

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

9:30 a.m. - Council Chambers

March 7th, 2011

| | | |
|--|-------------------------|------------|
| Mayor | Mitch Twolan | (P) |
| Deputy Mayor | Wilfred Gamble | (P) |
| Councillors | Lillian Abbott | (P) |
| | Jeff Elliott | (P) |
| | Jim Hanna | (P) |
| | Don Murray | (P) |
| | Cari 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 | (A) |
| Director of Facilities & Recreation | Mike Fair | (P) |
| By-law Enforcement Officer | Brianne Elliott | (P) |
| Drainage Superintendent | Grant Collins | (A) |

OTHERS PRESENT: Liz Dadson, Garrit Reid, Barb McKay, Avery Moore, Marie Wilson, Jan McKague, Karl Ellis, Adrienne Mason, Paul Crysler

MINUTES

1.0 CALL TO ORDER

Mayor Twolan called the meeting to order at 9:30 p.m.

1.1 DISCLOSURE OF PECUNIARY INTEREST

| <u>Name</u> | <u>Item</u> | <u>Nature of Interest</u> |
|--------------------|-------------|---------------------------|
| Councillor Elliott | 10.1 & 10.2 | Land Owner |

1.2 DELEGATIONS

1.3 Wingham Doctor Recruitment Committee Jan McKague & Karl Ellis 9:30 a.m.

STAFF COMMENTS: The presentation and a supporting letter have been copied for your review.

ACTION: Mr. Ellis- CAO described a document called the "Rural and Northern Health Care Report" that provided a framework and strategies when considering access to quality health care in rural, remote and northern communities across Ontario. The Clerk forwarded the document by email to Council after the meeting.

Ms. McKague thanked Council for their continued support of the Wingham Physician Recruitment Committee.

- 1.4 Pine River Watershed Initiative Network Adrienne Mason 9:45 a.m.

STAFF COMMENTS: Ms. Mason will be presenting information on the PRWIN activities over the past year.

ACTION: Ms. Mason reported the committee has 20,000 trees ordered to plant along the Pine River. She outlined the various projects the PRWIN will be undertaking in 2011. Ms. Mason reported the PRWIN has completed about 40 projects to date with over 30 different landowners throughout the watershed. The projects have been done on a voluntary basis at no cost to the landowner.

The potential construction of a wetland is one project they are investigating and may be looked at for 2012.

- 1.5 Nuclear Waste Management Organization Marie Wilson 10:00 a.m.

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

ACTION: Ms. Wilson provided an update on the project. Council stated they would be willing to provide a letter of support when requested.

- 1.6 Lake Huron Shoreline Tourism Paul Crysler 10:20 a.m.

STAFF COMMENTS: Mr. Crysler will be doing a power point presentation.

ACTION: The committee is requesting an increase from last year's budget. The item will be considered during budget discussions.

2.0 PLANNING & BUILDING DEPARTMENT

2.1 Monthly Report

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

STAFF COMMENTS: The Chief Building Official will not be in attendance.

ACTION: There was a question regarding permit 0005-2011 and the permit fee at \$0. Staff will clarify with the CBO.

3.0 FIRE & EMERGENCY SERVICES

No items scheduled.

4.0 FINANCE

4.1 Municipal Insurance Renewal

Our current insurer Jardine Lloyd Thompson Canada Inc. has provided a quote of \$128,882.00 plus tax to renew our municipal insurance program.

STAFF COMMENTS: The only change is an adjustment to the property values for inflation and the total premium is only 0.78% more than last year. I recommend acceptance. A resolution to authorize the renewal is included on the special Council meeting agenda.

ACTION: Approved. Bring the resolution forward.

5.0 DRAINAGE

No items scheduled.

6.0 WATER & SEWERS

6.1 Murdoch Glen Pump House Upgrades

Attached is a quote from Emerson Process Management for the upgrading of the SCADA system at the Murdoch Glen pump house.

STAFF COMMENTS: As the quote is within our budget estimate, the Director of Public Works is requesting pre-budget approval, and an exemption from the Township tendering policy, to authorize the required works.

ACTION: Approved. Bring resolution forward.

6.2 Whitechurch Well Supply Inspection

Attached are the *Actions Required* and *Recommendations* of the February 11, 2011 Whitechurch Well Supply inspection report.

STAFF COMMENTS: The system received an overall rating of 97.60%. We bring this forward for information purposes.

ACTION: Received and filed.

6.3 Community Lead Sampling - Lucknow

Period 1 of the lead sampling program has been completed on the Lucknow Water System.

STAFF COMMENTS: No samples exceeded the Maximum Acceptable Concentration (MAC) of 10 ug/L. The individual home owners have been provided with a copy of the analysis report for their records.

ACTION: Noted.

6.4 2010 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. Also, we received the annual report for the Huronville Subdivision from the Municipality of Kincardine Water Department.

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: Noted.

7.0 ENVIRONMENTAL SERVICES - (Landfill & Collection)

7.1 Clear Bag Comparison

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

STAFF COMMENTS: Included in the report.

ACTION: Council is in agreement with staff that based on the report a clear bag policy will not be implemented.

7.2 Landfill Student Position

We have received notice of resignation from Brian Wolfe for the Kinloss Landfill Attendants position.

STAFF COMMENTS: The existing landfill staff felt they can handle coverage of the Kinloss landfill with the assistance of a student from 10-4 on Saturdays. The student position was advertised and applications were received. Interviews will be conducted along with the summer student interviews on Friday March 18th, 2011. Mayor Twolan had previously committed to sit on the interview committee.

ACTION: Noted. The Director of Public Works clarified that the student will assist at the Huron Landfill site.

8.0 TRANSPORTATION

8.1 Havelock Street Reconstruction

The tender closed for the Havelock Street Reconstruction project on February 23rd with six bids received.

STAFF COMMENTS: Please find attached the summary from B.M. Ross and Associates Limited. We agree with their recommendation to accept the bid of Lavis Contracting Co. Ltd.

ACTION: Approved. A by-law will be brought forward.

8.2 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 spring road tour is set for April 2nd at 9:30 a.m.

8.3 Roadside Mower Purchase

Public Works is requesting an exemption from the Township purchasing policy and Council permission to negotiate directly for the supply of a roadside mower.

STAFF COMMENTS: In 2008 Council gave approval to the Director of Public Works for the purchase of a New Holland disc mower. Based on its performance the employees are

recommending the same mower be purchased as a replacement for the existing mower at the Huron shed. The budgeted price is \$10,000.00, taxes included.

ACTION: Approved.

8.4 Parkplace Storm Water

Attached is an email from a resident requesting permission to connect their sump pump piping directly to the Township storm water system.

STAFF COMMENTS: It is not Township policy to knowingly allow such connection, and I remind everyone of last year's flooding issues at the corner of Snobelen Trail and Parkplace, in which Council agreed with Public Works to physically disconnect a private storm drainage pipe servicing five residences from the Township system. Does Council wish to further discuss the issue with the homeowners or respectfully decline the request?

ACTION: Council declines the request. The Director of Public Works will prepare a response.

8.5 Highway 21 Bridge and Culvert Rehabilitation

Delcan Corporation is requesting permission to operate construction equipment between the hours of 9:00 p.m. and 7:00 a.m. (Monday to Saturday), and 9:00 p.m. and 9:00 a.m. (Sundays) in order to minimize impact to the general public during the rehabilitation of bridges on Highway 21.

STAFF COMMENTS: Attached is a letter outlining their request, location of works, etc. Public Works has no concerns with the request. If Council has no objection, an exemption to the noise by-law will be brought forward at the next Council meeting.

ACTION: Approved. The noise exemption resolution will be brought forward.

8.6 2011 OGRA/ROMA Conference

The Mayor, Director of Public Works and three members of Council attended the combined OGRA/ROMA Conference at the Fairmont Royal York Hotel from February 27th – March 2nd.

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

ACTION: Council further reported that the sessions were geared to the larger municipalities. However, there were good discussions with some suppliers of product that should be further investigated. A discussion regarding a new tar and chip product was thought as a potential product worth further investigation.

8.7 Westario Power Planned Outage – Lucknow

Westario Power Services Inc. is planning a power outage which will affect the entire village of Lucknow on Sunday August 7th from 2:30 a.m. – 8:30 a.m. in order to undertake maintenance at their substation on Clyde Street.

STAFF COMMENTS: Westario Power will send information regarding the outage to affected customers in their printed invoices, and we will post it on the Township website closer to the event. We bring this forward for information purposes only.

ACTION: Noted.

8.8 Kincardine Women's Triathlon

As per the attached email, the 11th Annual Kincardine Women's Triathlon will be held on Saturday July 9, 2011 from 8:30 a.m. to 11:00 a.m.

STAFF COMMENTS: The Women's Triathlon club is once again requesting closure of Boiler Beach Road south to Concession 10 for the annual Kincardine event. The coordinators will take full responsibility for notifying all emergency services and ensuring proper signage and barriers are in place. All money raised goes directly to assisting disabled people in Grey and Bruce Counties through the local chapter of the Ontario March of Dimes.

ACTION: Approved. The Director of Public Works will prepare a response.

9.0 PARKS, FACILITIES & RECREATION

9.1 Grass Cutting Whitechurch

Gord Dale has cut grass in Whitechurch for \$90.00 per Cut

STAFF COMMENTS: Gord Dale has been cutting the grass in White Church for many years. The proposed price for 2011 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 2011 at \$90.00 per cut.

ACTION: Approved.

9.2 Grass Cutting Kinlough Cemetery

Don McFarlane cut the grass at the Kinlough Cemetery for \$200.00 per season

STAFF COMMENTS: Don McFarlane has been cutting this grass for several years. The proposed price for 2011 remains the same at \$200.00 per season. I have had no complaints regarding the work completed. I recommend that we accept his offer for 2011 at \$200.00 per season.

ACTION: Approved.

9.3 Renewable Energy Sources Update

We have been investigating both ground mounts and roof top mount solar panels. Currently we have initiated a pilot project to determine if solar generating systems are of interest to the Municipality to firstly generate revenue, and secondly off set our carbon foot prints.

STAFF COMMENTS: Presently we are awaiting a site inspection of the roof of the Ripley-Huron Community Centre, after which a business plan will be presented to Council to determine if they wish to proceed with the project. There is no significant financial commitment at this time, and this pilot will provide Council with the necessary information to investigate future solar generating systems and to determine if Council wishes to proceed with future solar generation projects. We bring this forward for information purposes.

ACTION: The Director of Facilities and Recreation will bring forward a report once the research is complete.

9.4 Ottawa Senate Committee

On February 15, 2011, Mike Fair attended a Department of Oceans and Fisheries Senate Committee

STAFF COMMENTS: This Committee is presently continuing its study on lighthouses, and is now focusing on the implementation of the *Heritage Lighthouse Protection Act *(HLP) and on the role of lighthouses in tourism, other economic activities, and community life in general. The meeting was held in Ottawa, and all travel expenses were covered by the Senate Committee. There were also two representatives from Chantry Island, Vicki Tomori and Mike Sterling who spoke to the revitalization of Chantry Island Lighthouse. Mike Fair spoke to the past and present successful partnerships and objectives of the Bruce Coast Lighthouse Partnership and Tourism. The Senate is concerned with the disbursement process of the Lighthouses across Canada. We bring this forward for information purposes.

ACTION: Noted.

9.5 Play Your Way in Bruce Grey

The Play committee is requesting a Council PLAY representative as soon as possible.

STAFF COMMENTS: The representative will receive regular updates; be the contact to assist and promote PLAY initiatives; as well as attend PLAY Network meetings based on request. PLAY in Bruce Grey supports opportunities for physical activity through "play" for the residents of Grey and Bruce counties. Grey and Bruce counties have a higher proportion of residents who are considered obese than the provincial average. Almost half of the people living in our region are considered inactive. PLAY in Bruce Grey creates strategies in each community to increase the number of residents who are regularly physically active. Kim Reid is the staff representative. A councillor may be called on a few times per year and the meetings are held during the day. Is there a Council member interested in being a PLAY Council representative?

ACTION: Councillor Murray will attend as required.

9.6 Annual Alcohol Policy Review

Staff has reviewed the Alcohol Policy, and does not recommend any changes at this time.

STAFF COMMENTS: The policy is posted on the Huron-Kinloss website for your review. We bring this forward for information purposes.

ACTION: Noted.

9.7 Ripley Agricultural Society Fencing

The Ripley Agricultural Society is requesting permission to install page wire fencing along the West and North perimeter of the Ripley-Huron Community Centre Property.

STAFF COMMENTS: The Ripley Agricultural Society request will reduce the workload on the volunteers during Fall Fair. The Ripley Agricultural Society is requesting permission to install the fencing with gaps placed at strategic locations. They require locates for any electrical or tiles, they also require the use of Township dump trucks to haul away soils as required, and any donation of cash towards the project would also be appreciated. If Council concurs we would recommend an agreement drafted on future maintenance as well that removal is at the discretion of the municipality if the need arises. A Map will be is attached for your review. We seek your direction.

ACTION: Council is supportive of the Ag Society erecting the fence. Council is not prepared to support the project financially but will offer equipment if required. An agreement will be drafted.

9.8 Consolidated Recreation Fees

A number of facility and program rates for the township facilities are proposed to be changed.

STAFF COMMENTS: We have attached a table that outlines the changes for your review. The increases are reflected in the recreation budget presented in February.

ACTION: Approved. Bring the by-law forward.

10.0 GENERAL

10.1 HALT Letter

We have received a letter from HALT that thanks "Huron-Kinloss Council for the courage to pass unanimously these motions". This letter then notes the three resolutions regarding wind turbines that were passed at the February 22, 2011 meeting.

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

ACTION: The Clerk will send a letter acknowledging receipt.

10.2 Resident Letter

We have received a letter from a resident concerned with wind turbines.

STAFF COMMENTS: We have copied the letter for your review. A copy of the wind development policy can be included with the response for clarification as well as a copy of the resolution just passed by Council.

ACTION: The Clerk will prepare a response.

10.3 Enabling Accessibility Fund Application

We have received notification from HRDC that our application for a chair lift at the Ripley Childcare Centre was not successful.

STAFF COMMENTS: We will continue to pursue this and any other funding that may become available for accessibility upgrades.

ACTION: Noted.

10.4 Confidential Item

Please refer to the confidential attachment

10.5 Spruce the Bruce

The County Spruce the Bruce team has been working hard at preparing the toolkits for Ripley & Lucknow.

STAFF COMMENTS: The steering committee had a preview of the draft toolkits and with their comments the kits are being revised. We are anticipating that we may be ready to present to Council sometime in April or early May.

ACTION: Noted.

10.6 Lucknow Strawberry Summerfest Committee

The conditions of a Committee of Council are minutes of all meetings must be forwarded to Council on a timely basis. The Township shall manage the finances of the Committee by having authority on Committee bank accounts and receiving, at minimum, a quarterly financial statement. All financial records shall be included in the Township's annual audit.

STAFF COMMENTS: We sent a letter to the committee last fall outlining their failure to meet the conditions of the policy and failing a response contacted them directly. The member stated that they would be forwarding a financial summary for 2010. They also led me to believe that there seems to be a lack of membership on the committee, if there is even a committee left. They also commented that there may not be a Lucknow Strawberry Summerfest as held in the past. The baseball tournament and soccer tournament will continue but was unsure of the other events. We seek Council direction.

ACTION: The committee will continue for now as a committee of Council. The Administrator will draft a letter and attempt to get the financial statements. Further information will be brought back as required.

11.0 BY-LAW ENFORCEMENT & SMALL ANIMAL CONTROL

11.1 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.

ACTION: Received and filed.

11.2 Tree Preservation By-Law

The solicitor has reviewed the Tree Preservation By-law presented at the February 7, 2011 meeting.

STAFF COMMENTS: It is the opinion of the municipal solicitor that the by-law is enforceable and can be passed as presented. As previously directed by Council we will now be putting the by-law out for public comment. Ads will be in the paper later this week. Copies of the by-law will be available on the Township website and at the municipal office. The April Council meeting will be used to review all comments and or delegation requests received.

ACTION: Noted.

11.3 Potential Litigation Matter

Please refer to the confidential agenda.

12.0 PERSONNEL

12.1 Personnel Issue

Please refer to the confidential agenda.

12.2 Personnel Issue

Please refer to the confidential agenda.

13.0 NEW BUSINESS

13.1 Councillor Hanna thanked Council and staff for the flower arrangement sent in memory of his mother-in-law.

STAFF COMMENTS: None at this time.

ACTION: Noted.

14.0 CORRESPONDENCE RECEIVED

| | | |
|-------|------------------------|---|
| 14.1 | AMO | AMO Watch February 24, 2011 |
| 14.2 | | AMO Watch February 17, 2011 |
| 14.3 | Grey Bruce Health Unit | News Release <i>Tips to Help A relative Quit Smoking For Family Day</i> February 18, 2011 |
| 14.4 | | News Release <i>Low Flu Vaccine Rates for Health Care Workers Contributing to Outbreaks</i> February 15, 2011 |
| 14.5 | | News Release <i>It is no too late to get your flu shot!</i> January 13, 2011 |
| 14.6 | General Correspondence | Copy of Letter from Resident to Environmental Assessment and Approvals Branch of MOE February 22, 2011 |
| 14.7 | | Copy of Letter from Resident to Premier Dalton McGuinty February 22, 2011 |
| 14.8 | | Drinking Water Source Protection for Ausable Bayfield Maitland Valley Source Protection Region Newsletter February 17, 2011 |
| 14.9 | | Ministry of Natural Resources – Production Limit Increase for Licence #625132 (Aggregate) February 15, 2011 |
| 14.10 | | Ministry of Natural Resources – Production Limit Increase for Licence #4590 (Aggregate) February 15, 2011 |
| 14.11 | | OSUM Conference and Trade Show (May 4 -6, 2011) February 24, 2011 |
| 14.12 | | OMAFRA Connects Grey, Bruce & Dufferin February 2011 |
| 14.13 | | OMAFRA Connects Region of Huron and Beyond February 2011 |

15.0 CLOSED SESSION

15.1 Move into closed session

Moved by Hanna
Seconded by Abbott
MOVE INTO
CLOSED
SESSION 54 THAT Huron-Kinloss Township Council move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at 1:45 p.m. for the purpose of discussing:

- personal matters about an identifiable individual, including municipal or local board employees;
 - Holiday schedule
 - Staff complement
- a proposed or pending acquisition or disposition of land by the municipality or local board;
 - Beach access
- labour relations or employee negotiations;
 - Staff complement
- litigation or potential litigation, including matters before administrative tribunals, affecting the
 - Zoning Prosecution

Carried.

16.0 RETURN TO OPEN SESSION

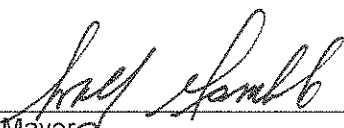
Moved by Abbott
Seconded by Hanna
RISE FROM
CLOSED
SESSION 55 THAT Huron-Kinloss Township Council rise from the Closed Session at 1:55 p.m.

Carried.

17.0 ADJOURN

Moved by Elliott
Seconded by Gamble
ADJOURN 56 THAT Huron-Kinloss Township Council do now adjourn to meet again on March 21st, 2011 at 7:00 p.m. or at the Call of the Mayor.

Carried.



Mayor



Clerk