

**MUNICIPALITY OF HURON EAST COUNCIL MEETING MINUTES**  
**HELD IN THE COUNCIL CHAMBERS, SEAFORTH, ONTARIO**  
**TUESDAY, DECEMBER 3<sup>rd</sup>, 2019 – 7:00 P.M.**

**Members Present:** Mayor Bernie MacLellan, Deputy Mayor Robert Fisher, Councillors Alvin McLellan, Dianne Diehl, Zoey Onn, Brenda Dalton, Gloria Wilbee, Ray Chartrand, Larry McGrath and Joe Steffler  
 Councillor John Lowe arrived at 7:16 p.m.

**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

**Others Present:** Shawn Loughlin, Editor, The Citizen  
 Laura Simpson, Planner, County of Huron  
 Denise VanAmersfoort, Senior Planner, County of Huron

Matt Haney, Glen Haney, Brian Oldfield and Ed VanMiltenburg attended the meeting to hear the engineers' report on the Haney Municipal Drain 2019 (Item 5-23-2).

Kyle Henderson attended to hear the discussion and answer any questions on his severance inquiry on Roxburgh Plan 286 (Item 6.23.2 and 8.23.1).

Scott Dekroon attended to hear the discussion and answer any questions on the Site Plan Control Agreement on Lots 221 and 222, Plan 389, Seaforth Ward (Item 6.23.3 and 15.23.4).

**CALL TO ORDER & MAYOR'S REMARKS**

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

**CONFIRMATION OF THE AGENDA**

*Moved* by Ray Chartrand and seconded by Joe Steffler: Adopt Agenda  
 That the Agenda for the Regular Meeting of Council dated December 3<sup>rd</sup>, 2019 be adopted as circulated with the following additions:

- 1) Agenda Item 8.23.3 – CAO/Clerk – Upshall Backhoe Service – Status of Snow Plow Tender
- 2) Agenda Item 9.23.2 – Huron Domestic Assault Review Team (DART) – National Day of Remembrance and Action on Violence Against Women – December 6<sup>th</sup>, 2019.

Carried.

**DISCLOSURE OF PECUNIARY INTEREST**

Councillor Larry McGrath declared a pecuniary interest on the Kyle Henderson severance inquiry as his son owns property beside the property in question (Item 6.23.2 and 8.23.1).

**MINUTES OF PREVIOUS MEETING**

*Moved* by Joe Steffler and seconded by Ray Chartrand: Meeting Minutes  
 That Council of the Municipality of Huron East approve the following Council Meeting Minutes as printed and circulated:

- a) Regular Meeting – November 19<sup>th</sup>, 2019
- b) Public Hearing – November 19<sup>th</sup>, 2019

Carried.

**PUBLIC MEETINGS/HEARINGS AND DELEGATIONS****7:08 p.m. Public Meeting – Zoning By-Law Amendment Application**

**Moved** by Brenda Dalton and seconded by Ray Chartrand:  
That Council of the Municipality of Huron East adjourn the regular meeting of Council at 7:05 p.m. to go into a Public Meeting to discuss the following:  
That Council of the Municipality of Huron East adjourn the regular meeting of Council at 7:08 p.m. to go into a Public Hearing to discuss the following:

Adjourn  
Regular  
Meeting

- i) Zoning By-Law Amendment Application – Part Lot 8, Concession 5, HRS, RP 22R-5803 Part 1, Tuckersmith Ward (William Swinkels)

Carried.

The regular meeting reconvened at 7:11 p.m.

Reconvene  
Regular Meeting

**7:11 p.m. Engineers' Report – Haney Municipal Drain 2019**

Edward DeLay, M. Eng., P. Eng., and Trevor Kuepfer, P. Eng. of R. J. Burnside & Associates Limited, attended before Council to review the Haney Municipal Drain 2019 Report, serving the following drainage system:

- The 'A' Drain serving Los 4 & 5, Concession 2 and Lots 6 & 7, Concession 3, outletting to the Dill Municipal Drain on Lot 7, Concession 2.
- The "B" Drain serving Lots 6 & 7, Concession 3, outletting to the Dill Municipal Drain on Lot 7, Concession 2.
- The 'C' and 'D' Drains serving Lot 5, Concession 3, outletting to the 'B' Drain on Lot 6, Concession 3.

Mr. Kuepfer gave a summary of the report and answered questions of Council. The total estimated cost of the Haney Municipal Drain 2019 is \$700,000

**Moved** by Alvin McLellan and seconded by Ray Chartrand:  
That Council of the Municipality of Huron East accept the engineers' report on the Haney Municipal Drain 2019 and designate it as By-Law 84-2019 and the Court of Revision be set for Tuesday, January 7<sup>th</sup>, 2020 at 7:15 p.m.  
Carried.

Engineers'  
Report  
Haney Drain

**PLANNING**

**Moved** by Ray Chartrand and seconded by Larry McGrath:  
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 the proposed zoning By-Law 85-2019;  
AND WHEREAS no public comments were received on this application;  
AND WHEREAS agency comments were received from the Huron County Planning and Development Department recommending that the Municipality approve Zoning By-Law 85-2019;  
NOW THEREFORE, pursuant to Section 34(18) of the Planning Act, 1990, Council concurs with the November 27<sup>th</sup>, 2019 Planning Report and recommends By-Law 85-2019 for approval. Carried.

Recommend  
By-Law 85  
for 2019  
be Approved

**JL Retirement Living Inc – Plan of Condo Approval Extension**

Huron County Planner Laura Simpson attended before Council to review her report concerning an extension of the Draft Plan of Condominium 40CDM16001 – Jessica Lunshof c/o JL Retirement Living Inc. Council were advised the current draft plan was granted approval by the County of Huron on February 8, 2017 and lapses on March 2<sup>nd</sup>, 2020. The applicant has requested extending the draft plan approval to provide an additional time to satisfy all conditions. The Planning Department has recommended a three year extension be granted to encourage continued movement towards fulfilling conditions and obtaining final plan approval.

**Moved** by Joe Steffler and seconded by Larry McGrath:  
That Council of the Municipality of Huron East support a three-year extension of approval for draft Plan of Condominium File 40CDM16001 (JL Retirement Living Inc.) and direct the CAO/Clerk to forward this resolution to the Huron County Planning and Development Department for consideration by the approval authority under Planning Act s. 51(33). Carried.

3-Year  
Extension  
Plan of Condo  
JL Retirement  
Living Inc.

Kyle Henderson Severance Inquiry (Roxburgh)

CAO/Clerk Brad Knight reviewed his report to Council concerning the severance inquiry of Kyle Henderson on Plan 296 (Roxburgh) located on Bridge Road at the west end of McKillop. The CAO advised the property is approximately 7 acres and includes unopened road allowances dividing Plan 296 into two separate conveyable parcels. It was noted that existing Official Plan policies would not support the creation of non-farm parcels in rural areas, however the existence of two separate conveyable parcels (as created by the road allowances) would support the reconfiguration of the property into two conveyable parcels provided that the road allowances were stopped up, closed and acquired by the owner under the provisions of the road closing policy.

Planner Laura Simpson reviewed her report to Council in response to the inquiry of Kyle Henderson regarding a proposal to change the existing 2 parcels of land (currently separated by a Huron East unopened road allowance) and create 3 building lots through a consent application. Council were advised that two legally conveyable parcels exist and the Planning Department would support the reconfiguration of those two parcels. The subject property is designated Agriculture in the Huron East Official Plan and zoned AG1 (General Agriculture) and Natural Environment (NE1 & NE2). The middle portion of the property is within the Maitland Valley Conservation Authority floodplain and does not permit development. Planner Laura Simpson and Senior Planner Denise VanAmersfoort advised Council that the Provincial, County and Municipal policies clearly state that it is not permitted to create non-farm lots in the Agriculture designation. Ms. Simpson indicated that the request to create 3 lots is not supported by the policies and could not be supported by the Planning Department.

Kyle Henderson attended before Council concerning his severance inquiry on Plan 296 (Roxburgh). Mr. Henderson advised Council he was proposing to buy the road allowances from the Municipality that are located on the subject property with the intent to divide the property into 3 separate parcels with single family dwellings constructed on each parcel. Mr. Henderson advised that with the purchase of the road allowances this would allow for 3 parcels approximately 2 ¾ acres in size each. Mr. Henderson also advised he has no intention to farm the land and will be building residences on either 2 or 3 lots depending on what would be approved.

The CAO/Clerk noted that there is a public process that will be followed for consent applications and the request of Council at this time was to consider the option of closing and conveying the road allowances on the subject property.

<i>Moved</i> by Brenda Dalton and seconded by Gloria Wilbee:	No Objection
That Council of the Municipality of Huron East advise the owners of Plan 296 (Roxburgh) that the Municipality has no objection to the closing and conveyance of Scott, James and William Streets provided the applicant meets the requirements of road closing policy 1.10 and road allowance sale policy 1.15. Carried.	Closing Road Allowances Plan 296 Roxburgh

Site Plan Application – Trailblazer Home Ltd.

Senior Planner Denise VanAmersfoort reviewed her report to Council concerning a Site Plan Control Application with the owner of 76-82 Huron Street in Seaforth Ward. Council were advised that the application is to permit the construction of a four-unit multiple attached dwelling. It was noted the Site Plan has been reviewed by the CAO/Clerk, Public Works Coordinator, Chief Building Inspector in addition to herself. Municipal staff are satisfied with the proposal proceeding as per the conditions in the site plan agreement and recommended that Council enter into the agreement for the further development of the site.

CAO/Clerk Brad Knight advised the site plan agreement is in draft form and the landscaping plan will need to be finalized. The CAO also noted the water and sewer easements on the property are not registered yet and are critical to the site plan. The CAO recommended Council give 2 readings to the by-law authorizing the site plan agreement to show intent and allow developers to move forward as well.

**ACCOUNTS PAYABLE****REPORTS & RECOMMENDATIONS OF MUNICIPAL OFFICERS**Public Works Coordinator – Improvements to Town Hall parking lot

Public Works Coordinator Barry Mills reviewed his report to Council concerning improvements to the Town Hall parking lot in advance of the 2020 reconstruction of Main Street. Mr. Mills noted that parking during the reconstruction period is a primary concern for the BIA. Mr. Mills advised that improvements to the Town Hall parking lot would create more organized parking and make better use of the space. Improvements have been suggested in terms of paving and line painting with an estimated

cost for the project of \$60,000 however the excavation work could be provided by the Municipality in-house. Council were requested to consider including the improvements in the 2020 budget of the Huron East share of the reconstruction of Main Street, noting the long-term enhancement both to the benefit of the Town Hall and downtown core.

**Moved** by Dianne Diehl and seconded by John Lowe:  
That Council authorize the Public Works Coordinator to include improvement and paving of the Town Hall parking lot in the 2020 Budget of the Huron East share of reconstruction of the Seaforth Main Street. Carried.

Town Hall  
Parking Lot  
Paving

Councillor Joe Steffler requested consideration be given for improvements to the John Street parking lot., noting a number of potholes and general poor condition of the pavement Mr. Mills advised that all areas for parking during the reconstruction project will be considered for minor improvements. e

**Moved** by Joe Steffler and seconded by Ray Chartrand:  
That Council of the Municipality of Huron East direct the Public Works Coordinator to investigate the possibility/costing of including improvements and paving of the John Street Lot with the Main Street reconstruction project in 2020. Carried.

John Street  
Parking Lot  
Improvements  
Paving

#### CAO/Clerk – Upshall Backhoe Service – Status of Snow Plow Tender

CAO/Clerk Brad Knight reviewed his report to Council concerning the status of snow plow tender HE-10-2017. The CAO advised that Upshall Backhoe tendered a road grader for snowplowing for 3 seasons with options to negotiate a renewal for 2 additional seasons. He advised that the 2019-20 season is the third year of the term and Upshall Backhoe indicated they are having trouble obtaining liability insurance at a reasonable rate and may not be able to satisfy the requirements of the tender. Council were requested to consider a equipment rental lease with Upshall Backhoe Service in lieu of the 3<sup>rd</sup> year of the snowplow tender awarded under tender HE-10-2017.

**Moved** by Alvin McLellan and seconded by Ray Chartrand:  
That Council authorize the Mayor and CAO/Clerk to sign an equipment rental lease with Upshall Backhoe Service in lieu of the 3<sup>rd</sup> year of the snowplow tender awarded under tender HE-10-2017. Carried.

Upshall  
Backhoe Service  
Rental Lease

**Moved** by Zoey Onn and seconded by Brenda Dalton:  
That Huron East Council receive the following Reports of Municipal Officers a presented:  
(1) CAO/Clerk  
(2) Public Works Coordinator

Reports of  
Municipal  
Officers

Carried.

#### CORRESPONDENCE

**Moved** by Larry McGrath and seconded by Ray Chartrand:  
That Council of the Municipality of Huron East note and file the resolution of the Township of Larder Lake concerning a request to the Ministry of Agriculture, Food and Rural Affairs for an extension to their allocated main street revitalization funding. Carried.

Note & File  
Resolution  
Township of  
Larder Lake

**Moved** by Dianne Diehl and seconded by Brenda Dalton:  
That Council of the Municipality of Huron East proclaim December 6<sup>th</sup>, 2019 as the National Day of Remembrance and Action on Violence Against Women in Canada and that the flags at the Town Hall be lowered to half mast. Carried.

Proclaim  
Day of  
Remembrance  
Violence Against  
Women

#### UNFINISHED BUSINESS

#### MUNICIPAL DRAINS

#### COUNCIL REPORTS

##### Santa Claus Parades

Mayor MacLellan advised the Santa Claus Parades in both Seaforth and Brussels were very successful and expressed appreciation to all those who participated on the Huron East float.

Huron County Homelessness

Deputy Mayor Bob Fisher advised the County of Huron will not include \$188,000 in the 2020 budget consideration for repatriating citizens using the Huron Out of the Cold Program in Goderich to their municipalities.

Traffic Lights – Main Street – Seaforth Ward

Mayor MacLellan advised that he had contacted the Huron County Engineer regarding the traffic light at the Main Street in Seaforth Ward. The Mayor advised Council that the puck sensors in the road are defective noting the County has disconnected the advance green light and is considering upgrading the lights to a visual detection system. It is anticipated upgrades to the traffic lights will be completed prior to the upcoming construction scheduled in that area.

**INFORMATION ITEMS**

*Moved* by Robert Fisher and seconded by John Lowe: Board/Committee Meeting Minutes  
That Huron East Council receive the following Board and Committee meeting minutes as submitted:

- (1) Brussels Fire Area Protection Committee – November 14<sup>th</sup>, 2019
- (2) Vanastra Recreation Centre/Day Care Committee – November 18<sup>th</sup>, 2019
- (3) Seaforth & District Community Centres Management Committee – November 13<sup>th</sup>, 2019

Carried.

**OTHER BUSINESS****BY-LAWS**

*Moved* by Ray Chartrand and seconded by Joe Steffler: Introduce By-Laws  
BE IT HEREBY RESOLVED that leave be given to introduce By-Laws 84, 85, 86, 87 and 88 for 2019. By-Laws

By-Law 84-2019 – Haney Municipal Drain 2019 (1<sup>st</sup> and 2<sup>nd</sup> readings)  
By-Law 85-2019 – Zoning Amendment – Temporary Use – Part Lot 8, Concession 5, HRS, RP 22R-5803 Part 1, Tuckersmith Ward, William Swinkels  
By-Law 86-2019 – Authorize Agreement – Garden Suite – Pat Lot 8, Concession 5, HRS, RP 22R-5803 Part 1, Tuckersmith Ward, William Swinkels  
By-Law 87-2019 – Authorize Agreement – Site Plan Control – Lots 221 and 222, Plan 389, Seaforth Ward, Mark Joseph Dekroon, Kyle Douglas Bennewies and Scott Christopher Dekroon (1<sup>st</sup> and 2<sup>nd</sup> readings)  
By-Law 88-2019 – Confirm Council Proceedings Carried.

*Moved* by Larry McGrath and seconded by Brenda Dalton: Authorize Borrowing  
BE IT HEREBY RESOLVED that By-Law 84 for 2019, a by-law to authorize borrowing on the credit of the Municipality for the completion of the Haney Municipal Drain 2019 be given first and second readings. Carried. Haney Drain 1<sup>st</sup> & 2<sup>nd</sup> Readings

*Moved* by Ray Chartrand and seconded by Alvin McLellan: Zoning Amendments  
BE IT HEREBY RESOLVED that By-Law 85 for 2019, a by-law to amend zoning, temporary use on Part Lot 8, Concession 5, HRS, RP 22R-5803 Part 1, Tuckersmith Ward, William Swinkels, 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. Swinkels

*Moved* by Dianne Diehl and seconded by Larry McGrath: Garden Suite Agreement  
BE IT HEREBY RESOLVED that By-Law 86 for 2019, a by-law to authorize a Garden Suite Agreement on Part Lot 8, Concession 5, HRS, RP 22R-5803 Part 1, Tuckersmith Ward, William Swinkels, 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. Swinkels

*Moved* by Joe Steffler and seconded by Gloria Wilbee: Site Plan Control  
BE IT HEREBY RESOLVED that By-Law 87 for 2019, a by-law to authorize a Site Plan Control Agreement on Lots 221 and 222, Plan 389, Seaforth Ward, Mark Joseph Dekroon, Kyle Douglas Bennewies and Scott Christopher Dekroon, be given first and second readings. Carried. Trailblazers 1<sup>st</sup> & 2<sup>nd</sup> Readings

**CLOSED SESSION AND REPORTING OUT**

**Moved** by John Lowe and seconded by Zoey Onn:  
That Council of the Municipality of Huron East, pursuant to Section 239(2) of the *Municipal Act*, adjourn the regular meeting of Council at 8:23 p.m. to go into Closed Session to discuss the following:

i) 239(2)(b) – personal matters about an identifiable person – employee specific grid placements and market check adjustments and CAO/Clerk Brad Knight shall remain for the Closed Session. Carried.

Closed  
Session

**Moved** by Alvin McLellan and seconded by John Lowe:  
That Council of the Municipality of Huron East resumes the regular Council meeting at 8:34 p.m. Carried.

Reconvene  
Regular  
Meeting

**Moved** by Dianne Diehl and seconded by Bob Fisher:  
That Council accept the recommendation from the Personnel Committee that staff in Grade 16 and higher on the Huron East payroll grid that did not receive a grade level increase as part of the 2018 market check adjustment, be given an increase of one grade level to complete the 2018 market check process, with the increase being effective January 1<sup>st</sup>, 2020. Carried.

2018  
Market check  
Payroll  
Adjustment

**Moved** by Joe Steffler and seconded by Ray Chartrand:  
That Council accept the recommendation of the Personnel Committee that Huron East payroll grid be increased by an additional 1% over the October 2019 CPI of 1.7% as a 2020 market check adjustment. Carried.

CPI  
Market Check  
Payroll  
Adjustment**CONFIRMATORY BY-LAW**

**Moved** by Brenda Dalton and second by Larry McGrath:  
BE IT HEREBY RESOLVED that By-Law 88 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 Larry McGrath and seconded by Gloria Wilbee:  
The time now being 8:36 p.m.  
That the meeting do adjourn until December 17<sup>th</sup>, 2019 at 7:00 p.m. Carried.

Adjournment

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 Bernie MacLellan, Mayor

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 Brad Knight, CAO/Clerk