



The Corporation of the Township of Huron-Kinloss

Committee of the Whole Meeting Minutes

Council Chambers

April 3rd, 2017

7:00 p.m.

Mitch Twolan, Mayor	Present
Wilfred Gamble, Deputy Mayor	Present
Lillian Abbott, Councillor	Present
Jeff Elliott, Councillor	Present
Jim Hanna, Councillor	Present
Don Murray, Councillor	Present
Carl Sloetjes, Councillor	Present
Mary Rose Walden, Chief Administrative Officer	Present
Sonya Watson, Clerk	Absent
Jodi MacArthur, Treasurer	Present
Hugh Nichol, Director of Public Works	Present
Matt Farrell, Chief Building Official	Absent
Christopher Cleave, Fire Chief	Absent
Mike Fair, Director of Community Services	Present
Heather Falconer, By-Law Enforcement Officer	Absent
Grant Collins, Drainage Superintendent	Absent
Joanna Malott, Deputy Clerk	Present

Others Present: Travis Jackson, Barb MacKay, Liz Dadson, Hannah LaCroix, Dave Grant, Rob Munn

Committee of the Whole Meeting

1. Call to Order

Mayor Twolan called the meeting to order at 7:00 p.m.

2. Disclosure of Pecuniary Interest

Name: N/A. Item: N/A. Nature of Interest: N/A

3. Delegations

3.1 Lake Huron Centre for Coastal Conservation 7:00 p.m.

Hannah Lacroix a Coastal Technologist will be attending to present information on the [Lake Huron Coastal Action Plan](#).

Ms. Lacroix attended and reviewed the presentation. She noted the goal of the Lake Huron Coastal Action Plan is to develop a strategy for the whole coastline. It is the first time one group is encompassing from Tobermory to Sarnia. They have recommended actions and devised possible solutions to mitigate threats. The area is called the Lake Huron Shoreline Fringe. This area includes diverse wants and needs such as preserving unique ecosystems, a migratory corridor and natural water purification processes for plants and animals as well as the “West Coast Lifestyle” many people enjoy.

4. Staff Reports

- 4.1 [Report Number BLDG2017-04-07](#) prepared by Matt Farrell, Chief Building Official
March Monthly Report

Motion No: 108

Moved by: Abbott Seconded by: Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2017-04-07 prepared by Matt Farrell, Chief Building Official.

Carried

- 4.2 [Report Number FIRE2017-04-08](#) prepared by Christopher Cleave, Fire Chief
Fire Department Monthly Report

Motion No: 109

Moved by: Murray Seconded by: Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2017-04-08 prepared by Christopher J. Cleave, Fire Chief.

Carried

- 4.3 [Report Number FIRE2017-04-09](#) prepared by Christopher Cleave, Fire Chief
Post-traumatic Stress Disorder Prevention Plan

Motion No: 110

Moved by: Abbott Seconded by: Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby approves the Township of Huron-Kinloss Post-traumatic Stress Disorder Prevention Plan policy as submitted and further directs administration bring a By-law forward to Council.

Carried

- 4.4 [Report Number BLE2017-04-05](#) prepared by Heather Falconer, By-Law Enforcement Officer
March Monthly Report
Motion No: 111
Moved by: Murray Seconded by: Abbott
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLE2017-04-05 prepared by Heather Falconer, By-Law Enforcement Officer.
Carried
- 4.5 [Report Number TR2017-04-27](#) prepared by Jodi MacArthur, Treasurer
Status Report April 2017
Motion No: 112
Moved by: Murray Seconded by: Abbott
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number TR2017-04-27 prepared by Jodi MacArthur, Treasurer.
Carried
- 4.6 [Report Number TR2017-04-28](#) prepared by Jodi MacArthur, Treasurer
Asset Management Project Proposal
Motion No: 113
Moved by: Murray Seconded by: Abbott
That Township of Huron-Kinloss Committee of the Whole hereby reviews and receives Report Number TR2017-04-28 prepared by Jodi MacArthur, Treasurer, approving the Asset Management Project in principle and authorizes staff to engage Public Sector Digest for consulting services related to the asset management project within the approved budget.
Carried
- 4.7 [Report Number CS2017-04-15](#) prepared by Mike Fair, Director of Community Services
Summerfest Special Occasion Permit Application
Motion No: 114
Moved by: Abbott Seconded by: Murray
That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-04-15, Summer Fest Special Occasion Permit Application prepared by Mike Fair, Director of Community Services and;
Further That the Committee of the Whole hereby approves the request, and declares Summer Fest a Municipally Significant Event to allow the organizers to obtain a Special Occasion Permit based on the following conditions:
1) Proof of Liability Insurance is provided to the municipality;

2) A schedule of Smart Serve ticket sellers/bartenders and associated certification numbers be provided by May 1st, 2017 to the Community Services Department;

3) Paid security officials are present from 8:00 p.m. until 2:00 a.m. on Friday and Saturday night to ensure AGCO regulations and the Township Municipal Alcohol Risk Management Policy are adhered to.

Carried.

- 4.8 [Report Number CS2017-04-12](#) prepared by Mike Fair, Director of Community Services

Ripley Fire Hall Kitchen Ceiling

Motion No: 115

Moved by: Abbott Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-04-12 Ripley Fire Hall Kitchen Ceiling Report prepared by Mike Fair, Director of Community Services and,

Further That John Ball Carpentry complete the removal of drywall and installation of T-Bar ceiling for \$3770.00 plus HST.

Carried

- 4.9 [Report Number CS2017-04-13](#) prepared by Mike Fair, Director of Community Services

Whitechurch Hall Bathroom Flooring

Motion No: 116

Moved by: Murray Seconded by: Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-04-13 Whitechurch Hall Bathroom Flooring prepared by Mike Fair, Director of Community Services and,

FURTHER THAT Jack Metcalfe on behalf of Calhoun Building Systems of Ontario complete the repair and replacement of the Whitechurch Hall Bathroom Floors with an upset limit of \$3500.00 plus HST and,

FURTHER THAT funding for the project be transferred from the Whitechurch Hall reserve for the project.

Carried

- 4.10 [Report Number PW2017-04-19](#) prepared by Hugh Nichol, Director of Public Works

Water Wastewater

Motion No: 117

Moved by: Abbott Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2017-04-19 as prepared by Hugh Nichol, Director of Public Works.

Carried

- 4.11 [Report Number PW2017-04-20](#) prepared by Hugh Nichol, Director of Public Works
Transportation

Motion No: 118

Moved by: Hanna Seconded by: Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2017-04-20 as prepared by Hugh Nichol, Director of Public Works.

Action: Councillors Hanna, Murray and Sloetjes will attend as a delegation for Huron-Kinloss at ACW's meeting on May 2nd.

Carried

- 4.12 [Report Number PW2017-04-21](#) prepared by Hugh Nichol, Director of Public Works
Waste Management

Motion No: 119

Moved by: Abbott Seconded by: Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2017-04-21 as prepared by Hugh Nichol, Director of Public Works.

Carried

- 4.13 [Report Number PW2017-04-22](#) prepared by Hugh Nichol, Director of Public Works
Queen Street Servicing- Industrial Park

Motion No: 120

Moved by: Murray Seconded by: Abbott

That the Huron-Kinloss Committee of the Whole hereby approves Report Number PW2017-04-22, prepared by Hugh Nichol, Director of Public Works and further brings a by-law forward for consideration.

Carried

- 4.14 [Report Number BED2017-04-06_](#) prepared by Michelle Goetz, Community Development Officer
April 2017 Project Update

Motion No: 121

Moved by: Abbott Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report No. BED2017-04-06 prepared by Michelle Goetz, Community Development Officer.

Carried

- 4.15 [Report Number CLK2017-04-23](#) prepared by Sonya Watson, Clerk
Mobile Watersports Equipment Rental Business

Motion No: 122

Moved by: Sloetjes Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-04-23 and in so doing provides the Clerk further direction based on the information provided.

Carried.

Action: The Committee agreed to the following items and directed the by-law come forward based on the following: only non-motorized watercraft, rentals shall only be permitted at the Point Clark beach by the Lighthouse and the by-law will restrict the activity to rentals only; not sales. If there is interest expressed for expanded services later, staff can investigate and provide further recommendations at that time.

- 4.16 [Report Number CLK2017-04-24](#) prepared by Sonya Watson, Clerk
Refreshment Vehicle Permit

Motion No: 123

Moved by: Elliott Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CLK2017-04-24 prepared by Sonya Watson, Clerk and hereby recommends approval to Council for the application of Paul and Yvonne Dunsby for a refreshment vehicle licence pursuant to By-Law 2006-50 and as such authorizes placement of the vehicle in the RRC Zone at Fisherman's Cove Tent and Trailer Park.

Carried

- 4.17 [Report Number CLK2017-04-26](#) prepared by Sonya Watson, Clerk
Police Services Board Conference Attendance

Motion No: 124

Moved by: Sloetjes Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CLK2017-04-26 prepared by Sonya Watson, Clerk and in so doing authorizes Mayor Twolan's attendance at the Ontario Association of Police Services Board Spring Conference in Blue Mountain.

Carried

- 4.18 [Report Number CLK2017-04-27](#) prepared by Sonya Watson, Clerk
Zoning By-law Review Update

Motion No: 125

Moved by: Elliott Seconded by: Gamble

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-04-27 prepared by Sonya Watson, Clerk.

Carried

- 4.19 [Report Number CLK2017-04-29](#) prepared by Sonya Watson, Clerk
Munn House Encroachment

Motion No: 126

Moved by: Gamble Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-04-29 prepared by Sonya Watson, Clerk and reserves any further decisions on this matter until further staff and solicitor review.

Carried

- 4.20 [Report Number CAO2017-04-10](#) prepared by Tracey Howe, Administrative Assistant
Health & Safety Quarterly Report

Motion No: 127

Moved by: Sloetjes Seconded by: Gamble

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CAO2017-04-10 prepared by Tracey Howe.

Carried

- 4.21 [Report Number CAO2017-04-11](#) prepared by Mary Rose Walden, Chief Administrative Officer
Couture Correspondence

Motion No: 128

Moved by: Gamble Seconded by: Sloetjes

That Huron-Kinloss Committee of the Whole hereby receives for information Report No. CAO2017-04-11 prepared by Mary Rose Walden, Chief Administrative Officer.

Carried

- 4.22 [Report Number CAO2017-04-12](#) prepared by Mary Rose Walden, Chief Administrative Officer
Nuclear Industry Investment Strategy

Motion No: 129

Moved by: Sloetjes Seconded by: Gamble

That Huron-Kinloss Committee of the Whole hereby receives for information Report No. CAO 2017-04-12 prepared by Mary Rose Walden, Chief Administrative Officer.

Carried

- 4.23 [Report Number CLK2017-04-25](#) prepared by Joanna Malott, Deputy Clerk Resolutions for Consideration

Motion No: 130

Moved by: Sloetjes Seconded by: Elliott

That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-04-25 prepared by Joanna Malott, Deputy Clerk and further directs the Clerk to bring forward the following resolutions for Council's support, Number 1,2,3,.

Carried

- 4.24 [Report Number CS2017-04-14](#) prepared by Mike Fair, Director of Community Services Status Report

Motion No: 131

Moved by: Elliott Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS2017-04-14 Status Report, prepared by Mike Fair, Director of Community Services.

Carried

5. **Correspondence Requiring Direction**

5.1 [Heart & Stroke Foundation of Ontario](#)

We have received information regarding the Heart & Stroke Foundation of Ontario "Bike Event" schedule in Lucknow on Monday May 1st, 2017 starting at 11:30 a.m. They are requesting Council comprise a team or participate in the event.

Motion No: 132

Moved by: Sloetjes Seconded by: Gamble

That The Township of Huron-Kinloss Committee of the Whole hereby receives for information the items provided in Section 5.

Carried

Action: The "Bike Event" in Lucknow was discussed further and the Township will put together a team.

6. **Information**

6.1 [South Bruce Grey Health Centre](#)

Thank you for funding and presentation describing the Kincardine Hospital Site redevelopment plans to date, as well as how the funding supplied by Huron-Kinloss were utilized.

Action: Received and filed

6.2 [The Ontario Association of Fire Chiefs – 2017 Municipal Officials Seminar](#)

We have received information regarding The Essentials of Firefighting and Firefighting 101 Seminar being offered on May 6th and 7th, 2017 in Toronto if Council is interested.

Action: Received and filed.

6.3 [Report Number CLK2017-04-28](#) prepared by Sonya Watson, Clerk
Correspondence and Information on the Table

Motion No: 133

Moved by: Elliott Seconded by: Gamble

That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-04-28 prepared by Joanna Malott, Deputy Clerk and all correspondence presented in Item 6.

Carried

7. **New Business/Council Reports**

7.1 Silver Lake Property

A Committee member questioned a property on Silver Lake that contains multiple residences that has been listed for sale. Questioned staff if we have received a request to re-zone?

Action: Staff noted that potential buyers would have to ask about re-zoning if they wished to keep the multiple residences. Staff are not aware of anything pertaining to this property at this time.

7.2 AMO- Community Hub Seminar

The Committee member noted an AMO Community Hub Seminar scheduled for May 1st to 3rd. The seminar is free but there will be accommodation costs. Committee questioned whether any staff would be attending.

Action: Staff are unavailable at that time due to summer students starting work May 1st.

8. **Closed Session**

8.1 Motion to go into Closed Session n/a

8.2 Motion to rise from Closed Session n/a

9. **Business Arising from the Closed Session-n/a**

10. **Adjournment**

10.1 Motion to Adjourn

Motion No: 134

Moved by: Gamble Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole does hereby adjourn.

Carried.

Original Signed by Mitch Twolan

Mayor

Original Signed by Sonya Watson

Clerk

Document Accessibility

The Township of Huron-Kinloss is committed to providing information in the format that meets your needs. We have made every attempt to make documents for this meeting accessible but there may still be difficulty in recognizing all of the information. Please contact us if you require assistance and we will make every attempt to provide this information in an alternative format.

Please note that third party documents received and found within this document will not be converted to an accessible format by the Township of Huron-Kinloss. However, upon request, we will attempt to obtain these documents in an appropriate accessible format from the third party.

For assistance or to make a request please call 519-395-3735 or email info@huronkinloss.com.