

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

9:00 a.m. - Council Chambers

March 4th, 2013

Mayor	Mitch Twolan	(P)
Deputy Mayor	Wilfred Gamble	(P)
Councillors	Lillian Abbott	(P)
	Jeff Elliott	(P)
	Jim Hanna	(P)
	Don Murray <i>arrived at 9:12 a.m.</i>	(P)
	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 Facilities & Recreation	Mike Fair	(P)
By-law Enforcement Officer	Brianne Elliott	(A)
Drainage Superintendent	Grant Collins	(P)

OTHERS PRESENT: Pam Hillier, Garit Reid, Liz Dadson, Tracey Howe, Jeff Pollard, Doug Martyn, Liz Nield, Jeff Garkowski

MINUTES

1.0 CALL TO ORDER

Mayor Twolan called the meeting to order at 9:00 a.m.

1.1 DISCLOSURE OF PECUNIARY INTEREST

<u>Name</u>	<u>Item</u>	<u>Nature of Interest</u>
Mayor Twolan	10.6	Client

1.2 DELEGATIONS

1.3 Local 211 Agency Pam Hillier 9:00 a.m.

Pam Hillier from the 211 Ontario Agency will be attending to provide Council an overview of the services they provide.

STAFF COMMENTS: None at this time.

ACTION: Pam Hillier delivered a power point and presentation on how the 211 Ontario services can benefit the municipality. The 211 Ontario service is responsible for public Inquiries, On line directories and responding to caller needs in Ontario. She suggested 211 is working to establish more formal agreements with municipalities. The Director of Facilities and Recreation will be in further contact to discuss.

1.4 LURA Consulting Liz Nield & Jeff Garkowski 10:30 a.m.

Liz Nield and Jeff Garkowski from Lura Consulting will be in attendance to do a launch presentation on the Township's Strategic/Sustainability Plan that will take place over the next 8 months.

STAFF COMMENTS: The presentation is attached for your review.

ACTION: All staff available attended the presentation. Jeff delivered a power point presentation on the scope of the project describing how the public and staff can get involved.

1.5 Ripley Huron Fire Department Jeff Pollard 1:30 p.m.

Deputy Chief, Jeff Pollard will be in attendance to present information on the 2012 Junior Firefighter Program.

STAFF COMMENTS: None at this time.

ACTION: Jeff Pollard did a power point presentation for Council on the Jr. Fire Fighter Program. Council suggested that the Lucknow School could be included if they need more children in the program.

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: Received and filed.

2.2 MicroFIT Solar Projects

We have received a copy of a letter to the Municipality of Kincardine in regards to MicroFIT projects.

STAFF COMMENTS: The letter has been copied for your review and for information purposes only.

ACTION: Noted.

3.0 FIRE & EMERGENCY MANAGEMENT SERVICES

3.1 Ripley Huron Fire Department Tanker Report

The Fire Chief did not have final numbers back in time for the agenda. He will report further at the meeting.

STAFF COMMENTS: None at this time.

ACTION: The Fire Chief was in attendance and presented the quotes he had received on 2 units at approx \$200,000.00 plus applicable taxes. The Fire Chief reported that the pump tank on these trucks is not required to be certified each year due to the smaller size. The Fire Chief was approved an upset limit of \$225,000.00 to purchase a truck that meets his needs. It will be included in the 2013 budget.

3.2 Emergency Management Essential Maintenance

As per the attached letter from Emergency Management Ontario, the Township met the annual essential maintenance criteria of the Emergency Management and Civil Protection Act in 2012.

STAFF COMMENTS: We bring this forward for information purposes.

ACTION: Noted.

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 not be in attendance. Any questions can be directed to the Clerk.

ACTION: Received and filed.

4.2 Ontario Society for the Prevention of Cruelty to Animals (OSPCA)

As discussed at the previous meeting we have received a letter from the OSPCA providing notice that their services for Bruce and Grey will cease as of March 1, 2013.

STAFF COMMENTS: The Clerk has been in contact with the OSPCA and expressed the concern with this short time frame to establish alternate agreements. We understand these concerns have been raised by other municipalities in Grey and Bruce as well. The OSPCA is now examining various options for service. All will come at a cost to the municipality. One option is a service agreement as outlined in the letter, another option being presented by OSPCA is a shared investigator between the Bruce County municipalities.

We understand this option is being proposed by the OSPCA at County Council. We are in the process of arranging a meeting with our local responders (OPP, OSPCA,

Ripley-Huron Vet Clinic) to discuss our options. The OSPCA has also requested time to present to Council at an upcoming meeting. This has been scheduled for April 1st, 2013.

Jennifer Bluhm the OSPCA area inspector indicated that a 3 month extension of services has been formally requested by Arran-Elderslie to allow time to establish a new path forward for Bruce and Grey County municipalities. We should receive notice if this extension will be granted by Monday's meeting.

ACTION: The Clerk announced that a notice of extension was received from OSPCA to extend their services until June 1st, 2013. Staff will be arranging a meeting to discuss options to move forward.

4.3 Bruce County Federation of Agriculture

We have received a letter from the Bruce County Federation of Agriculture in regards to the withdrawal of OSPCA services in Grey and Bruce.

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

ACTION: Council is interested in any options the Federation can provide. Council wishes to invite the Federation as a delegation if they have information to report on negotiations with OSPCA.

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

5.1 A Landowners Guide to Managing Ash Forests

The Director of Facilities and Recreation has provided a document received from the Ministry of Natural Resources for your review.

STAFF COMMENTS: The document is very informative and will be added to the Township website.

ACTION: Noted.

5.2 Great Lakes Guardian Community Fund

We have received notice that we did not receive this grant funding for the Lurgan dune restoration project.

STAFF COMMENTS: We bring this to your attention for information purposes.

ACTION: Noted. The Administrator reported that the PRWIN received a grant for work around the Pine River Cheese Factory on the Pine River.

5.3 Ripley Minor Hockey

The Ripley Minor Hockey Committee is developing an information package that will be distributed to the membership (Parents) of Ripley Minor Hockey.

STAFF COMMENTS: The information package purpose is first to inform members about amalgamations, then to have the membership vote by the Annual General Meeting on the question "Should the Ripley Minor Hockey executive explore the option of amalgamation with an adjoining centre?" This vote will determine future direction for the Ripley Minor Hockey Executive. We bring this forward for information purposes.

ACTION: The AGM Meeting is June 4th, 2013. More information will be provided after that time. Noted.

5.4 SWORFA hosting AGCO presentation

The South Western Ontario Recreation and Facilities Association (SWORFA) are hosting a representative from the Alcohol and Gaming Commission of Ontario (AGCO) to speak to updates regarding Special Occasion Permits, and Municipal Facilities on March 8, 2013 in Wingham.

STAFF COMMENTS: If any Council member wants to attend please inform Mike Fair. We bring this forward for information purposes.

ACTION: Deputy-Mayor Gamble and Councillor Sloetjes will be attending with the Director of Facilities and Recreation.

5.5 Whitechurch Park Grass Cutting

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

STAFF COMMENTS: The proposed price for 2013 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 2013 at \$90.00 per cut.

ACTION: Approved.

5.6 Grass Cutting Kinlough Cemetery

Don McFarlan has been cutting this grass for several years at the Kinlough Cemetery.

STAFF COMMENTS: The proposed price for 2013 is \$225.00 per season which is the same as 2012. I have had no complaints regarding the work completed. I recommend that we accept his offer for 2013 at \$225.00 per season.

ACTION: Approved.

5.7 Trees on Point Clark Community Centre Hill

The project of managing Huron-Kinloss forests and selling off trees was approved at the November General Committee meeting.

STAFF COMMENTS: We are advertising the sale of the trees for the next two weeks. There are twelve trees that will be cut down by Brad Savage. A mandatory site inspection is required. The trees will be tendered and brought back to the March Council meeting for approval. We bring this forward for information purposes.

ACTION: Noted.

6.0 **FINANCE**

6.1 Property Assessment Inquiry

At the last meeting Councillor Sloetjes provided some information received from a concerned resident.

STAFF COMMENTS: A draft response has been prepared for your review.

ACTION: Council approved sending the letter as prepared.

6.2 Lucknow & District Fire Department Proposed 2013 Budget

The Board has reviewed the proposed budget for 2013.

STAFF COMMENTS: The Huron-Kinloss share for operating and capital is \$73,772.40, compared to 2012 budget of \$79,245.00.

ACTION: Councillor Hanna indicated that the Lucknow & District Fire Department Board will be meeting more frequently to connect with the department.

6.3 Municipal Infrastructure Investment Initiative – Asset Management Program Funding

As reported previously, we will be receiving \$23,549.97 in entitlement funding to prepare a comprehensive asset management plan.

STAFF COMMENTS: We have just received the required agreement with OMAFRA and in order to process the payment before the end of the Province's fiscal year, they have requested a signed copy be returned by March 7, 2013. We respectfully request that Council authorize the Mayor and Clerk to sign the agreement and we will bring forward a by-law to ratify on March 18, 2013.

ACTION: Council approved the Mayor and Clerk signing the agreement.

6.4 Saugeen Valley Conservation Authority – 2012 Remuneration & Expenses

The statement of SVCA Director remuneration and expenses has been received.

STAFF COMMENTS: We bring this forward for information purposes.

ACTION: Noted.

7.0 **DRAINAGE**

No items scheduled.

8.0 **DRINKING WATER & WASTE WATER**

8.1 2012 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.

STAFF COMMENTS: These reports are available to the public in the Municipal Office lobby, as well as on the Township's website. We bring this forward for information purposes only.

ACTION: Received and filed.

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.

ACTION: Received and filed.

8.3 Holyrood Water Easements

In 1987 the former Township of Kinloss agreed to supply water from a municipally owned well to certain homeowners within the hamlet of Holyrood.

STAFF COMMENTS: It has been brought to the Township's attention that as part of the agreement to service, easements for the distribution line were registered on title of two properties to allow the Township to construct, repair, and maintain access to said waterline. The Holyrood water system is no longer in existence, and one of the property owners is requesting the Township remove the easement. In order to do so the Township would need to register an application deleting easement (approximate cost \$750.00 - \$1000.00). Does Council wish to proceed with the application?

ACTION: The Director of Public Works will send a letter. Council approved lifting the easement at the expense of the resident.

8.4 Lakeshore Water System Inspection

The Ministry of Environment Drinking Water Inspector performed an inspection of the Lakeshore Water System on January 23, 2013.

STAFF COMMENTS: The system received an overall rating of 100%, and there were no non-compliance or recommendations noted.

ACTION: Noted.

8.5 Kincardine Water Request

The Municipality of Kincardine has requested permission to utilize the valve connection between the Kincardine and Lakeshore Water Systems to supply the Kincardine Water System with potable water for a period of approximately two weeks to allow for the cleaning and inspection of their reservoir.

STAFF COMMENTS: Staff is recommending we enter into a Memorandum of Understanding stating Kincardine will be financially responsible for all Township administrative costs, Veolia out of scope costs, MOE approvals, etc. As in 2006, we also will be invoicing the Municipality at a cost of 1.5 times our cubic meter rate for the water supplied. The additional surcharge is due to the fact that Kincardine have never made a capital contribution for any facilities or capacity of our system. For your information, we have confirmed with Veolia that the Lakeshore system has the capacity to supply Kincardine for the two week period.

ACTION: Approved staff recommendations.

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.

ACTION: The tour was set for Saturday April 13th, 2013 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 24th – 27th.

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

ACTION: Council reported on the meetings with the 2 Minister's. Council suggested a letter be sent to the boat clubs advising they arrange a meet with the First Nations to establish an agreement to aid in obtaining their required permits to dredge.

Councillor Sloetjes made favorable comments based on a Staff/Council Relationship's seminar he attended. He felt that Huron-Kinloss was working very well based on the "report card" they reviewed during the session.

10.3 Bruce County Road 6

The Director of Public Works has prepared a draft letter for your review.

STAFF COMMENTS: If Council concurs with the draft the letter will be sent.

ACTION: Council approved sending the letter as prepared.

10.4 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

ACTION: Noted.

10.5 K2 Wind Power Project

The Ministry of the Environment is commencing the technical review of the K2 Wind Power Project proposed in the Township of Ashfield-Colborne-Wawanosh.

STAFF COMMENTS: The Project proposes approximately 140 wind turbines in an area bordered by Amberley Road to the north, Highway 21 to the west, Nile Road to the south, and the Lucknow Line to the east. Community members have until April 1st, 2013 to provide comment. Further information about the project can be viewed at: www.ebr.gov.on.ca (Environmental Registry number 011-8307)

ACTION: Noted.

Mayor Twolan declared a conflict, vacated his seat and left the room.

10.6 Vozka Drive – One Foot Reserve

The plan of survey is complete and has been registered creating the one-foot reserve along Vozka Drive.

STAFF COMMENTS: Public Notice has been sent out to each landowner and advertised regarding the closing of that portion of Vozka Drive. A public meeting will be held on April 1st to consider the By-law. If passed the by-law will be registered on title to each property affected.

ACTION: Noted.

10.7 Bruce County Road 1

The County of Bruce Highways Department will hold a public meeting as part of the Environmental Assessment process to review options for intersection improvements of Bruce County Road 1 and Highway 9.

STAFF COMMENTS: The meeting will be held Wednesday March 6th from 6:00 p.m. to 7:30 p.m. in the Huron-Kinloss Council Chambers. We bring this forward for information purposes.

ACTION: Noted.

11.0 **ECONOMIC DEVELOPMENT & TOURISM**

No items scheduled.

12.0 **GENERAL GOVERNMENT**

12.1 "Our Future Huron-Kinloss"

The Council and Senior Staff Visioning Session for the Strategic/Sustainability Plan is scheduled for Tuesday June 25th, 2013.

STAFF COMMENTS: This will be a day meeting starting at 9:00 a.m. We need Council to confirm their availability for this meeting. Notice will be provide as per the Procedural By-law.

ACTION: Council approved the date and time. Notice will be provided.

12.2 "Stepping up to the Plate"

Bruce Botanical Food Gardens (BBFG) will be hosting an event on Monday March 4th, 2013 at the Ripley-Huron Community Center pertaining to the right to food in Canada.

STAFF COMMENTS: This is an exciting event to be hosted in Huron-Kinloss. Council will be breaking for lunch and attending the session and will resume the meeting afterwards.

ACTION: Senior Staff and Council attended this very informative session.

12.3 Port Hope Residents for Managing Waste Responsibly

We have received a letter from a resident concerned about a proposal to build a garbage incinerator plant in Port Hope.

STAFF COMMENTS: The letter has been attached for your review for information purposes. The website referred to can be accessed [here](#).

ACTION: Received and filed.

12.4 Maitland Conservation Foundation Dinner and Auction

We have received information on the 25th annual Maitland Conservation Foundation Dinner and Auction to be held April 19th, 2013 at the Brussels. Morris & Grey Community Centre.

STAFF COMMENTS: The letter has been attached for your review. In the past the Township has donated a composter for the auction.

ACTION: The Township will make a donation. Deputy-Mayor Gamble will report back to staff on what is appropriate.

13.0 **PERSONNEL**

No items scheduled.

14.0 **NEW BUSINESS/COUNCIL REPORTS**

14.1 Wind Turbine Resolution

Councillor Murray wishes to bring forward a resolution that Huron-Kinloss is not a willing host community to wind turbines based on recent comments from the New Premier and concerns noted from Dr. Hazel Lynn with the Grey Bruce Health Unit.

STAFF COMMENTS: The Clerk will assist Councillor Murray in drafting the resolution.

ACTION: Noted.

14.2 2013 Budget

Council supports bringing the budget forward on March 18th, 2013.

STAFF COMMENTS: The Treasurer sought direction from Council on whether they wanted to stick with a 3% increase and put any remaining funds in a reserve?

ACTION: The Treasurer will bring the budget forward on March 18th, 2013 with an increase of 3% over last year's tax rate.

15.0 CORRESPONDENCE ON THE TABLE

15.1	AMO	Communicate AMO – “Infrastructure and the 2013 Federal Budget” February 21, 2013
15.2		AMO Watch File – February 21, 2013
15.3		Communicate AMO – “Speech From the Throne Emphasizes Action” February 19, 2013
15.4		Communicate AMO – “2013 LAS / AMO Town Hall Sessions ” February 14, 2013 (3 articles)
15.5		AMO Watch File – February 14, 2013
15.6		Communicate AMO – “Accountable and Transparent Interest Arbitration System” February 14, 2013
15.7	Grey Bruce Health Unit	News Release “Family Day of PLAY” February 21, 2013
15.8	General	YMCA Housing Support Program – Housing Today Winter 2013
15.9		Community Foundation Grey Bruce – <i>Making Your Mark – Workshop for Not-For-Profit Organizations</i> - February 25, 2013
15.10		Township of Wainfleet – <i>Wynne Urged to Honour Commitment to Consultation in Advance of Wind Development</i> - February 25, 2013
15.11		Ministry of Energy Updated <i>Renewable Energy Development Guide – A Guide for Municipalities</i> January 14, 2013
15.12		GLSTCI – Open Letter to President Obama and Prime Minister Harper regarding Great Lakes water levels February 15, 2013
15.13		GLSLCI – Making Waves February 15, 2013
15.14		OMAFRA Connects – February 2013
15.15		Chamber of Marine Commerce – <i>Economic and Social Impacts of Marine Transport in the Great Lakes – St Lawrence Seaway Region</i> February 20 2013
15.16		curb Magazine 2012
15.17		Ontario Heritage Trust – Heritage Stewards Donor News February 2013
15.18		Heritage Matters February 2013
15.19		Milestones – Conference Issue

16.0 **CLOSED SESSION**

16.1 Move into closed session

Moved by Elliott
Seconded by Sloetjes

MOVE INTO
CLOSED
SESSION

60

THAT Huron-Kinloss Township Council move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at 2:50 p.m. for the purpose of discussing:

- the security of property of the municipality or local board;
 - 76 Huron Street
- personal matters about an identifiable individual, including municipal or local board employees;
 - Landfill Student Position
 - Holiday Schedule
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - 76 Huron Street

Carried.

17.0 **RETURN TO OPEN SESSION**

Moved by Sloetjes
Seconded by Elliott

RISE FROM
CLOSED
SESSION

61

THAT Huron-Kinloss Township Council rise from the Closed Session at 3:05 p.m.

Carried.

18.0 **ADJOURN**

Moved by Abbott
Seconded by Hanna

ADJOURN

62

THAT Huron-Kinloss Township Council do now adjourn to meet again on March 18th, 2013 at 7:00 p.m. or at the Call of the Mayor.

Carried.

Original Signed by Mitch Twolan
Mayor

Original Signed by Mary Rose Walden
Deputy Clerk