

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

7:00 p.m. - Council Chambers

November 1st, 2010

Mayor	Mitch Twolan	(P)
Deputy Mayor	Wilfred Gamble	(P)
Councillors	Lillian Abbott	(P)
	Anne Eadie	(P)
	Jeff Elliott	(P)
	Jim Hanna	(A)
	Don Murray	(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:** Steve Freeman, Carl Sloetjes, Joye Hunt, Sara Bender, Liz Dadson, Ken Kilpatrick, Barb McKay, Heather James, Kara Van Myall, Kim McPhedran

MINUTES

1.0 CALL TO ORDER

Mayor Twolan called the meeting to order at 7:00 p.m.

1.1 DISCLOSURE OF PECUNIARY INTEREST

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

1.2 DELEGATIONS

1.3	Spruce the Bruce	Kara Van Myall Kim McPhedran Heather James	7:00 p.m.
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**STAFF COMMENTS:** The Spruce the Bruce team will be here from the County of Bruce presenting their findings and the resulting branding developed for Ripley and Lucknow. Copies of the research reports for Lucknow and Ripley have been copied for your review.

**ACTION:** The Spruce the Bruce team presented their research finding for Lucknow. The branding represents a theme around "The General Store". Feedback was requested from Council. Council felt it is a good basis for the town and a solid foundation to build upon. Councillor Murray reported that Paul Henderson and Music in the Fields should be noted in the branding as part of who Lucknow is. The team explained why that avenue had been sought out but there is not enough in place to make it an identity for Lucknow. Council is supportive of Lucknow's branding and the Spruce the Bruce Team will proceed to develop the toolkit.

The Spruce the Bruce team presented the Ripley research findings and branding for Ripley, "Homemade and Hands on". Councillor Eadie suggested the Lewis Settlers should be included as part of Ripley's brand. Councillor Murray suggested better signage should be a priority to direct people to Ripley. Further discussion took place to include the former Huron Township and Kinloss Township area businesses to encompass all of Huron-Kinloss as a destination. Council was supportive of pursuing the Ripley branding and developing the toolkit.

- 1.4 Paradise Lake Estates Ltd. Steve Freeman 8:00 p.m.

STAFF COMMENTS: Mr. Freeman will be in attendance to answer any questions Council may have as a result of item 2.6.

ACTION: Noted under section 2.6.

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 be in attendance to answer any questions.

ACTION: Councillor Abbott questioned what is the purpose of the demolition permits for the Poplar Beach Cottages? It was explained that it was Council's direction to demolish the cottages at the expiry of the lease agreements had they not been removed.

2.2 Building Permit Fees-wind turbines

The Chief Building Official had prepared a report for the October 4<sup>th</sup> General Committee meeting. It was decided then to bring it to General Committee in November for further discussion.

STAFF COMMENTS: We seek your direction.

ACTION: Council approved \$15.00 per \$1000 of construction costs for wind turbines. A by-law will be brought forward.

2.3 Bruce County Long Term Strategy

The Bruce County Long Term Housing Strategy 2010 – 2020 was approved at the Social Services and Housing Committee meeting on September 16, 2010. The next stage is the implementation of the strategy with community partners using the actions identified as priorities to take place within the next three years.

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

ACTION: Noted.

#### 2.4 Meeting with the Ministries

On October 26<sup>th</sup>, Mayor Twolan, Deputy Mayor Gamble, Councillors Eadie and Murray and the CBO travelled to Toronto to meet with Huron Bruce MPP Carol Mitchell and representatives of Minister of the Environment John Wilkinson's office as well as Minister of Energy Brad Duguid's offices to discuss issues with current and proposed wind energy projects.

STAFF COMMENTS: The comments from Huron-Kinloss were well received.

ACTION: Council relayed to the rest of Council and staff the discussions as a result of the meeting in Toronto. A copy of the wind turbine policy adopted by Council was forwarded on to the Ministry as per their request.

#### 2.5 Proposed Amendments to Ontario Regulation 359/09

The CBO has prepared a report for your review.

STAFF COMMENTS: Included in the report.

ACTION: The CBO was directed to forward the comments as outlined in the report.

#### 2.6 Paradise Lakes Limited

The residents of Paradise Lakes Limited are looking for Council's support in converting from a land lease community to a Condominium Corporation and since there is very little work needed from the County Planning Department, they would like fees reduced. They have been in contact with the County and will be submitting the application soon.

STAFF COMMENTS: The Administrator has prepared a report for your review. Comments are included in the report. With respect to the fee reduction we feel it is not our place to comment on another agencies set fees. Mr. Freeman will be in attendance at the meeting should Council have any further questions.

ACTION: The Administrator clarified there are no new facilities being installed. Council supported bringing a motion forward to the November Council meeting supporting the application.

#### 2.7 Septic System Program

The contract with the Grey-Bruce Health Unit expires on December 31<sup>st</sup>, 2010.

STAFF COMMENTS: We have been discussing the program at length with Matt Pearson of BM & Ross & Associates. At this time we would like to recommend not pursuing contracting the services of the Health Unit. We would like to explore other options and would provide a detailed plan to Council at the January 2011 General Committee meeting. We seek your direction.

ACTION: Approved. Various funding sources to access funds to help fix septic system problems were discussed.

2.8 Zoning By-law Appeal

We have received a letter from SVCA indicating they are appealing section 9.1 pertaining to the EP zones in the Township Zoning By-law 2010-101 that was just passed.

STAFF COMMENTS: We have copied the letter for your review. As indicated a meeting is being scheduled to discuss the appeal.

ACTION: Council confirms support of their original decision to pass by-law 2010-101. A meeting will be arranged with SVCA to discuss the appeal. Staff will provide a recommendation to Council after the meeting with SVCA.

3.0 **FIRE & EMERGENCY SERVICES**

No items scheduled.

4.0 **FINANCE**

No items scheduled.

5.0 **DRAINAGE**

No items scheduled.

6.0 **WATER & SEWERS**

6.1 Demolition Tender

Listed below are the two bids that were received for the demolition of the existing building and general property clean up of 210 Bruce Road 86.

<b>Company</b>	<b>Tender Price</b>
Lloyd Collins Construction Ltd.	\$7,910 (includes HST)
W.D. Excavating Ltd.	\$13,483.73 (includes HST)

As well, during the tendering process we received a written offer to purchase for \$8,000.00, while another person indicated verbally an interest to do the same. We would like to remind Council that this property was advertised for tax sale with a minimum price of \$23,400.42. No offers were received and staff had recommended retaining the property for the purposes of well-head protection.

STAFF COMMENTS: We recommend retaining ownership of the property and proceed with accepting the tender of Lloyd Collins Construction Ltd for demolition. We will also be diarizing that this property should be rezoned.

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

**7.0 ENVIRONMENTAL SERVICES - (Landfill & Collection)**

**7.1 Waste Management Technical Sub-Committee**

The Director of Public Works attended a Waste Management Technical Sub-Committee meeting on October 22<sup>nd</sup>, 2010.

STAFF COMMENTS: The County of Bruce status report on Waste Management for 2008 and 2009 was reviewed. The engineering firms of Gamsby and Mannerow, Pryde Schropp McComb Inc., and Conestoga Rovers and Associates made presentations on local landfill capacity issues. It was announced the County of Bruce will be increasing the number of Municipal Hazardous and Special Waste events to fifteen for 2011. Dates and locations will be forthcoming in the immediate future.

ACTION: Noted.

**7.2 Leaf Collection**

The annual leaf collection for the village of Ripley and the Lakeshore area is scheduled for the week of November 1st. Lucknow receives brush pick up on an on going basis.

STAFF COMMENTS: Advertisements were placed in the local newspapers and posted on the website.

ACTION: Noted.

**8.0 TRANSPORTATION**

**8.1 Phosphorous**

Attached is an email from a resident regarding the use of Rock Check Dams in roadside ditches in order to reduce the amount of nutrient flow into Lake Huron.

STAFF COMMENTS: I seek your direction.

ACTION: The item will be forwarded to Jim Armstrong Chair of the Pine Rive Watershed Committee seeking their interest in pursuing the Rock Check Dams. A response will be sent to the resident.

**8.2 OGRA/ROMA Conference**

The Ontario Good Roads Association (OGRA) and the Rural Ontario Municipal Association (ROMA) combined conference is scheduled for Sunday February 27<sup>th</sup> to Wednesday March 2<sup>nd</sup>, 2011 at the Fairmont Royal York Hotel in Toronto.

STAFF COMMENTS: In order to secure rooms we need to know which Council members are planning on attending. Please let the Treasurer know of your intentions.

ACTION: Councillors Murray and Sloetjes confirmed their attendance. Mayor Twolan will be attending on behalf of the County.

### 8.3 Project Updates

According to our engineering firm the Concession 2 bridge rehabilitation is on schedule for the completion date of November 15<sup>th</sup>. The Huron Road project is complete with the exception of top coat paving from Attawandaron Road to Lighthouse Road. There are some issues regarding driveway entrance paving yet to be resolved. As for the Havelock Street project, storm water and water main are complete, and Lavis Contracting Ltd. is on site preparing the road base for curb and gutter, sidewalks and a base coat of asphalt.

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

ACTION: Noted.

### 8.4 Notice of Step-Down

Attached is a Notice of Step-Down from the Ministry of Transportation and the proposed rehabilitation of five bridges on Highway 21 between Amberley and Kincardine, and the replacement of numerous culverts on Highway 21, from Amberley to Port Elgin and on Highway 9 from Kincardine to Kinloss.

STAFF COMMENTS: Although initially identified as a Group B project under the Class Environmental Assessment process, the MTO intends to step-down the project to a Class C, which basically means they believe the project has no significant environmental effects, and therefore no formal documentation will be prepared for public review. If Council wishes to comment on the intent to "step-down" they must do so by November 12<sup>th</sup>. We have previously given notice that our Township roads are not built to a standard to handle the high traffic counts experienced on Highway 21, and that they may not be suitable for use as detour routes without further discussions.

ACTION: No comments will be sent regarding the Notice of Step-Down.

### 8.5 Ontario Good Roads

We have received information regarding the 2011-2012 Board of Directors.

STAFF COMMENTS: We have copied the information for your review.

ACTION: Noted.

## 9.0 PARKS, FACILITIES & RECREATION

### 9.1 Lewis Cemetery Memorial Trail

With respect to our DGR Community Partnership Program request we have been approved for \$5,000 for the cost of the plan development and construction drawing costs.

STAFF COMMENTS: We received a preliminary estimate of \$31,000 from Stempski & Associates for the whole project. This was the amount included in our application. We will be proceeding with a follow-up request for this initiative of \$10,000 early in January. We also presented this project to the Ripley & District Lions Club to determine if there was any interest in a partnership. The project was well received. We hope to hear from them shortly. We are also proceeding with the plan of development and construction drawings from Stempski & Associates as previously reported.

ACTION: Approved. The Administrator will proceed with the plan development and the additional grant application.

9.2 Phragmites Application

Frank Letourneau the licenced applicator completed an application to the Phragmites along the Huron-Kinloss shoreline.

STAFF COMMENTS: The results will be reviewed in the May 2011, to determine if a second application is required. The work was completed during the week of October 10, 2010. Total cost (15 acres) for the application was \$7789.66. We bring this forward for information purposes.

In addition to this we have copied a letter from a resident thanking the township for their continued efforts to eradicate Phragmites.

ACTION: Noted. A response will be sent to the resident.

9.3 The Ripley Railway Walking Bridge

Work has been completed on the Ripley railway walking bridge

STAFF COMMENTS: The hand rail has been installed, top boards installed and a rubber matting covering top. Finishing touches of gravel are yet to be installed at the transitions to the bridge. The project came in slightly under budget.

The washout area by the bridge will be fixed in the near future. The only access to the washout area is through the neighbouring field. Crops are just now off so we are waiting on an area contractor to schedule us in. We will be extending the drainage pipe and filling in the ditch.

ACTION: Noted.

9.4 Emergency Management Exercise

Huron-Kinloss in conjunction with Bruce County and all other Municipalities completed an exercise on Friday October 8<sup>th</sup>, 2010.

STAFF COMMENTS: The exercise was created to test the communications of telephone, e-mail, conference calls, and faxes. The exercise went well. In order to better facilitate communications of the Emergency Operation Centre we recommend the installation of a 24 port Power over Ethernet (POE) switch for both Lucknow and Ripley Fire Halls, as well as a portable fax/copier/scanner. The POE switches have been included in a JEPP grant application to Emergency Management Ontario. The funding announcement will not take place until April 2011. The total application is for \$2,667.57 of which the Township share would be \$1,467.16 (55%). We seek Council's approval to proceed in the event the application is approved.

ACTION: Approved.

9.5 Algae Summary Report

The 2010 report detail is available with the Clerk.

STAFF COMMENTS: The Algae accumulations this year were greater than 2009, but still less than the 2008 algae accumulations. Overall we felt that lake levels were slightly up from 2009. However, the hot summer and increased lake temperatures contributed to the increased algae this year. We have also observed that beach grass vegetation has been eroded by the natural dune erosion process along the shoreline by at least 20 feet and up to 35 feet in some areas. Please note that the Algae Harvester contract is finished with Snobelen Ag Services. We recommend hiring the Harvester on a per use agreement for the 2011 season. We bring this forward for information purposes.

ACTION: Received and filed. Approve pursuing a per use agreement for the 2011 season.

10.0 **GENERAL**

10.1 Marriage Commissioner Report

The Deputy Clerk has prepared a report for the 2010 marriage commissioner season.

STAFF COMMENTS: Included in report.

ACTION: Received and filed.

10.2 2010 Ontario West Municipal Conference

The annual conference sponsored by the Regional Municipal Services Office is being held December 8<sup>th</sup> and 9<sup>th</sup> in London.

STAFF COMMENTS: Are any Council members interested in attending?

ACTION: Noted.

10.3 2010 Municipal Election

The e-voting election system worked extremely well for the majority of residents and staff up until 7:00 p.m. on election day.

STAFF COMMENTS: A detailed election report will be available at the December 6<sup>th</sup> Council meeting. Staff have been speaking with Intelivote on numerous occasions since election night and corresponding with various Clerks who used the e-voting method. Intelivote representatives will be coming to Ontario in the near future to go over the problems that occurred and the contract will be reviewed.

Normally staff would be scheduling a Council orientation session. However, with six incumbents and the new elect being Carl Sloetjes who has served the past term as an Ashfield- Colborne –Wawanosh Councillor we do not feel a Council orientation session is necessary. However, we would like to invite Mr. Sloetjes in for an information session that will review Huron-Kinloss departments and facilities and outline the programs and services delivered by the township.

ACTION: The Clerk further report a meeting will be held with Intelivote on Thursday November 4th in South Bruce. An information session will be scheduled with Carl Sloetjes in the near future.

#### 10.4 Spruce the Bruce

The Administrator has prepared a report on some grant funding we wish to pursue through the Ministry of Tourism and Culture.

STAFF COMMENTS: Included in the report.

ACTION: The report was revised verbally based on a new direction as a result of an information session on Cultural Planning attended on Friday in Markdale. Kara Van Myall presented the details for the new plan as outlined below:

The *Huron-Kinloss Cultural Research and Development Project* will address this need in three phases.

**Phase (1): Cultural Assets Inventory and Mapping (April 2011 – December 2011)**

- (a) Comprehensive process to identify and map the Township's cultural assets
- (b) Concurrent BR & E with a cultural component
- (c) Concurrent Community Profile with a cultural component (lead by Bruce Community Futures Development Corporation BCFDC)

**Phase (2): Cultural Assets Outreach Program (September 2011 – March 2012)**

- (a) Education Component - helping the Township acquire the expertise it needs to guide and train municipal staff to integrate cultural planning into its municipal processes
- (b) Integration of cultural assets into its downtown economic restructuring program by partnering with local developers to investigate artist incubator opportunities
- (c) Community Outreach Workshop – opportunity for community engagement to ensure that the Cultural Plan is supported by the community and their needs and priorities related to culture.

**Phase (3): Cultural Research and Plan Development**

- (a) Development of a Cultural Plan with specific recommendations to:
  - a. Land Use Planning (Cultural Policy Statements)
  - b. Economic Development (Incorporation of cultural assets into the economic restructuring program)
  - c. Marketing and Promotion (promote awareness of the extent of culture within the community, attract cultural assets to the community and establish the community as a cultural destination in Bruce County).

A staff person will be hired through the Job Creation Program to work on the project. The grant is an 80/20 split with the 20% being all in kind contributions from the County and the Township. Deadline to apply has now been extended to November 15<sup>th</sup>, 2010.

Council approved applying for funding through the Creative Communities Prosperity Fund and through the Job Creation Program to prepare a Business Retention & Expansion Program.

#### 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.

**12.0 PERSONNEL**

No items scheduled

**13.0 NEW BUSINESS**

13.1 Low Frequency Noise By-Law

A letter from Huron East was copied for Council's review.

STAFF COMMENTS: A letter received from the Municipality of Huron East regarding a meeting on November 9<sup>th</sup> at 1:30 p.m. in Seaforth receive advice as to legal procedures that could be pursued regarding a low frequency Noise By-law for wind turbines.

ACTION: The Clerk will email the letter to all Council members and they will respond if they are able to attend.

13.2 Pine River Watershed Initiative Committee

Councillor Eadie requested participation of a Council member on the Pine River Watershed Committee.

STAFF COMMENTS: Noted.

ACTION: At this time there was no interest indicated. The Clerk will contact the Chair and request they put a formal request forward for Council's consideration.

13.3 Wind Turbine Symposium

Deputy Mayor Gamble and Councillor Murray reported on The Global Wind Industry and Adverse Health Effects symposium that was attended in Picton.

STAFF COMMENTS: None at this time.

ACTION: A hard copy of the presentation is being obtained that will be presented to Council once received.

**14.0 CORRESPONDENCE RECEIVED**

14.1	AMO	Decision on Management of Municipal Hazardous and Special Waste, October 13 <sup>th</sup> , 2010
14.2		Watch File, October 14 <sup>th</sup> , 2010
14.3		Watch File, October 21 <sup>st</sup> , 2010
14.4		2010 LAS Connections Symposium, October 19 <sup>th</sup> , 2010
14.5		2009 Annual Expenditure Report (Part 1)
14.6	Grey Bruce Health Unit	News Release, <i>The Great Big Crunch</i> , October 8 <sup>th</sup> 2010
14.7		News Release, <i>Community Round Table on Food</i> , October 8 <sup>th</sup> , 2010
14.8		News Release, <i>Ontario Breast Screening Program Celebrates 20 Years</i> , October 8 <sup>th</sup> , 2010
14.9		Media Advisory/Photo Op, <i>Grey Bruce Launch for Healthy Smiles Ontario</i> , October 8 <sup>th</sup> , 2010
14.10		News Release, <i>Ontarians to Receive Free Medication to Help Them Quit Smoking</i> , October 13 <sup>th</sup> , 2010
14.11		News Release, <i>Speak Up for a Healthier Community!</i> October 13 <sup>th</sup> ,

		2010
14.12		News Release, <i>Release of the Grey Bruce Oral Health Status Report: 2005-2010</i> , October 15 <sup>th</sup> , 2010
14.13		News Release, <i>Grey Bruce Launch for Healthy Smiles Ontario</i> , October 15 <sup>th</sup> , 2010
14.14		News Release, <i>Flu Vaccine Now Available</i> , October 18 <sup>th</sup> , 2010
14.15		News Release, <i>Supporting Local Producers – Direct Marketing Workshop</i> , October 18 <sup>th</sup> , 2010
14.16	<i>General Correspondence</i>	Ministry of the Environment Invitation to Join the Transfer of Review Program, September 28 <sup>th</sup> , 2010
14.17		Bruce County Museum Invitation to Murder Mystery Dinner Theatre, October 3 <sup>rd</sup> , 2010
14.18		Ministry of Tourism and Culture Letter Re: Creative Communities and Prosperity Fund (CCPF), October 8 <sup>th</sup> , 2010
14.19		Invitation to the 2 <sup>nd</sup> Grey Bruce Local Food Summit, October 7 <sup>th</sup> , 2010
14.20		The Ontario Aggregate Resources Corporation 2009 Annual Report, October 14 <sup>th</sup> , 2010
14.21		Blueprint for Ontario's New Tobacco Control Strategy Released, October 19 <sup>th</sup> , 2010
14.22		South West CCAC, <i>Connecting with Care through Partnership</i> , Vol. 4, Issue 5, October 2010
14.23		2009 TOARC – Annual Report
14.24		Canada's First National 4G Network to Launch

**15.0 ADJOURN**

Moved by Murray  
Seconded by Abbott

ADJOURN

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THAT Huron-Kinloss Township Council do now adjourn to meet again on November 15<sup>th</sup>, 2010 or at the call of the Mayor.

Carried.

  
\_\_\_\_\_  
Mayor

  
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Clerk