

CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS

GENERAL COMMITTEE MEETING

7:00 p.m. - Council Chambers

September 7th, 2011

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, Garrit Reid, Catherine Smart, Lynne Taylor, Ken Kilpatrick, Heather Pletsch

MINUTES

1.0 CALL TO ORDER

Mayor Twolan called the meeting to order at 7:08 p.m.

1.1 DISCLOSURE OF PECUNIARY INTEREST

Name	Item	Nature of Interest
Mayor Twolan	2.5	Client
Councillor Elliott	2.3 & 2.4	Landowner

1.2 DELEGATIONS

1.3 Bruce Botanical Gardens 7:15 p.m.

Please find attached information on the proposed Bruce Botanical Gardens project.

STAFF COMMENTS: Lynne Taylor the project coordinator will be in attendance to present the concept to Council. They have been working with staff and are seeking lands in Ripley for this project.

ACTION: Lynne Taylor reviewed a power point presentation. Council is supportive of the garden being located in Ripley on the lands adjacent to the lagoons on Park Street with no fees and in-kind contributions from the municipality. A resolution will be brought forward at the next meeting.

- 1.4 Play in Bruce Grey Catherine Smart 7:30 p.m.

Catherine Smart will be in attendance to present information on the PLAY in Bruce Grey Physical Activity Initiative.

STAFF COMMENTS: None at this time.

ACTION: Catherine Smart delivered a power point presentation. She is requesting a financial contribution of between \$500 and \$1500 per year. She requested Council's support by signing the revised PLAY Charter. She also suggested bringing a walkability workshop to Huron-Kinloss and considering an Active Transportation Committee of Council. Council supported signing the charter and will look at the financial requests for the 2012 budget.

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: Received and filed.

2.2 Septic Re-Inspection Program

Please find below the inspections to date.

Month	2007	2008	2009	2010	2011
April	0	6	0	13	0
May	0	20	49	38	25
June	34	32	37	57	113
July	58	95	93	110	99
August	63	81	59	102	150
September	54	52	49	54	(84) booked
October	47	39	48	21	(5) booked
TOTAL	256	325	335	395	387

STAFF COMMENTS: We have also copied a letter we received congratulating "Huron-Kinloss on a well-run program".

ACTION: Noted.

2.3 Draft Wind Turbine Development Agreement

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

Attached is a draft agreement.

STAFF COMMENTS: If Council concurs this would be a draft template that would be distributed to potential wind turbine developers.

ACTION: The Entrance permit policy and fees will be brought to a future Council meeting. Council approved the draft template. A motion to adopt this template will be brought forward at the next meeting.

2.4 Building Permit Fees

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

The CBO has prepared a report for your review.

STAFF COMMENTS: Included in the report.

ACTION: Approve staff recommendation. Council suggested bringing forward a report to examine the fees in conjunction with the 2012 budget.

2.5 Hamilton Street Properties

Mayor Twolan declared a conflict vacated his seat and left the room.

Please find attached an assessment map and request from Mark Stanley. This is a more involved process for the lots are currently part of the Mc Donagh Plan of Subdivision.

STAFF COMMENTS: Mr. Stanley along with his two neighbours are seeking a 50' lot addition to 693, 695 & 699 Hamilton Street. The 1.74 acre parcel behind the lots is also owned by Mark Stanley. There is currently a one foot reserve behind the four lots that was put in place to deter any future access or entrances across the 1.74 acre parcel. Our solicitor has outlined the steps involved for achieving this lot addition in the best interest of the Township. The County Planning staff is currently reviewing the comments and we should have their opinion for the meeting. Staff has no concerns with the request as long as a one foot reserve is secured at the back of the 50' lot addition.. We bring this to your attention for information purposes. We need Councils intended support of this proposal prior to Mark Stanley submitting three consent applications to the County. Council will be passing three deeming by-laws and lifting the one foot reserve as part of this process. All legal expenses will be paid by the applicant.

ACTION: Council approved bringing a resolution forward at the next meeting supporting the deeming by-laws and lifting the one foot reserve on the property for an additional one foot reserve.

2.6 Unsafe Structure

Please refer to the confidential agenda.

2.7 Zoning Violation

Please refer to the confidential agenda.

3.0 FIRE & EMERGENCY SERVICES

No items scheduled.

4.0 FINANCE

4.1 Surplus Equipment

STAFF COMMENTS: We were not successful in disposing of all the surplus items by staff circulation, so the remaining items will be advertised to the public. We bring this forward for information purposes only.

ACTION: Noted.

5.0 DRAINAGE

No items scheduled.

6.0 WATER & SEWERS

6.1 Lucknow Water System Inspection

The MOE Drinking Water Inspector conducted a "focused" annual inspection of the Lucknow Water System on June 14, 2011 with an overall rating of 96.99%.

STAFF COMMENTS: Attached please find the Required Actions and Recommendations. As per the inspection summary, the system *"was chosen for a focused inspection during this inspection cycle because inspection findings over the past three years were such that the number of violations were minimal or non existent, there were few or no orders issued to you that were of significance in the maintenance of water potability and there were no deficiencies as defined in O. Reg. 172/03."*

ACTION: Noted.

6.2 Huronville Subdivision Distribution System

The Municipality of Kincardine Water Department issued a revised Operational Plan and accompanying procedures for the Huronville Subdivision Distribution System after audit recommendations were made and incorporated into the plan.

STAFF COMMENTS: This information is available in the Municipal Office lobby and on our website. We bring this forward for information purposes.

ACTION: Noted.

6.3 Municipal Drinking Water Licenses

The Township recently received the new five-part provincial licenses for all of our municipal drinking water systems (Lakeshore Water System, Lucknow Water System, Ripley Water System, Whitechurch Water System, and Huronville Subdivision Distribution System).

STAFF COMMENTS: The new comprehensive license incorporates all aspects of drinking water treatment and delivery, including a permit to take water, a drinking-water works permit, an operational plan, and a financial plan. Our financial plans for each system are required six months after issue of the licenses and permits. We bring this forward for information purposes.

ACTION: Noted.

6.4 Potential Acquisition of Land

Please refer to the confidential report

7.0 ENVIRONMENTAL SERVICES - (Landfill & Collection)

No items scheduled.

8.0 TRANSPORTATION

8.1 Concession 8 Parking Issues

We have received an email regarding parking issues at the end of Concession 8.

STAFF COMMENTS: The letter was addressed to Council and has been copied for your review. The Director of Public Works has agreed to revisit the situation.

ACTION: The Director of Public Works will prepare a response. The two parking spaces on the South side of the road will be removed and marked.

8.2 Victoria Road

The Director of Public Works has prepared a report for your review.

STAFF COMMENTS: Included in the report.

ACTION: Approve staff recommendations. The Director of Public Works will prepare a response. Victoria Road will be visited on the road tour next spring.

8.3 Snow Removal Contracts

The Director of Public Works has prepared a report for your review.

STAFF COMMENTS: Included in the report.

ACTION: Council approved the Director negotiating an extension of the three-year snow removal contract for the Lakeshore, Kinloss and Ripley areas and downtown Lucknow.

8.4 Construction Updates

We provide the following construction updates for information purposes only.

STAFF COMMENTS: Westario Power has completed all electrical works on the pole line rebuilding of Inglis Street in the Village of Lucknow. Final completion of the project will be done following Rogers Communications relocating of their infrastructure to the new hydro poles.

Outstanding issues on Havelock Street include boulevard restoration and paving of driveway entrances. Completion date for all works is September 16th.

The side panels on Bell Bridge have been hot dip galvanized and reinstalled, while the posts have been sandblasted, primed and painted. The Township also completed riverbank erosion control works immediately upstream of the bridge.

The existing hard top surface on Lake Range Drive between Concession 2 and Concession 4 has been pulverized, the road base widened, and granular "A" added in preparation of a base coat of asphalt. Cherrywood Court will also receive asphalt paving as part of the above project. There has been no indication given on when the Smeltzer bridge repairs will be undertaken.

Public Works supplied manpower and machinery to the Town of Goderich during the week of August 22-26 in support of the August 21 tornado cleanup.

ACTION: Noted.

9.0 PARKS, FACILITIES & RECREATION

9.1 Lakeshore Algae, Phragmites

The Director of Facilities and Recreation has prepared a report for review.

STAFF COMMENTS: Included in the report.

ACTION: Council wishes to provide an enhanced service to the Lakeshore in regards to algae removal. The Director of Facilities and Recreation will prepare a more in depth report on alternatives for algae removal.

9.2 Smoke-Free Outdoor Spaces

We have received a copy of the resolution passed by the Grey Bruce Health Unit requesting the County of Grey and the County of Bruce adopt a by-law banning smoking in playgrounds, public sports fields and spectator areas, beaches, doorways to workplaces and outdoor public patios.

STAFF COMMENTS: Council passed the "Smoke Free Recreational Spaces Policy" early in 2011. This policy states that "*no person shall smoke or engage in any other use of tobacco industry products on any public playing field while in use for a sporting activity, or playground equipment zone*". If Council supports this resolution we will bring it to the September Council meeting.

ACTION: Council feels the motion is too restrictive and is therefore not supportive of bringing it forward.

9.3 Energy Management Software Agreement with Local Authority Services (LAS)

STAFF COMMENTS: We have been working on the inventory of Electrical, Propane, oil, and water accounts from the Municipality to be submitted to the LAS as per the energy management proposal provided during the budget deliberations. This project was approved in the 2011 budget and costing will be under budget. This program will provide valuable information in regards to various energy usage, and potential energy savings for the Municipality. The Clerk will have a copy of the agreement should you wish to review. The Agreement will be brought forward to the September Council meeting for adoption.

ACTION: Bring the by-law forward.

9.4 Special Occasion Permits update

We have attached the letter from Jean Major CEO of the AGCO for your review.

STAFF COMMENTS: Currently there are no significant changes to the legislation other than what has already been discussed at the June committee meeting. There will be no changes for receptions, stag and does, Senior A blue line clubs, or other long standing organizations within the Municipality. The AGCO is stressing the "Municipal Notification" for SOP applicants for an outdoor Public Event, in order to ensure that resources are available to monitor these events. In the future I would recommend that private Security attend all outdoor SOP functions on Municipal property during high risk times to ensure that all Municipal Alcohol policies are being adhered to. I feel that this would provide due diligence to ensure the policies and regulations are being followed.

We plan to invite stakeholders (Lion's, Legion, Kinsmen, Ag Society, Hockey Teams) to a meeting regarding the benefits and drawbacks to licence the Municipal facilities on September 28th, @ 7:00 pm 2011 at the Huron-Kinloss Municipal Office Council Chambers at 21 Queen Street Ripley, and we are sure that this will provide some quality input to the future of SOP's within Huron-Kinloss. A representative from the AGCO has confirmed attendance. We are requesting Council members also attend to learn first hand information from AGCO.

ACTION: Noted.

9.5 Lucknow Town Hall Elevator Enabling Accessibility Fund

The grant Deadline is September 23, 2011.

STAFF COMMENTS: The conceptual drawings are now complete to install an elevator inside the building replacing the east stairwell, with minor renovations to the basement washrooms, and the total project estimate is \$90,000.00. The Enabling Accessibility Fund will provide up to \$50,000.00. The remaining \$40,000.00 is the funding required to support the project. Presently we have invested funding for the conceptual drawings, but we have no budget for the renovations. A community interest meeting is planned for Monday September 12th, 2011 7:00 pm upstairs in the theatre. The purpose of the meeting is to determine if there is a financial commitment from the community for a portion of the \$40,000.00, and gather any feedback regarding the renovations. We will bring another report back to the September 19th Council meeting with results from the Community interest meeting, before submitting a grant application. Would Council consider contributing any municipal funds or would the entire amount need to be fundraised? We seek your direction.

ACTION: Council indicated no financial commitment at this time.

10.0 GENERAL

10.1 HuronTel/Wightman Boundaries

We have received a response from Huron Tel regarding the possibility of extending internet service to residents in Huron-Kinloss who are currently served by Wightman Communications.

STAFF COMMENTS: The response has been copied for your review.

ACTION: Council wishes to let the residents speak with Huron Tel on their own about service options. If they are not successful in acquiring service we will invite Wightman to a meeting for further discussions. Mayor Twolan will also speak with County of Bruce IT staff about the Broadband Project and if they could help in providing service to the residents in this area.

10.2 MVCA's 60th Anniversary Celebration

The celebration planned for August 25th was postponed due to the tornado damage in Goderich and the Benmiller area. It has been rescheduled for Thursday, September 15th, 2011.

STAFF COMMENTS: The revised invitation is attached. Please notify the Clerk if you are now able to attend.

ACTION: Noted.

10.3 Crop Land Lease

The lease for the sewer buffer land on Part Lot 14, Concession 7 expires December 31st, 2011. The current rate is \$133.00 an acre. The total number of tillable acres is 36. The current lessee is willing to continue to lease all or part of the property.

STAFF COMMENTS: Does council wish to continue leasing to the same person at a different rate or would you like us to call tenders?

ACTION: The Administrator will confirm the number of acres needed for the Botanical Gardens and the item will be brought back for a Council to decide on tendering for the lease.

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**

12.1 Personnel Issue

Please refer to the confidential agenda.

13.0 **NEW BUSINESS**

13.1 Music in the Fields

Councillor Sloetjes said he could not quote numbers at this point but the Kinsmen are very positive on the success of Music in the Fields for 2011.

STAFF COMMENTS: None at this time.

ACTION: More details will be brought back in the future.

13.2 Bruce County Mutual Aid

Councillors Murray and Sloetjes attended the mutual aid meeting held in Lucknow on Thursday September 1st, 2011. The meeting was well attended and there were a few speakers presenting.

STAFF COMMENTS: None at this time.

ACTION: The new Emergency Services Training Centre opens in Blyth this Saturday.

14.0 CORRESPONDENCE RECEIVED

14.1	AMO	AMO Watch File August 25, 2011
14.2		AMO Watch File August 18, 2011
14.3		AMO Media Advisory August 12, 2011
14.4		AMO Breaking News <i>Canadian- (CETA) and Municipal Governments</i> – August 15, 2011
14.5	<i>Grey Bruce Health Unit</i>	News Release <i>Public Assistance Request</i> – August 17, 2011
14.6		Public Symposium "What's the Big Deal about Alcohol?"
14.7	<i>General Correspondence</i>	Ontario Hospital Association <i>OHA Today</i> – August 25, 2010
14.8		OMAFRA <i>OMAFRA Connects September 2011</i> – August 25, 2011
14.9		SWEA <i>Ontario finance minister Dwight Duncan has indicated his government supports the creation of a Southwestern Ontario Development fund</i> – August 24, 2011
14.10		NWMO OPG's <i>Deep Geologic Repository Project: For Low & Intermediate Level Waste</i> – August 2011
14.11		<i>The Ontario Fire Service Messenger</i> – February/March 2011, & <i>Standard Incident Reporting</i> – March 2011
14.12		SWEA <i>Southwestern Ontario Development Fund</i> – August 22, 2011
14.13		MPAC <i>Announcement of New President and Chief Administrative Officer</i> – August 18, 2011
14.14		GLSTLC - <i>Making Waves</i> August 18, 2011
14.15		<i>Municipal World Magazine</i> - August 2011
14.16		<i>The Rising and Inconsistent Cost of O.P.P. Services</i> – July 29 th , 2011
14.17		<i>Regional Tourism is Going Places</i> – August 9 th , 2011
14.18		<i>Bruce Power's 2011 Community Sponsorship Program Update</i> – Aug 8/11

15.0 CLOSED SESSION

15.1 Move into closed session

Moved by Gamble
Seconded by Elliott

MOVE INTO
CLOSED
SESSION

282

THAT Huron-Kinloss Township Council move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at 9:35 p.m. for the purpose of discussing:

- personal matters about an identifiable individual, including municipal or local board employees;
 - Unsafe Structure
 - Casual Arena Students
 - Zoning Violation
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - Unsafe Structure
 - Zoning Violation
- a proposed or pending acquisition or disposition of land by the municipality or local board;
 - Potential acquisition of land for source water protection

Carried.

16.0 RETURN TO OPEN SESSION

Moved by Elliott
Seconded by Sloetjes

RISE FROM CLOSED SESSION 283 THAT Huron-Kinloss Township Council rise from the Closed Session at 10:25 p.m.

Carried.

17.0 ADJOURN

Moved by Sloetjes
Seconded by Elliott

ADJOURN 284 THAT Huron-Kinloss Township Council do now adjourn to meet again on September 19th, 2011 at 7:00 p.m. or at the Call of the Mayor.

Carried.

__Original Signed by Mitch Twolan ____
Mayor

__Original Signed by Sonya Watson ____
Clerk