



The Corporation of the Township of Huron-Kinloss

Committee of the Whole Meeting Minutes

Council Chambers

November 2nd, 2015

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, Administrator	Present
Sonya Watson, Clerk	Present
Jodi MacArthur, Treasurer	Present
Hugh Nichol, Director of Public Works	Present
Matt Farrell, Chief Building Official	Present
Mike Fair, Director of Facilities & Recreation	Present
Heather, Falconer, By-law Enforcement Officer	Absent
Grant Collins, Drainage Superintendent	Absent

Others Present: Rod McDonagh, Morten Jakobsen, Kayla Howard, Rick McMurray, Liz Dadson, Rick Stow, Barb McKay, Valerie Gillies

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 7:00 p.m. Morten Jakobsen & Rod McDonagh

Lucknow Chamber of Commerce

The following [letter](#) was received for the September 21, 2015 meeting. Council requested that representatives from the Chamber attend to note specific items of concern for further discussion and consideration.

Report Number TR2015-10-20 found below outlines the Township's commitment to the renewal and replacement of infrastructure in Lucknow.

Morten Jakobsen did a presentation for Council that highlighted areas of concern for the Lucknow Chamber of Commerce.

They suggested that the Township should have a short term and long term plan for the streets in Lucknow, regular maintenance in the town is lacking; specifically weed control and sweeping on the main street. Pictures were provided.

They provided a picture noting that the County of Bruce highways department has not yet replaced the guard rail on the Campbell Street Bridge since the road reconstruction project.

They suggested the sidewalks in Lucknow are in disrepair. They provided a picture noting the sidewalk on Gough Street by Sepoy Manor, cracked sidewalks and other areas showing bricks are uneven and not replaced properly.

They suggested the property on Wheeler Street/Victoria Street purchased by the Township has not been levelled properly and needs maintenance.

They suggested the Chamber is willing to help improve the deficiencies and work with the Township. Suggesting a working group would be a potential solution. They feel residential growth is needed to help maintain a vibrant downtown and keep the schools alive.

They feel the Township should be building the infrastructure to support residential lot development in Lucknow. Also suggested that there should be an increase in the employment lands designated. Need to look at creative places for residential and commercial growth. They feel the municipality and the Chamber should partner to ensure long term stability in Lucknow.

On behalf of the Chamber Rod McDonagh thanked Council for the Township's assistance during the August 2 storm and for the road replacements that have occurred in Lucknow to date.

Mr. Jakobsen noted that there are currently 73 businesses in the Lucknow Chamber and this is the feedback they are receiving.

Action: Council took note of the concerns raised. Council suggested Public Works will work with the Chamber to attend to the issues where possible. The Director of Public Works will write a letter to the County Engineer for replacement of the guard rail on Campbell Street. Council also noted to the group that the Nuclear Waste Adaptive Phased Management process needs the engagement of Lucknow residents as it will positively affect growth and development in Lucknow. Council also suggested that the natural gas project is the main focus of Council at this time and having natural gas will lead to further development. They encouraged the members to become engaged in the Official Plan process as well and Council is currently looking at land designations through this review. Mayor Twolan noted that the Council is very supportive of development in Ripley, Lucknow or the Lakeshore and will welcome any opportunity to have a conversation pertaining to residential or industrial development in the municipality.

4. **Staff Reports**

- 4.1 [Report Number BLDG2015-11-14](#) prepared by Matt Farrell, CBO
October Monthly Report

Motion No: 229

Moved by: Murray Seconded by: Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. BLDG2015-11-14 prepared by Matt Farrell, Chief Building Official.

Carried.

- 4.2 [Report Number CLK2015-11-20](#) prepared by Joanna Malott, Deputy Clerk
Septic Inspection Report- October 2015

Council had further discussion on the tertiary systems. Due to the required reporting and the required paperwork it was agreed that the inspection fee should continue to apply to those systems.

Motion No: 230

Moved by: Elliott Seconded by: Gamble

That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. CLK2015-11-20 prepared by Joanna Malott, Deputy Clerk.

Carried.

- 4.3 [Report Number FIRE2015-11-02](#) prepared by Christopher J. Cleave, Fire Chief
Fire Department Monthly Report

Council had further discussion noting that identification of any training gaps should be a priority. The Fire Chief noted that the 2016/2017 training plan is currently being developed and he will be addressing training records.

The Service Medal Presentation Ceremony will be held November 23rd, 2015 at 6:15 p.m. It was suggested that Fire Prevention should occur at the Mennonite schools as well and Councillor Murray will pass on the appropriate contacts to the Administrator. The Fire Chief further reported on an "Essentials of Municipal Fire Protection & Emergency Management" course taking place in Hanover on November 18th, 2015 from 8:30 to 4:30 should Councillors be interested in attending.

Motion No: 231

Moved by: Sloetjes Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. FIRE2015-11-02 prepared by Christopher J. Cleave, Fire Chief.

Carried.

- 4.4 [Report Number BLE2015-11-12](#) prepared by Heather Falconer, By-Law Enforcement Officer
October By-Law Enforcement Officer Report
Motion No: 232
Moved by: Abbott Seconded by: Hanna
That the Township of Huron Kinloss Committee of the Whole hereby receives for information Report No BLE2015-11-12 prepared by Heather Falconer, By-Law Enforcement Officer.
Carried.
- 4.5 [Report Number CS2015-11-38](#) prepared by Mike Fair, Director of Community Services
Community Services Department Status Report
Motion No: 233
Moved by: Sloetjes Seconded by: Gamble
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. CS2015-11-38 prepared by Mike Fair, Director of Community Services.
Carried.
- 4.6 [Report Number CS2015-11-39](#) prepared by Mike Fair, Director of Community Services
Lucknow Trail Mill Pond Bridge Railing
Motion No: 234
Moved by: Murray Seconded by: Abbott
That the Township of Huron-Kinloss Committee of the Whole receives for information Report No. CS2015-11-39, prepared by Mike Fair; and
Further that the Committee hereby authorizes staff to proceed with the replacement of the hand rails, and other decking repairs as required in 2015.
Carried.
- 4.7 [Report Number TR2015-10-20](#) prepared by Jodi MacArthur, Treasurer
Investment in Lucknow 2005-2016
Motion No: 235
Moved by: Elliott Seconded by: Gamble
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. TR2015-10-20 prepared by Jodi MacArthur, Treasurer.
Carried.
- 4.8 [Report Number PW2015-11-31](#) prepared by Hugh Nichol, Director of Public Works
Plow Operators Specific Authority to Tow
Motion No: 236
Moved by: Sloetjes Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby approves amendment of By-Law 2010-99 as outlined in Report No. PW2015-11-31 prepared by Hugh Nichol, Director of Public Works.

Carried.

- 4.9 [Report Number PW2015-11-28](#) prepared by Hugh Nichol, Director of Public Works
Waste Management Status Report

Motion No: 237

Moved by: Elliott Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. PW2015-11-28 as prepared by Hugh Nichol, Director of Public Works.

Carried.

- 4.10 [Report Number PW2015-11-29](#) prepared by Hugh Nichol, Director of Public Works
Water/Wastewater Status Report

Motion No: 238

Moved by: Hanna Seconded by: Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. PW2015-11-29 as prepared by Hugh Nichol, Director of Public Works.

Carried.

- 4.11 [Report Number PW2015-11-30](#) prepared by Hugh Nichol, Director of Public Works
Transportation Status Report

Motion No: 239

Moved by: Elliott Seconded by: Gamble

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. PW2015-11-30 as prepared by Hugh Nichol, Director of Public Works.

Carried.

- 4.12 [Report Number CLK2015-11-19](#) prepared by Sonya Watson, Clerk
Bill 8– Public Sector and MPP Accountability and Transparency Act, 2014/Closed Meeting Investigator

Motion No: 240

Moved by: Hanna Seconded by: Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby authorizes the appointment of the Ontario Ombudsman as the Closed Meeting Investigator for the Township at the expiry of the LAS Contract on December 31st, 2015; and

Further that the Committee hereby authorizes bringing the Consolidated Fees By-Law forward to repeal the \$50.00 Closed Meeting Investigation Fee; and

Further the Committee acknowledges that the Ontario Ombudsman will be authorized to investigate complaints pertaining to the administrative conduct of municipalities once Bill 8 is proclaimed on January 1st, 2016; and

Further that the Committee direct staff to review and implement written policies that will adhere to the requirements in Bill 8 the *Public Sector and MPP Accountability and Transparency Act, 2014*.

Carried.

- 4.13 [Report Number CLK2015-11-21](#) prepared by Sonya Watson, Clerk
Council and Committee of the Whole 2016 Meeting Schedule

Motion No: 241

Moved by: Sloetjes Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby receives and approves the 2016 Meeting Schedule as presented.

Carried.

- 4.14 [Report Number CLK2015-11-23](#) prepared by Sonya Watson, Clerk
Off-Road Vehicle By-law Report

Motion No: 242

Moved by: Hanna Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole approves the draft by-law as amended by removing section 2.4 and as such authorizes the Clerk to have the Township solicitor review and prepare a set fines schedule; and

Further that once the by-law has been reviewed by the Township solicitor the by-law and applicable set fines be brought forward for adoption by Council.

Carried.

- 4.15 [Report Number CLK2015-11-24](#) prepared by Sonya Watson, Clerk
Official Plan Update Report

Motion No: 243

Moved by: Gamble Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole receives for information Report No. CLK2015-11-24 prepared by Sonya Watson, Clerk.

Carried.

- 4.16 [Report Number BED2015-11-01](#) prepared by Taralyn Martin, Business and
Economic Officer
Ice Cream Trail Final Report

Motion No: 244

Moved by: Murray Seconded by: Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. BED2015-11-01 prepared by Taralyn Martin, Business & Economic Officer; and

Further That Committee provide pre-budget approval in the amount of \$10,000 for a 2016 Huron-Kinloss Ice Cream Trail™ contest.

Carried.

- 4.17 [Report Number BED2015-11-02](#) prepared by Taralyn Martin, Business and Economic Officer.
November 2015 Project Update

Motion No: 245

Moved by: Abbott Seconded by: Murray

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. BED2015-11-02 prepared by Taralyn Martin, Business & Economic Officer.

Carried.

- 4.18 [Report Number ADMIN2015-11-14](#) prepared by Mary Rose Walden, Administrator
EPCOR Business Trip

Motion No: 246

Moved by: Murray Seconded by: Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. ADM2015-11-14 prepared by Mary Rose Walden, Administrator.

Carried.

5. **Correspondence Requiring Direction**

5.1 [Public Health Funding](#)

We have received a letter from the Grey Bruce Health Unit regarding the public health funding model.

Does Council wish to bring forward a resolution of support?

Action: The Committee requested the resolution be brought forward to Council.

6. **Information**

- 6.1 [Report Number CLK2015-11-22](#) prepared by Joanna Malott, Deputy Clerk
Correspondence and Information on the table

Motion No: 247

Moved by: Hanna Seconded by: Gamble

That The Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. CLK2015-11-22 prepared by Joanna Malott.

Carried.

6.2 [Ontario Building Officials Association](#)

Matt Farrell, CBO has been appointed to the 2015-2016 Board of Directors

Action: Council congratulated the CBO on the appointment.

7. New Business/Council Reports

7.1 Huron landfill Dozer

The Director of Public Works reported that today he received notification from the Township insurance and they have authorized fixing the dozer that landed in the pit for \$102,000.00.

Action: After further discussion it was noted there is a \$5000 deductible but this is the preferred option.

Motion No: 248

Moved by: Murray Seconded by: Hanna

That The Township of Huron-Kinloss Committee of the Whole hereby receives authorizes fixing the Huron Landfill dozer through insurance.

Carried.

8. Closed Session

8.1 Motion to go in Closed Session

Motion No: 249

Moved by: Sloetjes Seconded by: Murray

That the Township of Huron-Kinloss Council hereby moves into a Closed Session Meeting at 8:30 p.m. for the purpose of discussing:

- advice that is subject to solicitor-client privilege, including communications necessary for that purpose; Committee of Council, natural gas project
- personnel matters about an identifiable individual; Public Works Department

Carried.

8.2 Motion to Return to Open Session

Motion No: 253

Moved by: Sloetjes Seconded by: Murray

That the Township of Huron-Kinloss Council hereby rises from the Closed Session Meeting at 9:40 p.m.

Carried.

9. Business Arising from Closed Session

Motion No: 254

Moved by: Elliott Seconded by: Gamble

That the Township of Huron-Kinloss Committee of the Whole hereby approves the direction provided to staff in the Closed Session Meeting in relation to the staff reports.

Carried.

Motion No: 255

Moved by: Sloetjes Seconded by: Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby approves the direction provided in the Closed Session Meeting related to the natural gas project to allow legal counsel to prepare the necessary legal agreements between the Township and EPCOR.

Carried.

10. **Adjournment**

10.1 Motion to Adjourn

Motion No: 256

Moved by: Abbott Seconded by: Hanna

That the Township of Huron-Kinloss Council hereby adjourns.

Carried.

Original Signed by Wilf Gamble

Deputy 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