



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

Date: June 5, 2023
Time: 7:00 pm
Location: Council Chambers

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

Members Absent Don Murray, 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
Jodi MacArthur, Treasurer
John Yungblut, Director of Public Works
Bill Klingenberg, Manager of Building and Planning, CBO

1. Call to Order

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

2. Disclosure of Pecuniary Interest

None disclosed.

3. Delegations

3.1 Saugeen Mobility and Regional Transit

Stephan Labelle, General Manager Saugeen Mobility and Regional Transit (SMART) provided an introduction to Committee of the Whole of the program and services offered by the SMART organization.

Saugeen Mobility and Regional Transit is a local specialized public transit partnership serving the mentally and physically challenged residents of Arran-Elderslie, Brockton, Chatsworth, Grey Highlands, Hanover, Huron-Kinloss, Kincardine, Saugeen Shores, Southgate and West Grey.

Currently, Huron-Kinloss has 68 active clients. In 2022, clients from Huron-Kinloss took 1069 rides compared to 495 rides in 2021. Labelle indicated that the number of rides are steadily going back to pre-pandemic numbers, there were 2418 rides in 2019.

Huron-Kinloss' share of the 2023 municipal contribution is \$40,968, up from \$33,266 in 2022.

Councillor McGugan in his role as Chair of the Board of Directors for SMART, added that the organization is considering a change in format to permit a menu of services.

3.2 BT Engineering

Stephen Brook, Senior Transportation Engineer of BT Engineering presented the Boiler Beach Traffic Study to Committee of the Whole.

BTE was retained by the Township of Huron-Kinloss to complete a traffic study examining the feasibility of converting Boiler Beach Road to one-way operation from Concession 10 to Huronville Street.

The four top issues identified were; safety of pedestrians, safety of cyclists, traffic speed and protecting the Shoreline.

Brook provided potential options for consideration with respect to one way traffic on the roadway, and incorporation of multi-use trails, bicycle lanes, or parking options. Implementation would be subject to the Environmental Assessment Process.

Interim improvement suggestions were provided as part of the report, which included designated no parking zones, placement of share the road signage and the addition of a centre-line marking as a traffic calming measure.

Council inquired about concerns regarding snow removal and safety to pedestrians with parked cars. Brook spoke about the placement of bike lane placement and how it re-incorporates with two way traffic. Brook

clarified that in the proposal bicyclists would be able to move both north bound and south bound. Southbound travel would be with motor traffic. Snow removal would be at the discretion of the Township.

Council clarified the amount of time that was presented regarding the difference in time to go northbound to Kincardine as being a one minute difference.

Council inquired about whether the road would need to be narrowed in any place with the preferred alternative. Brook clarified that in the narrower areas, the parking lane would be reduced or removed. It would not necessarily be the same cross section through the full length of the road.

Council inquired as to whether a parking traffic count had been done and whether the one way multi-use trail could go the entire way of the path. Brook reported that in some cases there is not 10 meters of the existing right of way.

Council inquired about the feedback from residents on the one-way street approach. Brook reported that the greatest number of residents selected one way approach as the preferred option during community engagement, however it was not a majority of residents. Brook estimated that a quarter of respondents supported each of the four offered solutions.

Council inquired if flush curbs were necessary or if pavement markings could be used. Brook suggested a rumble strip be used in this case to make motorists aware of the pedestrian travel.

4. Staff Reports

4.1 Building & Planning

4.1.1 Bell Mobility Meso Pole Proposal, BLDG-2023-05-10

Resolution No.: 06/05/23 - 01

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole receives for information Report Number 2023-05-10 prepared by Michele Barr, Deputy CBO;

AND approves in principle the Site Layout design, dated July 22, 2022 for a Meso Pole Tower located at 344 Lake Range Drive;

AND FURTHER approves in principle the Draft Wireless Telecommunications Tower Lease as presented.

Carried

4.1.2 May 2023 Monthly Building Status Report, BLDG-2023-06-13

Resolution No.: 06/05/23 - 02

Moved by: Larry Allison

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number 2023-06-13 prepared by Michele Barr, Deputy CBO.

Carried

4.2 By-law Enforcement

4.2.1 May 2023 Monthly By-Law Enforcement Status Report, BLE-2023-06-15

Council noted the beach violations in the report and confirmed with Staff that golf cars/carts are not permitted on the beach.

Resolution No.: 06/05/23 - 03

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLE-2023-06-15 prepared by Heather Falconer, By-Law Enforcement Officer.

4.3 Fire Department

4.3.1 Emergency Management and Health and Safety May 2023 Summary, FIRE-2023-06-23

Resolution No.: 06/05/23 - 04

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-2023-06-23,

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

Carried

4.3.2 Fire & Emergency Services Monthly Activity Report – May 2023, FIRE-2023-06-24

Resolution No.: 06/05/23 - 05

Moved by: Shari Flett

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2023-06-24 prepared by Chris Cleave, Fire Chief

Carried

4.3.3 Lucknow District Pumper Replacement Costing Proposal, FIRE-2023-06-26

Council inquired about other options that might be available, however Staff indicated that this is the only option they are aware of that can deliver in the required time-frame.

Council inquired about the budget amendment process requirements.

Resolution No.: 06/05/23 - 06

Moved by: Carl Sloetjes

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number FIRE2023-06-26 prepared by Chris Cleave, Fire Chief;

AND FURTHER accepts the proposal and costing as submitted by ACRES/Dependable Emergency Vehicles and authorizes the Fire Chief to proceed with the purchase of the proposed Vortex Model Pumper Truck for the Lucknow District Fire Department pending Fire Board and Ashfield-Colborne-Wawanosh Council approval;

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;

AN FURTHER authorises the appropriate by-laws coming forward.

Carried

4.3.4 Ripley-Huron Pumper Replacement Costing Proposal, FIRE-2023-06-25

Council would inquired about the requirements for the standards.

Resolution No.: 06/05/23 - 07

Moved by: Shari Flett

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number FIRE2023-06-25 prepared by Chris Cleave, Fire Chief.

AND FURTHER accepts the proposal and costing as submitted by ACRES/Dependable Emergency Vehicles and authorizes the Fire Chief to proceed with the purchase of the proposed Range Model Pumper Truck for the Ripley-Huron Fire Department.

AND FURTHER authorizes the appropriate by-laws coming forward

Carried

4.4 Drainage

4.4.1 Municipal Drain Status update June 2023, DRAIN-2023-06-11

Resolution No.: 06/05/23 - 08

Moved by: Ed McGugan

Seconded by: Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. DRAIN-2023-06-11 prepared by Ken McCallum, Drainage Superintendent.

Carried

4.5 Treasury

4.5.1 Asset Retirement Obligations Policy, TR-2023-06-43

Council inquired about the resources available to Staff to perform this work.

Resolution No.: 06/05/23 - 09

Moved by: Shari Flett

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number TR-2023-06-43 prepared by Jodi MacArthur, Treasurer;

AND FURTHER approves the Asset Retirement Obligations Policy as presented;

AND FURTHER authorizes the appropriate by-law coming forward.

Carried

4.6 Community Services

4.6.1 Community Services Programming Update – June 2023, CS-2023-06-36

Resolution No.: 06/05/23 - 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-2023-06-36 prepared by Elyse Dewar, Administrative Assistant/Program Coordinator.

Carried

4.6.2 June 2023 Community Services Status Report, CS-2023-06-35

Resolution No.: 06/05/23 - 11

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-2023-06-35 prepared by Mike Fair, Director of Community Services.

Carried

4.7 Public Works

4.7.1 Waste Management June 2023, PW-2023-06-31

Resolution No.: 06/05/23 - 12

Moved by: Ed McGugan
Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. PW-2023-06-31, prepared by John Yungblut, Director of Public Works.

Carried

4.7.2 Transportation June 2023, PW-2023-06-32

Council inquired about Bell Bridge Construction progress.

Resolution No.: 06/05/23 - 13

Moved by: Larry Allison
Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report Number PW-2023-06-32, prepared by John Yungblut, Director of Public Works.

Carried

4.7.3 Water Wastewater May 2023, PW-2023-06-34

Council inquired about the restriction of water usage. Staff provided a verbal update on the concerns which necessitated the water usage restriction. The demand for water increased four-fold in a short period of time, during a time-frame when the standpipe

was out of service. Staff are identifying opportunities to prevent this from occurring again.

Resolution No.: 06/05/23 - 14

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report Number PW-2023-06-34 prepared by John Yungblut, Director of Public Works AND approves the 2023 Huronville Operational Plan submitted by the Municipality of Kincardine.

Carried

4.7.4 Township Vehicle Use Policy Amendment, PW-2023-06-33

Resolution No.: 06/05/23 - 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 PW2023-06-33 prepared by John Yungblut, Director of Public Works,

AND approves the proposed amendments to the Township Vehicle Use Policy;

AND FURTHER approves an amending by-law be brought forward.

Carried

4.7.5 2023 Guide Rail Tender, PW-2023-06-35

Council inquired about the steel posts in guide rails. Council inquired about the guardrail maintenance program.

Staff provided information on the standards and the maintenance of guardrails.

Resolution No.: 06/05/23 - 16

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW-2023-06-35, prepared by John Yungblut, Director of Public Works;

AND accepts the tender from Borall Fence and Guide Rail Company Ltd. in the amount of \$124,130 plus HST for the installation of guide rails on Lake Range Dr. and Grey Ox Ave;

AND FURTHER authorizes the appropriate by-law comes forward.

Carried

4.7.6 Boiler Beach Road Traffic Study, PW-2023-06-36

Council inquired about widening the road at Lake Range to deter bicycling along Bruce Beach Road.

Staff indicated that they are doing parking counts during the summer to address future demands.

Council inquired about speed bumps as a traffic calming measure and whether a legal survey exists. Staff provided information on the width available along Boiler Beach which would be useable for infrastructure.

Staff indicated that some of the interim solutions could be implemented this summer.

Resolution No.: 06/05/23 - 17

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-2023-06-36, prepared by John Yungblut, Director of Public Works;

AND FURTHER accept the Boiler Beach Road Traffic Study as prepared by BT Engineering Inc. in principle;

AND FURTHER directs Staff to explore off-street parking areas.

Carried

4.7.7 Municipal Road Allowance Tree Restitution, PW-2023-06-37

Resolution No.: 06/05/23 - 18

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-2023-06-37 prepared by John Yungblut, Director of Public Works;

AND FURTHER directs Staff to proceed with the planting of one thousand (1,000) trees on the unopened Sideroad 5 road allowance in the fall of 2023;

AND FURTHER that costs be recovered from the owner of the property at Con. 1 S Pt Lots 8-10, Huron Township, Roll #4107-160-001-00400.

Amendment:

Resolution No.: 06/05/23 - 18b

Moved by: Jim Hanna

Seconded by: Ed McGugan

THAT this motion be deferred until the next meeting of Committee of the Whole approximately 4 weeks from this meeting, to permit Staff to review an alternate proposal by the landowner.

Carried

4.7.8 Landfill Compactor Purchase, PW-2023-06-38

Resolution No.: 06/05/23 - 19

Moved by: Carl Sloetjes

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2023-06-38 prepared by John Yungblut, Director of Public Works;

AND accepts the quotation from Marcel Equipment Limited in the amount of \$485,000 plus HST for the purchase of one (1) reconditioned 2017 CAT 816K Landfill Compactor;

AND accepts the trade-in offer for one (1) 2006 CAT 816F Landfill Compactor in the amount of \$75,000;

AND FURTHER authorizes the appropriate by-law coming forward.

Carried

4.8 Business & Economic Development

4.8.1 June 2023 Manager of Strategic Initiatives Status Update, BED-2023-06-24

Resolution No.: 06/05/23 - 20

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-2023-06-24 prepared by Michelle Goetz, Manager of Strategic Initiatives.

Carried

4.8.2 June 2023, The Hub Status Report, BED-2023-06-25

Resolution No.: 06/05/23 - 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 BED-2023-06-25 prepared by Lauren Eby, Business Development Coordinator.

Carried

4.8.3 June 2023 Business and Economic Officer Status Report, BED-2023-06-26

Resolution No.: 06/05/23 - 22

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 2023-06-26, prepared by Amy Irwin, Business and Economic Officer.

Carried

4.9 Chief Administrative Officer

4.9.1 Kincardine Family Health Team and the Ripley Medical Center, CAO-2023-06-20

Council inquired about the impact to existing tenants. Staff is working with the existing tenants.

Resolution No.: 06/05/23 - 23

Moved by: Ed McGugan

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CAO-2023-06-20, prepared by Mary Rose Walden, Chief Administrative Officer;

AND FURTHER approves providing a letter of support for the Kincardine Family Health Team's Expression of Interest for the Expansion of Primary Care Services;

AND FURTHER supports Staff engaging an architect or designer to develop a renovation plan for the Ripley Medical Center, and obtaining quotes to complete the renovation project to be funded from the Community Sustainability and Well Being Fund Reserve Fund.

Carried

4.9.2 Community Well-Being Update, CAO-2023-06-14

Resolution No.: 06/05/23 - 24

Moved by: Shari Flett

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CAO-2023-06-14, prepared by Mike Bartlett, Administrative Coordinator.

Carried

4.9.3 Hiring Report June, CAO-2023-06-19

Resolution No.: 06/05/23 - 25

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2023-06-19 prepared by Leanne Scott, Human Resources Generalist;

AND FURTHER authorizes and confirms the hiring of the Landfill Attendant;

AND FURTHER authorizes the by-law to come forward.

Carried

4.10 Legislative Services

4.10.1 Pine River Water Monitoring Reports April 2023, CLK-2023-06-33

Resolution No.: 06/05/23 - 26

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-2023-06-33 prepared by Kelly Lush, Deputy Clerk.

Carried

4.10.2 Resolutions for Consideration June 5, 2023, CLK-2023-06-34

Resolution No.: 06/05/23 - 27

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby support the City of Cambridge in their request that the Ontario Government amend s. 205.1 of the Highway Traffic Act;

AND FURTHER direct Staff to distribute as they see fit.

Carried

Resolution No.: 06/05/23 - 28

Moved by: Larry Allison

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby support the Municipality of Tweed in their request to the Province of Ontario to facilitate, coordinate and regulate pole deployment measures across Ontario to prevent unnecessary duplication of pole infrastructure;

AND FURTHER direct Staff to distribute as they see fit.

Carried

Resolution No.: 06/05/23 - 29

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby support the Township of Puslinch in their request to the Ministry of Environment, Conservation and Parks that litter on the roadside of the 401 be cleaned up in accordance with the Ministry Initiative “ Act on Litter Ontario”;

AND FURTHER that Staff distribute as they see fit

Carried

Resolution No.: 06/05/23 - 30

Moved by: Larry Allison

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby support the Township of Armour in calling on Transport Canada to amend current legislation regarding water aerodromes to require mandatory consultation and transparency with provincial

and municipal authorities prior to construction and state that mixed use docks and structures will not be permitted;
AND FURTHER directs Staff to distribute as they see fit.

Defeated

Resolution No.: 06/05/23 - 31

Moved by: Scott Gibson

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby support the Regional Municipality of Waterloo in their request to the Minister of Municipal Affairs and Housing to protect the privacy of candidates and donors by removing the requirement for street name, number and postal code to be listed on any public form;

AND FURTHER directs Staff to distribute as they see fit.

Carried

4.10.3 Noise Exemption Request Point Clark Lighthouse Fireworks, CLK-2023-06-32

Resolution No.: 06/05/23 - 32

Moved by: Larry Allison

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2023-06-32 prepared by Kelly Lush, Deputy Clerk;

AND grants an exemption to the Noise By-Law on June 30, 2023, from 9:00 p.m. Friday, June 30, 2023 to 12:00 a.m. on Saturday, July 1, 2023 for the Ripley and District Lions Club fireworks display and DJ at the Point Clark Lighthouse;

AND grants an exemption to the Noise By-Law on Saturday, August 5, 2023 from 11:00 p.m. to 12:00 a.m. on Sunday, August 6, 2023 for the Bruce Beach Cottager's Association Annual BBQ.

Carried

4.10.4 Communications Status Report May 2023, CLK-2023-06-35

Resolution No.: 06/05/23 - 33

Moved by: Ed McGugan

Seconded by: Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2023-06-35 prepared by Kristen Prentice, Communications Coordinator.

Carried

5. Correspondence Requiring Direction

6. Information

Resolution No.: 06/05/23 -34

Moved by: Shari Flett

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 Lucknow Kinsmen and Kinette 50th Anniversary

6.2 Bruce County Summary of Support to the 2023 Provincial Policy Statement

6.3 AMO and AMCTO

6.4 Bruce County Media Releases

6.5 General

7. New Business/Council Reports

The CAO indicated that a report had not been added due to a technical issue. The report will be brought forward to the June Council meeting. The report included a request to attend a Strategic Planning Exercise on July 10, 2023. Council suggested a 4pm start would be ideal.

Councillor McGugan attended a presentation of "What a Year it Was" at the St. Josephs Kingsbridge Community Centre and noted the new accessible features of the building.

Councillor McGugan provided notice of motion respecting the current Community Flag policy for the June 19th meeting of Council.

Council would like the Mayor to request that the County look into means to reduce speeds of vehicles entering Lucknow from the west.

8. Closed Session

Resolution No.: 06/05/23 -35

Moved by: Carl Sloetjes

Seconded by: Ed McGugan

THAT Committee of the Whole move into closed meeting at 9:02 p.m. for the purpose of considering 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 Committee of the Whole return to regular open meeting upon completion.

Carried

9. Business Arising from the Closed Session

Committee of the Whole arose at 9:10 p.m.

The Deputy Mayor reported that a closed meeting had been held for the purpose of considering information about an identifiable individual (personnel). Direction was provided to Staff on the matter.

The Chief Administrative Officer provided a verbal update on the status of various development applications.

10. Adjournment

Resolution No.: 06/05/23 - 36

Moved by: Larry Allison

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Council hereby adjourn at 9:17 p.m.

Mayor

Clerk