



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

Date: October 16, 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  
Jodi MacArthur, Treasurer

Others Present Ken McCallum, Drainage Superintendent

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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**

None disclosed.

**3. Adoption of Minutes**

None noted.

**4. Public Meeting Required Under the Drainage Act**

**4.1 Van Diepenbeek Municipal Drain**

**Presentations from the Engineer**

**Presentations from the Engineer** Stephen Brickman P. Eng, Headway Engineering presented the Van Diepenbeek Municipal Drain Report.

The Engineer provided background information and the proposal included in the drain report. The report is recommending a new drain designed to current standards and improvements to the sideroad 10 crossing and several crossings downstream.

Council inquired about the inlets at the crossings. The Engineer explained that currently the water can't travel under the road and they intend to change that in this construction.

**Presentations from the Public**

All property owners affected by the drain had the opportunity to influence Council's decision.

Any petitioner has the right to withdraw from the petition. Other owners in the area requiring drainage have the right to sign the petition.

No changes were made to the petition. No property owners provided comments.

**Questions and Clarifications from Council**

Council inquired on the volume and velocity that would be increased by this construction and raised concerns regarding the downstream impact. The Engineer provided information on the Rip rap protection to be provided against velocity where it enters the downstream watercourse. Brickman indicated that the current system downstream can assimilate the additional flow without issue into the existing watercourse. The Engineer explained that this is changing the conveyance system, not increasing the total volume of water being dealt with.

Councillor Gibson declared a conflict at this point, as he is an executor to his fathers estate, whose property is within this watershed.

**Resolution No.:** 10/16/23 - 01

**Moved By** Larry Allison

**Seconded By** Shari Flett

THAT the Township of Huron-Kinloss Council accepts the Van Diepenbeek Municipal Drain Report dated September 15, 2023, prepared by Headway Engineering;

AND FURTHER authorizes a Provisional by-law be brought forward as a Matters Arising;

AND FURTHER appoints Jim Hanna as chair to the Court of Revision and approves setting November 20, 2023 at 6:30 p.m. as the meeting date for the Court of Revision to address this drain.

**Carried**

## **5. Delegations**

The Township's auditor was present in the Council chambers to provide comments or answer Council questions regarding agenda item #6.1 - 2022 Audited Financial Statements, TR-2023-10-66.

## **6. Financial Reports**

### **6.1 2022 Audited Financial Statements, TR-2023-10-66**

Nancy Bridge, Lead Auditor of the Township's Auditor, Seebach and Company was present in the Council Chambers to meet Council and to address any questions on the report.

Council inquired about the mid Huron landfill. Staff provided information it is an inactive site, and identified Councillor Flett as the Council appointed representative to the committee that oversees it.

The Treasurer reported there was a surplus in the operating budget of approximately \$125,000.

Staff confirmed that any of the joint Lucknow boards who had surpluses, that those surpluses are included in general operating and are not put into a specific board reserve for future costs. Council inquired whether this was policy decision or a practice, and whether it should be considered during the budget deliberations or at year end if changes were requested. Staff indicated that it was practice and could be considered at either time if Council desired.

Council inquired about indicator #2 debts versus revenues and requested more information from Staff about the ratios. Staff clarified that the ratio had increased as the reserve was built for the Lucknow Standpipe

Replacement Project, so there may be some fluctuation in future reporting as funds are drawn down to complete the project.

**Resolution No.:** 10/16/23 - 02

**Moved By** Scott Gibson

**Seconded By** Jim Hanna

THAT the Township of Huron-Kinloss Council hereby receives Report Number TR-2023-10-66 prepared by Jodi MacArthur;

AND FURTHER approves the 2022 audited financial statements as presented.

**6.2 Previous Month Actual Accounts – September 2023, TR-2023-10-64**

**Resolution No.:** 10/16/23 - 03

**Moved By** Ed McGugan

**Seconded By** Carl Sloetjes

THAT the Township of Huron-Kinloss Council hereby receives for information Report Number TR-2023-10-64 prepared by Jodi MacArthur, Treasurer;

AND FURTHER ratifies and confirms payment of the September accounts in the amount of \$5,615,771.21.

**Carried**

**6.3 Revenue and Expenditure Reports to September 30, 2023, TR-2023-10-65**

**Resolution No.:** 10/16/23 - 04

**Moved By** Shari Flett

**Seconded By** Scott Gibson

THAT the Township of Huron-Kinloss Council hereby receives for information Report Number TR-2023-10-65 prepared by Jodi MacArthur, Treasurer.

**Carried**

**6.4 Quarterly Tax Arrears Report, TR-2023-10-67**

Council inquired as to the Status of current Tax Sales. Staff provided general information that there are currently three properties registered and they will reach their expiry later this month. A few other properties are in the final notice period.

**Resolution No.:** 10/16/23 - 05

**Moved By** Jim Hanna

**Seconded By** Ed McGugan

THAT the Township of Huron-Kinloss Council hereby receives for information Report Number TR-2023-10-67 as prepared by Phyllis Hunter, Taxation/Revenue Clerk.

**Carried**

**6.5 October 2023 Accounts, TR-2023-10-68**

**Resolution No.:** 10/16/23 - 06

**Moved By** Carl Sloetjes

**Seconded By** Larry Allison

THAT the Township of Huron-Kinloss Council hereby authorizes payment of the October accounts in the amount of \$1,006,311.67

**Carried**

**7. Staff Report**

**7.1 Hiring Report October, CAO-2023-10-36**

Council inquired about the casual bartenders being hired. Staff provided clarity that some service clubs opt to use paid bartenders and some have qualified volunteers. These casual bartenders fill the need for those requesting paid bartenders.

**Resolution No.:** 10/16/23 - 07

**Moved By** Scott Gibson

**Seconded By** Jim Hanna

THAT the Township of Huron-Kinloss Council hereby receives Report CAO-2023-10-36 prepared by Leanne Scott, Human Resources Generalist;

AND FURTHER authorizes and confirms the hiring of a Relief Crossing Guard – Tammy Douglas, a Ripley Arena Attendant - Evan John, Casual Bartenders - Jennifer Lewis, Alina Schnurr, Megan Fry and Seasonal Snow Plow Operators and Winter Patrollers Darren Towns, Samuel Adams, Dan Dahm and Glen Haldenby.

**Carried**

**8. Correspondence Requiring Direction**

None noted.

**9. By-Laws and Agreements**

**9.1 Police Services Section 10 Amending Agreement 2023 By-Law**

**Resolution No.:** 10/16/23 - 08

**Moved By** Jim Hanna

**Seconded By** Ed McGugan

THAT the " Police Services Section 10 Amending Agreement 2023 By-Law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023 - 107.

**Carried**

**9.2 Zoning Amendment By-Law Z-2023-055 Martin**

**Resolution No.:** 10/16/23 - 09

**Moved By** Carl Sloetjes

**Seconded By** Larry Allison

THAT the "Zoning Amendment By-Law Z-2023-055 Martin" by-law be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023 - 108.

**Carried**

**9.3 Appointment of Fire Chief Shane Watson By-law**

**Resolution No.:** 10/16/23 - 10

**Moved By** Shari Flett

**Seconded By** Scott Gibson

THAT the "Appoint Fire Chief Shane Watson By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-110.

**Carried**

**10. Matters Arising**

**10.1 Van Diepenbeek 2023 Municipal Drain By-Law**

**Resolution No.:** 10/16/23 - 11

**Moved By** Ed McGugan

**Seconded By** Carl Sloetjes

THAT the "Van Diepenbeek 2023 Municipal Drain By-law" be deemed to be read a first and second time and provisionally passed and numbered as By-law No. 2023 - 109.

**Carried**

**11. Information**

**Resolution No.:** 10/16/23 - 12

**Moved By** Larry Allison

**Seconded By** Shari Flett

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

**11.1 Ministry of Agriculture, Food and Rural Affairs Correspondence**

**11.2 Ministry of Infrastructure Correspondence**

**11.3 AMO LAS Energy Symposium**

**12. Township Committee Minutes Received**

Council inquired about whether a parent code of conduct existed. Staff provided information that it would through individual sporting associations, but that a policy is being developed by Staff to address conduct on municipal property.

**Resolution No.:** 10/16/23 - 13

**Moved By** Scott Gibson

**Seconded By** Jim Hanna

THAT the Township of Huron-Kinloss Council hereby receives for information all items listed in Section 12.0

**Carried**

**12.1 Ripley Summer Sports Committee**

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

**Resolution No.:** 10/16/23 - 14

**Moved By** Carl Sloetjes

**Seconded By** Larry Allison

THAT the Township of Huron-Kinloss Council hereby receives for information all items listed in Section 13.

**Carried**

**13.1 Multi Municipal Wind Turbine Working Group**

**13.2 Bruce Area Solid Waste Recycling**

**13.3 Community Safety and Well-Being Planning**

**13.4 Saugeen Valley Conservation Authority**

**13.5 Lucknow and District Joint Recreation Board**

**13.6 Municipal Innovation Council**

**14. New Business/ Council Reports**

None noted.

**15. Confirming By-Law**

**Resolution No.:** 10/16/23 - 15

**Moved By** Shari Flett

**Seconded By** Scott Gibson

THAT the "Confirmatory October 2023 (2)" By-law be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2023-111.

**Carried**

**16. Adjournment**



**Resolution No.:** 10/16/23 - 16

**Moved By** Jim Hanna

**Seconded By** Ed McGugan

THAT the Township of Huron-Kinloss Council hereby adjourn at 7:40 p.m.

**Carried**

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Mayor

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Clerk