

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

7:00 p.m. - Council Chambers

May 5<sup>th</sup>, 2014

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

OTHERS PRESENT: Liz Dadson, Ken Kilpatrick, Barb McKay, Kevin & Cathy Ackert

MINUTES

1.0 CALL TO ORDER

Mayor Twolan called the meeting to order at 7:05 p.m.

1.1 DISCLOSURE OF PECUNIARY INTEREST

| <u>Name</u>        | <u>Item</u> | <u>Nature of Interest</u> |
|--------------------|-------------|---------------------------|
| Councillor Elliott | 2.4         | Landowner                 |

1.2 DELEGATIONS

Kincardine Community Living 7:00 p.m.

Members of Kincardine & District Community Living attended Council with information on "Community Living Month" which is the month of May in Ontario.

STAFF COMMENTS: The group requested the Township raise a flag in recognition of "Community Living Month".

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Mayor Twolan thanked them for attending and bringing treats and the flag will be raised.

## 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: Received and filed.

### 2.2 Restricted Agriculture Zoning

The Chief Building Official has prepared a report to address permitted uses in the Restricted Agriculture Zone (AR).

STAFF COMMENTS: Included in the report.

SUSTAINABILITY ALIGNMENT: N/A

ACTION: There was further discussion regarding the zoning by-law provisions in the Restricted Agriculture Zone (AR). Mr. & Mrs. Ackert were in attendance at the meeting and it was suggested that a zoning application be applied for should the residents wish to house livestock in the barn.

### 2.3 Zoning Concerns in Holyrood

Staff has prepared a report outlining the response to zoning concerns on certain properties located in Holyrood.

STAFF COMMENTS: Included in the report.

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Received and filed. Staff clarified that they have notified the owner that two horses have been permitted for transportation purposes. Council supported this decision. Staff will continue to monitor the property for zoning compliance.

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

2.4 HALT – SAFE Armow Letter

We have received a letter from the HALT-SAFE Armow group requesting support from Council.

STAFF COMMENTS: We have attached the letter for Council's review.

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Council supports the group's initiative but no financial support will be provided. The Clerk will prepare a response.

2.5 Planning Services for Huron-Kinloss

We have received notification from the County that Heather James has accepted a position as the Planner for the Municipality of West Elgin, Township of Dutton/Dunwich and Township of Southwold. She is finished with the County on May 16<sup>th</sup>, 2014.

STAFF COMMENTS: Bruce Stickney will now be covering Huron-Kinloss and South Bruce until the Corporate Organizational Review at the County is complete. We bring this to your attention for information purposes.

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Noted.

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: Received and filed.

##### 4.2 Letter regarding abuse by ATV Operators

We have received a letter regarding concerns with the operation of ATV's and small motorcycles in Lucknow.

STAFF COMMENTS: This complaint was just received. The By-Law Enforcement will be monitoring the area and will also be contacting the OPP for further assistance.

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 an *accessible* community.

ACTION: Council agreed the OPP should be contacted and increase patrols. The By-law Enforcement Officer will work on identifying the drivers. The Clerk will prepare a response.

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

##### 5.1 Emerald Ash Borer and Ash Tree Inventory

The Director of Community Services has prepared a report for Council's review.

STAFF COMMENTS: The report is attached.

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 and environmentally conscious* community.

ACTION: Approve staff recommendations.

## 5.2 Whitechurch Hall Oil Tank

The grant application was approved from Ontario Drinking Water Stewardship Program for the replacement of the Oil Tank at Whitechurch Hall.

**STAFF COMMENTS:** The grant application was approved for the replacement of the Oil Tank at Whitechurch Hall. Due to the close proximity of the tank to the well, the grant was approved. Total cost of the project is estimated at \$2200.00, and the maximum grant approved is \$1760.00. This project was included in our 2014 budget. The project must be completed by August 29<sup>th</sup>, 2014. 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 *actions* contribute to our goals in achieving a *prosperous and environmentally conscious* community.

**ACTION:** Noted.

## 5.3 Summer Camp/Playground Program in Ripley

There was great interest from residents to start a summer camp in Ripley for 2014.

**STAFF COMMENTS:** Staff distributed an electronic survey to all families of children through the school, hockey teams and facebook. Upon review of the survey results it was determined that there was some interest; however there was not enough interest to host a summer camp in 2014. Staff will distribute another survey in early winter to determine if a summer camp is feasible in 2015. 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 *actions* contribute to our goals in achieving a *prosperous, vibrant, spirited, and accessible* community.

**ACTION:** Noted.

#### 5.4 Removal of Algae Agreement

The Director of Community Services has received a signed copy of the Agreement for Removing Algae from the lakeshore for the 2014 season.

STAFF COMMENTS: The Agreement maintains the same level of service and budget implications as provided in 2013. A By-law will be brought forward authorizing the agreement at the May Council meeting.

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, accessible and environmentally conscious* community.

ACTION: Approved. Bring the by-law forward.

### 6.0 FINANCE

#### 6.1 Central Algoma Joint Disaster Relief Committee

We have received a request from the Central Algoma Joint Disaster Relief Committee pertaining to their fundraising efforts.

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

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Council will not be donating funds at this time. The Clerk will prepare a response.

### 7.0 DRAINAGE

*No items scheduled.*

## 8.0 DRINKING WATER & WASTE WATER

### 8.1 Monthly Water/Wastewater Summary

Attached is the April summary of the Huron-Kinloss water and wastewater systems as prepared by Veolia Water Canada

STAFF COMMENTS: For information purposes only.

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 environmentally conscious* community.

ACTION: At the time of preparing the agenda this report was not ready and will be available Monday. The report was provided to Council. The report is received and filed.

### 8.2 Huronville Maintenance and Infrastructure Report

Attached is the 2013 Maintenance and Infrastructure Report for the Huronville Subdivision Distribution System as prepared by The Municipality of Kincardine Water Department

STAFF COMMENTS: For information purposes only.

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, accessible and environmentally conscious* community.

ACTION: Received and filed.

8.3 DWQMS Annual Management Review

Attached is the 2013 Management Review for the Drinking Water Quality Management System

STAFF COMMENTS: For information purposes only.

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 and environmentally conscious* community.

ACTION: Received and filed.

8.4 Lucknow Drinking Water System Inspection

Attached is the Actions Required page of the Lucknow Drinking Water System Inspection.

STAFF COMMENTS: The Drinking Water Inspector performed an inspection of the system on April 8, 2014 resulting in an overall score of 95.92%. For information purposes only.

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 and environmentally conscious* community.

ACTION: Received and filed.



**9.0 WASTE MANAGEMENT**

**9.1 Household Hazardous & Special Waste Event**

The County of Bruce is hosting a Household Hazardous & Special Waste Event on May 10<sup>th</sup>

STAFF COMMENTS: The event will be held at the Kincardine Public Works Yard, 140 Valentine Avenue, 9:00 a.m. – 2:00 p.m. 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: Noted.

**10.0 TRANSPORTATION**

**10.1 Concession 6 Corridor Bridge Rehabilitation Project**

The Concession 6 Corridor Bridge rehabilitation project tender closed April 25<sup>th</sup> with three bids received.

STAFF COMMENTS: The list of plan takers and their tendered amount was as follows:

|                           |              |
|---------------------------|--------------|
| AJN Builders Incorporated | \$198,412.18 |
| WG Kelly Construction     | 279,469,53   |
| VanDriel Excavating Inc.  | 285,725.59   |

The Director of Public Works is recommending acceptance of the AJN Builders Incorporated tender. Budget amount is \$280,000.00 which includes provisions for engineering, inspections, and approvals as well as actual construction costs.

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, accessible and environmentally conscious* community.

ACTION: Approved. A By-Law will be brought forward.

10.2 Annual Spring Road Tour

Attached are the meeting notes of the annual Spring Road Tour on April 26<sup>th</sup>

STAFF COMMENTS: We bring this forward for information purposes. The meeting notes will be brought to the Council meeting for adoption.

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 and environmentally conscious* community.

ACTION: Approved. The minutes will be brought forward for adoption.

10.3 2014 Half Ton Pick Up Tender

Attached is the result of the half-ton pickup tender which closed on May 1<sup>st</sup> with eight bids received.

STAFF COMMENTS: Although the Leslie Motors Ltd. tender bid is the lowest, it did not meet the specifications requested by the Township. In order to do so would require an additional \$2,323.00 + tax be added to the price. Therefore, the Rowe Motors bid is the lowest price, and has the earliest delivery date making it the Director of Public Works recommendation for purchase.

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 and environmentally conscious* community.

ACTION: Approved. A By-Law will be brought forward.

10.4 Resurfacing Tender Results

The Director of Public Works presented a paper copy of the tender results obtained by the Municipality of South Bruce for the resurfacing tender.

STAFF COMMENTS: The Director is seeking Council's approval to support the lowest tender.

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 and environmentally conscious* community.

**ACTION:** Council supports the lowest tender of Cornell Construction. The Director will report back to the Municipality of South Bruce and once approved by South Bruce a By-law will be brought forward.

## **11.0 ECONOMIC DEVELOPMENT & TOURISM**

### 11.1 Project Update

The Business & Economic Officer has prepared a project update 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* community.

**ACTION:** Council approved staff recommendations.

## **12.0 GENERAL GOVERNMENT**

### 12.1 Lucknow Medical Centre- Assignment and Assumption of Lease Agreement

We have received an "Assignment and Assumption of Lease Consent of Landlord and Lease Amending Agreement" pertaining to the Lucknow Medical Centre and the dental office.

**STAFF COMMENTS:** The agreement has been attached for your review. Councillor Hanna can speak to the amending agreement. A By-Law has been prepared for consideration in the Special Council session.

**SUSTAINABILITY ALIGNMENT:** N/A

**ACTION:** Council approved bringing the By-Law forward.

12.2 Source Protection Plan Workshops

We have received information on Source Water Protection Plan Implementation workshops being held by the Saugeen Source Water protection Committee.

STAFF COMMENTS: We have provided for information purposes.

SUSTAINABILITY ALIGNMENT: N/A

ACTION: Noted.

13.0 **PERSONNEL**

13.1 Health & Safety Quarterly Report

Tracey Howe has prepared a Health and Safety report for Councils 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: Received and filed.

14.0 **NEW BUSINESS/COUNCIL REPORTS**

*No items reported.*

**15.0 CORRESPONDENCE ON THE TABLE**

|       |                        |                                                                                                                                              |
|-------|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| 15.1  | AMO                    | AMO Communications-Province Releases Document "Moving Forward on Rural Matters" April 29, 2014                                               |
| 15.2  |                        | AMO Communications – AMO AGM & Conference – at the 4Front April 24, 2014                                                                     |
| 15.3  |                        | AMO Watch File April 24, 2014                                                                                                                |
| 15.4  |                        | AMO Watch File April 17, 2014                                                                                                                |
| 15.5  |                        | AMO Communications-OPP Billing Update and Additional Webinar April 22, 2014                                                                  |
| 15.6  |                        | AMO-New Presumptive Cancers for Firefighters Announced, April 30, 2014                                                                       |
| 15.7  | Grey Bruce Health Unit | News Release – Are You Protected Against Pertussis and Measles? National Immunization Awareness Week – April 26 – May 3, 2014 April 28, 2014 |
| 15.8  |                        | News Release – National Immunization Awareness Week - New app puts immunization information in your mobile device April 23, 2014             |
| 15.9  |                        | News Release – New law protects youth from skin cancer                                                                                       |
| 15.10 | General                | Ontario Building Official Association – Building Safety Month – May 2014                                                                     |
| 15.11 |                        | Kincardine and District Community Living – 7 <sup>th</sup> Annual CLKD Golf Classic on July 11 <sup>th</sup> , 2014 April 25, 2014           |
| 15.12 |                        | Beer Store – Convenience: At What Cost April 17, 2014                                                                                        |
| 15.11 |                        | Ministry of Rural Affairs – The Rural Roadmap: The Path Forward for Ontario April 25, 2014                                                   |
| 15.13 |                        | GLSTCI – Making Waves April 21, 2014                                                                                                         |
| 15.14 |                        | K2 Wind Moving Forward: Community Update – Spring 2014                                                                                       |
| 15.15 |                        | Invitation to Walk a Mile in her shoes from Women's House- May 25 <sup>th</sup> , 2014                                                       |

**16.0 CLOSED SESSION**

16.1 Move into closed session

Moved by Sloetjes  
Seconded by Gamble

MOVE INTO  
CLOSED  
SESSION

135

THAT Committee move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at 8:15 p.m. for the purpose of discussing:

- personal matters about an identifiable individual, including municipal or local board employees;
  - Probationary Employees-Public Works
  - Probationary Employees- Community Services
  - Community Services- Summer Students
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
  - Natural Gas Project

Carried.

**3.0 BY-LAWS AND AGREEMENTS**

**3.1 Assignment and Assumption of Lease Consent of Landlord and Lease Amending Agreement (Lucknow Medical Centre) By-Law**

Moved by Murray  
Seconded by Abbott

|                                                                                                          |     |                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------------------------------------------------------------------------|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ASSIGNMENT<br>AND<br>ASSUMPTION OF<br>LEASE CONSENT<br>OF LANDLORD<br>AND LEASE<br>AMENDING<br>AGREEMENT | 139 | THAT leave be given to introduce By-Law Number 2014-37 being the "Assignment and Assumption of Lease Consent of Landlord and Lease Amending Agreement (Lucknow Medical Centre) By-Law" and that it now be read severally a first, second and third time and finally passed this 5 <sup>th</sup> day of May, 2014. |
|----------------------------------------------------------------------------------------------------------|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Carried.

**4.0 ADJOURN**

Moved by Abbott  
Seconded by Murray

|         |     |                                                     |
|---------|-----|-----------------------------------------------------|
| ADJOURN | 140 | THAT Huron-Kinloss Township Council do now adjourn. |
|---------|-----|-----------------------------------------------------|

Carried.

Original Signed by Mitch Twolan  
Mayor

Original Signed by Sonya Watson  
Clerk