



Draft

**MINUTES**

Draft

**For the Regular Meeting of the  
Council of the Municipality of West Grey  
Held on Wednesday, September 7, 2016  
at 10:00 a.m.**

**At the Council Chambers – West Grey Municipal Office**

<u>Council</u>	Mayor Kevin Eccles, Deputy Mayor John A. Bell, Councillor Bev Cutting (left meeting at 1:55 p.m.), Councillor Doug Hutchinson, Councillor Carol Lawrence (left meeting at 11:50 a.m., due to illness), Councillor Don B. Marshall, Councillor Rob Thompson
<u>Staff</u>	Larry Adams, CAO/Deputy Clerk; Mark Turner, Clerk; Brent Glasier, Director of Infrastructure and Public Works Kerri Mighton, Director of Finance/Treasurer – during report

**Moment of Reflection**

**Declarations of Pecuniary Interest and General Nature Thereof**

Deputy Mayor Bell declared a pecuniary interest relating to discussions on the proposed planning applications for an expansion of the Hensall Co-op and grain handling facility in the Township of Southgate, as discussed during the Clerks’ Regular Agenda Report, as Deputy Mayor Bell conducts business with this organization. Deputy Mayor Bell did not participate in any discussion regarding same.

**Closed Session** (see resolution #324-16)

**Matters Arising from the Closed Session** – n/a

**Public Meetings** - None

**Part I - Consent Agenda**

**Thompson-Hutchinson, Be it resolved that, Items A1 to C1 inclusive, contained in Part 1 – Consent Agenda, be adopted, as amended;**

**And further that, authorization be given for the action to be taken as may be necessary to give effect to the recommendations contained therein. ... #303-16** **Carried.**

**Adoption of Minutes**

Council:

- A1 Minutes of Regular Council Meeting – August 18, 2016
- Minutes of Committee of the Whole Meeting – August 29, 2016

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Committees:

A2 None

Other

A3 West Grey Health & Safety Committee – March 8, 2016  
West Grey Health & Safety Committee – June 14, 2016 (draft)  
Elmwood Community Centre Board – July 19, 2016  
Saugeen Municipal Airport Commission – July 20, 2016  
Neustadt Business Group – July 26, 2016 – resolution #304-16

**Bell-Thompson, Be it resolved that, the minutes of the Regular Meeting of the Council of the Municipality of West Grey, held on August 18, 2016, and the minutes of the Committee of the Whole Meeting of the Municipality of West Grey, held on August 29, 2016, be adopted, as printed, and as amended, respectively;**

**Further that, the Minutes of the West Grey Committees – A2, be received, as circulated;**

**And further that, the Minutes of the Other Committees – A3, be received, as circulated. ... #304-16 Carried.**

Award of Tenders

B1 None

Routine Department Reports

C1 Clerk – Report #CC 09/07/16 – resolution #305-16 to #312-16

**Thompson-Bell, Be it resolved that, the Council of the Municipality of West Grey hereby appoints the following individuals to the Canada 150/Ontario 150 Coordinating Committee:**

**Maureen Belanger, Robin Brown, Donna Clark, Ralph Clark, Tara Griffin, Helen Hopkins, Janice Norely, Joyce Nuhn, Mary Lou Pfeffer, Wayne Pfeffer, Susan Tremble, Heather Wright, Doug Hutchinson (council rep.). ... #305-16 Carried.**

**Bell-Thompson, Be it resolved that, the Council of the Municipality of West Grey hereby approves the following 2017 Council and Committee of the Whole Meeting dates:**

2017 Council Meeting Dates

<b>Monday, January 9, 10:00 a.m.*</b>	<b>Monday, January 16, 7:00 p.m.**</b>
<b>Monday, February 6, 10:00 a.m.</b>	<b>Monday, February 20, 7:00 p.m.</b>
<b>Monday, March 6, 10:00 a.m.</b>	<b>Monday, March 20, 7:00 p.m.</b>

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Monday, April 3, 10:00 a.m.	Monday, April 17, 7:00 p.m.
Monday, May 1, 10:00 a.m.	Monday, May 15, 7:00 p.m.
Monday, June 5, 10:00 a.m.	Monday, June 19, 7:00 p.m.
Monday, July 3, 10:00 a.m.	Monday, July 17, 7:00 p.m.
<u>Wednesday</u> , August 9, 10:00 a.m.	Monday, August 21, 7:00 p.m.
<u>Wednesday</u> , Sept. 6, 10:00 a.m.	Monday, September 18, 7:00 p.m.
Monday, October 2, 10:00 a.m.	Monday, October 16, 7:00 p.m.
Monday, November 6, 10:00 a.m.	Monday, November 20, 7:00 p.m.
Monday, December 4, 10:00 a.m.	Monday, December 18, 7:00 p.m.

\*Closed sessions of morning Council meetings commence 9:00 a.m.

\*\*Closed sessions of evening Council meetings commence 6:00 p.m.

**2017 Committee of the Whole Meetings** (last Monday of each month unless otherwise noted)

<u>January 23</u> , 9:00 a.m.	March 6, 1:00 p.m. (or after Council mtg.)
March 27 9:00 a.m.	April 24, 9:00 a.m.
May 29, 9:00 a.m.	June 26, 9:00 a.m.
July 31, 9:00 a.m.	August 28, 9:00 a.m.
September 25, 9:00 a.m.	October 30, 9:00 a.m.
November 27, 9:00 a.m.	(No December 2017 C.O.W. Meeting)
... #306-16	Carried.

**Thompson-Hutchinson, Be it resolved that, the Council of the Municipality of West Grey hereby approves the following 2017 Committee of the Whole (Planning) Meeting dates:**

**Monday, January 16\*, Monday, February 13, Monday, March 13, Monday, April 10, Monday, May 8, Monday, June 5, Monday, July 10, Thursday, August 17, Monday, September 11, Tuesday, October 10, Monday, November 13, Monday, December 10.**

(\*All WG COW (Planning) meetings commence at 1:30 p.m., unless noted otherwise in the Agenda)

... #307-16 Carried.

**Thompson-Hutchinson, Be it resolved that, the Council of the Municipality of West Grey hereby approves the following 2017 Special Committee of the Whole (2017 Budget) Meeting dates:**

**October 24, 2016, 9:00 a.m.; November 21, 2016, 9:00 a.m., and December 19, 2016, 9:00 a.m. ... #308-16 Carried.**

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**Marshall-Cutting, Be it resolved that, the Council of the Municipality of West Grey hereby approves hiring an individual to assist on Saturdays at the Durham Landfill Site at an approximate cost of \$100.00 per Saturday, as recommended by the Committee of the Whole. ... #309-16 Carried.**

**Cutting-Lawrence, Be it resolved that, the Council of the Municipality of West Grey hereby approves engaging the services of WSP Canada Inc., to conduct the soundness testing of the existing abutments of the Kennedy Bridge, at an approximate cost of \$10,500.00, and upon the findings from the testing, bring a report back to Council to decide on next steps, as recommended by the Committee of the Whole. ... #310-16 Carried.**

**Cutting-Marshall, Be it resolved that, the Council of the Municipality of West Grey hereby authorizes GSS Engineering to begin preparing the engineered drawings for the proposed Garafraxa Street 2017 OCIF Project, as recommended by the Committee of the Whole. ... #311-16 Carried.**

**Lawrence-Cutting, Be it resolved that, the Council of the Municipality of West Grey hereby approves the lease of a new CASE 580SN rubber tired backhoe in the amount of \$1,231.71/month, based on a 5-year lease term, with a buy-out option after 5 years of \$66,000, as recommended by the Committee of the Whole. ... #312-16 Carried.**

**Miscellaneous Correspondence** (For Information Only - Not Circulated but Available for Viewing at Meeting)

- D1 Ontario Coalition for Better Child Care – request to designate October 26, 2016 as “Child Care Worker & Early Childhood Educator Appreciation Day”
- D2 Town of Lakeshore – request for support for resolution re: Pan AM and Parapan AM Games

**Future Committee Meetings**

- E1 West Grey Committee of Adjustment – September 12, 2016, 1:00 p.m., West Grey Municipal Office
- E2 West Grey Committee of the Whole (Planning) Meeting – September 12, 2016, 1:30 p.m., West Grey Municipal Office

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## **Part II - Regular Agenda**

### **Communications from the Mayor and Council**

Mayor Eccles, and Councillors Lawrence, and Hutchinson, reported on past activities and events since the last regular meeting of Council, and on upcoming events and activities.

### **Delegations**

#### Roger Cook, Manager, Saugeen Mobility and Regional Transit

Roger Cook, Manager, Saugeen Mobility and Regional Transit, provided Council with updated ridership statistics and budget information. Saugeen Mobility and Regional Transit is our local specialized public transit partnership serving the mentally and physically challenged residents of participating municipalities, including Arran-Elderslie, Brockton, Chatsworth, Hanover, Huron-Kinloss, Kincardine, Saugeen Shores, Southgate, and West Grey.

Ridership in 2015 totaled 33941 up 12.06% from 30287 in 2014. User fees in 2015 totaled \$369,385.85 up 43.6% from \$257,261.39 in 2014, largely due to the individual user fee increase which took effect on January 1, 2015. Overall operating expenses were \$1,259,675 in 2015 compared to \$1,193,727 in 2014 with a 2015 net operating deficit of \$330,089 compared to \$513,987 the year before.

West Grey currently has 225 registered clients. Municipal contributions are calculated annually with a 30% weighting applied to population and a 70% weighting applied to ridership. West Grey's 2016 contribution share was \$83,158.08, amounting to 1.1% of local taxation.

Council asked why SMART is not participating in the County-wide transportation services initiative. Mr. Cook indicated SMART was not supportive as it would vastly increase the costs to SMART member municipalities.

Council asked about the proposed change in calculating municipalities share of costs to be partially based on a per kilometer charge. Mr. Cook indicated the Town of Hanover has requested this change as rides in Hanover are of a shorter distance than rides in rural municipalities. Council was advised if this change was incorporated,

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West Grey's share of costs in 2016 would have increased from approximately \$83,000 to \$94,000. Council questioned the merits of introducing a per kilometer charge.

Council asked of the 22 similar transportation service providers, how many cover the same extent of geographic area. Mr. Cook responded that very few, if any, of the comparable transportation service providers have such a large geographic area as is covered by SMART.

Robert Hitchcock, Manager of Business Development, Abundant Solar Energy Inc.

Robert Hitchcock, Manager of Business Development, Abundant Solar Energy Inc., provided draft municipal solar ground mount and solar rooftop lease agreements for between West Grey and Abundant Solar Energy for consideration by Council. The proposed West Grey ground mount and rooftop projects would involve 6 municipal sites, and Abundant Energy would pay a total lease rent for a 20 year period of \$1,032,000.00.

Mr. Hitchcock indicated Abundant Energy contacted the roof installer at the respective arenas, and are confident that the proposed roof top solar projects will not adversely impact the roofs. Engineering work on these roofs would be conducted if approval is obtained for these projects.

Mr. Hitchcock noted if direction to proceed is given by Council, a review of the proposed lease agreements should be completed by the municipal solicitor, and Abundant Energy would provide referrals for similar projects conducted by their firm.

Council posed a question regarding insurance coverage, and asked if West Grey will be named as an additional insured. Mr. Hitchcock indicated Abundant Energy has insurance, including liability insurance, and if something adverse happened, then a claim would be submitted by West Grey. Council also noted a potential concern regarding the proposed lease-hold mortgage provision, similar to the clause contained in the industrial wind turbine agreements.

Mr. Hitchcock indicated the lease is registered on title, and the mortgage is on the installation, and not the property. Mr. Hitchcock reiterated that the municipal solicitor should review the proposed leases.

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Council asked how the panels are attached to the arena roofs. Mr. Hitchcock explained how the panels are installed, not by bolts, but by dead weight and ballasts.

Council asked about the proposed installation of panels at landfill sites. Mr. Hitchcock indicated the solar panels would be placed on undisturbed areas at the landfill sites.

Mr. Hitchcock indicated Abundant Energy would require resolutions to be passed by Council. The deadline for submission is November 1, and it takes 4-6 weeks to prepare the applications.

Council requested the municipal solicitor (Ed Veldboom, of Russell Christie) to review the proposed ground mount and roof top solar lease agreements, and bring back comments and recommendations in time for discussion purposes during the September 19, 2016 Council meeting. – resolution #313-16 (Council specifically requested staff to inform Mr. Veldboom to comment on section 10 of the proposed lease agreement relating to leasehold/mortgage provisions; insurance coverage issues; and units not being bolted on roofs, with potential liability as a result.)

**Marshall-Cutting, Be it resolved that, the Council of the Municipality of West Grey hereby requests solicitor Ed Veldboom, of Russell Christie, to review and comment on the proposed ground mount and roof top solar lease agreements by Abundant Energy to facilitate discussions on same during the September 19, 2016 Council meeting. ... #313-16 Carried.**

**Business Arising from the Previous Meeting – n/a**

**Staff Reports**

Director of Finance/Treasurer - Report #FTR 09/07/16  
Approval of Accounts, Voucher #16-2016 – resolution #314-16  
Canada 150/Ontario 150 Celebrations – resolution #315-16  
2017 Budget Target (Council set a 2017 budget target of a 2% increase in the municipal portion of taxes)

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**Thompson-Bell, Be it resolved that, the Director of Finance/Treasurer be authorized to pay the accounts presented as Voucher #16-2016 of the Municipality of West Grey, in the amount of \$575,708.37. ... #314-16 Carried.**

**Cutting-Lawrence, Be it resolved that, the Council of the Municipality of West Grey hereby allocates \$25,000 towards Canada 150/Ontario 150 celebrations, as recommended by the Committee of the Whole. ... #315-16 Carried.**

Director of Infrastructure and Public Works – Report #DIPWR  
09/07/16

2017 Connecting link Application - Garafraxa Bridge - WSP Engineering Consultants has provided an estimated cost for repairs at approximately \$390,000. The proposed work includes: Milling off 50mm of concrete; deck delamination repair around cracks; joint repair; soffit repair; application of Fast Crete for patches; erosion control at Storm outlet; railing post replacement and railing rehabilitation; sidewalk and curb repairs; removal and relocation of the sanitary manhole clear of approach slab; and water proof and application of hot mix. A copy of the engineers estimate was forwarded to the Ministry of Transportation Ontario to prescreen the application before submitting. (received for information)

Gutzke Town House Development – Environmental Compliance Approval Extension (ECA) – resolution #316-16

Township of Carlow/Mayo – resolution #317-16

Recommendation from the August 29, 2016 Committee of the Whole Meeting re: Heritage Walkway Bridge (Durham Trestle Bridge) – resolution #318-16

**Hutchinson-Thompson, Be it resolved that, the Council of the Municipality of West Grey hereby authorizes the Director of Infrastructure and Public Works to sign the Environmental Compliance Approval (ECA) Application form respecting the Gutzke Townhouse Development. ... #316-16 Carried.**

**Marshall-Cutting, Be it resolved that, the Council of the Municipality of West Grey hereby supports the request for support from the Township of Carlow/Mayo Council for Bill 171, Highway Traffic Amendment Act (Waste Collection Vehicles and Snow Plow), 2016;**



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**And further that, a supporting letter be forwarded to the Minister of Transportation, local M.P.P.s, and the Township of Carlow/Mayo. ... #317-16 Carried.**

**Thompson-Hutchinson, Be it resolved that, the Council of the Municipality of West Grey hereby approves the submission of an Ontario 150 Community Capital Program grant application for the replacement of the Heritage Walkway Bridge (Durham Trestle Bridge) using a wood design, at an estimated replacement cost of \$300,000.00, with this project earmarked for the 2017 Public Works budget, as recommended by the Committee of the Whole. ... #318-16 Carried.**

Clerk – Report #CR 09/07/16

Proposed Expansion of the Hensall District Co-operative Grain Elevator, Drying and Storage Operation (received for information)

CAO/Deputy Clerk – Report #CR 09/07/16

2016 AMO Conference - The 2016 AMO conference was held in Windsor this August. The conference was well attended with many informative sessions and great networking opportunities. (received for information)

Safety Concern with Stairs Leading to Wading Pool - Council requested a report with options on mitigating any potential safety concerns with the stair access to the wading pool from the August Committee of the Whole session. (Council agreed to consider this item as part of 2017 budget deliberations)

Lights and Controller at Tennis Courts - Staff has provided me with a quote to fix the light control panel and add a timer for the courts. The quote is from a local contractor and is for \$1,762.00 plus tax. Replacing the eight lights at the court and going to an LED system would be \$13,105.00 plus tax from a local contractor. Second quote came in at \$19,105.00 plus taxes. (Council agreed to consider these items for 2017 budget deliberations)

Finishing Touches to the Basketball Court - Council has requested potential costs to finalize the area surrounding the new basketball court. (Council agreed to consider these items as part of 2017 budget deliberations)

Lamlash Hall Caretaking – resolution #319-16 (The proposed contract was reviewed by Council, and some amendments were suggested by Council.)

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Engineers Report on the Elmwood Public Library Building - resolution #320-16 (Council requested this work be completed by October 19, 2016, if possible, so Council can consider options during 2017 budget deliberations.)

Lamlash Hall Rental Request re: payment of partial fee (Council indicated non-support for the request.)

**Bell-Thompson, Be it resolved that, the Council of the Municipality of West Grey hereby approves advertising for Request for Proposals for the contract position of Lamlash Hall Caretaker;**

**And further that, notice of termination pursuant to the terms of the contract with the existing Lamlash Hall Caretaker be given effective immediately. ... #319-16 Carried.**

**Cutting-Bell, Be it resolved that, the Council of the Municipality of West Grey hereby approves advertising for Request for Proposals for the completion of a Report by a qualified engineer to conduct a physical inspection of the original Elmwood Public Library building to adequately gauge any moisture damage to the building, and provide a cost estimate to remediate the building, if deemed appropriate by the engineer.**

**... #320-16 Carried.**

#### **By-Laws – First, Second & Third Readings**

78-2016 A By-law to confirm the proceedings of the September 7, 2016 Council meeting – resolution #321-16

**Thompson-Hutchinson, Be it resolved that, By-law Number 78-2016, being a By-law to confirm the proceedings of Council, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and CAO/Deputy Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. ... #321-16 Carried.**

#### **New Business**

Councillor Hutchinson provided a submission by Kris Kennedy, Bill Wilkinson, Harvey Ellis, and Dan Sullivan, respecting a proposal to re-develop Rockwood Terrace that was submitted to the Grey County Director of Long-Term Care, the Grey County CAO, and Grey County Council, and requested a motion relating to Rockwood Terrace be considered by Council as a "Direct Motion".

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West Grey Dentistry (The Clerk noted receipt of a letter from West Grey Dentistry requesting approval to place an awning on their property at 192 Lambton Street East, Durham. Approval is required as the subject property is designated as a heritage property pursuant to the Ontario Heritage Act) (see resolution #322-16)

**Addendum**

Report CR #09/07/16 (Addendum Report) (The Clerk provided Council with an Addendum Report respecting the Retail Business Holidays Act, noting the municipality has not passed a by-law to permit certain business establishments in West Grey to be open on specific holidays defined in the Act. The Clerk reported on the process required to implement such a by-law.)

**Notice of Motion/Direct Motions**

West Grey Dentistry Property – resolution #322-16  
Rockwood Terrace – resolution #323-16 (DEFEATED)

**Thompson-Hutchinson, Whereas, approval of Council is required in order to alter the designated property pursuant to the Ontario Heritage Act located at 192 Lambton Street, Durham;  
And whereas, Council is in receipt of a letter dated September 6, 2016 from Dr. Magda Iacob (West Grey Dentistry), requesting Council approval for a proposed awning outlined in her letter;  
Be it resolved that, the Council of the Municipality of West Grey hereby approves the proposed awning outlined in the letter dated September 6, 2016 from Dr. Magda Iacob (West Grey Dentistry), to be installed at 192 Lambton Street, Durham.  
... #322-16 Carried.**

**Hutchinson-Marshall, Whereas the loss of the 100 beds at Rockwood Terrace would be detrimental to the economy of West Grey;  
And whereas the addition or new building would be a boost to the economy creating jobs in West Grey and long term employment stability;  
And whereas West Grey is centrally located in the southern portion of Grey County and has access to adequate hospital facilities and Doctor care;  
Now therefore be it resolved that, the Council of the Municipality of West Grey hereby requests the County of Grey to work with the Municipality of west Grey to keep the best**

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interests of citizens in southern Grey County, West Grey, and our aging population at the forefront, by either facilitating the refitting, addition, or new build of Rockwood Terrace,  
And further that, a copy of this resolution be forwarded to the Grey County Long-Term Care Director, Grey County CAO, and Grey County Council. ... #323-16 **DEFEATED.**

**Closed Session – Incomplete Items Only – n/a**

**Matters Arising from Closed Session – Incomplete Items Only – n/a**

**Question Period - None**

**Municipal Act – Notices - None**

**Closed Session**

**Marshall-Bell, 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 Council of the Municipality of West Grey, does now go into a closed session of Council at 2:15 p.m., with the Director of Finance/Treasurer, to discuss an item which relates to labour relations or employee negotiations;. ... #324-16 **Carried.****

**Hutchinson-Thompson, Be it resolved that, the Committee of the Whole hereby returns to Open Session at 3:09 p.m. ... #325-16 **Carried.****

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

**Matters Arising from Closed Session - None**

**Adjournment**

**Hutchinson, Resolved that, we do now adjourn at 3:10 p.m., to meet again on September 19, 2016, 10:00 a.m., or at the call of the Mayor. **Carried.****

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Kevin Eccles, Mayor

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Larry C. Adams, CAO/Deputy Clerk