



The Corporation of the Township of Huron-Kinloss
Committee of the Whole Meeting Minutes

Date: December 5, 2022
Time: 7:00 pm
Location: Council Chambers

Members Present Don Murray, Mayor
Larry Allison, Councillor
Shari Flett, Councillor
Scott Gibson, Councillor
Ed McGugan, Councillor
Carl Sloetjes, Councillor

Members Absent Jim Hanna, Deputy Mayor

Staff Present Jennifer White, Manager of Legislative Services/Clerk
Mary Rose Walden, Chief Administrative Officer
Chris Cleave, Fire Chief
Mike Fair, Director of Community Services
Matt Farrell, Building & Planning Manager/ CBO
Jodi MacArthur, Treasurer
John Yungblut, Director of Public Works

1. Call to Order

Mayor Murray called the meeting to order at 7:00 p.m. The Mayor opened the meeting acknowledging the passing of a former Township Reeve.

2. Disclosure of Pecuniary Interest

None disclosed.

3. Delegations

The Lucknow Kinsmen presented a proposal to host a Tractor Pull and Derby in Lucknow at the event site known locally as Graceland. This matter was referred to Staff.

3.1 Lucknow Kinsmen

The Lucknow Kinsmen presented a proposal to host a Tractor Pull and Derby in Lucknow at the site known locally as Graceland. Committee referred the matter to Staff. A planning application will come forward in January.

Request for Encroachment at risk for track.

Committee of the Whole inquired about the noise and timing of derby and band, as well as traffic at the entrance.

Committee of the Whole inquired about interactions with Staff, and what asks have come forward already. The Kinsmen have been collaborating with Staff on requirements for the event.

4. Staff Reports

4.1 Building & Planning

4.1.1 November 2022 Monthly Building Report BLDG-2022-12-23

Resolution No.: 897

Moved by: Shari Flett

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2022-12-23 prepared by Matt Farrell, Building and Planning Manager/CBO

Carried

4.1.2 Legislative Update – More Homes Built Faster Act (Bill 23) BLDG-2022-12-24

Committee of the Whole inquired about the definition of encumbered lands as it relates to parkland. Committee of the Whole requested further information on the implications of the changes that have received Royal Assent to date.

Resolution No.: 898

Moved by: Shari Flett
Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2022-12-24 prepared by Matt Farrell, Building and Planning Manager/CBO

Carried

4.1.3 Ripley Industrial Park Planning Amendments BLDG-2022-12-25

Resolution No.: 899

Moved by: Ed McGugan
Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2022-12-25 prepared by Matt Farrell, Building and Planning Manager/CBO and direct staff to proceed with the necessary planning applications.

Carried

4.2 By-law Enforcement

4.2.1 November 2022 Monthly By-Law Enforcement Status Report BLE-2022-12-20

Resolution No.: 900

Moved by: Larry Allison
Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLE-2022-12-20 prepared by Heather Falconer, By-Law Enforcement Officer.

Carried

4.3 Fire Department

4.3.1 Fire & Emergency Services Monthly Activity Report – November 2022 FIRE-2022-12-38

Committee of the Whole inquired about Natural Gas service calls, and what training our responders have received.

Resolution No.: 901

Moved by: Scott Gibson

Seconded by: Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2022-12-38 prepared by Chris Cleave, Fire Chief / CEMC.

Carried

4.3.2 Emergency Management and Health and Safety November 2022 Summary FIRE-2022-12-43

Resolution No.: 902

Moved by: Carl Sloetjes

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE-2022-12-43, prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator.

Carried

4.3.3 Appoint Mel Moulton CEMC FIRE-2022-12-40

Committee of the whole inquired about who the current alternates are

Resolution No.: 903

Moved by: Shari Flett

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number FIRE2022-12-40 prepared by Chris Cleave, Fire Chief and further authorizes the appropriate appointment By-law be brought forward appointing Mel Moulton as the Community Emergency Management Coordinator (CEMC).

Carried

4.3.4 Ripley-Huron Station – SCBA Cyclical Replacement Program – Pre budget Approval FIRE-2022-12-42

Committee of the Whole inquired about the life-expectancy of the current and proposed equipment, as well as the quality of the product that was previously received as demo units. Committee of the Whole inquired about the process for fit testing.

Resolution No.: 904

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number FIRE-2022-12-42 prepared by Chris Cleave, Fire Chief / CEMC AND authorizes pre-budget approval for the purchase of 5 new sets of Self-Contained Breathing Apparatus

Carried

4.4 Drainage

4.4.1 Bruce Beach Drain Phase I Update (12), Phase II Update (9), Branch 'A' Update (6) DRAIN-2022-12-23

Committee of the Whole inquired about vegetation, reforestation and whether trees would be planted there. Staff indicated these are deficiency items in terms of grassland, but there would be no trees planted in this area, and the roadway must be kept clear for maintenance equipment to access the site. Staff confirmed that approved plans were to keep the area as grassland, not forested.

Resolution No.: 905

Moved by: Scott Gibson

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report DRAIN-2022-12-23 prepared by Ken McCallum, Drainage Superintendent

Carried

4.4.2 Municipal Drain Status Update December 2022, DRAIN-2022-12-24

Committee of the Whole inquired about the availability of maps of drainage watersheds. Staff indicated that much of the township is affected by drainage, which may differ from other municipalities. Staff to provide a basic overview of the drainage area with each report to Council.

Committee of the Whole inquired about nuisance beaver locations.

Resolution No.: 906

Moved by: Scott Gibson

Seconded by: Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. DRAIN-2022-12-24 prepared by Ken McCallum, Drainage Superintendent

Carried

4.5 Treasury

4.5.1 Ontario Municipal Partnership Funding 2023 TR-2022-12-77

Resolution No.: 907

Moved by: Carl Sloetjes

Seconded by: Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number TR-2022-12-77 prepared by Jodi MacArthur, Treasurer.

Carried

4.5.2 Purchasing and Procurement Policy Update TR-2022-12-78

Committee of the Whole discussed the efficiencies of the proposed Procurement Policy.

Committee of the Whole inquired about the level of detail provided in Treasury reports to Council.

Resolution No.: 908

Moved by: Larry Allison

Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the whole hereby approves Report Number TR-2022-12-78 prepared by Jodi MacArthur, Treasurer AND FURTHER authorizes the appropriate by-law coming forward to adopt the Purchasing and Procurement Policy.

Carried

4.5.3 Planning Review Fees Increase TR-2022-12-79

Resolution No.: 909

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number TR-2022-12-79 prepared by Jodi MacArthur, Treasurer AND FURTHER that the appropriate by-law be brought forward to update Schedule 'C' of the Consolidated Rates and Fees By-Law effective January 1, 2023.

Carried

4.6 Community Services

4.6.1 Directors December 2022 Status Report CS-2022-12-64

Committee of the Whole inquired about what the acronym ICLEI Canada stood for: International Council for Local Environmental Initiatives. Staff indicated that ICLEI is a world leader in advancing Climate Change Initiatives.

Resolution No.: 910

Moved by: Carl Sloetjes

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the whole approves Report Number CS-2022-12-64 prepared by Mike Fair, Director of Community Services.

Carried

**4.6.2 Community Services Programming Update – December 2022
CS-2022-12-66**

Resolution No.: 911

Moved by: Shari Flett

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS-2022-12-66 prepared by Elyse Dewar, Administrative Assistant/Program Coordinator

Carried

4.6.3 Regional Electric Vehicle (EV) Charger Strategy CS-2022-12-65

Committee of the Whole inquired about what the process would be to participate, liability concerns and whether there would be a possibility for revenue from the charging.

Resolution No.: 912

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS-2022-12-65 prepared by Mike Fair, Director of Community Services;

AND FURTHER THAT Committee of the Whole recommends that Council direct staff to recommend the east side of the Lucknow and District Sports Complex parking lot as a location for future consideration for the project;

AND FURTHER THAT Staff be directed to report back further as the Electric Vehicle project proceeds.

Carried

4.6.4 Hurontel Lighthouse Camera Agreement CS-2022-12-67

Resolution No.: 913

Moved by: Shari Flett

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS-2022-12-67 prepared by Mike Fair, Director of Community Services;

AND FURTHER THAT Committee of the Whole recommend Staff bring forward a by-law authorizing the Lighthouse Camera agreement with Hurontel.

Carried

4.6.5 Cemetery Columbarium Plaque Fees Increase CS-2022-12-68, CS-2022-12-68

Resolution No.: 914

Moved by: Carl Sloetjes

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS-2022-12-68 prepared by Mike Fair, Director of Community Services;

AND FURTHER authorizes the appropriate By-law be brought forward amending Schedule D of the rates and fees by-law to increase the columbarium inscription rates.

Carried

4.6.6 Ripley Summer Sports 2023 Registration Rates CS-2022-12-69

Committe of the Whole discussed the proposed rates and inquired about what impacts influenced the rate increase.

Resolution No.: 915

Moved by: Larry Allison
Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS-2022-12-19 prepared by Elyse Dewar, Administrative Assistant/Program Coordinator

AND FURTHER THAT staff bring forward the Rates and Fees By-law Schedule G to update the proposed rates to December Council.

Carried

4.7 Public Works

4.7.1 Water Wastewater December 2022 PW-2022-12-76

Resolution No.: 916

Moved by: Scott Gibson
Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report Number PW-2022-12-76, prepared by John Yungblut, Director of Public Works.

Carried

4.7.2 Transportation December 2022 PW-2022-12-77

Resolution No.: 917

Moved by: Scott Gibson
Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report Number PW-2022-12-77, prepared by John Yungblut, Director of Public Works.

Carried

4.7.3 Waste Management December 2022 PW-2022-12-78

Resolution No.: 918

Moved by: Shari Flett
Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. PW-2022-12-78, prepared by John Yungblut, Director of Public Works.

Carried

4.7.4 2022 Hazard Tree Removal RFQ PW-2022-12-79

Committee of the Whole discussed the percentage of the budget allocated to this, and what other aspects of the budget may be impacted as a result. Staff reported that the tree removal budget has been increasing each year, mainly due to Ash tree removal and high demand for these services.

Committee of the Whole inquired about whether this work could be done by Township Staff internally to avoid hiring a contractor. Staff reported that work assigned to contractors is identified as higher risk due to hazards or in-availability of the correct equipment to safely remove affected trees.

Resolution No.: 919

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number PW-2022-12-79, prepared by John Yungblut, Director of Public Works AND grants pre-budget approval in the acceptance of the quotation from Savage Bros. Tree Services Inc. in the amount of \$93,500 plus HST for the removal of hazard trees on Township road allowances AND FURTHER authorizes the appropriate by-law coming forward.

Carried

4.8 Business and Economic Development

4.8.1 November 2022, The Hub Status Report BED-2022-12-53, BED-2022-12-53

Resolution No.: 920

Moved by: Larry Allison
Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BED-2022-12-53 prepared by Lauren Eby, Business Development Coordinator.

Carried

**4.8.2 December 2022 Business and Economic Officer Status Report
BED-2022-12-54**

Resolution No.: 921

Moved by: Scott Gibson
Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BED-2022-12-54 prepared by Amy Irwin, Business and Economic Officer.

Carried

**4.8.3 2022 December Manager of Strategic Initiatives Status Report
BED-2022-12-55**

Resolution No.: 922

Moved by: Carl Sloetjes
Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information report number BED-2022-12-55, prepared by Michelle Goetz, Manager of Strategic Initiatives.

Carried

4.9 Chief Administrative Officer

4.9.1 Updated Hours of Work and Overtime Policy CAO 2022-12-42

Resolution No.: 923

Moved by: Shari Flett
Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CAO2022-12-42 prepared by Leanne Scott, Human Resources Generalist AND approves the updates to the Hours of Work and Overtime Policy AND FURTHER authorizes the appropriate By-laws coming forward.

Carried

4.9.2 Hiring Report December 2022 CAO-2022-12-43

Resolution No.: 924

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Council hereby receives for information Report Number CAO2022-12-43 prepared by Leanne Scott, Human Resources Generalist.

Carried

4.9.3 Nuclear Waste Management Organization Primary Significant Neighbouring Community Working Group – Dec 2022 CAO-2022-12-40

Resolution No.: 925

Moved by: Carl Sloetjes

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CAO-2022-12-40 prepared by Mary Rose Walden, Chief Administrative Officer

Carried

4.9.4 Nuclear Waste Management Organization (NWMO) Funding 2023 CAO-2022-12-41

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Resolution No.: 926

Moved by: Scott Gibson

Seconded by: Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CAO2022-12-41 prepared by Mary Rose Walden, Chief Administrative Officer and in so doing approves the budget presented to the NWMO and authorizes the Chief Administrative Officer to execute any agreements in relation to the Resources to Support Engagement of Interested Communities & the Early Investment in Education Skills Program.

Carried

4.10 Legislative Services

4.10.1 Information on the Table October 17, 2022 CLK-2022-12-99

Committee of the Whole expressed concern regarding the practice of appointing regional chairs instead of the current election process.

Resolution No.: 927

Moved by: Carl Sloetjes

Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK-2022-12-99 prepared by Kelly Lush, Deputy Clerk.

Carried

4.10.2 Communications Report for Final Quarter of 2022, CLK-2022-12-105

Resolution No.: 928

Moved by: Larry Allison

Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2022-12-105 prepared by Kristen Prentice, Communications Coordinator.

Carried

4.10.3 Pine River Water Monitoring Reports March 2022 CLK-2022-100

Resolution No.: 929

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK-2022-12-100 prepared by Kelly Lush, Deputy Clerk.

Carried

4.10.4 Resolutions for Consideration December 2022 CLK-2022-12-104

Resolution No.: 930

Moved by: Scott Gibson

Seconded by: Larry Allison

1. THAT the Township of Huron-Kinloss Committee of the Whole hereby support the City of Stratford in their recommendation to the Government of Canada to adequately fund and fully support VIA Rail Canada in increasing the frequency, reliability and speed of VIA Rail service in 2022 and successive years.

Defeated

4.10.5 Council Meeting Schedule 2023 CLK-2022-12-101

Resolution No.: 940

Moved by: Shari Flett

Seconded by: Scott Gibson

THAT Committee of the Whole recommend that Council consider the 2023 Council Schedule as presented in Report CLK-2022-12-101 at the December 12th meeting of Council.

Carried

4.10.6 Council and Committee Appointments 2022-2026 CLK-2022-12-103

Staff reported that the Community Safety Well Being Advisory Committee had been confirmed to have only two positions available, not the three indicated on the proposed appointment by-law. The By-law advanced to be amended to indicate that Councillor Sloetjes will be the appointee and Councillor Gibson will be the alternate for the CSWB Advisory Committee.

Resolution No.: 941

Moved by: Carl Sloetjes

Seconded by: Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby approves report Number CLK-2022-12-103 prepare by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER authorizes the appropriate By-law coming forward.

Carried

4.10.7 Transfer of Bruce Road 6 to the Township of Huron-Kinloss CLK-2022-12-106

Resolution No.: 942

Moved by: Larry Allison

Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby approves report Number CLK-2022-12-106 prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER THAT Staff be authorized to take administrative steps as necessary to complete the registration of the transfer of lands outlined in By-law No. 2005-97.

Carried

4.10.8 Ripley Industrial Park – Roads update, CLK-2022-12-107

Resolution No.: 943

Moved by: Scott Gibson

Seconded by: Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby approves report Number CLK-2022-12-107 prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER recommends that Staff be authorized to enter into an Agreement of Purchase and Sale, and submit an application to change name as outlined in the report

Carried

Resolution No.: 944

Moved by: Carl Sloetjes

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole recommend that Angus road be opened and named and the necessary administrative actions be taken to bring forward the appropriate by-law.

Carried

5. Correspondence Requiring Direction

None noted.

6. Information

Resolution No.: 945

Moved by: Shari Flett

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information all items listed in Section 6.

Carried

6.1 Solicitor General Correspondence - Community Safety and Well-Being Plan

6.2 Westario Correspondence - President and Chief Executive Officer no longer with the company

6.3 Wingham Emergency Department Closures

7. New Business/Council Reports

Councillor Sloetjes provided a notice of motion, regarding a virtual meeting month or as a possibility for electronic participation in a hybrid format.

Councillor Allison inquired about the current financial state of the Municipality.

Mayor Murray discussed meetings regarding the emergency room closures and having that information in advance. Additionally, Mayor Murray reported that County Council had received information indicating that Affordable Housing wait lists were up 50% in the last year, with 975 people currently on a waiting list at the County.

8. Closed Session

Resolution No.: 946

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT Committee of the Whole move into closed meeting at 8:56 p.m. for the purpose of considering personal matters about an identifiable individual, including municipal or local board employees; (HR Matter), pursuant to Section 239(2) of the *Municipal Act, 2001*, as amended;

AND FURTHER THAT Committee of the Whole return to regular open meeting upon completion.

Carried

9. Business Arising from the Closed Session

The Township of Huron-Kinloss held a closed session for the purposes of considering HR Matters. Staff were provided direction on these matters. The Clerk left the meeting for a portion of the Closed Session. The Clerk rejoined the meeting at this point during open session.

Resolution No.: 947

Moved by: Shari Flett

Seconded by: Larry Allison

THAT Mayor Murray reported a closed meeting was held and direction was given to Staff regarding a Human Resources matter.

Carried

10. Adjournment

Resolution No.: 948

Moved by: Shari Flett

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Council hereby adjourn at 9:52 p.m.

Carried

Mayor

Clerk