

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

7:00 p.m. - Council Chambers

August 6th, 2014

Mayor	Mitch Twolan	(P)
Deputy Mayor	Wilfred Gamble	(P)
Councillors	Lillian Abbott	(Arrived 7:20 pm)
	Jeff Elliott	(P)
	Jim Hanna	(P)
	Don Murray	(P)
	Carl Sloetjes	(A)
Administrator	Mary Rose Walden	(P)
Clerk	Sonya Watson	(A)
Treasurer	Jodi MacArthur	(P)
Director of Public Works	Hugh Nichol	(P)
Chief Building Official	Matt Farrell	(P)
Director of Community Services	Mike Fair	(A)
By-law Enforcement Officer	Brianne Elliott	(P)
Drainage Superintendent	Grant Collins	(A)

OTHERS PRESENT: Valerie Gillies, Lucknow Sentinel

MINUTES

1.0 CALL TO ORDER

Mayor Twolan called the meeting to order at 7:00 p.m.

1.1 DISCLOSURE OF PECUNIARY INTEREST

<u>Name</u>	<u>Item</u>	<u>Nature of Interest</u>
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1.2 DELEGATIONS

1.3 Murray Kraemer 7:00 p.m.

Mr. Kraemer has concerns with zoning compliance at 1582 Bruce Road 1 he would like to speak to.

STAFF COMMENTS: Please refer to item 2.3 for a report prepared by the Chief Building Official.

ACTION: Mr. Kraemer did not attend.

2.0 PLANNING & BUILDING DEPARTMENT

2.1 Building Report

Please find attached the monthly report of the Chief Building Official.

STAFF COMMENTS: The Chief Building Official will be in attendance to discuss the report.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: Received and filed.

2.2 August Planning Meeting/Special Council Meeting

An additional Planning Meeting is scheduled for August 25th, 2014 due to the number of applications pending at 7:00 p.m.

STAFF COMMENTS: This meeting will be held in conjunction with a Special Council Meeting scheduled for Natural Gas. The Special Meeting will start at 4:00 p.m. with the Planning Meeting to commence at 7:00 p.m. We will break for dinner between meetings. Please mark your calendars. Notice has been provided.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: Noted.

2.3 Zoning Compliance Report- 1582 Bruce Road 1

We have received some concerns regarding the use of the property at 1582 Bruce Road 1. Please find attached a report prepared by the Chief Building Official.

STAFF COMMENTS: The Chief Building Official will be in attendance to discuss the report.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: Monitor regularly.

2.4 Septic Inspection Report

We have prepared a report on the status of the Septic Inspection Program for Council's review.

STAFF COMMENTS: Included in the report.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: Received and filed.

3.0 **FIRE & EMERGENCY MANAGEMENT SERVICES**

No items scheduled.

4.0 **BY-LAW ENFORCEMENT & SMALL ANIMAL CONTROL**

4.1 Monthly Report

Please find attached the monthly report of the By-Law Enforcement Officer.

STAFF COMMENTS: The By-Law Enforcement Officer will be in attendance to answer any questions.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: Received and filed.

5.0 PARKS, FACILITIES, RECREATION AND LAKESHORE

5.1 Ripley-Huron Community Centre Kitchen Dinnerware Purchase

Staff has completed the purchase of the 300 place settings, in addition to bowls, platters, and new linen for the twenty new six foot round banquet tables.

STAFF COMMENTS: The recent arrival will provide excellent amenities for future weddings, meetings, and other culinary experiences in the future. We feel now that since the facility is licenced, and the kitchen facilities updated, and mobile drapery systems available in our halls we have become a very convenient and attractive destination for all special events. The cost for the dinnerware was on budget.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: Noted.

5.2 Lighthouse Corn Roast and Car Show August 16th, 2014 4pm-8pm

The event is fast approaching. A few volunteers from Council or staff is appreciated.

STAFF COMMENTS: We have attached the flyer for your information. Please contact Community Services Department staff if you are able to assist.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: The Deputy Mayor and Councillor Abbott will be in attendance.

5.3 Ontario Trillium Foundation

Ontario Trillium Foundation has awarded \$25 000.00 to partnership of Huron Shores Lions, Ripley Lion's and Township of Huron-Kinloss for Lion's Park Restoration.

STAFF COMMENTS: The Lion's Park restoration project partners include Huron Shores Lion's Club (\$10 000.00), The Ripley Lion's Club (\$1500.00) The Township of Huron-Kinloss (\$15 000.00), and now the Ontario Trillium Foundation contribution of (\$25 000.00). We plan to complete the project in the

fall of 2014. As a condition of the grant application staff provided two quotes for all the park equipment. Little Tikes Play Power Canada provided the lowest proposal price. Staff would request permission to proceed with the purchase of the equipment and accessible wood chip surfacing from Little Tikes Play Power Canada at this time for \$41 081.73. Additional components of the project include picnic tables and Pavilion roof replacement and will be purchased according to the purchasing policy. We seek your direction.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* contribute to our goals in achieving a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: Approved. Bring by-law forward to the next meeting.

6.0 FINANCE

6.1 Purchasing Policy

The Treasurer has prepared an updated Purchasing Policy for Council's consideration.

STAFF COMMENTS: The current policy was in need of a review. The new policy doesn't significantly change the current methods for procurement, but provides greater detail and clarity around the process.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving a *prosperous and accessible* community.

ACTION: Approved. Bring forward a by-law at the next meeting.

7.0 DRAINAGE

No items scheduled.

8.0 DRINKING WATER & WASTE WATER

8.1 Water/Wastewater Summary

Please find attached Veolia's June summary for the water and wastewater systems.

STAFF COMMENTS: We bring this forward for information purposes.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving an *environmentally conscious* community.

ACTION: Received and filed.

8.2 DWQMS Surveillance Audit

Please find attached the S2 Surveillance Audit report performed by SAI Global Assurance Services on June 26, 2014.

STAFF COMMENTS: The surveillance audit of the Township's water systems is part of the accreditation program for Operating Authorities under the Drinking Water Quality Management Standard.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving an *environmentally conscious* community.

ACTION: Received and filed.

9.0 WASTE MANAGEMENT

No items scheduled.

10.0 TRANSPORTATION

10.1 Rehabilitation of Baseline Bridge Options

Please find attached a list of four options for the rehabilitation of Baseline Bridge.

STAFF COMMENTS: The Director of Public Works agrees with the consulting engineers that fifteen years for less than \$30,000.00 makes option 3 the most economical solution, especially as it addresses both the deck and wing wall deficiencies. However, during the on-site visit by Council in April, concerns were noted regarding the installation of a wooden deck. Therefore, the Director of Public Works brings forth all options for discussion and direction.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving a *prosperous and accessible* community.

ACTION: Council would like to know the cost of replacing the deck with concrete.

10.2 Construction Projects

We bring forward updates on the various construction projects within the Township for information purposes.

STAFF COMMENTS:

Campbell Street: The Bruce County Highways Department was unable to install curb and a base coat of asphalt prior to the two-week shutdown. The road is open to traffic until work resumes on August 11th. The County has confirmed with the Murray Group that paving must be completed by August 21st to address the concerns of the Music in the Fields Committee.

Ripley: Pulverization of the road base on Blake Street, Christina Street and Malcolm Street has taken place, materials have arrived on-site, and a temporary water line has been installed. Excavation began July 29th with a proposed completion date of August 22nd.

Holyrood: The County Engineer confirmed they have reached a tentative agreement to make improvements at the Holyrood intersection. Once all documentation has been signed, County staff will undertake the design work to include the improvements with the mill and pave project of County Road 1 which is scheduled for late August.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving a *prosperous and accessible* community.

ACTION: Noted.

10.3 Snow Removal Contracts

The Director of Public Works is requesting Council's exemption from the tendering process and Council's approval to sign a three-year extension of the existing snow removal contracts with a 10% increase in hourly rate and standby time.

STAFF COMMENTS: The 10% increase in hourly rate is equal to the last extension approved in 2011, is still below the closest competitor's quotes received during the 2006 tender process, and is comparable to what the Township's costs are for doing the work in-house.

Area/Contractor	2014 – 2017 Proposed Rates
Lakeshore – Bill & Tom Kempton Construction Limited	\$80.00
Kinloss – Lloyd Collins Construction Ltd.	88.90
Ripley – Brian Colling Trucking Inc.	74.25
Standby Time	\$66.00

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving an *accessible* community.

ACTION: Approved. Bring a by-law forward to the next meeting.

11.0 ECONOMIC DEVELOPMENT & TOURISM

11.1 MYFM Ice Cream Trail contest

MyFM Radio is sponsoring our Ice Cream Trail™ this year.

STAFF COMMENTS: In addition to giving us 88 free 30-second commercials throughout the duration of the contest, they will be running a contest to promote the Trail for the month of August. Starting August 1st, listeners are encouraged to go on the Trail and then enter their "Fav Flav" and where they got it on the MyFM webpage (<http://shorelinetoday.ca>). The contest will end on August 31.



SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The actions contribute to our goals in achieving a *prosperous, vibrant, spirited and accessible* community.

ACTION: Noted.

11.2 Spruce the Bruce "Mini Main Street Matters" Contest

This contest began last September.

STAFF COMMENTS: For every can of Benjamin Moore Paint purchased in Bruce County during the month of September, \$3 was put towards a fund to go towards one painting project in a Bruce County Downtown. To enter the contest, interested communities were told to submit their painting project idea to Spruce the Bruce and once uploaded to their website, get people to vote for it. When the Ripley Revitalization Committee first heard about the contest, they approached David Brown about the opportunity to revitalize the façade of the former Courtney Grain and Seed building. CoBALT Connects (they completed our Cultural Action Plan) came up with a unique public art concept to enter into the contest (Seed Quilt). The Committee painted a giant chalkboard on the outside of the building to engage the community and see what they wished to see at that location in the future. Unfortunately a few weeks ago we learned that our project was unsuccessful and that Sauble Beach won the contest. The outdoor chalkboard has now been painted over so that people cannot write on it anymore.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited and accessible* community.

ACTION: Noted.

12.0 **GENERAL GOVERNMENT**

12.1 Delegation of Powers during "lame duck" period

The Clerk has prepared a report for Council's review.

STAFF COMMENTS: Included in the report.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: Approved. Bring by-law forward to the next meeting.

12.2 School Closures Reactive Community Schools Alliance

We have received a letter from Niagara on the Lake concerning the School Closures Reactive Community Schools Alliance.

STAFF COMMENTS: We bring this to your attention for information purposes. We will keep Council up to date on this matter.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited and accessible* community.

ACTION: Noted.

13.0 **PERSONNEL**

13.1 Interview Committee

Interviews will be scheduled in the near future for the By-Law Enforcement Officer and the Administrative Assistant/Program Coordinator position.

STAFF COMMENTS: We wish to confirm the Mayor and Deputy Mayor will sit on the interview committees.

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Approved.

13.2 Ontario Job Creation Partnership Program Extension

We have received an extension to the agreement with the Ministry of Training, Colleges and Universities for the OJCP funded position of agri-tourism coordinator until January 2, 2015.

STAFF COMMENTS: We bring this forward for information purposes.

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Noted.

14.0 NEW BUSINESS/COUNCIL REPORTS**14.1 Municipal Challenges Created by Windmills**

Wainfleet Municipal Working Group is hosting a meeting in London on August 17, 2014.

ACTION: Deputy Mayor and Councillor Murray will attend.

14.2 AMO Delegation

Our request of the Minister of Energy has been approved. Bob Delaney, Parliamentary Assistant to the Minister of Energy will be meeting with all three municipalities to discuss the Natural Gas Project.

ACTION: Noted.

14.3 County of Bruce's Broadband Initiative

Mayor Twolan reported that the County was successful in getting a meeting with the Minister.

ACTION: Noted.

15.0 CORRESPONDENCE ON THE TABLE

15.1	AMO	AMO Watch File July 24, 2014
15.2		AMO Watch File July 17, 2014
15.3		AMO Watch File July 10,, 2014
15.4		AMO Communications LAS/MFOA 'Investment Basics' Seminars – 5 locations July 10,, 2014
15.5		AMO Communications – Accountability Act Introduced Today July 8, 2014
15.6	Grey Bruce Health Unit	News Release – Kelso Beach, Northwinds Beach and Little River Beach Park Posted Unsafe for Bathing July 25, 2014
15.7		News Release – World Hepatitis Day – July 28 Know Your Status? Get Tested. July 24, 2014
15.8		News Release – Public Assistance Request – Dog Bite July 23, 2014
15.9	General	Drysdale Aggregate Consulting – Annual Compliance Assessment Reports July 22, 2014
15.10		Great Lake and St Lawrence Cities Initiative – 2014 Annual Meeting and Conference June 18-20 2014
15.11		GLSLCI – Making Waves July 16, 2014
15.12		Southwest Community Care Access Centre – 2013-2014 Annual Report
15.13		Ontario Power Authority – Siting of future electricity infrastructure July 23, 2014
15.14		Municipal Monitor Summer 2014

16.0 **CLOSED SESSION**

16.1 Move into closed session

Moved by Gamble
Seconded by Elliott

222

MOVE INTO
CLOSED
SESSION

THAT Committee move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at 7:50 p.m. for the purpose of discussing:

- a proposed or pending acquisition or disposition of land by the municipality or local board;
 - Property in Lucknow
 - Landfill Site

Carried.

17.0 **RETURN TO OPEN SESSION**

Moved by Elliott
Seconded by Gamble

224

RISE FROM
CLOSED
SESSION

THAT Committee rise from the Closed Session at 8:15 p.m.

Carried.

18.0 **BUSINESS ARISING FROM THE CLOSED SESSION**

Moved by Murray
Seconded by Abbott

225

APPROVE
PURCHASE 660
AND 662
WHEELER
STREET

THAT Huron-Kinloss Township Council hereby approves in principle the purchase of 660 and 662 Wheeler Street, Lucknow, from Paul Zinn for a purchase price of \$115,000.00, subject to ratification by by-law at Council's next meeting.

AND FURTHER THAT the Mayor and the Administrator (or Clerk) are hereby authorized to execute the agreement of purchase and sale substantially in the form presented to Council and subject to Township Solicitor approval.

Carried.

19.0 **ADJOURN**

Moved by Hanna
Seconded by Murray

ADJOURN 226 **THAT** the meeting does now adjourn.

Carried.

Original Signed by Wilf Gamble
Deputy Mayor

Original Signed by Sonya Watson
Clerk