



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

Date: November 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  
Mike Fair, Director of Community Services  
Jodi MacArthur, Treasurer  
John Yungblut, Director of Public Works  
Bill Klingenberg, Manager of Building & Planning Services  
Shane Watson, Fire Chief

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**1. Call to Order**

Mayor Murray called the meeting to order at 7: 03 p.m.. Councillor Sloetjes and Deputy Mayor Hanna attended virtually and all other members of Council and Staff attended in person at the Council Chambers.

**2. Disclosure of Pecuniary Interest**

None disclosed.

**3. Delegations**

Brooke McLean and Stephan Wood provided an update on the Bruce County Public Libraries.

### **3.1 Bruce County Public Library**

Brooke McLean and Stephan Wood provided an update on the Bruce County Public Libraries programs and services.

Highlighted services included the Bookmobile, Kanopy, Press Reader, and LinkedIn Learning, which are free with your Bruce County Library Card. Aside from books, libraries also provide these non traditional items which can be borrowed: light therapy lamps, ukeleles, binoculars, puzzles and board games, etc.

Specific to Lucknow and Ripley, there were 900 users so far in 2023 and hundreds of programs being offered.

Committee members inquired about requesting a bookmobile stop for Point Clark. McLean confirmed that Point Clark is on the list for the spring of 2024.

### **3.2 Municipal Innovation Council**

Tony Houad, Municipal Innovation Council provided information on the work in 2023 on the Municipal Innovation Council.

Committee members requested more information about fleet electrification. Houad clarified that the MIC is assessing current situations in each municipality and developing a roadmap to assist municipalities in understanding what would be involved to electrify fleets.

Committee requested information on concerns with respect to electric vehicles, and danger of battery fires. Houad did note that challenges and risks, as well as trade-offs and benefits information would be identified and explored as part of the scope of work.

Committee inquired about whether SMART could collaborate on a Route optimization program, siting mapping issues within their current software. Houad indicated that specific requests for programming could be directed to the MIC through the Township's CAO.

## **4. Staff Reports**

### **4.1 Building & Planning**

#### **4.1.1 October Monthly Building Status Report, BLDG-2023-11-24**

**Resolution No.: 11/06/23 - 01**

**Moved by:** Jim Hanna  
**Seconded by:** Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole receives for information, Report BLE-2023-11-24 prepared by Bill Klingenberg, Manager of Building and Planning, CBO.

**Carried**

## **4.2 By-law Enforcement**

### **4.2.1 By-law Enforcement Services Pilot Summer Program Conclusion, BLE-2023-10-21**

Committee of the Whole inquired about promotion of the program. Staff indicated that this information was shared minimally via social media, but was not otherwise promoted.

**Resolution No.:** 11/06/23 - 02

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

THAT the Township of Huron-Kinloss Committee of the Whole receive for information Report BLE-2023-10-21 prepared by Bill Klingenberg, Manager of Building and Planning Services/CBO, and Heather Falconer, Municipal By-Law Enforcement Officer;

AND FURTHER directs Staff to include enhanced service levels in 2024 budget considerations.

**Carried**

### **4.2.2 October 2023 Monthly Municipal By-Law Enforcement Status Report, BLE-2023-11-23**

Committee of the Whole noted that they would like to see more information/data periodically on clearance rates, orders issued, tickets issued, etc.

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

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

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BLE-2023-11-23 prepared by Heather Falconer, Municipal By-Law Enforcement Officer:

**Carried**

#### **4.3 Fire Department**

##### **4.3.1 Fire and Emergency Services Monthly Activities Report October 2023, FIRE-2023-11-36**

Committee of the Whole inquired about the "spare pumper" being used as a back-up pumper and asked Staff to look into whether it had the appropriate equipment to be used as a working pumper. Staff is looking at this in the 2024 budget requests.

**Resolution No.:** 11/06/23 - 04

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIRE-2023-11-36 prepared by Shane Watson, Fire Chief.

**Carried**

##### **4.3.2 Emergency Management and Health and Safety October 2023 Summary, FIRE-2023-11-37**

**Resolution No.:** 11/06/23 - 05

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIRE-2023-11-37, prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator-CEMC.

**Carried**

#### **4.4 Treasury**

##### **4.4.1 Ontario Municipal Partnership Fund 2024, TR-2023-11-69**

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

**Moved by:** Scott Gibson

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report TR-2023-11-69 prepared by Jodi MacArthur, Treasurer.

**Carried**

**4.4.2 2024 Saugeen Valley Conservation Authority Budget, TR-2023-11-70**

Councillor Allison as the Saugeen Valley Conservation Authority appointed representative of Council, noted that the budget needed to be re-worked due to changes in the Conservation Act. Allison also noted that the Province has frozen user fees at current rates for 2023 and no decision on 2024 increases has yet been made. 1.5 positions have been eliminated in the presented budget.

Committee of the Whole discussed the 10% proposed increase. Committee suggested provided 5-6%

Staff provided information on the process for providing feedback to the Board.

**Resolution No.:** 11/06/23 - 07

**Moved by:** Carl Sloetjes

**Seconded by:** Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report TR-2023-11-70 prepared by Jodi MacArthur, Treasurer.

**Carried**

**Resolution No.:** 11/06/23 - 07b

**Moved by:** Jim Hanna

**Seconded by:** Ed McGugan

THAT the Saugeen Valley Conservation Authority representative be directed to vote against the 2024 budget as proposed.

**Carried**

#### **4.5 Community Services**

##### **4.5.1 2023 November Status Report, CS-2023-11-50**

**Resolution No.:** 11/06/23 - 09

**Moved by:** Jim Hanna

**Seconded by:** Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS-2023-11-50 prepared by Mike Fair, Director of Community Services.

**Carried**

##### **4.5.2 Community Services Programming Update – November 2023, CS-2023-11-51**

**Resolution No.:** 11/06/23 - 10

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS-2023-11-51 prepared by Elyse Dewar, Administrative Assistant/Program Coordinator

**Carried**

##### **4.5.3 2023 November Parks and Facilities Update, CS-2023-11-52**

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

**Moved by:** Scott Gibson

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS-2023-11-52 prepared by Matt McClinchey, Parks, and Facilities Supervisor.

**Carried**

## **4.6 Public Works**

### **4.6.1 Water Wastewater November 2023, PW-2023-11-52**

**Resolution No.:** 11/06/23 - 12

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report PW-2023-11-52 prepared by John Yungblut, Director of Public Works.

**Carried**

### **4.6.2 Transportation November 2023, PW-2023-11-53**

Committee of the Whole inquired about the private infrastructure on public lands noted in the report. Staff provided information on what was there, and the constraints to putting this infrastructure solely on private lands.

Staff provided information on the street sweeper pricing and outfitting. There was sufficient approved budget to permit some upgrades, but Staff are looking at additional features which may fit within that budget. Should be available for spring sweeping.

Asphalt paving on Lake Range has been deferred to next year, due to concerns with weather. Pricing has been guaranteed by the contractor.

Bonded Wearing Course has been nearly completed and will also be finished in spring at the same pricing.

**Resolution No.:** 11/06/23 - 13

**Moved by:** Shari Flett

**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information, Report PW-2023-11-53, prepared by John Yungblut, Director of Public Works

AND FURTHER directs Staff to bring forward a By-law to repeal By-Law 2002-18 known as the Dry Culvert Policy.

**Carried**

#### **4.6.3 Waste Management November 2023, PW-2023-11-54**

Committee of the Whole inquired about the Blue Box transition. Staff noted that there are details which still need to be worked out.

Requested clarification on #5 burning brush. Staff noted that there is a designated burning area on the current Environmental Compliance Approval (ECA) and items can only be burnt in that area.

Committee inquired about the Lucknow landfill dumping of vegetation such as pumpkin and yard waste at this time. Staff noted that this landfill can receive a large volume at once, which can be difficult to manage on some days, but overall is manageable. Staff did not have financial impacts at this time.

**Resolution No.:** 11/06/23 - 14

**Moved by:** Scott Gibson

**Seconded by:** Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2023-11-54, prepared by John Yungblut, Director of Public Works.

**Carried**

#### **4.7 Business & Economic Development**

##### **4.7.1 October 2023 – The Hub Status Report, BED-2023-11-41**

**Resolution No.:** 11/06/23 - 15

**Moved by:** Carl Sloetjes

**Seconded by:** Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BED-2023-11-41 prepared by Will LeGrand, Business Development Coordinator.



**Carried**

**4.7.2 November 2023 Manager of Strategic Initiatives Status Update, BED-2023-11-42**

**Resolution No.:** 11/06/23 - 16

**Moved by:** Scott Gibson

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BED-2023-11-42, prepared by Michelle Goetz, Manager of Strategic Initiatives.

**Carried**

**4.7.3 November 2023 Business and Economic Officer Status Report, BED-2023-11-43**

**Resolution No.:** 11/06/23 - 17

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BED-2023-11-43 prepared by Amy Irwin, Business and Economic Officer.

**Carried**

**4.8 Chief Administrative Officer**

**4.8.1 2023-2033 Strategic Plan: Blueprint for our Future Status Update, CAO-2023-11-37**

**Resolution No.:** 11/06/23 - 18

**Moved by:** Jim Hanna

**Seconded by:** Ed McGugan

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2023-11-37, prepared by Michelle Goetz, Manager of Strategic Initiatives.

**Carried**

**4.8.2 NWMO Community Initiatives and 2024 Community Well-Being Program Update, CAO-2023-11-38**

**Resolution No.:** 11/06/23 - 19

**Moved by:** Carl Sloetjes

**Seconded by:** Larry Allison

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2023-11-38, prepared by Mike Bartlett, Administrative Coordinator.

**Carried**

**4.9 Legislative Services**

**4.9.1 Resolutions for Consideration November 2023, CLK-2023-11-61**

**Resolution No.:** 11/06/23 - 20

**Moved by:** Shari Flett

**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2023-11-61 prepared by Kelly Lush, Deputy Clerk;

AND FURTHER THAT Committee of the Whole support resolution #1-6 as outlined in the report;

AND FURTHER THAT Staff be directed to distribute as they see fit.

**Carried**

**4.9.2 2024 Proposed Council Schedule and Conference Dates, CLK-2023-11-62**

**Resolution No.:** 11/06/23 - 21

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receive for information Report CLK-2023-11-62, prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER THAT the 2024 regular schedule of Council meetings be adopted;

AND FURTHER THAT the necessary exemption to the Procedure By-law to combine February regular meetings into a single day be authorized;

AND FURTHER THAT Staff be directed to take the administrative steps necessary to register members of Council for conferences per Council discussion, and that the costs associated be included in the 2024 budget.

**Carried**

**4.9.3 Legislative Update- Consultation on the future of natural gas, CLK-2023-11-63**

Committee of the Whole discussed natural gas as an alternative in the community. Committee discussed shortages which may be occurring in the community currently, so assurances of capacity should be met. Committee noted that expansion should be prioritized to rural and underserved communities.

**Resolution No.:** 11/06/23 - 22

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2023-11-63 prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER THAT Staff be directed to prepare and submit comments supporting Phase 3 of the Natural Gas Expansion Program.

**Carried**

**4.9.4 Volunteer Policy and RZone Policy, CLK-2023-11-64**

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

**Moved by:** Scott Gibson  
**Seconded by:** Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receive Report CLK-2023-11-64, prepared by Jennifer White, Manager of Legislative Services/Clerk and Leanne Scott, Human Resources Generalist;

AND FURTHER that the appropriate by-laws be brought forward to adopt the Volunteer Policy and the RZone Policy.

**Carried**

**4.9.5 Integrity Commissioner Services Request for Proposal, CLK-2023-11-65**

**Resolution No.:** 11/06/23 - 24

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

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2023-11-65 prepared by Jennifer White, Manager of Legislative Services.

**Carried**

**5. Correspondence Requiring Direction**

**6. Information**

**Resolution No.:** 11/06/23 - 25

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

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

**6.1 Ministry of Transportation - Micromobility Pilot**

**6.2 County of Bruce - Bill 134 Affordable Homes, Good Job Act**

**6.3 Decision - Human Rights Tribunal of Ontario**

**6.4 AMO/ AMCTO Correspondence**

## **6.5 Bruce County Correspondence**

## **6.6 General Correspondence**

## **7. New Business/Council Reports**

Council noted that at the open house for work in Point Clark, the community expressed concerns about perceived point loads at higher velocities from agricultural farmland to/through the lakeshore communities

As the Maitland Valley Conservation Authority Representative, Councillor McGugan spoke about the MVCA rural stormwater management success stories such as Garvey Glen. The MVCA has offered a tour of neighboring municipalities to see drainage success stories and could speak to Council as a delegation on rural stormwater management.

Council noted that Good Roads is requesting nominations for innovation awards. Council requested Staff submit a nomination for John Youngblut and Huron-Kinloss for work done on the second concession with respect to drainage.

Council noted that cell service can be unreliable and residents are encouraged to continue noting issues to their providers.

Council noted resident concerns regarding grading on particular sideroads.

## **8. Closed Session**

**Resolution No.:** 11/06/23 - 26

**Moved by:** Jim Hanna

**Seconded by:** Ed McGugan

THAT Committee of the Whole move into closed meeting at [time] for the purpose of considering the following matters:

1) Personal matters about an identifiable individual, including municipal or local board employees (boundary dispute update);

2) a trade secret or scientific, technical, commercial or labour relations information supplied in confidence to the municipality or local board, which if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization (Integrity Commissioner Services Request for Proposal);

3) Personal matters about an identifiable individual, including municipal or local board employees (personnel);

4) 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 from closed session at 9:32 p.m.

The Mayor reported that a closed session had been held and direction provided to Staff on all matters.

**10. Adjournment**

**Resolution No.:** 11/06/23 - 27

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Council hereby adjourn at 9:33 p.m.

**Carried**

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Mayor

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Clerk