

**MUNICIPALITY OF HURON EAST COUNCIL MEETING MINUTES**  
**HELD IN THE COUNCIL CHAMBERS, SEAFORTH, ONTARIO**  
**TUESDAY, JANUARY 8<sup>th</sup>, 2019 – 7:00 P.M.**

**Members Present:** Mayor Bernie MacLellan, Deputy Mayor Robert Fisher, Councillors John Lowe, Dianne Diehl, Alvin McLellan, Gloria Wilbee, Joseph Steffler, Raymond Chartrand and Larry McGrath

**Members Absent:** Councillors Brenda Dalton and Zoey Onn

**Staff Present:** CAO/Clerk, Brad Knight  
 Finance Manager-Treasurer/Deputy Clerk, Paula Michiels  
 Public Works Coordinator, Barry Mills  
 Economic Development Officer, Jan Hawley  
 Barbara Dalrymple, Tax Clerk  
 Cathy Garrick, Public Works/Building Assistant  
 Shawn Bromley, Water & Sewer Operator  
 Executive Assistant, Janice Andrews

**Others Present:** Shawn Loughlin, Editor, The Citizen  
 Daniel Caudle, Reporter, Clinton News Record/Huron Expositor

Rick Dalrymple, attended the meeting to hear the presentation of BM Ross & Associates Limited on the Egmondville Project – Phase 1.

Robert McCarney attended the meeting to hear the discussion on Scott Street and the Brucefield United Church

Brandon Flewwelling, MCIP, RPP, Associate – Senior Planner, GSP Group was present representing Adriano Paola, the applicant of the zoning by-law amendment application on Lot 4, E/S Centre Street, Registered Plan 232, Tuckersmith Ward.

Cathy Elliott attended the meeting to hear the proceedings of Council.

**CALL TO ORDER & MAYORS REMARKS**

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

**CONFIRMATION OF THE AGENDA**

*Moved* by Larry McGrath and seconded by Alvin McLellan: Adopt Agenda  
 That the Agenda for the Regular Meeting of Council dated January 8<sup>th</sup>, 2019 be adopted as circulated. Carried.

**DISCLOSURE OF PECUNIARY INTEREST**

**MINUTES OF PREVIOUS MEETING**

*Moved* by Raymond Chartrand and seconded by Dianne Diehl: Meeting Minutes  
 That Council of the Municipality of Huron East approve the following Council Meeting Minutes as printed and circulated:  
 a) Regular Meeting – December 18<sup>th</sup>, 2018 Carried.

**PUBLIC MEETINGS/HEARINGS AND DELEGATIONS**

7:00 p.m. County of Huron and BM Ross & Associates Limited – Egmondville Project Phase 1

Mike Hausser, P. Eng., Manager of Public Works for the County of Huron along with Dale Erb, P. Eng., Ryan Riehl, C.E.T., Dennis Elliott and Andrew Garland, B.A.Sc., P. Eng., ENV SP, Project Engineer of BM Ross and Associates Limited, attended before Council to provide an update on the Kippen Road (County Road 12) Reconstruction – Phase 1 Lloyd Eisler to Front Street Project.

Mr. Erb also indicated that his firm had offered to provide new Councils with orientation/training on several topics related to municipal servicing and advised that the CAO had requested his firm to make presentations on the following topics

- i) Development Standards for Subdivision and Site Plan Approvals
- ii) Sewage Collection and Wastewater Treatment Facilities
- iii) Reserve Capacities for Water and Wastewater

Mr. Erb reviewed a PowerPoint presentation noting that Huron County in partnership with Huron East awarded the RFP for the reconstruction of Kippen Road/Main Street (County Road 12) to BM Ross in May of 2018. The project involves the reconstruction of the road, storm sewers, new sanitary sewer main and some of the water system. The major benefits will include the revitalization of the Seaforth downtown core and the extension of the sewage servicing to Egmondville. Mr. Erb reviewed the following items in detail with Council:

- Project Limits – phasing and timing
- Background
- Major Project Components – road cross section
- Project Probable Costs
- Consultation Plan
- Construction Items – detours
- Next Steps/Schedule Highlights

Council were advised that Phase 1 of the project will include the following components:

- Kippen Road – Front Street to Lloyd Eisler
  - New sanitary and services, storm sewer replacement, road reconstruction and lane widening (maintain two lane use), new curb and gutter, new sidewalk, new parking lane on east side.
- Silver Creek
  - New sanitary and upgraded storm sewer outlet to Silver Creek.
- Thompson Street
  - Sanitary and services, storm sewer, road reconstruction and lane widening, new curb and gutter.
- North Street
  - Sanitary and services, road reconstruction and lane widening, new curb and gutter.

He noted that Phase 2 will include the Main Street from Lloyd Eisler to Goderich Street. Construction on Phase 1 is expected to commence in 2019 followed by Phase 2 in 2020 with top coat paving to follow a year after the completion of each phase.

### Phase 1 – Specific Timing

#### Meetings and Consultation

- January 2, 2019 – County Council Meeting
- January 8, 2019 – Huron East Council Meeting
- January 15, 2019 – Public Information Centre (snow date of January 16, 2019)

#### Design and Construction

- January 2019 – Final Design
- February 2019 – Tendering
- March 20/April 3, 2019 – County Council Approval
- March 19/April 2, 2019 – Huron East Council Approval
- April/May to November 2019 – Construction
- September 2020 – Top coat paving

### Phase 2 – Specific Timing

#### Meetings and Consultation

- Spring 2019 – Council meetings
- Spring 2019 – Public Information Centre – Pre-design
- Fall 2019 – Council Meetings
- Fall 2019 – Public Information Centre – Final design

#### Design and Construction

- Spring 2019 – Preliminary Design
- Fall 2019 – Final Design
- January 2020 – Tendering
- March 2020 – Council Approval
- April to November 2020 – Construction
- September 2021 – Top coat paving

Council was advised a Class Environmental Assessment process was completed in February 2011 to address concerns within the community related to aging sewage disposal systems serving the Egmondville community. He noted that the opportunity to install a new truck sanitary sewer within Kippen Road in conjunction with the County of Huron's proposed reconstruction provides the Municipality with the mechanism to implement the Class EA recommendation related to sewage servicing in Egmondville and the new sanitary sewer on Kippen Road will become the back bone of the Egmondville collection system.

The County of Huron and the Municipality will be hosting a Public Information Centre Open House on January 15<sup>th</sup>, 2019 at the Seaforth Arena to provide information to the public and answer questions on the proposed construction project.

#### Water & Wastewater Reserve Capacities

Andrew Garland reviewed a PowerPoint presentation with Council providing information on the water and wastewater reserve capacities in general terms with specifics for the individual systems within Huron East. Mr. Garland reviewed the following items with Council:

1. Defining system capacity
2. Rates vs. firm capacity
3. Reserve capacity
4. Effect of commitments
5. Huron East Systems

Mr. Garland also reviewed the general components of sewage collection and wastewater treatment systems including the approval process and regulations provided by the Ministry of Environment, Climate and Parks. It was noted the Oak Street sewage pumping station has insufficient capacity for existing peak flows, resulting in occasional direct discharges to Silver Creek. To increase the capacity would require replacement of pumping and replace or parallel the forcemain. Mr. Garland also noted the Seaforth wastewater treatment plant plans for a 50% expansion with provisions for future increases. Design has been ongoing to a point where finalization would require selecting equipment make/model.

Dale Erb reviewed a PowerPoint presentation on development standards and guidelines noting in particular that Municipalities should have standards and apply them consistently. Mr. Erb reviewed the following items with Council:

1. Roads
2. Storm Sewers and Stormwater Management
3. Grading and Surface Drainage
4. Water Distribution and Service
5. Sanitary Sewage Collection
6. Sidewalks and Surface Works
7. Utilities – phone, hydro, gas, cable, etc.

#### ACCOUNTS PAYABLE

#### REPORTS & RECOMMENDATIONS OF MUNICIPAL OFFICERS

##### CAO/Clerk – 2019 Meeting Schedule

CAO/Clerk Brad Knight reviewed his report to Council concerning establishment of a meeting schedule for 2019. Due to conflicts during the months of August and September, a revised meeting schedule was suggested for 2019.

**Moved** by Joseph Steffler and seconded by Raymond Chartrand:  
That Huron East Council, pursuant to Section 6.1(a) of the Procedural By-Law 41-2015, establish the following meeting schedule for 2019:

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| <ul style="list-style-type: none"> <li>• January 8 and 22</li> <li>• February 5 and 19</li> <li>• March 5 and 19</li> <li>• April 2 and 16</li> <li>• May 7 and 21</li> <li>• June 4 and 18</li> </ul> | <ul style="list-style-type: none"> <li>• July 2 and 16</li> <li>• August 6</li> <li>• September 3 and 16</li> <li>• October 1 and 15</li> <li>• November 5 and 19</li> <li>• December 3 and 17</li> </ul> |
|--|---|

2019  
Meeting  
Schedule

Carried.

CAO/Clerk – Land Rental (2019 to 2022)

CAO/Clerk Brad Knight reviewed his report to Council concerning rental of farmland owned by the Municipality. Council were advised there are three parcels of land that have been tendered out for rent in the same cycle as Council terms and the current leases on the properties expired December 31<sup>st</sup>, 2018.

**Moved** by Gloria Wilbee and seconded by Alvin McLellan: Advertise  
That the CAO be authorized to advertise farmland owned by the Municipality for Lease  
lease for a term from 2019 to 2022 in the January 30<sup>th</sup>, 2019 edition of the Expositor, Farmland  
News Record and The Citizen with tenders to close on February 15<sup>th</sup>, 2019 at 4:00 pm.  
Carried.

CAO/Clerk –Brucefield United Church & Scott Street

The CAO indicated that the Church had requested that the discussion on his report be deferred until the Church had an opportunity to review the history of the situation and perhaps obtain a legal opinion and he advised Council that the report would be brought back to a future meeting.

**Moved** by Dianne Diehl and seconded by Larry McGrath: Receive  
Huron East Council receive the following Reports of Municipal Officers as presented: Municipal Reports  
1) CAO/Clerk  
Carried.

**CORRESPONDENCE**

**Moved** by Dianne Diehl and seconded by Joseph Steffler: Note & File  
That Council of the Municipality of Huron East note and file the resolution of the Resolution  
Municipality of Mattice – Val Cote requesting the Ministry of Municipal Affairs Municipality of  
and Housing modify the wording of the Declaration of Office to make it more Mattice-ValCote  
inclusive and representative of the times. Carried.

**UNFINISHED BUSINESS**Facilities Tour

Councillor John Lowe questioned when a facilities tour of Huron East assets would be scheduled for Council. Mayor MacLellan suggested perhaps closer to Spring would give a better insight into road conditions and suggested staff arrange a suitable time between now and Spring.

**MUNICIPAL DRAINS****PLANNING****COUNCIL REPORTS**Egmondville Project – Phase 1

Councillor Larry McGrath raised concerns regarding the financial burden to the residents of Egmondville for the proposed Egmondville Project – Phase 1. Councillor McGrath requested information be provided to the public regarding details of the sewage servicing to Egmondville including complete costing estimates and payment options. Councillor McGrath also noted that in 2009 a second system, the Clearford system was considered, and he requested more information be provided on that system to Council.

CAO Brad Knight advised there is a Water & Sewer Committee meeting on Thursday, January 10<sup>th</sup> and agenda packages were provided to the Committee members. The CAO noted the package includes all costing estimates and options for collections of costs including debenturing options. It was also noted that a public open house is scheduled for Tuesday, January 15<sup>th</sup>, 2019 at the SDCC and the information will also be provided to the public at that time.

Councillor Chartrand noted that the Water & Sewer Committee had previously decided that Phase 1 would be a gravity type system to service 85 homes. He advised the cost per home will be approximately \$23,000 to the property line plus hook up costs for individual owners on private property. Councillor Chartrand also noted that Phase 2 or 3 may be 5 plus years from now and the Clearford system could be considered again at that time.

Citizen Committee Appointments

**Moved** by Robert Fisher and seconded by John Lowe:  
That Council appoint the following citizen representatives to the various boards and committees and that amending by-laws be prepared for the Trust Funds.

Appoint  
Citizens to  
Boards &  
Committees

BMG Recreation

Melissa Jacklin, Rosanne Groves, Dan Fritz

SDCC Recreation

Lisa Campbell, Georgina Reynolds, Bill Hughes

Vanastra Recreation/Day Care

Scott Townsend, Becky Kyle, Janet Boot, Mark Stone

Brussels Trust

Paul Nichol, Joe Seili, Mike Thomas, Paul Mutter, Kathy Sebastian

Seaforth Trust

Christie Little, Neil Tam, Ray Chartrand, Cathy Elliott, Ellen Whelan

Brussels Medical Dental

Mary Stretton, Debbie Seili, Frank Workman

Huron East Heritage Committee

Cathy Elliott, Bev Coleman, Neil Tam, Laureen Walker

Carried.

INFORMATION ITEMS

**Moved** by Dianne Diehl and seconded by Gloria Wilbee:  
That Huron East Council receive the following Board and Committee Meeting Minutes as submitted:

Meeting Minutes

- 1) Walton Landfill Committee – December 17<sup>th</sup>, 2018
- 2) Huron East Personnel Committee – November 19<sup>th</sup>, 2018
- 3) Huron East Water & Sewer Committee – December 11<sup>th</sup>, 2018
- 4) Huron East/Brussels Community Development Trust – December 6<sup>th</sup>, 2018
- 5) Seaforth & District Community Centres Management Committee – December 12<sup>th</sup>, 2018
- 6) Huron East Health Centre – Management Committee – December 12<sup>th</sup>, 2018

Carried.

OTHER BUSINESSBY-LAWS

**Moved** by Raymond Chartrand and seconded by Joseph Steffler:  
BE IT HEREBY RESOLVED that leave be given to introduce  
By-Laws 1, 2 and 3 for 2019

Introduce  
By-Laws

By-Law 1-2019 – Borrowing

By-Law 2-2019 – Removal of Holding Zone – Lot 4, E/S of Centre Street, Registered Plan 232,  
Tuckersmith Ward, Adriano Paola

By-Law 3-2019 – Confirm Council Proceedings

Carried.

**Moved** by Dianne Diehl and seconded by Larry McGrath:  
BE IT HEREBY RESOLVED that By-Law 1 for 2019, a by-law to authorize the borrowing of money to meet current expenditures of the Municipality, 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 Larry McGrath:  
BE IT HEREBY RESOLVED that By-Law 2 for 2019, a by-law to amend  
By-Law 52-2006 to remove the holding zone on Lot 4, E/S of Centre Street,  
Registered Plan 232, Tuckersmith Ward (Adriano Paola), 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.

Remove Holding  
Zone, Lot 4  
E/S Centre St.  
RP 232  
Tuckersmith

CLOSED SESSION AND REPORTING OUT

**CONFIRMATORY BY-LAW**

*Moved* by Raymond Chartrand and seconded by Alvin McLellan:  
BE IT HEREBY RESOLVED that By-Law 3 for 2019, 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  
Proceedings

**ADJOURNMENT**

*Moved* by John Lowe and seconded by Raymond Chartrand:  
The time now being 9:05 p.m.  
That the meeting do adjourn until January 22<sup>nd</sup>, 2019 at 7:00 p.m. Carried.

Adjournment

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Bernie MacLellan, Mayor

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Brad Knight, CAO/Clerk