

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

7:00 p.m. - Council Chambers

June 4th, 2012

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

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 Jutta Splettstoesser 7:00 p.m. [Canada's Used Nuclear Fuel Site Selection Process](#)

We have received a presentation from Jutta Splettstoesser on the Site Selection Process through the Nuclear Waste Management Organization.

STAFF COMMENTS: We have attached the presentation for your review.

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.

ACTION:

3.0 FIRE & EMERGENCY MANAGEMENT SERVICES

3.1 CEMPC Update

There are a couple of new members on the Community Emergency Management Program Committee (CEMPC).

STAFF COMMENTS: Martin Thornber, Disaster Management Community Services Coordinator for the Canadian Red Cross, replaced Stephanie Murray, and Sonya Watson replaced Mary Rose Walden as members of the Committee. We will bring an amended Consolidated Appointment By-Law forward at the next meeting.

ACTION:

4.0 BY-LAW ENFORCEMENT & SMALL ANIMAL CONTROL

4.1 Monthly Report

The By-Law Enforcement Officer was away last week attending the Ontario Association of Property Standards Officers Conference. Therefore, her report was unavailable.

STAFF COMMENTS: We hope to have the **report** available at Monday's meeting.

ACTION:

4.2 Noise By-Law Exemption Request

We have received a request from Barb Strain from 117 and 112 Gordon Street North for an exemption to the Noise By-Law to hold fireworks on Labour Day weekend.

STAFF COMMENTS: According to Noise By-Law 2005-101 fireworks are only permitted on Canada Day and Victoria Day. The request has been copied for your review. They are requesting an exemption for both the Saturday and Sunday night. I suggest we place time constraints that adhere to the by-law of 11:00 p.m.

ACTION:

4.3 Noise By-Law Exemption Request

We have received a request from the Kincardine Nimrod Club for an exemption to the Noise By-Law to hold a "Trap Shooting After Dark Event" on July 1st, 2012.

STAFF COMMENTS: According to Noise By-Law 2005-101 Council can grant an exemption for a specified time period. They are requesting an exemption from 9:45 p.m. to midnight to hold this event. We have asked a representative to attend. We seek your direction. **Two letter of opposition have been attached. Exemption withdrawn.**

ACTION:

5.0 **PARKS, FACILITIES, RECREATION AND LAKESHORE**

5.1 Lake Huron Centre for Coastal Conservation- Report on Phragmites

Over the past 6 months staff at the Lake Huron Centre for Coastal Conservation has mapped the occurrence of invasive exotic Common Reed (Phragmites australis) along the Southeastern shores of Lake Huron.

STAFF COMMENTS: The fact sheets are attached for your review, and the full report will be available at the meeting or at this link:

<http://lakehuron.ca/index.php?page=phragmites-and-coastal-environments>

We are fortunate to have the Coastal Centre for Conservation working with Shoreline Municipalities to protect our shoreline and providing valuable information and research. We plan to proceed with another treatment to the phragmites in June. We bring this forward for information purposes.

ACTION:

5.2 Healthy Lake Huron

We have received the 2012 pamphlet called “Healthy Lake Huron” that was developed by the Lake Huron Southeast Working Group.

STAFF COMMENTS: The newsletter is available at this link
<http://healthylakehuron.com/downloads/Summer2012.pdf>

We provide this for information purposes only.

ACTION:

5.3 [Lake Huron South East Shores Executive Steering Committee](#)

We have received a request from Deb Shewfelt to start a Mayor and Reeves Committee to stay informed with the work of the “Lake Huron South East Shores Executive Committee”.

STAFF COMMENTS: The letter and Terms of Reference for the Committee has been attached for your review. If Council concurs the Consolidated Appointment By-Law will be brought forward.

ACTION:

5.4 Huron-Kinloss and Lurgan Beach Association Win Green Ribbon Award

The Green Ribbon Beach is a symbol of environmental excellence, intended to acknowledge, promote and protect the environment along Lake Huron.

STAFF COMMENTS: Huron-Kinloss is a community that is actively engaged in the caring for our beaches. Green Ribbon will recognize those communities who have demonstrated an ongoing commitment to care for and preserve that natural shoreline environment. The aim of the Green Ribbon Award is: To acknowledge those beaches which are prized for their high quality and where care is taken to preserve their natural, unspoiled environment, or where their natural values have been restored. Deputy Mayor Wilf Gamble received the awards at the Coastal Centre Conference on May 18, 2012, unfortunately a representative from the Lurgan Beach Association was not available, and suggest that the award could be delivered to their AGM on July 7th, 2012. Is Council attending?

For more details about the Green Ribbon Award visit
<http://lakehuron.ca/index.php?page=green-ribbon>

ACTION:

5.5 [Lurgan Beach Blair's Grove Association](#)

We have received a thank you letter and invitation for the annual meeting from the Lurgan Beach Blair's Grove Association.

STAFF COMMENTS: The letter has been attached for your review. What members can attend the July 7th meeting?

ACTION:

5.6 Dune Grass Destruction

There have been reports of Dune grass removal and Dune destruction along the lakeshore of Huron-Kinloss.

STAFF COMMENTS: The Dune destruction has occurred using loader tractors, mowers, shovels and rakes. The By-Law enforcement Officer will be doing a blitz along the shoreline at different hours each week, and tickets will be issued without warnings. Staff will continue to promote education of shoreline residents with the benefits of Dune Development. We bring this forward for information purposes.

ACTION:

5.7 Motorized Vehicles on the Beach in Huron-Kinloss require permits!

There are reports of Loader Tractors and ATV's on the beach.

STAFF COMMENTS: We are encouraging the public to report to By-law Enforcement, or the OPP. By-law Enforcement will be increasing patrols along the lakeshore and once again, tickets will be issued without warnings. Staff will continue to promote education of shoreline residents regarding motorized vehicles on the beach. We bring this forward for information purposes.

ACTION:

5.8 Lucknow Flat Membrane Roof

Tenders Received: Morgan's \$11,800.00, DJ Peat \$14,400.00

Budget: \$12,000.00

STAFF COMMENTS: Staff recommends Morgan's Roofing at \$11,800.00 plus HST. If Council concurs a resolution will be brought forward.

ACTION:

5.9 Medical Centre Steel Roof

Tenders Received: Morgan's \$11,795.00, DJ Peat \$16,910.00, North Star \$8,498.00, Bruce Woods \$21,120.00.

Budget: Combined budget with item 5.10 of \$25,000.00

STAFF COMMENTS: Staff recommends North Star at \$8,498.00 plus HST. If Council concurs a resolution will be brought forward.

ACTION:

5.10 Medical Centre HVAC

Tenders Received: Sparlings \$16,700.00

Budget: Combined budget with item 5.9 of \$25,000.00

STAFF COMMENTS: The proposal is over budget. There are many unknowns with a renovation installation and the cost of unknowns is certainly accounted for. I recommend proceeding with Sparlings only if we negotiate a "Time and Material project", therefore if the project is completed under budget, then the savings would be passed onto the Municipality, and the maximum invoice is not to exceed \$16,700.00 plus HST. We seek your direction.

ACTION:

5.11 Municipal Office Steel Roof

Tenders Received: Morgan's \$46,820.00, North Star \$34,619.00, Bruce Woods \$59,988.00, DJ Peat \$35,100.00

Budget: \$0.00

STAFF COMMENTS: Upon consulting with the contractors the drawbacks to steel are: Quick Snow slides with a steep roof, Risk of snow guards and rain gutters being damaged in the winter months, sun fade, increased rate water flow rate off roof, and increased risk to visitors / staff / vehicles from snow slides. The snow slide effect will be doubled by the elevated roof dumping onto the lower roof. Staff does not recommend a steel roof on the Municipal Office with such a steep sloped roof.

ACTION:

5.12 Municipal Office Fibreglass Shingle Roof

Tenders Received: Morgan's \$23,850.00, AM Roofing \$22,866.00, North Star \$32,418.00, Bruce Woods \$39,850.00.

Budget: \$0.00

STAFF COMMENTS: Staff recommends AM Roofing \$22,866.00 plus HST. If Council concurs a resolution will be brought forward.

ACTION:

5.13 Retaining Wall Cemetery

Tenders Received: Bruce Woods \$12 260.00
Budget:\$8000.00

STAFF COMMENTS: The proposal is over budget. Staff will revise the specifications to ensure that the project will be within budget. We propose to call for quotes and include Bruce Woods as a quote. We seek your direction.

ACTION:

5.14 Ripley Arena Flooring Rooms three and four

Tenders Received: Bruce Woods \$11,999.00, Bluewater \$11,515.00

Budget:\$10,000.00

STAFF COMMENTS: The proposal is over budget. Staff will review the specifications to ensure that the project will be within budget. We propose to call for quotes and include Bruce Woods, and Bluewater as a quoters. We seek your direction.

ACTION:

5.15 Ripley Arena Lighting Arena Floor and Auditorium

Two tenders have been received.

TAFF COMMENTS: At this time due to the technical details of the tender, we propose to delay the report until a review of the proposals is complete.

ACTION:

5.16 [Municipally Significant Event](#)

The Director of Facilities and Recreation has prepared a report for your review based on a request received from Courtney Proudfoot and Cayley Black.

STAFF COMMENTS: Included in the report.

ACTION:

5.17 [Municipally Significant Event](#)

The Director of Facilities and Recreation has prepared a report for your review based on a request from the Ripley Classics Hockey Team.

STAFF COMMENTS: Included in the report.

ACTION:

6.0 FINANCE

6.1 [Tax Rate Comparison](#)

A comparison of local area municipalities is attached for Council's information.

STAFF COMMENTS: Included in the report.

ACTION:

7.0 DRAINAGE

No items scheduled.

8.0 DRINKING WATER & WASTE WATER

8.1 [Draft Proposed Source Water Protection Plans - Maitland](#)

We have received the Draft Source Water protection Plans as part of the consultation process and regulation requirements.

STAFF COMMENTS: We have copied the [letter](#) for your review. There are a number of upcoming public meetings for residents to review the policies. A You Tube video has been create to explain the draft proposed source protection plans for the ABMV region which can be found at <http://youtu.be/UQ2iiHT9LGU>. The plans can be found at <http://www.sourcewaterinfo.on.ca/content/news.php?a=172>
A second [letter](#) was also received with the responses to the comments previously submitted by Huron-Kinloss.

ACTION:

8.2 Lucknow Well Supply Inspection

The Drinking Water Inspector performed the annual inspection of the Lucknow Well Supply on April 4, 2012.

STAFF COMMENTS: Attached is the Summary of Best Practice Issues and Recommendations. The system received an overall rating of 100%. We bring this forward for information purposes.

ACTION:

8.3 Lucknow Standpipe Replacement

The Environmental Assessment report for the replacement of the Lucknow Water Tower is complete.

STAFF COMMENTS: The final report has been forwarded to the Ministry of Environment for their files. There is nothing in the report that defines a window of time for building the tower, thus no further action is required at this time. For your information, Class EA reports are valid for ten years. However, it is our intent to budget for the preparation of design drawings in 2013.

ACTION:

9.0 WASTE MANAGEMENT

9.1 Free Dump Day

The Township is hosting a free day at the Huron Landfill on Saturday June 16th from 10:00 a.m. to 4:00 p.m.

STAFF COMMENTS: Advertisements will appear in the local newspapers, as well as on the Township website. We bring this forward for information purposes.

ACTION:

10.0 TRANSPORTATION

10.1 Surface Treatment Tender

Our co-tender with the municipality of South Bruce for the supply and application of single surface treatment closed on May 24th.

STAFF COMMENTS: Cornell Construction submitted the lowest of three bids received. Dependent on a reference check, South Bruce will be recommending acceptance of the tender on June 12th, while we will bring forward the appropriate by-law on June 18th. It is our intent to surface treat 2.0 km on Wolfe Street between the avenues of Grey Ox and South Kinloss, and

2.6 km on Guest Avenue (east of Bruce Road 1). Completion date for the application is July 13th.

ACTION:

10.2 Construction Updates

Havelock Street: The only outstanding issues are boulevard landscaping and general clean up of the storage area.

Gravel Resurfacing: The resurfacing has been completed and we are in the process of applying dust suppressant. The extremely dry weather conditions caused delays in the application scheduling, as the calcium requires moisture to begin activation.

STAFF COMMENTS: We bring this forward for information purposes.

ACTION:

10.3 Tractor Tender

The Township's tender for the supply and delivery of a tractor, with loader and front mount snow blower, closed May 29th.

STAFF COMMENTS: Roberts Farm Equipment Sales Inc. submitted the only bid, a Kubota L3940, in the amount of \$39,500.00, plus taxes. The Director of Public Works is recommending acceptance of the quote.

ACTION:

10.4 [Stop Sign – Heather Blvd](#)

A request has been made regarding the installation of a second stop sign at the intersection of Lewis Road and Heather Boulevard in the Huronville Subdivision.

STAFF COMMENTS: The increase in housing has resulted in greater traffic flow in the area and the concern expressed is that a driver exiting Saratoga Road with the intent of turning left into Inverlyn Lake Estates may not be focused with respect to on-coming traffic heading north on Heather Boulevard. The Director of Public Works has viewed the intersection and has no concerns with the request.

ACTION:

11.0 ECONOMIC DEVELOPMENT & TOURISM

11.1 Lucknow Gateway Signs

The Revitalization Committee has received quotes for the gateway signs, each sign will cost approximately \$15,000. We have applied for Spruce the Bruce funding for the gateway signs. If approved this will give the Committee sufficient funds to build and install three signs.

STAFF COMMENTS: The Committee is requesting Council approve the quotes received from Huron Landscaping and McPyatt signs and grant an exemption to the purchasing by-law as there are limited suppliers for some of the components of the sign.

ACTION:

11.2 Business Retention & Expansion Plan

Genny Smith of GS Consulting has finished conducting the interviews with Huron-Kinloss business owners.

STAFF COMMENTS: A total of 73 businesses owners were interviewed and all the survey data has been entered into the BR+E online database. Over the next month, Taralyn will be analyzing the data and going through the reports generated on the online database. The results, along with a draft final report will be brought forward to the BR+E Task Force for their comments.

ACTION:

11.3 Wayfinding Signage Program

The County is offering financial assistance to municipalities to implement the Bruce County wayfinding signage program.

STAFF COMMENTS: Last year we had partnered on their tender for direction signs for Lucknow but if you recall the costs was very expensive and over budget. They are preparing another tender this year. We have been working with a local sign maker to determine if they would set up shop to produce these signs to the County's specifications. If the costs are within our budget we plan on purchasing the signs for Ripley this year. We are working with the County of preparing a preliminary plan for a facelift on downtown Lucknow therefore it would be prudent to wait before installing signs.

ACTION:

11.4 Ice Cream Trail

The 2012 Ice Cream Trail was launched at the Ripley and Lucknow elementary schools on May 14th.

STAFF COMMENTS: Each student received an ice cream treat and got the chance to meet Sammy Sprinkles. The contest officially opened on May 19th and the entries are already starting to pour in. Close to 7500 brochures have already been distributed through brochure swaps and mail-outs to places in Bruce County and to Tourism Information Centres across Southwestern Ontario. The Ice Cream Trail has and is continuing to be promoted in various newspaper articles and on MYFM radio. We should have the new t-shirts in the next few days.

ACTION:

11.5 Food Produce Tour

On May 3rd, representatives from the County of Bruce and the Township of South Bruce and Huron-Kinloss, along with a number of food producers in these Townships, met in the Huron-Kinloss Council Chambers to discuss the development of a food produce tour.

STAFF COMMENTS: The group looked at what other counties are doing in this area and found that a number of them have culinary tours and food-related festivals. After a lengthy discussion, it was decided that our focus should be educating the public on where their food comes from and giving them a small town and rural farm experience. A sub-group was formed and they met on May 24th in Teeswater to discuss tour particulars. The next steps include identifying food producers in South Bruce and Huron-Kinloss and getting their address and contact information. A trail connecting these places can then be established.

ACTION:

12.0 **GENERAL GOVERNMENT**

12.1 **Poplar Beach Cottages**

We have invited three contractors to quote on the demolition and removal of the Poplar Beach Cottages.

STAFF COMMENTS: Tenders close on June 4th, 2012 at 1:00 pm., therefore a report will follow at the meeting with a recommendation. We have decided not to move forward on moving the cottage to the BBFG, the total cost was going to exceed \$25,000. We have requested in the tenders that the removal be done by July 15th, 2012.

ACTION:

13.0 PERSONNEL

No items scheduled.

14.0 NEW BUSINESS/COUNCIL REPORTS

15.0 CORRESPONDENCE ON THE TABLE

15.1	<i>AMO</i>	AMO Watch File – May 17, 2012
15.2		Communicate AMO – Request for Nominations to the 2012-2014 AMO Board of Directors and Nomination Form May 17, 2012
15.3		AMO Watch File – May 31, 2012
15.4	<i>Grey Bruce Health Unit</i>	News Release “Tattoos and Piercing: Are you Safe?” May 18, 2012
15.5		News Release “Contract Agreement with OPSEU Pro-Tech Local 276” May 18, 2012
15.6		News Release “Longest Day of PLAY” May 22, 2012
15.7		News Release “Public Assistance Request” May 22, 2012
15.8		News Release “Guys Caring for Kids Photo Contest” May 23, 2012
15.9		News Release “Grey Highlands Secondary School students learn to love their teeth” May 28, 2012
15.10	<i>General</i>	Great Lakes and St. Lawrence Cities Initiatives – Making Waves May 1, 2012
15.11		Thank You Card – Grant, Carol & Families
15.12		Ministry of Natural Resources: Sit Plan Amendment to Revise the Limit of Extraction, License #4590 “Kempton Pit” – May 9, 2012
15.13		Ministry of Natural Resources: Sit Plan Amendment to Revise the Limit of Extraction, License #625132 “Kinloss Pit” – May 9, 2012
15.14		Wind Turbine Debate Article by Andrew Smith – May 25, 2012
15.15		Ontario Heritage Trust: Doors Open Ontario 2012 Guide – May 11, 2012

16.0 CLOSED SESSION

16.1 Move into closed session

Moved by
Seconded by

MOVE INTO
CLOSED
SESSION

THAT Huron-Kinloss Township Council move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at _____ p.m. for the purpose of discussing:

- personal matters about an identifiable individual, including municipal or local board employees;
 - Landfill Attendant Position
 - Committee appointment
- a proposed or pending acquisition or disposition of land by the municipality or local board;
 - Long-term land lease agreement

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17.0 RETURN TO OPEN SESSION

Moved by
Seconded by

RISE FROM
CLOSED
SESSION

THAT Huron-Kinloss Township Council 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

THAT Huron-Kinloss Township Council rise from the Closed
Session at p.m.

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19.0 ADJOURN

Moved by
Seconded by

ADJOURN

THAT Huron-Kinloss Township Council do now adjourn to meet
again on May 23rd, 2012 at 7:00 p.m. or at the Call of the Mayor.

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