



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

Date: March 6, 2023  
Time: 7:00 pm  
Location: Council Chambers

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

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

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**1. Call to Order**

Mayor Murray called the meeting to order at 7:00 p.m.

**2. Disclosure of Pecuniary Interest**

**2.1 Don Murray - Gravel Road Maintenance, PW-2023-03-14**

Related to the author of the letter - sibling

**3. Delegations**

**3.1 Wen Sluys and Peter Schlegel**

Wen Sluys and Peter Schlegel addressed Committee of the Whole with respect to the road allowance between their two farm properties. They spoke to Committee regarding two issues which they believe to be connected. Sluys purchased a farm property and cleared a large number of trees, indicating that they had the impression that they were on his personal property, not municipal property. Sluys apologized to Council.

Mr. Sluys field has been tiled and he expressed a concern that replanting trees would affect the tiles by having tree roots grow into them. The unused road allowance runs between the delegations two properties at 10 and 11 on the northside of 86.

Dead trees from road allowance fall on their properties. The delegates would like to assume and look after the road allowance and requested Council consider a policy to permit unused road allowances to be assumed by neighbors.

Committee inquired about the field tile run, and whether it ran parallel to the road allowance. Committee inquired as to whether the tile encroached on the road allowance, and whether there was a municipal drain on the property as well.

Committee members discussed creating a policy regarding maintaining road allowances adjacent to farmers fields.

Committee discussed the possibility of where replacement trees could be planted. Mr. Sluys confirmed that they would be willing to pay to have the trees replanted in a different spot. Committee inquired of the delegation whether there was a different spot than the one proposed where they believed the trees could be replanted. Committee inquired whether there is a tile map available for Mr. Sluys farm.

Committee of the Whole will consider this further in item 4.5.2.

#### **4. Staff Reports**

##### **4.1 Building & Planning**

###### **4.1.1 Secondary Farm Residences and Accessory Secondary Unit Dwelling, BLDG-2023-03-5**

Committee of the Whole inquired about the specific approval that was being sought with the report. Staff confirmed that they wished to have Committee support the interpretation of the zoning by-law outlined in the report.

Committee members inquired about how the Township determines when it becomes a second dwelling. Staff clarified that it is at the point where Staff see the drawings and can evaluate.

Staff clarified that a zoning application could be made to permit a secondary residence in rural areas. Committee discussed amending the zoning by-law to allow the second residence as of right. The County plan does not permit a third residence in the Official Plan.

**Resolution No.:** 03/06/23 - 01

**Moved by:** Jim Hanna

**Seconded by:** Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby approve Report Number BLDG-2023-03-5;

AND FURTHER THAT Staff be directed to amend the zoning by-law to permit an as of right;

AND FURTHER that this be brought forward during the next administrative by-law amendment.

**Carried**

#### **4.1.2 February 2023 Monthly Building Report, BLDG-2023-03-6**

**Resolution No.:** 03/06/23 - 02

**Moved by:** Carl Sloetjes

**Seconded by:** Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2023-03-06.

**Carried**

## **4.2 By-law Enforcement**

### **4.2.1 February 2023 Monthly By-Law Enforcement Status Report, BLE-2023-03-7**

**Resolution No.:** 03/06/23 - 03

**Moved by:** Shari Flett  
**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLE-2023-03-7 prepared by Heather Falconer, By-Law Enforcement Officer.

**Carried**

#### **4.3 Fire Department**

##### **4.3.1 Emergency Management and Health and Safety February 2023 Summary, FIRE-2023-03-13**

**Resolution No.:** 03/06/23 - 04

**Moved by:** Ed McGugan  
**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE-2023-03-13, prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator-CEMC.

**Carried**

##### **4.3.2 Fire and Emergency Services Monthly Activity Report February 2023, FIRE-2023-03-14**

**Resolution No.:** 03/06/23 - 05

**Moved by:** Larry Allison  
**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2023-03-14 prepared by Chris Cleave, Fire Chief.

**Carried**

##### **4.3.3 Pumper Trucks Replacement and Purchase, FIRE-2023-03-15**

Committee of the Whole commended Staff for achieving consensus and cooperation regarding the type of truck. Committee discussed the concerns expressed by the Fire Departments about the trucks.

Committee members inquired as to whether Staff had reservations. Staff confirmed that they did not. Committee of the Whole inquired about the type of model and whether they were in service in Ontario. Staff confirmed that there is not a commitment to disposition of existing equipment. Committee discussed what could be done with existing equipment.

**Resolution No.:** 03/06/23 -06

**Moved by:** Scott Gibson

**Seconded by:** Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2023-03-15 prepared by Chris Cleave, Fire Chief;

AND FURTHER approves enrollment in Source Well, as a co-operative purchasing service;

AND FURTHER directs Staff to bring forward the proposal for the Lucknow pumper truck to the Lucknow District Fire Board for an equal contribution of funds for the Lucknow Station truck from the Township of Ashfield-Colborne-Wawanosh.

AND FURTHER authorizes the Fire Chief to obtain a proposal from Acres Emergency Vehicle for the supply and deliver of two (2) "Range" Model Fire Pumps, using the co-operative purchasing method, pending Fire Board approval.

**Carried**

#### **4.4 Community Services**

##### **4.4.1 2023 March Parks and Facilities Update, CS-2023-03-18**

**Resolution No.:** 03/06/23 - 07

**Moved by:** Carl Sloetjes

**Seconded by:** Larry Allison

That the Township of Huron Kinloss Committee of the Whole hereby receives for information Report Number CS-2023-03-18 prepared by Matt McClinchey, Parks and Facilities Supervisor.

**Carried**

#### **4.4.2 Community Services March Status Report, CS-2023-03-19**

**Resolution No.:** 03/06/23 - 08

**Moved by:** Shari Flett

**Seconded by:** Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS-2023-03-19 prepared by Mike Fair, Director of Community Services;

AND FURTHER brings forward the lease agreement by-law with Dr. Shyu to March Council.

#### **4.4.3 Community Services Programming Update – March 2023, CS-2023-03-20**

Committee of Whole inquired about the camp leaders and what the minimum age is for those employees. Committee inquired about registration numbers for summer sports.

Committee discussed a petition being circulated in the community regarding OMHA and changes with respect to how and where playoffs are scheduled.

**Resolution No.:** 03/06/23 - 09

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS-2023-03-20 prepared by Elyse Dewar, Administrative Assistant/Program Coordinator.

**Carried**

### **4.5 Public Works**

#### **4.5.1 Gravel Road Maintenance, PW-2023-03-14**

Don Murray declared a conflict on this item. (Related to the author of the letter - sibling)

Mayor Murray declared a conflict on the letter attached to the Report, and the recommendation was separated to permit voting on the response to the letter as a separate item.

Committee of the Whole discussed gravel road maintenance and the schedule of treatment. Committee inquired about the training provided to operators. Members questioned whether there is enough budgeted for gravel, based on the report. Staff discussed the value of gravel resources locally, the scarcity internationally and why reclaiming the gravel from the shoulders is so important to preserving the gravel available.

Committee of the whole discussed paved versus gravel roads as a long term solution. Members inquired about the quality of the equipment, and whether technology could assist.

Committee of the Whole affirmed the response letter.

**Resolution No.:** 03/06/23 - 10

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report Number PW-2023-03-14, prepared by John Yungblut, Director of Public Works.

**Carried**

**Resolution No.:** 03/06/23 - 11

**Moved by:** Carl Sloetjes

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Council directs Staff to send the draft response letter as presented in Report Number PW-2023-03-14.

**Carried**

#### **4.5.2 Municipal Road Allowance Tree Restitution, PW-2023-03-15**

Committee of the Whole inquired about creating a policy regarding hazardous trees on road allowances, and inquired about what benefit there is to the Township in retaining road allowances. Staff confirmed that there is a policy in place, to maintain trees on municipal property, including road allowances.

Committee inquired about what the Township's policy is on providing education about infrastructure on Township property, and whether an encroachment or licensing agreement could or should be made with the owner in cases like this.

Staff indicated they are working diligently to protect the tree canopy, and would like Council to support the by-law that has been passed. Staff indicated that the tree felling on the road allowance violated the Township's by-law and additionally as 1 hectare of trees was cleared, this violates the County's by-law as well. .

Members discussed replanting the trees somewhere else. Alternate planting location suggestions from Pine River Watershed were not available when Staff inquired. Committee discussed the possibility of creating a policy wherein farmers could plant healthy trees, to protect fields from wind damage, but remove the unhealthy trees. Staff confirmed that this policy exists.

Committee of the Whole requested the tile drainage plan from the farmer to evaluate where trees could be planted to replace the trees that were felled on municipal property. Mr. Sluys was still in attendance at the meeting and agreed to provide such.

**Resolution No.:** 03/06/23 -

**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-2023-03-15, prepared by John Yungblut, Director of Public Works AND directs staff to proceed with the planting of one thousand (1,000) trees on the unopened Sideroad 5 road allowance AND FURTHER recover the costs from the owner of Con. 1 S Pt Lots 8-10, Huron Township.

**Amendment:**

**Resolution No.:** 03/06/23 - 12



**Moved by:** Scott Gibson  
**Seconded by:** Ed McGugan

THAT the motion be deferred until Staff are provided with the tile drain map and bring back a report.

**Carried**

#### **4.5.3 Transportation March 2023, PW-2023-03-16**

Committee of the Whole confirmed the Road tour for Friday March 31, beginning at 9am.

**Resolution No.:** 03/06/23 - 13

**Moved by:** Carl Sloetjes  
**Seconded by:** Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report Number PW-2023-03-16, prepared by John Yungblut, Director of Public Works.

**Carried**

#### **4.5.4 Kinloss Landfill Expansion Report, PW-2023-03-17**

Committee of the Whole inquired about the costing criteria for scoring, and whether the transportation option was accurately assessed in the report. Staff discussed the changes to a provider based system with recycling, and how it is too early to determine what affect this may have on waste management. The Mayor provided information that Bruce County is in the process of creating a Waste Master Plan. There may be areas of synchronicity or support within that plan.

Committee inquired about the location of a possible transfer station. This report focused on the Kinloss Landfill, however the analysis could apply to any site. Committee discussed the staff resources required to enforce a diversion or sorting of materials option.

**Resolution No.:** 03/06/23 - 14

**Moved by:** Shari Flett  
**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number PW-2023-03-17, prepared by John Yungblut, Director of Public Works AND adopts the Kinloss Landfill Expansion Report provided by Dillon Consulting Limited in principle.

**Carried**

#### **4.5.5 Water Wastewater March 2023, PW-2023-03-18**

**Resolution No.:** 03/06/23 - 15

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report Number PW-2023-03-18, prepared by John Yungblut, Director of Public Works.

**Carried**

#### **4.6 Business & Economic Development**

##### **4.6.1 March 2023 The Hub Status Report, BED-2023-03-14**

**Resolution No.:** 03/06/23 - 16

**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-2023-03-14 prepared by Lauren Eby, Business Development Coordinator.

**Carried**

##### **4.6.2 January 2023 Business and Economic Officer Status Report, BED-2023-03-15**

**Resolution No.:** 03/06/23 - 17

**Moved by:** Carl Sloetjes

**Seconded by:** Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BED-2023-03-15 prepared by Amy Irwin, Business and Economic Officer.

**Carried**

**4.6.3 March 2023 Manager of Strategic Initiatives Status Update, BED-2023-03-16**

**Resolution No.:** 03/06/23 - 18

**Moved by:** Shari Flett

**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information report number BED-2023-03-16, prepared by Michelle Goetz, Manager of Strategic Initiatives.

**Carried**

**4.7 Chief Administrative Officer**

**4.7.1 2023-2024 Community Well-Being Program, CAO-2023-03-7**

**Resolution No.:** 03/06/23 - 19

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves report number CAO-2023-03-7, prepared by Mary Rose Walden, Chief Administrative Officer;

AND FURTHER authorizes the appropriate by-law be brought forward to the March 20<sup>th</sup> Council meeting;

AND that two members of Council, Don Murray and Jim Hanna are appointed to participate on the Community Well-Being Grant Committee.

**4.8 Legislative Services**

**4.8.1 Noise Exemption Request -, CLK-2023-03-16**

**Resolution No.:** 03/06/23 - 20

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

AT the Township of Huron-Kinloss Committee of the Whole hereby approves report CLK-2023-03-16 prepared by Kelly Lush, Deputy Clerk;

AND FURTHER authorize the request for an exemption from the provisions of the Noise Control By-law No. 2005 - 101; for the hours of 11:00 p.m. Saturday September 23, 2023 to 12:00 a.m. on Sunday September 24, 2023 for a wedding being held at 670 Lake Range Drive (Bruce Beach Golf Course Club House) Kincardine;

AND FURTHER authorize the request for an exemption from the provisions of the Noise Control By-law No. 2005 - 101; for the hours of 11:00 p.m. on June 16, 2023 to 1:00 a.m. on Saturday June 17, 2023 and for the hours of 11:00 p.m. on June 17, 2023 to 1:00 a.m. on Sunday June 18, 2023 for a dj and live band at the Derby/Tractor Pull event at 575 Walter Street, Lucknow, known locally as Graceland; AND these exemptions be approved pending the organizer meeting requirements

set out by Township Staff through the special event permit process if required.

**Carried**

#### **4.8.2 Resolutions for Consideration March 6, 2023, CLK-2023-03-18**

Councillor Flett inquired about the process used by Council and Staff to consider resolutions from other communities.

**Resolution No.:** 03/06/23 - 21

**Moved by:** Scott Gibson

**Seconded by:** Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby support the Municipality of Arran-Elderslie in their request to have the Ontario Ministry of Agriculture, Food and Rural Affairs review the Tile Loan Program and to increase the maximum loan amount to \$125, 000;

AND FURTHER directs Staff to distribute as they see fit.

**Carried**

**Resolution No.:** 03/06/23 - 22

**Moved by:** Carl Sloetjes

**Seconded by:** Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby support the Niagara Region in declaring homelessness, mental health and the opioid crisis as three separate declarations of emergency and in their request to the Federal Government to declare homelessness a humanitarian crisis;

AND FURTHER directs Staff to distribute as they see fit.

**Defeated**

**Resolution No.:** 03/06/23 - 23

**Moved by:** Shari Flett

**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby support the City of Thunder Bay in their support of the passing of Bill 42 - Gender Affirming Health Care Act;

AND FURTHER direct Staff to distribute as they see fit.

**Defeated**

**4.8.3 Hybrid Meeting Policy and Required Procedure By-law Update, CLK-2023-03-20**

**Resolution No.:** 03/06/23 - 24

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole receive Report CLK-2023-03-20 prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER directs Staff to bring forward the appropriate by-law.

**Carried**

**4.8.4 Lucknow Kinsmen Special Event Requests 2023, CLK-2023-03-15**

**Resolution No.:** 03/06/23 - 25

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole receives for information Report CLK-2023-03-15;

AND FURTHER THAT Staff be directed to bring forward a by-law to enter into a licensing agreement with the Lucknow Kinsmen for use of the road allowance during specific events.

**Carried**

**5. Correspondence Requiring Direction**

**6. Information**

**Resolution No.:** 03/06/23 - 26

**Moved by:** Carl Sloetjes

**Seconded by:** Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information all items listed in Section 6.0.

**Carried**

**6.1 Stray Cat Correspondence**

**6.2 Bruce County Public Library - Accessibility Concerns**

**6.3 Municipal Innovation Council Correspondence to Member Councils**

**6.4 Proposed amendments to O. Reg. 161/17 under the Public Lands Act regarding floating accommodations and other changes**

**6.5 AMO, AMCTO**

**6.5.1 AMCTO Advocacy Update: 2023 Pre-Budget Submission - February 15, 2023**

**6.5.2 AMO Watchfile - February 16, 2023**

**6.5.3 AMO Watchfile - February 23, 2023**

**6.6 Bruce County**

**6.6.1 Women's Day Event in Kincardine - February 14, 2023**

**6.6.2 Council, Committee Meetings - Thursday, February 16, 2023**

**6.6.3 Weight Load Restrictions on Several Bruce County Roads - February 15, 2023**

**6.6.4 Notice - Paisley Bridge Alternate Truck Routes Temporarily Change**

**6.6.5 County Administration Building Closed on Thursday, February 23 due to Forecasted Weather - February 22, 2023**

**6.6.6 County Receives Update on Krug Estate Decision - February 22, 2023**

**6.6.7 Sheltering Supports are Available for Homeless Residents - February 22, 2023**

**6.6.8 Eligible Renters encouraged to apply for one-time Canada Housing Benefit - February 24, 2023**

**6.6.9 Portion of Brant Tract Temporarily Closed for Timber Harvesting - February 27, 2023**

**6.6.10 Funding offered for Youth Entrepreneurship - February 24, 2023**

**6.6.11 Bruce County Seeking Input for Strategic Planning**

**6.7 General**

**6.7.1 RTO7 Sustainable Tourism Newsletter, Vol. 2 - February 16, 2023**

**6.7.2 Seniors Community Grant Program - February 15, 2023**

**6.7.3 Federation of Ontario Cottagers Associations - February 22, 2022**

**7. New Business/Council Reports**

The Mayor discussed a proposal to have a "Mid Morning Break with the Mayor" as a community engagement initiative. These gatherings are expected to take

place 4 times per year in different locations across the Township. These are an opportunity for residents to meet with the Mayor, with refreshments provided. While Staff will be on hand, this initiative is for gathering feedback from the community and no decisions will be made during these discussions.

The Mayor reported on the Premier's dinner that he attended at the invitation of the Huron-Bruce riding.

**8. Closed Session**

**Resolution No.:** 03/06/23 - 27

**Moved by:** Shari Flett

**Seconded by:** Scott Gibson

THAT Council move into closed meeting at 9:10 p.m. for the purpose of considering proposed or pending acquisitions or dispositions of land by the municipality or local board (Ripley Industrial Park, proposed acquisition of land), and personal matters about an identifiable individual, including municipal or local board employees (personnel), pursuant to Section 239(2) of the *Municipal Act, 2001*, as amended;

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

**Carried**

**9. Business Arising from the Closed Session**

The Mayor reported that a closed meeting had been held to discuss proposed or pending acquisition or disposition of lands and personnel matters. Direction was provided to Staff on all matters.

**10. Adjournment**

**Resolution No.:** 03/06/23 - 28

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Council hereby adjourn at 10:00 p.m.

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Mayor



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Clerk