

**MUNICIPALITY OF HURON EAST COUNCIL MEETING MINUTES****HELD IN THE COUNCIL CHAMBERS, SEAFORTH, ONTARIO****TUESDAY, FEBRUARY 4<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,  
Larry McGrath, Nathan Marshall and Les Falconer

**Members Absent:** nil

**Staff Present:** CAO/Clerk, Brad Knight  
Finance Manager-Treasurer/Deputy Clerk, Paula Michiels  
Public Works Coordinator, Barry Mills  
Economic Development Officer, Jan Hawley  
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**

7:00 p.m. Huron East/Seaforth Community Development Trust

Gerry VandenHengel, Lin Steffler, Maureen Agar, Councillors Nathan Marshall and Robert Fisher, Trustees of the Huron East/Seaforth Community Development Trust, were in attendance. Mayor MacLellan presented the Trustees with a plaque to recognize the contribution of the Trust to the community. Mayor MacLellan expressed appreciation to the Trustees for all their hard work and the many projects they have contributed towards since their incorporation in 2001.

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

*Moved* by Alvin McLellan and seconded by Allison Dekroon: Meeting  
That Council of the Municipality of Huron East approve the following Minutes  
Council Meeting Minutes as printed and circulated.

- a) Regular Meeting – January 28<sup>th</sup>, 2014 Carried.

**ACCOUNTS PAYABLE****CLOSED SESSION**

*Moved* by Les Falconer and seconded by Nathan Marshall: Closed Session  
That Council of the Municipality of Huron East, pursuant to Section 239 (2) of  
the *Municipal Act*, adjourn the regular meeting of Council at 7:10 p.m. to go into  
Closed Session to discuss the following:

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

Carried.

*Moved* by Andrew Flowers and seconded by Nathan Marshall: Resume Regular  
That Council of the Municipality of Huron East resumes the regular Council Council Meeting  
meeting at 8:08 p.m. Carried.

**DEPUTATIONS**

8:10 p.m. Presentation of Long Service Awards

Mayor MacLellan presented 25 year long service awards to public works foreman-south patrol James Adkins and heavy equipment operator Dave Beirnes. Mayor MacLellan expressed appreciation to both employees for their hard work, service and dedication to the Municipality.

**REPORTS & RECOMMENDATIONS OF MUNICIPAL OFFICERS****CAO/Clerk – Varna Wind Energy Project**

The CAO/Clerk Brad Knight reviewed his report and provided an update on the Varna Wind Project. Staff have reviewed the tree clearing and replanting program and have given acknowledgement to the locations from which trees will be cleared. Tree cutting operations will commence on Monday, February 3<sup>rd</sup>, 2014. The first drawings showing pole locations relative to property lines and the travelled part of the road allowance have been received and have been forwarded to the municipal engineer for review. A number of pole locations will involve safety guardrails.

**Finance Manager-Treasurer/Deputy Clerk – Postage Machine**

Finance Manager-Treasurer/Deputy Clerk Paula Michiels reviewed her report regarding the purchase of a new postage machine for the municipal office. Council were advised that quotations were requested from three area suppliers and two quotations were received as follows:

Information Network Systems Inc.	Neopost IS-440	\$ 4,795.00
Meter Rental		\$ 69.17/month
Service Agreement (optional)		\$ 29.16/month
Frampton Mailing Systems	Secap DP-400	\$ 5,099.00
Meter Rental		\$ 81.04/month
Service Agreement (optional)		\$ 35.00/month

**Moved** by Dianne Diehl and seconded by Frank Stretton:  
That Council of the Municipality of Huron East accept the quotation of Information Network Systems Inc. for a Neopost IS-440 postage machine in the amount of \$4,795 plus a monthly meter rental rate of \$69.71. Carried.

Accept Quotation  
INS Inc.  
Postage Machine

**Finance Manager-Treasurer/Deputy Clerk – 2014 Assessment**

Finance Manager-Treasurer/Deputy Clerk Paula Michiels reviewed her report and provided a 2014 assessment summary and notional tax rates. It was noted there are shifts in taxation between the various wards this year and the rural wards have continued to increase and the urban areas have decreased. A similar shift to the rural areas in the remaining 2 years of the 4 year phase in of the 2012 re-assessment values can be anticipated as well. It was also noted that based on the MPAC assessment data there has been a shift of tax burden within the County and the Municipality of Huron East's portion has increased approximately .2% from 2013.

**CAO/Clerk – RFP – 2014 Election Voting Provider**

The CAO/Clerk Brad Knight advised that a joint RFP process with the Municipality of Central Huron resulted in 5 companies submitting RFP's to provide an electronic voting system for 2014. The RFP closed on January 6<sup>th</sup>, 2014 and the RFP's were opened in the presence of Brenda MacIsaac and Janisse Zimmerman of Central Huron and CAO/Clerk Brad Knight. The results were as follows:

	Simply Voting	Intelivote Systems	Dominion Voting	Scytl	Everyone Counts
Price per Elector	\$ 0.80	\$ 1.75	\$ 1.75	\$ 1.30	\$ 1.65
Voter Letter (including postage)	\$ 0.83	\$ 1.15	\$ 1.16	\$ 0.99	not stated
Total	\$ 1.63	\$ 2.90	\$ 2.91	\$ 2.29	not stated
Total (7,200 voters)	\$11,736.00	\$20,880.00	\$20,952.00	\$16,488.00	
Based from	Montreal	New Brunswick	Toronto	World Wide	American Based

Council were advised that the electronic voting process will involve voter certification notices to be sent to voters with a PIN number and they log-in or phone in with the PIN number and a second ID will be required to log-in. The voting period will likely be 7 to 10 days and will eliminate the need for advance polls. A dedicated effort will be made to provide on-site polling stations in retirement and nursing homes. It was noted the cost for the 2010 Huron East election was \$23,500 and the recommended proposal for Simply Voting is just under \$12,000. There will be an advertising campaign and other required costs, but it is anticipated that the cost for the electronic 2014 election will be less than the 2010 election.

**Moved** by Joseph Steffler and seconded by Frank Stretton:  
That Council of the Municipality of Huron East accept the RFP from Simply Voting to provide an electronic voting system in 2014 at a system fee of 80¢ per elector conditional on the Municipality of Central Huron accepting the RFP from Simply Voting. Carried.

Accept RFP  
Electronic Voting  
Simply Voting

Finance Manager-Treasurer/Deputy Clerk – Brussels Library

The Finance Manager-Treasurer/Deputy Clerk Paula Michiels reviewed her report providing a summary of the Brussels Library renovation costs to date. The total contract price for the project is \$1,057,700 in 2013. To date the total costs incurred for the project are \$1,023,107 which includes a payable set up for the remaining contract payments (including holdback payments) and estimated remaining architect fees for the project. In 2014 it will be necessary to budget the required amount to finish the project (outside work) which may amount to \$50,000. The balance of the fundraising (\$17,000) will also be placed in the 2014 budget. The Library Board indicated that they will start to move back in on February 2<sup>nd</sup> and Councillor Blaney advised the Library expects to be open the end of February and an official opening will occur once the project is complete.

**Moved** by Alvin McLellan and seconded by David Blaney:  
That Council of the Municipality of Huron East receive the following reports of municipal officers as presented:

Receive  
Reports

a) CAO/Clerk

b) Finance Manager-Treasurer/Deputy Clerk

Carried.

CORRESPONDENCE

**Moved** by David Blaney and seconded by Alvin McLellan:  
That Council of the Municipality of Huron East confirm municipal intent to participate in a proposal by the Ausable Bayfield Conservation Authority for the Ausable Bayfield Maitland Drinking Water Source Protection Region for a proposed regional approach to implementation of Part IV of the *Clean Water Act* with an estimated cost of service delivery to Huron East for three years at \$21,261 per year. Carried.

Confirm Intent  
ABCA  
Source Protection  
Region – Part IV  
*Clean Water Act*  
Implementation

UNFINISHED BUSINESSNEW BUSINESSMUNICIPAL DRAINS

**Moved** by Larry McGrath and seconded by Les Falconer:  
That Council of the Municipality of Huron East approve the Grant Allocation Request Form – Fiscal Year 2014-2015 for anticipated Drainage Superintendent employment costs totaling \$6,885 with anticipated total Superintendent grant of \$3,442.50. Carried.

Grant Allocation  
Drainage  
Superintendent

TILE DRAINAGEFINANCIAL REPORTPLANNINGINFORMATION ITEMS

**Moved** by Joseph Steffler and seconded by David Blaney:  
That the Municipality of Huron East agrees to support the Ontario's West Coast Canada Blooms Committee display at the 2014 Canada Blooms Show and will cover accommodations/meals and mileage costs for two volunteers from each of the Seaforth and Brussels Horticultural Societies, to a maximum of \$300 per person. Carried.

Canada Blooms  
Volunteers from  
Brussels/Seaforth  
Compensation

**Moved** by Robert Fisher and seconded by Allison Dekroon:  
That Huron East Council receive the following Board and Committee Meeting Minutes as submitted:

Board/Committee  
Meeting Minutes

- 1) Huron East/Seaforth Community Development Trust – December 5<sup>th</sup>, 2013  
Carried.

**BY-LAWS**

**Moved** by Nathan Marshall and seconded by Andrew Flowers:  
BE IT HEREBY RESOLVED that leave be given to introduce  
By-Law No. 60 for 2013, 5 and 6 for 2014

Introduce  
By-Laws

By-Law 60-2013 – Authorize Franchise Agreement – Union Gas Limited (3<sup>rd</sup>  
reading)

By-Law 5-2014 – Authorize Lease Agreement – Huron Community Family Health  
Team

By-Law 6-2014 – Confirm Council Proceedings

Carried

**Moved** by Andrew Flowers and seconded by Dianne Diehl:  
BE IT HEREBY RESOLVED that By-Law 60 for 2013, a by-law to authorize  
consolidation of existing Union Gas Franchise Agreements, be given third and  
final readings and signed by the Mayor and Clerk, and the Seal of the Corporation  
be affixed thereto. Carried.

Authorize  
Union Gas  
Franchise  
Agreement

**Moved** by Frank Stretton and seconded by Joseph Steffler:  
BE IT HEREBY RESOLVED that By-Law 5 for 2014, a by-law to authorize a  
Lease Agreement with the Huron Community Family Health Team and to repeal  
By-Laws 69-2008, 42-2009 and 62-2011, 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  
Lease Agreement  
Huron Community  
Family Health  
Team

**Moved** by Alvin McLellan and seconded by Allison Dekroon:  
BE IT HEREBY RESOLVED that By-Law 6 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 Nathan Marshall and seconded by Les Falconer:  
The time now being 9:24 p.m.  
That the meeting do now adjourn until February 18<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