

**CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS**

**GENERAL COMMITTEE MEETING**

**7:00 p.m. - Council Chambers**

**August 6<sup>th</sup>, 2014**

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

**AGENDA**

**1.0 CALL TO ORDER**

**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:

## 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:

### 2.2 August Planning Meeting/Special Council Meeting

An additional Planning Meeting is scheduled for August 25<sup>th</sup>, 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:

### 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:

### 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:

### 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:**

## **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:**

## 5.2 [Lighthouse Corn Roast and Car Show August 16<sup>th</sup>, 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:**

## 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:**

## 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:

## 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:

## 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:**

## 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:**

## 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 11<sup>th</sup>. The County has confirmed with the Murray Group that paving must be completed by August 21<sup>st</sup> 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 29<sup>th</sup> with a proposed completion date of August 22<sup>nd</sup>.

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:



### 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:

**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:

## 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:**

## 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:**

## 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:

## 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:

### 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:

**14.0 NEW BUSINESS/COUNCIL REPORTS**

14.1

**15.0 CORRESPONDENCE ON THE TABLE**

15.1	<i>AMO</i>	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 <i>LAS/MFOA 'Investment Basics' Seminars – 5 locations</i> July 10,, 2014
15.5		AMO Communications – <i>Accountability Act Introduced Today</i> July 8, 2014
15.6	<i>Grey Bruce Health Unit</i>	News Release – <i>Kelso Beach, Northwinds Beach and Little River Beach Park Posted Unsafe for Bathing</i> July 25, 2014
15.7		News Release – <i>World Hepatitis Day – July 28 Know Your Status? Get Tested.</i> July 24, 2014
15.8		News Release – <i>Public Assistance Request – Dog Bite</i> July 23, 2014
15.9	<i>General</i>	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  
Seconded by

MOVE INTO  
CLOSED  
SESSION

THAT Committee move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at \_\_\_\_\_ 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

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**17.0     RETURN TO OPEN SESSION**

Moved by  
Seconded by

RISE FROM  
CLOSED  
SESSION

THAT Committee rise from the Closed Session at    p.m.

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**18.0     BUSINESS ARISING FROM THE CLOSED SESSION**

Moved by  
Seconded by

BUSINESS  
ARISING FROM  
THE CLOSED  
SESSION

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**19.0     ADJOURN**

Moved by  
Seconded by

ADJOURN

THAT the meeting does now adjourn.

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