

**TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH**

Council Minutes

May 7, 2024, 9:00 a.m.

Members Present:

Mayor Glen McNeil
Deputy Mayor Bill Vanstone
Councillor Curtis Blake
Councillor Wayne Forster
Councillor Evan Hickey
Councillor Jennifer Miltenburg
Councillor Anita Snobelen

Staff Present:

Clerk Florence Witherspoon
CAO/Deputy-Clerk Mark Becker
Treasurer Ellen McManus
PWS Thomas McCarthy
Deputy Clerk/Communications Co-ordinator, Kelly Thomson

Others Present (sign in sheet):

Paul Bollinger, Scott Stephenson (media).

Township of Ashfield-Colborne-Wawanosh Council will meet in the Council Chambers at 82133 Council Line, Ashfield-Colborne-Wawanosh and can be live streamed at www.acwtownship.ca/government/agendas-minutes.

1. CALL TO ORDER

Meetings of Council are live streamed on the Township's Official Website in accordance with the Live Streaming and Virtual Participation of Meetings Policy. By attending this meeting, attendees and participants are consenting to their image, voice and comments being recorded and available for public viewing on the Township's website.

The municipality will be recording this meeting to "ensure meetings can be open to the public".

2. DISCLOSURE OF PECUNIARY INTEREST OR POTENTIAL CONFLICT OF INTEREST

2.1 9.3 Municipal Night at Kingsbridge the Musical VI

Director of the registered charity St. Joseph's Kingsbridge Community which owns the Kingsbridge Centre.

3. COUNCIL MINUTES

3.1 Council Meeting Minutes – April 16, 2024

MOTION 1

Moved by Bill Vanstone
Seconded by Evan Hickey

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the April 16, 2024 Council Meeting Minutes as written.

Carried

4. **OPEN FORUM**

Items pertaining to the agenda. Members of the public who wish to make a comment during Open Forum virtually can receive a link to participate by contacting the Clerk prior to 4 p.m. on the Monday before the meeting.

None.

5. **DELEGATIONS / PUBLIC MEETINGS**

No items scheduled.

6. **TREASURY DEPARTMENT**

6.1 **Portable Toilet Rentals in Port Albert**

We have provided Council with the report prepared by Treasurer Ellen McManus.

STAFF COMMENTS: That Council support the request for portable toilets to be placed and serviced at the Port Albert Beach by adopting the following motion.

MOTION 2

Moved by Jennifer Miltenburg
Seconded by Wayne Forster

THAT Ashfield-Colborne-Wawanosh Township Council support the request for portable toilets to be placed and serviced at the Port Albert Beach for the upcoming season at an estimated cost of \$2,050.96 plus taxes with the Township assuming responsibility for the placement and payment;

AND FURTHER THAT this expense be included in the annual operating budget of General Recreation in future years.

Carried

6.2 **Community Grant Update - Lucknow Kinettes**

We have provided Council with the report prepared by Treasurer Ellen McManus.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to support the Lucknow Kinettes and considered the following motion and requested that staff review the Community Grants Policy and bring it to a future meeting of Council for consideration.

MOTION 3

Moved by Jennifer Miltenburg
Seconded by Evan Hickey

THAT Ashfield-Colborne-Wawanosh Township Council award the 2024 Community Grant stream to the Lucknow Kinettes for the Beauty and a Brunch event for the requested amount of \$5,000.

Carried

7. **PLANNING DEPARTMENT**

7.1 **Bill 185 - Provincial Policy Statement Update**

We have provided Council with the report prepared by Huron County Planner, Meghan Tydd-Hrynyk.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

7.2 **Shoreline Zoning By-Law Update**

We have provided Council with the report prepared by Planner Meghan Tydd-Hrynyk.

STAFF COMMENTS: That Council direct staff to proceed with consultation and preparing an amendment to update the ACW Zoning By-Law regarding shoreline related matters.

ACTION: Council directed staff to proceed with consultation and preparing an amendment to update the ACW Zoning By-Law regarding shoreline related matters.

7.3 Planning Fees Update

We have provided Council with the report prepared by Sandra Weber, County of Huron Director of Planning.

STAFF COMMENTS: That Council endorse the fee schedule as proposed.

ACTION: Council agreed to endorse the fee schedule as proposed.

8. **BUILDING DEPARTMENT**

8.1 Limiting Distance Agreement

We have provided Council with the report prepared by CBO Brett Pollock.

STAFF COMMENTS: That Council adopt the by-law in Section 18.

ACTION: Council agreed to consider the by-law in Section 18.

8.2 Community Onsite Inspection Program - Inspector Request for Proposals

We have provided Council with the report prepared by CBO Brett Pollock.

STAFF COMMENTS: That Council accept the proposal by adopting the following motion.

MOTION 4

Moved by Jennifer Miltenburg

Seconded by Curtis Blake

THAT Ashfield-Colborne-Wawanosh Township Council accepts Proposal #P24-6275, dated April 29, 2024 submitted by Envision Consultants Ltd as indicated in Section 4. Fee Estimate at a cost of \$245 per inspection, \$140 for incomplete inspections, and \$1350 for septic socials for 2024 and 2025 to complete the Sewage System Maintenance Inspections required by the Community Onsite Septic Inspection Program.

Carried

9. **ADMINISTRATION DEPARTMENT**

9.1 Ball's Bridge Board

We have provided Council with the report prepared by CAO Mark Becker.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed. Direct the Clerk connect with Central Huron to call a meeting of the Balls Bridge Board.

9.2 Pay Equity and Compensation Review - Request for Proposals

We have provided Council with the report prepared by CAO Mark Becker.

STAFF COMMENTNS: That Council accept the proposal by adopting the following motion.

MOTION 5

Moved by Jennifer Miltenburg

Seconded by Wayne Forster

THAT Ashfield-Colborne-Wawanosh Township Council accepts the proposal submitted by Ward & Uptigrove Human Resources Solutions in the amount of \$15,000 plus H.S.T. to conduct the 2024 Pay Equity and Compensation Review for the Township of Ashfield-Colborne-Wawanosh.

Carried

9.3 Municipal Night at Kingsbridge the Musical VI

We have provided Council with the report prepared by Deputy Clerk / Communications Co-ordinator Kelly Thomson.

STAFF COMMENTS: We seek your direction.

As Councillor Miltenburg declared a conflict with this item, she removed herself from the Council Chamber for the duration of the item.

ACTION: Council agreed to support the proposal for 2025.

Councillor Miltenburg returned to the Council table.

10. **WATER DEPARTMENT**

No items scheduled.

11. **DRAINAGE DEPARTMENT**

No items scheduled.

12. **PUBLIC WORKS DEPARTMENT**

12.1 **Public Works Activity Report**

We have provided Council with the report prepared by Public Works Superintendent Thomas McCarthy.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

13. **COUNCIL COMMITTEE REPORTS**

Deputy Mayor Vanstone thanked the recreation department for the attention to the Benmiller ball diamonds.

Mayor McNeil attended and reported on the most recent OGRA Conference.

14. **NEW BUSINESS**

Items to be brought forward to a future meeting.

15. **CORRESPONDENCE FOR DIRECTION**

No items scheduled.

16. **CORRESPONDENCE FOR INFORMATION**

16.1 **Wingham and District Hospital Foundation - CT Scanner**

16.2 **Benmiller Community Hall - Minutes of April 10, 2024**

16.3 **Huron Hospice - Music Care Certified Invitation**

16.4 **Maitland Conservation - Minutes of March 20, 2024**

16.5 **Maitland Source Protection Authority - Minutes of March 20, 2024**

16.6 **Huron County Pride - Declaring June Pride Month**

Councillor Miltenburg requested Council support this item. It was supported by Council. Council further requested staff bring a flag-raising policy for Council's consideration at a future meeting.

16.7 **Dungannon Community Alliance - Minutes of February 26, 2024**

16.8 **Blyth Festival Municipal Night Invitation**

16.9 **Anita Frayne - Flag Raising**

17. **UNFINISHED BUSINESS / UPCOMING EVENTS**

17.1 **Council - Planning Meeting for May 2024**

Due to the lack of applications, the Council - Planning meeting for May 14, 2024 has been cancelled.

STAFF COMMENTS: Reminder only.

17.2 **Association of Municipalities of Ontario (AMO) Conference**

August 18-21, 2024 - Councillor Miltenburg is registered.

STAFF COMMENTS: Reminder only.

18. **BY-LAWS**

18.1 **30-2024 Miller Blydorp Limiting Distance Agreement By-Law**

MOTION 6

Moved by Bill Vanstone
Seconded by Anita Snobelen

THAT leave be given to introduce By-Law 30-2024 being a by-law to authorize the execution of a limiting distance agreement between Blydorp, Miller and the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 7th day of May 2024.

Carried

19. **CLOSED SESSION**

MOTION 7

Moved by Bill Vanstone
Seconded by Wayne Forster

That Ashfield-Colborne-Wawanosh Township Council move into a Closed Session in accordance with Section 239(2)(b) of the Municipal Act, with the CAO and Clerk remaining in attendance at 9:58 a.m. for the purpose of discussing personal matters about an identifiable individual.

Carried

19.1 **Colborne Cemetery**

(personal matters about an identifiable individuals)

19.2 **Rise from Closed Session**

MOTION 8

Moved by Evan Hickey
Seconded by Wayne Forster

THAT Ashfield-Colborne-Wawanosh Township Council rise from the Closed Session at 11.20 a.m.

Carried

20. **REPORTING OUT OF CLOSED SESSION**

Staff will proceed as directed in Closed Session.

21. **CONFIRMATORY BY-LAW**

MOTION 9

Moved by Evan Hickey
Seconded by Jennifer Miltenburg

THAT leave be given to introduce By-Law 31-2024 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh Council meeting held on May 7 2024, and that it now be read severally a first, second, and third time, and finally passed this 7th day of May 2024.

Carried

22. **ADJOURNMENT**

MOTION 10


Moved by Wayne Forster
Seconded by Curtis Blake

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on May 21, 2024 at 9:00 a.m. or at the Call of the Mayor.

Carried



Mayor, Glen McNeil



Clerk, Florence Witherspoon