

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

9:00 a.m. - Council Chambers

March 3<sup>rd</sup>, 2014

Mayor	Mitch Twolan	(P)
Deputy Mayor	Wilfred Gamble	(P)
Councillors	Lillian Abbott	(P)
	Jeff Elliott	(P)
	Jim Hanna	(A)
	Don Murray	(P) <i>arrived at 10:07 a.m.</i>
	Carl Sloetjes	(P)
Administrator	Mary Rose Walden	(P)
Clerk	Sonya Watson	(P)
Treasurer	Jodi MacArthur	(P)
Director of Public Works	Hugh Nichol	(P)
Chief Building Official	Matt Farrell	(P)
Director of Community Services	Mike Fair	(P)
By-law Enforcement Officer	Brianne Elliott	(P)
Drainage Superintendent	Grant Collins	(P)

**OTHERS PRESENT:** Hope & Dale MacCrostie, Jutta Spletstoesser, Liz Dadson, Kelly Lush, Bob Harvey, Steve Jackson, Doug Martyn, Lynn Pierce, Warren Howard

MINUTES

1.0 CALL TO ORDER

Mayor Twolan called the meeting to order at 9:10 a.m.

1.1 DISCLOSURE OF PECUNIARY INTEREST

<u>Name</u>	<u>Item</u>	<u>Nature of Interest</u>
Councillor Elliott	1.3	landowner

1.2 **DELEGATIONS**

***Councillor Elliott declared a conflict on item 1.3, vacated his seat, and left the room.***

1.3 Noise Nuisance By-Law

9:00 a.m.

Warren Howard

Warren Howard will attend Council to present information on the proposed Noise Nuisance By-Law for Industrial Wind Turbines.

STAFF COMMENTS: The presentation has been attached for your review.

ACTION: Mr. Howard stated he is a Councillor in North Perth and is not speaking on behalf of North Perth Council. His presentation outlined how Municipal By-Laws cannot prohibit Green Energy Act activities, but they can heavily regulate them. The proposed by-law is an endeavor to work together on a common noise by-law to leverage strength in numbers. The proposal is to share the legal costs for generic by-law development. The collation would request a court review of the by-law to confirm municipalities have jurisdiction to enact the by-law. The proposal is for the coalition to draft a generic by-law however, the municipality would be responsible for customization and linking the by-law to any current noise by-law the municipality may have or customization to meet special requirements of the municipality.

Mr. Howard outlined the proposed costs associated with the proposed by-law:

- Drafting by-law \$30,000-50,000
- Court Reference Assumptions: \$250,000.00  
Government of Ontario and wind companies will seek standing in case or a large number of pre-trial motions will be filed by opponents each requiring a response.

Mr. Howard stated the process will start once sufficient funds are pledged meaning once they have confirmed the \$300,000.00 in pledged support. Citizens can provide financial support to the coalition. Mr. Howard questioned whether the Township of Huron-Kinloss is interested in participation in the coalition? Are there any specific issues to address while drafting the generic by-law?

Council confirmed that 79 municipalities have posted unwilling host resolutions.

Council acknowledged their support and has allocated \$5000.00 in the draft budget. A resolution will be bringing forward at the next meeting

1.4 2013 South Bruce Detachment Annual Report 9:30 a.m.

Dana Earley  
Staff Sergeant, Detachment Manager

Dana Earley from the South Bruce Detachment will attend to present the 2013 Year End Report.

STAFF COMMENTS: The report is attached for your review.

ACTION: Ms. Earley presented an overview of the year-end report for Council and there was further discussion regarding the new OPP costing model that is proposed.

1.5 Maitland Valley Conservation Authority 10:00 a.m.

Steve Jackson

Mr. Jackson requested attendance at Council regarding the snow accumulations in Lucknow and the potential flood concerns.

STAFF COMMENTS: None at this time.

ACTION: Mr. Jackson suggested he is advising all municipalities within MVCA jurisdictions to be prepared for a potential flood event. There is a reasonable chance there may be an event. The snow accumulation right now has a melt factor of approximately 7 inches. All the municipal drains will be full of snow and ice so Public Works should be ready for water ending up where it may not normally travel. Mr. Jackson suggested staff review the Emergency Preparedness Plan for a flood event.

## 2.0 **PLANNING & BUILDING DEPARTMENT**

2.1 Monthly 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 Septic Systems Regulations

The Chief Building Official has prepared a report for your 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 an *environmentally conscious* community.

ACTION: The Chief Building Official will proceed to work with B.M. Ross and prepare an enforcement letter to distribute to property owners that have not had their septic systems inspected as part of the first cycle of the program.

## 2.3 Ontario Human Rights Commission's New Guide

We have received copies of a new guide called "Room for everyone: human rights and rental housing licensing." From the Ontario Human Rights Commission.

STAFF COMMENTS: The letter and tip sheet has been copied for your review. Hard copies of the Guide will be available at the meeting or you can access it here.

Under the *Municipal Act* municipalities have the authority to license, regulate and govern businesses operating within the municipality. This includes the authority to pass licencing by-laws covering the business of renting residential units and operating rooming, lodging or boarding house/groups homes. Much of this does not occur in Huron-Kinloss at this time but the correspondence was directed to Council's attention.

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.

### **3.0 FIRE & EMERGENCY MANAGEMENT SERVICES**

#### 3.1 Year End Report

Please find attached the Year End Report of the Ripley-Huron Fire Department.

STAFF COMMENTS: Chief Martyn 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 an *accessible* community.

ACTION: Chief Martyn was in attendance at the meeting. There was further discussion regarding training and documentation. Council stressed that documentation on training is a requirement and expected of the department. Council supports the financial dollars required to ensure each responder has the appropriate training. It was suggested that Module A and B would be an expected minimum but a minimum would be established. Staff will bring forward further recommendations on training after a meeting with the insurer scheduled for March 4<sup>th</sup>.

### **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.

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

**5.1 Grass Cutting White Church Park**

Gord Dale has been cutting the grass in White Church for many years.

STAFF COMMENTS: The proposed price for 2014 remains the same at \$90.00 per cut. I have had no complaints regarding the work completed. I recommend that we accept his offer for 2014 at \$90.00 per cut.

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, spirited, and environmentally conscious* community.

ACTION: Approved. Bring a resolution forward.

**5.2 Grass Cutting Kinlough Cemetery**

Don McFarlane has been cutting this grass for several years.

STAFF COMMENTS: The proposed price for 2014 is \$225.00 per season which is the same as 2013. I have had no complaints regarding the work completed. I recommend that we accept his offer for 2014 at \$225.00 per season.

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, spirited, and environmentally conscious* community.

ACTION: Approved. Bring a resolution forward.

**6.0 FINANCE**

6.1 2014 Draft Budget Report

The Treasurer has prepared a report on the Draft Budget for your 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, and accessible* community.

ACTION: Council approved bringing the budget forward as presented in the report to the March 17<sup>th</sup>, 2014 Council meeting.

**7.0 DRAINAGE**

*No items scheduled.*

**8.0 DRINKING WATER & WASTE WATER**

8.1 2013 Annual Reports

As per O.Reg. 170/03, Veolia Water Canada has prepared the annual reports for the Lakeshore Well Supply, Lucknow Well Supply, Ripley Well Supply and Whitechurch Well Supply systems. Also the Kincardine Water System report is available for Huronville residents.

STAFF COMMENTS: These reports are available to the public in the Municipal Office lobby, as well as on the Township's website which can be viewed [here](#). We bring this forward for information purposes only.

STAINABILITY 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 an *environmentally conscious* community.

ACTION: Noted.

## 8.2 Water/Wastewater Summary

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

STAFF COMMENTS: We bring this forward for information purposes.

STAINABILITY 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 an *environmentally conscious* community.

ACTION: Received and filed.

## 8.3 Frozen Waterlines

The Director of Public Works wishes to bring forth for discussion the issue of frozen waterlines.

STAFF COMMENTS: The Township's responsibility for supplying water ends at the property line, however when such an issue occurs it is almost impossible to determine where the line is frozen. At this time there is no written Township policy addressing the situation which of course leads to frustration for both staff and homeowners.

When a call is received we ask the homeowner to apply heat to the pipe where it enters the house, using a hair dryer or portable heater. If nothing happens, we ask a water operator to make an on-site visit and determine if the line can be unthawed using alternative methods. In certain instances there are machines that can thaw the pipes using hot water, however this device does not work on galvanized piping. If no solution is forthcoming the operator advises the homeowner to speak to his neighbor regarding an alternative water supply.

While we do not ignore the issue, there are instances where nothing can be done, unless the decision is made to dig and install a new waterline, a decision that the Director of Public Works has yet to authorize.

In order to create a written policy one must determine responsibility on where and when work begins and ends, as well as who covers the expenses. It is our hope that following this discussion a policy can be brought forward for adoption. We seek your direction.

**STAINABILITY 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 an *environmentally conscious* community.

**ACTION:** The Director will bring forward a policy for Council's review and approval.

## 9.0 WASTE MANAGEMENT

*No items scheduled.*

## 10.0 TRANSPORTATION

### 10.1 Spring Road Tour

The Director of Public Works would like to set a date for the annual tour of the Township.

**STAFF COMMENTS:** We seek your direction.

**STAINABILITY ALIGNMENT:** Not applicable

**ACTION:** April 26<sup>th</sup>, 2014 at 9:00 a.m.

### 10.2 2013 OGRA/ROMA Conference

The Mayor, Director of Public Works and four members of Council attended the combined OGRA/ROMA Conference at the Fairmont Royal York Hotel from February 23<sup>rd</sup> – 26<sup>th</sup>.

**STAFF COMMENTS:** Those in attendance will further report at the meeting.

**STAINABILITY 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 and environmentally conscious* community.

**ACTION:** Mayor Twolan, Deputy Mayor Gamble, Councillors Abbott, Murray, Sloetjes all attended the conference along with the Director of Public Works.

Councillor Murray has a letter he would like to bring forward and will provide it to the Clerk.

Council reported on a number of sessions they attend. Council discussed conducting a succession planning exercise to plan for retirements or sickness. The Administrator reported on the Business Continuity Plan that the Township has in place and the internal procedures that promote cross over training.

Mayor Twolan reported on his meeting with the Minister of Energy Minister Bob Chiarelli regarding the Natural Gas project. The committee will continue to keep the Minister informed as the project progresses. Province is receptive of natural gas being delivered to rural Ontario. Natural gas is included as part of the new grant programs being introduced by the Province.

The main themes of concern at the conference were with the high costs of energy and OPP pricing.

10.3 Annual Public Works Bonspiel

Please find attached an invitation to Council and staff to participate in the annual Bruce County Public Works Superintendents' Curling Bonspiel and/or dinner.

STAFF COMMENTS: We bring this forward for information purposes

STAINABILITY ALIGNMENT: Not applicable

ACTION: Noted.

10.4 Lucknow Patrol Garage Replacement

We have received a formal Agreement of Purchase and Sale for the unopened road allowance directly west of the County Lucknow Shop property.

STAFF COMMENTS: The letter and agreement have been attached for your review. As per the Disposal of Real Property By-Law a resolution will be brought forward to declare the property surplus and notice will also be required.

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STAINABILITY ALIGNMENT: Not applicable.

ACTION: Council accepts the Offer to Purchase but wants to include a 20 foot easement in the agreement for any municipal services required in the future such as natural gas or water lines.

**11.0 ECONOMIC DEVELOPMENT & TOURISM**

*No items scheduled.*

**12.0 GENERAL GOVERNMENT**

**12.1 Bill 6 Great Lakes Protection Act Letter**

We have received a letter from the Office of Lisa Thompson M.P.P. regarding Bill 6, Great Lakes Protection Act, 2013.

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

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Mayor Twolan further reported on discussions with M.P.P. Lisa Thompson and her concerns with the new Act.

**12.2 2104 OSUM Conference & Trade Show**

We have received information on the 2014 OSUM Conference & Trade Show scheduled in Parry Sound for April 30<sup>th</sup> to May 2<sup>nd</sup>, 2014.

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

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Not at this time.

**12.3 2014 Lucknow Agricultural Fall Fair**

The Lucknow Fall Fair is scheduled for September 19<sup>th</sup> and 20<sup>th</sup>, 2014. We have received a request from the Lucknow Fall Fair for a Council representative to speak at the opening ceremonies and participation in the parade.

STAFF COMMENTS: We seek your direction to respond. The financial request has been addressed in the budget.

SUSTAINABILITY ALIGNMENT: N/A

ACTION: A member from Council will attend the opening ceremonies. Council will also participate in the parade.

**13.0 PERSONNEL**

*No items scheduled.*

**14.0 NEW BUSINESS/COUNCIL REPORTS**

**14.1 Campbell Street in Lucknow**

The County is looking at removing the milling of the downtown area of Campbell Street from this year's tender until the pedestrian cross walk item is discussed further and agreed upon.

STAFF COMMENTS: it is Council's understanding that Brian Knox is not in favour of an unmarked crosswalk without bump outs due to safety concerns for pedestrians.

ACTION: The Director of Public Works further reported that the County is tendering for the Campbell street project including the watermain. Project is expected to start June 1<sup>st</sup>.

**15.0 CORRESPONDENCE ON THE TABLE**

15.1		AMO Communications-2014 Provincial Policy Statement Released at ROMA/OGRA February 24 <sup>th</sup> , 2014
15.2		AMO Watch File February 27 <sup>th</sup> , 2014
15.3	AMO	AMO Communications-2014 Provincial Policy Statement Released at ROMA/OGRA February 24 <sup>th</sup> , 2014
15.4		AMO Communications-Prompt Payment Act, 2013 – Immediate Municipal Action Required February 24 <sup>th</sup> , 2014
15.5		AMO Communications-OMERS Update – February 24 <sup>th</sup> , 2014 February 24 <sup>th</sup> , 2014
15.6		AMO Watch File February 20 <sup>th</sup> , 2014
15.7		AMO Communications Submissions for TVO Show Giver February 20 <sup>th</sup> , 2014
15.8		AMO Communications-2014 LAS Town Hall Information Sessions February 20 <sup>th</sup> , 2014
15.9		AMO Communications-AMO Presents the 2014 Council Challenges Workshop February 19 <sup>th</sup> , 2014
15.10		AMO Communications-OPP Steering Committee Update from AMO President February 18 <sup>th</sup> , 2014
15.11		AMO Communications-Prime Minister Announces Additional Building Canada Fund Details February 13 <sup>th</sup> , 2014
15.12		AMO Watch File February 13 <sup>th</sup> , 2014
15.13		AMO Communications-AMO Update to Members – 2014 Federal Budget February 11 <sup>th</sup> , 2014
15.14		AMO Communications-Working with Media and Social Media Workshop February 10 <sup>th</sup> , 2014
15.15	Grey Bruce Health Unit	News Release – Last Call for Quitters in Grey Bruce February 24 <sup>th</sup> , 2014

15.16		News Release – <i>Family Day of PLAY</i> February 19 <sup>th</sup> , 2014
15.17	<i>General</i>	Tim Hudak, M.P.P. Letter re: Immediate Moratorium on Wind Turbines in Ontario
15.18		Ministry of Community Safety and Correctional Services - Office of the Fire Marshall and Emergency Management – Letter re: Fire Safety in Vulnerable Occupancies. February 12 <sup>th</sup> , 2014
15.19		WLGWAG – Demands Wind Permit Cancellation February 10 <sup>th</sup> , 2014
15.20		Heritage Matters February 2014
15.21		Heritage Stewards – Donor News 2014
15.22		OMAFRA –Connects –January 17 <sup>th</sup> , 2014

**16.0 CLOSED SESSION**

16.1 Move into closed session

Moved by Sloetjes  
Seconded by Elliott

MOVE INTO  
CLOSED  
SESSION

65

THAT Committee move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at 11:40 a.m. for the purpose of discussing:

- personal matters about an identifiable individual, including municipal or local board employees;
  - 2014 Summer Students
  - PCHCC Contract

Carried.

**17.0 RETURN TO OPEN SESSION**

Moved by Elliott  
Seconded by Sloetjes

RISE FROM  
CLOSED  
SESSION

66

THAT Committee rise from the Closed Session at 11:45 a.m.

Carried.

**18.0 ADJOURN**

Moved by Sloetjes  
Seconded by Elliott

ADJOURN

67

THAT the meeting does now adjourn.

Carried.

Original Signed by Mitch Twolan  
Mayor

Original Signed by Sonya Watson  
Clerk