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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 3, 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, Manager of Legislative Services/Clerk
Jodi MacArthur, Chief Administrative Officer
Christine Heinisch, Manager of Financial Services/Treasurer
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 Resident Delegation: Oath of Office

Dennis Valenta addressed Committee of the Whole with his perspective of the council oath of office.

Valenta spoke on his interpretation of the requirements of the municipal act for safety of persons. Valenta addressed Council regarding a letter that he had sent to members of council concerning provincial traffic laws.

Valenta appealed to Council to address this issue, as part of the scope of the oath of office. Valenta clarified that he did not expect the Council to have jurisdiction over driver's licensing requirements, but felt that Council's oath of office and requirement under the municipal act was to protect the safety of persons in their free passage across the municipality. The Mayor indicated that municipalities do not have authority to change or supersede provincial rules as set out, including the Highway Traffic Act.

4. Staff Reports

4.1 Building & Planning

a. Fighting Delays, Building Faster Act, 2025, BLD-2025-25

Committee of the Whole discussed whether residents would have reduced requirements for Archaeological studies. Committee additionally requested an expanded extension of areas where Archaeological studies are not required, such as developing new aggregate extraction areas, or for minor variance where footprints did not change. Staff noted that most of the Township is considered an area of high potential for archaeological artifacts and as such this would not be an area where changes are expected.

Committee additionally commented that development charges standardization may not be appropriate if charges end up with the same rates in municipalities of different sizes and that road standardization may not be appropriate for all communities and this should be a decision of municipalities individually.

Resolution No.: 11/03/2025 - 01

Moved by: Jim Hanna

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BLD-2025-25 prepared by Brett Pollock Manager of Building and Planning/CBO;

AND FURTHER provided direction to staff to submit comments as discussed.

Carried

4.2 By-law Enforcement

a. **Municipal By-Law Enforcement Status Report October 2025, BLE-2025-13**

Committee of the Whole discussed the limited number of reported parking violations. Staff recommended that concerns be reported to Township staff for action.

Committee requested a verbal update on the administrative monetary penalties program. Staff reported that the program seems to be working as a tool to modify behaviours.

Committee requested additional details be reported on the resolution of concerns reported.

Resolution No.: 11/03/2025 - 02

Moved by: Shari Flett

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BLE-2025-13, as prepared by Heather Falconer, Municipal By-Law Enforcement Officer.

Carried

4.3 Fire Department

a. **Emergency Services & Health and Safety Summary October 2025, FIR-2025-23**

The Mayor provided a verbal report on the Emergency Exercise, and noted that it highlighted the impact to the agricultural community. Staff noted that an area of opportunity identified was the limitations in fuel supply available locally.

Resolution No.: 11/03/2025 - 03

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIR-2025-23 prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator-CEMC.

Carried

b. Fire and Emergency Services October Report 2025, FIR-2025-22

Resolution No.: 11/03/2025 - 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-2025-22 prepared by Jeff Bradley, Fire Chief.

Carried

4.4 Treasury

a. Quarterly Tax Arrears Report September 30, 2025, TRE-2025-46

Resolution No.: 11/03/2025 - 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-2025-46 as prepared by Phyllis Hunter, Taxation/Revenue Clerk.

Carried

b. 2026 Rates and Fees and 2026 Water and Wastewater Fees, TRE-2025-50

Committee of the Whole discussed landfill fees. Staff noted that the Township did a scan of local municipalities and were found to be on the high end of most fees, and as such it was determined that they would be reviewed again next year to determine if an increase was appropriate.

Committee requested more information on what type of information is contained in a zoning compliance letter.

Resolution No.: 11/03/2025 - 06

Moved by: Carl Sloetjes
Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report TRE-2025-50 prepared by Christine Heinisch, Treasurer;

AND FURTHER authorize the appropriate by-laws be brought forward to adopt the 2026 Rates and Fees and the 2026 Water and Wastewater Fees.

Carried

4.5 Public Works

a. Snowmobile Trail Road Crossing MOU, PW-2025-50

Resolution No.: 11/03/2025 - 07

Moved by: Larry Allison
Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-50 prepared by John Yungblut, Director of Public Works;

AND FURTHER agrees to amend the current memorandum of understanding with the Bluewater Town and Country Snowmobile Club to include Township road crossings;

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

Carried

b. Transportation November 2025, PW-2025-51

Committee of the Whole inquired about the Point Clark Drainage Master Plan budget to finish the report, with Staff suggesting it would depend on the alternate design concept. If the alternate design is feasible, additional public meetings would need to be held. Staff anticipate that completing the report is not expected to be a large increase in costs, however construction costs for the alternate design are anticipated to result in an increase. There is however a landowner interested in assisting with the alternate

design, and landowners have not shown an interest in the initial design.

The alternate design did not include a stormwater management pond, as landowners were not in favor of that use of their lands.

Resolution No.: 11/03/2025 - 08

Moved by: Shari Flett

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-51 prepared by John Yungblut, Director of Public Works.

Carried

c. Water-Wastewater Report November 2025, PW-2025-52

Committee of the Whole discussed automatic generator use at the well houses, and whether additional facilities would also benefit from being included in future budgets. Staff suggested that Huronville may be included, should additional funding be available from municipalities with shared use.

Resolution No.: 11/03/2025 - 09

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-52 prepared by Cory Dulong, Manager of Environmental Services.

Carried

d. Waste Management Report November 2025, PW-2025-53

Committee of the Whole discussed the new residential blue box program and expected impacts to the landfill. Staff reported that there will be an increase in the types of materials that can be collected at the roadside, but no residential materials can be collected at the landfill. Impacts can not be determined at this time, but it is expected that the program will adapt as required.

Resolution No.: 11/03/2025 - 10

Moved by: Ed McGugan

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-53 prepared by John Yungblut, Director of Public Works.

Carried

4.6 Chief Administrative Officer

a. Hiring Report November 2025, CAO-2025-26

Committee inquired about the difference between a building inspector and a building and planning coordinator. Staff noted that one is administrative to support the department, and the other is in the field doing technical inspections.

Resolution No.: 11/03/2025 - 11

Moved by: Scott Gibson

Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2025-26 prepared by Leanne Scott, Human Resources Generalist.

Carried

b. Human Resources Policy Updates, CAO-2025-28

Committee inquired about the liability of roadworkers for snow clearing during extreme weather events.

Staff noted that this had not been tested in court, but they believe that Staff have adequate protections in place when performing road clearing activities.

Resolution No.: 11/03/2025 - 12

Moved by: Carl Sloetjes

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CAO-2025-28 prepared by Leanne Scott, Human Resources Generalist;

AND FURTHER authorizes the appropriate by-laws coming forward to adopt the proposed amendments to the Technology Policy, Compensation and Benefits Policy, Severe Weather Policy and Workplace Harassment and Violence Policy.

Carried

c. Proposed Change to Organizational Chart – Addition of Building Inspector, CAO-2025-27

Committee of the Whole questioned the impact to the 2026 budget. Staff noted that there should be minimal impact based on the removal of the Deputy Chief Building Official position from next year's budget.

Resolution No.: 11/03/2025 - 13

Moved by: Shari Flett

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number CAO-2025-27 prepared by Jodi MacArthur, CAO and Leanne Scott, Human Resources Generalist;

AND FURTHER approves the addition of a building inspector to the organizational chart as proposed in the Staffing Development Plan.

Carried

4.7 Legislative Services

a. Resolutions for Consideration November 2025, CLK-2025-31

Resolution No.: 11/03/2025 - 14

Moved by: Jim Hanna

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receive for information Report CLK-2025-31 prepared by Kelly Lush, Deputy Clerk;

AND FURTHER THAT the Committee of the Whole support the following resolutions:

a,b,e,g

and direct Staff to distribute as they see fit.

Carried

5. Correspondence Requiring Direction

Staff provided a verbal update. Bruce County leaders have proposed that Grey County manage this, and will report back.

Resolution No.: 11/03/2025 - 15

Moved by: Larry Allison

Seconded by: Shari Flett

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

Carried

5.1 Saugeen Mobility Host Municipality

6. Information

The MVCA council representative provided feedback to Committee of the Whole on item #6.5. Amalgamations would be over a vast region and are expected to dramatically increase the costs. Committee would like to ensure participation in this consultation process to ensure that amalgamations remain a reasonable size and costs are not increased dramatically.

Committee of the Whole suggested a delegation to the Minister at ROMA on this.

Resolution No.: 11/03/2025 - 16

Moved by: Scott Gibson

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 **South Bruce Grey Health Centre Strategic Plan 2026-2030**
- 6.2 **Ministry of Health: Update Regarding Grey Bruce Health Unit**
- 6.3 **Ministry of Energy and Mines: Ontario Launches Expert Panel to Strengthen Local Electricity Distribution**
- 6.4 **Ministry of Finance: Ontario Lowering Costs for First Time Home Buyers**
- 6.5 **Ministry of the Environment Conservation and Parks: Ontario Creating New Conservation Authority Agency**
 - a. **Saugeen Valley Conservation Authority - response to Provincial Announcement**
- 6.6 **AMO AMCTO Correspondence**
- 6.7 **County of Bruce Correspondence**
- 6.8 **General Correspondence**

7. New Business/Council Reports

Service Line Warranties information provided to Staff.

8. Adjournment

Resolution No.: 11/03/2025 - 17

Moved by: Ed McGugan

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby adjourn at 8:12 p.m.

Carried

Mayor

Clerk