

**MUNICIPALITY OF HURON EAST COUNCIL MEETING MINUTES
HELD IN THE BRUSSELS PUBLIC LIBRARY, BRUSSELS, ONTARIO
TUESDAY, SEPTEMBER 20th, 2016 – 7:00 P.M.**

Members Present: Deputy Mayor Joseph Steffler
Councillors Alvin McLellan, John Lowe, Robert Fisher,
Nathan Marshall, Larry McGrath and Raymond Chartrand

Mayor Bernie MacLellan, Councillors Kevin Wilbee, Dianne Diehl
and David Blaney arrived at 7:25 p.m.

Members Absent: Councillor Brenda Dalton

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

Joe Seili, Debbie Seili, Bryan Morton, Henk TenPas, Dave Hastings, Ben TenPas, Kathy Nichol, Don McNeil, Don Jackson, Bryan Rutledge, Dave Jacklin, Jeff Miller, Jacquie Waechter, Lois Lee, Murray Lowe, Keith Turnbull, Kevin Deitner, Paul Mutter, John Kerkhof, Doug Bauer and Jeff Newman attended the meeting to hear the presentation by the Municipal Law Enforcement Officer on the property standards process.

CALL TO ORDER

Deputy Mayor Joseph Steffler called the meeting to order at 7:00 p.m.

CONFIRMATION OF THE AGENDA

Moved by Robert Fisher and seconded by Larry McGrath Adopt
Agenda
That the Agenda for the Regular Meeting of Council dated September 6th, 2016 be adopted as circulated. Carried.

DISCLOSURE OF PECUNIARY INTEREST

MINUTES OF PREVIOUS MEETING

Moved by Robert Fisher and seconded by Larry McGrath: Meeting
Minutes
That Council of the Municipality of Huron East approve the following Council Meeting Minutes as printed and circulated:
a) Regular Meeting – August 9th, 2016
b) Public Hearing – August 9th, 2016
c) Public Meeting – August 9th, 2016

Carried.

PUBLIC MEETINGS/HEARINGS AND DELEGATIONS

Moved by Alvin McLellan seconded by Raymond Chartrand: Adjourn
Regular

That Council of the Municipality of Huron East adjourn the regular meeting of Meeting
Council at 7:01 p.m. to go into a Public Meeting to discuss the following:

- a) Zoning Application – Lot 5, Concession 11, HRS, Tuckersmith Ward, Calderwood Carried.

The regular meeting reconvened at 7:15 p.m. Reconvene
Regular Meeting

7:18 p.m. Thor Dingman, B.Arch. Sc. – Seaforth Public Library

Thor Dingman attended before Council to present the Site Visit Report on the Seaforth Public Library, Exterior Review. Mr. Dingman advised the purpose of the report was to identify exterior building envelope components requiring maintenance, repair or restoration work, with it being noted that the primary concern was the recurring leaks in the library roof, some of which was the original slate roof on the main building, while the 1995 addition was roofed with asphalt shingles. It was also noted the report was sponsored by the Architectural Conservancy of Ontario under the *Preservation Works* program.

Mr. Dingman advised that as a heritage consultant, from a true heritage perspective, consideration should be given to replacing components with the same materials. He did however note that other materials could perhaps be considered which would not compromise the integrity of the heritage designation. Mr. Dingman presented the following as a budget for the various exterior components

- i. Roof replacement – a range from \$87,000 for asphalt shingles to \$202,000 for a slate roof
- ii. Window replacement and additional attic insulation - \$93,000
- iii. General exterior repairs (repoint brickwork, painting, etc.) - \$48,000

Several members noted that roof repairs were an immediate priority but questioned if the other components could be done at a later date to lessen the impact on the municipal budget. Several members also expressed preference for a steel roof similar to that of the Brussels Library. The CAO noted that the document prepared by Mr. Dingman had been used to submit a \$75,000 grant application to the Canada 150 Community Infrastructure Program, but noted that no announcements had been made to date on the grant application. He suggested that the purpose of the presentation by Mr. Dingman was to initiate discussion on developing a work plan for the repairs and he suggested that Mr. Dingman could prepare a tender document with component parts for review by Council which would allow time to develop budgets and seek grant funding

Moved by Raymond Chartrand and seconded by Nathan Marshall:
That Council of the Municipality of Huron East request Thor Dingman to prepare
a work plan including required estimates and a draft tender document to
Plan/Draft

implement the necessary repairs to the Seaforth Public Library, using Tender
steel for the roof material

A recorded vote was requested by Councillor McGrath.

Blaney, David	Yes	Brussels Ward
Chartrand, Raymond	Yes	Tuckersmith Ward
Dalton, Brenda	Absent	McKillop Ward
Diehl, Dianne	Yes	Grey Ward
Fisher, Robert	No	Seaforth Ward
Lowe, John	Yes	Brussels Ward
MacLellan, Bernie	Yes	Mayor
Marshall, Nathan	Yes	Seaforth Ward
McGrath, Larry	No	Tuckersmith Ward
McLellan, Alvin	Yes	Grey Ward
Steffler, Joseph	Yes	Deputy Mayor
Wilbee, Kevin	Yes	McKillop Ward

Motion Carried.

ACCOUNTS PAYABLE

Moved by David Blaney and seconded by Alvin McLellan:
Payable

Accounts

That the accounts payable in the amount of \$3,941,575.06 be approved for payment. Carried.

REPORTS & RECOMMENDATIONS OF MUNICIPAL OFFICERS

Chief Building Official – Report

The Chief Building Official Report summarizing the 2016 year-to-date building permits, zoning and tax certificates was received by Council.

Public Works Coordinator – Specialty Sign

Public Works Coordinator Barry Mills reviewed his report to Council concerning the request to provide directional signs to the Maelstrom Winery location. Council were advised the Ministry of Transportation have approved signage on the King’s Highway through the TODS Program. Approval has been received for the Highway 8 at Sanctuary Line location, but not for Highway 4. The TODS Program requires the placement of two directional signs in the municipality to direct traffic to the winery location.

Moved by Raymond Chartrand and seconded by Larry McGrath:
Specialty Signs

That Council of the Municipality of Huron East authorize the public works
Maelstrom

department to install specialty directional signs for the Maelstrom Winery, at the corner of Vanastra Road and Front Road and at the corner of Front Road and Sanctuary Line, as per the Specialty Sign Policy 3.07. Carried.

Winery

CORRESPONDENCE

UNFINISHED BUSINESS

MUNICIPAL DRAINS

Moved by Alvin McLellan and seconded by John Lowe: Appoint
Reps
That Council of the Municipality of Huron East appoint Councillor Kevin Wilbee Court of
Revision
to the Court of Revision scheduled for October 11th, 2016 at 7:05 p.m. for the Vivian
Drain
Vivian Municipal Drain 2016 – Municipality of West Perth. Carried. West
Perth

PLANNING

Moved by Raymond Chartrand and seconded by Larry McGrath: Planners
That Council of the Municipality of Huron East acknowledge the report of the Report
Huron County Planner Claire Dodds and has no objection to the severance Consent
B27/16
application B27/16 of Geoffrey Alderdice on Lot 6, Concession 13, HRS, Alderdice
Tuckersmith Ward subject to the conditions as per the resolution of Council
dated September 6th, 2016. Carried.

COUNCIL REPORTS

Councillor Raymond Chartrand

Councillor Chartrand advised the parking lot paving project has been completed at the Vanastra Recreation Centre. Councillor Chartrand expressed appreciation to the public works department in their efforts in preparation for the paving.

INFORMATION ITEMS

Moved by David Blaney and seconded by John Lowe: Meeting
Board/Committee
That Huron East Council receive the following Board and Committee
Minutes
Meeting Minutes as submitted:
1) Huron East Joint Health and Safety Committee – September 8th, 2016
2) Huron East/Seaforth Community Development Trust – August 4th, 2016
Carried.

OTHER BUSINESS

BY-LAWS

Moved by Alvin McLellan and seconded by Kevin Wilbee:

BE IT HEREBY RESOLVED that leave be given to introduce
By-Laws No. 58, 61, 62 and 63 for 2016. Introduce
By-Laws

By-Law 58-2016 – Spring Creek Watercourse (Wm. Barnett Municipal Drain) 2016 (3rd
reading)

By-Law 61-2016 – Zoning Amendment – Lot 5, Concession 11, HRS, Tuckersmith
Ward, Calderwood

By-Law 62-2016 – Authorize Site Plan Control Agreement – Lot 8, East Part Lot 24,
West Part Lot 24 and Lot 25, Plan 192, Brussels Ward (Bryan
Morton)

By-Law 63-2016 – Confirm Council Proceedings

Carried.

Moved by David Blaney and seconded by Alvin McLellan: Spring
Creek

BE IT HEREBY RESOLVED that By-Law 58 for 2016, a by-law to authorize
Watercourse

maintenance of the Spring Creek Watercourse (Wm. Barnett Municipal Drain),
be given third and final readings and signed by the Mayor and Clerk, and the
reading)

Drain
(3rd

Seal of the Corporation be affixed thereto. Carried.

Moved by Raymond Chartrand and seconded by Robert Fisher: No

Further

THAT WHEREAS the Council of the Municipality of Huron East has held a public
meeting pursuant to Section 34 (12) of the Planning Act, 1990, with respect to a
By-Law

Notice
Zoning

proposed zoning by-law 61-2016;

61-2016

AND WHEREAS certain changes have been made to the proposed by-law after
Calderwood

holding of the public meeting;

NOW THEREFORE, the Council of the Municipality of Huron East RESOLVES that,
pursuant to Section 34 (17) of the Planning Act, 1990, the changes were of such a
nature that no further notice is to be given in respect to the proposed by-law. Carried.

Moved by Raymond Chartrand and seconded by Larry McGrath: Zoning
Amend.

BE IT HEREBY RESOLVED that By-Law 61 for 2016, a by-law to amend the zoning
Con. 2 Pt. Lot 5,

on Part Lot 5 and RP 22R5588, Part 2, Concession 11, HRS, Tuckersmith Ward, be
Tuckersmith LRS,

given first, second, third and final readings and signed by the Mayor and Clerk, and
Calderwood

the seal of the Corporation be affixed thereto. Carried.

Moved by David Blaney and seconded by John Lowe: Site Plan
Control

BE IT HEREBY RESOLVED that By-Law 62 for 2016, a by-law to authorize a Site
Plan Control Agreement on Lot 8, East Part Lot 24, West Part Lot 24 and Lot 25,

Agreement

Plan 192, Brussels Ward (Bryan Morton), be given first and second readings. Carried. Bryan Morton

CLOSED SESSION AND REPORTING OUT

Moved by Dianne Diehl 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 8:27 p.m. to go into Closed Session to discuss the following:

- i) 239(2)(b) – personal matters about an identifiable individual, including municipal or local board employees

CAO/Clerk Brad Knight and Deputy Clerk Paula Michiels shall remain for the Closed Session. Carried.

Moved by Kevin Wilbee and seconded by Nathan Marshall: Resume

Regular Council Meeting
That Council of the Municipality of Huron East resumes the regular Council meeting at 8:52 p.m. Carried. Council

Mayor MacLellan reported out from the Closed Session that Council had dealt with two personnel matters

Moved by Raymond Chartrand and seconded by Nathan Marshall: Accept
That Council accept the resignation of Gayle Coleman as accounts payable/receptionist.

Resignation
Carried. Gayle Coleman

Moved by Kevin Wilbee and seconded by Larry McGrath: Advertise

for
That Council authorize staff to advertise for an accounts payable/receptionist Accounts Payable/

position with the Personnel Committee being given the authority to confirm the Receptionist
selection of an individual for the position. Carried. Position

PUBLIC MEETINGS/HEARINGS AND DELEGATIONS

9:00 p.m. Property Standards Process

Municipal Law Enforcement Officer Bruce Brockelbank reviewed the report to Council outlining the property standards process and by-law enforcement for the Municipality. Mr. Brockelbank explained the process for both the property standards and clean yards by-laws and when they are used.

Council noted that concerns had been expressed to Council regarding individuals who were

frustrated with the time it was taking to address property standards complaints, especially when it was a repeat offender. Several members of Council suggested that the Administration fee of \$100 that accompanied a Property Standards Order could be increased if the owner was a repeat offender. It was also suggested that the process for filing a complaint could be updated to allow someone to send a message by e-mail rather than filling out the complaint form.

Moved by Larry McGrath and seconded by Nathan Marshall:
That Council direct staff to propose a list of changes to the property standards by-law with respect to repeat offenders. Carried.

Moved by Kevin Wilbee and seconded by Dianne Diehl:
That Huron East Council receive the following Reports of Municipal Officers as presented:

- 1) By-Law Control Officer
- 2) Chief Building Official
- 3) Public Works Coordinator

Receive
Reports
Municipal
Officers

Carried.

CONFIRMATORY BY-LAW

Moved by Raymond Chartrand and seconded by Nathan Marshall:
BE IT HEREBY RESOLVED that By-Law 63 for 2016, a by-law to confirm the proceedings of Council, be given first, second, third and final readings and signed Proceedings by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto. Carried.

Confirm
Council

ADJOURNMENT

Moved by Dianne Diehl and seconded by Kevin Wilbee:
Adjournment
The time now being 9:57 p.m.
That the meeting do now adjourn until October 4th, 2016 at 7:00 p.m. Carried.

Bernie MacLellan, Mayor

Brad Knight, CAO/Clerk