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A unified, engaged and caring community  
that cultivates opportunities and  
embraces our rural lifestyle.

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

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## Committee of the Whole Meeting Minutes

Date: April 7, 2025

Time: 7:00 pm

Location: Council Chambers

Members Present      Don Murray, Mayor  
Larry Allison, Councillor  
Shari Flett, Councillor  
Scott Gibson, Councillor  
Ed McGugan, Councillor  
Carl Sloetjes, Councillor

Members Absent      Jim Hanna, Deputy Mayor

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

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### 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 Neighbours of Kin Bruce Park - Kin Bruce Park Potential Repurposing

Residents addressed Committee of the Whole with concerns regarding any redevelopment of Kin-Bruce Park, citing concerns with noise and light pollution, impaired views, reduced property values, and traffic concerns.

The residents are requesting that the area remain a neighborhood community park, and not be developed into a multi-sport facility.

In response to a presentation received by Council from a delegation in January 2025, a proposal was made to consider the development of a private multi-sport facility on municipal lands. Following this, staff were directed to investigate the feasibility of the proposal and provide a report back to Council.

However, since the initial presentation, the proponent of the facility has withdrawn their request to locate the multi-sport facility on municipal lands. Despite being informed of this withdrawal, the current and former residents of the neighborhood have expressed a continued interest in addressing the topic, seeking to proceed with their delegation request.

The residents' delegation aims to share their perspectives on the potential for such a facility and other relevant concerns regarding future land use, even though the original proposal has been retracted.

Committee of the Whole heard the second presentation in 3.2 prior to providing questions or comments.

### **3.2 Neighbours of Kin Bruce Park - The Future of Kin Bruce Park**

The presentation provided an overview of the history and current condition of Kin-Bruce Park from the perspective of current and former residents of the neighborhood.

The presentation noted that Kin-Bruce Park has seen minimal improvements over the past 50 years. Existing amenities include a ball diamond and playground, but many facilities, such as teeter-totters and picnic tables, have been removed through the years.

Residents suggested that the park has been subject to neglect, with efforts by local residents to grow trees facing challenges due to poor soil. Additionally, parts of the park have been used by the township for storage of outdoor materials used in the parks and for construction projects.

The presentation noted that Huron-Kinloss has not created new parks in over 50 years, despite a population increase of 36%. The residents suggest the Parkland report contained inaccurate calculations, and the amount of parkland per resident is significantly below the average compared to neighboring municipalities.

Residents expressed concerns that Kin-Bruce Park is too small to serve the growing community, especially with new developments, and that the park despite being in poor condition is used regularly. They requested that the Township commit to revitalizing the park and suggested using funds from recent developments for improvements.

The residents called for the Township to prioritize the development and revitalization of parkland to meet the needs of the community. They expressed a willingness to collaborate with the Township on these efforts.

Staff provided information to Committee of the Whole regarding the calculations within the plural Parks report. The consultant has informed staff that the numbers are incorrect in the final version of the report and this section of the report will be brought back to Council with the appropriate changes.

Staff confirmed that Crimson Oak parkland fees were less than \$1000 per lot and that Kin-Bruce Park improvements are included within the projected 2027 capital budget. Prior to that project moving forward, engagement within the community would take place to determine what type of improvements would be brought forward for Council consideration. Committee encouraged Staff to capitalize on the enthusiasm of the residents as demonstrated within the presentation.

Committee of the Whole noted that equipment that does not meet standards is required to be removed from parkland. Committee noted that Council did not go looking for the proposed Dome project to put in parkland and reminded residents that the proponent had suggested that location for Council to consider.

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

##### **4.1 Building & Planning**

###### **a. Building Statistics February 2025, BLD-2025-08**

**Resolution No.:** 04/07/2025 - 01

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole receives for information Report BLD-2025-08 prepared by Brett Pollock, Manager of Building and Planning/CBO.

**Carried**

**b. Holding Removal By-law -126 Boiler Beach, BLD-2025-07**

Committee inquired whether the by-law was intended to remove the holding on this by-law or all future holding by-laws. Staff noted that conditions to remove the holding are set when the zoning by-law is passed to place the holding. Removing the holding by-law is an administrative matter from a zoning perspective, once the criteria and conditions have been met by the property owner.

This is intended to provide efficiency and will expedite the issuing of building permits, once conditions have been met.

Staff suggested that Council could be informed when this authority was used, through quarterly reporting such as that suggested previously for the Development Agreements for Consent applications.

**Resolution No.:** 04/07/2025 - 02

**Moved by:** Scott Gibson

**Seconded by:** Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report BLD-2025-07 prepared by Michele Barr, Deputy CBO;

AND bring forward a by-law to remove the holding symbol from 126 Boiler Beach Rd;

AND FURTHER that as per Section 39.2 of the Planning Act Council delegate the authority to pass a by-law to remove a holding symbol to the Mayor and Clerk.

**Carried**

**4.2 By-law Enforcement**

**a. Municipal By-Law Enforcement Status Report March 2025, BLE-2025-05**

**Resolution No.:** 04/07/2025 - 03

**Moved by:** Carl Sloetjes  
**Seconded by:** Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BLE-2025-05, as prepared by Heather Falconer, Municipal By-Law Enforcement Officer.

**Carried**

#### **4.3 Fire Department**

**a. Fire and Emergency Services March 2025, FIR-2025-06**

**Resolution No.:** 04/07/2025 - 04

**Moved by:** Shari Flett  
**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIR-2025-06 prepared by Jeff Bradley, Fire Chief.

**Carried**

#### **4.4 Community Services**

**a. Community Services April 2025 Status Report, CS-2025-11**

Staff clarified that once outdated playground equipment is removed, it must be disposed of as scrap metal recycling, as it has been identified as not appropriate for the public use, and therefore would not be appropriate for sale to private citizens.

**Resolution No.:** 04/07/2025 - 05

**Moved by:** Ed McGugan  
**Seconded by:** Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS-2025-11 prepared by Mike Fair, Director of Community Services.

**Carried**

**b. Ripley-Huron Skating Club Agreement, CS-2025-12**

**Resolution No.:** 04/07/2025 - 06

**Moved by:** Scott Gibson

**Seconded by:** Shari Flett

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS-2025-12 prepared by Mike Fair, Director of Community Services;

AND FURTHER authorize the Ripley-Huron Skating Club agreement.

**Carried**

**c. Parks and Facilities Update April 2025, CS-2025-13**

Staff confirmed that the Lucknow Town Hall Ice Damage was at a secondary exit used for fire safety purposes. Repair work has been done and snow guards and eavestrough measures are being investigated for the building for this and other drainage issues identified by Staff.

Committee of the Whole inquired about the damage to the Baseball fencing. Staff speculate that this was as a result of snow removal activities. Mitigation measures have been put in place for future activities, however Staff attribute it to the significant snow accumulation this past winter.

**Resolution No.:** 04/07/2025 - 07

**Moved by:** Carl Sloetjes

**Seconded by:** Scott Gibson

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS-2025-13 prepared by Matt McClinchey, Parks, and Facilities Supervisor.

**Carried**

**4.5 Public Works**

**a. Dust Control RFQ 2025, PW-2025-13**

Committee inquired about whether Staff could request whether the second bidder could meet the low bid. Staff noted this would only

represent a 2% increase over last year, and that this may not meet the intent of the Township's Procurement Policy in terms of fair competition.

Committee inquired whether Staff could recommend or ask that the low bidder use local transport. Staff have inquired and been informed that the company have their own trucks to transport materials, which impacts the bid amount.

**Resolution No.:** 04/07/2025 - 08

**Moved by:** Shari Flett

**Seconded by:** Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for Report PW-2025-13 prepared by John Yungblut, Director of Public Works;

AND FURTHER accept the quotation from 552976 Ontario Limited – Holland Transport in the amount of \$153,450 plus HST to supply, haul and apply 35% calcium chloride dust suppressant on Township gravel roads in 2025;

AND FURTHER that the appropriate by-law come forward.

**Carried**

**b. Asphalt Paving RFQ 2025, PW-2025-14**

Committee discussed paving locations.

**Resolution No.:** 04/07/2025 - 09

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report PW2025-14 prepared by John Yungblut, Director of Public Works;

AND FURTHER accepts the quote from Lavis Contracting Co. Limited in the amount of \$697,432.85 plus HST for the paving of hot mix asphalt on Kinloss-Culross Townline, Wolfe St. and various streets in Point Clark;

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

AND FURTHER that the appropriate by-law come forward.

**Carried**

**c. Gravel Resurfacing RFT 2025, PW-2025-15**

Staff confirmed that gravel is tested to ensure that it meets the Township's standards.

**Resolution No.:** 04/07/2025 - 10

**Moved by:** Carl Sloetjes

**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report PW2025-15 prepared by John Yungblut, Director of Public Works;

AND accepts the tender from Johnston Bros. (Bothwell) Ltd. in the amount of \$227,225 plus HST for the supply, hauling and placing of Granular 'A' road maintenance gravel on Township roads;

AND FURTHER that the appropriate by-law come forward.

**Carried**

**d. Asphalt Micro-Surfacing RFT 2025, PW-2025-16**

Council discussed the type of product being applied. Staff noted that Bruce County uses this type of micro-surfacing product. While appropriate for this circumstance, it is not useful for all surface types, and conditions.

Bonded Wearing Course is a thicker product, used when there is more rutting, cracking and deterioration, as well as on lower volume roads. Micro-surfacing applications is for roads with higher traffic volumes, where deterioration of the surface is not as significant.

Committee discussed the application of bonded wearing course product on various roads, and a segment of roadway was identified for inspection of potential cracking.



Committee inquired about the timing of application on this product due to sensitivity with temperature. Staff have set the completion date for late October, and Staff do not anticipate the same vulnerability to temperature as other products.

**Resolution No.:** 04/07/2025 - 11

**Moved by:** Scott Gibson

**Seconded by:** Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report PW2025-16 prepared by John Yungblut, Director of Public Works;

AND accepts the tender from Duncor Enterprises Limited in the amount of \$646,760 plus HST for the application of micro-surfacing on Lake Range Dr.;

AND FURTHER that the appropriate by-law come forward.

**Carried**

**e. Gough St. Reconstruction RFT, PW-2025-20**

Staff confirmed that the Township has used this contractor successfully on other projects in the past.

Committee inquired about whether the street lights were being re-used or replaced. Staff confirmed that all Township street lights were replaced in 2017 during the LED conversion. they are on westario poles, the township owns the streetlights. Practice at this time is not to replace, or add additional when doing road reconstruction. Committee discussed various sidewalk projects.

**Resolution No.:** 04/07/2025 - 12

**Moved by:** Ed McGugan

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report PW2025-20 prepared by John Yungblut, Director of Public Works;

AND FURTHER accepts the tender from Omega Contractors Inc. in the amount of \$1,554,933.81 plus HST for the reconstruction of

Gough St., the replacement of Inglis St. sidewalks and the rehabilitation of Structure L2 in Lucknow;

AND FURTHER that the appropriate by-law come forward.

**Carried**

**f. Transportation April 2025, PW-2025-21**

Committee inquired about the possibility of taking private vehicles for the Road Tour, the Clerk provided guidance on open meeting requirements.

Committee discussed various driveway issues resulting from the paving project on Wheeler Street.

**Resolution No.:** 04/07/2025 - 13

**Moved by:** Carl Sloetjes

**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-21 prepared by John Yungblut, Director of Public Works.

**Carried**

**g. Water-Wastewater Report April 2025, PW-2025-19**

**Resolution No.:** 04/07/2025 - 14

**Moved by:** Larry Allison

**Seconded by:** Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-19 prepared by Cory Dulong, Manager of Environmental Services.

AND FURTHER approves the DWQMS Management Plan provided by the Municipality of Kincardine.

**Carried**

**4.6 Chief Administrative Officer**

**a. Hiring Report April 2025, CAO-2025-09**

**Resolution No.:** 04/07/2025 - 15

**Moved by:** Shari Flett

**Seconded by:** Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2025-09 prepared by Leanne Scott, Human Resource Generalist.

**Carried**

#### **4.7 Legislative Services**

##### **a. Regulate Refreshment Vehicle By-law, CLK-2025-09**

Committee confirmed with Staff that updates to this by-law will permit refreshment vehicles to operate in more areas than the current by-law allows.

Committee requested clarification on the proposed restriction applied to operating at the Point Clark Lighthouse lands. Staff noted this was due to reports and complaints of congestion and parking concerns that are received by Staff for the area each summer.

Committee requested further information on what permitted locations in the Point Clark area would be available for refreshment vehicles to operate from if the Lighthouse area is restricted, and whether the Point Clark Beach Association had submitted feedback on the proposed changes.

The Clerk provided procedural clarification with respect to adopting the proposed changes, and committed to providing the requested information in a report on the 23rd, prior to Council's consideration of the proposed by-law.

**Resolution No.:** 04/07/2025 - 16

**Moved by:** Carl Sloetjes

**Seconded by:** Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CLK-2025-09 prepared by Kelly Lush, Deputy Clerk;

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

**Carried**

**b. Resolutions for Consideration April 2025, CLK-2025-10**

**Resolution No.:** 04/07/2025 - 17

**Moved by:** Shari Flett

**Seconded by:** Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receive for information Report CLK-2025-10 prepared by Kelly Lush, Deputy Clerk;

AND FURTHER that the Committee of the Whole hereby support the following resolutions; (d - from the County of Bruce)

AND FURTHER direct Staff to distribute as they see fit.

**Carried**

**c. Records Management Storage Space Enhancement, CLK-2025-11**

**Resolution No.:** 04/07/2025 - 18

**Moved by:** Carl Sloetjes

**Seconded by:** Shari Flett

THAT Committee of the Whole receive Report CLK-2025-11 prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER authorizes a transfer from the municipal modernization reserve be used to fund the replacement of file storage shelving in the records room at the Municipal Office, as part of flood remediation efforts.

**Carried**

**5. Correspondence Requiring Direction**

The Mayor provided information on discussions with representatives of the NWMO regarding the payment in conclusion of the Site Selection Process. Committee noted that there has been a significant positive impact to the Township from funding received over the years through this site selection process.

Committee inquired about the potential for a low-level waste project. No information is available currently regarding the potential for such a project in the area.

**Resolution No.:** 04/07/2025 - 19

**Moved by:** Scott Gibson

**Seconded by:** Larry Allison

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

AND FURTHER THAT the Mayor be authorized to sign the Acknowledgment of Payment in item 5.1.

**Carried**

**5.1 NWMO Acknowledgement Payment in Conclusion of the Site Selection Process**

**6. Information**

**Resolution No.:** 04/07/2025 - 20

**Moved by:** Shari Flett

**Seconded by:** Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information all items listed in Section 6.0.

**Carried**

**6.1 Withdrawal of Lease Request - Kin Bruce Park**

**6.2 NWMO 2024 Annual Report and 2025-2029 Implementation Plan**

**6.3 Bruce Grey Poverty Task Force 2024 Annual Report**

**6.4 County of Bruce Correspondence**

**6.5 AMO AMCTO Correspondence**

**6.6 General Correspondence**

**7. New Business/Council Reports**

Members provided feedback from participation at the Federation of Agriculture Politicians meeting. Staff confirmed that 3 dogs are permitted without a Kennel

licence, and could be used as Guardian Dogs on farmland. Information was provided to the Clerk on a potential delegation, from the speakers at the meeting.

The Mayor recognized the Huron-Bruce Minor Hockey teams who participated at the Ontario Finals. The U11 and U18 teams both participated representing the area well, with the U18, being ultimately determined as the tournament champions.

Members requested that information be provided to refresh members on previous reports regarding bio-solids fertilizers and Boiler Beach Traffic concerns.

## **8. Closed Session**

**Resolution No.:** 04/07/2025 - 21

**Moved by:** Ed McGugan

**Seconded by:** Carl Sloetjes

THAT Committee of the Whole move into closed meeting at 8:51 pm for the purpose of considering:

1) a trade secret or scientific, technical, commercial, financial or labour relations information , supplied in confidence to the municipality or local board, which, if disclosed could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of person or organization; (Westario Power),

2) a proposed or pending acquisition or disposition of land by the municipality or local board;(potential disposition of land - tax sale),

3) a proposed or pending acquisition or disposition of land by the municipality or local board; (potential acquisition of land),

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 9:21 p.m.

The Mayor reported that a closed meeting had been held and direction was given to staff on the matters.

**10. Adjournment**

**Resolution No.:** 04/07/2025 - 22

**Moved by:** Scott Gibson

**Seconded by:** Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby adjourn at 9: 22 p.m.

**Carried**

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Mayor

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Clerk