



The Corporation of the Township of Huron-Kinloss

Committee of the Whole Meeting Minutes

Council Chambers

October 5th, 2015

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

Others Present: Liz Dadson, Valerie Gillies, Barb MacKay

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 None scheduled

4. **Staff Reports**

4.1 Matt Farrell, Chief Building Official

[Report Number BLDG2015-10-11](#) – September 2015 Monthly Report

Motion No: 167 Moved by Murray Seconded by Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. BLDG2015-10-11 prepared by Matt Farrell, Chief Building Official.

Carried.

- 4.2 Matt Farrell, Chief Building Official
[Report Number BLDG2015-10-13](#) – Septic Inspection Program- McGugan
Motion No: 168 Moved by Sloetjes Seconded by Murray
That The Township of Huron-Kinloss Committee of the Whole directs the CBO to respond to the McGugan's letter and provide rationale for the second cycle of the program as well as comments that are reflected in this report.
Carried.
- 4.3 Matt Farrell, Chief Building Official
[Report Number BLDG2015-10-12](#) – Conservation Authority Act Review
Council had further discussion regarding this report. Council noted concerns with lack of funding sources for Conservation Authorities and the need for increased provincial funding and more funding opportunities. The focus of Conservation Authority efforts should be on Flood/Erosion Safety Services and Watershed Stewardship Services and not commenting on zoning and building related matters. The Conservation Authorities also need a one contact approach when seeking assistance. Working between the various Ministries (OMAFRA, MOE and MNR) proves time consuming and unproductive and wastes valuable staff time and dollars.
Motion No: 169 Moved by Hanna Seconded by Abbott
That the Township of Huron-Kinloss Committee of the Whole receives for information Report No. BLDG2015-10-12 prepared by Matt Farrell, CBO and will submit comments by October 19th, 2015 as received at the meeting.
Carried.
- 4.4 Heather Falconer, By-Law Enforcement Officer
[Report Number BLE2015-10-11](#) – September By-Law Enforcement Report
Motion No: 170 Moved by Abbott Seconded by Murray
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No BLE2015-10-11 prepared by Heather Falconer, By-law Enforcement Officer.
Carried.
- 4.5 Heather Falconer, By-Law Enforcement Officer
[Report Number BLE2015-10-10](#) – Inverlyn Estates Signage
Motion No: 171 Moved by Elliott Seconded by Sloetjes
That the Township of Huron-Kinloss Committee of the Whole hereby supports the By-law Enforcement Officer's request for removal of the advertising signage for Inverlyn Estates from municipal owned property; and
Further that the By-Law Enforcement Officer prepare a second letter requesting removal of the signage by October 30th, 2015.
Carried.
- 4.6 Chris Cleave, Fire Chief

[Report Number FIRE2015-10-01](#) – Fire Department Monthly Report - September

Motion No: 172 Moved by Hanna Seconded by Murray

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. FIRE2015-10-01 prepared by Christopher J. Cleave, Fire Chief.

Carried.

4.7 Tracey Howe, CEMC Alternate

[Report Number CS2015-10-02](#) – Fall Fair Emergency Preparedness Displays

Motion No: 173 Moved by Elliott Seconded by Hanna

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. CS2015-10-02 prepared by Tracey Howe, Administrative Assistant.

Carried.

4.8 Tracey Howe, Administrative Assistant

[Report Number ADM2015-10-13](#) – Health & Safety Quarterly Report

Motion No: 174 Moved by Abbott Seconded by Murray

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. ADM2015-10-13 prepared by Tracey Howe, Administrative Assistant.

Carried.

4.9 Grant Collins, Drainage Superintendent

[Report Number DRAIN2015-10-01](#) - Drainage Assessment Loan Policy

Motion No: 175 Moved by Hanna Seconded by Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby authorizes bringing forward an amendment to the Drainage Assessment Loan Policy to permit assessed landowners to pay municipal drain assessments over a five year period.

Carried.

4.10 Mike Fair, Director of Community Services

[Report Number CS2015-09-33](#) – Door Replacement Daycare/Council Chambers

Motion No: 176 Moved by Abbott Seconded by Elliott

That the Township of Huron-Kinloss Committee of the Whole hereby accepts the supply and install quote from John Ball Carpentry for the Ripley Day Care \$5,887.76 plus H.S.T. and supply and install the exterior door only of the Municipal office \$9,480.00 plus H.S.T.

Carried.

4.11 Mike Fair, Director of Community Services

[Report Number CS2015-10-34 - Family Fitness Instructors](#)

Motion No: 177 Moved by Sloetjes Seconded by Elliott

That the Township of Huron-Kinloss Committee of the Whole approve the Hiring Committee to consist of the Director of Community Services Department Head & the Administrator for any Fitness Instructors for the Department of Community Services

Carried.

4.12 Mike Fair, Director of Community Services

[Report Number CS2015-10-35 - New Ice Rental Rate](#)

Motion No: 178 Moved by Hanna Seconded by Murray

That the Township of Huron-Kinloss Committee of the Whole approve the Last Minute Open Ice bookings, at a rate of 50% of the prime time ice rental rate, and further that the Recreation Fees By-Law be brought forward for revision at the October Council meeting.

Carried.

4.13 Mike Fair, Director of Community Services

[Report Number CS2015-10-36 – Community Services Status Report](#)

Motion No: 179 Moved by Hanna Seconded by Sloetjes

That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. CS2015-10-36 prepared by Mike Fair, Director of Community Services.

Carried.

4.14 Mike Fair, Director of Community Services

[Report Number CS2015-10-37 – Fitness Training Rates](#)

Motion No: 180 Moved by Elliott Seconded by Murray

That the Township of Huron-Kinloss Committee of the Whole hereby accepts this Report Number CS2015-10-37 and further that the Recreation Fees By-law be brought forward for revision at the October council meeting.

Carried.

4.15 Hugh Nichol, Director of Public Works

[Report Number PW2015-10-27 – Crossing Guard Contract](#)

Council had concern with an automatic wage increase in perpetuity as proposed. A report with further information regarding wages will be brought forward.

Motion No: 181 Moved by Murray Seconded by Abbott

That the Township of Huron-Kinloss Committee of the Whole hereby accepts the Director of Public Works recommendation to pass a By-Law.

Deferred.

- 4.16 Hugh Nichol, Director of Public Works
[Report Number PW2015-10-25](#) – Water/Wastewater Status Report
Motion No: 182 Moved by Sloetjes Seconded by Abbott
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. PW2015-10-25 prepared by Hugh Nichol, Director of Public Works.
Carried.
- 4.17 Hugh Nichol, Director of Public Works
[Report Number PW2015-10-26](#) – Waste Management Status Report
Motion No: 183 Moved by Elliott Seconded by Murray
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. PW2015-10-26 prepared by Hugh Nichol, Director of Public Works.
Carried.
- 4.18 Jodi MacArthur, Treasurer
[Report Number TR2015-10-12](#) - 2014 Financial Statements
Motion No: 184 Moved by Hanna Seconded by Abbott
That the Township of Huron-Kinloss Committee of the Whole hereby accepts the 2014 audited financial statements as presented.
Carried.
- 4.19 Jodi MacArthur, Treasurer
[Report Number TR2015-10-13](#) – 2016 OPP Billing Statement
Motion No: 185 Moved by Sloetjes Seconded by Hanna
That the Township of Huron-Kinloss Committee of the Whole hereby receives the information contained in Report Number TR2015-10-13 prepared by Jodi MacArthur, Treasurer.
Carried.

- 4.20 Jodi MacArthur, Treasurer
[Report Number TR2015-10-14](#) – Saugeen Valley Conservation 2016 Budget
Motion No: 186 Moved by Elliott Seconded by Abbott
That the Township of Huron-Kinloss Committee of the Whole hereby approves the draft 2016 Saugeen Valley Conservation Authority budget as presented.
Carried.
- 4.21 Sonya Watson, Clerk
[Report Number CLK2015-10-16](#) -OPP Contract/Police Services Board
Motion No: 187 Moved by Hanna Seconded by Murray
That the Committee of the Whole hereby authorizes the Section 10 Agreement with the OPP to come forward for adoption at the October 19th, 2015 Council meeting; and
Further That The Committee of the Whole hereby authorizes the Clerk to establish a Governance Document for the Police Services Board that will be approved by Council; and
Further that once this Governance Document is approved the Clerk be authorized to advertise for the Local and Provincial representative on the committee; and
Further that an honorarium of \$250 per year be established for the resident Police Service Board member.
Carried.
- 4.22 Sonya Watson, Clerk
[Report Number CLK2015-10-17](#) – Provincial Legislation Review
Motion No: 188 Moved by Elliott Seconded by Sloetjes
That the Committee of the Whole hereby receives for information Report No. CLK2015-10-17 prepared by Sonya Watson, Clerk and directs the Clerk to submit any further comments the Committee directs on behalf of the Township of Huron-Kinloss pertaining to the Municipal Act or the Municipal Conflict of Interest Act outside of those included in the AMO submission.
Carried.
- 4.23 Taralyn Martin, Business & Economic Officer
[Report Number BED2015-10-01](#) – October 2015 Project Update
Motion No: 189 Moved by Hanna Seconded by Abbott
That the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report No. BED2015-10-01 prepared by Taralyn Martin, Business & Economic Officer.
Carried.

5. **Correspondence Requiring Direction**

5.1 No items received.

6. **Information**

6.1 Public Information Session Proposed Natural Gas Project

The following [notice](#) will be distributed throughout the community. There are three sessions for the public to attend from October 15th-October 17th, 2015

6.2 Joanna Malott, Deputy Clerk

[Report Number CLK2015-10-18](#) – Correspondence and Information on the table

6.3 [Bruce Botanical Food Gardens \(BBFG\)](#)

We have received a thank you letter from BBFG regarding the recent Harvest Dinner

Motion No: 190 Moved by Murray Seconded by Abbott

That the Township of Huron-Kinloss Committee of the Whole receives for information the items presented in item 6.

Carried.

7. **New Business/Council Reports**

7.1 Asphalt Pricing

The Committee questioned whether there would be benefit to additional paving now due to the lower oil prices.

ACTION: The Director of Public Works did not feel that oil prices really reduced the price of asphalt paving.

8. **Closed Session**

8.1 Motion to go in Closed Session

Motion No: 191 Moved by Murray Seconded by Abbott

THAT the Township of Huron-Kinloss Committee of the Whole hereby moves into a Closed Session Meeting at 8:27 p.m. for the purpose of discussing:

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Insurance Matters
- personal matters about an identifiable individual, including municipal or local board employees – Arena Winter Casual Hires

Carried.

8.2 **Motion to Return to Open Session**

Motion No: 194 Moved by Abbott Seconded by Elliott

THAT the Township of Huron-Kinloss Committee of the Whole hereby rises from the Closed Session Meeting at 8:41 p.m.

Carried.

9. **Business Arising from Closed Session**

Motion No: 195 Moved by Sloetjes Seconded by Murray

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

Motion No: 196 Moved by Elliott Seconded by Abbott

THAT the Township of Huron-Kinloss Committee of the Whole hereby approves hiring Chase Meurs, Mathew Johnson, Carson Watson, Graeme Robinson and Jacob Lotton as Arena Winter Casual Students at the Ripley-Huron Community Centre.
Carried.

10. **Adjournment**

Motion No: 197 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