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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: November 4, 2024

Time: 7:00 pm

Location: Council Chambers

Members Present Don Murray, Mayor
Jim Hanna, Deputy Mayor
Larry Allison, Councillor
Scott Gibson, Councillor
Ed McGugan, Councillor
Carl Sloetjes, Councillor

Members Absent Shari Flett, Councillor

Staff Present Jennifer White, Manager of Legislative Services/Clerk
Jodi MacArthur, Chief Administrative Officer
Mike Fair, Director of Community Services
Christine Heinisch, Manager of Financial Services/Treasurer
John Yungblut, Director of Public Works
Brett Pollock, Manager of Building and Planning, CBO

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 Lake Range Drive Speed Limit

Residents John Hill and Joan Farmiloe addressed Council with their concerns on the speed limit of 80 km/hour on Lake Range Drive between concession 10 and concession 12.

Hill spoke to new subdivision and housing developments that have increased the number of bus stop locations and children in the area. This increases safety concerns for pedestrians and cyclists, which were not present when the speed limit was originally set.

A petition concerning the Lake Range Drive speed limit was submitted to the Clerk, prior to the meeting with additional names submitted at the meeting. The petition is available to view at the municipal office.

Committee of the Whole inquired about what specific changes the delegation were looking to see implemented. Farmiloe suggested a reduction in the speed limit would resolve their concerns.

4. Staff Reports

4.1 By-law Enforcement

a. Municipal By-Law Enforcement Status Report October 2024, BLE-2024-11-15

Resolution No.: 11/04/2024 - 01

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BLE-2024-11-15, as prepared by Heather Falconer, Municipal By-Law Enforcement Officer.

Carried

4.2 Fire Department

a. Fire and Emergency Services October 2024, FIR-2024-11-28

Resolution No.: 11/04/2024 - 02

Moved by: Jim Hanna

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIR-2024-11-28 prepared by Jeff Bradley, Fire Chief.

Carried

4.3 Drainage

a. **Municipal Drain Status Update September 2024, DRA-2024-11-05**

Committee of the Whole expressed concerns with reports of contractors being removed from job sites where drainage maintenance or construction was taking place. There are provisions in the Drainage Act to permit work done on Municipal Drains, and to prevent residents from obstructing this work. Committee encouraged Staff to make use of these provisions to ensure that work can be completed, and to avoid costly delays.

Staff noted plans to include an education component to communications this winter to assist residents in understanding their role related to the Drainage Act, and access requirements.

Committee inquired if the updates to the report on the Bruce Beach Drain Phase 2 reflected technical input or public input. Predominantly this is from technical input, but includes public input received to date where applicable and feasible.

Committee inquired about how costs are allocated when increased costs are related to a single landowners requests or behaviour. Staff to investigate.

Resolution No.: 11/04/2024 - 03

Moved by: Scott Gibson

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report DRAIN-2024-11-05 prepared by Ken McCallum, Drainage Superintendent.

Carried

4.4 Treasury

a. **2025 Policing Estimate, TRE-2024-11-59**

Staff confirmed that the gross year over year increase to costs was 17.2 %, and this represents about a 2% tax increase to the budget just in policing costs. Committee of the Whole discussed levels of service and related costs.

The Mayor has contacted the local Member of Provincial Parliament (MPP) to express concerns.

Resolution No.: 11/04/2024 - 04

Moved by: Jim Hanna

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report TRE-2024-11-59 prepared by Christine Heinisch, Treasurer.

Carried

b. 2025 OCIF Allocation, TRE-2024-11-60

Committee inquired about how funding is allocated. Staff identified that allocation is reflective of the needs identified in the asset management plan.

Resolution No.: 11/04/2024 - 05

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report TRE-2024-11-60 prepared by Christine Heinisch, Treasurer.

Carried

c. 2025 OMPF Allocation, TRE-2024-11-61

Resolution No.: 11/04/2024 - 06

Moved by: Jim Hanna

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report TRE-2024-11-61 as prepared by Christine Heinisch, Treasurer.

Carried

d. 2023 Audited Financial Statements, TRE-2024-11-62

The auditors report indicated that the taxes arears were the highest they have been in 5 years. Tax sales have made a big impact on reducing this since that time.

Resolution No.: 11/04/2024 - 07

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report TRE-2024-11-62 prepared by Christine Heinisch, Treasurer;

AND FURTHER approves the 2023 audited financial statements as presented.

Carried

e. 2025 Rates and Fees, TRE-2024-11-63

Committee of the Whole inquired about the water rates, and why the major facilities charge in Lucknow is being reduced despite a new water tower being built. Staff confirmed that the major facilities charge is aligned with the development charges and these have decreased due to grants received for the construction of the Lucknow Water Tower.

Committee inquired if the Lakeshore service rate should be increased to minimize potential increases when new facilities are constructed to meet storage requirements.

Staff provided information on how water fees are collected and applied. Service rates are calculated based on unified system operations and any surplus is placed in reserve for supply upgrades anywhere within the water system.

Committee inquired about the current MTO rates for fire. Staff estimated them at 500-600 per truck.

Resolution No.: 11/04/2024 - 08

Moved by: Carl Sloetjes

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report TRE-2024-11-63 prepared by Christine Heinish, Treasurer;

AND FURTHER that the appropriate by-laws be brought forward to adopt the 2025 Rates and Fees.

Carried

4.5 Community Services

a. Point Clark Community Centre Basement Lease, CS-2024-11-44

Resolution No.: 11/04/2024 - 09

Moved by: Carl Sloetjes

Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report CS-2024-11-44 prepared by Mike Fair, Director of Community Services;

AND FURTHER authorizes a by-law come forward to enter into an agreement with Her Strength Studio to lease the Point Clark Community Centre.

Carried

b. Huron Lakeshore Friendship Club Agreement, CS-2024-11-45

Staff noted this formalizes existing arrangements which is beneficial to both parties.

Resolution No.: 11/04/2024 - 10

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report CS-2024-11-45 prepared by Mike Fair, Director of Community Services;

AND FURTHER authorizes a by-law come forward to enter into an agreement with the Huron Lakeshore Friendship Club for use of the Point Clark Community Centre.

Carried

c. Parks and Facilities Update 2024 November, CS-2024-11-46

Committee inquired about the Apple rail trail citing concerns about the condition of trees. Staff noted that deadfall ash trees are monitored and removed as required, but Staff will review the specific area identified.

Resolution No.: 11/04/2024 - 11

Moved by: Carl Sloetjes

Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS-2024-11-46 prepared by Matt McClinchey, Parks and Facilities Supervisor.

Carried

d. Ripley Medical Centre and Family Health Team Agreement, CS-2024-11-47

Committee of the Whole discussed the lease rate and expected occupancy of the Family Health Team (FHT). Staff believe the intent of Staff and the FHT is to negotiate rent increases, as the FHT grows.

New services are expected to be added than were previously available in the building. Staff reported that they expect that mid-wife services will be available three days per week, and noted two doctors are interested in two days per week depending on their available funding.

Committee remarked that there was no standard in the lease to note how many days the FHT will occupy the building.

Resolution No.: 11/04/2024 - 12

Moved by: Larry Allison

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report CS-2024-11-47 prepared by Mike Fair, Director of Community Services;

AND FURTHER authorizes a by-law come forward.

Carried

4.6 Public Works

a. Snowmobile Trail Land Use MOU, PW-2024-11-43

Resolution No.: 11/04/2024 - 13

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2024-11-43 prepared by John Yungblut, Director of Public Works;

AND FURTHER agrees to enter into a five-year memorandum of understanding with the Bluewater Town and Country Snowmobile Club for the use of Township lands for the use of snowmobile trails;

AND FURTHER authorizes the appropriate by-law be brought forward to the next Council meeting.

Carried

b. Vozka Dr. Asphalt Paving Petition, PW-2024-11-44

Staff confirmed that the soil base is adequate for paving.

Resolution No.: 11/04/2024 - 14

Moved by: Jim Hanna

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2024-11-44 prepared by John Yungblut, Director of Public Works,

AND FURTHER directs Township staff to investigate the possibility of upgrading Vozka Dr. and Oak St. to a paved surface.

Carried

c. Traffic Review Update Nov. 2024, PW-2024-11-45

Staff has recommended several items be included in the 2025 budget deliberations. Staff noted that recommendations regarding changes to traffic signs should be defensible to the public and made by qualified experts. The process to determine recommendations should be open and transparent. Speed limits have already been reduced to 60 km/h in areas that were already urbanized.

Staff reported that Lake Range Drive has been prioritized as an arterial road in the past, although it is not technically such. The suggestion to reduce speed limits in this area, had been considered in 2017 by Staff and Council and was not supported by the community at that time.

It was discussed that changes in development in the Lake Range Drive area mean that there is an opportunity to re-examine this area to identify areas of improvement relating to traffic. Staff noted that artificial calming of traffic may be required to reduce speeds beyond just a posted reduction in speed limits. Staff recommend that a third party impartial review should be conducted to assess and make recommendations regarding traffic updates.

Resolution No.: 11/04/2024 - 15

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2024-11-45 prepared by John Yungblut, Director of Public Works.

Carried

d. Transportation Nov. 2024, PW-2024-11-46

Resolution No.: 11/04/2024 - 16

Moved by: Jim Hanna

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2024-11-46 prepared by John Yungblut, Director of Public Works.

Carried

e. Water-Wastewater November 2024, PW-2024-11-47

Committee of the Whole expressed concern about the timing of contract expiry. Staff have been working with the current provider to ensure services continue at the required levels of service. Cost differences between the current costs and anticipated costs resulting from the Request for Proposal are not expected to be dramatic. The current contract includes out of scope services that make it difficult to predict costs at this time. The new contract is structured to include these services and make predicting costs more reliable.

Resolution No.: 11/04/2024 - 17

Moved by: Scott Gibson

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW2024-11-47 prepared by John Yungblut, Director of Public Works.

Carried

f. Waste Management November 2024, PW-2024-11-48

Resolution No.: 11/04/2024 - 18

Moved by: Larry Allison

Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2024-11-48, prepared by John Yungblut, Director of Public Works.

Carried

4.7 Chief Administrative Officer

a. NWMO – Oct. 2024 Site Selection Update, CAO-2024-11-35

Resolution No.: 11/04/2024 - 19

Moved by: Scott Gibson
Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2024-11-35, prepared by Mike Bartlett, Administrative Coordinator.

Carried

b. Water Works Rate Payment Agreement, CAO-2024-11-36

Resolution No.: 11/04/2024 - 20

Moved by: Jim Hanna
Seconded by: Larry Allison

THAT Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CAO-2024-11-36 prepared by Jodi MacArthur, Chief Administrative Officer;

AND FURTHER authorizes an amendment to the water works rate payment agreement authorized by By-Law 2015-25;

AND FURTHER that the expiry date in Section 2.01 be updated to March 16, 2035.

Carried

4.8 Legislative Services

a. 2025 Proposed Council Schedule and Conference Dates, CLK-2024-11-42

Resolution No.: 11/04/2024 - 21

Moved by: Scott Gibson
Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receive for information Report CLK-2024-11-42, prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER THAT the 2025 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 2025 budget.

Carried

b. Resolutions for Consideration, CLK-2024-11-44

Resolution No.: 11/04/2024 - 22

Moved by: Carl Sloetjes

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2024-11-44 prepared by Kelly Lush, Deputy Clerk;

AND FURTHER THAT the Committee of the Whole support the following resolutions; a,b,c,e,f,g

AND FURTHER direct Staff to distribute as they see fit.

Carried

c. Active Dissemination/ Routine Disclosure Policy, CLK-2024-11-45

Resolution No.: 11/04/2024 - 23

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole receive Report CLK2024-11-45 prepared by Jennifer White, Manager of Legislative Services/Clerk;

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

Carried

5. Information

Resolution No.: 11/04/2024 - 24

Moved by: Jim Hanna

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 Pine River Water Monitoring Report September, October 2024

5.2 AMCTO AMO Correspondence

5.3 County of Bruce Correspondence

5.4 General Correspondence

6. New Business/Council Reports

Staff noted that the November 11, 2024 meeting of Council has been cancelled. Staff are requested to attend a meeting on the 14th from the Hospital Foundation at 6pm to represent the Township and report back any relevant information.

7. Adjournment

Resolution No.: 11/04/2024 - 25

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby adjourn at 8:15 p.m.

Carried

Mayor

Clerk