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Council Meeting Minutes

Date: March 10, 2025
Time: 7:00 pm
Location: Council Chambers

Members Present Don Murray, Mayor
Jim Hanna, Deputy Mayor
Shari Flett, Councillor
Scott Gibson, Councillor
Ed McGugan, Councillor
Carl Sloetjes, Councillor

Members Absent Larry Allison, Councillor

Staff Present Jennifer White, Clerk
Brett Pollock, Manager of Building and Planning, CBO

1. Call to Order

Mayor Murray called the meeting to order at 7:00 p.m. The Deputy Mayor attended the meeting electronically. All other members of Council and staff attended in person in the Council Chambers.

2. Disclosure of Pecuniary Interest

None disclosed.

3. Adoption of Minutes

Resolution No.: 03/10/2025 - 01

Moved By Shari Flett

Seconded By Ed McGugan

THAT the minutes of the Committee of the Whole meeting and Council meeting of February 3, 2025 and the Council (Budget) meeting of February 21, 2025 be adopted as presented.

Carried

4. Public Meetings Required Under the Planning Act

Councillor Sloetjes joined the meeting at 7:01, and was present for the consideration of this item.

The purpose of the application is to of this application is a Zoning By-law Amendment.

If approved, the application would facilitate the creation of a new residential lot. The Planner, Amy Rogers, explained the report and recommendation.

Presentations from the Applicant

The applicant (Steve Michie) was present for questions but did not provide comment on the application.

Presentations from the Public

Diane Metcalfe of 10 Whitechurch St addressed Council. Their property backs onto the agricultural lands of the subject property.

Metcalfe inquired about the availability for future development of the agricultural lands. The County Planner explained that the lands are not currently within the hamlet boundary area. It would require a settlement expansion in Whitechurch for future development. This would necessitate a separate planning process to proceed.

Metcalfe also questioned whether agricultural property must be used for agricultural uses, noting that in the past the area had been left to weed. The Applicant addressed Council, to indicate that this property had only recently been purchased by them, and that the area had been rented for livestock since they purchased the property.

Valerie Pennington of 22 Whitechurch street addressed Council with concerns about the municipal drain which exists on the property. The Clerk provided information on how municipal drains are impacted by the consent process, including the reapportionment of assessments as necessary, and requested that concerned residents contact the office to report any current drainage issues for resolution.

Pennington also had concerns about weeds on the property. The applicant expressed appreciation for these concerns, and interest in maintaining the property. The Mayor noted that there is a process for reporting use of a property contrary to the zoning by-law, and to request an investigation regarding the Township's Clean and Clear Yards By-law.

Questions and Clarifications from Council

Council confirmed the existing and proposed access to the agricultural lands.

Council inquired about the smaller frontage in other areas within Whitechurch, and Rogers confirmed that these smaller lots are likely to be legacy lots created before current standards.

The County has no plans to add this agricultural property to the settlement area, however the Township Council could decide to recommend the settlement area be expanded. Council confirmed that the applicant could request this addition and a further planning process would need to be initiated, with neighbors being notified as legislated.

Council inquired about the requirement to decommission the well, and connect to municipal services. The Planner, explained that where municipal services are available, the preference is to connect to those services.

Resolution No.: 03/10/2025 - 02

Moved By Jim Hanna

Seconded By Carl Sloetjes

THAT the Township of Huron-Kinloss Council approve the planning application Z-2024 - 072 (Michie);
AND FURTHER THAT the Staff bring forward the appropriate By-law at the next meeting of Council.

Carried

5. Staff Report

5.1 Building and Planning

a. Development Agreement-Consent, BLD-2025-06

Council inquired about Tertiary Septic Systems and whether this was required due to the land area/size of lots. Staff noted that there were a variety of factors such as lot size, building size, soil

type, and density of development which would necessitate the use of a specialized tertiary septic system.

Council inquired about the development agreement, and whether this was a new process. Staff commented that this type of agreement has been infrequently used in the past for this type of application. However, previously this type of condition on a consent was sometimes included within language in the zoning by-law. This is no longer considered an appropriate mechanism. The agreement ensures that the right type of septic would be installed, no matter when development takes place as the building code does not have any nitrate requirements listed within it. The agreement provides the security to know that the requirement won't be missed at a later date, and the consent registration can take place within the required timeframe.

Council inquired about whether there was concern from Staff regarding the County requirement for Tertiary Systems based on nitrate studies. Staff supported this condition, to control nitrates in soils from impacting the water table, and allowing flexibility to permit smaller lot sizes. Council discussed concerns and benefits of this type of agreement, and permitting tertiary systems on smaller lot sizes.

The Clerk clarified the recommendation of Staff was to delegate the authority to Mayor and Clerk to authorize and sign these types of agreements for all future consent applications where required.

Resolution No.: 03/10/2025 - 03

Moved By Shari Flett

Seconded By Scott Gibson

THAT the Township of Huron-Kinloss Council hereby approves Report BLD-2025-06 prepared by Michele Barr, Deputy CBO;

AND authorize entering into a Development Agreement with JMKD Holdings Ltd;

AND FURTHER for any Development Agreements relating to consent applications, that Council delegate approval and signing authority to the Mayor and Clerk.

Carried

6. New Business/ Council Reports

7. Confirming By-Law

Resolution No.: 03/10/2025 - 04

Moved By Carl Sloetjes

Seconded By Ed McGugan

THAT the "Confirmatory March 2025 " By-law be deemed to be read a first, second, third time and finally passed and numbered as By-law No. 2025-18.

Carried

8. Adjournment

Resolution No.: 03/10/2025 - 06

Moved By Scott Gibson

Seconded By Shari Flett

THAT this meeting adjourn at 7:43 p.m.

Carried

Mayor

Clerk