



The Corporation of the Township of Huron-Kinloss

Committee of the Whole Meeting Minutes

Council Chambers

March 6th, 2017

9:00 a.m.

Mitch Twolan, Mayor	Present
Wilfred Gamble, Deputy Mayor	Present
Lillian Abbott, Councillor	Present
Jeff Elliott, Councillor	Present
Jim Hanna, Councillor	Absent
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	Present

Others Present: Liz Dadson, Barb McKay,

Committee of the Whole Meeting

1. Call to Order

Mayor Twolan called the meeting to order at 9:03 a.m.

2. Disclosure of Pecuniary Interest

Name: Mayor Twolan Item: 4.27 Nature of Interest: Board of Directors

Mayor Twolan Item: 6.3 Nature of Interest: Board of Directors

3. Delegations

3.1 none scheduled.

4. Staff Reports

- 4.1 [Report Number BLDG2017-03-05](#) prepared by Matt Farrell, Chief Building Official
February Monthly Report

Motion No: 74

Moved by: Sloetjes Seconded by: Gamble

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2017-03-05 prepared by Matt Farrell, Chief Building Official.

Carried.

Action: The Committee raised concern with an entrance permit just south of Kinlough on County Road 1 on Part lots 11 and 12, Concession 11. The Committee is concerned with a potential safety issue as site lines are concerning. The Clerk will send a letter to the County Highways Department.

- 4.2 [Report Number BLDG2017-03-06](#) prepared by Matt Farrell, Chief Building Official
SVCA Environmental Planning and Regulations

Action: There was further discussion regarding the draft document and the concerns the agencies and the average home owner may have in determining what is required to obtain a permit. The Committee also raised concern with the radio advertising that is currently occurring. It is felt it may be unclear and confusing for residents who require a building permit. The Clerk will send a letter.

Motion No: 75

Moved by: Sloetjes Seconded by: Gamble

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number BLDG2017-03-06 and in so doing authorizes the CBO to submit these comments as well as any others that Council may add for SVCA consideration in completing their Planning and Regulations Policies Manual.

Carried.

- 4.3 [Report Number BLE2017-03-04](#) prepared by Heather Falconer, By-Law
Enforcement Officer
February Monthly Report

Motion No: 76

Moved by: Gamble Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLE2017-03-04 prepared by Heather Falconer, By-Law Enforcement Officer.

Carried.

- 4.4 [Report Number FIRE2017-03-04](#) prepared by Christopher Cleave, Fire Chief
Fire Department Monthly Report

Motion No: 77

Moved by: Sloetjes Seconded by: Gamble

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2017-03-04 prepared by Christopher J. Cleave, Fire Chief.

Carried.

- 4.5 [Report Number FIRE2017-03-05](#) prepared by Christopher Cleave, Fire Chief
Auxiliary Firefighter Program

Action: The Committee had further questions regarding the response of auxiliary members, selection of auxiliary personnel, and the personal protective equipment requirements. The Fire Chief responded that auxiliary members would only be attending training and there was adequate bunker gear to be used for training purposes. The auxiliary members would advance based on their progress and best candidate for any opening on the department as they arise. An amendment to the Fire Department Establish and Regulating By-Law will be brought forward.

Motion No: 78

Moved by: Gamble Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number FIRE2016-03-05 and in so doing authorizes the Fire Chief to create a Ripley-Huron Fire Department Auxiliary Firefighter program as described in this report.

Carried.

- 4.6 [Report Number DRAIN2017-03-04](#) prepared by Grant Collins, Drainage
Superintendent
Royal Oak Municipal Drain Tender Report

Action: The Committee clarified that the \$36,956.00 was an additional expense for the roads and the cost would be split with The Municipality of Kincardine.

Motion No: 79

Moved by: Gamble Seconded by: Sloetjes

That The Township of Huron-Kinloss Committee of the Whole hereby approves Report Number DRAIN2017-03-04 prepared by Grant Collins, Drainage Superintendent and further approves a by-law be brought forward to accept the tender from Robinson Farm Drainage Ltd. In the amount of \$555,500.00 plus tax for construction of the Royal Oak Municipal Drain and \$36,956.00 for the culvert on Huron-Kincardine Boundary Road.

Carried.

- 4.7 [Report Number DRAIN2017-03-05](#) prepared by Grant Collins, Drainage Superintendent
Kaake Municipal Drain Update Report
Motion No: 80
Moved by: Gamble Seconded by: Sloetjes
That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number DRAIN2017-03-05 prepared by Grant Collins, Drainage Superintendent and further that Councillor Murray represent the Township of Huron-Kinloss on Kaake Municipal Drain Court of Revision scheduled for March 13th, 2017.
Carried.
- 4.8 [Report Number DRAIN2017-03-06](#) prepared by Grant Collins, Drainage Superintendent
McNain Municipal Drain Court of Revision Report
Motion No: 81
Moved by: Sloetjes Seconded by: Gamble
That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number DRAIN2017-03-06 prepared by Grant Collins, Drainage Superintendent.
Carried.
- 4.9 [Report Number TR2017-03-19](#) prepared by Jodi MacArthur, Treasurer
2016 Statement of Remuneration
Motion No: 82
Moved by: Gamble Seconded by: Sloetjes
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number TR2017-03-19 prepared by Jodi MacArthur, Treasurer.
Carried.
- 4.10 [Report Number TR2017-03-20](#) prepared by Jodi MacArthur, Treasurer
Assessment of Billboards and Third Party Signs
Motion No: 83
Moved by: Elliott Seconded by: Sloetjes
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number TR2017-03-20 prepared by Jodi MacArthur, Treasurer.
Carried.

- 4.11 [Report Number TR2017-03-21](#) prepared by Jodi MacArthur, Treasurer
Draft Budget Revisions

Motion No: 84

Moved by: Sloetjes Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number TR2017-03-21 prepared by Jodi MacArthur, Treasurer and authorizes a by-law be brought forward on March 20, 2017 to approve the 2017 budget that realizes a 2.9% increase to the municipal tax rate.

Carried.

- 4.12 [Report Number TR2017-03-22](#) prepared by Jodi MacArthur, Treasurer
Ontario Community Infrastructure Program (OCIF) Top-Up Application-Lucknow
Standpipe Project

Motion No: 85

Moved by: Gamble Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number TR2017-03-22 prepared by Jodi MacArthur, Treasurer and authorizes staff to submit a new application in the next intake.

Carried.

- 4.13 [Report Number CS2017-03-05](#) prepared by Mike Fair, Director of Community
Services
Parks Summer Student Hires

Motion No: 86

Moved by: Elliott Seconded by: Gamble

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-03-05 Parks Summer Student Hires prepared by Mike Fair, Director of Community Services.

Carried.

- 4.14 [Report Number CS2017-03-06](#) prepared by Mike Fair, Director of Community
Services
Kinlough Cemetery Grass Cutting

Motion No: 87

Moved by: Sloetjes Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-03-06 Kinlough Cemetery Grass Cutting prepared by Mike Fair, Director of Community Services.

Carried.

- 4.15 [Report Number CS2017-03-07](#) prepared by Mike Fair, Director of Community Services
Whitechurch Park Grass Cutting
Motion No: 88
Moved by: Sloetjes Seconded by: Gamble
That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-03-07 Whitechurch Grass cutting prepared by Mike Fair, Director of Community Services.
Carried.
- 4.16 [Report Number CS2017-03-08](#) prepared by Mike Fair, Director of Community Services
Ripley-Huron Community Centre Heating and Hot Water Supply
Motion No: 89
Moved by: Elliott Seconded by: Gamble
That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-03-08 Ripley-Huron Community Centre Heating and Hot Water Supply Report prepared by Mike Fair, Director of Community Services and Further That Current Electric is approved to proceed with the project at a maximum cost of \$28 667.91.
Carried.
- 4.17 [Report Number CS2017-03-09](#) prepared by Mike Fair, Director of Community Services
Alcohol Risk Management Policy
Motion No: 90
Moved by: Gamble Seconded by: Elliott
That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-03-09 Alcohol Risk Management Policy prepared by Mike Fair, Director of Community Services.
Carried.
- 4.18 [Report Number CS2017-03-10](#) prepared by Mike Fair, Director of Community Services
Community Services Status Report
Motion No: 91
Moved by: Elliott Seconded by: Sloetjes
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS2017-03-10 Status Report, prepared by Mike Fair, Director of Community Services.
Carried.

- 4.19 [Report Number CS2017-03-11](#) prepared by Mike Fair, Director of Community Services
Consolidated Recreation Fees By-Law
Motion No: 92
Moved by: Sloetjes Seconded by: Elliott
That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-03-11 Consolidated Recreation Fees By-law prepared by Mike Fair, Director of Community Services and in so doing authorizes a by-law coming forward to adopt the proposed changes.
Carried.
- 4.20 [Report Number PW2017-03-11](#) prepared by Hugh Nichol, Director of Public Works
Spring Road Tour
Motion No: 93
Moved by: Elliott Seconded by: Sloetjes
That the Township of Huron-Kinloss Committee of the Whole hereby considers for discussion Report No. PW2017-03-11 as prepared by Hugh Nichol, Director of Public Works and sets the date of the tour for Friday, April 21st at 1:30 p.m.
Carried.
- 4.21 [Report Number PW2017-03-12](#) prepared by Hugh Nichol, Director of Public Works
Transportation
Action: There was further discussion regarding the OGRA conference and although the delegate numbers were down the conference was well attended and the sessions were informative. The Committee felt the split between ROMA and OGRA conference resulted in a positive change.
Motion No: 94
Moved by: Sloetjes Seconded by: Gamble
That the Township of Huron-Kinloss Committee of the Whole hereby accepts for information Report No. PW2017-03-12 as prepared by Hugh Nichol.
Carried.
- 4.22 [Report Number PW2017-03-13](#) prepared by Hugh Nichol, Director of Public Works
Water/Wastewater
Motion No: 95
Moved by: Abbott Seconded by: Murray
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2017-03-13 as prepared by Hugh Nichol, Director of Public Works.
Carried.

- 4.23 [Report Number PW2017-03-14](#) prepared by Hugh Nichol, Director of Public Works
Kinloss Landfill Labourer
Motion No: 96
Moved by: Murray Seconded by: Abbott
That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number PW2017-03-14 hiring James Lind as a Kinloss Landfill Labourer as prepared by Hugh Nichol, Director of Public Works.
Carried.
- 4.24 [Report Number BED2017-03-04](#) prepared by Taralyn Cronin, Business & Economic Officer
March 2017 Project Update
Motion No: 97
Moved by: Abbott Seconded by: Murray
That the Township of Huron-Kinloss Council hereby approves Report Number BED2017-03-04 prepared by Taralyn Cronin, Business & Economic Officer.
Carried.
- 4.25 [Report Number CLK2017-03-20](#) prepared by Sonya Watson, Clerk
2018 Election Supplier
Motion No: 98
Moved by: Murray Seconded by: Abbott
That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CLK2017-03-20 prepared by Sonya Watson; and in so doing authorizes a by-law coming forward to secure the services of Dominion Voting for internet/telephone voting for the 2018 municipal and school board election.
Carried.
- 4.26 [Report Number CAO2017-03-06](#) prepared by Kelly Lush, Project Coordinator
2017 Canadian Nuclear Association Conference
Motion No: 99
Moved by: Murray Seconded by: Abbott
That Huron-Kinloss Council hereby receives for information Report Number CAO2017-03-05, 2017 Canadian Nuclear Association Conference prepared by Kelly Lush, Project Coordinator.
Carried.
- Mayor Twolan declared a conflict on 4.27, vacated his seat and left the room.

- 4.27 [Report Number CLK2017-03-18](#) prepared by Joanna Malott, Deputy Clerk Resolutions for Consideration

Motion No: 100

Moved by: Abbott Seconded by: Murray

That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-03-18 prepared by Joanna Malott, Deputy Clerk and further directs the Clerk to bring forward the following resolutions for Council's support: none at this time, all received and filed.

Carried.

5. **Correspondence Requiring Direction**

- 5.1 Expressions of Support for the Western Waste Management Facility Licence Renewal

We have received correspondence regarding Ontario Power Generation (OPG) seeking regulatory approval to renew the Western Waste Management Facility (WWMF) operating licence by 10 years to May 31st, 2027. During this licensing process, OPG's regulator the Canadian Nuclear Safety Commission (CNSC) encourages and appreciates input from the community in making their decision.

Does Council wish to send a letter of support for the relicensing process?

Motion No: 101

Moved by: Murray Seconded by: Abbott

That The Township of Huron-Kinloss Committee of the Whole hereby approves the Clerk preparing a letter to be sent supporting the Western Waste Management Facility Licence Renewal.

Carried.

6. **Information**

- 6.1 [Proposed Source Protection Plan Amendments](#)

Saugeen Valley Source Protection Authority is proposing amendments to the approved Source Protection Plan that affect the Village of Ripley and the Point Clark Wellhead Protection area amongst other items. A Public Meeting is scheduled to be held on March 9th, 2017 in the Social Room at the Ripley-Huron Community Centre from 4:00 p.m. to 7:00 p.m.

Action: Noted. Staff will be attending.

6.2 [Burnside Annual Appreciation Night](#)

We have received notice of the Burnside Client Appreciation night to be held on Wednesday March 29th, 2017 starting at 4:00 p.m. at the Wingham Golf and Curling Club.

Action: The Director of Public Works, Drainage Superintendent and Deputy Mayor Gamble will be attending.

Mayor Twolan declared a conflict on item 6.3, vacated his seat and left the room.

6.3 [Southwestern Integrated Fibre Technology Project \(SWIFT\)](#)

SWIFT is a long-term plan to help the region compete, connect and keep pace in a changing digital world. Bruce County is a funding partner of SWIFT and received Federal and Provincial funding which is allowing the project to move forward.

Action: Received and filed.

6.4 [Enhanced NWMO support for communities to learn about Adaptive Phased Management Site Selection Process](#)

NWMO has made refinements to the program and have provided us with an updated program description which includes the addition of four new areas of support for which NWMO will cover costs up to \$200,000 per 12 month period.

Action: Received and filed.

6.5 9th Annual Politicians Meeting

Bruce County Federation of Agriculture along with the Grey County Federation of Agriculture have sent an [invitation](#) to the 9th Annual Politicians Meeting on March 18th, 2017 from 10:00 a.m. to 2:00 p.m. at the Elmwood Community Centre. If you are interested in attending please notify the Clerk.

Action: Councillor Abbott, Murray and Deputy Mayor Gamble will be attending.

6.6 [Report Number CLK2017-03-19](#) prepared by Joanna Malott, Deputy Clerk Correspondence and Information on the Table

Motion No: 102

Moved by: Murray Seconded by: Abbott

That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-03-19 prepared by Joanna Malott, Deputy Clerk and all correspondence presented in Item 6.

Carried.

7. New Business/Council Reports

7.1 Lucknow & District Recreation Board Budget

The Treasurer noted that the draft budget received approval at the February 22nd, 2017. There was further discussion regarding the Lucknow & District Recreation Board Meeting and concerns with the Lucknow Storm Drain.

Action: The Committee requested staff have Dale Erb from B.M. Ross provide written clarification on the future benefit costs of Lucknow Storm Drain. The information will be provided to Huron-Kinloss Council for further consideration.

8. Closed Session

8.1 Motion to go into Closed Session

Motion No: 103

Moved by: Abbott Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby moves into a Closed Session Meeting at 11:40 a.m. to discuss:
personal matters about an identifiable individual, including municipal or local board employees; Vacation Schedule

Carried.

8.2 Motion to rise from Closed Session

Motion No: 105

Moved by: Murray Seconded by: Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby rises from the Closed Session Meeting at 11:45 a.m.

Carried.

9. Business Arising from the Closed Session

Motion No:106

Moved by: Murray Seconded by: Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives the information provided in the Closed Session.

Carried.

10. Adjournment

10.1 Motion to Adjourn

Motion No:107

Moved by: Murray Seconded by: Abbott

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

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