



Minutes

Municipality of West Grey Committee of the Whole
Held on Monday, May 30, 2016 at 9:00 a.m.
At the Council Chambers – West Grey Municipal Office

<u>Council</u>	Mayor Kevin Eccles, Deputy Mayor Bell (left meeting at 1:50 p.m.), Councillor Bev Cutting, Councillor Doug Hutchinson, Councillor Carol Lawrence, Councillor Don B. Marshall, Councillor Rob Thompson
<u>Staff</u>	Larry C. Adams, CAO/Deputy Clerk; Mark Turner, Clerk. Kerri Mighton, Director of Finance/Treasurer; Brent Glasier, Director of Infrastructure and Public Works; Phil Schwartz, Fire Chief – during reports. Steve Ayerhart, Utilities Supervisor and Tim Cook, Roads Supervisor – during Director of Infrastructure and Public Work Report.

Declarations of Pecuniary Interest and General Nature Thereof – None

Closed Session

Bell-Thompson, Whereas, the Municipal Act, S.O. 2001, Section 239 (2), authorizes Councils of municipalities to close to the public a meeting or part of a meeting for dealing with certain subject matters,

Now therefore be it resolved that, the Committee of the Whole of the Municipality of West Grey, does now go into a closed session of Council at 9:02 a.m., with the CAO/Deputy Clerk, Director of Infrastructure and Public Works, and Clerk, to discuss items which relate to a proposed or pending acquisition or disposition of land for municipal or local board purposes; and litigation or potential litigation, including administrative tribunals, affecting the local municipality or local board. ... #COW 39-16 Carried.

Thompson-Marshall, Be it resolved that, the Committee of the Whole hereby returns to Open Session at 10:05 a.m. ... #COW 40-16 Carried.

(Mayor Eccles confirmed that only closed session items identified were discussed in closed session)

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REGULAR AGENDA:

Matters Arising from the Closed Session – n/a

Public Meetings - None

Delegations - None

Business Arising From Previous Meeting - None

Staff Reports

Director of Infrastructure and Public Works – Report COW #05/30/16

Road Supervisor's Report - Staff are busy with watering and grading roads for the application of Calcium Chloride. This work will be completed by the end of this week. Brushing work will resume thereafter. (received for information)

Utility Supervisor's Report - Chlorine pumps and panels installed in Durham's well #1 and #2. April 26th water main leak at 230 John street W. in Durham repaired. May 24th water main break on Garafraxa Street in front of Godfathers Pizza repaired. May 24th rebuilt pressure reducing chamber for Durham. Sidewalk replacement has commenced in Ayton. Street sweeping in Durham finished. Looking at signs for Durham Tennis Courts, and will check for possible placement of sod around the basketball court. (received for information)

One New Full-Time Labourer/Equipment Operator - #COW 41-16

Crosswalk Proposal for Garafraxa and South Street Intersection – resolution #COW 42-16 (Municipal staff to contact Tim Hortons management regarding possible placement of signage to direct trucks to parking area.)

Queen Street N. Fencing – resolution #COW 43-16

Bridge 64 on Side Road 5 of Normanby – resolution #COW 44-16

Road Repair to Concession 12 – through Structure 58 to Structure 60 – #COW 45-16

Meux Creek Bridge Update – The contractor was in the process of completion of the last concrete pour for the curb work and nearing the completion of the west approach to finished grade. Completion is still scheduled for early July. (received for information)

Structure 57 – Concession 12 Bridge Deck Repair Update – The contractor is in the process of doing the concrete removal below the rebar level to the east bound lane. The removal work is less than anticipated and is expected to come in under budget. The contractor expects to complete the removals and placing concrete by the end of May. The contractor will allow seven days cure time before commencing work on the west bound lane. (received for information)

Jeff Ibbotson Entrance Request (The Committee of the Whole requested Public Works staff to work with Mr. Ibbotson on the possible upgrading of a portion of Bluespring Road to a year round, maintained road status.)

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Bell-Hutchinson, Be it resolved that, the Committee of the Whole hereby recommends Council approves the hiring of a full-time labourer/equipment operator. ... #COW 41-16 Carried.

Thompson-Marshall, Be it resolved that, the Committee of the Whole hereby recommends Council deny the request to the Municipality to install pedestrian traffic lights at the intersection of South Street and Garafraxa Street South, and deny the request to post "No Heavy Trucks" signs on South Street. ... #COW 42-16 Carried.

Lawrence-Thompson, Be it resolved that, the Committee of the Whole hereby recommends Council approve the installation of 180' of 5' ball diamond grade chain link fence on Queen Street North, just north of Lambton Street, by Built Wright Fencing at a cost of \$3,995 plus taxes. ... #COW 43-16 Carried.

**Bell-Lawrence, Be it resolved that, the Committee of the Whole hereby recommends Council approve Elliot Fencing to install the bridge approach protection system on Bridge 64 on Side Road 5 in Normanby using municipal flex beam stock;
And further that, this work be funded through the approximate \$40,000 savings under the bridge repair program.
... #COW 44-16 Carried.**

Hutchinson-Thompson, Be it resolved that, the Committee of the Whole hereby recommends Council approve a small repair to the structure approaches and rut repair using hot mix and applying a single surface treatment over an approximate length of 2.1 km., to Concession 12 – through Structure 58 to Structure 60, at an estimated cost of \$65,000, to be funded through the Hard Top Maintenance Budget. ... #COW 45-16 Carried.

Director of Finance/Treasurer – Report COW #05/30/16

Military Service Recognition Book Advertising Request (received for information)

Municipality of North Middlesex re: Fort McMurray, AB donation (received for information. The Committee of the Whole opined that it should be up to ratepayers to determine whether or not they wish to individually donate.)

Canada 150 Community Infrastructure Program (The Committee of the Whole noted the following potential projects for funding – Durham Legion Roof replacement – Deputy Mayor Bell to contact Durham Legion; Saugeen Municipal Airport – Councillor Lawrence to contact Airport/Hanover/Brockton;

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retrofitting Durham and Neustadt ball diamond lights/tennis court lights to LED lights – Councillors Thompson & Hutchinson to inquire to ball diamond representatives; Normanby Arena siding and insulation and playground equipment for recreational facilities – Director of Finance/Treasurer to review. These items are to be brought back to the June 6 Council meeting for consideration as deadline for submission of applications is June 24, 2016.)

The Committee of the Whole temporarily adjourned for lunch at 12:20 p.m., and reconvened at 1:08 p.m.

Fire Chief – Report COW #05/30/16

New Protocol for Obtaining Accident Reports (received for information)
Up and Coming Training/Other Recent Training – request to waive demolition permit fee for a donated house at Concession 12 to be used for Search & Rescue and Live Fire Training. Fire Star Training has provided at no cost, a forcible entry trailer with all training props for a three week period for training purposes by the West Grey Fire Service. (The Fire Chief will allocate the cost of the demolition permit from the West Grey Fire budget.)

Clerk – Report COW #05/30/16

Proposed Council Code of Conduct By-law (The Clerk will place the proposed Council Code of Conduct by-law on the June 6, 2016 Council meeting for consideration)

Proposed Noise By-law (The Clerk will place the proposed Noise By-law, as amended, on the June 6, 2016 Council meeting for consideration)
(Deputy Mayor Bell left the meeting at 1:50 p.m.)

By-law Number 28-2016 (The Committee of the Whole requested the Clerk to inform Ms. Schwass that the Municipality is not prepared to pay any additional funds for conversion of the subject lands to Land Titles)

CAO/Deputy Clerk – Report COW #05/30/16

Request from Vickers Park Committee – resolution #COW 46-16

Recreational Facilities Manager Report – general clean-up and opening of facilities for the summer season are underway. (received for information)

Waste Management Services (The CAO/Deputy Clerk indicated Waste Management Services is prepared to offer the same rate for West Grey and Chatsworth, as it offered in the Joint Waste Management Services proposal for West Grey, Chatsworth, and Grey Highlands, subject to the following: 10 year contract term (one year opt out clause); removal of bond requirement; fixed increase of 3% per annum; Durham pickup on Tuesdays, and the rest of West Grey on Mondays. The Committee of the Whole directed the

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CAO/Deputy Clerk to negotiate a 2% increase per year; bond requirement of 50%, or minimum threshold of 25%; and later pickup in Durham on Tuesdays or Wednesday pickup. The Committee of the Whole indicated there agreement with the proposed 10 year contract, subject to an one year opt out clause.)

2016 SVCA Annual Report (The CAO/Deputy Clerk indicated this Report is now available.) (received for information)

RFP – Economic Impact Study for Rockwood Terrace (The Committee of the Whole deferred this matter to the June 6, 2016 Council Meeting)

Lawrence-Hutchinson, Be it resolved that, the Committee of the Whole hereby recommends Council approve the request from the Vickers Park Committee to hold Sunday evening concerts from June 19th to September 4th, 2016 at Vickers Park, with the Municipality providing hydro and insurance for these events.

... #COW 46-16

Carried.

Reports/Minutes from Committees/Committee Chairs/Council Representatives

1) West Grey Economic Development Committee

Councillor Thompson reported the Committee met last Thursday, and held discussions regarding the purchase of various promotional items (i.e. water bottles). Mayor Eccles noted the Committee is working on the “rent-this-space” initiative for empty storefronts.

2) West Grey Parks Committee

Councillor Cutting reported that flowers have been planted in Neustadt, and some stone work completed for the sign at the north end of Durham. Flowers were to be placed today at the east entrance sign to Durham.

Councillor Cutting noted the Ayton Homecoming and Parks Committee has requested approval to place a picnic table, bench, garbage cans, and a picturesque sign at a location in Ayton. (Municipal staff will verify ownership of the property.) Councillor Cutting voiced concerns that West Grey may not have sufficient storage for the Parks Committee items once the lease at the former RONA property expires. Councillor Cutting also noted the Parks Committee will discuss with municipal staff the possibility of linking parks information on the West Grey website.

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Councillor Hutchinson provided Committee of the Whole members with a handout from Cowan Insurance regarding trails and methods to minimize liability associated with the development of trails. Councillor Cutting emphasized that the West Grey Parks Committee will not be responsible for trail development, as it is not the mandate of the Committee, and the Committee does not have sufficient volunteers to establish a trail system.

- 3) West Grey Recreation Advisory Committees
- April 13, 2016 Neustadt Recreation Advisory Committee minutes
 - April 14, 2016 Durham Recreation Advisory Committee minutes

Councillor Lawrence reported the Neustadt Recreation Advisory Committee has placed a sign at the Meux Creek Bridge in recognition of donors for this project. One quote was received for painting and refurbishing the ceiling of the Neustadt Arena, and a second quote is forthcoming. The Neustadt Recreation Advisory Committee approved funding in the amount of \$500 for repairs required by the swing bowling club. The Neustadt village wide yard sale is scheduled for June 11.

Councillor Lawrence reporting on behalf of the Normanby Recreation Advisory Committee, indicated the new playground equipment for the Normanby Centennial Hall will be installed in time for the Ayton-Normanby Homecoming event. The Committee has opted to try the spigot on the kitchen sink in lieu of water filling stations. The Committee has \$1,000 to the Ayton-Normanby Homecoming Committee for bridge baskets and flowers. Hydro One has responded that there was no overbilling for Normanby recreational facilities, as the latest billing was a "catch up" month. The compressor at the Centennial Hall was replaced a second time, and is still under warranty, however, labour charges were applied. There is an Ayton-Normanby Homecoming fundraising event (retro fashion show) to be held on June 12.)

Councillor Thompson, reporting on behalf of the Durham Recreation Advisory Committee, indicated the Committee is working on trying to attract more teens to the teen dances; a spring cleanup at the Durham Arena and grounds has started; lacrosse is being held from May 9 to June 27; ball hockey and co-ed slow-pitch have started (12 teams); ball park improvements moving ahead; a Durham Minor Ball day is scheduled for June 18; and summer camp and swimming lesson times have been set.

Reports/Minutes from Other Committees/Committee Chairs/Council Representatives

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1) West Grey Public Library Board

Councillor Marshall reported the Board met on May 18 to discuss a library agreement with the Municipality of Grey Highlands. Grey Highlands is offering to renew the contract with the same terms, with a 2% per annum increase based on a five year contract term, however, West Grey proposed an increase based on the CPI. In the last few years, there was an average of 425 West Grey users of the Markdale Public Library.

Councillor Marshall reported that the number of users and circulation numbers are up at the Ayton and Neustadt Public Library branches, and the circulation numbers at the Elmwood Resource Centre are static, while the number of users is down somewhat.

Councillor Marshall reported the Board passed a resolution to put together a committee to discuss staying in the original Neustadt Public Library building or moving to the Neustadt Community Hall, and is looking for a council representative to sit on the committee. – resolution #COW 47-16

The Committee of the Whole asked about the status of the former Elmwood Public Library building. The CAO/Deputy Clerk indicated there is no change in its status to date. Mayor Eccles noted a professional will need to be hired to assess the building and work with an engineer. The walls and flooring of the building likely will need to be removed to conduct a proper review, and it will need to be determined if volunteers can assist with this work.

Mayor Eccles reported there will be a public announcement during the June 6, 2016 Council Meeting regarding plans for a new location for the Durham Public Library, and a follow-up media release.

Cutting-Thompson, Be it resolved that, the Committee of the Whole hereby recommends Council indicate to the West Grey Public Library Board that it is not willing to provide library space for the Neustadt Public Library at the Neustadt Community Hall, and suggests the Board focus on a service delivery review.

... #COW 47-16

Carried.

2) West Grey Police Services Board

Mayor Eccles reported a special meeting of the Board was held recently to discuss the replacement of the Police Chief due to his pending retirement, and a job posting for the position is being prepared. The Deputy Police Chief

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will be appointed as Acting Police Chief if the Police Chief position is not filled by the current Police Chief's retirement date (August 31, 2016). A retirement dinner for Rene Berger, Police Chief, is being held on June 18 at the Durham Legion.

- 3) Saugeen Municipal Airport Commission
 - April 19, 2016 minutes

Councillor Lawrence reported the new S.M.A. Manager is putting together a retention policy for the Airport, and cleaning up the shop. The Airport Manager obtained paving quotes, and will complete three areas needing work. The shop doors are being replaced. Discussions are being held with a contractor regarding the possible removal of underground fuel tanks, and the contractor may allow the Manager to remove the tanks under supervision of the contractor. Quotes are being obtained for various equipment. The Commission passed a resolution to purchase a new Holland tractor with loader that can cut grass and blow snow. The auditor met with the Commission to review the S.M.A. Financial Statements.

- 4) Saugeen Valley Conservation Authority Board of Directors

Mayor Eccles reported the Board met last Thursday. The Board was updated on the Chatsworth flood, and it appears part of the problem was the private dams, and the SVCA indicated it cannot regulate private dams. The horse park at the Saugeen Bluffs Conservation Area is operational, and is working well. The Board selected a company from submitted Requests For Proposals (RFPs) to re-write regulations for S.V.C.A. permits and procedures. The Nottawasaga Conservation Authority court case is going ahead. An agreement was reached between Gay Lea Foods, the Authority, and the Municipality of South Bruce for the implementation of a special zoning provision to permit an expansion to the Gay Lea Foods plant. The Township of Huron-Kinloss is looking to remove much of the municipality from the Saugeen Valley Conservation Authority jurisdiction to the Maitland Conservation Authority jurisdiction, which if approved, would have an impact on other S.V.C.A. member municipalities.

- 5) Elmwood Community Centre Board
 - April 26, 2016 minutes

Councillor Lawrence reported the Elmwood Chamber of Commerce applied for a grant for façade improvements to the Elmwood Community Centre, however, the application was denied as it is a municipal building.

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Councillor Lawrence further reported that the Board is considering ideas for improvements to the Lions Park in Elmwood. The roof and brown trim is to be re-painted. The Auditor presented the Elmwood Community Centre Board Financial Statements at the last Board meeting.

6) Saugeen Mobility and Regional Transit Corporation (S.M.A.R.T.)

Mayor Eccles reported that ridership is up.

7) West Grey Chamber of Commerce/Durham BIA

Councillor Thompson reported the Chamber held its Annual General Meeting on May 2, with a new executive being formed. Advertising signs were purchased for the Durham and Normanby Arena boards. The next Chamber meeting is scheduled for June 8.

Councillor Hutchinson reported the BIA is discussing with the owner of an empty lot in downtown Durham the possibility of placing the boards/fencing further back in order to provide for picnic tables, and other uses, although there may be a new building on the property by the end of the year. The BIA may complete an informational pamphlet for Durham, with possible financial assistance from West Grey, and may discuss this at a future West Grey Economic Development Committee meeting.

Councillor Hutchinson reported some concerns expressed by the BIA regarding property standards issues. The CAO/Deputy Clerk noted the by-law enforcement officer is addressing property standards complaints, and there should be a By-law Enforcement Officer Report coming shortly to Council. The Neustadt Business Group is forming a committee to look at streetscape improvements to the downtown area, and may look to apply under the Canada 150 Fund Program.

8) Elmwood Fire Department Joint Board of Management
➤ February 10, 2016 minutes

Councillor Cutting reported there will be a long-time service award meeting held on September 20, 2016, with six recipients being recognized. The Elmwood Firefighters breakfast is this Saturday, with funds going to Mike Gatemen, a young man recently paralyzed as a result of an accident.

9) Others – None

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New Business

Councillor Lawrence reported on Multi-Municipal Wind Turbine Working Group matters. The Province has indicated there is additional capacity available for industrial wind turbines. An Environmental Review Tribunal hearing is to commence regarding the proposed placement of eight industrial wind turbines around the Collingwood Airport. Councillor Lawrence noted the Lease Interest Agreements respecting industrial wind turbines on farms applies on the whole property, including buildings, and not just on one acre of the property, resulting in these lands being unable to be severed. Councillors Lawrence and Hutchinson, and other individuals, are attending the June 4 industrial wind turbine bus tour, and participating individuals will hear from people being impacted by industrial wind turbines.

Adjournment

Cutting, Resolved that, the Committee of the Whole hereby adjourns at 5:25 p.m., to meet again on June 27, 2016, 9:00 a.m., or at the call of the Mayor. Carried.

(Signed)
John A. Bell, Mayor (Acting)

(Signed)
Larry C. Adams, CAO/Deputy Clerk