



Municipality of Huron East Council Meeting Minutes
Council Chambers
72 Main Street South, Seaforth, ON
Tuesday, December 19, 2019

Members Present:

Mayor: Bernie MacLellan; Deputy Mayor: Alvin McLellan; Councillors: Raymond Chartrand, Brenda Dalton, Robert Fisher, Larry McGrath, Justin Morrison, Jeff Newell, John Steffler, and Gloria Wilbee

Absent:

Councillor Dianne Diehl

Staff Present:

CAO Brad McRoberts; Clerk Jessica Rudy; Director of Finance/Treasurer Stacy Grenier; Director of Community Services Lissa Berard; Drainage Superintendent Ken McCallum; Director of Public Works Barry Mills; Executive Assistant/Communications Coordinator Aaly Broda; and Economic Development Officer Taralyn Cronin

Others Present:

Huron County Planner Shae Stoll

Stephen Brickman and Adam Hall, Headway Engineering (Item 7.3)

Rick Orr and Randy Nixon, Orr Insurance (Item 10.4)

1. Call to Order and Opening Remarks

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

2. Land Acknowledgement

Mayor MacLellan provided the land acknowledgement.

3. Confirmation of the Agenda

Moved by Deputy Mayor McLellan and Seconded by Councillor Morrison:

That the amended agenda for the Regular Meeting of Council dated December 19, 2023 to include a delegation from Hayley Bettles regarding Vanastra Daycare Invoicing Concerns be adopted as circulated.

Carried

4. Disclosure of Pecuniary Interest

None declared.

5. Minutes of Previous Meeting

Moved by Councillor Chartrand and Seconded by Councillor Fisher:

That Council of the Municipality of Huron East approve the following Council Meeting Minutes as circulated:

5.1 Regular Meeting – December 5, 2023

Carried

6. Consent Agenda

There were no requests to remove any items from the Consent Agenda.

Moved by Councillor Steffler and Seconded by Councillor Newell:

That Consent Agenda items 6.1 to 6.4 be received for information and approved.

6.1 Economic Development Committee re: Minutes from November 14, 2023

6.2 Council Expenses for November 2023

6.3 Accounts Payable

6.4 Municipality of South Huron re: Notice of Passing of a Zoning By-law Amendment 73-2023 – South Huron Housing Update

Carried

7. Public Meetings/Hearings and Delegations

7.1 Presentation: Mayor MacLellan re: Huron East Employee Service Awards

Mayor MacLellan congratulated employees on their dedication and presented them with their respective awards.

Rene Poels, Public Works was recognized for 5 years of service.

Laura Leeming, Vanastra Early Childhood Learning Centre, was not in attendance but was recognized for 10 years of service.

7.2 Hayley Bettles re: Early Learning Childhood Centre Invoicing Concerns

Haley Bettles, a family with the Vanastra Early Learning Childhood Centre appeared before Council addressing concerns on the invoicing system to be implemented in January 2024, where families are invoiced on the first of the month, based on their pre-submitted calendar, and are expected to pay within 7 days of invoicing. H. Bettles noted that notice of the advance payment change was only provided December 15,

2023 and comes after a delay in invoicing from September, October and November. She noted that families are still trying to catch up from the delay in invoicing and are heavily burdened with costs of the holiday season. H. Bettles noted that she had previous conversations with staff and it was proposed to delay the new invoicing system to February 1, allowing families to recoup. It was requested that Council look at implementing the process in May of 2024.

In response to Council, CAO Brad McRoberts noted that the policy for invoicing changes was approved earlier in 2023 and acknowledged the delay in invoicing due to staff shortages, however it was stressed that families in daycare are aware of the service they are being provided and should be expecting an invoice for that service. It was reiterated that the offer to push the system to February 2024 was provided and that those families in arrears may reach out the finance department to make payment arrangements.

Council discussed the 7-day due date with invoicing and expressed that perhaps a longer invoicing period would be more appropriate and offered scenarios of the invoicing method being implemented in March and working with families to recover the previous months.

Staff confirmed that changes would not be in effect for January 1st and that following direction from Council a report on the invoicing system and daycare cost averages would be coming to the January 9th Council meeting.

Moved by Councillor Fisher and Seconded by Councillor McGrath:

That the Council of the Municipality of Huron East direct staff to bring forward a report to January 9, 2024 Council meeting regarding daycare invoicing.

Carried

7.3 Delegation: District Chief Max McLellan, Brussels Station re: Parking at Brussels Fire Station Expansion and Training/Practice Pay Rates

Brussels Station District Fire Chief Max McLellan appeared before Council addressing parking concerns with the Brussels Fire Hall expansion and asked that additional parking be supplied to alleviate safety concerns.

B. McRoberts confirmed that the parking expansion is noted in the 2024 budget for Council consideration.

M. McLellan expressed concerns over pay inequity of the three stations, in response it was noted that senior staff has recently become aware of the various rates and have marked a pay equity review for fire services staff a priority for 2024.

7.4 Engineers Report re: Clark and McTaggart Municipal Drains

Stephen Brickman, Headway Engineering, appeared before Council to provide a summary of the Clark and McTaggart Municipal Drains final report, background, timing,

and recommended drain improvements. A copy of the presentation is [appended](#) to the original minutes.

Moved by Councillor Wilbee and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East accept the revised engineers report on the Clark and McTaggart Municipal Drains 2023 and designate it as By-law 087-2023;

And That the Court of Revision be set for January 23, 2024 at 5:30 p.m. and that, Brenda Dalton, Diann Diehl, and Alvin McLellan be appointed as members with Alvin McLellan acting as Chair.

Carried

7.5 Committee of Adjustment Public Hearing re: Minor Variance Application MV09-2023

Moved by Councillor Morrison and Seconded by Councillor Fisher:

That the Council of the Municipality of Huron East adjourn the regular meeting of Council at 7: 05 p.m. to go into a Public Hearing of Committee of Adjustment to discuss the following:

- a) Minor Variance Application MV09-2023 for Queen Street, Brussels

Carried

Council reconvened at 7:18 p.m.

8. Planning

9. Municipal Drains

9.1 CLK-23-23, McKenzie Municipal Drain – Section 40 Report

Clerk Jessica Rudy provided an overview of the report noting that after the appeal deadline the improvement process for the McKenzie Municipal Drain would be considered complete.

The report was received for information.

10. Reports & Recommendations of Municipal Officers

10.1 PW-23-13, Speed Limiting Measures on Front Road, Hensall Road & Krauter Line

In response to Council, Director of Public Works Barry Mills stated that staff will investigate as to whether there are rumble strips on Krauter Line and confirmed that the Seaforth Golf Course development would not impact the speed changes on Front Road.

Moved by Councillor Morrison and Seconded by Councillor Dalton:

That the Council of the Municipality of Huron East authorize a By-law for the installation of a:

- 60 km/h speed signs on Front Road between Hensall Road and MacPherson Avenue, Egmondville;
- 60km/h speed signs on Front Road between Huron Road and 5th Avenue, Vanastra;
- 60 km/h speed sign on Krauter Line; and
- 50 km/h speed sign on Hensall Road 60 metres north of Lorne Avenue, Hensall

Carried

10.2 CLK-23-24, Annual and Multi-Year Accessibility Plans

Moved by Councillor Steffler and Seconded by Deputy Mayor McLellan:

That the Council of the Municipality of Huron East adopt the 2023 Annual Accessibility Plan and the 2024 Multi-Year Accessibility Plan, as presented in report CLK-23-24.

Carried

10.3 CLK-23-25, Delegation of Authority for Purchase and Sale Agreements for Land in Huron East

Moved by Councillor Morrison and Seconded by Deputy Mayor McLellan:

That the Council of the Municipality of Huron East consider a By-law to delegate authority to the CAO and Treasurer to execute purchase and sale agreements for land in Huron East.

Carried

10.4 FIN-23-14, Request for Proposal – Municipal Insurance Tender

B. McRoberts noted that there was a significant increase to the coverage on the Municipality's assets, as most assets were extremely undervalued in previous years.

Director of Finance/Treasurer Stacy Grenier noted that Randy Nixon and Rick Orr from Orr Insurance were present at the meeting and expressed the satisfaction staff have already felt from their services.

Moved by Deputy Mayor McLellan and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East award the Municipal Insurance contract to Intact Public Entities.

Carried

10.5 EDO-23-05, Huron East Community Improvement Plan

Economic Development Officer Taralyn Cronin provided a background and overview of the draft Community Improvement Plan and clarified that the Municipality would be providing the grant and the budget for the Improvement Plan directives would need to be approved by Council during the budget process.

Moved by Councillor McGrath and Seconded by Councillor Chartrand:

That the Municipality of Huron East accept report EDO-23-05 for information and direct staff to plan a public open house regarding the Community Improvement Plan.

Carried

11. Correspondence

12. Unfinished Business

13. Council Reports

13.1 Council Member Reports

13.1.1 County Council Report

Deputy Mayor McLellan reported that County Council had a presentation from United Way Perth Huron where it was noted that United Way is looking for municipal governments to implement a living wage for everyone. It was also reported that the Municipality of Bluewater approved their Official Plan; the Huron County planning department is in the process of a planning fees review; a notice of motion was brought forward to discontinue the heritage fund as part of the service review; and that the 2024 borrowing by-law was approved for \$400,000,000.

In response to the request from Huron East Council to Huron County, it was reported that the out of the cold shelter request would be coming back as a report to Council and that the defibrillator report for the Optimist park is expected December 20th.

Deputy Mayor McLellan noted that the out of the cold motel model seems to be having overall success and the Mayor of Goderich had commented that there has been less calls regarding homeless individuals using bank institution vestibules as a place of shelter.

13.1.2 Other Boards/Committees or Meetings/Seminars

Councillor Wilbee noted that she had a CHIP meeting and confirmed that they will continue to meet on a quarterly basis, in person. Councillor Wilbee suggested that the cardboard cut out of an officer with a radar gun could be employed at Bayfield Street, to alleviate some residents concerns. In response Mayor MacLellan noted that this could also be used at the Ethel intersection.

Councillor Wilbee noted that the Heritage Committee met prior to Council and they discussed updated protocols, promotion and communication and that staff has indicated they would be bringing forward something in the new year.

Deputy Mayor McLellan reported that the Ethel Santa Clause parade was December 15, 2023 and contained 14 floats. He expressed appreciation for the Director of Public Works Barry Mills and the North Patrol for arranging a Huron East truck for the parade.

13.2 Requests by Members

13.3 Notice of Motion

13.4 Announcements

Councillor Steffler noted that the Seaforth Homecoming Committee and the Seaforth Legion are looking to have a New Years Levy January 1, 2024 from 1-5p.m. or 1-6 p.m.

14. Other Business

15. By-laws

Moved by Councillor Chartrand and Seconded by Deputy Mayor McLellan:

That Be it Hereby Resolved By-law 084-2023, A By-law to Delegate Authority to the CAO and Treasurer for Purchase and Sale Agreements of Land in Huron East 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

Moved by Councillor Wilbee and Seconded by Councillor Newell:

That Be it Hereby Resolved By-law 086-2023, A By-law to Regulate Speed Limits on Certain Highways in the Municipality of Huron East and to Repeal By-laws 74-2004, 41-2005, 75-2006 and 68-2012, 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

Moved by Councillor Chartrand and Seconded by Councillor Steffler:

That Be it Hereby Resolved By-law 087-2023, A By-law for the Clark and McTaggart Municipal Drains, be given first, and second, readings and signed by the Mayor and Clerk.

Carried

Moved by Councillor Dalton and Seconded by Councillor Steffler:

That Be it Hereby Resolved By-law 088-2023, A By-law to Authorize Amendment No. 14 to By-law 26-2010 – CH2M HILL OMI – Operations and Maintenance Agreement for the Water and Wastewater Facilities 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

16. Closed Session and Reporting Out

17. Confirmatory By-law

Moved by Councillor Newell and Seconded by Councillor Morrison:

That Be It Hereby Resolved that By-law 089-2023, a By-law to Confirm the Proceedings of Council, be given first, second, third and final reading and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

18. Adjournment

Moved by Councillor Fisher and Seconded by Councillor Chartrand:

The time now being 7:58 p.m. That the regular meeting adjourn until January 9, 2024 at 6:00 p.m.

Carried

Bernie MacLellan, Mayor

Jessica Rudy, Clerk



Clark & McTaggart Municipal Drain

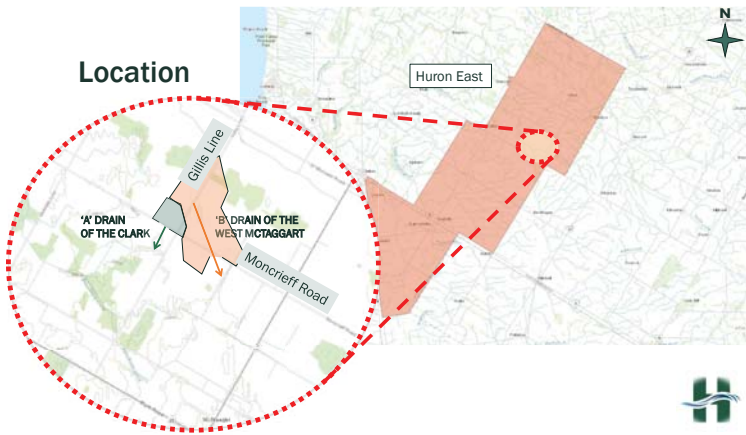
Consideration Meeting
December 19, 2023

Authority

- Headway was appointed under Section 78 of the Drainage Act on April 4, 2023 (effective May 4, 2023) (about 7.5 months ago)
- The project is authorized by two Drainage Appointments:
 - Clark Municipal Drain
 - McTaggart Municipal Drain



Location



History

'A' Drain of the Clark Municipal Drain

- The 'A' Drain was originally constructed in 1927 (96 years ago) and an additional drain was constructed in 1969 (54 years ago). Both drains are 10" tiles. The existing design standard is approximately 1/3" DC.
- The Clark Drain last had new construction work in 2004, which included fish pools, tree planting, and buffer strips on the open portion where the 'A' Drain outlets.
- The watershed area for the 'A' Drain of the Clark Drain is approximately 44 Ha. (109 acres).

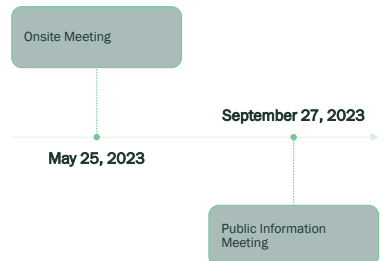


History

'B' Drain of the West McTaggart Drain

- The McTaggart Drain was originally constructed in 1909 (114 years ago), and two additional drains were constructed in 1967 (56 years ago). The upper end of the drain is a 14" diameter pipe and the lower end is a 16" with an 18" outlet pipe, and an 18" pipe under the road.
- The watershed area for the 'B' Drain of the West McTaggart Drain is approximately 115 Ha. (284 acres).
- The existing design standard is approximately 1/4" DC

Public Engagements



Findings & Recommendations

- Findings:**
- Existing municipal drainage systems within the watershed are greater than 50 years old.
 - Existing drains are of insufficient size, depth and capacity to provide drainage at today's standards of drainage.
 - Surface water flow paths are causing crop damage, and reduced usability
 - Clark Drain (open portion) does not require additional depth to provide a sufficient outlet for the proposed drainage system.
 - Various private additions (headers) exist along side the 'X' Drain of the Clark Drain.

- Recommendations:**
- A new tile drainage system known as the 'A' Drain of the Clark Drain be installed from an outlet into the Clark Drain (Open) on Lot 20, Con. 16, upstream approximately 426 metres, to the North side of Moncrieff Road.
 - A new tile drainage system known as the 'B' Drain of the West McTaggart Drain be installed from an outlet into the West McTaggart Drain (Open) on part of Lot 23, Con. 16, upstream approximately 1,335 metres, to the West side of Gillie Road.
 - Improvements be made to the West McTaggart Drain (Open) consisting of approximately 619 metres of ditch deepening.
 - The new drains be designed using a 51 mm (2") per 24 hour Drainage Coefficient.
 - No work be done in the Clark Drain (Open).



Existing Outlet
McTaggart Drain



Existing CB to be replaced
McTaggart Drain

Photos



Gillis Line Culvert
McTaggart Drain - To be replaced



Existing CB
Clark Drain - To be replaced

Photos



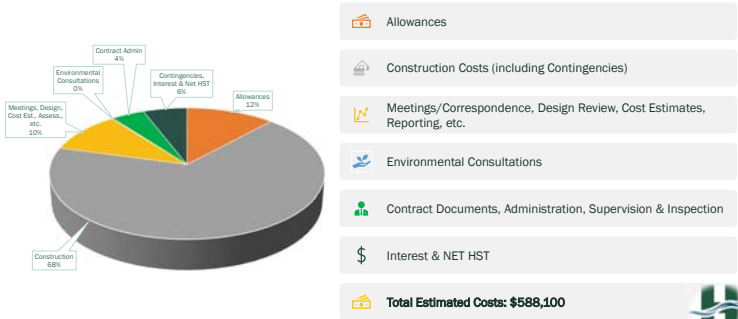
Moncrieff Road Surface Culvert
McTaggart Drain



Photos



Estimated Project Costs



Questions

