

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

7:00 p.m. - Council Chambers

November 5th, 2012

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 Facilities & Recreation	Mike Fair	()
By-law Enforcement Officer	Brianne Elliott	()
Drainage Superintendent	Grant Collins	()

The meeting will be preceded by a Court of Revision for the McEwan Branch of the Kennedy Municipal Drain.

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

1.3 Ralph Splettstoesser NWMO Project 7:10 p.m.

Mr. Splettstoesser will be providing a verbal presentation.

STAFF COMMENTS: The following attachments have been provided for your review.

- [Presentation Item](#)
- [Huron Declaration](#)
- [Event Notice](#)

ACTION:

1.4 Kincardine & District Community Living Capital Campaign Kick-off 7:20 p.m.

Janey Campbell and Donna Wilson will be attending on behalf of the Kincardine Community Living Fundraising Committee.

STAFF COMMENTS: The following attachments have been provided:

- [Inspiring Possibilities “here at Home” Capital Campaign](#)
- [CLKD Capital Campaign Kick-off event](#)

ACTION:

1.5 Nuclear Waste Management Project Team 8:30 p.m.

Paul Austin, Jo-Ann Facella, Mike Krizanc and Ben Belfadhel will be attending to present Council with information on Step 3 in the Adaptive Phased Management Siting Process.

STAFF COMMENTS: The following information has been provided by NWMO regarding their presentation:

NWMO Siting Process – Step Three: Preliminary Assessments

Communities that express interest in learning more about the NWMO and its siting process, and which have passed an initial screening, can request a preliminary assessment of potential suitability. At the request of the community, the NWMO will conduct a feasibility study collaboratively with the community to assess, in a preliminary way, the suitability of the community and associated site(s) to host the project. These studies are an opportunity for both the community and the NWMO to explore four key questions that will be important in assessing the suitability of communities for the project.

The key questions to be addressed in feasibility studies are:

- Safety, security and protection of people and the environment are central to the siting process. ***Is there the potential to find a safe site?***
- The project will be implemented in a way that will foster the long-term well-being of the community. ***Is there the potential to foster the well-being of the community through the implementation of the project, and what might need to be put in place (e.g. infrastructure, resources, planning initiatives) to ensure this outcome?***
- At a later step in the process (Step 5), the community must demonstrate it is informed and willing to host the project. ***Is there the potential for citizens in the community to continue to be interested in exploring this project through subsequent steps in the site selection process?***

- The project will be implemented in a way that will foster the long-term well-being of the surrounding area. ***Is there the potential to foster the well-being of the surrounding area and region, and establish the foundation to move forward with the project?***

The NWMO will provide information about preliminary assessments, supporting programs and activities involved in step three of the siting process.

If Council decides to move forward into Step 3 a resolution will be brought forward for consideration at the November 19th, 2012 Council meeting.

ACTION:

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:

2.2 [Draft Cell Tower Protocol](#)

The Clerk has prepared a report and draft policy for your review.

STAFF COMMENTS: Included in the report.

ACTION:

2.3 [Provincial Policy Statement Review- Draft Policies](#)

The CBO has prepared a [draft submission](#) for your review based on Council's comments at the October 21st, 2012 meeting.

STAFF COMMENTS: If Council concurs with the comments the letter will be sent in by the November 23rd, 2012 deadline.

ACTION:

2.4 [Septic Re-inspection Program Report](#)

The October stats from B.M. Ross have been put into a report for your review.

STAFF COMMENTS: Included in the report.

ACTION:

2.5 Industrial Wind Turbine Development

Council requested preparation of a resolution similar to [South Bruce Peninsula](#) and recently received [Northern Bruce Peninsula's resolution](#) regarding wind turbines.

STAFF COMMENTS: The following resolution has been prepared below for your consideration.

WHEREAS the Township of Huron-Kinloss supports resolutions from the Town of South Bruce Peninsula and the Municipality of Northern Bruce Peninsula regarding their stance on industrial wind turbines; and

WHEREAS the Township of Huron-Kinloss has similar human health concerns, concerns over protecting the natural environment and concerns with enhancing citizen involvement in the process;

THEREFORE BE IT RESOLVED THAT the Township of Huron-Kinloss does not support the building of Industrial wind turbines;

AND FURTHERMORE THAT this resolution be circulated to the Minister of Energy Chris Bentley, Minister of the Environment Jim Bradley, Minister of Natural Resources Michael Gravelle, M.P. Ben Lobb, M.P.P. Lisa Thompson, All Bruce County Municipalities, and the County of Bruce.

If Council agrees with the draft resolution it will be brought to the November 19th, 2012 Council meeting for consideration.

ACTION:

2.6 [Christopher Assignment and Assumption Agreement](#)

Please find attached the final Assignment and Assumption Agreement as prepared by the Township Solicitor for the property located at 373 Concession 6 West. The agreement has been accepted by Mr. Christopher and the new purchasers Gary Moody and Holly Christopher. They intend to move the cottage in the spring.

STAFF COMMENTS: A By-law adopting the new agreement will be brought to the November Council meeting. All costs for the agreement have been paid for by the purchaser.

ACTION:

2.7 Shared Service Agreement for CBO Services

South Bruce has agreed to enter into a Shared Services Agreement for Chief Building Official Services.

STAFF COMMENTS: This agreement will allow South Bruce's CBO to perform all the service necessary under the Building Code Act in Matt's absence. A By-Law authorizing the shared service will be brought to the next meeting.

ACTION:

3.0 **FIRE & EMERGENCY MANAGEMENT SERVICES**

3.1 [Updated Smoke Alarm Program Policy](#)

The Smoke Alarm Program Policy has been amended to reflect current practices.

STAFF COMMENTS: The new draft policy has been attached for your review. If Council concurs a by-law will be brought forward at the next meeting.

ACTION:

3.2 [Draft Establish and Regulating By-law –Lucknow Fire Department](#)

The following By-Law is being reviewed and adopted by the Township of Ashfield-Colborne-Wawanosh.

STAFF COMMENTS: Once this By-law is approved by the Joint Board and adopted by ACW, the Township of Huron-Kinloss should also pass a similar by-law. It is staff's opinion that Huron-Kinloss Council should be added into the Organizational chart to reflect the Joint Board relationship. The final by-law will be brought forward once adopted by ACW Council.

ACTION:

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:

5.0 PARKS, FACILITIES, RECREATION AND LAKESHORE

5.1 [Cemetery Regulating By-Law](#)

The Director of Facilities and Recreation has prepared a report.

STAFF COMMENTS: Included in the report.

ACTION:

5.2 [2012 Lakeshore Summary Report](#)

The Director of Facilities and Recreation has prepared the 2012 Lakeshore Summary report for your review.

STAFF COMMENTS: We have attached the 2012 report.

ACTION:

5.3 [Accessibility Grant -Arena Doors and Ripley Medical Centre](#)

Unfortunately we did not meet the deadline for applications to install accessible doors at the Medical Centre, and replace accessible doors at the Ripley-Huron Community Centre.

STAFF COMMENTS: We have the estimates required and will keep Council updated during the next application process.

ACTION:

5.4 [Trees on Bluff at Point Clark Community Centre](#)

We had some concerns with potential tree risks associated with the property adjacent to the Point Clark Ball Diamond, the play ground equipment, basketball court, and the Point Clark Community Centre building.

STAFF COMMENTS: I inspected the trees with Brad Savage and County Forestry Technician Ken Goldsmith. We determined that approximately ten large trees are considered hazardous (wood rot somewhere in tree presenting a threat), and would follow sound forestry and risk management practices by having them removed. I have secured pricing to drop all trees for a total of \$600.00 during the winter months. Brad Savage is donating about \$1500.00 of his services for the project. I would also suggest tendering out the trees that are being cut for firewood. We estimate about twenty to thirty cord of wood with estimated value of \$30.00 a cord may be available in the tender. We seek your approval to proceed with the tender of the cut trees for firewood.

ACTION:

5.5 [Minister of Natural Resources Agreement](#)

Attached is a new draft agreement.

STAFF COMMENTS: If Council concurs we will bring forward a by-law to adopt the agreement at the next meeting.

ACTION:

6.0 **FINANCE**

6.1 [Reassessment and Growth](#)

The Treasurer has prepared a report for your review.

STAFF COMMENTS: Included in the report.

ACTION:

6.2 [Saugeen Valley Conservation Authority Draft 2013 Budget](#)

Please find attached the draft budget proposal for the SVCA.

STAFF COMMENTS: The proposed increase to our levy is \$2,449 or 3%.

ACTION:

6.3 [Asset Management Plan Proposal](#)

The Treasurer has prepared a report for your review.

STAFF COMMENTS: Included in the report.

ACTION:

7.0 **DRAINAGE**

No items scheduled.

8.0 DRINKING WATER & WASTE WATER

8.1 [Water/Wastewater Summary](#)

Please find attached the contractor summary for September.

STAFF COMMENTS: We bring this forward for information purposes.

ACTION:

8.2 Huronville Subdivision Distribution – QMS Review

The Municipality of Kincardine conducted an annual review of the Drinking Water Quality Management System for the Huronville Subdivision Distribution System.

STAFF COMMENTS: As a result of the review, minor changes were made to the Operational Plan. We bring this forward for information purposes.

ACTION:

9.0 WASTE MANAGEMENT

9.1 Leaf Collection

The annual leaf collection for the Village of Ripley and the Lakeshore area was scheduled for November 5th to 7th.

STAFF COMMENTS: Advertisements were placed in the local newspapers and posted on the website. We bring this forward for information purposes.

ACTION:

9.2 Kinloss Landfill Site

The Kinloss Landfill site is now closed until Saturday April 6, 2013.

STAFF COMMENTS: Advertisements were placed in local newspapers and on the website. We bring this forward for information purposes.

ACTION:

9.3 Landfill Compactor

In July the Township entered into an agreement with Marcel Equipment Limited for the rental of a 2006 816F landfill compactor. The Director of Public Works is recommending we terminate the existing rental agreement and purchase the machine.

STAFF COMMENTS: The existing compactor required repairs that were not in the Township's financial interest to pursue, and as our capital plan showed the replacement of the compactor in 2013, the rental agreement allowed staff the opportunity to see if this particular machine would meet the landfill operation needs. Final pricing was unavailable at the time of agenda printing. However, the Director of Public Works and Treasurer will report further at the November 5th meeting.

ACTION:

10.0 **TRANSPORTATION**

10.1 [Mailbox Policy](#)

Please find attached a draft of the proposed changes to the mailbox policy.

STAFF COMMENTS: We bring this forward for housekeeping purposes. If Council concurs with the draft we will bring a By-law forward at the next meeting.

ACTION:

10.2 OGRA/ROMA Conference

The Ontario Good Roads Association (OGRA) and the Rural Ontario Municipal Association (ROMA) combined conference is scheduled for Sunday February 24th to Wednesday February 27th, 2013 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:

10.3 [Parking Issues - Lucknow](#)

Please find attached a letter regarding parking issues in Lucknow.

STAFF COMMENTS: The Director of Public Works does not see an advantage to designated parking spaces, but will include the line painting in the 2013 budget if Council wishes to proceed with the request. I seek your direction.

ACTION:

10.4 [Speed Limits on Bruce County Highways](#)

Please find attached a response from the Bruce County Highways Department regarding speed limits.

STAFF COMMENTS: We bring this forward for information purposes.

ACTION:

11.0 **ECONOMIC DEVELOPMENT & TOURISM**

11.1 [Ripley Business Community Social Evening](#)

Please find attached an invitation to the Ripley Business Communities Christmas Social Evening.

STAFF COMMENTS: Council is invited to attend the event on Thursday November 15th, 2012 at 7:00 p.m.

ACTION:

11.2 [Ice Cream Trail Report](#)

The Business & Economic Officer has prepared a report for your review.

STAFF COMMENTS: Included in the report.

ACTION:

11.3 [Holiday Shopping Pass](#)

This past summer, we were successful in receiving funding from the Spruce the Bruce Program for a downtown Holiday Shopping promotion for Ripley and Lucknow.

How the promotion works: Holiday Shopping Passes will be distributed throughout the downtowns in Ripley and Lucknow and made available online to download off the Township website. Beginning the first of November shoppers can pick-up a Shopping Pass and each time they make a purchase at a participating business between November 9th and December 24th, the value will be stamped on the card in \$10 increments. Once a total of \$150 has been spent, customers fill out their contact information on the card and submit it to the Township for a chance to win one of three \$150 shopping sprees at participating businesses.

Participating Businesses:

Lucknow

·Alia & TanJay ·Armstrong's Bakery ·Bell's Discount Centre ·Cathy's Crafts & Sommerville House Boutique ·Dream Dogs ·Evan's Computing ·Everlasting Flowers & Gifts ·Henderson Rona ·Hodgins Home Hardware ·Kim's Pizza Parlour ·Knechtel Food Market ·Lebold's Butcher Shop ·Lucknow Auto Parts ·Lucknow Bowl & Game Centre ·Lucknow Cut & Curl ·Lucknow Pharmasave ·Mary's Family Restaurant ·Nine Waves ·RPM Auto Supply ·Studio C ·Three Creeks Bar & Grill

Ripley

·All About Hair & Sole Energy ·Dalton Pottery & Susan Nichol Clay & Glass ·Farmer's Diner ·Jennifer's Beauty & Wellness ·Orchids Hair Design ·Pet-Tique ·Pollock Electric ·Ripley Business Centre (Antiques, Charlie's Computers, Royal Oak Books & Collectibles) ·The Village Flower Shop ·Ripley Pizza & Deli ·The Woodshop ·Wilma's Corner

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

ACTION:

11.4 Cultural Action Plan

During the week of October 8th, Jeremy Freiburger and his team at CoBalt Connects hosted three community consultants and conducted several interviews with community champions and representatives from various community organizations and groups. On their last day, they went to both elementary schools in the Township to hear from our youth. His team is busy compiling the information they collected during their weeklong stay in Huron-Kinloss and will present a draft Cultural Action Plan to the Steering Committee in January.

We are currently looking for members to sit on this Steering Committee. We will be meeting two or three times to look over the draft Cultural Action Plan and provide comments, as well as to review the implementation plan. Jeremy and his team will be back in January to conduct a few more interviews and gather more information about the community.

STAFF COMMENTS: We are requesting that one Council representative sit on this Steering Committee.

ACTION:

11.5 Roger Brooks Brand Camp

Just recently, Bruce County announced that branding expert Roger Brooks of Destination Development Inc. is coming to Southampton in November to help build and enhance our community's identities. They are looking for six to eight people from each community to attend the "Brand Camp".

The Brand Camp will be held at the Southampton Museum on November 13th-15th. Roger Brooks is an internationally renowned speaker and has worked with thousands of people and communities to inspire change. His company has developed a "Train the Trainer" style of "Brand Camp" that works with communities to guide them through the

steps of developing a solid brand direction (what sets them apart from everyone else), a brand promise, initial product development and marketing recommendations. If you would like specific information on Roger and what Bruce County has hired him for, see: <http://www.destinationdevelopment.com/community-branding-marketing-programs/premier-community-brandcamp/>. Search his site for case studies to see examples of what he had done with other communities.

We would like 6 people from Ripley and 6 people from Lucknow to attend. Please note that the Brand Camp is 2.5 days. We recognize that this is a big time commitment and may conflict with work schedules; however, it is important that we have significant representation from each of our villages. **This is open to anyone who is available and interested in working on a committee to assist in downtown revitalization, not necessarily businesses owners.** If you know of someone in the community that might be interested, please let Taralyn know.

STAFF COMMENTS: Councillor Abbott is attending on behalf of the Lucknow Revitalization Committee. We are requesting that one Council representative attends this Brand Camp on behalf of Ripley.

ACTION:

11.6 [Penetangore Regional Economic Development Corporation \(P.R.E.D.C\)](#)

Attached is a draft agreement for services.

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

ACTION:

11.7 [Social Media Policy](#)

The Administrator has prepared a draft Social Media Policy for your review.

STAFF COMMENTS: If Council concurs a by-law adopting the Policy will be brought forward at the next meeting.

ACTION:

12.0 **GENERAL GOVERNMENT**

12.1 [Integrated Accessibility Policy](#)

The Integrated Accessibility Standards Regulation has established three specific standards under the Accessibility for Ontarians with Disabilities Act, 2005; Information & Communications, Employment and Transportation Standard. Municipalities must develop, implement and maintain policies governing how the organization achieves or will achieve accessibility through meeting the requirements referred to in the Integrated Accessibility Standards. The policies will show the organizational commitment to meet the accessibility needs of persons with disabilities in a timely manner. We must also develop a multi-year accessibility plan outlining the township's strategy to prevent and remove barriers and meet its requirement under this regulation.

STAFF COMMENTS: The Deputy-Clerk has prepared a draft Integrated Accessibility Policy for your review. The required multi-year plan will be brought forward to a future meeting. If Council concurs with the policy a by-law will be brought forward to the next meeting to adopt.

ACTION:

12.2 [2013 Council Calendar](#)

The Clerk has prepared the 2013 Council Calendar

STAFF COMMENTS: It is attached for your review and the dates will be posted on the website.

ACTION:

12.3 [Public Comment Period for Low and Intermediate Waste-DGR](#)

We have received a letter from Ontario Power Generation regarding the Public Commenting Period.

STAFF COMMENTS: Please find a [letter attached](#) supporting the Ontario Power Generation's proposed Deep Geological Repository at the Bruce nuclear site. Does Council concur with the draft prepared?

ACTION:

12.4 [2012 Ontario West Municipal Conference](#)

The 2012 Ontario West Municipal Conference – Foundations for Local Governance will be held Friday, November 16th, 2012 in London.

STAFF COMMENTS: We have attached the Conference details for your review. Are there any Councillors who wish to attend?

ACTION:

12.5 [Consent to Assignment of Lease- CarePartners Inc.](#)

CarePartners Inc. currently has a renewable lease of the Ripley Medical Centre. They have recently incorporated. They are requesting consent to assign their lease to the new company 826900 Canada Inc. o/a Red Cross Partners

STAFF COMMENTS: If Council concurs a by-law authorizing signing of the Assignment of Lease will be brought forward at the next meeting.

ACTION:

13.0 **PERSONNEL**

No items scheduled.

14.0 **NEW BUSINESS/COUNCIL REPORTS**

14.1

15.0 **CORRESPONDENCE ON THE TABLE**

15.1	AMO	AMO Watch File – October 25, 2012
15.2		Communicate AMO – <i>Social Assistance Report</i> – October 24, 2012
15.3		Communicate AMO – <i>The Navigation Protection Act – Welcomed Changes</i> – October 18, 2012
15.4		AMO Watch File – October 18, 2012
15.5		AMO LAS – <i>Connections Energy Symposium “spark change” Track 2: Places</i>
15.6		Communicate AMO – <i>“Local Food Act – Bill 130”</i> October 15, 2012
15.7		Communicate AMO – <i>“Post Traumatic Stress Bill Must Serve Employees and Taxpayers”</i> October 12, 2012
15.8		AMO Watch File – October 11, 2012
15.9	Grey Bruce Health Unit	News Release <i>“Suspended Vaccine Back in Use in Ontario”</i> October 31, 2012
15.10		News Release <i>“Be Protected, Get Your Flu Shot Early”</i> October 22, 2012
15.11		News Release <i>“Be Spa Safe”</i> October 15, 2012
15.12	General	Ministry of Municipal Affairs and Housing – <i>Local Improvement Charges Regulations</i> October 30, 2012
15.13		Ontario Provincial Police – <i>Understanding OPP Municipal Policing Costs Available</i> October 5 2012
15.14		<i>Against the Wind</i> – Article from the New York Times October 22, 2012
15.15		SVCA Source Water Protection – Municipal Workshop invitation and Profile Bulletin October 2012
15.16		Canadian Wind Energy Association – <i>Important Information on Property Values and Wind Energy</i> October 29 2012
15.17		The Ontario Aggregate Resources Corporation – 2011 Annual Report
15.18		Ontario Heritage Trust – <i>Heritage Matters</i> October 2012
15.19		CNSC – <i>Do What It Takes to Keep Canada and Canadians Safe – Annual Report 2011-2012</i>
15.20		Water Finance Research Foundation – <i>Water Main Break Rates in the USA and Canada: A Comprehensive Study</i>
15.21		OMAFRA Connects – November 2012
15.22		Thank you – The Moffat Family

16.0 **CLOSED SESSION**

16.1 Move into closed session

Moved by
Seconded by

MOVE INTO
CLOSED
SESSION

THAT Huron-Kinloss Township Council move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at _____ p.m. for the purpose of discussing:

- the security of property of the municipality or local board;
 - Ripley Cemetery
 - Lucknow Recreation Board
- personal matters about an identifiable individual, including municipal or local board employees;
 - Part-time Arena Operator/Janitorial Services
 - Part-time Arena Staff
 - Landfill Attendant
 - Lucknow Recreation Board

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17.0 **RETURN TO OPEN SESSION**

Moved by
Seconded by

RISE FROM
CLOSED
SESSION

THAT Huron-Kinloss Township Council 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 Huron-Kinloss Township Council do now adjourn to meet again on November 19th, 2012 at 7:00 p.m. or at the Call of the Mayor.

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