

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

7:00 p.m. - Council Chambers

May 7th, 2012

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	(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	(P)
Drainage Superintendent	Grant Collins	(A)

OTHERS PRESENT: Liz Dadson, Barb McKay, Ken Kilpatrick, Sarah Boychuk, Jack Meurs, Jim Prenger, Gerry Taylor, Kincardine & District Community Living Representatives

MINUTES

Staff and residents from Kincardine & District Community Living attended the meeting at 6:45 p.m. and brought treats to celebrate "Community Living Month". One of the residents read a presentation about Community Living in Kincardine and Community Living Month. Mayor Twolan thanked them for attending.

1.0 CALL TO ORDER

Mayor Twolan called the meeting to order at 7:10 p.m.

1.1 DISCLOSURE OF PECUNIARY INTEREST

<u>Name</u>	<u>Item</u>	<u>Nature of Interest</u>
None disclosed.		

1.2 DELEGATIONS

None scheduled.

- 1.3 Natural Gas Presentation
Penetangore Row Economic Development Corporation (PREDC)
Gerry Taylor & Jim Prenger 7:10 p.m.

A tri-partite meeting was held on April 25th, 2012 with Arran-Elderslie and the Municipality of Kincardine regarding the Proposed Natural Gas Pipeline Expansion Project. Gerry Taylor and Jim Prenger will be attending the meeting to present information from that meeting.

STAFF COMMENTS: The Presentation from Union Gas has been attached for your review. There is also a second presentation Questions and Answers on the Natural Gas Project for your review. Both will be presented at the meeting.

ACTION: Gerry Taylor and Jim Prenger reviewed the power point presentations for Council. Council questioned whether more funding was required at this point to move the project forward? Mr. Prenger said it is not funding that is required at this point but a resolution of commitment from Huron-Kinloss, Arran-Elderslie and Kincardine to enable them to investigate the most suitable and feasible option in moving forward. The resolution will be brought forward at the May 23rd, 2012 Council meeting.

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 Elliott Subdivision

We have received a request for final acceptance.

STAFF COMMENTS: We have confirmation from our engineers that all works is complete and in good condition and they are recommending all securities be release and final acceptance be granted. If council concurs we will bring forward the appropriate by-law at the next meeting.

ACTION: Approved bring the By-Law forward.

3.0 FIRE & EMERGENCY MANAGEMENT SERVICES

3.1 Joint Emergency Preparedness Program (JEPP)

We have received a letter from the Ministry of Community Safety and Correctional Services regarding our application to the JEPP Program.

STAFF COMMENTS: We had applied for Flood warning rain gauges and equipment for the Lucknow area. Our application was not successful.

For further information, due to federal budget cuts, JEPP will not be funded in 2013.

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 be in attendance to answer any questions.

ACTION: Received and filed.

4.2 Relief By-law Enforcement Officer

Helen Small has agreed to sign a new 2 year contract for Relief By-Law Enforcement Officer/Small Animal Control with the same terms.

STAFF COMMENTS: Helen has proven to be very reliable in Brianne's absence and ensure the calls are always responded to. If Council concurs we will bring the authorizing by-law forward to the next meeting.

ACTION: Approved. Bring the by-law forward.

5.0 PARKS, FACILITIES, RECREATION AND LAKESHORE

5.1 Green Ribbon Award

We have received notice from Geoff Peach of the Lake Huron Centre for Coastal Conservation that Huron-Kinloss will be receiving a "Green Ribbon" award for "exceptional work in beach stewardship".

Huron-Kinloss is being recognized for the following:

"This municipality is ahead of most in beach stewardship. The Centre developed H-K's Beach Stewardship Plan in 2001, and has since been active in beach related by-laws, policies, education and watershed conservation. Specifically, the municipality has developed policies regarding vehicle use on beaches, a local tree cutting by-law, beach grooming policy, dune stewardship workshops for cottagers, environment awareness workshops, effective invasive Phragmites control on beaches, mandatory septic system inspections and coastal education kiosks at public beach access points."

STAFF COMMENTS: This is great news for the municipality. They are requesting a representative from the municipality be present at the conference to accept the award. Deputy Mayor Gamble and Mike Fair are attending.

ACTION: Deputy Mayor Gamble and the Director of Facilities and Recreation will be in attendance to accept the award.

5.2 Smoke Free Outdoor Spaces

We have received an information package from the Grey Bruce Health Unit regarding support for a County wide by-law to prohibit smoking at recreational spaces, restaurant patios, and entrance to doorways of municipal and county buildings and facilities.

STAFF COMMENTS: We have copied the information received for your review. In February 2011 the Township passed a policy for "Smoke Free Recreational Spaces" this policy covers parks and sports fields throughout the Township. At that time Council did not feel they should regulate the smoking activities of private business. We seek your direction.

ACTION: Council is supportive of the initiative the Health Unit is taking but has concerns with how to enforce this policy. A response letter will be sent by the Clerk.

5.3 Municipal Office Roof

The Municipal Office Roof (shingle in 1997) was slated for some minor repairs this year due to some shingle damage.

STAFF COMMENTS: Upon recent investigation we have discovered that the shingle damage far exceeds that of minor repairs. We were surprised that shingles only fifteen years old had deteriorated so much so quickly. We propose to re-shingle the entire roof of the Municipal Office estimated at \$20,000.00. We have not budgeted for the project and after consultation with the treasury department we propose to fund the project from an anticipated year end surplus.

ACTION: The Director of Facilities and Recreation is to obtain a price on a steel roof to get more life span from the roof.

5.4 Damage at Kin Bruce Ball Diamond

A vehicle gained access to the Kin Bruce Ball Diamond and proceeded to do "Donuts" spinning wheels around on parts of the infield and outfield.

STAFF COMMENTS: The OPP were notified and a crew of staff has repaired the damages. We hope that in the future that if a member of the public witnesses' unauthorized vehicles in the sports fields that the OPP be contacted immediately. We bring this forward for information purposes.

ACTION: Noted.

6.0 **FINANCE**

No items scheduled

7.0 **DRAINAGE**

No items scheduled

8.0 **DRINKING WATER & WASTE WATER**

8.1 Risk Management Official

We have received correspondence from the County of Bruce regarding training a Risk Management Officer.

STAFF COMMENTS: We have no comment at this time.

ACTION: The Administrator stated she is working on options for Huron-Kinloss. The letter from the County was noted.

8.2 Ripley Well #3

W.D. Hopper & Sons Ltd. completed the 72-hour pumping test on the proposed Ripley production well.

STAFF COMMENTS: The pumping test samples were collected for chemical analysis testing to ensure quantity and quality. We bring this forward for information purposes only.

ACTION: Noted.

8.3 Drinking Water Quality Management System Update for Huronville

On March 8th, the Canadian General Standards Board closed the Huronville External Audit and informed the Municipality of Kincardine that they had received Accreditation (Full Scope) for the Quality Management System for the Huronville Subdivision Distribution System.

STAFF COMMENTS: A Management Review of the QMS was completed on March 8th. The results of the Management Review are outlined in the attached *QMS Summary and Action Plan*. There are five Decisions or Deficiencies listed in the *Summary and Action Plan*, with four that require an action. The first and the last items listed are on-going, the others are complete. The next Management Review is scheduled for March 2013.

ACTION: Noted.

8.4 Termination of Canadian General Standards Board (CGSB) Accreditation Program

Attached is a letter received from the Government of Canada regarding the termination of the CGSB Accreditation Program

STAFF COMMENTS: All Operating Authorities of Municipal Drinking Water Systems in Ontario were required to be accredited under the program. The MOE will be transitioning to a new accreditation body (or bodies) by June 30, 2012. The information has been forwarded to Veolia Water Canada.

ACTION: Noted.

8.5 Well Abandonment

In the process of cost estimating a sidewalk repair, a no longer in use well was discovered on the Tain street road allowance.

STAFF COMMENTS: The well lid had been incorporated into the sidewalk and once removed exposed a 30 foot deep by 4 foot diameter well casing. The Director of Public Works made arrangements with W.D. Hopper & Sons for the proper abandonment of the structure per MOE regulations at an estimated cost of \$2,500.00.

ACTION: Approved.

9.0 **WASTE MANAGEMENT**

9.1 Household Hazardous and Special Waste Events

The first hazardous and special waste event in our area was held Saturday May 5th in the Municipality of Kincardine.

STAFF COMMENTS: The next event will be held on Saturday May 26th from 9:00 a.m. – 2:00 p.m. at the Bruce County Highways Garage, 94 County Road 2 on the west end of Walkerton. The Bruce County Highways Garage in Lucknow will host an event on September 8th from 8:00 a.m. – 11:00 a.m. We bring this forward for information purposes.

ACTION: Noted.

10.0 TRANSPORTATION

10.1 Temporary Road Closures

The chart below shows the temporary road closures requested for 2012.

STAFF COMMENTS: The Director of Public Works and County Engineer approved the closures requested by various service groups for community events. We bring this forward for information purposes.

ACTION: Noted.

Event	Affected Section of Road	Date and Time of Event
Ripley Business Community Spring Promotion	Huron St (County Rd 7) from Jessie St to Queen St	Sat. May 19 th 8:00 a.m.–2:00 p.m.
Walk for Dogs	Lake Range Dr in front of Point Clark CC	Sun. May 27 th 12:30–1:15 p.m.
Kincardine Women's Triathlon	Boiler Beach Rd and Part of Concession 10	Sat. July 14 th 8:30–11:30 a.m.
Music in the Fields	Havelock Street N (Ludgard to South Kinloss Ave)	Fri. Aug 24 th 6:00 p.m. – Sat Aug 25 th 12:00 a.m. Sat Aug 25 th 8:00 a.m. – Sun Aug 26 th 2:00 a.m.
Lucknow Fall Fair Parade	Part of Campbell St. (Hwy 86)	Sat. Sep 15 th 10:45 a.m.–12:15 p.m.
Ripley-Huron Fall Fair Parade	Part of Cty Roads 6 & 7 (Queen & Huron Sts)	Sat. Sep 29 th 11:15 a.m.–1:00 p.m.
Christmas in the Country Tractor Parade	Part of County Rd 7 (Huron St.)	Sun. Nov 25 th 4:45–6:15 p.m.
Lucknow Christmas Parade	Part of Campbell St. (Hwy 86)	Sun. Nov 30 th 6:30–7:45 p.m.

10.2 Crossing Guard

The contract for crossing guard services in Lucknow ends on June 30th, 2012.

STAFF COMMENTS: The Director of Public Works recommends an automatic renewal for the 2012 – 2013 school, year with a 3% increase. Also, it is our intent to include an automatic renewal clause to the existing contract to deem unnecessary annual contract negotiations, if agreed upon by both parties. We bring this forward for information purposes.

ACTION: Approved. Bring the By-Law forward.

10.3 Construction Updates

Havelock Street: Moorefield Excavating Ltd. has completed the installation of storm drainage and new watermain, and is in the process of preparing for the pouring of curb and sidewalks. Once the curb is in place the road will be brought to final grade in preparation of the asphalt road base.

Wolfe Street:

In order to maximize our spending dollars, The Municipality of South Bruce has agreed to act on our behalf for the preparation and distribution of a single surface (tar and chip) tender for a 2.0 km section of Wolfe Street between the

Avenues of South Kinloss and Grey Ox. By co-tendering it is hope enough savings will be realized in the budget to apply a sealant on Guest Avenue east of Bruce Road 1, as well as spray patching on the Southline entrance to Fisherman's Cove. The tender closing date is May 24th.

Crushing & Stockpiling:

As discussed at budget the Director of Public Works has made arrangements with Wes Riley Contracting for the crushing of additional granular to be used during the Township's spring maintenance gravel application. The existing stockpile has been deleted through its use on the Wolfe Street, Bushell Street, and Tyendinaga Road projects.

STAFF COMMENTS: We bring this forward for information purposes.

ACTION: Noted.

10.4 Paving

The Director of Public Works has received pricing from Lavis Contracting Co. Ltd. for the 2012 paving program. Paving locations include 3.0 km on Bushell Street/Guest Avenue, 2.0 km on Lake Range Drive, Sunrise Avenue, Birch Crescent, and Tyendinaga Road.

STAFF COMMENTS: The prices received are within budget and the Director of Public Works is requesting an exemption from the Township's tendering policy (re: Limited Source Supply) and Council's approval of the prices submitted.

ACTION: Approved. Bring the By-Law forward.

10.5 AORS Municipal Trade Show

The 2012 Association of Ontario Road Supervisors (AORS) Municipal Trade Show is being hosted by the Grey County Public Works Association at the Harry Lumley Bayshore Community Centre on June 7th.

STAFF COMMENTS: We bring this forward for information purposes only.

ACTION: Noted.

10.6 Gravel Pit Farm Access

An individual has inquired of the possibility of entering into an agreement with the Township allowing him to cross a section of the gravel pit farm to access neighbouring agricultural lands.

STAFF COMMENTS: The area of crossing does not interfere with gravel pit operations, or the pasture rental lands agreement. While we have access agreements for the use of unopened road allowances I am not aware of any direct crossing of Township lands agreements. I seek Council's direction.

ACTION: Approved. An agreement will be drafted and brought forward.

11.0 **ECONOMIC DEVELOPMENT & TOURISM**

11.1 Ice Cream Trail Launch

The 2012 Ice Cream Trail is ready to go! To start it off, we are having a special launch event on May 14 at the Lucknow and Ripley elementary schools.

STAFF COMMENTS: We will be bringing along Sammy Sprinkles and giving each student an ice cream treat. A total of 7500 brochures have been printed and will be given to local businesses, as well as distributed at brochure swaps.

ACTION: Noted.

11.2 Roles of Grey and Bruce Counties in Economic Development Service Delivery

Please find attached an update from Bryan Plumstead-Tourism Manager & Economic Development Coordinator with the County of Grey and David Smith Senior Planner with the County of Bruce on the delivery of economic delivery services for Grey and Bruce Counties.

Introduction Letter

Final Report on County Roles in Economic Service Delivery

Executive Summary

Appendices

STAFF COMMENTS: We have provided this for information purposes.

ACTION: Received and filed.

12.0 GENERAL GOVERNMENT

12.1 Saugeen Conservation Authority Financial Reports

Please find attached the 2011 Annual Report from Saugeen Valley and the Authority's 2011 Audited Financial Statement.

STAFF COMMENTS: None at this time.

ACTION: Received and filed. Councillor Hanna further reported that Jim Coffey has resigned as General Manager. No replacement has been appointed to date.

12.2 Saugeen Mobility and Regional Transit

We have received the service contract from SMART to provide specialized public transit to the physically and mentally challenged residents of Huron-Kinloss.

STAFF COMMENTS: If Council concurs we will bring the authorizing by-law forward to the next meeting.

ACTION: Approved. Staff noted the thank you email received from Ruth Anne Robinson who made the original request for SMART. The Treasurer also noted that Pine Crest Nursing home has also already called about using the service.

12.3 The Municipal Flag Protocol

We have attached a new "Municipal Flag Protocol Policy" that will ensure the half-masting of flags at municipally owned facilities is consistent and in-line with the Canadian National Flag Protocol.

STAFF COMMENTS: The flag at the Lucknow Legion is not taken care of by the municipality however, they wish to be included in the notification process for consistency and therefore have been noted in the policy. If Council concurs a by-law will be brought forward adopting the policy.

ACTION: Approved. Bring the By-Law forward.

12.4 Poplar Beach Cottages

The Administrator has prepared a report for your review.

STAFF COMMENTS: Included in the report.

ACTION: Approve staff recommendations.

12.5 Pine River Water Quality Improvements

As you are aware we applied for money under the "Clean Water Research Initiative" through the County of Bruce for investigations at sites PR17 & PR18.

STAFF COMMENTS: We are pleased to report the County of Bruce passed the following resolution approving our request.

That the Township of Huron-Kinloss request be funded under the "Clean Water Research Initiative" of the Bruce Clean Water Program 2012 to a maximum of \$8,500.00 or a maximum of 50% of reasonable expenses, whichever is less; and,

That the Township of Huron-Kinloss provide a Project Sheet that describes at a minimum, project goals, a work plan and anticipated costs; and,

That the Township of Huron-Kinloss indicate how the County's participation in the Project is to be recognized

ACTION: The first step in the process will be developing a work plan with B.M. Ross and meeting with the landowners to discuss the project.

13.0 PERSONNEL

No items scheduled.

14.0 NEW BUSINESS/COUNCIL REPORTS

14.1 Black Creek Municipal Drain

Councillor Hanna raised concern with the increased water levels in the Silver Lake. He feels it is due in part to the work being done on the Black Creek Drain.

STAFF COMMENTS: Noted.

ACTION: The Clerk will contact the Drainage Superintendent to investigate.

14.2 Walker's Line

Councillor Murray was approached by a member of the Mennonite community about doing work on Walker's Line.

STAFF COMMENTS: There is an agreement in place with the Mennonite community for Walker's Line.

ACTION: The Director of Public Works will review the agreement and contact the resident.

14.3 Fire Departments

Mayor Twolan attended the 2012 Ontario Association of Fire Chiefs Annual Conference in Toronto.

STAFF COMMENTS: None at this time.

ACTION: Mayor Twolan reported on a few items from the conference and a discussion on liability presented by a solicitor. Staff will review the information he has received.

15.0 CORRESPONDENCE ON THE TABLE

15.1	AMO	Communicate AMO – Ontario’s Provincial and Municipal Budgets Must be Sustainable March 27, 2012
15.2		Communicate AMO – Breaking News: The 2012 Provincial Budget March 27, 2012
15.3		Communicate AMO – Breaking News: New Feed-In-Tariff Program Rules Changed March 22, 2012
15.4		Communicate AMO - AMO Urban Symposium Program Update March 22, 2012
15.5		AMO Watch File – March 22, 2012
15.6		Communicate AMO - Auditor General Releases Report on Omge Air March 21, 2012
15.7		Communicate AMO - Meetings to Meet Your Needs March 21, 2012
15.8		Communicate AMO - AMO’s 2012 Pre-Budget Submission Urges “Let’s Get This Right” March 19, 2012
15.9		AMO – Leading With Sustainability Workshop March 19, 2012
15.10		AMO Watch File – March 15, 2012
15.11		Communicate AMO - Provincial Budget 2012 - 2013 March 14, 2012
15.12	Grey Bruce Health Unit	News Release “Local Food in Local Institutions” March 21,, 2012
15.13		News Release “Food Recall – Health Hazard Alert” March 20, 2012
15.14		News Release “Stop TB In My Lifetime” March 15, 2012
15.15		News Release “Tobacco Free Outdoor Spaces” March 8, 2012
15.16	General	AMCTO– The 2012 Ontario Budget and Your Pension March 28, 2012
15.17		OPP letter March 13, 2012
15.18		Ontario Building Officials Association: OBOA Strategic Plan 2012 + March 13, 2012
15.19		K2 Wind- Moving Forward Community Update Spring 2012
15.20		OMAFRA Connects Huron Lambton and Beyond April 2012

16.0 CLOSED SESSION

16.1 Move into closed session

Moved by Sloetjes
Seconded by Elliott

MOVE INTO CLOSED SESSION 139 THAT Huron-Kinloss Township Council move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at 8:30 p.m. for the purpose of discussing:

- the security of property of the municipality or local board;
 - Shares in Westario Power Inc.
- personal matters about an identifiable individual, including municipal or local board employees;
 - Landfill Position
- a proposed or pending acquisition or disposition of land by the municipality or local board;
 - 347 Canrobert Street

Carried.

17.0 RETURN TO OPEN SESSION

Moved by Elliott
Seconded by Sloetjes

RISE FROM
CLOSED
SESSION 140 THAT Huron-Kinloss Township Council rise from the Closed
Session at 8:50 p.m.

Carried.

18.0 BUSINESS ARISING FROM THE CLOSED SESSION

19.0 ADJOURN

Moved by Sloetjes
Seconded by Elliott

ADJOURN 141 THAT Huron-Kinloss Township Council do now adjourn to meet
again on May 23rd, 2012 at 7:00 p.m. or at the Call of the Mayor.

Carried.

Original Signed by Wilf Gamble

Deputy Mayor

Original Signed by Sonya Watson

Clerk