

**MUNICIPALITY OF HURON EAST COUNCIL MEETING MINUTES  
HELD IN THE COUNCIL CHAMBERS, SEAFORTH, ONTARIO**

**TUESDAY, JANUARY 14<sup>th</sup>, 2014 – 7:00 P.M.**

**Members Present:** Mayor Bernie MacLellan, Deputy Mayor Joseph Steffler  
Councillors Frank Stretton, David Blaney, Dianne Diehl,  
Alvin McLellan, Andrew Flowers, Allison Dekroon, Robert Fisher,  
Nathan Marshall and Larry McGrath

**Members Absent:** Councillor Les Falconer

**Staff Present:** CAO/Clerk, Brad Knight  
Finance Manager-Treasurer/Deputy Clerk, Paula Michiels  
Public Works Coordinator, Barry Mills  
Chief Building Official, Paul Josling  
Economic Development Officer, Jan Hawley  
Fire Chief/CEMC – Marty Bedard  
Executive Assistant, Janice Andrews

**CALL TO ORDER**

Mayor MacLellan called the meeting to order at 7:00 p.m.

**DISCLOSURE OF ELECTED OFFICIALS – PECUNIARY INTEREST**

**DEPUTATIONS**

**COUNCILLORS ISSUES**

**MINUTES OF THE PREVIOUS MEETING**

*Moved* by Nathan Marshall and seconded by Dianne Diehl: Meeting  
That Council of the Municipality of Huron East approve the following Minutes  
Council Meeting Minutes as printed, circulated and amended.  
a) Regular Meeting – December 17<sup>th</sup>, 2013 Carried.

**ACCOUNTS PAYABLE**

**REPORTS & RECOMMENDATIONS OF MUNICIPAL OFFICERS**

**Chief Building Official – Report**

A report to Council from Chief Building Official Paul Josling summarizing zoning and tax certificates as well as building permits was received.

**CAO/Clerk – Councillor Appointments**

CAO/Clerk Brad Knight reviewed his report concerning changes in appointments to committees. The Mayor had recommended changes for several committees to be considered by Council. It was also being suggested that Councillor Falconer be requested to replace Deputy-Mayor Steffler on the Ausable Bayfield Conservation Authority but this would be deferred to the next meeting as Councillor Falconer was not in attendance.

*Moved* by Dianne Diehl and seconded by Frank Stretton: Council Rep.  
That Huron East Council approve the following change in appointment: SDCC Committee  
- That Councillor Dekroon replace Councillor McGrath as a Council representative  
on the Seaforth & District Community Centres Recreation Committee.  
Carried.

*Moved* by Larry McGrath and seconded by Robert Fisher: Council Rep.  
That Huron East Council approve the following change in appointment: BMGCC Committee  
- That Councillor Stretton replace Councillor Blaney as a Council representative  
on the Brussels, Morris & Grey Board of Recreation Management Committee.  
Carried.

*Moved* by Nathan Marshall and seconded by Andrew Flowers: Council Rep.  
That Huron East Council approve the following change in appointment: Water & Sewer  
- That Councillor Blaney replace Councillor Stretton as the Brussels Ward Committee  
representative to the Huron East Water & Sewer Committee.  
Carried.

**Moved** by Larry McGrath and seconded by Nathan Marshall: Receive  
That Council of the Municipality of Huron East receive the following Reports  
reports of municipal officers as presented:  
a) Chief Building Official  
b) CAO/Clerk Carried.

### **CORRESPONDENCE**

**Moved** by Alvin McLellan and seconded by Allison Dekroon: Defeat  
That Council of the Municipality of Huron East approve the Maitland Valley MVCA  
Conservation Authority's priorities, draft 2014 draft budget and projected 2014 draft  
levy for Huron East of \$118,101 as submitted. Defeated. Budget

**Moved** by Larry McGrath and seconded by Andrew Flowers: Defeat  
That Council of the Municipality of Huron East approve the Ausable Bayfield ABCA  
Conservation Authority's priorities, draft 2014 budget and projected levy for 2014 draft  
Huron East of \$53,500 as submitted. Defeated. Budget

**Moved** by David Blaney and seconded by Alvin McLellan: Resolution  
That the resolutions from the Townships of Tay Valley, Limerick, The Archipelago, OPP New  
Sequin and the Town of Mississippi Mills opposing the OPP billing reform process Billing Model  
be received and filed. Carried.

**Moved** by Dianne Diehl and seconded by Allison Dekroon: Endorse  
That Council of the Municipality of Huron East endorse the resolution of the Resolution  
County of Lambton opposing the requalification of Building Officials under County of  
the Ontario Regulation 332/12 and the Ontario Building Code. Carried. Lambton

### **UNFINISHED BUSINESS**

#### **Service Delivery Review**

CAO/Clerk Brad Knight reviewed his report on service delivery review for the categories of General Administration, Protection to Persons & Property and Transportation Services. The following comments/highlights were made for each category.

#### 1) General Administration

The cost of the Council function as a percentage of the operating budget is virtually unchanged being 1.67% in 2003 compared to 1.4% in 2013. Discussion was held concerning the composition and structure of committees including geographic area representation and the existing four year term commitment. CAO/Clerk Brad Knight advised a staffing levels report will be provided at the end of the service delivery review process.

#### 2) Protection to Persons & Property

##### a) Fire

- The overall percentage of the operating budget allocated to fire protection, excluding the EMC position has increased from 4.26% in 2003 to 5% in 2013. It was noted that that the Municipality of Morris-Turnberry is now responsible for approximately 50% of the operating costs of the Brussels Fire Department and results in an additional \$40,000 in revenues for the budget.
- Discussion focused on the rationalization and consolidation of fire coverage areas as well as the condition of the Grey Firehall. It was noted there is a dual coverage area between Grey and Brussels area and revisions to the coverage area will be considered.

##### b) Policing

- It was noted policing is provided by a non-contract 5.1 level of service and the Municipality has little if any influence on administration or costs. CAO/Clerk Brad Knight advised that while the overall percentage of the budget allocated to policing has dropped from 14.63% to 11.82%, it represents an expenditure of 1.2 million and is the second most expensive service provided and one that Council has no control over. The Municipality does incur costs to provide the offices for Crimestoppers but the Municipality benefits indirectly from having the associated police presence with that office.

##### c) Conservation Authority

- The cost for the ABCA and MVCA has increased from 1% of the operating budget in 2003 to just under 1.5% in 2013. It was noted the Conservation Authorities have been subject to significant funding cuts in previous years which they have addressed through cuts in services and higher municipal levies.

##### d) Chief Building and Building & Property Maintenance Coordinator

- The present staffing levels are able to provide this service and the Municipality is recovering

- 85% of the costs. Council discussed the possibility of the Huron County Health Unit downloading the responsibility for plumbing inspections. Chief Building Official Paul Josling advised an allowance for plumbing training has been included in his proposed 2014 budget.
- The Building & Property Maintenance Coordinator position was established in 2012 and addresses in-house needs for facility management and maintenance. The net cost of this function in the 2013 operating budget is .45%.
- e) By-Law Enforcement
- The current level of service provided is a minimum of one day per week with additional hours as needed. Discussion was held regarding costs incurred for by-law enforcement being charged to the property owner. The Chief Building Official will consult with the By-Law Enforcement Officer and review the Building Code as to allowable expenses that can be charged to a property owner. A report will be prepared and provided to Council.
- f) Animal Control and Crossing Guards
- The issuance of dog tags and responding to animal complaints if fully funded from the sale of dog tags and generates an annual surplus of approximately \$10,000. Crossing guard service is provided in the Seaforth Ward at an annual cost of \$15,000. It was noted this is not a required service of the school boards, but a service provided by the Municipality for safety purposes.
- 3) Transportation Services
- Transportation services account for close to 25% of the operating budget. A comparison of the 2003 operating budget for transportation services compared to 2013 was provided. The possibility of developing a policy on hard surface treatment based on traffic counts to justify paving and repaving in the future was discussed. The Public Works Coordinator noted service levels have been provided that adhere to minimum maintenance standards
  - The cost to water flowers on the Seaforth and Brussels main streets was discussed with it being noted that the flowers are donated to the Municipality through current arrangements with the Seaforth and Brussels community trusts and the Horticultural Societies. A seasonal recreation employee is used for Seaforth as it involves approximately 6 hours per day while Brussels utilizes existing staff for about 2 hours daily.

The final four categories including Environmental Services, Health & Social Services, Parks & Recreation/Cultural Services and Planning & Development will be presented for discussion at the next regular meeting. Staff will provide additional information on the full costs and benefits of each service as categorized in the budget and Financial Information Return.

#### Sound Study Quotes

The CAO/Clerk presented a report outlining the details of two quotes received concerning a Council resolution passed on December 3<sup>rd</sup>, 2013 that the Municipality investigate the cost for a professional acoustician to conduct a sound study pre and post operation for the St. Columban Wind Project. The following two cost estimates were obtained:

Conestoga-Rovers & Associates      \$12,600

If additional services are required outside the scope of the work, including a site visit, the following approximate hourly rates will be used:

Project Manager, Acoustic Specialist - \$170/hour

Project Consultant - \$115/hour

Akoustik Engineering Limited      \$18,700

Any additional work or delays while on site will be charged at the regular rate of \$150/hour

Additional measurements locations will be charged at \$1,000 per location

Excessive measurements timelines for reasons outside of Akoustik Engineering's control will be charged at \$400 per day once monitoring equipment has been installed.

Mayor MacLellan requested Council to determine how much they were willing to spend on a sound study prior to considering what type of study to complete. Mayor MacLellan also advised that any complaints filed against a wind turbine company will be referred to the Ministry of the Environment as they are the regulating authority. Mayor MacLellan also advised that completion of sound studies by the wind turbine companies are a requirement under the renewable energy approval. Council did not introduce a motion to proceed with a sound study.

**Moved** by Andrew Flowers and seconded by Dianne Diehl:      Receive  
That Council of the Municipality of Huron East receive the following reports:      Reports

- 1) Service Delivery Review
- 2) Resolution of Council regarding professional acoustician for a pre and post study of the St. Columban Wind Project

Carried.

**NEW BUSINESS****Ethel Hall Committee**

The CAO/Clerk Brad Knight provided Council with a copy of correspondence received from the Ethel Hall Committee advising of an upcoming snow volleyball tournament being held on February 15<sup>th</sup>, 2014 at the Ethel Ball Park. The Committee would like to apply for a special occasion permit for the event and requested the Municipality to designate the event as municipally significant. All proceeds from the event will go towards maintenance of the Ethel Community Hall.

**Moved** by Alvin McLellan and seconded by Dianne Diehl:  
That the Ethel Hall Committee, being a committee of the Municipality of Huron East, be authorized to apply for a special occasion permit for a snow volleyball tournament being held on February 15<sup>th</sup>, 2104 at the Ethel Ball Park with all proceeds being designated towards the Ethel Community Centre. Carried.

Ethel Hall  
Committee  
Snow Volleyball  
SOP

**Ice Storm – Municipal Cleanup Costs**

Councillor McGrath requested the Ministry of Finance be contacted seeking financial assistance to help offset the costs involved for damages resulting from the recent ice storm.

**Moved** by Larry McGrath and seconded by Allison Dekroon:  
That Council of the Municipality of Huron East send a letter to the Minister of Finance requesting assistance for the cost of cleaning up from the recent ice storm. Carried.

Request  
Financial  
Assistance  
Ice Storm

**MUNICIPAL DRAINS****TILE DRAINAGE****FINANCIAL REPORT****PLANNING****INFORMATION ITEMS**

**Moved** by Allison Dekroon and seconded by Alvin McLellan:  
That Huron East council receive the following Board and Committee Meeting Minutes as submitted:

Board/Committee  
Meeting Minutes

- 1) Seaforth Area Fire Board – November 27<sup>th</sup>, 2013
- 2) Huron East Health Centre Management Committee – December 9<sup>th</sup>, 2013
- 3) Huron East Water & Sewer Committee – December 10<sup>th</sup>, 2013
- 4) Vanastra Recreation Centre Committee – December 19<sup>th</sup>, 2013
- 5) Vanastra Recreation Centre Building & Fundraising Committee – December 19<sup>th</sup>, 2013
- 6) Huron East Personnel Committee – January 2<sup>nd</sup>, 2014

Carried.

**CLOSED SESSION**

**Moved** by Joseph Steffler and seconded by Frank Stretton:  
That Council of the Municipality of Huron East, pursuant to Section 239 (2) of the *Municipal Act*, adjourn the regular meeting of Council at 10:15 p.m. to go into Closed Session to discuss the following:

Closed Session

- i) 239(2)(c) – proposed or pending disposition of land (RFP for Part 1, Plan 22R-4730)

Carried.

**Moved** by Frank Stretton and seconded by Dianne Diehl:  
That Council of the Municipality of Huron East resumes the regular Council meeting at 10:43 p.m. Carried.

Resume Regular  
Council Meeting

**BY-LAWS**

**Moved** by Nathan Marshall and seconded by Andrew Flowers:  
BE IT HEREBY RESOLVED that leave be given to introduce  
By-Law No. 1, 2 and 3 for 2014

Introduce  
By-Laws

By-Law 1-2014 – Borrowing

By-Law 2-2014 – Authorize Agreement – Ontario One Call Service  
 By-Law 3-2014 – Confirm Council Proceedings

Carried

*Moved* by Dianne Diehl and seconded by Frank Stretton:  
 BE IT HEREBY RESOLVED that By-Law 1 for 2014, a by-law to authorize the borrowing of money to meet current expenditures, be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto. Carried.

Borrowing

*Moved* by Alvin McLellan and seconded by David Blaney:  
 BE IT HEREBY RESOLVED that By-Law 2 for 2014, a by-law to authorize an Ontario One Call Service Agreement with Ontario One Call, be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto. Carried.

Authorize  
 Agreement  
 Ontario One Call

*Moved* by Allison Dekroon and seconded by Larry McGrath:  
 BE IT HEREBY RESOLVED that By-Law 3 for 2014, a by-law to confirm the proceedings of Council, be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto. Carried.

Confirm Council  
 Proceedings

### **ADJOURNMENT**

*Moved* by Joseph Steffler and seconded by Frank Stretton:  
 The time now being 10:47 p.m.  
 That the meeting do now adjourn until January 28<sup>th</sup>, 2014 at 7:00 p.m. Carried.

Adjournment

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Bernie MacLellan, Mayor

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Brad Knight, CAO/Clerk