



The Corporation of the Township of Huron-Kinloss

Committee of the Whole Meeting

Council Chambers
December 5th, 2016
7:00 p.m.

Mitch Twolan, Mayor	Absent
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	Present
Jodi MacArthur, Treasurer	Present
Hugh Nichol, Director of Public Works	Present
Matt Farrell, Chief Building Official	Present
Christopher Cleave, Fire Chief	Present
Mike Fair, Director of Community Services	Present
Heather Falconer, By-law Enforcement Officer	Present
Grant Collins, Drainage Superintendent	Absent

Others Present: David Wilson, Rob Munn, Joan McLaughlin, David Grant, David Uhrig, Tom Karrow, Barb McKay, Liz Dadson, Brian MacEachern,

Committee of the Whole Meeting

1. Call to Order

Deputy Mayor Gamble 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 7:00 p.m. Rob Munn Encroachment on Right of Way

Mr. Munn owns 16 Bruce Beach and will be attending regarding his existing cottage sitting 3.67' on to the Township owned right of way.

[Letter received](#)

[Pictures](#)

In the past it has been the Township's position to not sell road allowances or right of ways and to retain those lands for future infrastructure purposes. Should the Committee consider selling a portion of this right of way to rectify Mr. Munn's encroachment staff would need to bring back a report regarding options, costing and the steps involved.

Action: The Committee discussed further and the following motion was passed.

Motion No: 283

Moved by: Elliott Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby directs staff to bring back a report regarding Mr. Munn's request to purchase a portion of the road allowance adjacent to his property.

Carried.

- 3.2 7:10 p.m. Brian MacEachern Bruce Beach Cottagers Association

Correspondence from Mr. MacEachern has been provided for Committee's review. A staff report in 4.13 has been prepared in relation to this.

[Letter from MacEachern](#)

[Picture](#)

Mr. MacEachern presented his correspondence to the Committee. He requests that the willows along the lakeshore be removed to provide an adequate walking area along the beach and ensure enjoyment of the lakeshore area.

Action: Committee received Mr. MacEachern presentation. The Committee members committed to view the lakeshore area and concerns pertaining to the willows on the spring road tour. The Committee noted that the matter had recently been discussed with the Lake Huron Coastal Conservation Authority and Saugeen Valley Conservation and removal of willows has been discouraged.

4. **Staff Reports**

- 4.1 [Report Number BLDG2016-12-17](#) prepared by Matt Farrell, Chief Building Official
November Monthly Report

Action: Matt noted there have been 52 new houses built in 2016.

Motion No: 284

Moved by: Murray Seconded by: Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. BLDG2016-12-17 prepared by Matt Farrell, Chief Building Official.

Carried.

- 4.2 [Report Number FIRE2016-12-26](#) prepared by Chris Cleave, Fire Chief
Fire Department Monthly Report
Motion No: 285
Moved by: Hanna Seconded by: Murray
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2016-12-26 prepared by Christopher J. Cleave, Fire Chief.
Carried.
- 4.3 [Report Number FIRE2016-12-24](#) prepared by Chris Cleave, Fire Chief
Fire Department Establishing and Regulating By-Law Amendments
Motion No: 286
Moved by: Murray Seconded by: Hanna
That the Township of Huron-Kinloss Committee of the Whole hereby approves the draft Establishing and Regulating By-law with the newly proposed amendments as presented; and
Further authorizes the by-law come forward for Council's consideration.
Carried.
- 4.4 [Report Number FIRE2016-12-25](#) prepared by Chris Cleave, Fire Chief
Huron-Kinloss Kincardine Fire Services Automatic Aid Agreement Additions
Motion No: 287
Moved by: Murray Seconded by: Hanna
That the Township of Huron-Kinloss Committee of the Whole hereby approves the draft Huron-Kinloss Kincardine Automatic Aid Fire Services Agreement in principle; and
Further authorizes the by-law come forward for Council's consideration.
Carried.
- 4.5 [Report Number BLE2016-12-15](#) prepared by Heather Falconer, By-Law Enforcement Officer
November Monthly Report
Motion No: 288
Moved by: Hanna Seconded by: Murray
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLE2016-12-16 prepared by Heather Falconer, By-Law Enforcement Officer.
Carried.

4.6 [Report Number CLK2016-12-58](#) prepared by Sonya Watson Clerk, Heather Falconer, By-Law Enforcement Officer, Chris Cleave, Fire Chief.
Recreational Fires on Crown Land

Action: A letter received after the printing of the agenda from David Currie was provided to Council for review. There was further discussion and the Deputy Mayor permitted Joan McLaughlin to speak. Mrd. McLaughlin raised three points in regards to the proposed Option Four in the staff report. She suggested that fires should be permitted earlier than 5:00 p.m., buckets could be provided at the beach access points for extinguishing fires and resident should be permitted fires on the beach past the end of September. The Committee responded that they would take the suggestions into consideration. The items were discussed further and Committee agreed the fire permits would be used annually and a monthly limitation or time limit restrictions for fires were not deemed necessary by the Committee but the fire permitting process and any concerns that arise would be monitored and reviewed following the first year. The Committee did not support the placement of pails. The Committee passed the following motion.

Motion No: 289

Moved by: Hanna Seconded by: Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2016-11-58 prepared by the Clerk, By-law Enforcement Officer and Fire Chief; and

Further that the Committee approves Option Four; approving the issuance of Fire Permits for Recreational Fires on the Beach to only those persons who own or are a tenant of land in the Township of Huron-Kinloss; and

Further that the Open Air Burning By-Law 2016-93 be amended to include provisions for Recreational Fires on the beach and a by-law be brought forward for Council's consideration; and

Further that the Committee authorizes the placement of signage along the lakeshore indicating "No Fires on the Beach without a Permit" as approved by the Ministry of Natural Resources and Forestry as an amendment to the current Memorandum of Agreement; and

Further that the Committee recommends a fee in the amount of \$10.00 be established for Recreational Fire Permits on the beach and Open Air Fire permits, and the Consolidated Fees By-Law be brought forward for Council's consideration.

Carried.

- 4.7 [Report Number DRAIN2016-12-09](#) prepared by Grant Collins, Drainage Superintendent
Tile Drainage

Action: The Committee requested information be placed in the Township newsletters to inform residents on their obligations for tile drainage. The Committee also requested the letter pertaining to the contractor be copied to OMAFRA.

Motion No: 290

Moved by: Hanna Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number DRAIN2016-12-09 prepared by Grant Collins, Drainage Superintendent; and

Further authorizes a letter being sent to the Drainage Contractor that outlines his obligations under the *Agriculture Tile Drainage Installation Act* requiring a legal outlet for tile drainage projects.

Carried.

- 4.8 [Report Number CS2016-12-37](#) prepared by Mike Fair, Director of Community Services
Ripley-Huron Community Centre Conceptual Plans and Ripley Library

Motion No: 291

Moved by: Murray Seconded by: Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2016-12-37 Ripley-Huron Conceptual Plans and Ripley Library prepared by Mike Fair, Director of Community Services;

And Further approves staff to circulate a survey to local residents and users of the Ripley Library based on the options listed to seek community interest and a preferred option for the Ripley Library.

Carried.

- 4.9 [Report Number CS2016-12-38](#) prepared by Mike Fair, Director of Community Services
Community Services Status Update

Motion No: 292

Moved by: Hanna Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS2016-12-38 Status Report, prepared by Mike Fair, Director of Community Services.

Carried.

- 4.10 [Report Number CS2016-12-39](#) prepared by Mike Fair, Director of Community Services
Zero Turn Mower Report

Action: The Director will ask Robert's Farm Equipment if ninety percent of the rental rate (\$540.00) may be applied to the purchase price of a new Zero Turn mower rather than the used one prior to bringing the by-law forward.

Motion No: 293

Moved by: Hanna Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2016-12-39 Zero Turn Mower report prepared by Mike Fair, Director of Community Services; and Further that the Committee of the Whole hereby authorizes a By-Law coming forward for the purchase of a Zero Turn Mower from Roberts Farm Equipment in the amount of \$11,678.41 plus \$1518.19 HST out of the equipment reserve; and

Further authorizing an exemption to the purchasing policy as per Section 14.0 "Purchase of used or demo fleet equipment.

Carried.

- 4.11 [Report Number CS2016-12-40](#) prepared by Mike Fair, Director of Community Services
Ontario Cycling Trails

Motion No: 294

Moved by: Murray Seconded by: Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS2016-12-40 Ontario Cycling Trails prepared by Mike Fair, Director of Community Services.

Carried.

- 4.12 [Report Number CS2016-12-41](#) prepared by Mike Fair, Director of Community Services
Local Authority Services LAS Electricity Procurement Summary for 2015

Motion No: 295

Moved by: Hanna Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS2016-12-41 LAS Electricity Procurement Summary for 2015 prepared by Mike Fair, Director of Community Services.

Carried.

- 4.13 [Report Number CS2016-12-42](#) prepared by Mike Fair, Director of Community Services
Willows at water's edge
Action: Committee will visit the lakeshore on the spring tour and view certain areas of concern to see if a remedy is required.
Motion No: 296
Moved by: Murray Seconded by: Hanna
That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number CS2016-12-42 Willows at water's edge prepared by Mike Fair, Director of Community Services.
Carried.
- 4.14 [Report Number CS2016-12-43](#) prepared by Mike Fair, Director of Community Services
Bruce County Library building hazards and deficiencies
Motion No: 297
Moved by: Hanna Seconded by: Murray
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS2016-12-43 Bruce County Library hazards and deficiencies report prepared by Mike Fair, Director of Community Services.
Carried.
- 4.15 [Report Number PW2016-12-46](#) prepared by Hugh Nichol, Director of Public Works
Water and Wastewater
Motion No: 298
Moved by: Murray Seconded by: Hanna
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2016-12-46 as prepared by Hugh Nichol, Director of Public Works.
Carried.
- 4.16 [Report Number PW2016-12-47](#) prepared by Hugh Nichol, Director of Public Works
Transportation
Motion No: 299
Moved by: Hanna Seconded by: Murray
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2016-12-47 as prepared by Hugh Nichol, Director of Public Works
Carried.

- 4.17 [Report Number PW2016-12-48](#) prepared by Hugh Nichol, Director of Public Works
GPS Fleet Tracking
Motion No: 300
Moved by: Elliott Seconded by: Sloetjes
That the Township of Huron-Kinloss Committee of the Whole hereby authorizes a
an agreement be entered into with RAM Global Solutions as presented in Report
Number PW2016-12-48 as prepared by Hugh Nichol, Director of Public Works.
Carried.
- 4.18 [Report Number PW2016-12-49](#) prepared by Hugh Nichol, Director of Public Works
Calcium Chloride
Motion No: 301
Moved by: Sloetjes Seconded by: Elliott
That the Township of Huron-Kinloss Committee of the Whole hereby approves a
by-law coming forward to extend the contract with Da-Lee Dust Control for dust
suppressant as presented in the report PW2016-12-49 prepared by Hugh Nichol,
Director of Public Works
Carried.
- 4.19 [Report Number PW2016-12-50](#) prepared by Hugh Nichol, Director of Public Works
Campbell St. Drainage
Action: The Committee approved sending a letter to ACW with a proposal to
cover costs associated with the project that benefit the Lucknow Sports Complex
property.
Motion No: 302
Moved by: Elliott Seconded by: Sloetjes
That the Township of Huron-Kinloss Committee of the Whole hereby approves
proceeding with a Municipal Class Environmental Assessment as presented in
the Report Number PW2016-12-51 prepared by Hugh Nichol, Director of Public
Works.
Carried.
- 4.20 [Report Number BEO2016-12-14](#) prepared by Taralyn Cronin, Business and
Economic Officer
December Project Update
Motion No: 303
Moved by: Sloetjes Seconded by: Elliott
That the Township of Huron-Kinloss Committee of the Whole hereby receives for
information Report Number BED2016-12-14 prepared by Taralyn Cronin,
Business & Economic Officer.
Carried.

- 4.21 [Report Number CAO2016-12-18](#) prepared by Mary Rose Walden, Chief Administrative Officer
Marketing Co-op Research Project
Motion No: 304
Moved by: Sloetjes Seconded by: Elliott
That Huron-Kinloss Committee of the Whole hereby approves Report Number CAO2016-12-18 prepared by Mary Rose Walden, CAO; and
Further authorizes a by-law coming forward authorizing the proposal of Heather Newman for the Huron-Kinloss Food Cooperative Research Project in the amount of \$15,000.
Carried.
- 4.22 [Report Number CAO2016-12-19](#) prepared by Mary Rose Walden, Chief Administrative Officer
Sound System in Council Chambers
Motion No: 305
Moved by: Elliott Seconded by: Sloetjes
That Huron-Kinloss Committee of the Whole hereby approves Report Number CAO2016-12-19 prepared by Mary Rose Walden, CAO and in so doing authorizes staff bringing forward a recommended proposal for the installation of a sound system in Council Chambers preferably with the Learn More Resource Program.
Carried.
- 4.23 [Report Number CAO2016-12-20](#) prepared by Mary Rose Walden, Chief Administrative Officer
Health Care Spending Account
Motion No: 306
Moved by: Sloetjes Seconded by: Elliott
That Huron-Kinloss Committee of the Whole hereby approves Report Number CAO2016-12-20 prepared by Mary Rose Walden, CAO and further brings a by-law forward amending the Health Care Spending Account Policy by adding a health and wellness component.
Carried.
- 4.24 [Report Number CAO2016-12-21](#) prepared by Mary Rose Walden, Chief Administrative Officer
Canadian Nuclear Association Conference
Motion No: 307
Moved by: Elliott Seconded by: Sloetjes
That Huron-Kinloss Committee of the Whole hereby receives for information Report No. CAO2016-12-21 prepared by Mary Rose Walden, CAO.
Carried.

- 4.25 [Report Number CAO2016-12-22](#) prepared by Mary Rose Walden, Chief Administrative Officer
Employee Recognition
Motion No: 308
Moved by: Sloetjes Seconded by: Elliott
That Huron-Kinloss Committee of the Whole hereby congratulates all employees reaching service milestones and appreciates their dedication and contributions to the operations of the municipality.
Carried.
- 4.26 [Report Number CLK2016-12-60](#) prepared by Sonya Watson, Clerk
Royal Oak Drain-Tribunal Decision
Motion No: 309
Moved by: Elliott Seconded by: Sloetjes
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2016-12-60 prepared by Sonya Watson, Clerk
Carried.
- 4.27 [Report Number CLK2016-12-62](#) prepared by Sonya Watson, Clerk
Township of Huron-Kinloss Official Plan
Motion No: 310
Moved by: Sloetjes Seconded by: Elliott
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2016-12-62 prepared by Sonya Watson, Clerk.
Carried.
- 4.28 [Report Number CLK2016-12-61](#) prepared by Joanna Malott, Deputy Clerk
Resolutions for Consideration
Motion No: 311
Moved by: Elliott Seconded by: Sloetjes
That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2016-12-61 prepared by Joanna Malott, Deputy Clerk and further directs the Clerk to bring forward the following resolutions for Council's support, Number 1, 2, 4.
Carried.
5. **Correspondence Requiring Direction**
- 5.1 no items received.

6. Information

6.1 Council Meetings

There are no planning applications for December 12th, 2016. This Council meeting will be cancelled. A Special Council Meeting has been called for December 20th, 2016 and notice will be provided.

Action: Noted.

6.2 Youth Waves Coalition

We have received information regarding a Youth Advisory Council starting in 2017. They are looking for students 12-19 years old. We encourage applicants from Huron-Kinloss.

Action: Noted.

6.3 Update from Ontario Power Generation (OPG)

OPG in Bruce County-Community Update-December 2016

Action: Noted.

6.4 Report Number CLK2016-12-59 prepared by Joanna Malott, Deputy Clerk Correspondence and Information on the table

Action: Noted.

6.5 Ontario Good Roads Association

Report of the OGRA Nominating Committee

Action: Noted.

Motion No: 312

Moved by: Sloetjes Seconded by: Elliott

That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2016-12-59 prepared by Joanna Malott, Deputy Clerk and all information provided in Section 6.

Carried.

7. New Business/Council Reports

7.1 no items raised.

8. **Closed Session**

8.1 Motion to go into Closed Session

Motion No: 313

Moved by: Sloetjes Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby moves into a Closed Session Meeting at 8:50 p.m. to discuss:

personal matters about an identifiable individual, including municipal or local board employees; Public Works Operator ;

a proposed or pending acquisition or disposition of land by the municipality or local board; Industrial Lands

Carried.

8.2 Motion to rise from Closed Session

Motion No: 317

Moved by: Elliott Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby rise from the Closed Session Meeting at 10:00 p.m.

Carried.

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

Motion No: 318

Moved by: Sloetjes Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby approves the staff direction received in the Closed Session.

Carried.

10. **Adjournment**

10.1 Motion to Adjourn

Motion No: 319

Moved by: Elliott Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby adjourns.

Carried.

Original Signed by Mitch Twolan

Mayor

Original Signed by Sonya Watson

Clerk

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