

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.
~

Original signed by
Mayor, Glen McNeil

Original signed by
CAO/Clerk-Treasurer, Mark Becker