



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

Date: November 2, 2020  
Time: 7:00 pm  
Location: Electronic Meeting

Members Present      Mitch Twolan, Mayor  
Don Murray, Deputy Mayor  
Lillian Abbott, Councillor  
Jeff Elliott, Councillor  
Jim Hanna, Councillor  
Ed McGugan, Councillor  
Carl Sloetjes, Councillor

Staff Present          Mary Rose Walden, Chief Administrative Officer  
Jodi MacArthur, Treasurer  
Emily Dance, Clerk  
John Yungblut, Director of Public Works  
Mike Fair, Director of Community Services  
Matt Farrell, Building & Planning Manager/ CBO  
Chris Cleave, Fire Chief

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**1. Call to Order**

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

**2. Disclosure of Pecuniary Interest**

Councillor Hanna declared a conflict of interest on all items related to 1582 Bruce Road 1 including: Item 3.4- 1582 Bruce Road 1 - Airbnb Establishment, Item 4.1 Report BLDG2020-11-20 Short Term Rental Property in Huron-Kinloss , Item 4.3 Report BLDG2020-11-22 Inspection of Potential Occupancy Violation , Item 6.1 Information - 1582 Bruce Road 1 - Silver Lake Resident.

**3. Delegations**

### **3.1 Ontario Power Generation**

Fred Kuntz, OPG Senior Manager, Corporate Relations and Projects provided OPG's 2020 Q3 update. The update included how OPG has responded to the COVID-19 pandemic including donations of PPE and masks for health care workers, donations to food banks, and support for the economic recovery of Ontario post-COVID "Made in Ontario purchasing" initiative.

Mr. Kuntz gave an update on the Western Waste Management Facility located at the Bruce site, noting 8 years without an accident. He indicated that OPG remains committed to lasting solutions the safe and permanent disposal of nuclear by-products and that any new site selection process requires engagement with public and Indigenous communities.

He concluded with sharing that OPG continues to embrace the three 'R's" to minimize and divert by-products by reducing, reusing and recycling.

### **3.2 Drinking Water Source Protection Risk Management Services**

Mary Lynn MacDonald, Co-DWSP Program Supervisor/Risk Management Official provided an update on the Drinking Water Source Protection Risk Management Services provided by the Ausable Bayfield Conservation Authority and Maitland Valley Conservation Authority for the Township of Huron-Kinloss.

She reviewed the work performed to date including assessment reports, the establishment of a Local Source Protection Committee and source protection plans.

She explained outreach work was completed to inform property owners on Source Water Protection. Ms. MacDonald explained that with the COVID-19 pandemic there were some delays with the program.

She explained that municipalities have the option to delegate the authority and they provide risk management services for eight municipalities including Huron-Kinloss. They investigate well head areas and monitor properties that are for sale to make sure new property owners are aware of source protection policies.

The next risk management delegation authority agreement has a few changes, the plan requires a 5 year review, changes to the nutrient management act new wells, and salt and snow storage.

The proposal for 2021-2023 will have more plans for the first two years and less for the third and cost less than the past agreement.

Council noted they have not received any complaints and supported a continued agreement.

### **3.3 Lucknow Community Centre**

Brent Murray on behalf of the Lucknow Community Centre addressed the Committee regarding a letter from Westario Power on the electrical transformer.

He explained that they do not have the resources to move it forward nor the resources to pay for it, and are looking for help from the Township.

The Committee had a discussion and questioned the age of the transformer, if it needs to be replaced and if there were other options available.

The Committee suggested that the Lucknow and District Community Centre Board schedule a meeting with Westario Power and the Township of Huron-Kinloss representative to gain a better understanding of the issues with the transformer and to investigate if there are alternate solutions and approximate cost estimates.

### **3.4 1582 Bruce Road 1 - Airbnb Establishment**

Councillor Hanna left the meeting.

Murray Kraemer addressed the Committee representing the Silver Lake property owners regarding an Airbnb being operating at 1582 Bruce Road 1. He explained that an Airbnb is a web-based business to rent properties on a daily or short-term basis where a property owner registers their property for rent. He stated that some communities have imposed regulations around Airbnb and similar websites.

He noted that bed and breakfast are a legitimate business, and the Township of Huron-Kinloss comprehensive zoning by-law has regulations for running bed and breakfasts. The property in question is being rented daily by someone not residing on the property without restrictions.

He noted opposition to the use under the comprehensive zoning AG3 zone as the operation of a legitimate bed and breakfast requires the owner to reside in the dwelling.

He explained that the property does not have any commercial designation and doesn't fit in the local single detached dwellings on Silver Lake. He said in the three weeks that it has been rented, there has been a minor act of trespass and one water rescue.

Mr. Kraemer noted that there was an OMB decision in 2013 on the property and that commercial enterprise operating at 1582 Bruce Road 1 does not fit, such enterprise needs stakeholder involvement, community and local municipality which none has happened. The property owners request that this Airbnb be stopped.

Council questioned if the other two units on the property are still a concern of the property owners of Silver Lake. Mr. Kraemer explained that that has been their largest objection for over 10 years, the property owners of Silver Lake put a package for Council two weeks ago with their objection, the Airbnb issue is new. In Mr. Kraemer's opinion the property is not in compliance.

Council noted that the Airbnb is a grey area; however the compliance for the other two they can stand behind. Inspection has been done and that is one step completed.

Council questioned if the property has been rented. Mr. Kraemer noted the two upper buildings were rented out in the past, following the OMB decision the rentals slowed then stopped, he noted that the current owner is not renting the upper two but are renting the lower building which in his opinion is in contravention of the comprehensive zoning by-law.

Council commented that renting by day or short term may not be right; however long term rentals is not a concern and they do have concerns with the advertisement.

#### **4. Staff Reports**

##### **4.1 Short Term Rental Property in Huron-Kinloss BLDG2020-11-20**

Council had a discussion on the report. They noted that in Point Clark several owners of cottages rent out weekly on Airbnb or VRBO or the like.

They noted that this issue needs to go out to the public would require direction from our Solicitor.

It was noted that granny suites are not permitted on the Lakeshore and that they would also need to ensure the buildings are safe under fire regulations.

The CBO noted that short term rentals are not controlled under the comprehensive zoning by-law. An amendment would be required to describe short term use to regulate the operation.

Council questioned if the current property owner at 1582 Bruce Road 1 has applied for a zoning change. The CBO stated that it is his understanding that the owner is in the application process.

**Resolution No.:** 670

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2020-11-20 prepared by Matt Farrell, Building and Planning Manager/CBO and direct staff to bring back a future report on the options available to municipalities in regulation short term rental properties AND FURTHER request a legal opinion on if the current use at 1582 Bruce Road 1 is in compliance with our comprehensive zoning by-law and with the 2013 OMB decision.

**Carried**

#### **4.2 October 2020 Monthly Report BLDG2020-11-21**

Councillor Hanna returned to the meeting.

**Resolution No.:** 671

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2020-11-21 prepared by Matt Farrell, Building and Planning Manager/CBO.

**Carried**

#### **4.3 Inspection of Potential Occupancy Violation BLDG2020-11-22**

Councillor Hanna left the meeting upon realization of location of property with potential violation.

**Resolution No.:** 672

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2020-11-22 prepared by Matt Farrell, Building and Planning Manager/CBO.

**Carried**

**4.4 Ripley-Huron Fire Department Monthly Activities – October 2020  
FIRE2020-11-16**

Councillor Hanna returned to the meeting.

Staff was directed to bring back information on the professional development expense policy regarding Chief Cleave's appointment to the Bruce County Fire Chiefs Association.

**Resolution No.:** 673

**Moved by:** Lillian Abbott

**Seconded by:** Jeff Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2020-11-16 prepared by Chris Cleave, Fire Chief / CEMC

**Carried**

**4.5 Fire Department Establishing and Regulating By-law – 2020 updates  
FIRE-2020-11-17**

**Resolution No.:** 674

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number FIRE2020-11-17 prepared by Chris Cleave, Fire Chief/CEMC AND further authorizes the attached updated Fire Department Establishing and Regulating By-law coming forward.

**Carried**

**4.6 October 2020 Status Report BLE2020-11-14**

**Resolution No.:** 675

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLE-2020-11-14 prepared by Heather Falconer, By-Law Enforcement Officer.

**Carried**

**4.7 Thompson Lamont Deyell Municipal Drain 2020 DRAIN2020-11-9**

**Resolution No.:** 676

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number DRAIN-2020-11-9 prepared by Emily Dance, Clerk AND appoints Deputy Mayor Murray as member and Councillor McGugan as alternate to the Court of Revision for the Thompson Lamont Deyell Municipal Drain 2020.

**Carried**

**4.8 Ontario Municipal Partnership Fund 2021 TR2020-11-74**

**Resolution No.:** 677

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number TR2020-11-74 prepared by Jodi MacArthur, Treasurer.

**Carried**

**4.9 Whitechurch Hall CS2020-11-45**

**Resolution No.:** 678

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2020-11-45 prepared by Mike Fair, Director of Community Services and authorizes staff to consult the Whitechurch residents, AND FURTHER that staff obtain estimates for the proposed removal, site restoration, and memorial options for the Whitechurch hall property.

**Carried**

**4.10 Status Report October 2020 CS2020-11-46**

**Resolution No.:** 679

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2020-11-46 prepared by Mike Fair, Director of Community Services

**Carried**

**4.11 Bruce Beach Municipal Drain PW2020-11-73**

**Resolution No.:** 680

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number PW2020-11-73 prepared by John Yungblut, Director of Public Works AND authorizes the removal of the North Portion of the Bruce Beach Road petition from the Municipal Drain process AND FURTHER authorizes the separation Southern Portion into two separate engineer reports that will be referred to as Bruce Beach Phase I and Bruce Beach Phase II.

**Carried**

**4.12 Kinloss Gravel Pit PW2020-11-74**



**Resolution No.:** 681

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number PW2020-11-74 prepared by John Yungblut, Director of Public Works AND authorizes staff to proceed with a Stage 2 Archaeological Assessment on the property known as Con. 6 East Part Lot 18, Kinloss.

**Carried**

**4.13 Transportation November 2020 PW2020-11-75**

**Resolution No.:** 682

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole receives for information Report Number PW-2020-11-75, as prepared by John Yungblut, Director of Public Works.

**Carried**

**4.14 Water/Wastewater November 2020 PW2020-11-76**

**Resolution No.:** 683

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole receives for information Report Number PW-2020-11-76, as prepared by John Yungblut, Director of Public Works.

**Carried**

**4.15 Guide Rail and Landfill Fence Tender PW2020-11-77**

**Resolution No.:** 684

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number PW-2020-11-77, prepared by John Yungblut,

Director of Public Works AND accepts the revised quote from Royal Fence Limited of \$60,435.00 plus HST for the supply and installation of guide rails on Concession 6 East AND FURTHER authorizes the appropriate by-law come forward.

**Carried**

**4.16 Hazard Tree Removals RFQ PW-2020-11-78**

**Resolution No.:** 685

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Council hereby approves Report Number PW2020-11-78 prepared by John Yungblut, Director of Public Works AND grants pre-budget approval in the acceptance of the quote from Savage Bros. Tree Services Inc. in the amount of \$136,250.00 plus HST AND FURTHER authorizes the appropriate by-law come forward.

**Carried**

**4.17 Waste Management November 2020 PW2020-11-79**

Staff was directed to bring forward a report during budget deliberations regarding the continuation of all three sites for leaves depot.

**Resolution No.:** 686

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole receives for information Report Number PW-2020-11-79, as prepared by John Yungblut, Director of Public Works.

**Carried**

**4.18 October 2020 Project Update BED2020-11-30**

**Resolution No.:** 687

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BED-2020-11-30 prepared by Taralyn Cronin, Business and Economic Officer.

**Carried**

**4.19 November 2020 The Hub Status Report BED2020-11-31**

**Resolution No.:** 688

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BED-2020-11-31 prepared by Lauren Eby, Business Development Coordinator.

**Carried**

**4.20 2020 November Status Report BED2020-11-32**

**Resolution No.:** 689

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BED2020-11-32 prepared by Michelle Goetz, Community Development Officer/Executive Assistant.

**Carried**

**4.21 NWMO Site-Selection Status Report CAO2020-11-38**

**Resolution No.:** 690

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Council hereby receives for information Report Number CAO-2020-11-38, prepared by Elyse Dewar, Project Coordinator.

**Carried**

**4.22 Amendments to the EIES Program CAO-2020-11-41**

**Resolution No.:** 691

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CAO-2020-11-41, prepared by Elyse Dewar, Project Coordinator, and in doing so approves the proposed amendments to the Early Investments in Education and Skills Program.

**Carried**

**4.23 Off Road Vehicles Permitted on Roads changes CLK2020-11-90**

**Resolution No.:** 692

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report CLK-2020-10-90 prepared by Kelly Lush, Deputy Clerk AND further authorizes amending the Off-Road Vehicle By-Law No. 2015-89 to include dirt bikes and extreme terrain vehicles AND FURTHER authorizes the appropriate By-Law come forward.

**Carried**

**4.24 Huron-Kinloss Police Services Board Draft Business Plan 2020-2022 CLK2020-11-91**

**Resolution No.:** 693

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CLK2020-11-91 prepared by Kelly Lush, Deputy Clerk AND FURTHER approves the Township of Huron-Kinloss Police Services Board Business Plan 2020-2022 AND FURTHER authorizes the appropriate By-Law coming forward.

**Carried**

**4.25 Pine River Water Monitoring Reports October 2020 CLK2020-11-95**

**Resolution No.:** 694

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK-2020-10-95 prepared by Kelly Lush, Deputy Clerk/Administrative Assistant.

**Carried**

**4.26 Resolutions for Consideration November 2020 CLK2020-11-92**

**Resolution No.:** 695

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2020-10-92 prepared by Kelly Lush Deputy Clerk/Administrative Assistant and further directs the following resolutions be brought forward for Council Consideration:  
Numbers 1,2,3,4,5

**Carried**

**4.27 Information on the Table November 2nd, 2020 CLK2020-11-94**

**Resolution No.:** 696

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2020-11-94 prepared by Nicole Griffin, Administrative Assistant.

**Carried**

**5. Correspondence Requiring Direction**

**6. Information**

Councillor Hanna left the meeting.

**6.1 1582 Bruce Road 1**

**6.2 Lot 6 & 7 Sommerville Street Lucknow**

Councillor Hanna returned to the meeting.

Councillor Elliott questioned if a legal opinion has been received regarding Lot 6 & 7 Somerville. The Clerk noted that correspondence was received after the agenda was posted and a staff report would be provided at the November 16, 2020 Council meeting.

**6.3 Rural Ontario Municipal Association Annual Conference**

The following members of Council requested to be registered for the ROMA conference: Deputy Mayor Murray, Councillor McGugan and Councillor Abbott, Mayor Twolan noted he would be attending and will be registering through Bruce County.

Deputy Mayor Murray requested a delegation with the Minister of Transportation regarding the use of golf carts.

**6.4 South Grey Bruce Health Centre Strategic Planning**

**6.5 Solicitor General Correspondence - Anti Racism Initiatives**

**6.6 Grey Bruce Public Health Media Releases**

**Resolution No.:** 697

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information all items listed in Section 6.

**Carried**

**7. New Business/Council Reports**

**7.1 New Business Council Reports**

Council noted that Lucknow Fire Chief Peter Steer's last day was Saturday October 31, 2020 where a fitting farewell for the Chief was held. Council expressed appreciation for Chief Steer's 40 plus years of service.

**8. Closed Session**

**Resolution No.:** 699

**Moved by:** Jeff Elliott

**Seconded by:** Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby moves into a Closed Meeting pursuant to Section 239(2)(b) Personal matters about an identifiable individual - Personal Matter AND Property Standards Committee Applications AND pursuant to Section 239 (f) advice subject to solicitor-client privilege - MacIntyre Municipal Drain Project AND FURTHER return to open session upon completion.

**Carried**

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

Councillor Sloetjes left the meeting.

**Resolution No.:** 705

**Moved by:** Ed McGugan

**Seconded by:** Jim Hanna

That Mayor Twolan reported a Closed Meeting was held where personal matters about identifiable individuals - Personal Matter AND Property Standards Committee Applications was discussed and direction given to staff AND information with solicitor-client privilege - MacIntyre Municipal Drain was received.

**Carried**

**10. Adjournment**

**Resolution No.:** 706

**Moved by:** Don Murray

**Seconded by:** Lillian Abbott

THAT the Township of Huron-Kinloss Committee of the Whole hereby adjourns at 9:06 pm

**Carried**

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Mayor

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Clerk