



Township of Chatsworth Council Minutes

Wednesday June 17, 2015

Members Present:

Mayor – Bob Pringle
Deputy Mayor – Scott Mackey
Councillor – Brian Gamble
Councillor – Shawn Greig
Councillor - Elizabeth Thompson

Staff Present:

CAO/Clerk, Will Moore
Treasurer, Assistant CAO/Clerk – Grace Nayler

1. Call to Order:

Mayor Pringle called the meeting to order at 9:30 a.m.

2. Opening Ceremonies:

Mayor Pringle called for a moment of reflection before proceeding with the Council Meeting.

3. Adoption of Agenda:

Motion Number 265-2015
Moved by: Scott Mackey
Seconded by: Elizabeth Thompson

Be it Resolved that the Council of the Township of Chatsworth adopt the agenda as amended to include Loucks rezoning bylaws 2015-33.

Carried

4. Disclosure of Pecuniary Interest:

Mayor Pringle reminded Council members to disclose any pecuniary interest that may arise during the course of the meeting. No disclosures of pecuniary interest were expressed at this time.

5. Minutes of Previous Meetings:

5.1 Regular Meeting June 10, 2015

Motion Number 266-2015
Moved by: Scott Mackey

Seconded by: Shawn Greig

Be it Resolved that the minutes of the Regular Meeting of June 10, 2015 be approved as circulated.

Carried

5.2 HR Meeting April 13, 2015

Motion Number 267-2015

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

Be it Resolved that the Council of the Township of Chatsworth accept the Human Resources Committee Minutes of April 13, 2015.

Carried

6. Public Meetings: None

7. Deputations:

10:00 a.m. - Fire Chief Mike Givens re Fire By-law & Automatic Aid Update

Chief Givens gave an update on where an Automatic Aid Agreement is with the neighbouring Fire Department. An agreement should be in front of Council shortly.

The Chief reviewed the Fire By-law and noted changes for Council consideration which included a permitting system. There was concern that the by-law is too restrictive and permit fees were proposed.

10:30 a.m. - MoosePower re 4 Solar Projects

Representatives of MoosePower proposed 4 Solar Projects south of Berkley on Highway 10 and requested Council to award Priority Points under the FIT program.

Motion Number 269-2015

Moved by: Shawn Greig

Seconded by: Scott Mackey

Be it Resolved that the Council of the Township of Chatsworth does not support Moose Power request for Priority points under the Fit program as presented.

Carried

1:00 p.m. -Conestoga Rovers re BioReview

Mike Muffels of Conestoga Rovers gave council his initial findings from their BioDigester review. He noted that there is a feed stock problem which means the system is operating at significantly below design and recommended values. As a result there is significant loading capacity available to optimize the revenues generated by the plant. He acknowledged that the primary objective of the digester is the treatment of septage.

The system does not have the capacity to produce 340 kw as suggested in the 2012 Feasibility Study. The maximum electricity generation rate is approximately 184 KW/hr based on 100 percent utilization (no downtime) with the existing 100 kw engine. Conestoga recommends establishing a business case moving forward on the 100kw engine or 135 kw/hr as a conservative estimate.

The Baycor drum-screen is not performing. It is rated at 68 cubic meters/hr or 300 gallons per minute. Normally Conestoga would recommend operating at half the rated capacity for this type of material. It is currently operating at approximately 4 times the recommended rate. The high rate of flow coupled with a plugged screen which occurs often results in approximately 95 percent flowing through to the Hydrolyzer. With the low volume of feedstock this is actually preferred as this maximizes the organic loading rate to the digester from the available feedstock. Conestoga recommends all septage received at the Plant bypass the drum-screen and be fed directly into the hydrolyzer temporarily until sufficient feedstocks are procured at which time trucks will either have to empty slower or a storage tank is built.

Since there is no septage flow from the screen to the lagoon, an alternative approach to feed the lagoon would be to transfer digestate supernatant from the digestate storage to the lagoon. This would partially reduce volume of digestate haulage and land application. Conestoga recommends evaluation of the lagoon capacity in terms of organic loading and hydraulic capacity for digestage treatment. Discussion with the Ministry of Environment for this treatment concept will be required.

The Hydrolyzer is operating at 30 degrees Celsius. It is recommended to be over 150 degrees for the reduction of complex substates.

There is a pasteurizer for treating fats oils and greases. Conestoga recommends reviewing the design criteria again to assess the need of this unit in term of accepting restaurant waste or grease trap waste.

Conestoga performed a financial review. Conestoga estimates that the operating cost could be \$ 450,000 annually including a reserve for capital by partnering with a private operator. A private operator under a revenue sharing model would be encouraged to optimize operations and reduce operating costs. While there is potential to produce significantly more biogas, it is difficult to realize revenues

from any biogas over and above what is required to operate the existing 100 kw genset.

Conestoga summarized the required additional organic tipping fees to break even. If the septage tip fee was \$0 the Organic tipping fee would be \$ 41-\$68. At \$15 per cubic meter for septage the Organic fee would be \$ 28-\$47 and at \$ 25 Organic would be \$ 20-\$32

A \$0 tipping fee will feed stock that can fetch a higher tipping fee such as Source Separated Organics (SSO) (green bin waste). SSO will require significant investment in receiving and pre-processing facilities to manage odours and to ensure contaminants and grit are removed

A Request for Proposals may source the required capital upgrades and feed stock required. A fixed return to the Municipalities could be requested.

8. Accounts:

Motion Number 268-2015

Moved by: Brian Gamble

Seconded by: Shawn Greig

Be it Resolved that the Council of the Township of Chatsworth approve the accounts in the amount of \$171,439.09.

Carried

9. Reports/Recommendations/Quotes/RFP:

9.1 Water Report 04-15

Motion Number 271-2015

Moved by: Scott Mackey

Seconded by: Shawn Greig

WHEREAS the Province of Ontario has set up a Source Protection Municipal Implementation Fund (SPMIF) to provide one-time grant funding to offset a portion of the costs for small, rural municipalities in preparing to implement drinking water source protection plans;

AND WHEREAS the Township has received grant funding in the amount of \$87,500.00 for eligible activities undertaken by the Township, with an additional \$15,000.00 for collaborating with Bruce County, Grey County and other lower-tier municipalities within these counties on the Risk Management Official/ Risk Management Inspector In-A-Box program;

AND WHEREAS the Province has yet to approve the Source Protection

Plan for Grey Sauble, Saugeen Valley, and Northern Bruce Peninsula;

NOW THEREFORE be it resolved that due to the delay in approval, of the Source Protection Plan, the Township request an extension to the spending deadline of the SPMIF funding and that the extension request align with the timing of the approval of the Source Protection Plan so that eligible expenses incurred with the implementation of the program are within the revised funding spending deadline.

Carried

The Ontario Clean Water Agency made a proposal to Chatsworth and requested that Council deal with it in closed session as the proposal includes confidential information.

Motion Number 272-2015

Moved by Brian Gamble

Seconded by Elizabeth Thompson

Be it Resolved that the Council of the Township of Chatsworth do now go into closed session to discuss an item which relates to:

OCWA's renewal proposal showing confidential privileged financial information

Carried

Motion Number 273-2015

Moved by Scott Mackey

Seconded by Elizabeth Thompson

Be it Resolved that the Council do now leave closed session.

Carried

The Chair confirmed that Council discussed only those matters identified in the resolution to go into a closed meeting.

A resolution to prepare a Request for Proposals for the operation and maintenance of the water systems was introduced and a recorded vote was requested by Deputy Mayor Mackey.

Motion Number 274-2015

Moved by: Scott Mackey

Seconded by: Elizabeth Thompson

Be it Resolved that the Council of the Township of Chatsworth instruct staff to notify OCWA that the Municipality will be going to prepare a Request for Proposals (RFP) for the operation and maintenance of the Chatsworth and Walters Falls Water Systems

And that staff prepare an RFP

Recorded vote:	Gamble	No
	Greig	No
	Mackey	Yes
	Pringle	No
	Thompson	No

Lost

Motion Number 275-2015

Moved by: Shawn Greig

Seconded by: Brian Gamble

Be it Resolved that the Council of the Township of Chatsworth renew the OCWA Service Agreement for the operations and maintenance of the Chatsworth and Walters Falls Water Systems for 7 years as outlined in OCWA's proposal dated June 17, 2015.

Carried

9.2 Finance Report 6-15

Motion Number 270-2015

Moved by Scott Mackey

Seconded by Brian Gamble

Whereas it is expedient to present Council with a monthly report showing the Revenues and Expenditures for the previous month compared to Budget on a monthly basis;

And Whereas a report showing Revenues of \$4,938,188.50 and Expenditures of \$3,468,267.05 up to the end of May, 2015 having been received and recorded by the Treasury Department is being presented to Council;

Now Therefore Be it Resolved that the Council of the Township of Chatsworth receive the Treasurer's Report: FIN 06-15 reflecting the Budget and Revenues and Expenditures comparison for the Township to May 31, 2015

Carried

9.3 HR Recommendations June 8, 2015

Vacation, Footwear & Work Clothing and Travel and Meal Allowance policies were reviewed by Council.

Motion Number 276-2015

Moved by Scott Mackey

Seconded by Brian Gamble

Be it Resolved that the Council of the Township of Chatsworth receive the HR Committee Report and Policies from the June 8, 2015 meeting as presented.

Carried

10. Unfinished Business: None

11. New Business:

11.1 Fire By-law (Fire Chief 10:00 a.m.)

See deputation above

11.2 Breakfast in the Park

The McCullough Lake Cottage Association requested the use of the West Park again this year for their annual breakfast. The Association provided a certificate of insurance.

Motion Number 277-2015

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

Be it Resolved that the Council of the Township of Chatsworth approve the McCullough Lake cottage association request to host a Breakfast in the Park on July 4th, 2015 at the West Side Park

And further that the Association provide the Township with proof of \$3,000,000 liability insurance.

Carried

11.3 Request for Support on 4 FIT Projects (11:00 a.m.)

See deputation above. No support was given by Council.

11.4 Request for Additional Portable Toilets & Wash Stations for Walters Falls

Motion Number 278-2015

Moved by: Scott Mackey

Seconded by: Brian Gamble

Be it Resolved that the Council of the Township of Chatsworth support a grant to the Walters Fall Ball Diamond Committee in the amount of \$200

And that this amount be funded from the unallocated grant fund

Carried

11.5 AMO Delegations

None at this time.

11.6 Permission to Use Agreement

The Township has had a permission to use agreement with MTO for the MTO property in Williamsford on the corner of Highway 6 and McCullough Lake road. The agreement allowed the Township to use the property as a park area in exchange for cutting the grass. No signage was permitted on the property. Council did not direct staff to prepare a renewal agreement.

12. Information Items: None

13. Closed Meeting Session:

No further closed meeting session.

14. Agreements None

15. By-laws:

Motion Number 279-2015

Moved by Scott Mackey

Seconded by Shawn Greig

That By-Law(s) 2015-52 be introduced and taken as read a first and second time.

Carried

Motion Number 280-2015

Moved by Elizabeth Thompson

Seconded by Shawn Greig

That the following By-Law(s) as passed by the committee of the whole be taken as read a third time, be finally passed, signed by the Mayor and Clerk, sealed with the seal of the Corporation and engrossed in the By-Law book.

By-Law 2015-52 Speed Limit Sideroad 60

A Recorded vote was requested by Councillor Thompson

Gamble	Yes
Greig	Yes
Mackey	Yes
Pringle	Yes
Thompson	Yes

Carried

Motion Number 281-2015

Moved by Elizabeth Thompson

Seconded by Shawn Greig

That By-Law(s) 2015-33, 2015-47, 2015-48, 2015-49, 2015-50, 2015-51, 2015-52 and 2015-54 be introduced and taken as read a first and second time.

Carried

Motion Number 282-2015

Moved by Shawn Greig

Seconded by Brian Gamble

That the following By-Law(s) as passed by the committee of the whole be taken as read a third time, be finally passed, signed by the Mayor and Clerk, sealed with the seal of the Corporation and engrossed in the By-Law book.

**By-Law 2015-33 Rezoning – Loucks
 2015-47 Municipal Service Boards
 2015-48 Vacation Entitlement Policy
 2015-49 Footwear and Work Clothing Allowance Policy
 2015-50 Travel and Meal Allowance Policy
 2015-51 Borrowing By-Law
 2015-54 Confirming By-Law**

Carried

16. Adjournment:

Motion Number 283-2015

Moved by Scott Mackey

Seconded by Elizabeth Thompson

Be it Resolved that the Council of the Township of Chatsworth adjourn at 3:34 p.m.

Carried

Original signed by
Mayor Bob Pringle

Original signed by
CAO/Clerk Will Moore