



The Corporation of the Township of Huron-Kinloss

Committee of the Whole Meeting Minutes

Council Chambers, 21 Queen Street

October 2, 2017

7:00 pm

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

Others Present: Liz Dadson, Barb McKay, Mark De Luca

October 2nd, 2017 Committee of the Whole Meeting

1 Call to Order

Mayor Mitch Twolan called the meeting to order at 7:00pm

2 . Disclosure of Pecuniary Interest

None disclosed.

3 . Delegations

3.1 Nothing Scheduled

4 . Staff Reports

- 4.1 [Report number: BLDG2017-10-23](#) prepared by Matt Farrell, Chief Building Official
September 2017 Septic Inspection Report

Motion No: 283

Moved by: Carl Sloetjes Seconded by: Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2017-10-23 prepared by Matt Farrell, Chief Building Official

Carried

- 4.2 [Report number: BLDG2017-10-24](#) prepared by Matt Farrell, Chief Building Official
September Monthly Report

Motion No: 284

Moved by: Don Murray Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLDG2017-10-24 prepared by Matt Farrell, Chief Building Official

Carried

- 4.3 [Report number: FIRE2017-10-20](#) prepared by Chris Cleave, Fire Chief
Fire Department Response to Ripley Lagoon Incident

Motion No: 285

Moved by: Carl Sloetjes Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2017-10-20 prepared by Chris Cleave, Fire Chief and Further directs staff to pursue recoup of costs from the vehicles insurance company for any costs incurred by the Township.

Carried

- 4.4 [Report number: FIRE2017-10-21](#) prepared by Chris Cleave, Fire Chief
Fire Department Monthly Report - September

Motion No: 286

Moved by: Jeff Elliott Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE2017-10-21 prepared by Chris Cleave, Fire Chief

Carried

- 4.5 [Report number: BLE2017-10-22](#) prepared by Heather Falconer, Accounting
Clerk/By-Law Enforcement Officer
September Staff Report

Motion No: 287

Moved by: Carl Sloetjes Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number BLE2017-10-22 prepared by Heather Falconer, Accounting Clerk/By-Law Enforcement Officer

Carried

- 4.6 [Report number: DRAIN2017-10-10](#) prepared by Grant Collins, Drainage Superintendent
Royal Oak Municipal Drain Update

Motion No: 288

Moved by: Jeff Elliott Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number DRAIN2017-10-10 prepared by Grant Collins Drainage Superintendent.

Carried

- 4.7 [Report number: TR2017-10-69](#) prepared by Jodi MacArthur, Treasurer
Asset Management Project Update

Motion No: 289

Moved by: Carl Sloetjes Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number TR2017-10-69 prepared by Jodi MacArthur, Treasurer and in so doing approves the State of Maturity Report as presented and authorizes by-laws be brought forward to Council to adopt the asset management policy and confirm an agreement with the Federation of Canadian Municipalities, thereby advancing to Phase 2 of the Asset Management Project.

Carried

- 4.8 [Report number: CS2017-10-43](#) prepared by Mike Fair, Director of Community Services
Status Report

Motion No: 290

Moved by: Jeff Elliott Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CS2017-10-43 prepared by Mike Fair, Director of Community Services

Carried

- 4.9 [Report number: CS2017-10-44](#) prepared by Mike Fair, Director of Community Services
Point Clark Community Centre Custodian Services

Motion No: 291

Moved by: Carl Sloetjes Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CS2017-10-44 prepared by Mike Fair, Director of Community Services and authorizes Staff to proceed with the Point Clark Community Centre Custodian Services Agreement and authorizes the appropriate amended by-law coming forward with the revised agreement.

Carried

- 4.10 [Report number: CS2017-10-45](#) prepared by Mike Fair, Director of Community Services
Arena Attendant Student Hires

Motion No: 292

Moved by: Jeff Elliott Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby approves Arena Attendant Student Hires Report Number CS2017-10-45 prepared by Mike Fair, Director of Community Services.

Carried

- 4.11 [Report number: PW2017-10-46](#) prepared by Hugh Nichol, Director of Public Works
Water/Wastewater

Motion No: 293

Moved by: Jeff Elliott Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2017-10-46 prepared by Hugh Nichol, Director of Public Works

Carried

- 4.12 [Report number: PW2017-10-47](#) prepared by Hugh Nichol, Director of Public Works
Transportation

Motion No: 294

Moved by: Carl Sloetjes Seconded by: Don Murray

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2017-10-47 prepared by Hugh Nichol, Director of Public Works

Carried

Action: There was further discussion regarding marking the parking spaces in Lucknow. A solid white line versus individual parking spaces were discussed. Parking lines will not be painted until next year due to winter maintenance. The Director of Public Works will investigate and bring back options in a future report.

- 4.13 [Report number: PW2017-10-48](#) prepared by Hugh Nichol, Director of Public Works
Ripley Elevated Tank

Motion No: 295

Moved by: Carl Sloetjes Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number PW2017-10-48 prepared by Hugh Nichol, Director of Public Works

Carried

- 4.14 [Report number: CAO2017-10-19](#) prepared by Mary Rose Walden, Chief Administrative Officer
Rain Garden

Motion No: 296

Moved by: Jeff Elliott Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number 2017-10-19 prepared by Mary Rose Walden, Chief Administrative Officer and

authorizes the Pine River Watershed Initiative Network to proceed with the installation of a Rain Garden at the Ripley Library and authorizes the appropriate by-law come forward.

Carried

- 4.15 [Report number: CAO2017-10-20](#) prepared by Mary Rose Walden, Chief Administrative Officer
Values & Principles Work Plan

Motion No: 297

Moved by: Lillian Abbott Seconded by: Don Murray

That the Township of Huron-Kinloss Committee of the Whole hereby approves in principle the work plan as described in Report Number CAO2017-10-20 prepared by Mary Rose Walden, Chief Administrative Officer; and Further that Committee supports moving forward with the community engagement activities to develop and guide discussions on partnership for the potential to implement the APM project.

Carried

- 4.16 [Report number: CAO2017-10-21](#) prepared by Mary Rose Walden, Chief Administrative Officer
Water Quality Sampling Pine River Watershed

Motion No: 298

Moved by: Don Murray Seconded by: Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CAO2017-10-21 prepared by Mary Rose Walden, Chief Administrative Officer

Carried

Action: The Committee noted a meeting request during the ROMA or OGRA conference should be requested based on this response to discuss the concerns. The Committee would like to review the water quality monitoring program based on this response at budget time.

- 4.17 [Report number: CAO2017-10-22](#) prepared by Mary Rose Walden, Chief Administrative Officer
Source Water Protection Update

Motion No: 299

Moved by: Lillian Abbott Seconded by: Don Murray

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CAO2017-10-22 prepared by Mary Rose Walden, Chief Administrative Officer and in so doing authorizes a by-law coming forward accepting the proposal.

Carried

- 4.18 [Report number: CLK2017-10-56](#) prepared by Joanna Malott, Deputy Clerk/Administrative Assistant
Correspondence and Information on the Table

Motion No: 300

Moved by: Don Murray Seconded by: Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-10-56 prepared by Joanna Malott, Deputy Clerk/Administrative Assistant

Carried

- 4.19 [Report number: CLK2017-10-57](#) prepared by Joanna Malott, Deputy Clerk/Administrative Assistant
Resolutions for Consideration

Motion No: 301

Moved by: Don Murray Seconded by: Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-10-57 prepared by Joanna Malott, Deputy Clerk/Administrative Assistant and further directs the Clerk to bring forward the following resolutions for Council's support. Number _____, _____,

Carried.

Action: Both resolutions were received and filed.

- 4.20 [Report number: CLK2017-10-58](#) prepared by Sonya Watson, Clerk
Marriage Commissioner

Motion No: 302

Moved by: Lillian Abbott Seconded by: Don Murray

That the Township of Huron-Kinloss Committee of the Whole hereby approves Report Number CLK2017-10-58 prepared by Sonya Watson, Clerk and in so doing authorizes the appropriate by-law coming forward to appoint Linda Stewart as a Marriage Commissioner for the Township.

Carried

- 4.21 [Report number: CLK2017-10-59](#) prepared by Sonya Watson, Clerk
Comprehensive Zoning By-Law Update

Motion No: 303

Moved by: Don Murray Seconded by: Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number CLK2017-10-59 prepared by Sonya Watson, Clerk

Carried

5 . Correspondence Requiring Direction

5.1 2017 Ontario West Municipal Conference

The Ontario West Municipal Conference is scheduled for November 24th, 2017 in London. Further information can be found at the following [link](#).

Action: Deputy Mayor Gamble and Councillor Abbott will attend.

5.2 St. John Ambulance Donation Request

We have received a letter from St. John Ambulance requesting financial support for a handheld radio. We have copied the letter for your review.

- [Letter](#)

Action: Defer to budget

6 . Information

6.1 Police Services Board Meeting

The Police Services Board Meeting scheduled for September 25th was cancelled. The meeting has been rescheduled for Tuesday, October 10th at 3:00 p.m. in Council Chambers.

Action: Noted

6.2 GIS Information Day

We have received an invitation for an information session on GIS for your local government being held on Wednesday, November 15, 2017 from 1-4 in Saugeen Shores.

- [Invitation](#)

Action:Noted.

6.3 Wingham & District Hospital Foundation

We have received a progress report from the Wingham & District Hospital Foundation for the hospital improvement project. The report is attached for the Committee's review.

- [Progress Report](#)

Action: Noted

6.4 Economic Development and Innovation Summit

We have received an invitation for an Economic Development and Innovation Summit to be held in Walkerton on November 7th, 2017 from 9:00-3:00. The invitation is attached for review.

- [Economic Development and Innovation Summit](#)

Action: Noted.

Motion No: 304

Moved by: Lillian Abbott Seconded by: Don Murray

That the Township of Huron-Kinloss Committee of the Whole hereby receives all information provided in Item 6.

Carried

7 . New Business/Council Reports

7.1 Nothing Scheduled

8 . Closed Session

8.1 Motion to go into Closed Session pursuant to section 239 of the Municipal Act, 2001, as amended

Motion No: 305

Moved by: Don Murray Seconded by: Lillian Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby moves into a Closed Session Meeting at 8:15 p.m. for the purpose of discussing:

personal matters about an identifiable individual, including a Township or Local Board employee; By-Law Enforcement Position

the security of property of the Township or Local Board; One Foot Reserve

litigation or potential litigation, including matters before administrative tribunals, affecting the Township or Local Board; One Foot Reserve

Carried.

8.2 Motion to rise from Closed Session

Motion No: 310

Moved by: Lillian Abbott Seconded by: Don Murray

That the Township of Huron-Kinloss Committee of the Whole hereby rise from the Closed Session Meeting at 8:27 p.m.

Carried

9 . Business Arising from the Closed Session

Motion No: 311

Moved by: Don Murray Seconded by: Lillian Abbott

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

10 . Adjournment

Motion No: 312

Moved by: Lillian Abbott Seconded by: Don Murray

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

Original Signed by Mitch Twolan, Mayor

Mayor

Original Signed by Sonya Watson, Clerk

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