



**Corporation of the Municipality of South Huron**  
**Minutes for the Regular Council Meeting**

**Monday, August 13, 2018, 6:00 p.m.**  
**Council Chambers - Olde Town Hall**

Members Present:     Maureen Cole - Mayor  
                              Dave Frayne - Deputy Mayor  
                              Tom Tomes - Councillor - Ward 1  
                              Marissa Vaughan - Councillor - Ward 1  
                              Wayne DeLuca - Councillor - Ward 2  
                              Craig Hebert - Councillor - Ward 2  
                              Ted Oke - Councillor - Ward 3

Staff Present:         Dan Best, CAO/Deputy Clerk  
                              Sandy Becker, Director of Financial Services  
                              Jo-Anne Fields, Manager of Community Services  
                              Sarah Smith, Huron County Planner  
                              Scott Currie, Communications and Strategic Initiatives Officer  
                              Rebekah Msuya-Collison, Clerk

1.     Meeting Called To Order

Mayor Cole called the meeting to order at 6:00 p.m.

2.     Public Meeting

3.     Amendments to the Agenda, as Distributed and Approved by Council

Items 7.3, 8.4.6 and 15.6 added to the agenda.

**Motion:** 382-2018

**Moved:** D. Frayne

**Seconded:** M. Vaughan

**That South Huron Council approves the Agenda as amended.**

**Disposition: Carried**

4.     Disclosure of Pecuniary Interest and the General Nature Thereof

None.

## 5. Delegations

### 5.1 Vodden, Bender and Seebach, LLP - 2017 Audited Financial Statements

Mr. Paul Seebach presented the audited 2017 Financial Statements for the Municipality of South Huron, Kirkton-Woodham Community Centre Board, Kirkton-Woodham Swimming Pool and Exeter Business Improvement Area. Mr. Seebach discussed the management letter and advised that there were no significant difficulties that should be brought to the attention of Council and the municipality was in good financial position.

**Motion:** 383-2018

**Moved:** T. Oke

**Seconded:** W. DeLuca

**That South Huron Council receives the delegation as presented from Vodden, Bender and Seebach, LLP by Paul Seebach.**

**Disposition: Carried**

### 5.2 Website Launch Plan

Communications and Strategic Initiatives Officer Scott Currie presented an update on status of web renewal project and outlined the next steps. He explained that the new site is accessible and responsive in design.

**Motion:** 384-2018

**Moved:** T. Oke

**Seconded:** C. Hebert

**That South Huron Council receives the delegation regarding South Huron Website Launch of South Huron.ca as presented by S. Currie, Communications and Strategic Initiatives Officer.**

**Disposition: Carried**

## 6. Minutes

### 6.1 Minutes of the Regular Council Meeting of July 16, 2018

Follow up that item 8.3.2 will be placed in capital update.

**Motion:** 385-2018

**Moved:** T. Tomes

**Seconded:** D. Frayne

**That South Huron Council adopts the minutes of the Regular Council Meeting of July 16, 2018, as printed and circulated.**

**Disposition: Carried**

6.2 Minutes of the Public Meeting of July 16, 2018

**Motion:** 386-2018

**Moved:** C. Hebert

**Seconded:** W. DeLuca

**That South Huron Council adopts the minutes of the Public Meeting of July 16, 2018, as printed and circulated.**

**Disposition: Carried**

6.3 Minutes of Court of Revision Meeting of July 16, 2018 - Carroll Municipal Drain

**Motion:** 387-2018

**Moved:** T. Oke

**Seconded:** M. Vaughan

**That South Huron Council adopts the minutes of the Court of Revision - Carroll Municipal Drain Meeting of July 16, 2018, as printed and circulated.**

**Disposition: Carried**

6.4 Minutes of Court of Revision Meeting of July 16, 2018 - Neil Municipal Drain

**Motion:** 388-2018

**Moved:** C. Hebert

**Seconded:** T. Oke

**That South Huron Council adopts the minutes of the Court of Revision - Neil Municipal Drain Meeting of July 16, 2018, as printed and circulated.**

**Disposition: Carried**

7. Councillor Board and Committee Reports

7.1 Minutes of the Community Hub-Recreation Project Steering Advisory Committee Meeting of July 4, 2018

Council discussed the LeisurePlan survey and comments received regarding the age range for required for the survey. Council committee members added that the Project Steering Committee values the opinions of all residents and is actively seeking input on the proposed new community hub / recreation centre project from the entire community and that they will take forward the comments received from the survey to the committee.

7.2 Minutes of the South Huron Economic Development Advisory Committee Meeting of May 31, 2018

**Motion:** 389-2018

**Moved:** T. Oke

**Seconded:** T. Tomes

That the minutes of the following committees and / or boards be received as presented to Council:

- Community Hub/Recreation Project Steering Advisory Committee meeting of July 4, 2018;
- South Huron Economic Development Advisory Committee meeting of May 31, 2018.

**Disposition: Carried**

7.3 Upcoming Committee of the Whole Meeting

Wednesday August 29, 2018 at 6:00 p.m.

8. Staff Reports

8.1 Planning

8.1.1 S. Smith, Huron County Planner - D14-Z05-2018 Watson Rezoning Report

S. Smith, Huron County Planner advised that Huron County approved Official Plan Amendment SHu OPA#13 and that the

accompanying Zoning By-law Amendment is being brought back to South Huron Council for third and final reading of By-law #51-2018.

**Motion:** 390-2018

**Moved:** D. Frayne

**Seconded:** M. Vaughan

**That South Huron Council receive the report of S. Smith, Huron County Planner regarding third and final reading to By-Law #51-2018 (2326767 Ontario Inc./Watson) for information.**

**Disposition: Carried**

#### 8.1.2 S. Smith, Huron County Planner - South Huron Comprehensive Zoning

S. Smith Huron County Planner requested direction from Council for each of the following items.

Item for Consideration	Recommendation	Council Direction
Community Facility (CF) Zone permits “any use of the corporation” and wording is considered vague and poses no restrictions on Municipality	No change be made.	<b>No Changes</b>
Grand Bend Motorplex - Subject lands currently zoned VM1-5 in Township of Stephen Zoning By-law; notes that zone map appears to miss site specific zone provisions currently existing for subject lands. Also request for removal of 30m rear yard provision.	A site specific zone be included for this property reflective of permitted uses currently allowed; it is also recommended standard M1 yard provisions apply as would be in place today therefore removing additional 30m setback as previously stipulated.	<b>Change to Site specific zone</b>

<p>Subject lands located at 184 Rosemount Avenue. Lands are identified as M2 (General Industrial) Zone in South Huron Zoning By-law. Subject lands are operating as a retail use which does not fall in line with permitted uses in M2 zone.</p>	<p>A site specific zone provision to recognize retail use not be implemented for this property.</p>	<p><b>No site specific amendment</b></p>
<p>Request for 5 Lakeshore Drive (401004003400200) and abutting lands legally recognized as Plan 125 Lot 5 Lot 41 S Pt Lot 40 (401004003400300). Request #1. That frontage /front yard definition be maintained and be considered from the street as opposed to Lake/Top of Bank as proposed in Zoning Bylaw. Request #2. That existing lot frontage be recognized as is.</p>	<p>Re Current Request #1. To retain frontage/front yard from Lake/Top of Bank as recommended in July 16, 2018 report.</p> <p>Re Current Request #2. No action is required as lots are considered existing.</p>	<p><b>#1: Revert to previous Township of Stephen By-Law provisions and allow the property owner to choose between lakefront or road for determination of property frontage and front yard.</b></p> <p><b>#2: No change</b></p>
<p>Re Current Request #1. Recommendation would be to retain frontage/front yard from Lake/Top of Bank as recommended in July 16, 2018 report.</p>		<p><b>See above. Same as above.</b></p>
<p>Additional definitions received regarding CSA Standards, R.V Products and Manufactured Housing (i.e. modular home and mobile home)</p>	<p>No change to existing definitions and references to CSA standards apply.</p>	<p><b>Council Direction:</b></p> <p><b>Use CSA standard provisions as opposed to specific reference to a CSA number, so by-law will reference CSA code for details.</b></p>

Based on Council direction, staff will make necessary changes to Comprehensive Zoning By-Law.

**Motion:** 391-2018

**Moved:** C. Hebert

**Seconded:** W. DeLuca

**That South Huron Council receive the report of S. Smith, Huron County Planner dated August 3, 2018 regarding the South Huron Comprehensive Zoning By-Law and make amendments as directed.**

**Disposition: Carried**

## 8.2 Operations and Infrastructure

## 8.3 Financial Services

### 8.3.1 S. Becker, Director of Financial Services - 2017 Audited Financial Statements

**Motion:** 392-2018

**Moved:** C. Hebert

**Seconded:** D. Frayne

**That South Huron Council receives the report from S. Becker, Director of Financial Services/Treasurer re: 2017 Audited Financial Statements;**

**And that South Huron Council adopts the Audited Financial Statements as presented by Paul Seebach, Vodden, Bender and Seebach LLP.**

**Disposition: Carried**

### 8.3.2 S. Becker, Director of Financial Services - Financial Software Analysis

**Motion:** 393-2018

**Moved:** W. DeLuca

**Seconded:** T. Oke

**That South Huron Council receives the report from S. Becker, Director of Financial Services/Treasurer re: Financial Software Analysis, and**

**That South Huron Council authorize the Treasurer to engage in sole sourcing as the method of procurement as per the Procurement By-Law 33-2017, and**

**That South Huron Council authorize the Treasurer to enter into a contract with USTI/Aptean for the purchase of Asyst Financial Software.**

**Disposition: Carried**

- 8.3.3 S. Becker, Director of Financial Services - Capital Progress Report – July

**Motion:** 394-2018

**Moved:** T. Oke

**Seconded:** C. Hebert

**That South Huron Council receives the report from S. Becker, Director of Financial Services re: 2018 Capital Progress Report – July completed as of July 31, 2018 for information only.**

**Disposition: Carried**

#### 8.4 Administration

- 8.4.1 J. Fields, Community Services Manager - Dashwood Community Centre Washroom Addition and Accessible Parking Request for Tender Results

Council directed staff to bring back a report with next steps, options and recommendations.

**Motion:** 395-2018

**Moved:** D. Frayne

**Seconded:** M. Vaughan

**That South Huron Council receives the report from J. Fields, Community Services Manager re: Dashwood Community Centre Washroom Addition and Accessible Parking Request for Tender; and**

**That Council not award the Request For Tender (RFT) for the Dashwood Community Centre Addition and Accessibility Parking project as all bids exceed the budgeted amount.**



**Disposition: Carried**

- 8.4.2 S. Currie, Communications and Strategic Initiatives Officer - 2018 South Huron Health and Wellness Forum

CAO Best clarified that the event was not an in-kind donation but would operate on a cost recovery basis as the vendor fee will offset the costs.

**Motion:** 396-2018

**Moved:** T. Oke

**Seconded:** C. Hebert

**That South Huron Council receives the report from S. Currie, Communications and Strategic Initiatives Officer re: 2018 South Huron Health and Wellness Forum.**

**Disposition: Carried**

- 8.4.3 R. Msuya-Collison, Clerk - Request for Drainage Improvement – Extension of Project

**Motion:** 397-2018

**Moved:** W. DeLuca

**Seconded:** T. Tomes

**That South Huron Council receives the report from R. Msuya-Collison, Clerk re: Requests for Drain Improvement under Section 78 of the Drainage Act; and**

**That South Huron Council hereby appoints William J. Dietrich, P. Eng., from Dietrich Engineering Ltd. as the Municipal Drainage Engineer and include the proposed new drain construction, as set out in the petition for drainage works, to the municipal drainage project report for Fleming-Morrissey Drain Improvement.**

**Disposition: Carried**

- 8.4.4 R. Msuya-Collison, Clerk - 2018 Restricted Acts of Council ("Lame Duck" period)

**Motion:** 398-2018

**Moved:** T. Oke

**Seconded:** D. Frayne

**That South Huron Council receives the report from R. Msuya-Collison, Clerk re: 2018 Restricted Acts of Council for information only.**

**Disposition: Carried**

- 8.4.5 D. Best, Chief Administrative Officer/Deputy Clerk -Employee Group Benefits Update

**Motion:** 399-2018

**Moved:** D. Frayne

**Seconded:** C. Hebert

**That the report of D. Best, Chief Administrative Officer dated August 13, 2018 with respect to the Employee Group Benefits Update be received; and**

**That the surplus funds received through the Consortium be placed in the Benefit Contingency Reserve.**

**Disposition: Carried**

- 8.4.6 D. Best, Chief Administrative Officer/Deputy Clerk - Acting Fire Chief

CAO Best advised that an audit for regulatory compliance done by the Office of the Fire Marshal will outline what is to be done and considered for next term of council.

**Motion:** 400-2018

**Moved:** T. Oke

**Seconded:** M. Vaughan

**That the memo of D. Best, Chief Administrative Officer dated August 13, 2018 regarding the appointment of an Acting Fire Chief be received.**

**Disposition: Carried**

9. Deferred Business

10. Notices of Motion

11. Mayor & Councillor Comments and Announcements

Mayor Cole commented on the MoneySense magazine release of best places to live in Canada and South Huron was on the list and up 46 spots from last year. She has been in contact with Huron Park and Centralia regarding FCC funds and availability for playground equipment.

Mayor Cole advised that the traffic signal report was discussed at Huron County Council and noted that the intersection of Thames Road and Highway 4 is one of the busiest in the County and increases in the summer. She attended a teleconference on opioid strategy, the Communities in Bloom Dinner and participated at an English speaking language class at the Library. She also attended the Rodeo on Saturday and the Huron County Playhouse for the "Little Mermaid" performance.

Councillor Hebert commented on the Communities in Bloom and advised he attended the Rodeo on Saturday and noted a big turnout.

Councillor Oke mentioned KW Pool fun night that includes a barbeque, free swim and a lifeguard demonstration. He participated with the food committee at the annual co-ed ball tournament. He noted the upcoming Kirkton fair and mentioned that the Saturday night tractor pull is new this year.

Councillor DeLuca commented on the Communities in Bloom judging. He mentioned he swam in the new pool and has heard good comments regarding the pool.

Councillor Tomes mentioned that North Huron is closing the Emergency Services Training Centre in Blyth and will have to build a new fire station.

Deputy Mayor Frayne updated Council on the Jones Bridge project and advised that if tenders are approved construction will hopefully start in September.

Councillor Vaughan formally accepted her nomination to the Age-Friendly Committee.

12. Communications

12.1 Ministry of Municipal Affairs and Housing - New Minister Steve Clark

12.2 2019 ROMA AGM & Annual Conference

12.3 Ontario Provincial Police - AMO Conference

12.4 2018 Huron County Homeless Enumeration Presentation

Mayor Cole spoke to Council on this presentation as this was presented at County Council.

12.5 South Huron Hospital and Alexandra Marine General Hospital - Interim President and CEO Position

12.6 Exeter and District Heritage Foundation - Exeter Cemetery

Council directed Administration to provide the Exeter and District Heritage Foundation with the CAO report on the Cemetery Fence.

12.7 Alzheimer Society of Huron County - Request - Drive for Dementia

12.8 Alzheimer Society of Huron County - Annual Coffee Break

Mayor Cole will discuss with Alzheimer Society to have the Annual Coffee Break at the Health and Wellness Forum.

12.9 W. George Robertson, Ben Hoogenboom, Bruce Shaw, Robert Morley - Notification of Request

Administration was directed to send letter.

**Motion:** 401-2018

**Moved:** C. Hebert

**Seconded:** D. Frayne

**That South Huron Council reconsider motion # 307 - 2016.**

<b>Recorded</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
M. Cole	X		
D. Frayne	X		
T. Tomes	X		
M. Vaughan	X		
W. DeLuca	X		
C. Hebert	X		
T. Oke	X		
<b>Results</b>	<b>7</b>	<b>0</b>	<b>0</b>

**Disposition: Carried (7 to 0)**

**Motion:** 402-2018

**Moved:** M. Vaughan

**Seconded:** C. Hebert

**That the report received from Mr. Fred Dean be released to the public.**

**Disposition: Carried**

**Motion:** 403-2018

**Moved:** M. Cole

**Seconded:** C. Hebert

**That the report be brought forward to the next council meeting with a status update.**

**Disposition: Carried**

12.10 Don de Jong - Request Recognition of Front Yard

12.11 Letter from Dave Giroux - Food Truck Insurance

12.12 Township of North Stormont - Resolution - Commitment to Green Energy Act

12.13 City of Niagara Falls - Resolution - North American Free Trade Agreement

12.14 Township of Howick - Resolution - Care and Maintenance Fund

CAO Best updated Council on AMO delegations and advised that FCM has moved to next phase in funding. He noted the Libro Credit Union ribbon cutting on August 24 at noon.

**Motion:** 404-2018

**Moved:** D. Frayne

**Seconded:** T. Oke

**That South Huron Council proceed beyond the hour of curfew.**

**Disposition: Carried**

**Motion:** 405-2018

**Moved:** T. Oke

**Seconded:** C. Hebert

**That South Huron Council receive communication items not otherwise dealt with.**

**Disposition: Carried**

13. Closed Session

14. Report From Closed Session

15. By-Laws

15.1 By-Law No. 51-2018 - Rezoning By-Law - 2326767 Ontario Inc. (Watson)

**Motion:** 406-2018

**Moved:** C. Hebert

**Seconded:** M. Vaughan

**That the South Huron Council gives third and final reading to By-Law #51-2018, being a By-law to amend By-Law #12-84, being the Zoning By-Law for the former Township of Stephen for lands known as CON LRE W PT GORE Lot 7 AS RP 22R4348 PART 1, Stephen Ward, Municipality of South Huron.**

**Disposition: Carried**

15.2 By-Law No. 69-2018 - Comprehensive Zoning By-Law

**Motion:** 407-2018

**Moved:** C. Hebert

**Seconded:** D. Frayne

**That the South Huron Council gives third and final reading to By-Law #69-2018 as amended, being a by-law to provide the Corporation of the Municipality of South Huron with regulations which will affect control over all forms of land use and development within the Municipality of South Huron.**

**Disposition: Carried**

15.3 By-Law No. 71-2018 - Collect Costs for Drain Maintenance

**Motion:** 408-2018

**Moved:** W. DeLuca

**Seconded:** T. Tomes

**That the South Huron Council gives first, second and third and final reading to By-Law #71-2018 being a by-law to collect costs for maintenance and repair of municipal drains in the Municipality of South Huron.**

**Disposition: Carried**

- 15.4 By-Law No. 72-2018 - Fire Dispatch Services Agreement with Town of Tillsonburg

**Motion:** 409-2018

**Moved:** C. Hebert

**Seconded:** M. Vaughan

**That the South Huron Council gives first, second and third and final reading to By-Law #72-2018, being a By-Law to authorize a 2018 Fire Dispatching Agreement with the Corporation of the Town of Tillsonburg.**

**Disposition: Carried**

- 15.5 By-Law No. 73-2018 - MOU between the Municipality of South Huron and Exeter Business Improvement Area

**Motion:** 410-2018

**Moved:** C. Hebert

**Seconded:** M. Vaughan

**That the South Huron Council gives first, second and third and final reading to By-Law #73-2018 being a By-Law to authorize the signing of a Memorandum of Understanding with the Exeter Business Improvement Area (Exeter "BIA") for the purpose of identifying respective roles and responsibilities in relation to improvement and promotion of the commercial districts of Exeter.**

**Disposition: Carried**

- 15.6 By-Law No. 74-2018 - Acting Fire Chief - Jeff Musser

**Motion:** 411-2018  
**Moved:** D. Frayne  
**Seconded:** M. Vaughan

**That the South Huron Council gives first, second and third and final reading to By-Law #74-2018 being a By-Law to appoint Jeff Musser as Acting Fire Chief for the Municipality of South Huron.**

**Disposition: Carried**

16. Confirming By-Law

16.1 By-Law No. 75-2018 – Confirming By-Law

**Motion:** 412-2018  
**Moved:** C. Hebert  
**Seconded:** T. Tomes

**That the South Huron Council gives first, second and third and final reading to By-Law #75-2018, being a by-law to confirm matters addressed at the August 13, 2018 Council meeting.**

**Disposition: Carried**

17. Adjournment

**Motion:** 413-2018  
**Moved:** D. Frayne  
**Seconded:** C. Hebert

**That South Huron Council hereby adjourns at 8:56 p.m., to meet again on September 4, 2018 at 6:00 p.m. or at the Call of the Chair.**

**Disposition: Carried**

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Maureen Cole, Mayor

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Rebekah Msuya-Collison, Clerk