



— TOWNSHIP OF —
ASHFIELD - COLBORNE - WAWANOSH

Council Minutes May 19, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 19th day of May 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
Deputy Treasurer
Chief Building Official
Public Works Superintendent
Deputy Clerk

Mark Becker
Ellen McManus
Brett Pollock
Brian Van Osch
Florence Witherspoon

County of Huron Planner

Celina Whaling-Rae

B.M. Ross & Associates

Bruce Potter

OTHERS PRESENT VIA ZOOM (Viewing and Observing Only):
Michael Gubesch, Lori Stephens, 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**

None disclosed.

3.0 **ADOPTION OF PREVIOUS MEETING MINUTES**

Moved by Vanstone
Seconded by Snobelen

ADOPT
COUNCIL
MINUTES

#1

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the
May 5, 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 – Committee of Adjustment

John Hulley - Minor Variance Application File - #MV03/20

Moved by Miltenburg
Seconded by Forster

OPEN #2 THAT Ashfield-Colborne-Wawanosh Council hereby adjourns their
COMMITTEE regular Council Meeting and hereby opens their Committee of Adjustment
OF Meeting and Hearing to review the John Hulley Minor Variance
ADJUSTMENT Application.
MEETING 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 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.

ACTION: The Committee of Adjustment agreed to adopt the following resolution.

Moved by Fisher
Seconded by Forster

APPROVE #3 THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby
HULLEY agrees to approve the John Hulley 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

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

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

Moved by Miltenburg
Seconded by Vanstone

CLOSE #4 THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby
COMMITTEE closes their meeting.
OF Carried.
ADJUSTMENT

Moved by Snobelen
Seconded by Fisher

RECONVENCE #5 THAT Ashfield-Colborne-Wawanosh Township Council hereby
REGULAR reconvenes the regular Council Meeting of May 19, 2020.
COUNCIL Carried.
MEETING

5.2 9:15 a.m. – Michael Gubesch / Nine Mile Enterprises Inc. – Port Albert Development

We have provided Council with a copy of the request received from Michael Gubesch / Nine Mile Enterprises Inc. along with a copy of the staff report. Mr. Gubesch has requested to address Council this morning with respect to his request.

Mr. Gubesch addressed Council on this matter.

Bruce Potter of B.M. Ross & Associates addressed Council on this matter as a municipal engineer along with staff who prepared the Staff Report.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to adopt the following resolution.

Moved by Miltenburg
Seconded by Watt

NINE MILE ENTERPRISE S INC. #6

THAT Ashfield-Colborne-Wawanosh Township Council hereby supports Option #1 of this staff report and direct staff to proceed with determining and drafting the necessary by-laws and agreements as well as preliminary cost estimates and to consult with impacted property owners with the intention of using by-laws regarding special services in the Municipal Act, 2001, Section 326.

Carried.

6.0 **ACCOUNTS**

6.1 Payment of Current Accounts as Presented

Moved by Forster
Seconded by Snobelen

APPROVE ACCOUNTS #7

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

Carried.

6.2 Payment of Previous Month Actual Accounts

Moved by Forster
Seconded by Vanstone

APPROVE ACTUAL PAYMENTS #8

THAT Ashfield-Colborne-Wawanosh Township Council hereby approves the payment of the April 2020 accounts in the amount of \$ 486,283.55.

Carried.

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 April 2020.

Moved by Vanstone
Seconded by Watt

REVENUE EXPENDITURE REPORT #9

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 Water Operations & Maintenance Report – April 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 April 2020.

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 Administrative Staff Position Title Change By-Law

As a follow-up from the last "In-Camera Session", we have provided Council with a copy of the by-law which changes the titles of three of the Administrative Staff Position Titles for the Township of Ashfield-Colborne-Wawanosh which better reflects the actual responsibilities of the jobs. This also supports the municipalities succession planning and ensures that we retain the staff we have to move the municipality forward.

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

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

7.5.2 Enbridge - Expression of Support for Natural Gas Expansion

We have provided Council with a copy of the letter from Enbridge, and a sample letter of support for Natural Gas Expansion. Enbridge are interested in further expanding into the Benmiller, Dungannon, and Port Albert Area. If Council supports their project proposal of expanding into these additional areas, we could have the "sample letter of support" sent with Mayor Glen McNeil signing on behalf of municipality.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have the Mayor send a letter of support for their projects.

7.5.3 EPCOR - Expression of Support for Natural Gas Expansion

We have provided Council with a copy of the letter from EPCOR, and a sample letter of support for Natural Gas Expansion. EPCOR are interested in expanding into the northern part of the municipality. If Council supports their project proposal of expanding, we could have the "sample letter of support" sent with Mayor Glen McNeil signing on behalf of municipality.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have the Mayor send a letter of support for their projects

7.5.4 Municipal Office Addition / Renovation – Update

We have provided a copy of the brief update from Alan Avis Architects Inc. with respect to the status of the Municipal Office Addition / Renovation along with a copy of the two exterior views of the proposed building.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and file.

7.5.5 By-Law Enforcement Officer Report

We have provided Council with a copy of the report prepared by Bruce Brockelbank.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.6 Public Works Department

7.6.1 Benmiller Sign

Councillor Gloria Fisher has requested that this item be added to the agenda for discussion. We have provided Council with a copy of the sign. Councillor Fisher indicated that the sign has fallen into disrepair. The sign is either on the property owners land or on the County of Huron Road Allowance. Staff reached out to Councillor Bill Vanstone as he has lived in the area all his life. Councillor Vanstone, as staff understood from our discussion, indicated that the landowners at the time of the installation of the sign worked in conjunction with the members of the community to construct the sign.

Staff suggest that this could be an initiative of the Benmiller Community Hall Committee and see if they'd be interested in spear-heading a volunteer community group who would take care of the sign this year and in the years to follow. The Benmiller Community Hall Committee could ask for permission from the landowner and the County and ask some locals who may be interested in taking care of it, and Council could then allocate some dollars towards the care and maintenance of the sign.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff reach out to the Benmiller Community Hall Committee to see if there is interest in the group establishing a Community Committee to look after the maintenance and upkeep of the Benmiller Sign.

The Benmiller Community Hall Committee will advise staff and will bring back to Council their decision. If receptive Council will then allocate some type of Budget they would allocate towards the care and maintenance of the sign.

If receptive, staff would reach out to the owner of the property behind the sign as well as the County of Huron to receive authorization to access to the sign for care and maintenance.

7.6.2 Road Allowances / Additional Lands

Please refer to the "In-Camera Session" (proposed acquisition of land by the municipality)

7.7 Environmental Services

No items scheduled.

7.8 Committee Reports

Councillor Miltenburg reported on the Dungannon Community Alliance Committee.

Mayor McNeil reported on the Ashfield Colborne Lakefront Association Meeting which he participated.

8.0 NEW BUSINESS

No items scheduled.

9.0 CORRESPONDENCE / DIRECTION REQUIRED

No items scheduled.

10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES

No items scheduled.

11.0 CORRESPONDENCE / ON COUNCIL TABLE

No items scheduled.

12.0 UNFINISHED BUSINESS

12.1 Council Meeting - Official Plan Preliminary Review

Tuesday, May 26th at 9:00 a.m.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

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

Councillors Fisher and Miltenburg participating virtually.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

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

Mayor McNeil and Deputy Mayor Watt attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

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 Forster
Seconded by Vanstone

MOVE TO #10
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council move into an "In-Camera" session, with the CAO/Clerk-Treasurer, Deputy-Clerk and the Public Works Superintendent remaining in attendance at 10:40 a.m. for the purpose of discussing:

- 1) Matters of proposed acquisition of land by the municipality.

Carried.

13.1 RETURN TO OPEN SESSION

Moved by Forster
Seconded by Watt

RISE FROM #11
IN-CAMERA

THAT Ashfield-Colborne-Wawanosh Township Council rise from an "In-Camera" session at 11:06 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 Administration Staff Position Title Change By-Law

Moved by Vanstone
Seconded by Snobelen

ADMINISTR #12
ATION
STAFF
POSITION
TITLE BY-
LAW

THAT leave be given to introduce By-Law #37-2020 being a by-law to change the titles of various Administrative Staff for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 19th day of May 2020.

Carried.

14.2 Confirmation By-Law

Moved by Watt
Seconded by Miltenburg

CONFIRMAT #13
ION BY-LAW

THAT leave be given to introduce By-Law #36-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on May 19, 2020, and that it now be read severally a first, second, and third time, and finally passed this 19th day of May 2020.

Carried.

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15.0 **ADJOURNMENT**

Moved by Forster
Seconded by Fisher

ADJOURN #14

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on May 26, 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