

**CORPORATION OF THE TOWNSHIP OF HURON-KINLOSS**

**GENERAL COMMITTEE MEETING**

**9:00 a.m. - Council Chambers**

**January 13<sup>th</sup>, 2014**

<b>Mayor</b>	<b>Mitch Twolan</b>	<b>(P)</b>
<b>Deputy Mayor</b>	<b>Wilfred Gamble</b>	<i>arrived at 9:12 a.m.</i>
		<b>(P)</b>
<b>Councillors</b>	<b>Lillian Abbott</b>	<b>(P)</b>
	<b>Jeff Elliott</b>	<b>(P)</b>
	<b>Jim Hanna</b>	<b>(P)</b>
	<b>Don Murray</b>	<b>(P)</b>
	<b>Carl Sloetjes</b>	<b>(P)</b>
<b>Administrator</b>	<b>Mary Rose Walden</b>	<b>(P)</b>
<b>Clerk</b>	<b>Sonya Watson</b>	<b>(P)</b>
<b>Treasurer</b>	<b>Jodi MacArthur</b>	<b>(P)</b>
<b>Director of Public Works</b>	<b>Hugh Nichol</b>	<b>(P)</b>
<b>Chief Building Official</b>	<b>Matt Farrell</b>	<b>(P)</b>
<b>Director of Facilities &amp; Recreation</b>	<b>Mike Fair</b>	<b>(P)</b>
<b>By-law Enforcement Officer</b>	<b>Brianne Elliott</b>	<b>(P)</b>
<b>Drainage Superintendent</b>	<b>Grant Collins</b>	<b>(A)</b>

**OTHERS PRESENT:** Laurie Cox, John Graham, Liz Dadson, Brian Knox, Morten Jakobsen, Rod Mc Donagh, Taralyn Martin, Larry Murphy, Mark Rodger, Murray Clarke, Larry Kraemer

**MINUTES**

**1.0 CALL TO ORDER**

Mayor Twolan called the meeting to order at 9:00 a.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 CLOSED SESSION

### 1.3 Move into closed session

Moved by Sloetjes  
Seconded by Elliott

MOVE INTO  
CLOSED  
SESSION

1

THAT Committee move into a Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended at 9:05 a.m. for the purpose of discussing:

- personal matters about an identifiable individual, including municipal or local board employees;
  - Part-Time Casual Arena Operator
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
  - Natural Gas Project

Carried.

## 1.4 RETURN TO OPEN SESSION

Moved by Elliott  
Seconded by Sloetjes

RISE FROM  
CLOSED  
SESSION

3

THAT Committee rise from the Closed Session at 10:10 a.m.

Carried.

## 1.5 BUSINESS ARISING FROM THE CLOSED SESSION

Moved by Murray  
Seconded by Abbott

RETAIN  
BORDEN  
LADNER  
GERVAIS FOR  
THE NATURAL  
GAS PROJECT

4

That the Township of Huron-Kinloss Council hereby retains Mark Rodger from Borden Ladner Gervais to initiate Phase One:

- 1) Negotiate/Execute Term Sheet
- 2) Establish Corporation and appoint initial Board of Directors
- 3) Finalize Preferred Option Business Case
- 4) Round One Stakeholdering (public, gov't, others)

For a natural gas distribution and natural gas commodity business to serve the municipalities of Kincardine, Arran-Elderslie and the Township of Huron-Kinloss.

Carried.

1.6 **DELEGATIONS**

- 1.7 Veolia Year End Review Laurie Cox & John Graham 10:30 a.m.

Laurie Cox and John Graham from Veolia Water Canada will be in attendance to provide a review and update for Council

STAFF COMMENTS: None at this time.

ACTION: John Graham is now the Project Manager for the Goderich hub of Veolia and will be overseeing Huron-Kinloss operations. Mr. Graham presented an overview for Council and outlined some proposed upgrades for consideration with the 2014 budget. John Graham reported he is pleased with the operations of the Huron-Kinloss water system.

- 1.8 Lucknow Road Reconstruction Project Brian Knox , County of Bruce 11:00 a.m.

Brian Knox will be providing Council with an update on Lucknow road improvements and other County initiatives.

STAFF COMMENTS: None at this time.

ACTION: Brian Knox reported on work in 2013 in Huron-Kinloss.

**Kinloss** – Brian presented a diagram on the future realignment of Bruce County Road 1 in Kinloss plans are ongoing but the project is not anticipated for a number of years.

**Holyrood** – Council is interested in working with the owners at the corner of Bruce County Road 1/Bruce County Road 6 to come to something agreeable for the North West Corner in Holyrood to improve safety and parking availability. The County would also like to obtain more road allowance on the South West corner in Holyrood but to date discussions have not resulted in obtaining this land and it is not anticipated. Mr. Knox will be contacting Councillor Murray to arrange a meeting regarding the North West Corner.

**Proposed 2014 Work in Lucknow- Pedestrian Crossing-** Brian Knox presented visual diagrams and information on alternatives for pedestrian crossings in Lucknow. The Chamber representatives were present and involved in the discussion. The pros and cons of each proposal were evaluated in regards to parking, traffic flow and pedestrian safety. The Chamber representatives requested the work be started after the long weekend in September and should not

occur in the busy summer months. There was further discussion regarding timing and it was felt that if possible starting in early spring would be the best option to have the project complete by early summer. The project will take approximately 6-10 weeks. The Chamber representatives also expressed concern with the detour route. They wish to ensure businesses located in the construction zone are accommodated and remain in operation and traffic is still directed to the downtown area. The Chamber representatives felt a detour along Willoughby Street would be the most effective. Council also questioned if keeping one lane of traffic open during the project would be a consideration. Mr. Knox felt this would slow down the work and increase safety hazards to the workers but is an option that would be examined.

**New Lucknow Shop-** The County is again requesting ownership of the unopened road allowance by the County shed. Mr. Knox presented a number of reasons why this is the preferable option and required for the project. Mr. Knox presented drawings of the new building. Mr. Knox will speak with the neighbouring landowners to the road allowance on the County's proposal to purchase. Council is agreeable with the purchase providing we settle on a price. The County will work with the Township on an ownership agreement. There was also discussion about the possibility of the Township leasing space in the new garage to serve as the Lucknow works shed and using the agreed purchase price of the road allowance as the Township's capital contribution.

1.9 Lucknow Chamber of Commerce Morten Jakobsen 11:00 a.m.  
Rod McDonagh

Mr. Jakobsen is registered to speak as a delegation regarding the Lucknow road reconstruction project following the presentation of Brian Knox from the County of Bruce.

STAFF COMMENTS: None at this time.

**ACTION:** The Chamber provided an outline summarizing the discussion from the January 9<sup>th</sup>, 2014 Chamber meeting. The Chamber would prefer very few "bump outs" which they feel will only cause problems and impede snow removal. They agree that traffic calming is necessary but not traffic stopping for they fear loss of business to the downtown due to drivers avoiding the downtown area. The Chamber wants to maintain parking spaces. There was a lengthy discussion regarding the options presented. The option most well received that would see the least amount of parking spaces lost and the best traffic calming would be a pedestrian crossing by Inglis Street. There was discussion that consideration should be give for crosswalks similar to what Listowel has with signs, amber lights and painted markings. Mr. Knox will evaluate the concerns and review the options presented and make further recommendations.

A letter from Edward McGugan regarding the crossing was received and copied for

Council. Mr. McGugan is suggesting street lights at the Bruce County Road 1 Corner is the preferable option.

- 1.10 Water Quality Monitoring Program  
Septic Re-inspection Program Matt Pearson, B.M. Ross 1:00 p.m.

Matt Pearson from B.M. Ross will be in attendance to present the 2013 Water Quality Monitoring Reports and the 2013 Septic Re-Inspection Program.

**STAFF COMMENTS:** Hard copies of the reports will be provided to Council at the meeting.

Pine River Watershed Water Quality Monitoring Program Annual Report

Point Clark Water Quality Monitoring Program Annual Report

**ACTION:** Matt Pearson presented the 2013 Water Quality Monitoring Reports. The reports will be posted on the Township website.

The Septic Re-inspection Program has resulted in the completion of 2700 out of 3000 systems. Matt Pearson reported that every resident in the Township has now been contacted personally in one way or another in regards to the program. Council discussed whether a consequence is now needed to get the last 300 people to comply with the program. There was further discussion on giving residents 2014 to voluntarily comply or we will be pursuing further action under Part 8 of the Building Code to ensure compliance. The CBO will prepare a report on options for ensuring compliance and it will be discussed further. There was further discussion on tertiary systems. There are 30+ systems in the Township and the \$55.00 is applicable to these systems. There is an expense for administrating these systems and to ensure the required reports are submitted as required under the Building Code which we are not currently charging for.

- 1.11 Pine River Watershed Initiative Adrienne Mason 2:00 p.m.

Adrienne Mason will provide an update on the projects completed in 2013 and plans for 2014.

**STAFF COMMENTS:** None at this time.

**ACTION:** Adrienne reported that over 200 000 trees have been planted, 4 cattle crossings installed, 4 nitrate filters installed, 7 km of cattle exclusion fencing installed, 6 alternative water sources have been provided to livestock, 3 wetland complexes have been created, 5 water and sediment control berms created and they have developed the Mc Larty Environmental Study Area on 14 acres of the Mc Larty land. They have submitted grant applications to Eco Action and Trillium.

## 2.0 PLANNING & BUILDING DEPARTMENT

### 2.1 2013 Year End Building Report

Please find attached the year-end 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 *actions* contribute to our goals in achieving a *prosperous, accessible and environmentally conscious* community.

**ACTION:** Received and filed.

### 2.2 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 *actions* contribute to our goals in achieving a *prosperous, accessible and environmentally conscious* community.

**ACTION:** Received and filed.

### 2.3 Requalification of Municipal Building Official Resolution

We have received a resolution from The County of Lambton opposing the requalification of Municipal Building Officials

**STAFF COMMENTS:** We have copied the resolution for your review. Does Council wish to bring the resolution forward for support?

**ACTION:** Building branch of MMAH sets up the requirements for the requalification of Building Officials. Council supports bringing forward the resolution forward for support.

2.4 January Planning Meeting

Council should be aware there will be no Planning Meeting for January 27<sup>th</sup>, 2014.

STAFF COMMENTS: There are no applications for this meeting.

ACTION: Noted.

3.0 **FIRE & EMERGENCY MANAGEMENT SERVICES**

*No items scheduled*

4.0 **BY-LAW ENFORCEMENT & SMALL ANIMAL CONTROL**

4.1 2013 By-Law Enforcement Report

Please find attached the year-end 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 *actions* contribute to our goals in achieving a *prosperous, vibrant, accessible, spirited and environmentally conscious* community.

ACTION: Received and filed.

4.2 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 *actions* contribute to our goals in achieving a *prosperous, vibrant, accessible, spirited and environmentally conscious* community.

ACTION: Received and filed.

## 5.0 PARKS, FACILITIES, RECREATION AND LAKESHORE

### 5.1 Facilities and Recreation Department Identification

STAFF COMMENTS: The report is attached for your review. We seek your direction.

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 a *prosperous, vibrant, spirited, accessible and environmentally conscious* community.

ACTION: Approved.

### 5.2 Lighthouse Restoration Update

Restoration specialists Limen Group plan to continue works through the winter. The entire Tower is enclosed, and heated to allow work to continue.

STAFF COMMENTS: During a recent site visit we viewed the actual work being completed with the mortar removed and being replaced. We were also informed that each stone that requires replacement is measured and cut individually in Toronto. Public Works Canada had completed a 3-D digital model of the tower and identified all the fractured stones to be replaced. The identified fractures lines in Point Clark Lighthouse resemble the now severely damaged lighthouse Nottawasaga at Collingwood. The deterioration of the Lighthouse Tower far exceeded initial evaluations and hence the extensive restoration works required. 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 vibrant,* community.

ACTION: Noted.

### 5.3 Potential Insurance Claim

The Director of Facilities and Recreation has prepared a report for your 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* contribute to our goals in achieving an *accessible* community.



ACTION: Noted.

## 6.0 **FINANCE**

### 6.1 Maitland Valley Conservation Authority Draft 2014 Budget

Attached is the 2014 draft priorities and budget for the MVCA. Our share of the levy is \$82,359 for 2014.

STAFF COMMENTS: This is an increase of \$1,668 from 2013.

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: Council supported the increase.

### 6.2 2014 Policing Cost Estimate

We have received our estimate for 2014 policing costs at \$833,705.00

STAFF COMMENTS: This compares to the 2013 estimate of \$839,987.00 and will be included in the 2014 budget.

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* community.

ACTION: Noted.

## 7.0 **DRAINAGE**

*No items scheduled.*

## 8.0 **DRINKING WATER & WASTE WATER**

### 8.1 Water/Wastewater Summaries

Please find attached water/wastewater summaries for the months of November

and December.

STAFF COMMENTS: We bring this forward for information purposes.

November 2013

December 2013

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 an *environmentally conscious* community.

ACTION: Received and filed.

## 8.2 Lucknow Sewage Performance Report

The Director of Public Works is requesting pre-budget approval in the amount of \$3,900.00 for the preparation of the Lucknow Sewage Annual Report by B.M. Ross and Associates Limited.

STAFF COMMENTS: B.M. Ross and Associates Limited has agreed to submit the report on a revised report format that if deemed acceptable by the Ministry of the Environment would provide a template for future reports to be completed in-house.

SUSTAINABILITY ALIGNMENT: The information provided in this report is consistent with and in keeping with the Municipality's Vision & Mission. The *recommendations* or contribute to our goals in achieving an *environmentally conscious* community.

ACTION: Council granted pre-budget approval for preparation of the report.

## 8.3 2013 Annual Report on Drinking Water

The Honourable Jim Bradley has released the 2013 Annual Report on Drinking Water.

STAFF COMMENTS: The report is available to the public on our website. 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 an *environmentally conscious* community.

ACTION: Noted. Received and filed.

#### 8.4 Huronville Subdivision Distribution System Inspection

The Huronville Subdivision Distribution System underwent an unannounced inspection on December 3, 2013.

STAFF COMMENTS: There were no concerns or recommendations noted, with the System receiving an overall rating inspection of 100%. Although the System is maintained by the Municipality of Kincardine Water Department, as owner it is the Township's responsibility to ensure all compliance regulations are being met.

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 an *environmentally conscious* community.

ACTION: Noted.

### 9.0 WASTE MANAGEMENT

#### 9.1 Engineering Firm Name Change

Genivar Inc. has officially changed its corporate name to WSP Canada Inc.

STAFF COMMENTS: Genivar oversees the engineering requirements of the Township's two landfill sites. We have been assured only the name is changing, and our current list of contacts will remain in effect. 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 *environmentally conscious* community.

ACTION: Noted.

## 10.0 TRANSPORTATION

### 10.1 After Hours

The After Hours Public Works number received a total of 40 calls in 2013.

STAFF COMMENTS: The service is being used regularly, and therefore the Director of Public Works believes it is worth the monthly charge of \$135.00, plus taxes.

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: Approved.

### 10.2 OGRA/ROMA Conference Bus

A bus has been booked to transport attendees to and from the OGRA/ROMA Conference.

STAFF COMMENTS: The bus will leave the Municipal Office parking lot at 10:00 a.m. on Sunday February 23<sup>rd</sup> and pick up at the Fairmont Royal York on Wednesday February 26<sup>th</sup> at 11:00 a.m.

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, accessible and environmentally conscious* community.

ACTION: Noted.

### 10.3 Equipment

The Director of Public Works is requesting Council permission to finalize details for the purchase of a new tandem truck to replace the existing 1986 Mack.

STAFF COMMENTS: The Director of Public Works has been in conversation with the Regional Sales Manager of Viking Cives Ltd., who has offered the Township the first right of purchase of a 2014 International Tandem at a net price of approximately \$200,000.00, plus HST and licence. The unit is expected to be available in late January/early February. If Council is agreeable to the purchase, we will require pre-budget approval and proceed to purchase.

We are also of the understanding the bucket truck will not pass its annual safety at the end of the month. The truck is used extensively for not only streetlight repairs and tree trimming but also installation of banners, hanging baskets, Christmas wreaths and community event decorations. Therefore, the Director of Public Works believes it is in the best financial interests to purchase a replacement rather than to contract the services. We have put forth inquiries about a replacement but at this time have received no response. It is hoped a used vehicle could be purchased for approximately \$35,000.00.

**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 a *prosperous, vibrant, spirited and accessible* community.

**ACTION:** Council grants pre-budget approval for the purchase of the new tandem truck.

## **11.0 ECONOMIC DEVELOPMENT & TOURISM**

*No items scheduled.*

## **12.0 GENERAL GOVERNMENT**

### **12.1 Natural Gas Project**

We have received a resolution passed by the Municipality of Kincardine regarding the creation of the Municipal Service Corporation and altering the membership on the founding board.

**STAFF COMMENTS:** How does Council wish to proceed in regards to the resolution?

**ACTION:** A letter will be sent to the Municipality of Kincardine that Huron-Kinloss does not support the resolution and stands by the original resolution that was passed until the completion of Phase One.

## **13.0 PERSONNEL**

### **13.1 Health & Safety Quarterly Report**

Tracey Howe has prepared the Health & Safety Report for the period covering October 1<sup>st</sup> to December 31<sup>st</sup>, 2014.

**STAFF COMMENTS:** Included in the report.

ACTION: Received and filed.

## 14.0 NEW BUSINESS/COUNCIL REPORTS

### 14.1 Storm Event

Mayor Twolan commended the snow plow operators on their work during the storm event. Mayor Twolan questioned whether we had a policy on the snow plow operators being essential staff and therefore required to report to work.

STAFF COMMENTS: There is not a policy but it is in their job descriptions that that is part of their job task.

ACTION: Staff will look at policies on essential staff and reporting to work during a storm event.

## 15.0 CORRESPONDENCE ON THE TABLE

15.1	AMO	AMO Communications- <i>MEPCO Update – OMERS Announces Remaining AC Board Directors</i> January 2 <sup>nd</sup> , 2014
15.2		AMO Communications- <i>Report of the Special Purpose Business Property Assessment Review Released</i> December 20 <sup>th</sup> , 2013
15.3		AMO 2014 AMO Urban Symposium April 3 <sup>rd</sup> & 4 <sup>th</sup> , 2014
15.4		AMO Watch File – December 19 <sup>th</sup> , 2013
15.5		AMO Communications- <i>OMERS Announces New Board Director Appointments</i> December 18 <sup>th</sup> , 2013
15.6		AMO Watch File – December 12 <sup>th</sup> , 2013
15.7		AMO Communications- <i>Transit Panel Recommendations &amp; Municipal Election Act Bill</i> December 12 <sup>th</sup> , 2013
15.8	Grey Bruce Health Unit	SBGHC – News December 2013
15.9		News Release – <i>Spread joy, not germs!</i> December 19, 2013
15.10		News Release – <i>Driven to Quit Challenge – Smokers quite for chance to win a car</i> December 18, 2013
15.11		Media Advisory – <i>Board of Health Meeting Schedule</i> December 16, 2013
15.12	General	Ontario Provincial Police - Use of Force letter December 23, 2013
15.13		Ausable Bayfield Maitland Valley Source Protection – Municipal Update December 2013
15.14		Tay Township Resolution: OPP Alternative Billing December 11, 2013
15.15		Saugeen Valley Conservation Authority – Annual Meeting Invitation December 20, 2013
15.16		Minister of Energy – Long Term Energy Plan December 2 2013
15.17		Ontario Onsite Wastewater Association Conference & Trade Show December 2013
15.18		Ontario Onsite Wastewater Association Newsletter Fall / Winter 2013
15.19		Canadian Wind Energy Association – 2014 Faces of Wind Calendar
15.20		OMAFRA –Connects –December 13, 2013

**19.0**    **ADJOURN**

Moved by Abbott  
Seconded by Hanna

ADJOURN                    5            THAT the meeting does now adjourn.

Carried.

Original Signed by Mitch Twolan  
**Mayor**

Original Signed by Sonya Watson  
**Clerk**