

MINUTES OF THE TOWNSHIP OF NORTH HURON
REGULAR COUNCIL MEETING



Date: Monday, May 2, 2016
Time: 7:02 p.m.
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

MEMBERS PRESENT: Reeve Neil Vincent
Deputy Reeve James Campbell
Councillor Yolanda Ritsema-Teeninga
Councillor Trevor Seip
Councillor Brock Vodden
Councillor Bill Knott

MEMBERS ABSENT: Councillor Ray Hallahan

STAFF PRESENT: Sharon Chambers, CAO
Kathy Adams, Director of Corporate Services / Clerk
Donna White, Director of Finance
Pat Newson, Director of Recreation and Facilities
Kelly Church, Director of Public Works
Richard Al, Manager of Employee and Business Services
Laura Young, Huron County Planner

OTHERS PRESENT: Denny Scott, The Citizen
Craig Power, CKNX
Joe Hallahan, Doug Kuyvenhoven, Steve Hill, Brad Carther

1. CALL TO ORDER

Reeve Vincent called the meeting to order at 7:02 pm.

2. CONFIRMATION OF THE AGENDA

M275/16

MOVED BY: B. Vodden

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron; accept the Agenda for the May 2, 2016 Council Meeting; as amended to include the minutes of the Special Council Meeting held April 28, 2016.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

None declared.

4. CONSENT AGENDA

M276/16

MOVED BY: T. Seip

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby adopts Consent Items 4.1.1 and 4.1.2;

AND FURTHER THAT all other Consent Items be received for information.

CARRIED

4.1 Minutes

4.1.1 Minutes of the Regular Council Meeting held April 18, 2016

4.1.2 Minutes of the Special Council Meeting held April 28, 2016

4.1.3 Minutes of the North Huron Police Services Board Meeting held March 15, 2016

4.1.4 East Wawanosh 150th Anniversary Minutes - January 27, 2016

4.1.5 East Wawanosh 150th Anniversary Minutes - March 9, 2016

4.2 Reports

4.2.1 Clerk's Department

4.2.1.1 Clerk's Department Update

4.2.2 Director of Finance

4.2.2.1 Bills and Accounts

Accounts Payable	April 28, 2016
General Account	\$117,746.99
Water Account	\$22,362.00
Sewer Account	\$25,593.17
General Internet/Pre-authorized	\$56,894.46
Water Internet/Pre-authorized	\$3,265.16
TOTAL	\$225,861.78

4.2.2.2 Year to Date Report

4.2.3 Recreation and Facilities Department

4.2.3.1 Recreation and Facilities Department Activity Report May 2

4.2.4 Public Works Department

4.2.4.1 Public Works Department Activity Report May 2016

4.2.4.2 Share the Road information

4.2.5 CAO

4.2.5.1 CAO Activity Report

4.3 Correspondence

4.3.1 Huron County Cycling Strategy: Bicycle Friendly Community Workshops

4.3.2 Alice Munro Festival of the Short Story - Celebrate Ontario 2016 Application

4.3.3 Ministry of Municipal Affairs and Housing ORGA/ROMA Shared Services

4.3.4 Lisa Thompson, MPP - Wingham Town Hall Theatre Ontario Trillium Foundation Grant

4.3.5 Huron Business Development Corporation April 26, 2016 Press Release

5. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS

5.1 Presentation of Staff Service Awards

Reeve Vincent presented Staff Service Awards to Pat Newson and Donna White. Larry Simmons and Dawn Gross were not in attendance but will also be receiving service awards.

6. REPORTS

6.1 Clerks Department

6.1.1 Site Plan Application for Maitland River Community Church (414 Josephine Street, Plan 410 Part Park Lots 9 and 10; RP 22R3903 Parts 5 and 6; RP 22R4107 Part 1; RP 22R5714, Part 2, Wingham Ward, Township of North Huron)

Huron County Planner, Laura Young presented the site plan application and recommended approval.

M277/16

MOVED BY: B. Knott

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron hereby approve the site plan application (414 Josephine Street, Plan 410 Part Park Lots 9 and 10; RP 22R3903 Parts 5 and 6; RP 22R4107 Part 1; RP 22R5714, Part 2, Wingham Ward, Township of North Huron) with the following conditions and that a site plan agreement be entered into:

1. *this site plan approval applies to the site plan entitled "Project 15-1498 Maitland River Community Church" prepared by Guy Robert Bellehumeur (GB Architect Inc.), dated December 17, 2015 and referred to as Plan A1.1, and any supporting drawings by GB Architect, including elevations and floor plans;*
2. *this site plan approval also includes submitted drawings prepared by R.J Burnside & Associates Ltd, dated April 4, 2016, entitled:*
 - *Maitland River Church Expansion Lot Grading and Drainage Plan, referred to as C201*
 - *Maitland River Church Expansion Stormwater Management Plan, referred to as C301*
3. *this site plan approval also includes submitted drawings prepared by Mighton Engineering, dated December 16, 2015, for Project 35416 entitled:*
 - *Lighting and Life Safety Electrical Plan, referred to as E1.1*
4. *all necessary curb installations and replacements shall be completed;*
5. *the construction of a cement walkway for the front entrance of the building;*
6. *providing and maintaining the site grading, drainage of surface waters and storm water management on the lands in accordance with Drawings C201, and C301, and the Engineer's specifications;*
7. *submitted Burnside Drawings C201 and C301 be modified to show changes and comments from the review by B.M Ross and Associates Limited;*
8. *relocation of the existing fire hydrant located on Josephine Street to a location satisfactory to the Township on or before July 1st 2016;*
9. *an Encroachment Agreement entered into between the Church and the Township for the lands on the most north portion of the subject property for the church side exits;*
10. *all surfacing on the lands is to be complete;*
11. *all snow and ice is to be cleared from the newly constructed front walkway and the fire routes on the property;*
12. *and further that all snow removed from walkways and driveways shall be stored on the subject property;*
13. *all exterior lighting is to be installed to prevent glare on adjacent properties; and*
14. *all landscaping and planting indicated on the site plan shall be completed to the satisfaction of the Township.*

CARRIED

6.2 Finance Department

6.2.1 MFOA Asset Management Assistance Program

M278/16

MOVED BY: B. Knott

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby receives the report from the Director of Finance in regard to participation in the Municipal Finance Officer's Association (MFOA) Asset Management Assistance Program.

CARRIED

6.3 Recreation and Facilities Department

6.3.1 Optimist Snack Bar Agreement

M279/16

MOVED BY: B. Knott

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby approves the draft Optimist Snack Bar Agreement with the Wingham Scouts for the 2016 season;

AND FURTHER THAT the Clerk is instructed to prepare a by-law to authorize the Agreement at the May 16th 2016 regular Council meeting.

CARRIED

6.3.2 Wingham Townhall Theatre Trillium Grant Funding Agreement

M280/16

MOVED BY: Y. Ritsema-Teeninga

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby adopt in principal the Grant Contract between the Ontario Trillium Foundation and the Corporation of the Township of North Huron for \$30,000 of funding for the sprinkler system in the Wingham Town Hall Theatre;

AND FURTHER THAT the Clerk is instructed to prepare a by-law to enter into the Grant Contract with the Ontario Trillium Foundation for the May 16th 2016 Council meeting.

CARRIED

6.4 Public Works Department

6.4.1 Entranceways, Private Roads or Access to a Municipal Road Draft By-law

Discussion took place regarding the requirement to have 911 signs erected on all entranceways. Council agreed to amend the Entrance Policy to include the requirement for the issuing and signage of a 911 number for all new entranceways.

M281/16**MOVED BY:** B. Knott**SECONDED BY:** J. Campbell

THAT The Council of the Township of North Huron hereby receives the May 2nd 2016 Draft Entrance policy for information purposes;

AND FURTHER THAT Council approves the Draft Township of North Huron Entrance Policy as amended;

AND FURTHER THAT the Clerk is directed to prepare a by-law to adopt the Township Entrance Policy at the May 16th 2016 Council meeting;

AND FURTHER THAT the Director of Finance is directed to amend the Township's Fee by-law to include an entrance permit fee of \$250.

CARRIED

6.5 Utilities Department

6.6 Fire Department of North Huron

6.7 CAO

7. CORRESPONDENCE

7.1 Barn Dance Historical Society 19th Annual Campout Jamboree

M282/16**MOVED BY:** B. Vodden**SECONDED BY:** B. Knott

THAT the Council of the Township of North Huron hereby waives the requirement for off-duty police officers or private security company personnel during alcohol service, required in the Municipal Alcohol Policy, for the upcoming Barn Dance Campout Jamboree held at the Blyth Community Centre May 26-29th, 2016.

CARRIED

7.2 Wingham and District Kin Club Boot Drive Road Toll

Discussion took place regarding the location and frequencies of the toll roads. The Clerk will circulate the By-law regarding toll roads to Council for their information.

M283/16

MOVED BY: J. Campbell

SECONDED BY: B. Knott

THAT The Council of the Township of North Huron approve the request from the Wingham and District Kin Club to hold a boot drive road toll on Saturday, June 11, 2016 from 11:00 a.m. to 2:00 p.m. to raise money for Cystic Fibrosis and the North Huron Food Share;

AND FURTHER THAT Wingham and District Kin Club provide the Township of North Huron with proof of liability insurance;

AND FURTHER THAT the County and the appropriate Emergency Services be advised of this event.

CARRIED

8. COUNCIL REPORTS

8.1 REEVE ACTIVITY REPORT

Reeve Vincent reported that he recently attended the Habitat for Humanity Annual General Meeting in Blyth, noting that Habitat for Humanity is currently investigating a lot to build a duplex in Blyth.

Reeve Vincent reported that he recently attended a Zone Horticultural Society meeting and a C-1 Ladies Auxiliary to the Legion meeting in Blyth to deliver greetings on behalf of Council.

8.2 COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)

Councillor Ritsema-Teeninga provided an update on the upcoming Alice Munro Festival.

Councillor Seip reported that the Building Bridges to Our Future Committee held their first annual Connections Gala on Saturday April 30, 2016, noting that \$57,000 was raised at the event.

8.3 REQUESTS BY MEMBERS

Councillor Knott made a Notice of Motion which he will provide for the next Council meeting proposing that groups currently renting the Blyth Memorial Hall be offered the same rental rate for other Municipal facilities while Memorial Hall is being renovated.

Councillor Knott inquired as to when the Wingham Town Hall Theatre will be opening now that the grant has been received.

Councillor Seip requested an update regarding the parking concerns identified at the Huron County Housing building on Alfred Street.

Councillor Knott inquired as to the status of speed limit signage in Blyth at County Road 25 and London Road, noting that Huron County has not erected signage as of yet.

Councillor Ritsema-Teeninga requested staff to prepare a report for Council regarding establishing a 15 minute parking limit on Josephine Street in the area of the Post Office.

M284/16

MOVED BY: Y. Ritsema-Teeninga

SECONDED BY: B. Knott

THAT the Council of the Township of North Huron hereby directs the Director of Public Works to prepare a staff report regarding the implementing a parking limit on Josephine Street in front of the Post Office during business hours.

CARRIED

M285/16

MOVED BY: B. Vodden

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby proclaims the week of May 16-20, 2016, as Public Works Week in the Township of North Huron.

CARRIED

9. NOTICE OF MOTION

10. BY-LAWS

10.1 By-law No. 45-2016

Being a by-law for the purposes of levying and collecting rates for various purposes and provide for the payment of taxes and to provide for penalty and interest.

M286/16

MOVED BY: B. Knott

SECONDED BY: J. Campbell

THAT By-law No. 45-2016; being a by-law for the purposes of levying and collecting rates for various purposes and provide for the payment of taxes and to provide for penalty and interest; be introduced, read a first and second time.

CARRIED

M287/16

MOVED BY: T. Seip

SECONDED BY: J. Campbell

THAT By-law No. 45-2016; being a by-law for the purposes of levying and collecting rates for various purposes and provide for the payment of taxes and to provide for penalty and interest; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.

CARRIED

10.2 By-law No. 46-2016

Being a by-law to Appoint Jeffrey H. Molenhuis as the Director of Public Works for the Township of North Huron.

M288/16

MOVED BY: B. Vodden

SECONDED BY: Y. Ritsema-Teeninga

THAT By-law No. 46-2016; being a by-law to Appoint Jeffrey H. Molenhuis as the Director of Public Works for the Township of North Huron; be introduced, read a first and second time.

CARRIED

M289/16

MOVED BY: J. Campbell

SECONDED BY: T. Seip

THAT By-law No. 46-2016; being a by-law to Appoint Jeffrey H. Molenhuis as the Director of Public Works for the Township of North Huron be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

CARRIED

10.3 By-law No. 47-2016

Being a by-law to authorize the Reeve and Clerk to execute and Affix the Corporate Seal to enter into a "Two (2) Year Pilot Project for Shared Services Agreement" with the Municipality of Morris-Turnberry.

M290/16

MOVED BY: B. Knott

SECONDED BY: J. Campbell

THAT By-law No. 47-2016; being a by-law to authorize the Reeve and Clerk to execute and Affix the Corporate Seal to enter into a "Two (2) Year Pilot Project for Shared Services Agreement" with the Municipality of Morris-Turnberry; be introduced, read a first and second time.

CARRIED

M291/16

MOVED BY: B. Vodden

SECONDED BY: Y. Ritsema-Teeninga

THAT By-law No. 47-2016; being a by-law to authorize the Reeve and Clerk to execute and Affix the Corporate Seal to enter into a "Two (2) Year Pilot Project for Shared Services Agreement" with the Municipality of Morris-Turnberry; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

CARRIED

10.4 By-law No. 48-2016

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Land Use Agreement for the purpose of a Wingham Farmers' Market between the Corporation of the Township of North Huron and The Wingham Farmers' Market Committee.

Discussion took place regarding some of the requirements detailed in By-law No. 48-2016.

M292/16**MOVED BY:** J. Campbell**SECONDED BY:** Y. Ritsema-Teeninga

THAT By-law No. 48-2016; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Land Use Agreement for the purpose of a Wingham Farmers' Market between the Corporation of the Township of North Huron and The Wingham Farmers' Market Committee; be introduced, read a first and second time.

CARRIED**M293/16****MOVED BY:** Y. Ritsema-Teeninga**SECONDED BY:** T. Seip

THAT By-law No. 48-2016; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Land Use Agreement for the purpose of a Wingham Farmers' Market between the Corporation of the Township of North Huron and The Wingham Farmers' Market Committee; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

CARRIED**11. ANNOUNCEMENTS**

- 11.1 North Huron Citizen receives Canadian Community Newspapers Association Award

Councillor Vodden spoke regarding the recent presentation of award to the North Huron Citizen and offered congratulations.

12. OTHER BUSINESS**13. CLOSED SESSION AND REPORTING OUT****M294/16****MOVED BY:** B. Vodden**SECONDED BY:** Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby proceeds at 8:18 p.m. to an In Camera Session (Closed to the Public) to discuss the following:

- *Personal matters about an identifiable individual, including municipal or local board employees (Shared Services Staffing Report);*
- *A proposed or pending acquisition or disposal of land by the Corporation; (Proposed Acquisition of Property)*

CARRIED

M295/16

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at 9:32 p.m.

CARRIED

14. CONFIRMATORY BY-LAW

- 14.1 By-law No. 49-2016, being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

M296/16

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT By-law 49-2016; being a by-law to confirm generally previous actions of the Council of the Township of North Huron; be introduced, read a first and second time.

CARRIED

M297/16

MOVED BY: B. Knott

SECONDED BY: Y. Ritsema-Teeninga

THAT By-law 49-2016; being a by-law to confirm generally previous actions of the Council of the Township of North Huron; be read a third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

15. ADJOURNMENT

M298/16

MOVED BY: B. Knott

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 9:34 pm.

CARRIED

Neil Vincent, Reeve

Kathy Adams, Clerk