



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

Date: May 1, 2023
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
Michele Barr, Chief Building Official
Chris Cleave, Fire Chief
Mike Fair, Director of Community Services
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.

2. Disclosure of Pecuniary Interest

None disclosed.

3. Delegations

3.1 Integrity Commissioner- John Mascarin - Aird & Berlis LLP

The Township's appointed Integrity Commissioner John Mascarin of Aird & Berlis LLP attended virtually to provide training to Council.

Mascarin provided information to Council on :

Codes of Conduct

Mascarin reviewed the legislative requirements of a code of conduct, and the suggested contents of a complaint policy. Mascarin suggested that Council review the Code of Conduct through this term of Council in regards to updating it and ensuring that it is clear and easy to use.

Role of the Integrity Commissioner

Information on the Role of the Integrity Commissioner was detailed. The Integrity Commissioner is authorized to provide written advice on the code of conduct, the conflict of interest act and any other ethical policy, guideline or procedure.

Additional functions which Council may assign to an Integrity Commissioner include giving opinions to Council, investigating Code of Conduct Violations under the Building Act, drafting other ethical policies.

Mascarin provided information to Council on the investigative process, and options available to Council should a report regarding a breach of code of conduct be brought forward for Council consideration.

Council requested additional information on the advisory function, and whether the questions asked by Councillors were responded to individually or were brought back to Council. Mascarin responded that the information is confidential, however the Council member may disclose that they have consulted the Integrity Commissioner if they wish to.

Council questioned whether the Integrity Commissioner could provide comment on a private members bill that would increase the penalties section, and permit the offending Councillor to be removed from Council.

The Municipal Conflict of Interest Act

Due to time limitations, the Mayor requested the presentation on the Municipal Conflict of Interest Act be brought back at a future date.

4. Staff Reports

4.1 Building & Planning

4.1.1 April 2023 Monthly Building Report, BLDG-2023-05-11

Resolution No.: 05/01/23 - 01

Moved by: Shari Flett
Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole
hereby receives for information Report Number BLDG2023-05-11.

Carried

4.2 By-law Enforcement

4.2.1 April 2023 Monthly By-Law Enforcement Status Report, BLE-2023-05-13

Council questioned where zoning infractions would be included within the report.

Council inquired about an institutional practice of releasing animals, and whether there was anything within the by-law to prohibit it. Staff confirmed there is not.

Council inquired about fertilizer storage concerns raised within the community . Staff are aware of the situation, and are investigating compliance.

Resolution No.: 05/01/23 - 02

Moved by: Carl Sloetjes
Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole
hereby receives for information Report Number BLE-2023-05-13
prepared by Heather Falconer, By-Law Enforcement Officer.

Carried

4.3 Fire Department

4.3.1 Emergency Management and Health and Safety April 2023 Summary, FIRE-2023-05-20

Resolution No.: 05/01/23 - 03

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-2023-05-20, prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator-CEMC.

Carried

4.3.2 Fire and Emergency Services Monthly Activity Report – April 2023, FIRE-2023-05-21

Council noted that there is no trending information contained on the fire report and requested this be included with future reports.

Resolution No.: 05/01/23 - 04

Moved by: Scott Gibson

Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2023-05-21 prepared by Chris Cleave, Fire Chief.

Carried

4.3.3 Fire and Emergency Services 10 Year Strategic Plan update, FIRE-2023-05-22

Resolution No.: 05/01/23 - 05

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number FIRE-2023-05-22, prepared by Chris Cleave, Fire Chief;

AND FURTHER adopts the attached Fire and Emergency Services 10 year Strategic Plan as prepared by Emergency Management Group Inc. in principle as updated.

Carried

4.4 Drainage

4.4.1 Bruce Beach Municipal Drain Phase I Update (13), Phase II Update (10), Branch 'A' Update (7), DRAIN-2023-05-10

Council confirmed that the Drain functioned exactly as designed, and that the recent rain event provided a true test of the capacity.

Resolution No.: 05/01/23 - 06

Moved by: Larry Allison

Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report DRAIN-2023-05-10 prepared by Ken McCallum, Drainage Superintendent

Carried

4.4.2 Municipal Drian Status Update May 2023, DRAIN-2023-05-9

Resolution No.: 05/01/23 - 07

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-2023-05-9 prepared by Ken McCallum, Drainage Superintendent

Carried

4.5 Treasury

4.5.1 Bruce County Development Charge Study 2023, TR-2023-05-36

Council discussed what development charges might include. Staff have provided this report for information only. Additional reports may come forward to Council , as the project develops.

Resolution No.: 05/01/23 - 08

Moved by: Carl Sloetjes

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number TR-2023-05-36 prepared by Jodi MacArthur, Treasurer.

Carried

4.6 Community Services

4.6.1 2023 May Community Services Status Report, CS-2023-05-28

Council expressed appreciation to the Volunteers who planted trees.

Resolution No.: 05/01/23 - 09

Moved by: Shari Flett

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number CS-2023-05-28 prepared by Mike Fair, Director of Community Services;

AND FURTHER Committee of the Whole recommend that the Columbarium Care and Maintenance fee #3 Care and Maintenance b) Niche 1,2,3 increase from \$135.00 to \$180.00;

AND FURTHER authorizes the appropriate by-law coming forward.

Carried

4.6.2 2023 May Parks and Facilities Update, CS-2023-05-29

Resolution No.: 05/01/23 - 10

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-2023-05-29 prepared by Matt McClinchey, Parks and Facilities Supervisor.

Carried

4.6.3 Community Services Programming Update – May 2023, CS-2023-05-30

Resolution No.: 05/01/23 - 11

Moved by: Larry Allison

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS-2023-05-30 prepared by Elyse Dewar, Administrative Assistant/Program Coordinator.

Carried

4.6.4 Electricity Procurement with Local Authority Services LAS Report, CS-2023-05-31

Council inquired as to whether this is a conservative approach. Staff confirmed that it was considered as such.

Resolution No.: 05/01/23 - 12

Moved by: Scott Gibson

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS-2023-05-31 prepared by Mike Fair, Director of Community Services.

Carried

4.6.5 Patt's Place to Boiler Beach Road Land Use, CS-2023-05-32

Council requested information on the timing of the remedial efforts. Staff indicated that current plans are still several years from implementation, as other works are completed in the area.

Staff commented on whether they would consider the issues to be "ongoing". Public Works Staff are responding to incidents as they arise. Staff confirmed that it is not a road allowance, as it is not wide enough, and is very steep.

Council inquired as to whether blocking this access would create access issues in other areas as residents try to access the beach. The Parks Master plan recently approved includes linkages at other locations that could be used. Staff responded that the grade is steep and would require winding pathways. The area was designed for drainage and not as a walking path or access point. Any pathways created are likely to be washed away when the area fulfills its intended use as a means to control drainage.

Council discussed whether the area should be fenced and whether blocking the pathway is effective to prevent traffic on the path.

Staff expressed concerns about restricting the flow of water as it will affect drainage, which is the purpose.

Staff advised that they would communicate by letter to local residents informing them of the purpose and Council's decision.

Resolution No.: 05/01/23 - 13

Moved by: Carl Sloetjes

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number CS-2023-05-32 prepared by Mike Fair, Director of Community Services;

AND FURTHER directs Staff to evaluate the feasibility of a walking path between Patt's Place and Boiler Beach Road;

AND FURTHER if determined to be feasible, authorizes Staff to proceed with including the development of the walking path during the Boiler Beach Road reconstruction project.

4.7 Public Works

4.7.1 Asphalt Paving RFQ 2023, PW-2023-05-27

Council inquired about whether areas could be pulled forward from next years plan, as a cost savings measure. Staff discussed the process for grouping and did not expect that there would be a cost savings in this case. Staff also consider the affect of closing roads to residents and visitors when planning paving schedules.

Resolution No.: 05/01/23 - 14

Moved by: Shari Flett

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number PW2023-04-21 prepared by John Yungblut, Director of Public Works AND accepts the quotation from Lavis Contracting Co. Ltd. in the amount of \$353,601.75 plus HST for hot mix asphalt paving on Con. 10, Lake Range Dr. and Finlay St. AND grants an exemption to the Purchasing and Procurement

Policy AND FURTHER authorizes the appropriate by-law coming forward.

Carried

4.7.2 Transportation May 2023, PW-2023-05-28

Council inquired about the size of culvert requiring inspection. Staff discussed the plans for mapping and creating an inspection program for every culvert in the municipality. Culverts are also replaced as required when other roadwork is being done.

Council inquired about upstream ditches and the possibility of using them to control water entering culverts. Staff responded that with drainage, changes in one area can significantly impact additional areas downstream.

Resolution No.: 05/01/23 - 15

Moved by: Carl Sloetjes

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report Number PW-2023-05-28, prepared by John Yungblut, Director of Public Works.

Carried

4.7.3 Waste Management May 2023, PW-2023-05-30

Resolution No.: 05/01/23 - 16

Moved by: Larry Allison

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. PW-2023-05-30, prepared by John Yungblut, Director of Public Works.

Carried

4.7.4 Lucknow Kinsmen Request, PW-2023-05-26

Council discussed the various requests within the report.

Council did not have further comments or discussions on the recommendations provided by Staff for the temporary road closure, additional lighting and the referral of requests to Lucknow and District Sports Complex as required.

Council discussed whether the events intended to use waste diversion techniques. Staff confirmed that this had been a practice with the Music in the Fields event in previous years, and is expected to continue.

Council supported the request to provide generators.

Council inquired about the area to be graded in item #4 of the report. Council confirmed that the grading was for existing roadways at the site, and confirmed that the request was not for construction to build roads onto or within the site.

Council discussed the request for clay, and the use of lands for Tractor Pull Tracks, and asked questions to clarify the plans for the walking path. Council supported a licensing agreement be entered into for the use of lands.

Resolution No.: 05/01/23 - 17

Moved by: Scott Gibson

Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number PW2023-05-26 prepared by John Yungblut, Director of Public Works;

AND FURTHER THAT Council approve the temporary closure of Walter St. and Washington St. in Lucknow on June 16, 17 and August 23-27, 2023, and provide road closed barricades as required;

AND FURTHER THAT Council approve in-kind support for the use of available trucks and staff for the purpose of garbage removal (maximum of three);

AND FURTHER THAT landfill tipping fees be waived at the Huron Landfill for waste generated at the events;

AND FURTHER THAT Council approve the use of two portable generators during the events, (excepting should a Township need emerge prior to or during the event);

AND FURTHER THAT for clarity the fuel costs associated with generator use shall be the responsibility of the Kinsmen organization;

AND FURTHER THAT Council approve in-kind support of gravel road grading on the event grounds at Graceland be provided using Township staff and resources, prior to the Derby/Tractor Pull Event;

AND FURTHER THAT for clarity any further grading or dust control required for additional events at the Graceland site shall be the responsibility and at the cost of the event organizers;

AND FURTHER THAT the request for additional lighting on Campbell St. at the Walter St and Washington St intersections be considered in future Council budget deliberations;

AND FURTHER THAT requests for the Lucknow and District Sports Complex be referred to the required approval authorities;

AND FURTHER THAT Council authorize the Clerk and Chief Administrative Officer to prepare and execute a licensing agreement with the Lucknow Kinsmen to permit the reconstruction of the rail trail property, and use of the rail trail for approved special events as outlined in Report PW-2023-05-26;

AND FURTHER THAT for the purpose of this construction and subject to the signing of a licensing agreement and the Lucknow Kinsmen organization meeting of any other requirements to the satisfaction of Staff related to the construction, that Council approve providing to the Lucknow Kinsmen at no cost up to 2,000 m3 of surplus clay only;

AND FURTHER THAT for clarification the cost of loading and hauling the fill material be borne by the Lucknow Kinsmen.

4.8 Business & Economic Development

4.8.1 May 2023, The Hub Status Report, BED-2023-05-22

Resolution No.: 05/01/23 - 18

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BED-2023-05-22 prepared by Lauren Eby, Business Development Coordinator.

Carried

4.8.2 May 2023 Manager of Strategic Initiatives Status Report, BED-2023-05-21

Resolution No.: 05/01/23 - 19

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-2023-05-21, prepared by Michelle Goetz, Manager of Strategic Initiatives.

Carried

4.8.3 May 2023 Business and Economic Officer Status Report, BED-2023-05-23

Council inquired about the need for insurance at the summer markets.

Resolution No.: 05/01/23 - 20

Moved by: Shari Flett

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BED 2023-05-23, prepared by Amy Irwin, Business and Economic Officer.

Carried

4.9 Chief Administrative Officer

4.9.1 May 2023 – NWMO Engagement Activities, CAO-2023-05-10

Council received feedback regarding accessibility concerns on the tour. Feedback has been provided to the NWMO on this.

Council received additional information on the Teeswater event from members of Council who attended.

Resolution No.: 05/01/23 - 21

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-2023-05-10, prepared by Mike Bartlett, Administrative Coordinator.

Carried

4.9.2 By-law Enforcement Services Pilot Summer Program, CAO-2023-05-9

Council inquired about the intended schedule, and how hours would be allocated. Staff indicated that there would be flexibility based on weather, complaint volume, etc.

Resolution No.: 05/01/23 - 22

Moved by: Scott Gibson

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole receive for information Report CAO-2023-05-9 prepared by Mary Rose Walden, Chief Administrative Officer.

Carried

4.10 Legislative Services

4.10.1 Noise Exemption Request – Lucknow Community Centre and 5 Queen Street, Ripley, CLK-2023-05-27

Council inquired about whether denying these types of requests would move applicants to book facilities instead. Staff provided comments on current trends.

Resolution No.: 05/01/23 - 23

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report CLK-2023-05-27 prepared by Kelly Lush, Deputy Clerk;

AND grants an exemption to the Noise By-Law at the Lucknow Community Centre, 694 Willoughby St, Lucknow Friday, June 23 from 11:00 p.m. to Saturday, June 24 at 1:00 a.m. and Saturday, June 24 from 11:00 p.m. to Sunday, June 25 at 1:00 a.m. for a Lucknow Kinsmen ball tournament and beer garden;

AND at 5 Queen Street, Ripley on Saturday, August 5 from 11:00 p.m. to Sunday, August 6 at 1:00 a.m. for a wedding reception with a live band.

Carried

4.10.2 Accessibility Feedback, CLK-2023-05-29

Resolution No.: 05/01/23 - 24

Moved by: Larry Allison

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK-2023-05-29 prepared by Kelly Lush, Deputy Clerk.

Carried

4.10.3 Legislative Update Micromobility Regulatory Transformation, CLK-2023-05-30

Council discussed the Car Pilot Program. Council commented on the dangers of slow moving vehicles sharing the road with transports and other quickly moving vehicles.

Council supported the comments within the report.

Resolution No.: 05/01/23 - 25

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. 2023-05-30 prepared by Jennifer White, Manager of Legislative Services/Clerk

AND FUTHER that Council provide any comments on the Micromobility Regulatory Transformation.

Carried

4.10.4 Westario Shareholder Meeting Appointment, CLK-2023-05-31

Council requested

Resolution No.: 05/01/23 - 26

Moved by: Carl Sloetjes

Seconded by: Larry Allison

THAT the Chief Administrative Officer be appointed to represent The Corporation of the Township of Huron-Kinloss at the Westario Power Annual Shareholder Meeting on June 14, 2023;

AND FURTHER THAT the Treasurer be appointed as alternate representative in the absence of the Chief Administrative Officer.

Carried

4.10.5 Pine River Water Monitoring Reports March 2023, CLK-2023-05-28

Resolution No.: 05/01/23 - 27

Moved by: Shari Flett

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK-2023-05-28 prepared by Kelly Lush, Deputy Clerk.

Carried

5. Correspondence Requiring Direction

6. Information

Resolution No.: 05/01/23 - 28

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

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

Carried

6.1 AMO

6.1.1 AMO Watchfile - March 30, 2023

6.1.2 AMO Watchfile - April 6, 2023

6.1.3 AMO Watchfile - April 13, 2023

6.1.4 AMO Watchfile - April 20, 2023

6.2 Bruce County

6.2.1 Child Care Educators - March 29, 2023

6.2.2 New Director of Human Services - March 30, 2023

6.2.3 Weight Load Restrictions Lifted - April 6, 2023

6.2.4 Bruce Road 6 Pre-Construction Information Session - April 5, 2023

6.2.5 By-Law Enforcement on Bruce County Trails - April 6, 2023

6.2.6 Council - Committee Updates - April 6, 2023

6.2.7 Bruce County Museum and Cultural Centre National Film Day - April 11, 2023

6.2.8 Tobermory Friends of the Library Turns 25 - April 12, 2023

6.2.9 Activity Assistance Program - April 18, 2023

6.2.10 Bruce County Promotes Region on World Stage - April 21, 2023

6.2.11 Bruce County Offers Not-For-Profit Community Grants - April 25, 2023

6.2.12 Council - Committee Updates - April 21, 2023

6.2.13 Walkerton Bridge Construction - April 18, 2023

**6.2.14 Notice: Lane Closurers on Schenks Bridge North of Burgoyne
- April 25, 2023**

6.2.15 IESO Pathways to Decarbonization Study - April 27, 2023

6.3 General

6.3.1 Ausable Bayfield Maitland Valley - April 5, 2023

6.3.2 Pine River Watershed - April 5, 2023

6.3.3 Lake Huron Coastal Centre Conference - April 5, 2023

6.3.4 AODA Toolbox - April 6, 2023

**6.3.5 Community Living Kincardine and District April Newsletter -
April 6, 2023**

6.3.6 Clean Energy Frontier April 2023 Update - April 27, 2023

6.3.7 MPAC 2022 Annual Report

7. New Business/Council Reports

Councillor Mcgugan - thanked Mayor for completing the Mayor's coffee break. Mayor commented on the need to be aware of and respect open meeting requirements at these types of meetings. This is an information only meeting, and no decisions are made.

Council discussed the current Flag Policy and Community Flag policy. Staff provided information on the location of the "Municipal Flags". Councillor Mcgugan to work with the Clerk to formulate a motion regarding proposed changes.

Councillor Allison provided a report on the Ontario Small Urban Municipalities conference. Strategies on Short Term Accommodations was of particular interest to the Councillor.

The Chief Administrative Officer provided information on the public and stakeholder engagement phase of the Transit Demand and Feasibility Study for the County of Bruce. An in-person workshop is being held on May 17th in Paisley. Councillor Mcgugan and Councillor Allison will attend. Staff to provide details to Councillors.

The Mayor inquired about how to make busing options more accessible for Councillors. Staff recognize this as an area within the County that requires improvement, and have been working with various providers to improve conditions.

8. Closed Session

Resolution No.: 05/01/23 - 29

Moved by: Larry Allison

Seconded by: Shari Flett

THAT Committee of the Whole move into closed meeting at 9:31 pm for the purpose of considering a proposed or pending acquisition or disposition of land by the municipality or local board (Walpole Trail), 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.

9. Business Arising from the Closed Session

The Mayor reported that a closed meeting had been held and direction provide to Staff on the matter.

Resolution No.: 05/01/30 -30

Moved by: Larry Allison

Seconded by: Scott Gibson

THAT the CAO and Clerk be authorized to sign and execute any and all required documents to formalize the direction provided from Council in respect of Confidential Report BLDG-2023-13.

Carried

10. Adjournment

Resolution No.: 05/01/23 - 31

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole adjourn at 10:18 p.m.

Carried

Mayor

Clerk