



— TOWNSHIP OF —  
ASHFIELD - COLBORNE - WAWANOSH

## Council Minutes March 3, 2020

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Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 3rd day of March 2020, at 9:00 a.m. in the Township of Ashfield-Colborne-Wawanosh Council Chambers.

Mayor  
Deputy Mayor  
Councillors

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

Absent  
Councillor

Anita Snobelen

Staff Present

CAO/Clerk-Treasurer  
Chief Building Official  
Deputy Clerk

Mark Becker  
Brett Pollock  
Florence Witherspoon

OTHERS PRESENT: Celina Whaling-Rae, Brian Barnim, Preston Drennan, John Talbot, and Michael Gubesch.

### 1.0 **CALL TO ORDER**

It was noted that the Township Staff will be audiotaping the mornings meeting.

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

Councillor Jennifer Miltenburg – Section 7.5.3 / Kingsbridge Centre Municipal Night

Jennifer Miltenburg is a Director of Kingsbridge Centre.

A “Declaration of Interest” was received by the Clerk.

### 3.0 **ADOPTION OF PREVIOUS MEETING MINUTES**

Moved by Miltenburg  
Seconded by Vanstone

ADOPT  
COUNCIL  
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the February 18, 2020 Council Meeting Minutes as written.

Carried.

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

John Talbot addressed Council with respect to setbacks to Cannabis Production Facilities.

## 5.0 **DELEGATIONS**

### 5.1 9:00 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

As a follow-up from our last meeting, staff have revised the by-law as directed and have provided Council with a copy 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. Ms. Whaling-Rae reviewed the by-law with Council.

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.

ACTION: Council agreed to defer any decision to our next meeting.

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

Preston Drennan - Consent File #C09-2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regards to the application for consent received from Preston Drennan. 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 approved subject to the conditions as outlined in the Planners Report.

### 5.3 9:30 a.m. – Michael Gubesch – Preliminary Development Proposal – Port Albert

We have provided Council with a copy of the request for delegation by Michael Gubesch. Mr. Gubesch addressed Council with respect to his development proposal.

STAFF COMMENTS: None.

ACTION: Noted.

### 5.4 9:45 a.m. – Brian Barnim – Cannabis Zoning By-law Amendment Concerns

We have provided Council with a copy of the request for delegation by Brian Barnim. Mr. Barnim addressed Council with respect to the proposed setbacks in the Cannabis By-Law. Mr. Barnim also handed out a summary of his presentation.

STAFF COMMENTS: None.

ACTION: Noted.

### 5.5 10:00 a.m. – Building Permit Fees & Charges Amendments

We have provided Council with a copy of the “Notice” to amend the fees and charges for Building Permits, a copy of the changes proposed, as well as the fee by-law to authorize the amendments to the Fee & Charges By-Law. Chief Building Official Brett Pollock was present this morning.

The Building Code Act requires that Council hold at least one public meeting and that proper notice be given of its intent to consider a by-law to amend the fee schedule for services rendered under the Building Code Act.

Notice of the Public Meeting was issued in accordance with Section 7(6), of the Building Code Act, section 1.9.1.2 of Ontario Regulation 332/12, and the Township of Ashfield-Colborne-Wawanosh Notice By-Law on February 7, 2020.

Comments are welcome from the public prior to the adoption of the such Building Fees & Charges.

Public Comments: None.

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

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

**6.0 ACCOUNTS**

No items scheduled.

**7.0 DEPARTMENT / COMMITTEE REPORTS**

**7.1 Water Department**

**7.1.1 Water Operations & Maintenance Report – January 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 January 2020.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

**7.1.2 2019 Annual Water System Reports and Compliance Summary**

We have provided Council with a copy of the annual water system reports and compliance summaries for the following:

- a) Benmiller Drinking Water System
- b) Century Heights Drinking Water System
- c) Dungannon Drinking Water System
- d) Huron Sands Drinking Water System
- e) Lakeshore Drinking Water System
- f) Lucknow Drinking Water System

STAFF COMMENTS: That Council accepts the annual reports and compliance summaries as provided and adopt the following resolution.

ACTION: Council agreed to adopt the following resolution.

Moved by Fisher  
Seconded by Forster

ACCEPT 2019 #2  
ANNUAL  
WATER  
REPORTS &  
COMPLIANCE  
SUMMARIES

THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the 2019 Annual Water Reports as submitted by Veolia Water for the Benmiller, Century Heights, Dungannon, Huron Sands, Lakeshore, and the Lucknow Drinking Water Systems. Carried.

**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 Sound and Noise By-Law**

As a follow-up from our last meeting we have provided Council with a copy of the revised "Draft Noise By-Law" that staff have revised as directed by Council for your consideration. If Council wishes they may adopt the by-law as drafted in Section 14. Ms. Witherspoon was present this morning.

STAFF COMMENTS: We seek your direction.

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

#### 7.5.2 Lucknow Medical Centre – Dental Suite – Lease Amendment Agreement

We have provided Council with a copy of the lease with the DentalCorp for execution and the authorizing by-law. The lease is extended until 2023, with a new base-rent in consideration of the new kitchen space that was provided as a result of the 2018-2019 renovation project.

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

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

Councillor Jennifer Miltenburg declared a conflict of interest and vacated her chair and Council Chambers.

#### 7.5.3 Kingsbridge Centre Municipal Night

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

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to defer to the 2020 Budget Deliberations.

Councillor Jennifer Miltenburg returned to Council Chambers and her chair.

#### 7.5.4 Goderich Municipal Airport Task Force

We have provided Council with a copy of the notice of the first meeting of the Goderich Municipal Airport Task Force which Mayor Glen McNeil will be attending. We have also provided Council with a copy of the Consolidated Appointment By-Law to appoint Mayor Glen McNeil to this committee.

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

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

### 7.6 **Public Works Department**

No items scheduled.

### 7.7 **Environmental Services**

#### 7.7.1 Single Use Plastics – Municipal Owned Buildings

As a follow-up from our last meeting, Councillor Gloria Fisher requested that this item be added to the agenda for discussion.

Councillor Fisher addressed Council with respect to eliminating the purchase of “single use plastics” at the Municipal Office, and three Municipal Public Works Depot Sheds.

STAFF COMMENTS: None.

ACTION: Council agreed to have staff prepare a draft policy for Councils consideration at their next meeting to eliminate single use plastic purchases at the four locations noted. Items such as water bottles, straws, stir sticks, disposal cups, cutlery. It was also suggested that a small dishwasher be incorporated into the Municipal Office Lunch Room.

### 7.8 **Committee Reports**

Councillor Jennifer Miltenburg reported on the Dungannon Community Alliance and the Ontario Good Road Association Conference.

Deputy Mayor Roger Watt and Councillor Jennifer Miltenburg reported on the Community Economic Development Committee meeting which he attended.

Mayor Glen McNeil reported on the meeting which he and the CAO attended with the Ministry of Environment, the Mid-Huron Landfill (3) Board, and the Ontario Good Roads Association Conference.

Deputy Mayor Roger Watt reported on the “Swift Broadband” committee.

**8.0 NEW BUSINESS**

No items scheduled.

**9.0 CORRESPONDENCE / DIRECTION REQUIRED**

9.1 Township of Ashfield-Colborne-Wawanosh – 20<sup>th</sup> Anniversary Reunion 2021 Request

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to support the proposal and advise the committee to provide the details of their proposal, costs, and how much SEED money would be required of the municipality.

**10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES**

10.1 St. Helens Hall – Fundraising Report

10.2 Lucknow & District Joint Recreation Board - Minutes

**11.0 CORRESPONDENCE / ON COUNCIL TABLE**

No items scheduled.

**12.0 UNFINISHED BUSINESS**

12.1 Huron County Federation of Agriculture - MPP/MP/Local Politician Meeting - March 6<sup>th</sup>.

Mayor McNeil and Councillor Forster attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.2 Economic Development Committee Annual Review – March 17<sup>th</sup> at 1:00 p.m.

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

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.3 2020 Budget Deliberations – March 20<sup>th</sup> at 9:00 a.m.

All members of Council attending for a full day.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.4 Official Plan Preliminary Review – March 25<sup>th</sup> at 1:00 p.m.

All members of Council attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.5 Burnside Annual Client Appreciation Night – March 25<sup>th</sup>

Mayor McNeil, Deputy Mayor Watt, Councillor Miltenburg, Vanstone, and Fisher attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.6 Lake Huron Conference – Is the Coast Clear? – May 12<sup>th</sup>-13<sup>th</sup>

Mayor McNeil and Deputy Mayor Watt attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

12.7 Association of Municipalities of Ontario (AMO) Annual Conference – August 16-19<sup>th</sup> 2020

Councillor Vanstone and Fisher attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

**13.0 IN-CAMERA / CLOSED SESSION**

No items scheduled.

**14.0 BY-LAWS**

## 14.1 Cannabis Production Facility By-Law

Deferred to next meeting for consideration.

## 14.2 Lucknow Medical Centre – Amending Lease Agreement By-Law

Moved by Fisher  
Seconded by Forster

LUCKNOW #3  
MEDICAL  
CENTRE  
LEASE

THAT leave be given to introduce By-Law #20-2020 being a by-law to authorize the execution of a lease amending agreement between the Township of Ashfield-Colborne-Wawanosh, Township of Huron-Kinloss, and the DentalCorp Health Services ULC, and Dr. Larry Podolsky Dentistry Professional Corporation for the Lucknow Medical Centre – Dental Suite, and that it now be read severally a first, second, and third time, and finally passed this 3<sup>rd</sup> day of March 2020.

Carried.

## 14.3 Sound and Noise By-Law

Moved by Miltenburg  
Seconded by Watt

SOUND AND #4  
NOISE BY-  
LAW

THAT leave be given to introduce By-Law #21-2020 being a by-law to provide for the regulation and prohibition of sound and noise, and that it now be read severally a first, second, and third time, and finally passed this 3<sup>rd</sup> day of March 2020.

Carried.

## 14.4 Consolidated Fee By-Law

Moved by Vanstone  
Seconded by Watt

CONSOLIDA #5  
TED FEE  
BY-LAW

THAT leave be given to introduce By-Law #22-2020 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 3<sup>rd</sup> day of March 2020.

Carried.

## 14.5 Consolidated Appointment By-Law

Moved by Miltenburg  
Seconded by Forster

CONSOLIDA #6  
TED  
APPOINTME  
NT BY-LAW

THAT leave be given to introduce By-Law #23-2020 being a by-law to appoint members to various Township Committees and Positions, and that it now be read severally a first, second, and third time, and finally passed this 3<sup>rd</sup> day of March 2020.

Carried.

## 14.6 Confirmation By-Law

Moved by Fisher  
Seconded by Forster

CONFIRMAT #7  
ION BY-LAW

THAT leave be given to introduce By-Law #24-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on March 3, 2020, and that it now be read severally a first, second, and third time, and finally passed this 3<sup>rd</sup> day of March 2020.

Carried.

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**15.0 ADJOURNMENT**

Moved by Miltenburg  
Seconded by Watt

ADJOURN #8

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on March 17, 2020 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/Clerk-Treasurer, Mark Becker