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embraces our rural lifestyle.

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

Council Meeting Minutes

Date: March 17, 2025
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, Clerk
Jodi MacArthur, Chief Administrative Officer
Jeff Bradley
Christine Heinisch, Manager of Financial Services/Treasurer
John Yungblut, Director of Public Works

1. Call to Order

Mayor Murray called the meeting to order at 7:00 p.m. The Deputy Mayor participated electronically following the vote on resolution 03/17/2025 - 01, all other members of Council and staff participated in person.

This motion is being added to the Council agenda to ensure the members continued involvement in the meetings while safeguarding their health and well-being. The member's personal medical information shall remain confidential and will not be required to be disclosed.

Resolution No.: 03/17/2025 - 01

Moved By Larry Allison

Seconded By Shari Flett

That Deputy Mayor Hanna be permitted to participate in electronic meetings in excess of the limit of three meetings as set out in Item #4 of the Appendix D of the Township's Procedural By-law No. 2019-155, as amended due to a temporary medical condition that prevents them from attending meetings in person;

AND FURTHER THAT this exception will remain in effect for the duration of the member's condition, subject to further review by Council at the time of the member's recovery.

Carried

2. Disclosure of Pecuniary Interest

2.1 Don Murray - Gravel Pit Lease 2025 By-law

Family member is the leasee of the lands.

3. Adoption of Minutes

Resolution No.: 03/17/2025 - 02

Moved By Scott Gibson

Seconded By Ed McGugan

THAT the minutes of the Committee of the Whole meeting of March 3, 2025 and the Council meeting of March 10, 2025 be adopted as presented.

Carried

4. Financial Reports

4.1 Previous Month Actual Accounts – February 2025, TRE-2025-11

Council inquired about a charge, which staff confirmed is for the gps devices in the vehicles, which includes sensors collecting data from the plow trucks.

Resolution No.: 03/17/2025 - 03

Moved By Carl Sloetjes

Seconded By Larry Allison

THAT the Township of Huron-Kinloss Council hereby ratifies and confirms payment of the February 2025 accounts in the amount of \$1,212,809.69.

Carried

4.2 Revenue and Expenditure Reports to February 28, 2025, TRE-2025-12

Resolution No.: 03/17/2025 - 04

Moved By Shari Flett

Seconded By Scott Gibson

THAT Township of Huron-Kinloss Council hereby reviews and receives the summary revenue and expenditure reports to February 28, 2025 prepared by Christine Heinisch, Treasurer.

Carried

4.3 March 2025 Accounts, TRE-2025-14

Resolution No.: 03/17/2025 - 05

Moved By Ed McGugan

Seconded By Carl Sloetjes

THAT the Township of Huron-Kinloss Council hereby authorizes payment of the March accounts in the amount of \$853,399.38.

Carried

5. Staff Report

5.1 Treasury

a. 2024 Statement of Remuneration, TRE-2025-10

Resolution No.: 03/17/2025 - 06

Moved By Larry Allison

Seconded By Scott Gibson

THAT Township of Huron-Kinloss Council hereby receives for information Report TRE-2025-10 prepared by Christine Heinisch, Treasurer.

Carried

b. 2024 Year End Projection, TRE-2025-13

Council discussed the methods of tracking the budget through the year and requested that updates be made in the financial reporting methods to more accurately report earlier in the year whether a significant surplus or deficit is being predicted. Council is seeking more accurate projections to be supplied by staff throughout the year.

Staff confirmed that they are working towards this end. Additionally it was reported that a large construction project was tendered under-budget in September, and most other projects did not exceed budget, contributing to the surplus. Operating costs such as lower than anticipated winter maintenance costs also contributed to the surplus, but were difficult to determine earlier in the year.

Staff are investigating the types of financial reports capable within the new budget software. The goal is to have the software produce these reports more accurately and efficiently, than could previously be done. Staff identified for Council several areas targeted for improvement, including reporting features, encouraging timely submission of invoices during and following major projects, and possible changes to how budget funds are allocated through the year to more accurately provide projections

Council discussed the prospect of upcoming changes in pricing and budgets due to current uncertainty in economic conditions, and anticipated increases in operating costs, such as policing costs.

Resolution No.: 03/17/2025 - 07

Moved By Shari Flett

Seconded By Ed McGugan

THAT the Township of Huron-Kinloss Council hereby receives Report TRE-2025-13 prepared by Christine Heinisch, Treasurer.

AND FURTHER authorizes that the 2024 surplus be transferred into the Capital Asset Renewal and Replacement Reserve and Tax Mitigation Reserve, divided equally.

Carried

5.2 Public Works

a. 2026 Tandem Plow RFQ, PW-2025-12

Staff reported that the International as the choice of Make is due to reports of performance from Staff, and service on the trucks can be done more locally.

Staff noted that due to the current situation regarding the application of proposed and pending tariffs, the impact on pricing of the equipment is uncertain at this time. If there is a significant increase in pricing, staff confirmed this would return to Council for discussion.

Resolution No.: 03/17/2025 - 08

Moved By Carl Sloetjes

Seconded By Shari Flett

THAT the Township of Huron-Kinloss Council hereby receives Report PW-2025-12 prepared by John Yungblut, Director of Public Works;

AND FURTHER grants an exemption to the Purchasing and Procurement Policy as per Section 6.3.3 to permit non-competitive procurement;

AND FURTHER grants 2026 pre-budget approval in the acceptance of the quotation from Viking-Cives Ltd. In the amount of \$422,730 plus HST for the purchase of one (1) 2026 International HV615 tandem axle plow truck;

AND FURTHER authorizes the appropriate by-law to come forward as a matters arising at tonight's meeting.

5.3 Chief Administrative Officer

a. Municipal Office Lower Level Water Damage, CAO-2025-08

Council inquired whether there was a possibility of needing the building beyond the current lease. Staff noted the space is smaller than the current impacted area and spoke to the benefits to staff of working within the same building.

Resolution No.: 03/17/2025 - 09

Moved By Larry Allison

Seconded By Ed McGugan

THAT Township of Huron-Kinloss Council hereby receives for information Report Number CAO-2025-08 prepared by Jodi MacArthur, Chief Administrative Officer;

AND FURTHER authorizes, ratifies and confirms the signing of all documents related to the insurance claim, including the temporary rental of office space by the Chief Administrative Officer.

6. By-Laws and Agreements

6.1 Ackert Municipal Drain By-law

Resolution No.: 03/17/2025 - 10

Moved By Shari Flett

Seconded By Carl Sloetjes

THAT the "Ackert Municipal Drain By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-19.

6.2 Black Creek 1984 Improvement Municipal Drain By-law

Resolution No.: 03/17/2025 - 11

Moved By Carl Sloetjes

Seconded By Scott Gibson

THAT the " Black Creek 1984 Improvement Municipal Drain By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-20.

6.3 Black Creek SW Municipal Drain By-law

Resolution No.: 03/17/2025 - 12

Moved By Scott Gibson

Seconded By Larry Allison

THAT the " Black Creek SW Municipal Drain By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-21.

6.4 Carruthers Municipal Drain By-law

Resolution No.: 03/17/2025 - 13

Moved By Ed McGugan

Seconded By Shari Flett

THAT the " Carruthers Municipal Drain By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-22.

6.5 Kincardine-Kinloss Municipal Drain By-law

Resolution No.: 03/17/2025 - 14

Moved By Carl Sloetjes

Seconded By Scott Gibson

THAT the " Kincardine-Kinloss Municipal Drain By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-23.

6.6 Lake Range II (Onandaga Pl) Municipal Drain By-law

Resolution No.: 03/17/2025 - 15

Moved By Ed McGugan

Seconded By Larry Allison

THAT the " Lake Range II (Onandaga Pl.) Municipal Drain By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-24.

6.7 A. McDonald Municipal Drain By-law

Resolution No.: 03/17/2025 - 16

Moved By Larry Allison

Seconded By Carl Sloetjes

THAT the "A. McDonald Municipal Drain By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-25.

6.8 Appointment of Deputy CBO (Joy Lindsay, ACW) By-law

This was added to the Council agenda as an administrative by-law to reflect the change in Chief Building Official in the Township of Ashfield-Colborne-Wawanosh who provides services according to the Joint agreement.

Resolution No.: 03/17/2025 - 17

Moved By Shari Flett

Seconded By Larry Allison

THAT the " Appointment of Deputy CBO (Joy Lindsay, ACW) By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-26.

6.9 2025 Budget By-law

Resolution No.: 03/17/2025 - 18

Moved By Scott Gibson

Seconded By Ed McGugan

THAT the " 2025 Budget By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-27.

	For	Against	Conflict
Don Murray	X		
Jim Hanna	X		
Larry Allison	X		
Shari Flett	X		
Scott Gibson	X		
Ed McGugan	X		
Carl Sloetjes	X		
Results	7	0	0

Carried (7 to 0)

6.10 Gravel Pit Lease 2025 By-law

Don Murray declared a conflict on this item. (Family member is the leasee of the lands.)

Mayor Murray declared a conflict on this item and the Deputy Mayor was attending the meeting virtually; a Chair was appointed from those members present in the Council Chamber. The Mayor did not participate in the discussion or vote on item 6.10.

Resolution No.: 03/17/2025 - 19

Moved By Carl Sloetjes
Seconded By Larry Allison

THAT Councillor Ed McGugan be appointed as temporary Chair during the consideration of agenda item 6.10 Gravel Pit Lease 2025 By-law;

AND FURTHER THAT Mayor Murray resume the Chair following consideration of this item.

Carried

Resolution No.: 03/17/2025 - 20

Moved By Carl Sloetjes
Seconded By Shari Flett

THAT the " Gravel Pit Lease 2025 By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-28.

Carried

6.11 Ripley Sidewalk Replacement By-law

Resolution No.: 03/17/2025 - 21

Moved By Shari Flett
Seconded By Carl Sloetjes

THAT the " Ripley Sidewalk Replacement By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-29.

Carried

6.12 Workplace Harassment and Violence Policy By-law

Resolution No.: 03/17/2025 - 22

Moved By Ed McGugan
Seconded By Larry Allison

THAT the " Workplace Harassment and Violence Policy Amendment By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-30.

Carried

6.13 Delegation of Powers - Development Agreements and Consent Applications By-law

Council inquired whether this delegation of authority was intended to enhance efficiencies for the applicant, or is it aimed at reducing the administrative burden and streamlining the process for staff. Staff responded that it is expected to do both, as these agreements are expected to be required more often for routine applications, due to recent changes in the provincial policy statement which impacted the County Official Plan, particularly around the allowance of tertiary septic systems on undersized lots. Staff noted that not all consent applications come before the Township Council, as the approval authority for these applications is the County of Bruce, and consent conditions are typically placed by Township and County Staff. However these agreements are intended to be administrative and used in affecting the conditions of consent only.

Council requested a report be brought forward periodically to identify when these powers had been used. Staff suggested quarterly reporting be included with the Building reports.

Resolution No.: 03/17/2025 - 23

Moved By Larry Allison

Seconded By Carl Sloetjes

THAT the " Delegation of Powers - Development Agreements and Consent Applications By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-31.

6.14 Zoning By-law Amendment - Z-2024-072 Michie

Resolution No.: 03/17/2025 - 24

Moved By Shari Flett

Seconded By Scott Gibson

THAT the " Zoning By-law Amendment By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-32.

Carried

7. Matters Arising

7.1 Accept Quote 2026 Tandem Plow By-law

Staff responded to Council inquires by confirming the intention is to order the truck as soon as possible, declare the current truck surplus when the new truck arrives, and that any discrepancies in pricing due to uncertain economic conditions at this time would be reported back to Council prior to continuing with the purchase.

Resolution No.: 03/17/2025 - 25

Moved By Ed McGugan

Seconded By Larry Allison

THAT the " Accept Quote 2026 Tandem Plow By-law" be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-33.

Carried

8. Township Committee Minutes Received

Resolution No.: 03/17/2025 - 26

Moved By Scott Gibson

Seconded By Carl Sloetjes

THAT the Township of Huron-Kinloss Council hereby receives for information all items listed in Section 8.

Carried

8.1 Ripley Summer Sports Committee

9. Other Agency Minutes and Reports Received

Resolution No.: 03/17/2025 - 27

Moved By Carl Sloetjes

Seconded By Shari Flett

THAT the Township of Huron-Kinloss Council hereby receives for information all items listed in Section 9.

Carried

9.1 Municipal Innovation Council

10. New Business/ Council Reports

Members reported that at the Multi Municipal Energy Working Group meeting, there has been discussion of a battery storage facility within Bruce County. The impacted municipality is seeking comments from the Office of the Ontario Fire Marshall. Council requested comments from the Fire Chief on battery storage facilities, and inquired whether there would be support to submit a letter regarding concerns from the various Fire Chiefs within the County to the impacted municipality.

Council discussed the 3 meeting limit and inquired what would be required to extend it to allow more virtual participation

Members discussed the need to maintain quorum in the Council Chambers, and that currently members can request a leave or miss a meeting on occasion if required. Council members suggested that participating electronically can be more difficult for the chair to manage, and for the member participating virtually to be engaged in the meeting.

Staff provided information on the mechanism that a member of Council would use to consider changing the 3 meeting limit, and that the upcoming Procedural By-law Review would provide an additional opportunity for this discussion.

The Member representative for the Saugeen Valley Conservation Authority wished to acknowledge the 75th anniversary of the Authority.

Resolution No.: 03/17/2025 - 28

Moved By Carl Sloetjes

Seconded By Ed McGugan

That Councillor Allison be permitted to participate in electronic meetings in excess of the limit of three meetings as set out in Item #4 of the Appendix D of the Township's Procedural By-law No. 2019-155, as amended on an as needed basis through to May 30, 2025.

Carried

Deputy Mayor Hanna will be unavailable for the March 20th Court of Revision, and is requesting an alternate be appointed to the Committee to serve as Chair.

Resolution No.: 03/17/2025 - 29

Moved By Ed McGugan
Seconded By Larry Allison

WHEREAS Deputy Mayor Jim Hanna was appointed as Chair of the Court of Revision for the Gaunt Laidlaw Municipal Drain, by resolution #02/03/2025 - 03 on February 3, 2025;

AND WHEREAS Deputy Mayor Hanna is no longer available in person to chair the meeting and has requested an alternate be appointed to the Court of Revision;

NOW THEREFORE BE IT RESOLVED THAT Don Murray be appointed to the Court of Revision for the Gaunt Laidlaw Municipal Drain scheduled for March 20, 2025;

AND FURTHER THAT Don Murray be appointed as Chair for the session.

Carried

11. Closed Session

Resolution No.: 03/17/2025 - 30

Moved By Ed McGugan
Seconded By Shari Flett

THAT the Township of Huron-Kinloss Council move into closed meeting at 7:43 p.m for the purpose of considering

1) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Agreement with new Provider for Service),

pursuant to Section 239(2) of the *Municipal Act, 2001*, as amended;

AND FURTHER THAT Council return to regular open meeting upon completion.

Carried

12. Business Arising from the Closed Session

Council arose from closed session at 8:08 p.m.

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

13. Confirming By-Law

Resolution No.: 03/17/2025 - 31

Moved By Larry Allison

Seconded By Carl Sloetjes

THAT the "Confirmatory March 2025 (2)" By-law be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-34.

Carried

14. Adjournment

Resolution No.: 03/17/2025 - 32

Moved By Carl Sloetjes

Seconded By Ed McGugan

THAT this meeting adjourn at 8:09 p.m.

Carried

Mayor

Clerk