

THE CORPORATION OF THE MUNICIPALITY OF HURON SHORES
April 5th, 2017 (17-07)

The special meeting of the Council of the Corporation of the Municipality of Huron Shores was held on Wednesday, April 5th, 2017, and called to order by Mayor Gil Reeves at 7:00 p.m.

PRESENT WERE: Mayor Gil Reeves, Councillors Jane Armstrong, Gord Campbell, Nancy Jones-Scissons, Blair MacKinnon, Leo Persia, Darlene Walsh and Dale Wedgwood.

REGRETS: Councillor Debora Kirby

ALSO PRESENT: Clerk/Administrator Deborah Tonelli; Deputy Clerk Beverly Eagleson; Treasurer Sandra Leach; Public Works Superintendent Harry Hadikin

AGENDA REVIEW

No amendments or additions.

DECLARATION OF PECUNIARY INTEREST

None.

DELEGATIONS AND PETITIONS

None.

Discussion/Review Future Municipal Priorities

Mayor Reeves provided an overview of the intent of the meeting. He thanked Treasurer Leach, Deputy Clerk Eagleson and Public Works Superintendent Hadikin for attending the meeting.

Council was provided with: a staff priorities list (attached as Appendix 'A'); and the Capital Asset Management Planning document (attached as Appendix 'B').

Clerk/Administrator Tonelli reported that the Asset Management Planning document was provided as a reference tool to provide Council with a list of Municipal Assets, including the age and upgrades made over the years. Mrs. Tonelli explained that, with respect to the Capital Asset Management list, Council must decide what to do with the Equinox. Other rolling stock slated for replacement in 2017 can be further deliberated at budget time. It was recognized that a vehicle will be required for the proposed maintenance position. Treasurer Leach noted that the 2006 ½-Ton (Unit #2) slated for surplus could be retained for use by maintenance personnel. Council deliberated this option and agreed to further review surplusing the Equinox and retaining the ½-Ton during budget deliberations. With respect to rolling stock, Mayor Reeves noted that Council may wish to consider deferring replacement of Station 2 Tanker by one year to 2019/2020.

Discussion followed respecting the staff priorities.

Transportation:

Council discussed the 4 bridges (Bolton River, Vine, Dumond and Potomac) that have a poor condition rating, effective 2017, as well as the upcoming expenses for Dean Lake Bridge within the next 10 years.

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It was noted that the repairs from the 2013 flood event are largely complete.

Roadside brushing will resume this spring after half-load restrictions have been removed.

Public Works Superintendent Hadikin reported that Station Road will receive double surface treatment rehabilitation, together with the Ingram Road intersection. The Midway Bridge approaches will also be done, as well as Sherwood Road from the east side of the Midway Bridge to its intersection with River Road. On a query from Councillor Walsh, Mr. Hadikin stated that Brownlee Road, north of the gravel pit to Ingram Road is not yet scheduled for resurfacing and needs to have work done on it before it can be resurfaced.

Councillor Wedgwood stated that a spreadsheet needs to be developed to track when the surface treated roads need to receive a single surface application and that patching needs to be attended to in a more expeditious manner.

On a recommendation from Councillor MacKinnon, Mr. Hadikin explained that the surface treatment is done through an amalgamated tender and will be conducted in conjunction with other municipalities.

Clerk/Administrator reported that, although additional rock was mixed into the Jerome Pit gravel during the crushing operation last year, it still contains too much silt and has not performed as hoped. It will be used for other applications.

On a query from Councillor Jones-Scissons, staff provided an overview of how the 5-year road plan works. It was set aside at the time of the 2013 flood event in order to attend to road damage caused by the flood, and staff is just now in a position to update the plan. Councillor Jones-Scissons will be provided a copy of the 2013 plan to see how it was laid out.

Public Works Superintendent Hadikin explained his plan for the Gravel Tender this year. This item will be included on the April 12th Meeting Agenda.

Environment:

Clerk/Administrator reported that staff is working with AECOM to have profiles and well sampling completed at all four sites and the new environmental compliance approval for Ward 1. AECOM has recommended that additional sampling be conducted on an adjacent private property to determine any leaching and/or need for acquisition of attenuation lands. It has also recommended relocation of the household waste at the Ward 2 site but, further clarification is being sought.

The bag limit and tagging program is planned for implementation in 2017.

Councillor Wedgwood voiced his concerns about the relocation of the recycling bins to the Ward 3 Waste Site. A staff recommendations report will be provided at the September 27th Meeting of Council regarding the matter. Clerk/Administrator and Councillor Armstrong reported that since moving the bins it has been determined that they were being used by passersby and by residents in the unincorporated area. Better education and recycling promotion is needed.

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On a query from Councillor Armstrong, Superintendent Hadikin noted only one incident under the new key agreements and that the incident had been adequately addressed.

Public Works Superintendent Hadikin recommended that as a result of his research, pricing for compactors and any associated equipment be conducted by consultants who work in the environmental management field. Clerk/Administrator Tonelli recommended that all AECOM reports, etc. be in place prior to any further consideration in this regard. Council concurred.

Clerk/Administrator Tonelli recommended that Council postpone its review of the Clean Yard By-law pending provincial changes that might require the Municipality to adopt a property standards by-law.

The Big Basswood Lake Association request for the Municipality to contribute financially to have a septic system re-inspection conducted on Big Basswood Lake this summer will go to budget deliberations. Clerk/Administrator Tonelli reminded Council that the next re-inspection program to be considered by Council was for Dean Lake due to its previous algal bloom. Council briefly discussed the matter.

Health:

Clerk/Administrator Tonelli reported that consideration of cemetery software has been put on hold. The new CGIS software may provide all that is needed for that application. She also reported that there was no cost to the Municipality for the repairs at Little Rapids Cemetery from the vandalism. Repairs were completed by volunteers and a donation to the Board.

Clerk/Administrator Tonelli advised of the status of draft PTSD and Workplace Anti-Violence, Harassment, and Sexual Harassment Policies. She advised that Council and staff will be trained in some manner, anywhere from individuals reading and signing acknowledgments to formal education sessions.

Protection:

Clerk/Administrator Tonelli reported that the ambulance to be purchased from ADSAB and retrofitted for the Fire Department will not be taken out of service until the new ambulance arrives, perhaps in October 2017. She reported that Legion funding may be available for stabilization equipment to be used by the Fire Department at an accident scene prior to arrival of the auto-extrication team. This is still being investigated. The Fire Department has reviewed two quotes for an Employee and Family Assistance Program and have a recommendation. This will be on the next Council Agenda for approval.

Staff briefly discussed the possible need for new bunker gear but, there is currently insufficient information to advise in the matter.

Culture:

The request for funding for the Library Ramp has been approved by Employment and Social Development Canada.

Recreation:

Council briefly discussed the work to be completed at the Iron Bridge Recreation Centre and Sowerby Hall, as outlined in the Structural Reports completed for those facilities. Staff recommends that no additional

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structural reports be commissioned until all outstanding work is finalized from the above-noted reports.

Respecting Little Basswood Beach, Councillor Jones-Scissons recommended that perhaps a change room is not required at this time, but that one more picnic table would be advisable.

Respecting Beharriell Park, it was recommended that a couple more picnic tables should be located at the site. Council also discussed the concept of placing new playground equipment at the Park. The need for annual playground inspections was discussed. Clerk/Administrator Tonelli will inquire if inspections have been discussed further at the Healthy Kids Community Challenge meetings. Councillor Persia recommended that Council consider additional playground equipment to make the area more attractive and appealing when promoting it.

Council was advised that Public Works crews will be installing 92 signs for the Lake Huron North Channel Bicycle Route. Councillor Jones-Scissons inquired if Cameco could assist in this endeavor on its Cameco Appreciation Day. Clerk/Administrator Tonelli advised that she has been advised in the past that Cameco will only travel as far as Iron Bridge.

Parks:

Public Works Superintendent Hadikin reported that Roe Park has been tilled and as a result, rocks have been exposed that need to be removed. He recommended requesting assistance through the Stewardship Youth Ranger Program. With respect to the remaining work to be completed, Mr. Hadikin will complete an estimate and provide at a future meeting of Council.

New dug-outs at Little Rapids Village Park were built by volunteers last summer.

Respecting signage to be located at Tally Ho Park to direct visitors to view the old school bell to be placed atop the Library, Mayor Reeves will obtain quotes from Laird Signs for Council consideration. The bell will be unveiled at the Iron Bridge Recreation Centre during the Iron Bridge Public School Reunion on July 29 and later moved to its planned resting place on top of the roof overhanging the Library Ramp. The resting place has yet to be finalized because the weight of the bell has not been determined.

Planning and Economic Development:

Deputy Clerk Eagleson reported on the review of the draft zoning document.

Councillor Jones-Scissons briefly reported on the plan by the Huron North Community Economic Alliance to hire an economic development officer in year two.

The purchase of promotional materials for the trade shows to be attended next year was briefly discussed.

Councillor Wedgwood advised of the Economic Development Committee's desire to drill a well at the Industrial Park. This item will be on the next Council Meeting agenda. Councillor Wedgwood and Public Works Superintendent Hadikin will meet to discuss the ideal driveway entrance location.

Governance/Administration:

Clerk/Administrator Tonelli advised of staff retirements planned in the next 1½ years to which she has been made aware. There was a brief discussion about the lame duck period in 2018.

Council discussed the planned hiring of a building maintenance caretaker. Councillor MacKinnon reported on the two avenues that Council could consider with respect to the job description. Clerk/Administrator Tonelli recommended that the pay equity plan be reviewed by a consultant this year and that the position be added to the plan at that time. On a recommendation from Councillor Walsh, the draft job description will be reviewed at the April 26th Meeting.

Clerk/Administrator briefly discussed electronic filing systems for records management and retention and the possible need to purchase The Ontario Municipal Records Management System (TOMRMS) prior to proceeding with an electronic system. This will be discussed in greater detail in the future.

Council concurred that a review of the Procedural By-law be undertaken later this year.

Clerk/Administrator Tonelli reported that she is reviewing complaints handling policies of other municipalities and will provide a draft to Council at a later date.

A house on Station Road, owned by the Municipality, will be demolished this year.

Shingles purchased in 2016, will be installed on the Municipal Office this spring.

Council deliberated the options available to sell the surplus items and agreed to proceed with web advertising and sealed bid. The items will be advertised when staff time permits.

Clerk/Administrator Tonelli advised of Councillor Kirby's recommendation that Council prioritize establishing governance policies for all committees of Council.

Clerk/Administrator Tonelli also reminded Council of its commitment to review its Code of Conduct annually and that if an integrity commissioner is required, the Code of Conduct will have to be amended.

Following review of the staff priorities, Mayor Reeves asked Council and staff in attendance to identify his/her number one priority. They were as follows:

- Tenders for Ward 4 Recreation Centre, Library, and Ward 3 Recreation Centre and LED Street Lighting;
- Construction of Ward 1 outdoor rink to enhance economic development;
- Road maintenance;
- Comprehensive zoning by-law adoption;
- Public relations meetings to provide information on taxes and budget;

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- Succession planning;
- Capital asset management update; and
- Re-implementation of the 5-year road plan.

A brief discussion took place respecting the volume of work imposed on staff and how much can feasibly be accomplished within planned timelines. It is helpful for both Council and staff to understand what the highest priorities are.

ADJOURNMENT

17-07-01

N. Jones-Scissons

B. MacKinnon

BE IT RESOLVED THAT Council does adjourn at 9:10 p.m.
CARRIED.

MAYOR

CLERK