

**MUNICIPALITY OF HURON EAST COUNCIL MEETING MINUTES**  
**HELD IN THE COUNCIL CHAMBERS, SEAFORTH, ONTARIO**  
**TUESDAY, AUGUST 4<sup>th</sup>, 2015 – 7:00 P.M.**

**Members Present:** Mayor Bernie MacLellan, Deputy Mayor Joseph Steffler, Councillors Alvin McLellan, John Lowe, Dianne Diehl, David Blaney, Brenda Dalton, Robert Fisher, Nathan Marshall, Larry McGrath, Kevin Wilbee and Raymond Chartrand

**Members Absent:** None

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

**CALL TO ORDER**

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

**DISCLOSURE OF ELECTED OFFICIALS – PECUNIARY INTEREST**

**DEPUTATIONS**

Phil Beard, General Manager/Secretary-Treasurer and Jayne Thompson, Communications Director for the Maitland Valley Conservation Authority made a presentation to Council outlining the priorities of the MVCA over the next three years. It was noted that the MVCA had started restructuring their service delivery in 2014 to focus on three priority areas:

- i) To strengthen the capacity of the Flood and Erosion Safety Services
- ii) To strengthen Watershed Stewardship Services
- iii) To stabilize the financial base of the MVCA

It was noted that an area of local focus in the upcoming years was the condition of the Brussels Mill Building and the stop logs at the Brussels Dam. Mr. Beard noted that a local organization had expressed interest in restoring the building and a plan was expected to be submitted by the end of the year. He further noted that the estimated cost to replace the stop logs in the dam structure was estimated to be \$20,000 and given the fiscal constraints of the Authority, he was unsure if they would be replaced unless the MVCA received financial assistance.

Several councillors noted the importance of the dam and mill pond to the Brussels area and suggested that there may be interest locally to provide financial assistance.

Mr. Beard also advised Council that the Province was currently undertaking a review of the Conservation Authority Act and he was encouraging municipalities to participate in the review. The deadline for comments is October 2015.

**COUNCILLORS ISSUES**

**MINUTES OF THE PREVIOUS MEETING**

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

Meeting  
 Minutes

- a) Regular Meeting – July 20<sup>th</sup>, 2015

Carried.

**ACCOUNTS PAYABLE**

**REPORTS & RECOMMENDATIONS OF MUNICIPAL OFFICERS**

**Chief Building Official – Report**

The Chief Building Official Pro-Tempore Report summarizing the 2015 year-to-date zoning and tax certificates as well as building permits was received by Council.

Public Works Coordinator – Tender – HE-08-2015-Loader

Public Works Coordinator Barry Mills reviewed his report on the tenders received for the purchase of a loader. Tenders were received by the Municipality of Huron East prior to 12:00 noon on July 29<sup>th</sup>, 2015 and the results were as follows:

	<u>Price</u>
Nortrax	\$176,976
Toromont Cat	\$176,750
C.G. Equipment	\$196,601

**Moved** by David Blaney and seconded by Nathan Marshall: Accept Tender  
HE-08-2015  
Loader  
That Council of the Municipality of Huron East accept the tender of Toromont Cat in the amount of \$176,750 plus applicable taxes for Contract HE-08-2015 to supply a 2015 diesel powered articulated 4 wheel drive loader with loader forks and 3 year extended warranty. Carried.

Finance Manager-Treasurer/Deputy Clerk – 2013 FIR Cost Analysis

Finance Manager-Treasurer/Deputy Clerk Paula Michiels reviewed her report to Council dated July 28<sup>th</sup>, 2015 concerning the 2013 FIR cost analysis in comparison to the other 8 lower tier municipalities in Huron County and the Municipality of West Perth. She noted that the Municipality of Huron East, in comparison to Huron County municipalities ranked 3<sup>rd</sup> lowest in costs per capita and 4<sup>th</sup> lowest in costs per \$1,000 weighted assessment for overall costs of the services provided by the municipality.

CAO/Clerk – Ontario Community Infrastructure Fund – Intake 2

CAO/Clerk Brad Knight reviewed his report to Council concerning a July 28<sup>th</sup>, 2015 announcement by the Province of a second intake of applications under the Community Infrastructure Fund. He noted that the Municipality had received funding to replace a bridge structure under the initial intake and that staff would likely recommend a similar project for this intake. He noted that the deadline for an expression of interest was September 11<sup>th</sup>, 2015 and that staff would provide additional information on the replacement of bridge structure G2 on the Jamestown Road in the Grey ward for consideration by Council.

CAO/Clerk – Huron East Procedural By-Law

CAO/Clerk Brad Knight reviewed the inquiry that had been made at the last meeting concerning the wording of Section 29 and he noted that the consultant had agreed with the proposed wording and had not recommended any changes.

**Moved** by Larry McGrath and seconded by John Lowe: Receive  
Municipal  
Reports  
That Huron East Council receive the following Reports of Municipal Officers as presented:  
1) Chief Building Official, Pro-Tempore  
2) Public Works Coordinator  
3) Finance Manager-Treasurer/Deputy Clerk  
4) CAO/Clerk

Carried.

**CORRESPONDENCE**

**Moved** by Raymond Chartrand and seconded by Robert Fisher Receive/File  
Private member's  
resolution support  
That correspondence received from Randy Pettapiece, MPP Perth-Wellington requesting support of a private member's resolution for fairness on infrastructure be received and filed. Carried.

**UNFINISHED BUSINESS**Streetlighting retrofits/upgrades

Mayor MacLellan requested an update on the streetlight conversion project. Public Works Coordinator Barry Mills indicated that the cobra head fixtures have been replaced and that the replacement of the decorative heads should commence in the near future.

Front Road – County Road 12 to Hensall Road – Yellow Centre Line

Mayor MacLellan requested an update on this item. Public Works Coordinator Barry Mills noted that while a request had been received relative to this particular section of road, he had investigated the cost to paint centre lines on all hard surface road and based on estimates the cost would be roughly \$60,000 which he believed to be excessive and he suggested using a minimum vehicle count as a threshold to paint lines.. Council discussed the merits of centre line road painting, but there was consensus to remove it from the agenda for the present time.

Main Street Seaforth – Pedestrian Crossing

Councillor Marshall requested an update on the status of painting the cross walks on the Seaforth Main Street. The Public Works Coordinator noted that the Seaforth Main Street was part of the County Road system and subject to County jurisdiction with respect to markings. It was noted that a resolution should be prepared by Council requesting the County to consider crosswalk markings and the required resolution will be prepared for consideration at the next Council meeting.

Strategic Planning

Mayor MacLellan requested Council to give direction on a strategic planning process. Councillor Marshall suggested that Council should look for a review of three areas, specifically financial costs, services being provided and the overall direction of the Municipality.

There was also discussion about the service delivery review process to date.

**Moved** by Joe Steffler and seconded by Kevin Wilbee:  
That Huron East Council refer to the Administration Committee that discussion be held regarding if there are different ways to provide services that we provide and are these services cost effective. Carried

Refer to  
Administration  
Committee  
Services Provided

CAO Performance Review Procedure

**Moved** by Dianne Diehl and seconded by Alvin McLellan:  
That Huron East Council restart the CAO performance review process and the questions be tailored to suit a municipal environment and the person completing the review questions. The Administration Committee will review and compile the reviews received. Carried

Refer to  
Administration  
Committee  
CAO Performance  
Review

NEW BUSINESSMUNICIPAL DRAINS

**Moved** by Kevin Wilbee and seconded by Brenda Dalton:  
That Huron East Council accept the Notice of Request for Drain Improvement on Lot 6, Concession 13 and Lots 6 and 7, Concession 12, McKillop Ward, and appoint Dietrich Engineering Limited, Consulting Engineers, to prepare a report 30 days after notification To the Conservation Authority. Carried.

Accept Request  
Drain  
Improvements  
Lot 6, Con 13 &  
Lots 6 & 7, Con12  
McKillop Ward

**Moved** by Kevin Wilbee and seconded by Brenda Dalton:  
That Huron East Council accept the Petition for Drainage Works by Owners on the Box Drain on Lot 27, Concession 2, McKillop Ward and appoint Dietrich Engineering Limited, Consulting Engineers, to prepare a report 30 days after notification to the Conservation Authority. Carried.

Accept Petition  
Drainage Work  
Box Drain  
McKillop Ward

**Moved** by Kevin Wilbee and seconded by Brenda Dalton:  
That Huron East Council accept the Petition for Drainage Works by Owners on Lots 25, 26 and 27, Concession 3, McKillop Ward and appoint Dietrich Engineering Limited, Consulting Engineers, to prepare a report 30 days after notification to the Conservation Authority. Carried.

Accept Petition  
Drainage Work  
Lots 25, 26 & 27  
Concession 3,  
McKillop Ward

TILE DRAINAGEFINANCIAL REPORTPLANNINGINFORMATION ITEMS

**Moved** by Raymond Chartrand and seconded by Larry McGrath:  
That Huron East Council receive the following Board and Committee Meeting Minutes as submitted:

Board/Committee  
Meeting Minutes

- 1) Vanastra Recreation Centre Committee – July 14<sup>th</sup>, 2015  
Carried.

**CLOSED SESSION**

**Moved** by Nathan Marshall and seconded by Brenda Dalton: 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 9:48 p.m. to go into Closed Session to discuss the following:

- i) 239(2)(c) – proposed or pending acquisition of land (Seaforth entrance sign)  
Carried.

**Moved** by John Lowe and seconded by Joe Steffler: Resume Regular Council Meeting  
That Council of the Municipality of Huron East resumes the regular Council meeting at 10:12 p.m.  
Carried.

**BY-LAWS**

**Moved** by Robert Fisher and seconded by Kevin Wilbee: Introduce By-Laws  
BE IT HEREBY RESOLVED that leave be given to introduce By-Laws No. 43, 47, 50, 51, 52 and 53 for 2015.

By-Law 43-2015 – Procedural

By-Law 47-2015 – Authorize Purchase – Lot 197, Plan 131, Vanastra, Tuckersmith Ward (Affordable Housing Corporation) (3<sup>rd</sup> reading)

By-Law 50-2015 – Authorize Renewal Lease with Old Colony School at Brussels Business & Cultural Centre

By-Law 51-2015 – Authorize Lease with Chief Electoral Officer at Brussels Business & Cultural Centre

By-Law 52-2015 – Abandonment of section of Livingston Drain

By-Law 53-2015 – Confirm Council Proceedings

Carried.

**Moved** by Raymond Chartrand and seconded by Robert Fisher: Procedural  
BE IT HEREBY RESOLVED that By-Law 43 for 2015, a by-law to establish a policy to govern the proceedings of Council and Committees, be given first, second, third readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.  
Carried.

**Moved** by Robert Fisher and seconded by Larry McGrath: Purchase Lot 197, Plan 131 (Vanastra) Tuckersmith Ward  
BE IT HEREBY RESOLVED that By-Law 47 for 2015, a by-law to authorize purchase of lot 197, Plan 131 (Vanastra), Tuckersmith Ward, from Affordable Housing Ontario Corporation, be read a third and final time and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.  
Carried.

**Moved** by John Lowe and seconded by David Blaney: Brussels Old Colony School Lease Agreement -BBCC  
BE IT HEREBY RESOLVED that By-Law 50 for 2015, a by-law to authorize a lease Agreement for space within the Brussels Business & Cultural Centre for the Brussels Old Colony School, 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.

**Moved** by John Lowe and seconded by David Blaney: Chief Electoral Officer Lease Agreement -BBCC  
BE IT HEREBY RESOLVED that By-Law 51 for 2015, a by-law to authorize a lease Agreement for space within the Brussels Business & Cultural Centre for the Chief Electoral Officer, 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.

**Moved** by Dianne Diehl and seconded by Alvin McLellan: Abandon a Section of Livingston Municipal Drain  
BE IT HEREBY RESOLVED that By-Law 52 for 2015, a by-law to authorize the abandonment of a section of Livingston Municipal Drain, 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.

*Moved* by David Blaney and seconded by Dianne Diehl:  
BE IT HEREBY RESOLVED that By-Law 53 for 2015, 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 David Blaney and seconded by Alvin McLellan:  
The time now being 10:14 p.m.  
That the meeting do now adjourn until August 25<sup>th</sup>, 2015 at 7:00 p.m. Carried.

Adjournment

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Bernie MacLellan, Mayor

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Brad Knight, CAO/Clerk