

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

7:00 p.m. - Council Chambers

May 5th, 2014

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 Community Services	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

None scheduled.

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:

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:

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:

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:

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 16th, 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:

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:

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:

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:

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 White Church Hall.

STAFF COMMENTS: The grant application was approved for the replacement of the Oil Tank at White Church 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 29th, 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:

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:

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:

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:

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.

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:

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 a *accessible and environmentally conscious* community.

ACTION:

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:

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 10th

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:

10.0 **TRANSPORTATION**

10.1 Concession 6 Corridor Bridge Rehabilitation Project

The Concession 6 Corridor Bridge rehabilitation project tender closed April 25th 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:

10.2 Annual Spring Road Tour

Attached are the meeting notes of the annual Spring Road Tour on April 26th

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:

10.3 2014 Half Ton Pick Up Tender

Attached is the result of the half-ton pickup tender which closed on May 1st 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:

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:

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:

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:

13.0 PERSONNEL

13.1 Health & Safety Quarterly Report

Tracey Howe has prepared a Health and Safety 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 and environmentally conscious* community.

ACTION:

14.0 NEW BUSINESS/COUNCIL REPORTS

14.1

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 th Annual CLKD Golf Classic on July 11 th , 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 th , 2014

16.0 CLOSED SESSION

16.1 Move into closed session

Moved by
Seconded by

MOVE INTO
CLOSED
SESSION

THAT Committee 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;
 - 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

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17.0 RETURN TO OPEN SESSION

Moved by
Seconded by

RISE FROM
CLOSED
SESSION

THAT Committee 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

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19.0 ADJOURN

Moved by
Seconded by

ADJOURN

THAT the meeting does now adjourn.

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