



The Corporation of the Township of Huron-Kinloss

Council Meeting Minutes

Date: February 5, 2024
Time: 1:00 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
Bill Klingenberg, Manager of Building & Planning Services
Jodi MacArthur, Treasurer
John Yungblut, Director of Public Works

1. Call to Order

Mayor Murray called the meeting to order at 1:50 p.m. The agenda meeting order was altered to ensure that the Public Meeting item #4 on the agenda, did not commence prior to 2:00 p.m. as noted on the public notice provided for the meeting.

2. Disclosure of Pecuniary Interest

Deputy Mayor Hanna left the Council table and did not comment on the business item while the matter was considered.

2.1 Jim Hanna - Repeal Authorize CRINS By-law

Family member owns property.

3. Adoption of Minutes

Resolution No.: 02/05/2024 - 01

Moved By Jim Hanna

Seconded By Larry Allison

THAT the minutes of the Committee of the Whole and Council Meetings of January 15, 2024 be adopted as presented.

Carried

4. Financial Reports

4.1 Revenue and Expenditure Reports to January 31, 2024, TR-2024-02-7

Resolution No.: 02/05/2024 - 03

Moved By Carl Sloetjes

Seconded By Jim Hanna

THAT the Township of Huron-Kinloss Council hereby receives for information Report TR-2024-02-7 prepared by Jodi MacArthur, Treasurer.

Carried

4.2 Previous Month Actual Accounts – January 2024, TR-2024-02-6

Resolution No.: 02/05/2024 - 04

Moved By Larry Allison

Seconded By Shari Flett

THAT the Township of Huron-Kinloss Council hereby receives for information Report TR-2024-02-6 prepared by Jodi MacArthur, Treasurer;

AND FURTHER ratifies and confirms payment of the January accounts in the amount of \$1,485,470.24.

Carried

5. Staff Report

None noted.

6. Correspondence Requiring Direction

None noted.

7. By-Laws and Agreements

7.1 Repeal Authorize CRINS By-law

Jim Hanna declared a conflict on this item. (Family member owns property.)

Deputy Mayor Hanna left the meeting.

Resolution No.: 02/05/2024 - 05

Moved By Ed McGugan

Seconded By Carl Sloetjes

THAT the "Repeal Authorize CRINS By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2024 - 08.

Carried

8. Matters Arising

8.1 Temporary Fire Services Memorandum of Understanding By-law 2024

Deputy Mayor Hanna returned to the meeting.

An administrative amendment was made to the By-law to reflect that an agreement, not a memorandum of understanding would be signed.

Resolution No.: 02/05/2024 - 06

Moved By Jim Hanna

Seconded By Larry Allison

THAT the "Temporary Fire Services Agreement By-law 2024" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2024 - 09.

Carried

8.2 Appointment of Acting Fire Chief (Guy Gallant) 2024 By-law

Resolution No.: 02/05/2024 - 07

Moved By Shari Flett
Seconded By Scott Gibson

THAT the "Appointment of Acting Fire Chief (Guy Gallant) 2024 By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2024 - 10.

Carried

9. Information

None noted.

10. Township Committee Minutes Received

Resolution No.: 02/05/2024 - 09

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.

Carried

10.1 Lucknow and District Joint Recreation Board

10.2 Ripley Summer Sports Committee

10.3 Lucknow Community Health Care Board

11. Other Agency Minutes and Reports Received

Council inquired about the MIC and a potential for withdrawal from one of the members. The CAO provided a verbal update on the recent notice provided to Staff that one of one of the MIC partners will be withdrawing from the partnership. This will be discussed more at the next MIC update and information will be brought back to Council as further information becomes available.

Resolution No.: 02/05/2024 - 10

Moved By Scott Gibson
Seconded By Ed McGugan

THAT the Township of Huron-Kinloss Council hereby receives for information all items listed in Section 11.

- 11.1 Maitland Valley Conservation Authority
 - 11.2 Saugeen Valley Conservation Authority
 - 11.3 Municipal Innovation Council
 - 11.4 Multi Municipal Energy Working Group
 - 11.5 Bruce Area Solid Waste Recycling
12. Public Meetings Required Under the Planning Act
- 12.1 Z-2023-097 Crimson Oak

The purpose of the application is for a Zoning By-law Amendment applying to the entirety of Legal Plan 3M-254, known as Crimson Oak Subdivision. It is proposed that in addition to the existing zoning, the By-law be further amended to include: i) legally recognize the constructed driveways and allow them to be replaced at the existing width ii) That notwithstanding Section 5.1.5. a maximum driveway width for a single/ semi detached dwelling be 10 m at street line for all lots save and except Lots 42 & 20, where the driveway width be permitted a width of 9 meters iii) That Section 5.1.5 "Street setback for parking area" not apply.

If approved, the application would facilitate increased driveway widths, and increased parking on the subject lands.

The Planner explained the report and recommendation. Any comments received from Agencies and the Public received by the time of writing the report are in the written report.

Presentations from the Applicant

Dana Kieffer, Senior Development Planner for Cobide Engineering Inc. presented on behalf of the applicant.

Kieffer discussed the difference between a six meters requirement at the street line versus the property line. The Township's current Zoning By-law provides for the size of driveways at the street line and 3 meters onto private property. Kieffer noted that this amendment is to assist in getting vehicles into the three car garage which has been built on each property.

Kieffer noted that the lots size is very big compared to other Township lot sizes, with most properties having 25-26 meters of frontage at the road. The nitrate and drainage reports have been updated based on the proposed new sizes of driveways.

Presentations from the Public

None noted.

Questions and Clarifications from Council

Council inquired about whether the applicant was the owner of all properties and about the third party ownership implications of the application. The County clarified that the Planning Act does not require signoff from all properties in such cases, similar to when the Township amends zoning township wide. Notice was provided to property owners as provided for in the Act, including physical notices posted within the proposed area to be rezoned. Consent is assumed from notice, with property owners provided opportunity to comment at or in advance of the meeting.

The planner noted that there is a restrictive covenant on the property which requires the driveways to be constructed.

Council inquired about the storm-water drainage capacity noted in the report. The applicants planner noted that the assessment indicates that the majority is at or below 80% capacity, all properties are under 100% capacity.

Council inquired about the U shaped driveway on Lot 44 and noted it appeared to cover much of the front property. Confirmation was provided that passing of the proposed by-law would recognize that driveway as built and allow it to remain as is.

Resolution No.: 02/05/2024 - 02

Moved By Scott Gibson

Seconded By Ed McGugan

THAT the Township of Huron-Kinloss Council approve the planning application Z-2023-097 Crimson Oak;

AND FURTHER THAT the Staff bring forward the appropriate by-law as a matters arising.

Carried

13. Zoning Amendment By-law – Z 2023-097 Crimson Oak

Resolution No.: 02/05/2024 - 08

Moved By Carl Sloetjes

Seconded By Jim Hanna

THAT the "Zoning Amendment By-law – Z 2023-097 Crimson Oak" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2024 - 11.

Carried

14. Closed Session

Resolution No.: 02/05/2024 - 11

Moved By Jim Hanna

Seconded By Larry Allison

THAT the Township of Huron-Kinloss Council move into closed meeting at 2:15 p.m. for the purpose of considering

- 1) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local board (insurance claim update),
- 2) a proposed or pending acquisition or disposition of land by the municipality or local board (tax sale), and
- 3) 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 Council return to regular open meeting upon completion.

Carried

15. Business Arising from the Closed Session

Council arose from closed session at 2:59 p.m.

The Chair reported that information had been received and direction was provided to Staff.

16. New Business/ Council Reports

Council discussed the vacant Fire Chief position and Staff provided an update on the recruitment process for the new Fire Chief.

17. Confirming By-Law

Resolution No.: 02/05/2024 -

Moved By Shari Flett

Seconded By Scott Gibson

THAT the "February Confirmatory By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2024 - 12.

Carried

18. Adjournment

Resolution No.: 02/05/2024 -

THAT this meeting adjourn at 3:06 p.m.

Mayor

Clerk