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that cultivates opportunities and
embraces our rural lifestyle.

We deliver services that responsibly utilize
resources, respect our environment, and
foster a community ready to shape its future.

Committee of the Whole Meeting Minutes

Date: September 4, 2024

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
Jodi MacArthur, Chief Administrative Officer
Jeff Bradley, Fire Chief
Mike Fair, Director of Community Services
Christine Heinisch, Manager of Financial Services/Treasurer
John Yungblut, Director of Public Works

Others Present Michelle Goetz

1. Call to Order

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

2. Disclosure of Pecuniary Interest

None disclosed.

3. Delegations

3.1 B.M Ross and Associates - Development Charges

Lisa Courtney, B.M.Ross and Associates provided a presentation to Council on a proposed update to the Development Charges (DC) By-law.

B.M. Ross provided an overview of development charges, which are a tool for municipalities to recover the capital costs of infrastructure and services that support growth. Development charges ensure that new growth contributes its fair share, alleviating the burden on existing taxpayers. The updated study recalculates charges based on current population and growth forecasts, while incorporating recent legislative changes, such as the eligibility of growth-related studies for funding and the removal of the phase-in requirement for increased charges. The presentation highlighted potential changes in rural areas of Huron-Kinloss due to new projects, as well as updates to charges in other areas like Lucknow and Ripley.

Courtney explained the process of implementing a development charges by-law and which steps are expected to occur next in the process.

Courtney provided information on statutory exemptions to the collection of Development Charges and elaborated on definitions of affordable and attainable housing under the Act. The definition from the Province of Ontario for affordable housing in the Township of Huron-Kinloss would include a unit purchase price of \$402,000 and a rental unit cost of less than \$1400 rent per month as set by the province and expected to be updated annually.

Considerations for Council regarding the draft by-law included phasing in of Development Charges, non-statutory exemptions and reductions or discounts such as retirement or senior care units. Courtney requested feedback from the Committee on these considerations to include in the draft by-law.

Committee discussed the affordable housing definition and how to balance development if there are significant requests for these developments. Courtney noted that there is a legislated requirement in cases where the affordable or attainable housing exemption is obtained, to have an agreement with the municipality, to ensure that they stay affordable for a long-term period. Mechanisms are in place to prevent abuse of this exemption.

Committee inquired as to why rural Kinloss shows the most substantial increase. Courtney explained that there has been more growth in Lucknow and Kinloss than was anticipated in 2019 when the current by-law was implemented. Lucknow's Development Charges have been off-set as grants were obtained for some projects. Committee inquired about the difference between Township and the neighboring community of Ashfield-Colborne-Wawanosh (ACW) costs, Courtney attributed this

difference to more road maintenance being required and included in the ACW DC's.

The Study to determine feasibility of a firehall expansion was discussed. B.M. Ross noted that the study is intended to be general to the entire municipality and not specific to Lakeshore area. In response to questions about how shared services would impact the calculation of development charges, Courtney indicated that it is calculated based on existing agreements for costing on these services.

Committee confirmed that a Growth Study for urban expansion has not been included in the presented development charges, as a comprehensive review is no longer required for an urban boundary expansion under the new Provincial Policy Statement. B.M. Ross could include this study in the growth costing for the DC's if the study was not covered by a grant.

Committee noted that Lakeshore water storage does not appear to be included in the study as a project. Courtney confirmed that at this time, only the Environmental Assessment (EA) is included. The Development Charges By-law could be reopened and updated when the EA is completed and more accurate costing on the project is developed. Committee requested the project with estimated costing be included now, with more accurate pricing to be included at a later time. Elevated Tower Costs have currently been estimated at 6.9 million in other communities.

Committee provided direction to Courtney to include the estimated water for the lakeshore trunk water main, and elevated tower costs, to keep the current DC exemptions as is, and that new development charges would not have a phase-in process.

4. Staff Reports

4.1 Chief Administrative Officer

a. Development Charges Background Study 2024, CAO-2024-09-27

Resolution No.: 09/04/2024 - 01

Moved by: Jim Hanna

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2024-09-27 prepared by Jodi MacArthur, Chief Administrative Officer,

AND FURTHER instructs Staff to schedule the statutory public meeting and bring forward the draft by-law for Council's consideration based on the Development Charges Background Study 2024 as amended,

AND FURTHER authorizes a by-law coming forward to amend By-Law 2019-133 to remove the expiry date.

Carried

4.2 Building & Planning

a. Extension of Draft Approval for Plan of Subdivision, Part Lots 216 to 218 Registered Plan 232 Ripley, BLD-2024-09-20

Committee of the Whole expressed concerns that a two year extension may be too long if the project does not proceed. Committee discussed whether there were mechanisms available to motivate the developer to move the process forward quickly. Concern was expressed about timing impacts to infrastructure and service allocations and whether steps could be built in to target progress. Staff advised Committee that a draft Allocation of Services Policy is being developed for presentation to Council in 2024.

Committee discussed modifying the staff recommendation to one year extension only, and if a renewal is required, the Allocation of Services Policy would apply at that time.

Resolution No.: 09/04/2024 - 02

Moved by: Shari Flett

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report BLD-2024-09-20 prepared by Michele Barr, Deputy CBO;

AND FURTHER that Committee of the Whole direct Staff to recommend approval to the County of Bruce for a one (1) year extension for the Draft Plan of Subdivision, Part Lots 216 to 218

Registered Plan 232 , Geographic Village of Ripley Township of Huron-Kinloss.

Carried

4.3 By-law Enforcement

a. Municipal By-Law Enforcement Status Report August 2024, BLE-2024-09-12

Resolution No.: 09/04/2024 - 03

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BLE-2024-09-12, as prepared by Heather Falconer, Municipal By-Law Enforcement Officer.

Carried

4.4 Fire Department

a. Fire and Emergency Services Report August 2024, FIR-2024-09-21

Staff could not provide a reason for the lower than usual structure fires reported this summer. It may be attributed to fire prevention activities.

Committee discussed a water rescue call that had occurred. The Fire Chief provided a verbal update on an investigation taking place regarding gaps in service response, and is being coordinated with neighboring fire departments and the local police service.

Resolution No.: 09/04/2024 - 04

Moved by: Larry Allison

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIR-2024-09-21 prepared by Jeff Bradley, Fire Chief.

Carried

b. Emergency Management and Health and Safety August 2024 Summary, FIR-2024-09-22

Resolution No.: 09/04/2024 - 05

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIR-2024-09-22 prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator-CEMC.

AND FURTHER authorizes the Community Emergency Management Coordinator (CEMC) to issue the Special Events Permit for Ripley Agricultural Society Annual Fall Fair when permit conditions are met.

Carried

c. Community Emergency Management Program Committee Members, FIR-2024-09-23

Committee inquired about the frequency of meetings, and Staff capacity. Staff noted that the Committee is required to meet twice annually.

Resolution No.: 09/04/2024 - 06

Moved by: Carl Sloetjes

Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIR-2024-09-23 prepared by Mel Moulton, Emergency Services and Health & Safety Coordinator-CEMC;

AND FURTHER authorizes the appropriate by-law amendments to come forward.

Carried

4.5 Community Services

a. **Green and Inclusive Community Building Program, CS-2024-09-34**

Committee inquired about grant opportunities for the Community Centre in Point Clark. Staff noted that in many cases, the minimum threshold for grants is high, so the projects must be large as well. Staff discussed the competitiveness of grant applications, and having capacity to complete the applications comprehensively.

Committee noted that having welcoming facilities increases community engagement, and builds community capacity. Staff discussed the challenges of uniting the various smaller communities along the lakeshore with recreation facilities, including restrictions in land availability and infrastructure.

Resolution No.: 09/04/2024 - 07

Moved by: Shari Flett

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report CS-2024-09-34 prepared by Mike Fair, Director of Community Services;

AND FURTHER authorizes Staff to submit a grant application to the Green Initiatives Building Program.

Carried

b. **Community Services Status Report September 2024, CS-2024-09-35**

Staff provided a verbal update on the renovations at the Ripley Medical Centre. The childcare centre has re-opened and the medical centre is approaching the final stages and is expected to re-open later in 2024.

Committee inquired about a possible expansion to ATV trails. Staff have included this activity as part of the survey to develop the Parks Plan, and the feedback will be provided to Council at a later date.

Resolution No.: 09/04/2024 - 08

Moved by: Ed McGugan
Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS2024-09-35 prepared by Mike Fair, Director of Community Services.

Carried

c. Regional Electric Vehicle (EV) Charger Strategy, CS-2024-09-36

Committee discussed the proposed location. Committee inquired about the possibility of locating an EV charging station in Ripley. This project is a partnership through the County of Bruce. Ripley is being considered for future expansions of the project, and has been included in the Green and Inclusive Community Building Program grant application.

Resolution No.: 09/04/2024 - 09

Moved by: Scott Gibson
Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report CS-2024-09-36 prepared by Mike Fair, Director of Community Services;

AND FURTHER THAT Committee of the Whole recommends that Council approves the east side of the Lucknow and District Sports Complex parking lot as a location for future consideration for the project and bring forward a by-law to enter into the Memorandum of Understanding from IVY.

Carried

d. 2024 September Parks and Facilities Update, CS-2024-09-37

Resolution No.: 09/04/2024 - 10

Moved by: Larry Allison
Seconded by: Jim Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS-2024-09-37 prepared by Matt McClinchey, Parks, and Facilities Supervisor.

Carried

e. Surplus Equipment Report September 2024, CS-2024-09-38

Resolution No.: 09/04/2024 - 11

Moved by: Carl Sloetjes

Seconded by: Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number CS-2024-09-38 prepared by Mike Fair, Director of Community Services;

AND FURTHER that the items identified in the report be declared surplus to municipal needs and disposed of according to the Township's Surplus Equipment Policy.

Carried

4.6 Public Works

a. Transportation Sept. 2024, PW-2024-09-37

Committee discussed the issues identified with driveways on Tanglewood Road. Staff verified that the road was constructed to design standards, but are willing to work with the residents to improve the entrance to their driveways. Staff noted that some of the vehicles are of a nature that it may not be possible to accommodate them to the residents desire.

Committee discussed concerns with over-improving private property, on a project which was completed to standards. Staff believe that minor work could improve the situation, and that it is a rarely reported occurrence on these types of projects. Staff could not provide accurate pricing at this time.

Committee discussed the possibility of relocating the driveway to assist one landowner.

Resolution No.: 09/04/2024 - 12

Moved by: Jim Hanna

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2024-09-37 prepared by John Yungblut, Director of Public Works.

Carried

b. Water-Wastewater August 2024, PW-2024-09-38

Resolution No.: 09/04/2024 - 13

Moved by: Larry Allison

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW2024-09-38 prepared by John Yungblut, Director of Public Works.

Carried

4.7 Business & Economic Development

a. Economic Development Status Update September 2024, BED-2024-09-16

Resolution No.: 09/04/2024 - 14

Moved by: Scott Gibson

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BED-2024-09-16, prepared by Amy Irwin, Economic Development Officer and Michelle Goetz, Manager of Strategic Initiatives.

Carried

4.8 Chief Administrative Officer - continued

a. 2024 Policy Updates- Human Resources (various), CAO-2024-09-28

Resolution No.: 09/04/2024 - 15

Moved by: Ed McGugan

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report CAO2024-09-28 prepared by Leanne Scott, Human Resources Generalist;

AND FURTHER authorizes the appropriate by-laws be brought forward to amend the policies as outlined in the report.

Carried

b. 2023-2033 Strategic Plan – Public Dashboard, CAO-2024-09-29

Resolution No.: 09/04/2024 - 16

Moved by: Scott Gibson

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2024-09-29, prepared by Michelle Goetz, Manager of Strategic Initiatives.

Carried

c. Manager of Strategic Initiatives Resignation, CAO-2024-09-30

The Manager of Strategic Initiatives was present in the Council Chambers and Committee expressed their appreciation for the contributions and efforts made during their employment with the Township.

Resolution No.: 09/04/2024 - 17

Moved by: Carl Sloetjes

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2024-09-30 prepared by Leanne Scott, Human Resources Generalist;

AND accepts with regret the resignation of Michelle Goetz, Manager of Strategic Initiatives.

Carried

4.9 Legislative Services

a. Method of Voting 2026 Municipal Election, CLK-2024-09-32

Committee discussed security of voting and the desire to ensure voting was accessible to all eligible voters. Staff will include procedures and information through the next election cycle that provide reassurances that these criteria are being met.

Resolution No.: 09/04/2024 - 18

Moved by: Shari Flett

Seconded by: Jim Hanna

THAT Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2024-09-32 prepared by Jennifer White, Manager of Legislative Services/ Clerk;

AND FURTHER that an appropriate by-law be brought forward to authorize alternative voting methods (telephone and internet voting) and to include advance voting via this method.

Carried

b. Noise Exemption Request - Ripley Agriculture Society Fall Fair 2024, CLK-2024-09-33

Resolution No.: 09/04/2024 - 19

Moved by: Carl Sloetjes

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2024-09-33 prepared by Kelly Lush, Deputy Clerk;

AND grants an exemption to Noise By-Law No. 2005-101 to permit live music at the Ripley Fall Fair from 7:00 pm on September 27, 2024, until 12:00 a.m. on Saturday, September 28, 2024 and on Saturday, September 28, 2024 from 7:00 p.m. to 1:00 a.m. Sunday, September 29, 2024 at 17 Queen Street, Ripley;

AND FURTHER grants an exemption to the Noise By-law No. 2005-101 to permit fire works at dusk at the Ripley Fall Fair on Saturday, September 28 at 17 Queen Street, Ripley.

Carried

c. Resolutions for Consideration September 2024, CLK-2024-09-35

Resolution No.: 09/04/2024 - 20

Moved by: Jim Hanna

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2024-09-35 prepared by Kelly Lush, Deputy Clerk;

AND FURTHER THAT the Committee of the Whole support the following resolutions: items (a), (b) and (c)

AND FURTHER direct Staff to distribute as they see fit.

Carried

d. Bruce C Project Notice of Impact Assessment Submission and Comment Deadline, CLK-2024-09-34

Resolution No.: 09/04/2024 - 21

Moved by: Carl Sloetjes

Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole receive Report CLK-2024-09-34 as prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER that Staff be directed to submit comments to the Impact Assessment Agency of Canada supporting the Bruce C Nuclear Project.

Carried

5. Correspondence Requiring Direction

Resolution No.: 09/04/2024 - 22

Moved by: Larry Allison

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information all items listed in Section 5.0.

Carried

5.1 County of Bruce - Investment Attraction Training

5.2 Property Owner - Correspondence to Council

Committee discussed the correspondence received and whether a staff report was required.

Resolution No.: 09/04/2024 - 22 (b)

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

That Staff be directed to bring back a high level report on a by-law supporting urban chickens.

Defeated

6. Information

Resolution No.: 09/04/2024 - 23

Moved by: Ed McGugan

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 Ombudsman Ontario Annual Report 2023-2024

6.2 Provincial Planning Statement 2024 Notification

6.3 Pine River Water Monitoring Report July 2024

6.4 AMO AMCTO Correspondence

6.5 County of Bruce Correspondence

6.6 General Correspondence

7. **New Business/Council Reports**

Members who attended the AMO conference provided verbal updates.

A session was presented at the conference on achieving consensus, and the extreme polarization of ideas which has entered politics. About 10% of Council members across Ontario have left office due to difficulties in debating respectfully.

Members expressed an interest in all members attending AMO again and having the rooms booked early and that Staff attend with members of Council.

Members attended two meetings with Ministers and in both cases the issues expressed were considered and have been resolved.

Members of Council wore jerseys to this evening's meeting to honour Doug Kennedy, a peer on municipal councils, and a community service champion particularly within the sporting community.

8. **Closed Session**

Resolution No.: 09/04/2024 - 24

Moved by: Jim Hanna

Seconded by: Shari Flett

THAT Committee of the Whole move into closed meeting at 9:15 p.m. for the purpose of considering:

1) a proposed or pending acquisition or disposition land by the municipality or local board; (Bruce County Housing Request for Information),

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 meeting at 9:32 p.m.

The Mayor reported that a closed meeting had been held and direction provided to Staff.

10. **Adjournment**

Resolution No.: 09/04/2024 - 25

Moved by: Larry Allison
Seconded by: Scott Gibson

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

Carried

Mayor

Clerk