



**The Corporation of the Township of Huron-Kinloss**  
**Council Meeting Minutes**

Date: May 15, 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, Clerk  
Mary Rose Walden, Chief Administrative Officer  
Mike Fair, Director of Community Services  
Jodi MacArthur, Treasurer

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**1. Call to Order**

Mayor Murray called the meeting to order at 7: 05 p.m.

**2. Disclosure of Pecuniary Interest**

None disclosed.

**3. Adoption of the Minutes**

**Resolution No.: 05/15/23 - 01**

Moved by: Jim Hanna

Seconded by: Larry Allison

THAT the minutes of the Committee of the Whole meeting of May 1, 2023 and the Council meeting (Planning) of May 8, 2023 be adopted as presented.

Carried

## **4. Delegations**

### **4.1 Lucknow Community Centre Board**

Greg Hackett presented to Council on behalf of the Lucknow Community Centre Board (LCCB). Hackett provided information about the challenges facing the Community Centre board with respect to operating costs and capital costs. Hackett provided information on how the Board has been adapting to changes, such as adding programs like pickleball. The Community Centre is used as a warming centre, and provides other community support and opportunities.

The Township Council provided financial support by way of a loan during the pandemic related shutdowns.

ACW provided a \$4000 grant. The Township loaned \$8000. The LCCB requested that the Township of Huron-Kinloss Council also provide a \$4000 grant to forgive half the loan.

The Lucknow Community Centre board is requesting assistance to repay the loan of \$8000. The LCCB also looked for direction from Council on how more could be done to work together with Council to make improvements to the building.

Council suggested that communication had been lacking in the past, which may have led to missed opportunities. The Board and Township Staff sharing information could result in better placement for funding opportunities.

Council requested more information on the Boards plan to continue operating the facility into the future.

Hackett suggested that they need to adapt to what the community needs, including permitting stag and doe type events.

Council inquired about the agreement in item 6.4.2 and whether the LCCB had comments on the feasibility. Hackett had not reviewed the agreement.

## **5. Financial Reports**

### **5.1 Previous Month Actual Accounts – April 2023, TR-2023-05-37**

**Resolution No.: 05/15/23-02**

Moved by: Shari Flett

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Council hereby ratifies and confirms payment of the April 2023 accounts in the amount of \$1,142,315.26.

Carried

**5.2 Revenue and Expenditure Reports to April 30, 2023, TR-2023-05-38**

**Resolution No.: 05/15/23-03**

Moved by: Larry Allison

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Council hereby reviews and receives the summary revenue and expenditure reports to April 30, 2023 prepared by Jodi MacArthur, Treasurer.

Carried

**5.3 May 2023 Accounts, TR-2023-05-41**

Council inquired about the Tri-Recycling program for mattresses.

**Resolution No.: 05/15/23-04**

Moved by: Shari Flett

Seconded by: Jim Hanna

That the Township of Huron-Kinloss Council hereby authorizes payment of the 2023 May accounts in the amount of \$ 793,691.40

Carried

**6. Staff Reports**

**6.1 By-law Enforcement**

**6.1.1 Property Standards & Clean and Clear Yards By-Laws, BLE-2023-05-14**

The By-law Enforcement Officer presented the report.

Council inquired about the type of complaints that this new by-law could address, and about the process and timing to resolve both property standards and clean yards complaints.

Council discussed the difference between a natural garden versus long grass and weeds. The By-law Enforcement officer explained that purposeful planting is a natural garden, versus neglect, and that they are considered on a case by case basis during investigations.

Council inquired about whether snakes and lizards were included as vermin. Staff responded that these animals aren't necessarily vermin unless the landowner is trying to attract them, and they don't occur naturally.

Staff confirmed that the definition of Yards does include boulevards adjacent to the property.

Council inquired about the number of calls, and whether this by-law would be used in neighbor disputes.

**Resolution No.: 05/15/23 - 05**

Moved by: Carl Sloetjes

Seconded by: Ed McGugan

THAT Council receive for information Report BLE-2023-05-14;

AND FURTHER THAT Council adopt the Clean & Clear Yards and Property Standards Complaint Policy;

AND FURTHER THAT Council direct Staff to bring forward as a matters arising the Clean and Clear Yards By-law, and the Property Standards Amendment By-law as proposed in Report BLE-2023-05-14.

Carried

**6.2 Building and Planning**

**6.2.1 Commercial Fertilizer, BLDG-2023-05-12**

Council discussed the product and whether Staff should investigate whether there is a desire among the producers within the community that restrictions be placed on the product. Council directed Staff to continue monitoring complaints of this type, and whether additional product is being stored at different locations in the Township.

**Resolution No.: 05/15/23-06**

Moved by: Ed McGugan  
Seconded by: Jim Hanna

That the Township of Huron-Kinloss Council hereby receives for information Report Number BLDG-2023-05-12 prepared by Michele Barr, Manager of Building and Planning/CBO.

Carried

### **6.3 Community Services**

#### **6.3.1 Drifters Car Club Request for Event Space, CS-2023-05-33**

##### **Resolution No.: 05/15/23-07**

Moved by: Larry Allison  
Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS-2023-05-33 prepared by Mike Fair, Director of Community Services;

AND FURTHER THAT Council authorizes the Drifters Car Club event on Township property during the Friday evenings of the long weekends for July, August, and September 2023, as outlined in the report, pending the organizer meeting requirements set out by Township Staff through the special event permit process if required.

Carried

#### **6.3.2 Huron Bruce Minor Hockey Request, CS-2023-05-34**

##### **Resolution No.: 05/15/23-08**

Moved by: Shari Flett  
Seconded by: Scott Gibson

That the Township of Huron-Kinloss Council hereby approves Report Number CS-2023-05-34 prepared by Mike Fair, Director of Community Services and authorizes Huron-Bruce Minor Hockey to use municipal parking lots annually unless there are rental conflicts, and broken glass or debris is cleaned up immediately.

Carried

## 6.4 Treasury

### 6.4.1 Statement of Investments 2022, TR-2023-05-39

#### **Resolution No.: 05/15/23-09**

Moved by: Scott Gibson

Seconded by: Ed McGugan

That the Township of Huron-Kinloss Council hereby receives for information Report Number TR-2023-05-39 prepared by Jodi MacArthur, Treasurer.

Carried

### 6.4.2 Lucknow Community Centre, TR-2023-05-40

Staff clarified how the municipal insurance policy applied to the Lucknow Community Centre. The Lucknow Community Centre Board (LCCB) now has independent liability and directors insurance. The Township still carries the property insurance for the Community Centre. Discussions continue with the LCCB.

The agreement that was drafted does not include a lot of municipal operational control, but is more of a reporting relationship. A formalized agreement that clearly defines the relationship between parties, may open up opportunities to apply for grant funding for the Centre.

Council directed Staff to request that the Treasurer attend a meeting of the LCCB to present the agreement.

Council discussed whether this should be discussed as a joint-venture with the Ashfield-Colborne-Wawanosh Council.

#### **Resolution No.: 05/15/23-10**

Moved by: Scott Gibson

Seconded by: Ed McGugan

That the Township of Huron-Kinloss Council hereby receives for information Report Number TR-2023-05-40 prepared by Jodi MacArthur, Treasurer.

Carried

**Resolution No.: 2023/05/15 - 11**

Moved by: Jim Hanna

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Council forgive \$4000 of the \$8000 loan from the Township to the Lucknow Community Centre Board;

AND FURTHER THAT all other aspects of the loan agreement remain in place.

Carried

**6.4.3 2023-2024 Municipal Insurance Program, TR-2023-05-42**

**Resolution No.: 05/15/23-12**

Moved by: Shari Flett

Seconded by: Larry Allison

That the Township of Huron-Kinloss Council hereby receives Report Number TR-2023-05-42 prepared by Jodi MacArthur, Treasurer and accepts the proposal of Intact Public Entities in the amount of \$348,167.00 plus applicable taxes for the 2023-2024 municipal insurance program and the quote of CFC Underwriting Ltd. in the amount of \$9,250.00 plus applicable taxes for cyber insurance and further that the appropriate by-law be brought forward on this evening's agenda.

Carried

**6.5 Chief Administrative Officer**

**6.5.1 Hiring Report May, CAO-2023-05-16**

Council inquired as to the role of the Workforce Development Coordinator and confirmed costs for the program. Staff confirmed that 40 participants have completed the Women in Carpentry program.

**Resolution No.: 05/15/23-13**

Moved by: Larry Allison

Seconded by: Jim Hanna

That the Township of Huron-Kinloss Council hereby approves Report CAO-2023-05-16 prepared by Leanne Scott, Human Resources Generalist, and

FURTHER authorizes and confirms the hiring of the Summer Students listed in the Report and the Workforce Development Coordinator position;

AND FURTHER authorizes the by-law to come forward.

Carried

**6.5.2 Flood Hazard Identification and Mapping Program Collaboration, CAO-2023-05-17**

Council inquired about whether the MVCA has requested Flood Hazard Mapping updates from the Township of Huron-Kinloss. Staff did not have this answer, however Lucknow has had Flood Hazard Mapping for decades. Staff confirmed that grant funding had not been available prior to this.

Council inquired about the implications if flood mapping isn't done, and what benefit flood mapping provides. Staff explained that this would provide more accurate modeling and information for planning and development, and would increase efficiencies and accuracies in issuing building permits, or addressing planning applications.

**Resolution No.: 05/15/23-14**

Moved by: Scott Gibson

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Council hereby approves report CAO-2023-05-17 prepared by Mary Rose Walden, Chief Administrative Officer AND authorizes Saugeen Valley Conservation Authority to proceed with Flood Hazard Identification and Mapping Program of 6 Watercourses and provisionally Clark Creek and the entire Pine River at a cost of \$123,905.00 plus HST, AND further that the additional \$73,905.00 plus HST be funded from the Modernization of Municipal Services Reserve.

**6.5.3 2023-2033 Strategic Plan: Blueprint for our Future, CAO-2023-05-15**

**Resolution No.: 05/15/23-15**



Moved by: Jim Hanna  
Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Council hereby approve report number CAO-2023-05-15, prepared by Michelle Goetz, Manager of Strategic Initiatives, AND approves the proposal of Deloitte for the creation of our 2023-2033 Huron-Kinloss Strategic Plan: Blueprint for our Future not exceeding \$67,580 + HST AND FURTHER authorizes the appropriate By-Law coming forward.

Carried

## **6.6 Legislative Services**

### **6.6.1 Clerk's Report Under Section 88.23(4) Filing Requirements - 2022 Election**

## **7. Correspondence Requiring Direction**

### **Resolution No.: 05/15/23 - 16**

Moved by: Ed McGugan  
Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Council receive for information all items listed in Section 7.0.

Carried

### **7.1 2023 Municipal Night at the Kingsbridge Centre**

### **7.2 AMO 2023 - Request Your Delegation Meetings**

## **8. By-Laws and Agreements**

### **8.1 Zoning Amendment By-law – Z-2022-100 MacLennan**

#### **Resolution No.: 05/15/23-17**

Moved by: Larry Allison  
Seconded by: Jim Hanna

THAT the "Zoning Amendment 100 MacLennan By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-45.

Carried

**8.2 Walden Municipal Drain Repair By-Law**

**Resolution No.: 05/15/23-18**

Moved by: Scott Gibson

Seconded by: Carl Sloetjes

THAT the "Walden Municipal Drain Repair By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-50.

Carried

**8.3 Asphalt Paving Con. 10, Lake Range Dr., and Finlay St. By-law**

**Resolution No.: 05/15/23-19**

Moved by: Shari Flett

Seconded by: Jim Hanna

THAT the "Asphalt Paving Con. 10, Lake Range Dr., and Finlay St., By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-51.

Carried

**8.4 Rates and Fees Amendment (2) By-Law**

**Resolution No.: 05/15/23-20**

Moved by: Shari Flett

Seconded by: Larry Allison

THAT the "Rates and Fees Amendment (2) By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-52.

Carried

**8.5 Appointment Chief Building Official (Bill Klingenberg) By-Law**

**Resolution No.: 05/15/23-21**

Moved by: Ed McGugan  
Seconded by: Scott Gibson

THAT the "Appoint Chief Building Official (Bill Klingenberg) By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-53.

Carried

**8.6 Appointment Deputy Chief Building Official (Michele Barr) By-Law**

Council inquired about the purpose of having a Deputy Chief Building Official. Staff provided information on the duties which would be assigned.

**Resolution No.: 05/15/23-22**

Moved by: Ed McGugan  
Seconded by: Larry Allison

THAT the "Appoint Deputy Chief Building Official (Michele Barr) By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-54.

Carried

**8.7 Appointment of Workforce Development Coordinator (Jason Wilson) By-law**

**Resolution No.: 05/15/23-23**

Moved by: Jim Hanna  
Seconded by: Ed McGugan

THAT the "Appoint Workforce Development Coordinator (Jason Wilson) By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-55.

Carried

**8.8 June 2023 Tile Loan Debenture By-Law**

**Resolution No.: 05/15/23-24**

Moved by: Carl Sloetjes  
Seconded by: Jim Hanna

THAT the "Tile Drain Loan Van Sickle By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-56.

Carried

**8.9 Clark Creek Drain (Elliott Construction) Tender Acceptance By-law**

**Resolution No.: 05/15/23-25**

Moved by: Scott Gibson

Seconded by: Shari Flett

THAT the "Clark Creek Drain (Elliott Construction) Tender By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-57.

Carried

**8.10 Land Use Agreement (Lucknow Kinsmen) 2023 By-law**

**Resolution No.: 05/15/23-26**

Moved by: Shari Flett

Seconded by: Carl Sloetjes

THAT the "Land Use Agreement (Lucknow Kinsmen) By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-58.

Carried

**8.11 Municipal Insurance Program and CyberInsurance By-law**

**Resolution No.: 05/15/23 - 27**

Moved by: Larry Allison

Seconded by: Jim Hanna

THAT the "Municipal Insurance Program and CyberInsurance By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023 - 59.

Carried

**8.12 Clean & Clear Yards By-law**

**Resolution No.: 05/15/23 - 28**

Moved by: Carl Sloetjes

Seconded by: Scott Gibson

THAT the "Clean & Clear Yards By-law be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023 - 60.

Carried

**8.13 Property Standards Amendment (1) By-law**

**Resolution No.: 05/15/23 - 29**

Moved by: Jim Hanna

Seconded by: Ed McGugan

THAT the "Property Standards Amendment (1) By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023. 61

Carried

**8.14 Strategic Plan 2023-2033 (Deloitte) Tender Acceptance By-law**

**Resolution No.: 05/15/23 - 30**

Moved by: Carl Sloetjes

Seconded by: Shari Flett

THAT the "Strategic Plan 2023-2033 (Deloitte) Tender Acceptance By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023 - 62.

Carried

**9. Information**

**10. Township Committee Minutes Received**

**Resolution No.: 05/15/23-31**

Moved by: Scott Gibson  
Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Council hereby receives for information all items listed in Section 10.0.

Carried

**10.1 Lucknow and District Joint Recreation Board**

**11. Other Agency Minutes and Reports Received**

**Resolution No.: 05/15/23-32**

Moved by: Carl Sloetjes  
Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Council hereby receives for information all items listed in Section 11.0

Carried

**11.1 Ripley Summer Sports Committee**

**11.2 Bruce Area Solid Waste Recycling**

**12. New Business/Council Reports**

Council requested more information on an outstanding zoning compliance issue. Staff reported that no activity had been reported for over a year, however the new C.B.O. will inspect the property to determine if an infraction still exists.

The Mayor reported that as Chair of the Police Services Board, he has been invited to the interview for the next Detachment Commander.

The Chief Administrative Officer inquired as to whether other members of Council were also interested in shirts with the Township Logo on it, as these are being investigated for the delegates who are going to Finland.

**13. Closed Session**

**Resolution No.: 05/15/23 -33**

Moved by: Ed McGugan  
Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Council move into closed meeting at 9:00 p.m. for the purpose of litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (zoning prosecution), advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Westario update), and a proposed or pending acquisition or disposition of land by the municipality or a local board (Ripley Industrial Park), pursuant to Section 239(2) of the *Municipal Act, 2001*, as amended;

AND FURTHER THAT Council return to regular open meeting upon completion.

Carried

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

Council arose from Closed Meeting at 9:26 p.m. The Mayor reported that a closed meeting was held and direction provided to Staff.

**15. Confirming By-Law**

**Resolution No.: 05/15/23 - 34**

Moved by: Ed McGugan

Seconded by: Scott Gibson

THAT the "Confirmatory May (2) 2023" By-law be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-63

Carried

**16. Adjournment**

**Resolution No.: 05/15/23 - 35**

Moved by: Shari Flett

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Council hereby adjourn at 9:30 p.m.

Carried

Mayor;Clerk