

**MUNICIPALITY OF HURON EAST COUNCIL MEETING MINUTES****HELD IN THE COUNCIL CHAMBERS, SEAFORTH, ONTARIO****TUESDAY, JANUARY 28<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 Les Falconer

**Members Absent:** Councillor Larry McGrath

**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  
Tuckersmith Day Nursery Supervisor, Tammy Martene  
BMGCC Facility Manager, Abi Corbett  
SDCC Facility Manager, Dave Meriam  
VRC Facility Manager, Lissa Berard  
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**

Mayor Bernie MacLellan declared a conflict of interest and refrained from any discussion on the accounts payable since there was an invoice payable to him.

**DEPUTATIONS**

Huron County Social Services Manager Michele Gaynor attended the meeting to hear the discussion on service delivery review for the Tuckersmith Day Nursery. Rob Deer, Irene Hallahan and Ray Storey attended the meeting to hear the proceedings of Council.

**COUNCILLORS ISSUES****MINUTES OF THE PREVIOUS MEETING**

*Moved* by Nathan Marshall and seconded by Les Falconer: Meeting  
That Council of the Municipality of Huron East approve the following Minutes  
Council Meeting Minutes as printed and circulated.  
a) Regular Meeting – January 14<sup>th</sup>, 2014 Carried.

**ACCOUNTS PAYABLE**

*Moved* by Alvin McLellan and seconded by Allison Dekroon: Accounts  
That the accounts payable in the amount of \$1,767,998.99 be approved Payable  
for payment. Carried.

**REPORTS & RECOMMENDATIONS OF MUNICIPAL OFFICERS****Chief Building Official – Sign Permit Variance Application**

Chief Building Official Paul Josling reviewed his report to Council concerning a sign permit variance application submitted by RONA Seaforth. The sign they are proposing to install is a sign from a RONA yard that is being closed. Council were advised the requirements for a “Freestanding Sign Ground Sign” is a maximum of 3 metres in total height and a maximum of 10 square metres per side of sign area. The proposed sign is 4.4 metres high and has a sign area on each side of 11.88 square metres. The proposed sign meets all other requirements of the municipal sign by-law.

*Moved* by Nathan Marshall and seconded by Robert Fisher: Sign Permit  
That Huron East Council approve the sign permit variance application as submitted Variance  
by RONA Seaforth on Lots 139 – 142, Part Block K, Plan 399, Seaforth Ward, to RONA, Seaforth  
allow a sign to be installed at a maximum height of 4.4 metres above ground and a  
maximum sign face area of 11.88 square metres. Carried.

Finance Manager-Treasurer/Deputy Clerk – 2013 Tax Arrears

Finance Manager-Treasurer/Deputy Clerk Paula Michiels reviewed the 2013 tax arrears report. She advised that as a general guide, tax arrears should be no higher than 10% of the tax collector's roll. Total tax arrears at the end of 2013 amounted to \$1,091,908 or 10.1% of the tax collector's roll.

Finance Manager-Treasurer/Deputy Clerk – 2014 Budget Process

Finance Manager-Treasurer/Deputy Clerk Paula Michiels reviewed her report outlining the 2014 budget process. The first draft of the 2014 budget will be provided for the March 4<sup>th</sup>, 2014 meeting and final consideration of the budget will be scheduled for the April 15<sup>th</sup>, 2014 meeting of Council. It was noted the 2014 OMPF funding has decreased by \$331,000 from the 2013 funding and the 2014 policing costs have increased 1.6% which combined would be equivalent to a 13.7% increase to the 2013 general municipal levy. All departments will be using the same levy amount as provided in 2013 as a starting point for their budgets.

CAO/Clerk – Varna Wind Inc.

CAO/Clerk Brad Knight provided an update on the Varna Wind and St. Columban energy projects. Construction of the Varna Wind project has commenced in both the Municipality of Bluewater and Huron East. The entrance permit and the building permit have been issued for the switch yard and materials are being delivered to the roadside locations. The Certificate of Insurance and Performance Bond have been provided. Trees have been marked for removal and arrangements are being worked through with landowners for the removal of the firewood and developing the tree replacement program.

The Environmental Review Tribunal decision with respect to the St. Columban project was released on January 16<sup>th</sup>, 2014 and indicated that the appeals were dismissed.

Chief Building Official – Property Standards Enforcement

Chief Building Official Paul Josling reviewed his report with Council concerning invoicing the cost of property standards enforcement. A report from By-Law Enforcement Officer Bruce Brockelbank was included with the report and outlined the property standards process. Council concurred with the recommendation that all costs incurred after an Order to Comply is issued should be recovered from the property owner. Staff were directed to prepare a fee structure and an amendment to the fees and services by-law will be required.

**Moved** by Les Falconer and seconded by Allison Dekroon:  
That Council of the Municipality of Huron East receive the following reports of municipal officers as presented:

- a) Chief Building Official
- b) Finance Manager-Treasurer/Deputy Clerk
- c) CAO/Clerk

Receive  
Reports

Carried.

**CORRESPONDENCE**

**Moved** by Dianne Diehl and seconded by Allison Dekroon:  
That Huron East Council appoint Councillor Alvin McLellan as the municipal representative on the Maitland Valley Conservation Authority Board of Directors and the Maitland Source Protection Authority for 2014. Carried.

Representative  
MVCA

**Moved** by Robert Fisher and seconded by Andrew Flowers:  
That Huron East Council nominate Bill Siemon for the Ausable Bayfield Conservation Authority – Conservationist of the Year Award. Carried.

Nominate  
Bill Siemon  
Conservationist  
of Year Award

**Moved** by Nathan Marshall and seconded by Allison Dekroon:  
That Council of the Municipality of Huron East supports the intent of the private member's resolution of Randy Pettapiece, MPP Perth-Wellington, concerning implementation of a comprehensive, long-term solution to reform joint and several liability insurance for municipalities to address the alarming rise in insurance premiums due to rising litigation and claim costs. Carried.

Support  
Private Member's  
Resolution  
Randy Pettapiece  
MPP Perth  
Wellington

**UNFINISHED BUSINESS**Appointment to Ausable Bayfield Conservation Authority

**Moved** by Andrew Flowers and seconded by David Blaney:  
That Councillor Les Falconer replace Deputy-Mayor Joseph Steffler as the Huron East representative on the Ausable Bayfield Conservation Authority. Carried.

Councillor Dekroon – Procedural By-Law

Councillor Dekroon noted that the procedural by-law is listed on unfinished business and suggested Council receive public opinion and comments prior to review of the by-law. Councillor Dekroon suggested Cindy Moyer, President of the Huron County Landowners Association, be invited to make a presentation and recommendations to Council concerning the procedural by-law. Mayor MacLellan advised that Council should review the by-law first that once the 2014 budget process has been completed, unfinished business will be prioritized.

Councillor Marshall – Strategic Planning

Councillor Marshall questioned if a timeline could be established to complete a strategic plan for the municipality. Councillor Marshall suggested that whether it was this Council or the next Council, a strategic plan committee should be formed to initiate the process. It was noted that OMAFRA staff have assisted with the coordination of strategic planning sessions of municipal councils and that OMAFRA should be contacted to determine if they could facilitate such meetings in April.

**DEPUTATIONS**7:30 p.m. Clinton Public Hospital Foundation

Shana Barnim, Director of the Clinton Public Hospital Foundation, attended before Council to request support for their Gala Fundraising Event to be held June 14<sup>th</sup>, 2014 at the Central Huron Community Complex. The event will raise funds for the enhanced cataract services that the Clinton Public Hospital will be providing for all of Huron Perth.

**REPORTS & RECOMMENDATIONS OF MUNICIPAL OFFICERS**CAO/Clerk – Service Delivery Review

CAO/Clerk Brad Knight reviewed his report on service delivery review for the categories of Environmental Services, Health & Social Services, Parks, Recreation & Cultural Services and Planning & Development. He noted that the review should consider ten key questions which had been outlined in the initial discussions of the service delivery review process;

1. Does the municipality really need to continue to be in this business/service?
2. What do citizens expect of the service and what outcomes does council want for the service?
3. How does current performance compare to expected performance?
4. Do the activities logically lead to the expected outcomes?
5. How is demand for the service being managed?
6. What are the full costs and benefits of the service?
7. How can benefits and outputs of the service be increased?
8. How can the number and cost of inputs be decreased?
9. What are the alternative ways of delivering the service?
10. How can a service change be best managed, implemented and communicated?

1. Environmental Services

- Water and sewer services are both services that must be provided and with day-to-day plant operations are assigned to CH2MHILL OMI, they are an example of an alternative way to providing a service.
- The Water & Wastewater Financial Plan was implemented in 2010 and is the strategic financial plan for the systems and will be re-written in 2016 with actual asset management data rather than projections

2. Health & Social Services

- a) Medical Facilities – Consisting of the Huron East Health Centre and the Brussels Medical Dental Centre, both facilities have management committees in place that meet two or three times a year to review operational issues and set leases. It was noted that the Brussels facility has accessibility constraints which are being addressed by the Committee. The Committee has significant reserves but they may additional municipal funding in the future to upgrade the building.
- b) Cemeteries – Alternative ways of providing the service by the Municipality are limited as the *Cemetery Act* allows church-run cemeteries to turn the responsibility over to the Municipality if they no longer have the funds or volunteers to provide cemetery services. The annual impact to the Huron East budget of the three municipal cemeteries is minimal with it being noted that the 2013 projected budget deficit is \$3,750.
- c) Day Care Services – County support for daycare has doubled from \$133,000 in 2003 to \$280,000 in 2013 and the budget deficit has dropped from \$69,000 in 2003 to \$51,300 in 2013. The budget deficit for Daycare includes a \$34,000 rental allocation to the Vanastra Recreation Centre. It was

noted that full-day kindergarten had been implemented in the fall of 2013 and had some impact on the number of children in the facility. . Huron County Social Services Manager Michele Gaynor noted that 30% of children in Huron County are in licensed facilities and 70% under the age of 4 are not in a licensed facility. Ms. Gainer also advised that the Provincial Government is proposing new Act to replace the *Day Nurseries Act* speaking to regulations around non-licensed care and private child care and it is expected that by the end of 2014 there will be a campaign supporting quality child care in licensed centres. Day Care Supervisor Tammy Martene suggested a name change for the service as new families in the area don't know where the "Tuckersmith" Day Nursery is located and that the day care service may benefit from a rebranding exercise.

### 3. Parks, Recreation & Cultural Services

- Municipal support for the three recreation facilities have more than doubled from 2003 to 2013, however, with the exception of VRC, revenues from user groups or other services in both arenas have declined from their 2003 revenues. The actual 2013 year-end surplus/(deficit) position for the VRC is \$3,718 and BMGCC is \$(101,077) and the SDCC is \$(76,662). Questions were raised on the level of management being provide by the Committee and whether one recreation manager should manage and market the facilities as Huron East recreational facilities. It was suggested the Economic Development Officer could assist in promotion of the facilities or that the Committees become more active in the coordination and promotions of activities. Hours of operations at the centre was questioned as well as staffing the facilities when in use. It was noted that as the population demographics continue with a decline in younger populations, the facilities will be faced with similar situations as the school boards with excess or unused capacity at the facilities.

### 4. Planning & Development

- It was noted that the Economic Development Committee that had been comprised of citizen and Council representatives had been discontinued because of the difficulty on maintaining a purpose for the Committee when economic development initiatives where either undertaken by the Economic Development Officer or were subject to specific Council direction. Several councilors indicated that they wished to be more aware of the economic development initiatives and the Mayor suggested that the EDO present quarterly reports to Council.

CAO/Clerk Brad Knight noted that with increasing instability of provincial funding, alternative ways of providing services should also include alterative funding sources. It was noted that the expansion of the Brussels Fire Service into Morris-Turberry was an example of increasing funding through shared services. Council had also made long term investments in providing the Huron East Health Centre and in renewable projects, both of which provided new long-term revenue streams. .

Mayor MacLellan suggested that in reviewing the costs to provide services, that comparative statistics be obtained for users of a service to assist in decisions regarding the service – eg. traffic count to service provided on a road, recreation and daycare services per household etc. The Service Delivery Review will continue at the February 18<sup>th</sup>, 2014 meeting and he asked that the statistics be available for that meeting and be reviewed in context with the 10 key questions.

## NEW BUSINESS

### MUNICIPAL DRAINS

### TILE DRAINAGE

### FINANCIAL REPORT

### PLANNING

*Moved* by Allison Dekroon and seconded by Andrew Flowers: No Objection  
That Council of the Municipality of Huron East have no objection to the severance Severance B14/13  
application of Wilfred L. Whyte (B14/13), Part Lot 34, Concession 7, McKillop Ward, Wilfred Whyte  
provided the following conditions are met:

- i) that the severed lands be rezoned to AG4 and ER3-1
  - ii) that the retained lands be rezoned to AG2, ER3-1, ER4-2, NE1 and NE2
  - iii) that \$500 be paid to the Municipality as cash-in-lieu of parkland
  - iv) that Section 65 of the *Drainage Act* be addressed to the satisfaction of the Municipality
- Carried.

**INFORMATION ITEMS**

*Moved* by Frank Stretton and seconded by Joseph Steffler:  
That Huron East council receive the following Board and Committee Meeting Minutes as submitted:

Board/Committee Meeting Minutes

- 1) Brussels Morris & Grey Board of Recreation Management – January 15<sup>th</sup>, 2014
- 2) Seaforth & District Community Centres Management Committee – December 19<sup>th</sup>, 2013
- 3) Huron East Heritage Advisory Committee – December 16<sup>th</sup>, 2013

Carried.

**CLOSED SESSION****BY-LAWS**

*Moved* by Dianne Diehl and seconded by Nathan Marshall:  
BE IT HEREBY RESOLVED that leave be given to introduce By-Law No. 4 for 2014

Introduce By-Laws

By-Law 4-2014 – Confirm Council Proceedings

Carried

*Moved* by Alvin McLellan and seconded by David Blaney:  
BE IT HEREBY RESOLVED that By-Law 4 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 Les Falconer and seconded by Frank Stretton:  
The time now being 10:07 p.m.

Adjournment

That the meeting do now adjourn until February 4<sup>th</sup>, 2014 at 7:00 p.m. Carried.

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Bernie MacLellan, Mayor

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Brad Knight, CAO/Clerk