



A unified, engaged and caring community  
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.

## Council Meeting Minutes

Date: February 2, 2026  
Time: 1:00 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, Fire Chief  
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 1:00 p.m.

Councillor Sloetjes attended virtually and all other members of Council and Staff participated in person at the Council Chambers.

### 2. Disclosure of Pecuniary Interest

None disclosed.

### 3. Adoption of Minutes

**Resolution No.:** 2026/02/02 - 17

**Moved By** Jim Hanna

**Seconded By** Larry Allison

THAT the minutes of the Committee of the Whole meeting of January 12, 2026 and the Council meeting of January 12, 2025 be adopted as presented.

**Carried**

#### **4. Public Meeting Required Under the Planning Act**

##### **4.1 Z-2025-075 GJAJ Holdings**

The purpose of the application is a site-specific Zoning Amendment to permit:

- i) A reduced lot frontage of 26m, where 30m is required.
- ii) A reduce lot area of +/-1,299 square metres where 1,850 square metres is required.
- iii) Update areas of the property zoned environmental protection and dynamic beach..

If approved, the application would facilitate

If approved, the application would facilitate a related consent for the creation of new residential lot serviced by a tertiary septic system. The Planner, Benito Russo explained the report and recommendation. The Planner noted that concerns regarding drainage were submitted by numerous parties.

##### **Presentations from the Applicant**

The applicant provided no additional comment on the application.

##### **Presentations from the Public**

Gayle Pretty, 73B Boiler Beach Road spoke to concerns about slope stability and property loss. Pretty requested a retaining wall be considered if excavations are required to facilitate building, as the landowner reported that slope erosion had caused property survey pins to move. The Planner noted that this property is included within the Tree Preservation By-law and SVCA has noted hazard lands to permit slope stability, limit erosion and deal with drainage. Additionally it was reported that a requirement of a consent being finalized is that a survey be obtained, which can assist in locating survey pins if they have moved. Permitting required for work on the slope from the Conservation Authority and enforcement of the tree preservation by-law as well as encouraging vegetation on the slopes were all suggested as mechanisms to protect from slope erosion.

##### **Questions and Clarifications from Council**

Members of Council inquired about site grading plans. The Planner reported that permits will be required for the proposed building from the conservation authority. Council inquired about the road allowance. The Planner reported that no comments had been received from the transportation department regarding concerns with the road allowance.

Council received confirmation that existing catch basins on the property are not municipal infrastructure. Respecting issues with slope stability, the Planner noted that site plan control can be applied to the severed lands.

Township staff have reviewed the application and received assurances from the conservation authority that there are no slope stability issues noted for this application. At this time, the application is for a severance and not a building permit. No modifications are intended for the slope. A grading and drainage plan is being required as a condition of consent to ensure that erosion concerns are mitigated. If deemed necessary a reforestation plan could be required as a condition of consent.

**Resolution No.:** 2026/02/02 - 18

**Moved By** Shari Flett

**Seconded By** Scott Gibson

THAT the Township of Huron-Kinloss Council approve the planning application Z-2025 - 075 GJAJ Holdings;

AND FURTHER THAT the Staff bring forward the appropriate by-law as a matters arising.

**Carried**

## **5. Public Meeting Under the Drainage Act**

### **5.1 Sutton Municipal Drain**

Adam Hall, Project Coordinator for Headway Engineering presented the Sutton Municipal Drain Report.

The acceptance of the report will be considered with item 6.1 Drainage Report DRA 2026-03.

#### **Presentation from the Engineer**

The Engineer presented the Drain report. The existing Sutton Drain is not of sufficient size or depth, or condition to drain the surrounding and upstream lands at today's standards of drainage. There is a history of

repairs on the existing system. Landowners within the watershed intend to re-do farm tiling once a new outlet is in place. The watershed area of the Sutton Drain is approximately 78 Ha. (194 ac.).

The Report recommended

- The construction of a new municipal drainage system designed to today's standards of drainage (38 mm / 24 Hrs).
- Improvements to the Hayes Lake Ave and Bruce Road 1 crossings

### **Presentations from the Public**

All property owners affected by the drain had the opportunity to influence Council's decision. Any petitioner has the right to withdraw from the petition. Other owners in the area requesting drainage have the right to sign the petition. No property owners desired to add or remove their names.

### **Questions and Clarification from Council**

Council clarified the type of pipe being recommended.

## **6. Staff Report**

### **6.1 Drainage**

#### **a. Sutton Municipal Drain Engineers Report, DRA-2026-03**

Council confirmed the Court of Revision Members appointed for this drain would be Larry Allison, Scott Gibson and Jim Hanna, with Carl Sloetjes, Shari Flett or Ed McGugan as alternates.

**Resolution No.:** 2026/02/02 - 19

**Moved By** Ed McGugan

**Seconded By** Carl Sloetjes

That the Township of Huron-Kinloss Council hereby approves Report DRA-2026-03 prepared by Landon Hunter, Drainage Superintendent;

AND accepts the Sutton Municipal Drain Report dated December 24, 2025, prepared by Headway Engineering;

AND FURTHER authorizes a Provisional by-law be brought forward as a Matters Arising;

AND FURTHER sets a date for the Court of Revision (CoR) to take place on March 16th, 2026, and appoints Jim Hanna as Chair.

**7. By-Laws and Agreements**

**7.1 Community and Sport Recreation Infrastructure Fund By-law**

**Resolution No.:** 2026/02/02 - 20

**Moved By** Larry Allison

**Seconded By** Shari Flett

THAT the "Community and Sport Recreation Infrastructure Fund By-law" be considered to be read a first, second, third time and finally deemed passed and numbered as By-law No. 2026-05.

**Carried**

**7.2 Matters Arising from Committee of the Whole**

**a. Pothole Prevention and Repair Program Grant By-law**

**Resolution No.:** 2026/02/02 - 21

**Moved By** Larry Allison

**Seconded By** Ed McGugan

THAT the "Pothole Prevention and Repair Program Grant By-law" be considered to be read a first, second, third time and finally deemed passed and numbered as By-law No. 2026-06.

**Carried**

**7.3 Matters Arising from Council**

**a. Zoning Amendment Z-2025-075 GJAJ Holdings Inc By-law**

**Resolution No.:** 2026/02/02 - 23

**Moved By** Scott Gibson

**Seconded By** Shari Flett

THAT the "Zoning Amendment Z-2025-075 GJAJ Holdings Inc By-law" be considered to be read a first, second, third time and finally deemed passed and numbered as By-law No. 2026-08.

**Carried**

**b. Sutton Municipal Drain By-law**

**Resolution No.:** 2026/02/02 - 22

**Moved By** Shari Flett

**Seconded By** Jim Hanna

THAT the "Sutton Municipal Drain By-law" be considered to be read a first, second, time and provisionally passed and numbered as By-law No. 2026-07.

**Carried**

## **8. Other Motions for Consideration**

Staff provided comments on the Proposed Budget amendments as necessary. These motions were introduced by members of Council as part of the budget process outlined in the Municipal Act, to initiate discussions on potential amendments to the proposed budget.

### Paving Budget

Council discussed increasing the budget for road paving. Staff indicated a preference for this money to be allocated to a reserve as it would not cover a complete project.

### Physician Recruitment

Council discussed Physician Recruitment activities, and noted a desire to see more reporting from the area physician recruitment committees. Staff provided information on the existing physician recruitment partnerships noting that removing funding without notice, could jeopardize those programs. Staff also noted that there have been changes in the Health Care Funding models which should also create additional base level funding in the near future.

### Landfill Operator

Council discussed the Landfill Attendant position. Staff provided information on the ratio behind increasing the position to Full Time.

1) new tasks associated with non-eligible sources, and other legislated requirements

2) difficult to recruit and retain talented staff for a part time position and there is a cost to turnover in terms of training, downtime.

### Fire and Emergency Officer

Council discussed the duties of the Fire and Emergency Officer, and whether this could be a contract position initially. Staff clarified that there is no cost savings as full time contract employment would qualify for benefits, and pension. The Fire Chief raised concerns regarding the ability to recruit suitable candidates for a contract position.

The Fire Chief spoke to the duties which would be required of the Officer. The importance of Fire Prevention as a means to minimize the need for Fire Suppression was stressed. The Chief confirmed that this isn't an overlap of duties within the department, but that this would include activities for which there is no capacity now.

Council discussed the start date of the new employee, as a mechanism to create cost savings in the 2026 budget.

#### Zone 1 Well

Council suggested deferring this project for consideration in a future budget, due to the unpredictability of the results of drilling. Council noted there was no potability issue for the water, but the project is intended to improve water odour quality, and water hardness. Staff provided a justification that although it is not a primary source of water, it has seen significant use over the last few years, and the well is intended to confirm the suitability of the site, rather than re-siting the well to another property.

The Clerk provided procedural advice on mid-year budget amendments.

**Resolution No.:** 2026/02/02 - 23

**Moved By** Jim Hanna

**Seconded By** Larry Allison

THAT Council amend the 2026 Mayor's Capital Budget by including \$37, 375.00 for Public Works paving projects to be funded by taxation revenue.

**Defeated**

**Resolution No.:** 2026/02/02 - 24

**Moved By** Jim Hanna

**Seconded By** Ed McGugan

THAT Council amend the 2026 Mayor's Operating Budget for Physician Recruitment to decrease from \$27,368 to \$0 from taxations revenue;

AND FURTHER that Council amend the proposed 2026 Operating Budget for road resurfacing to increase by \$27, 368 for road repairs to Guest Ave funded from taxation revenue.

**Defeated**

**Resolution No.:** 2026/02/02 - 25

**Moved By** Scott Gibson

**Seconded By** Jim Hanna

THAT Council amend the proposed 2026 Mayor's Operating Budget by removing \$ 22,260 for the increase from PT to FT for the Landfill Attendant Position.

**Defeated**

**Resolution No.:** 2026/02/02 - 26

**Moved By** Scott Gibson

**Seconded By** Jim Hanna

THAT Council amend the 2026 Mayor's Operating Budget by amending the proposed permanent full-time position for a Fire and Emergency Officer to a two-year contract position, to be re-evaluated as a permanent position at the end of the contract.

**Defeated**

**Resolution No.:** 2026/02/02 - 27

**Moved By** Scott Gibson

**Seconded By** Ed McGugan

THAT Council amend the 2026 Mayor's Capital Budget to remove the Zone 1 well project.

**Defeated**

**9. Township Committee Minutes Received**

**Resolution No.:** 2026/02/02 - 28

**Moved By** Carl Sloetjes

**Seconded By** Scott Gibson

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

**Carried**

**9.1 Lucknow and District Joint Recreation Board**

**9.2 Ripley Summer Sports Committee**

**10. Other Agency Minutes and Reports Received**

**Resolution No.:** 2026/02/02 - 29

**Moved By** Ed McGugan

**Seconded By** Jim Hanna

THAT the Township of Huron-Kinloss Council hereby receives for information all items listed in Section 10.

**Carried**

**10.1 Multi Municipal Energy Working Group**

**10.2 Saugeen Mobility and Regional Transit**

**10.3 Saugeen Valley Conservation Authority**

**11. New Business/ Council Reports**

The Mayor reported that the Listowell Wingham Health Alliance is seeking Township support to request a delegation to the Ministry with respect to funding for oncology at Wingham hospital at the Association of Municipalities of Ontario Conference.

Members reported on the Rural Ontario Municipal Association conference and meetings with various ministers.

The Township advocated for updates to the wildlife damage compensation program and regarding proposed new boundaries for amalgamated conservation authorities.

Staff provided an update on remarks submitted on behalf of Mayor Murray at the Nuclear Waste Management Organization's (NWMO) request. NWMO will be meeting with the Mayor and Township Chief Administrative Officer for an introductory meeting, and to discuss feedback from the Township's participation

in the previous siting process. The Saugeen Ojibway Nation has been advised that this meeting is taking place.

Having considered Proposed Amendments to the budget in item #8, members of Council inquired about the value of and procedural requirements of reducing the legislated timelines for proposed budget amendments. Staff clarified the procedure. Council may pass a resolution to reduce the amendment period, if they are satisfied with the budget, and have no further amendments to propose. Additionally, Staff identified value in capital projects proceeding sooner and potentially benefitting from lower pricing or better contractor availability by being tendered earlier in the year. Operationally an earlier adoption of the budget permits projects, training and other operational tasks to proceed without delays.

**Resolution No.:** 2026/02/02 - 30

**Moved By** Larry Allison

**Seconded By** Ed McGugan

THAT in accordance with Ontario Regulation 530/22 Section 7(4) the Council of the Township of Huron-Kinloss hereby resolves that the amendment period for the 2026 budget proposed January 19, 2026 be shortened to the end of the Council meeting of Feb 2, 2026.

**Carried**

**Resolution No.:** 2026/02/02 - 31

**Moved By** Ed McGugan

**Seconded By** Scott Gibson

WHEREAS the Ministry of Environment, Conservation and Parks (MECP) proposed new boundaries for the consolidation of Ontario's 36 conservation authorities into regional conservation authorities;

AND WHEREAS the Township of Huron-Kinloss submitted comments to the Environmental Registry of Ontario posting #025-1257 focused primarily on the need for consultation, maintaining watershed specific decision making, preserving the unique role of Conservation Authorities in Rural Ontario, and boundaries which are appropriately sized, and accurately reflect communities of interest with similar watershed features;

AND WHEREAS the Township of Huron-Kinloss recognizes the broader role that rural conservation authorities play in supporting tourism, outdoor recreation,

agriculture and rural quality of life, in addition to the flood control and development planning functions which are the primary focus in more urban areas;

AND WHEREAS the Township of Huron-Kinloss met with the Honourable Minister Todd McCarthy at the 2026 Rural Ontario Municipal Associations (ROMA) Conference, to discuss revising proposed CA boundaries from the Huron-Superior Regional Conservation Authority to better reflect existing working relationships, watershed characteristics, and current programs; and ensuring rural and agricultural representation is formally included in Ontario Provincial Conservation Agency governance;

AND WHEREAS the Township of Huron-Kinloss proposed a revised boundary approach that:

1. Builds on existing partnerships and shared programs
2. Aligns with similar watershed and geographic features, and
3. Preserves effective, locally responsive service delivery;

AND WHEREAS the Saugeen Valley Conservation Authority, the Maitland Valley Conservation Authority, the Ausable Bayfield Conservation Authority and the rural areas within the Grey Sauble Conservation Authority and the St. Clair Region Conservation Authority have established working relationships through such programs as the Healthy Lake, Huron Initiative;

AND WHEREAS the Township of Huron-Kinloss is proposing a Lake Huron Regional Conservation Authority (LHRCA) which would more accurately reflect communities of interest and natural geographic features in an appropriately sized authority, which includes the above noted conservation authorities;

AND WHEREAS the proposed LRCA would cover 12 distinct areas noted on Appendix A, which could represent a voting area within the LHRCA board;

AND WHEREAS it is advisable to maintain existing conservation authority headquarters where possible as regional offices, but consolidate some administrative tasks into a centrally located head office ;

NOW THEREFORE be it resolved that the Township of Huron- Kinloss recommend that the municipalities and conservation authorities within the area proposed support a Lake Huron Regional Conservation Authority, with a board of 12 members represented 12 unique areas within the proposed authority, and a centralized head office, with satellite regional offices to support local work;

AND FURTHER THAT that Staff be directed to circulate to the municipalities and conservation authorities within the proposed new region (attached as appendix a) communications regarding the possible structure and format of a new Lake Huron Region Conservation Authority;

AND FURTHER THAT Staff propose to the impacted municipalities and conservation authorities that an initial meeting be conducted to discuss the viability and details of the proposal.

**Carried**

**12. Closed Session**

**Resolution No.:** 2026/02/02 - 32

**Moved By** Shari Flett

**Seconded By** Jim Hanna

THAT the Township of Huron-Kinloss Council move into closed meeting at 3:11 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 (Bruce Area Solid Waste Recycling)

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

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

**Carried**

**13. Business Arising from the Closed Session**

Council arose from closed session at 3:22 p.m.

The Chair reported that a closed session had been held and direction provided to staff.

**14. Confirming By-Law**

**Resolution No.:** 2026/02/02 - 33

**Moved By** Scott Gibson

**Seconded By** Larry Allison

THAT the "Confirmatory February" By-law be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2026-08.

**Carried**

**15. Adjournment**

**Resolution No.:** 2026/02/02 - 34

**Moved By** Carl Sloetjes

**Seconded By** Larry Allison

THAT this meeting adjourn at 3:23 p.m.

**Carried**

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Mayor

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Clerk