



The Corporation of the Township of Huron-Kinloss

## Council Meeting Minutes

Council Chambers, 21 Queen Street

April 16, 2018

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	Present
Carl Sloetjes, Councillor	Present
Emily Dance, Clerk	Present
Matt Farrell, Building & Planning Manager/CBO	Present
Hugh Nichol, Director of Public Works	Present
Jodi MacArthur, Treasurer	Present

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### Council Meeting

#### 1 Call to Order

Mayor Mitch Twolan called the meeting to order at 7:16pm

#### 2 . Disclosure of Pecuniary Interest

None noted.

#### 3 . Adoption of the Minutes

##### 3.1 Motion to Adopt [March 19, 2018 Council Minutes](#)

Motion No: 267

Moved by: Jeff Elliott Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council hereby adopts the March 19, 2018 Council minutes as written.

Carried

##### 3.2 Motion to Adopt [April 4, 2018 Committee of the Whole Minutes](#)

Motion No: 268

Moved by: Wilf Gamble Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Council hereby adopts the April 4, 2018 Committee of the Whole minutes as written.

Carried

#### 4 . Delegations

4.1 Nothing Scheduled

#### 5 . Correspondence Requiring Direction

5.1 Offering School Property to Municipalities

This resolution was brought forward for consideration from the April 4, 2018 Committee of the Whole Meeting.

- [Offering School Properties to Municipalities](#)

Motion No: 269

Moved by: Jeff Elliott Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Council endorse The Town of Essex's resolution that when schools boards make decisions to close schools that they have to offer the building to the local municipality for a dollar.

Carried

5.2 Proposed Amendments to the Endangered Species Act

This resolution was brought forward for consideration from the April 4, 2018 Committee of the Whole meeting.

- [Proposed Amendments to the Endangered Species Act](#)

Motion No: 270

Moved by: Wilf Gamble Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Council hereby supports the County of Renfrew in their efforts to petition the Government of Ontario regarding proposed amendment to the Endangered Species Act; AND FURTHER directs staff to forward a copy of the resolution to the County of Renfrew to distribute as it sees fit.

Carried

5.3 Site Plan Amendment - 2226462 Ontario Inc.

This resolution was brought forward for consideration from the April 4, 2018 Committee of the Whole meeting. Re: Report No. [BLDG2018-04-8](#) prepared by Matt Farrell, Building and Planning Manager.

Motion No: 271

Moved by: Jeff Elliott Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council hereby amends the Site Plan Agreement with 2226462 Ontario Inc. to reduce the double stacking lane drive-thru to a single stacking lane AND revise the building elevation facades as per Tim Horton's requirements AND that the amended drawings be registered in title AND FURTHER authorize the Mayor and Clerk to sign all necessary documentation.

Carried

#### 5.4 Municipally Significant Designation - Music in the Fields

This resolution was brought forward for consideration from the April 4, 2018 Committee of the Whole Meeting. Re: Report [CS2018-04-14](#) prepared by Mike Fair, Director of Community Services.

Motion No: 272

Moved by: Wilf Gamble Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Council hereby declares Music in the Fields scheduled for August 22, 23 24 and 25, 2018 as a Municipally Significant Event for the purposes of facilitating the organizers to obtain the appropriate liquor licence with the following conditions: Security and OPP will be coordinated with the AGCO, and a formal security plan as per the Alcohol Risk Management Plan AND that the organizers review and comply with the Township of Huron-Kinloss Special Events By-law.

Carried

#### 5.5 Application for Refreshment Vehicle License

This resolution was brought forward for consideration from the April 4, 2018 Committee of the Whole Meeting. Re: Report [CLK2018-04-26](#) prepared by Emily Dance, Clerk.

Motion No: 273

Moved by: Jeff Elliott Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss approves the request from Jim Gardner for a refreshment vehicle license to be located in the parking lot at 659 Campbell St.  
Lucknow for 2018 subject to meeting all requirements and associated fees.

Carried

Action:

Council directed staff to review the current refreshment vehicle policy regarding restroom facilities and licensing fees.

#### 5.6 AMO Delegation Request

Municipal Delegation Request for the Association of Municipalities of Ontario (AMO) 2018 Annual Conference is now available. The deadline to submit requests is **July 3, 2018**.

Motion No: 274

Moved by: Wilf Gamble Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Council hereby directs staff to request delegations with the following Ministries at the AMO conference:

Deferred

Action: Council directed staff to bring back the motion following the June 2018 Provincial Election.

#### 5.7 Lucknow Reunion Parade

The Lucknow & District Kinettes have invited The Township of Huron-Kinloss to participate in the Lucknow Reunion Mammoth Parade on Saturday June 30, 2018 at 11:00am.

#### - [Lucknow Reunion Parade](#)

Motion No: 275

Moved by: Jeff Elliott Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council direct staff to enter a float in the Lucknow Reunion Mammoth Parade.

Carried

Action:

Council directed staff to come up with an appropriate theme for the float. Councillor Murray has offered his tractor and wagon.

### 6 . Financial Reports

- 6.1 [Report number: TR2018-04-33](#) prepared by Jodi MacArthur, Treasurer March 2018 Accounts

Motion No: 276

Moved by: Wilf Gamble Seconded by: Carl Sloetjes

That Township of Huron-Kinloss Council hereby ratifies and confirms payment of the March 2018 accounts in the amount of \$3,444,484.46.

Carried

- 6.2 [Report number: TR2018-04-34](#) prepared by Jodi MacArthur, Treasurer Revenue/Expenditure Reports to March 31, 2018

Motion No: 277

Moved by: Wilf Gamble Seconded by: Jeff Elliott

That Township of Huron-Kinloss Council hereby reviews and receives the summary revenue/expenditure reports to March 31, 2018 prepared by Jodi MacArthur, Treasurer.

Carried

- 6.3 [Report number: TR2018-04-40](#) prepared by Jackie Johnson,  
Administrative Assistant, Finance  
April 2018 Accounts

Motion No: 278

Moved by: Jeff Elliott Seconded by: Carl Sloetjes

That the Township of Huron-Kinloss Council hereby authorizes payment of the April 2018 accounts in the amount of \$771,566.60

Carried

## 7 . Staff Reports

- 7.1 [Report number: BLE2018-04-8](#) prepared by Heather Falconer, By-Law Enforcement Officer  
Property Standards By-Law

Motion No: 279

Moved by: Carl Sloetjes Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Council hereby approves Report Number BLE2018-04-8 prepared by Heather Falconer, By-Law Enforcement Officer and directs staff to draft a new Property Standards By-Law that incorporates maintenance standards for residential rental properties contained within the Residential Tenancies Act for Council consideration.

Carried

Action:

Council has requested the issue also be referred to the Police Services Board for comment.

- 7.2 [Report number: TR2018-04-35](#) prepared by Jodi MacArthur, Treasurer 2017 Statement of Development Charges

Motion No: 280

Moved by: Jeff Elliott Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council hereby receives for information Report Number TR2018-04-35 prepared by Jodi MacArthur, Treasurer.

Carried

- 7.3 [Report number: TR2018-04-36](#) prepared by Phyllis Hunter, Taxation / Revenue Clerk Quarterly Tax Arrears to March 31, 2018

Motion No: 281

Moved by: Carl Sloetjes Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council hereby receives for information Report Number TR2018-04-36 prepared by Phyllis Hunter, Taxation/Revenue Clerk

Carried

7.4 [Report number: TR2018-04-37](#) prepared by Phyllis Hunter, Taxation / Revenue Clerk Minutes of Settlement

Motion No: 282

Moved by: Wilf Gamble Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Council hereby receives for information Report Number TR2018-04-37 prepared by Phyllis Hunter, Taxation / Revenue Clerk

Carried

7.5 [Report number: TR2018-04-38](#) prepared by Jodi MacArthur, Treasurer Books in the Bruce

Motion No: 283

Moved by: Jeff Elliott Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council receives for information Report Number TR2018-04-38 prepared by Jodi MacArthur, Treasurer; AND FURTHER that Council supports the Book in the Bruce program by authorizing staff to assist with grant opportunities.

Carried

7.6 [Report number: TR2018-04-39](#) prepared by Jodi MacArthur, Treasurer Lucknow Reunion Ontario Job Creation Partnership Application

Motion No: 284

Moved by: Carl Sloetjes Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Council hereby receives for information Report Number TR2018-04-39 prepared by Jodi MacArthur, Treasurer; and Further that Council supports moving forward with an application to the Ontario Job Creation Partnership for the Lucknow Reunion.

Carried

7.7 [Report number: CS2018-04-19](#) prepared by Mike Fair, Director of Community Services Lucknow Reunion Municipally Significant Event

Motion No: 285

Moved by: Carl Sloetjes Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council hereby approves Report Number CS2018-04-19, prepared by Mike Fair, Director of Community Services AND FURTHER declares the Lucknow Reunion scheduled for June 29, 2018 to July 2, 2018 a Municipally Significant Event subject to the

following conditions:

1. Proof of Liquor liability insurance
2. Lucknow and District Rec Board staff operator on site from 7:00pm until 2:00am or site vacated, or as required to the Lucknow and District Recreation Board.
3. A schedule of smart serve ticket sellers / bartenders and smart serve certification numbers for the weekend before the event starts
4. Security on site as per AGCO, and OPP security plan and invoiced to the organizers.
5. The aforementioned conditions will ensure that all AGCO and Municipal Alcohol Risk management policies are followed.
6. Completion of the Alcohol Policy Exemption Form. (Completed April 9th 2018)

Carried

- 7.8 [Report number: PW2018-04-19](#) prepared by Hugh Nichol, Director of Public Works Pickup Tender

Motion No: 286

Moved by: Wilf Gamble Seconded by: Jeff Elliott

That the Township of Huron-Kinloss Council hereby approves Report Number PW2018-04-19 prepared by Hugh Nichol, Director of Public Works and accepts the tender bid of DiLawri Auto to supply and deliver a 2018 Dodge RAM 2500 and 2018 RAM 1500, and authorizes the appropriate by-law coming forward on tonight's agenda.

Carried

- 7.9 [Report number: BED2018-04-14](#) prepared by Michelle Goetz, Community Development Officer  
Ice Cream Trail TM Proposal

Motion No: 287

Moved by: Don Murray Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council hereby approves Report Number BED2018-04-14 prepared by Michelle Goetz, Community Development Officer and authorizes staff to move forward with the proposal from Progressive Results Group.

Carried

- 7.10 [Report number: BED2018-04-15](#) prepared by Michelle Goetz, Community Development Officer  
Lucknow Reunion Committee Grant Application

Motion No: 288

Moved by: Wilf Gamble Seconded by: Don Murray

That the Township of Huron-Kinloss Council hereby receives for information Report Number BED2018-04-15 prepared by Michelle Goetz, Community Development Officer; and Further that Council supports allowing the Lucknow Reunion Committee to move forward with grant applications for

the 2018 Lucknow reunion subject to approval by the Treasurer or CAO.

Carried

- 7.11 [Report number: CAO2018-04-12](#) prepared by Mary Rose Walden, Chief Administrative Officer  
Natural Gas Update

Motion No: 289

Moved by: Don Murray Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council hereby receives for information Report Number CAO2018-04-12 prepared by Mary Rose Walden, Chief Administrative Officer

Carried

- 7.12 [Report number: CLK2018-04-27](#) prepared by Kelly Lush, Deputy Clerk/Administrative Assistant  
Information on the Table

Motion No: 290

Moved by: Wilf Gamble Seconded by: Don Murray

That the Township of Huron-Kinloss Council hereby receives for information Report Number CLK2018-04-27 prepared by Kelly Lush, Deputy Clerk/Administrative Assistant

Carried

- 7.13 [Report number: CLK2018-04-28](#) prepared by Emily Dance, Clerk Property Standards Committee

Motion No: 291

Moved by: Don Murray Seconded by: Wilf Gamble

That the Township of Huron-Kinloss Council hereby receives for information Report Number CLK2018-04-28 prepared by Emily Dance, Clerk AND FURTHER accepts with regrets the resignation of Leo Murray from the Property Standards Committee.

Carried

- 7.14 [Report number: CLK2018-04-29](#) prepared by Emily Dance, Clerk Lucknow Community Health Centre Joint Board of Management Agreement

Motion No: 292

Moved by: Jeff Elliott Seconded by: Don Murray

That the Township of Huron-Kinloss Council hereby approves Report Number CLK2018-04-29 prepared by Emily Dance, Clerk and approves an amendment to the Lucknow Community Health Centre Joint Board of Management authorizes the appropriate by-law coming forward on tonight's agenda.

Carried



## 8 . By-Laws and Agreements

### 8.1 By-Law No. 2018-41

- [Whitechurch Water Distribution System Debenture By-Law](#)

Motion No: 293

Moved by: Don Murray Seconded by: Jeff Elliott

That By-Law No. 2018-41 being the Whitechurch Water Distribution System Debenture By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

### 8.2 By-Law No. 2018-42

- [Main Street Revitalization Initiative Agreement By-Law](#)

Motion No: 294

Moved by: Jeff Elliott Seconded by: Don Murray

That By-Law No. 2018-42 being the Main Street Revitalization Initiative Agreement By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

### 8.3 By-Law No. 2018-43

- [Accept Quote for Portable Toilets By-Law](#)

Motion No: 295

Moved by: Don Murray Seconded by: Jeff Elliott

That By-Law No. 2018-43 being the Accept Quote for Portable Toilets By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

### 8.4 By-Law No. 2018-44

- [Algae Harvesting 2018 Agreement By-Law](#)

Motion No: 296

Moved by: Carl Sloetjes Seconded by: Don Murray

That By-Law No. 2018-44 being the Algae Harvesting 2018 Agreement By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

### 8.5 By-Law No. 2018-45

- [Watermain upgrades and Road Improvements on Willoughby and Outram By-Law](#)

Motion No: 297

Moved by: Don Murray Seconded by: Carl Sloetjes

That By-Law No. 2018-45 being the Watermain Upgrades and Road

Improvements on Willoughby and Outram By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

8.6 By-Law No. 2018-46

- [Purchase of one 2018 Dodge 2500 Pickup Truck and one Dodge 1500 Pickup Truck](#)

Motion No: 298

Moved by: Carl Sloetjes Seconded by: Don Murray

That By-Law No. 2018-46 being the Purchase of one 2018 Dodge 2500 Pickup and one Dodge 1500 Pickup By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

8.7 By-Law No. 2018-47

- [Appoint Elyse Dewar as Project Coordinator By-Law](#)

Motion No: 299

Moved by: Don Murray Seconded by: Carl Sloetjes

That By-Law No. 2018-47 being the Appoint Elyse Dewar as Project Coordinator By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

8.8 By-Law No. 2018-48

- [2018 Amendment \(4\) Building Fees By-Law](#)

Motion No: 300

Moved by: Lillian Abbott Seconded by: Don Murray

That By-Law No. 2018-48 being the 2018 Amendment (4) Building Fees By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

8.9 By-Law No. 2018-49

- [Amendment to Lucknow Health Centre Agreement By-Law](#)

Motion No: 301

Moved by: Jim Hanna Seconded by: Lillian Abbott

That By-Law No. 2018-49 being the Amendment to Lucknow Health Centre Agreement By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

8.10 By-Law No. 2018-50

- [Community Sustainability and Well-Being Reserve Fund](#)

Motion No: 302

Moved by: Lillian Abbott Seconded by: Don Murray

That By-Law No. 2018-50 being the Community Sustainability and Well-Being Reserve Fund By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

## 9 . Information

### 9.1 Ontario Power Generation Annual Payments

Ontario Power Generation has confirmed disbursement of 50% of the annual payments from 2015 to 2017. Based on the direction received from Council on February 16, 2018, a total of \$134,495.00 will be transferred to the municipal capital projects reserve.

- [OPG Annual Payments Letter](#)

### 9.2 County of Bruce & County of Grey Homelessness Enumeration

From April 23 to April 27, 2018 Bruce County, in partnership with Grey County will be conducting a homelessness enumeration. The objective is to collect information about homelessness and individuals who are accessing services in Bruce County & Grey County. The results will be used to assist in services planning over the next 2 years.

- [Homelessness Enumeration](#)

Motion No: 303

Moved by: Jim Hanna Seconded by: Lillian Abbott

That the Township of Huron-Kinloss Council hereby receives for information all items listed in Section 9.

Carried

## 10 . Township Committee Minutes Received

### 10.1 Nuclear Waste Community Advisory Committee

- [NWCAC Minutes March 6, 2018](#)

### 10.2 Police Services Board

- [Police Services Board Minutes November 27, 2018](#)

### 10.3 Lucknow Reunion Committee

- [Lucknow Reunion Committee Minutes March 14, 2018](#)

Motion No: 304

Moved by: Lillian Abbott Seconded by: Don Murray

That the Township of Huron-Kinloss Council hereby receives for information the items listed in Section 10.

Carried

**11 . New Business/Council Reports**

11.1 Council requested staff look into concerns brought forward regarding the Comprehensive Zoning By-Law.

**12 . Other Agency Minutes and Reports Received**

12.1 Maitland Valley Conservation Authority

- [2017 Audited Financial Statements](#)

12.2 Saugeen Mobility and Regional Transit

- [2017 Audited Financial Statements](#)

12.3 Pine River Watershed Initiative

- [PRWIN Minutes April 4, 2018](#)

12.4 Saugeen Valley Conservation Authority

- [SVCA Minutes February 13, 2018](#)

12.5 Bruce Area Solid Waste Recycling 2017 Financial Statement

- [BASWR 2017 Financial Statement](#)

- Motion No: 305

Moved by: Lillian Abbott Seconded by: Don Murray

That the Township of Huron-Kinloss Council hereby receives for information the items listed in Section 12.

Carried

**13 . Closed Session**

13.1 Motion to go into Closed Session

Motion No: 306

Moved by: Jim Hanna Seconded by: Lillian Abbott

That pursuant to Section 239 of the Municipal Act, 2001 as amended the Township of Huron-Kinloss Council move into Closed Session for the purpose of discussing: potential litigation; information explicitly supplied in confidence to the municipality of local board by another level of government or a Crown Agency; AND personal matters about an identifiable individual including a Township of Local Board: staff remuneration.

Carried

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

Mayor Twolan reported a closed meeting has been held for potential litigation; information explicitly supplied in confidence to the municipality AND personal matters about an identifiable individual including a Township of Local Board: staff remuneration.

Motion No: 312

Moved by: Lillian Abbott Seconded by: Jim Hanna

That By-Law No. 2018-51 being the Establish Salary Ranges for Non-Union Municipal Employees By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

### 15 . **Confirming By-Law**

15.1 Motion to Adopt

- [By-Law No. 2018-52 being the April, 2018 Confirmatory By-Law](#)

Motion No: 313

Moved by: Jim Hanna Seconded by: Lillian Abbott

That By-Law No. 2018-52 being the April 2018, Confirmatory By-Law be read a first, second, third and finally passed this 16th day of April, 2018.

Carried

### 16 . **Adjournment**

Motion No: 314

Moved by: Lillian Abbott Seconded by: Jim Hanna

That the Township of Huron-Kinloss hereby adjourns. Carried

Original signed by Wilf Gamble

\_\_\_\_\_  
Deputy Mayor

Original signed by Emily Dance

\_\_\_\_\_  
Clerk

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