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that cultivates opportunities and
embraces our rural lifestyle.

We deliver services that responsibly utilize
resources, respect our environment, and
foster a community ready to shape its future.

Committee of the Whole Meeting Minutes

Date: October 6, 2025

Time: 7:00 pm

Location: Council Chambers

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

Members Absent Don Murray, Mayor

Staff Present Jennifer White, Manager of Legislative Services/Clerk
Jodi MacArthur, Chief Administrative Officer
Jeff Bradley, Fire Chief
Mike Fair, Director of Community Services
John Yungblut, Director of Public Works
Brett Pollock, Manager of Building and Planning, CBO
Heather Falconer, By-law Enforcement Officer

Others Present Cory Dulong

1. Call to Order

Deputy Mayor Hanna called the meeting to order at 7:00 p.m.

Resolution No.: 10/06/2025 - 01

Moved by: Scott Gibson

Seconded by: Larry Allison

THAT all items listed in section 4.5 be moved to agenda item 4.1 and the remaining items in section 4 be amended accordingly.

Carried

2. Disclosure of Pecuniary Interest

None disclosed.

3. Delegations

None.

4. Staff Reports

4.1 Community Services

**a. Federation of Canadian Municipalities Heritage Park
Adaptation in Action Implementation Fund, CS-2025-27**

Resolution No.: 10/06/2025 - 02

Moved by: Carl Sloetjes

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS-2025-27 prepared by Mike Fair Director of Community Services;

AND FURTHER THAT staff is authorized to submit a joint funding application for \$1,101,780 to the Federation of Canadian Municipalities Adaptation In Action Implementation fund and Growing Canada's Community Canopies Fund for the mitigation of stormwater flooding / erosion and tree reforestation in Heritage Park and committing \$338,118.00 as the Municipal share to the project.

Carried

b. Parks and Facilities Update October 2025, CS-2025-28

Committee noted a concern had been raised about ventilation during one of the festivals at the community centre. Staff noted the weather has been unseasonably warm, and although there are mechanisms to exchange air in place, they may not have been active that weekend.

Resolution No.: 10/06/2025 - 03

Moved by: Scott Gibson

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS-2025-28 prepared by Matt McClinchey, Parks and Facilities Supervisor.

Carried

c. Community Services Status Report October 2025, CS-2025-29

Committee of the Whole inquired about the frequency of wedding bookings. Staff noted there are typically 1-2 at the Point Clark Community Centre, and very few at the Ripley Community Centre. The trend has been moving towards outdoor weddings, but this is being proposed to incentivize future bookings and requested by a current potential renter.

Staff assured the Committee that it is made from fire retardant materials, and is expected to last 15-20 years. Committee inquired about storage and the training to install this. Staff will be consulting with an engineer as to the most appropriate tools and training required. It is expected to be stored in the new area constructed this spring.

In Committee discussions regarding the Rail trail bridge, Staff confirmed that is owned by the Township, but being renovated in collaboration with the Huron Shores ATV club. Staff confirmed that it is inspected regularly to ensure structural safety, and that this inspection had been completed recently.

Staff indicated that Bollard installation at the childcare centre is being coordinated with other works being completed by the public works department. Temporary measures are currently in place to mitigate risks.

Committee inquired about the impact to private daycares. Staff noted that as this was a recent provincial initiative, that those answers are not available at this time.

Resolution No.: 10/06/2025 - 04

Moved by: Larry Allison

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CS-2025-29 prepared by Mike Fair, Director of Community Services.

Carried

4.2 Building & Planning

a. Building Statistics August 2025, BLD-2025-23

Committee noted that the septic report did not have details such as those systems that have not been inspected or the age of each system. Committee can expect to receive more details in the annual report, which is typically presented in January of each year for the previous inspection season.

Resolution No.: 10/06/2025 - 05

Moved by: Scott Gibson

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole receives for information Report BLD-2025-23 prepared by Brett Pollock, Manager of Building and Planning/CBO.

Carried

b. Building Statistics September 2025, BLD-2025-24

Resolution No.: 10/06/2025 - 06

Moved by: Shari Flett

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole receives for information Report BLD-2025-24 prepared by Brett Pollock, Manager of Building and Planning/CBO.

Carried

4.3 By-law Enforcement

a. Municipal By-Law Enforcement Status Report September 2025, BLE-2025-11

Committee of the Whole discussed property maintenance orders, and the process and expectations for debris left behind after structural fires. The By-law Enforcement Officer described the process involved with issuing this type of order, and when it might occur.

Committee members suggested that the inclusion of an additional column in the by-law enforcement status reports could provide Committee with further information regarding legacy issues to assess the backlog of outstanding items.

Committee requested additional information regarding the dangerous dog order. Staff indicated that as this particular incident had been referred to the judicial system, the timelines for resolving this order would depend on court scheduling.

Resolution No.: 10/06/2025 - 07

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BLE-2025-11, as prepared by Heather Falconer, Municipal By-Law Enforcement Officer.

Carried

b. Enhanced Summer Patrol Services 2025, BLE-2025-12

Committee of the Whole discussed the enhanced summer patrol services program, and provided feedback to the By-law Enforcement Officer that additional enforcement is required, in areas where education had been prioritized in this and previous summer programs.

Committee noted that the number of tickets issued appeared to be low for the number of infractions which may have taken place, particularly noting the calls received by member of the committee from residents to discuss parking concerns. Staff described challenges with ensuring the required evidence available to pursue tickets, and changes made to signage and processes to allow better enforcement in the future.

Staff noted that there were scheduling issues during this summers enhanced services period and that the costs for infractions were being reviewed, in terms of how they might impact enforcement.

Committee suggested including specific areas of concern for parking as part of the spring road tour agenda.

Resolution No.: 10/06/2025 - 08

Moved by: Larry Allison

Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BLE-2025-12 prepared by Heather Falconer, Municipal By-law Enforcement Officer.

Carried

4.4 Fire Department

a. Fire and Emergency Services Report September 2025, FIR-2025-21

The Fire Chief confirmed at the request of the Committee of the Whole that the response time to a recent structure fire in Point Clark met standards.

The Fire Chief provided a verbal update on training which had occurred.

Resolution No.: 10/06/2025 - 09

Moved by: Scott Gibson

Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIR-2025-21 prepared by Jeff Bradley, Fire Chief.

Carried

b. Emergency Management and Health & Safety Summary September 2025, FIR-2025-20

Resolution No.: 10/06/2025 - 10

Moved by: Carl Sloetjes
Seconded by: Ed McGugan

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIR-2025-20 prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator-CEMC.

Carried

4.5 Drainage

a. Municipal Drain Status Update October 2025, DRA-2025-13

Committee inquired about whether maintenance work conducted within the Black Creek Watershed is expected to create problems further downstream. Staff provided information on the current maintenance work being performed, and confirmed that the Drainage Superintendent and the Conservation Authority are monitoring the works to mitigate risks of flooding or sediment transfer downstream.

Resolution No.: 10/06/2025 - 11

Moved by: Larry Allison
Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report DRA-2025-13 prepared by Ken McCallum, Drainage Superintendent.

Carried

4.6 Public Works

a. Water-Wastewater Report October 2025, PW-2025-46

Resolution No.: 10/06/2025 - 12

Moved by: Ed McGugan
Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-46 prepared by Cory Dulong, Manager of Environmental Services.

Carried

b. Waste Management Report October 2025, PW-2025-47

Staff responded to questions about the financial impact of the enhancements to cover requirements at the landfill, by suggesting that the difference between contacting the services and doing the work using internal resources is approximately same price now accounting for equipment and staff time, but long term it is expected that using internal resources will be less expensive while providing better coverage.

Resolution No.: 10/06/2025 - 13

Moved by: Larry Allison

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-47 prepared By Cory Dulong, Manager of Environmental Services.

Carried

c. Transportation October 2025, PW-2025-48

Resolution No.: 10/06/2025 - 14

Moved by: Ed McGugan

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-48 prepared by John Yungblut, Director of Public Works.

Carried

d. Non-Eligible Source Blue Box Collection, PW-2025-49

Committee of the Whole discussed the transition to the new recycling program and impacts to business owners. Staff noted that the original blue box regulations only covered residential properties but many communities chose to include other properties. New regulations eliminate the non-residential properties.

Staff provided a verbal update, as conditions of the program continue to change, for instance the 2% of stops which may be covered noted in the report has been removed.

Committee discussed the options presented by Staff, noting concerns with the price per stop of some options, and the exclusion of some businesses over others based on geographic location. Staff suggested that based on engagement with businesses, during the consultation process, that the expectation is that the use of the depot would be low, and lower yet if Council implemented a fee for use.

Committee noted concerns that materials would end up in the landfill, if there is not a convenient opportunity for businesses to recycle products. Additional discussion suggested that as more items would be eligible for curbside residential pickup, that this may minimize the impact to available landfill capacity, if additional non-eligible sources were being sent to the landfill.

Costs in the report are predicted based on all five municipalities in BASWR participating and may increase if they don't. Additionally, the Depot Area is only permitted to be used by non-eligible sources, and can't be used by residential properties, which may cause misunderstandings from residential landfill users. Staff are suggesting that this be a one year pilot to determine actual costs and use.

Resolution No.: 10/06/2025 - 15

Moved by: Shari Flett

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report PW-2025-49 prepared by John Yungblut, Director of Public Works,

AND FURTHER directs Staff to proceed with option 2b for the collection of recycling from properties that are not eligible under the Blue Box Program.

Carried

4.7 Business & Economic Development

- a. **Economic Development and Tourism Update Q3 2025 , BED-2025-04**

Resolution No.: 10/06/2025 - 16

Moved by: Scott Gibson

Seconded by: Larry Allison

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BED-2025-04, as prepared by Amy Irwin, Economic Development Officer.

Carried

4.8 Chief Administrative Officer

- a. **Southwestern Ontario Isotope Coalition Membership, CAO-2025-24**

Resolution No.: 10/06/2025 - 17

Moved by: Scott Gibson

Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2025-24 as prepared by Steve Travale, Manager of Strategic Initiatives;

AND direct staff to submit a Partnership Application, signalling the Township of Huron-Kinloss' formal interest in joining the Southwestern Ontario Isotope Coalition (SOIC) as a Regional Collaborative Partner;

AND FURTHER appoints Councillor Flett and Steve Travale, Manager of Strategic Initiatives to participate in SOIC meetings on behalf of the Township of Huron-Kinloss,

AND FURTHER authorizes the appropriate By-law come forward.

Carried

- b. **Hiring Report October 2025, CAO-2025-25**

Resolution No.: 10/06/2025 - 18

Moved by: Larry Allison
Seconded by: Shari Flett

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report CAO-2025-25 prepared by Leanne Scott, Human Resources Generalist;

AND FURTHER authorizes the appropriate By-law come forward appointing Landon Hunter as Drainage Superintendent.

Carried

4.9 Legislative Services

a. 2026 Proposed Council Schedule and Conference Dates, CLK-2025-30

Committee of the Whole discussed a proposal to move the January 12 and February 2 meetings to evening meetings.

Resolution No.: 10/06/2025 - 19

Moved by: Scott Gibson
Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole receive Report CLK-2025-30, prepared by Jennifer White, Manager of Legislative Services/Clerk;

AND FURTHER THAT the necessary exemptions to the Procedure By-law be authorized to adopt the 2026 meeting schedule as presented;

AND FURTHER THAT the 2026 regular schedule of Council meetings be adopted;

AND FURTHER THAT Staff be directed to take the administrative steps necessary to register members of Council for conferences per Council discussion;

AND FURTHER THAT Committee of the Whole recommend that the Mayor include the associated costs in the 2026 proposed budget.

Carried

b. Resolutions for Consideration October 2025, CLK-2025-29

Resolution No.: 10/06/2025 - 20

Moved by: Ed McGugan

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receive Report CLK-2025-29 prepared by Kelly Lush, Deputy Clerk;

AND FURTHER THAT the Committee of the Whole support the following resolutions:

a,e,f,

and direct Staff to distribute as they see fit.

Carried

5. Correspondence Requiring Direction

Resolution No.: 10/06/2025 - 21

Moved by: Carl Sloetjes

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information all items listed in Section 5.0.

AND FURTHER directs Staff to send the response to the resident as drafted in agenda item 5.1.

AND FURTHER directs Staff to register Council members in the Bruce County Together in Action Housing Forum as requested.

Carried

5.1 Resident letter - Grey Ox Avenue

5.2 Bruce County - Together in Action Housing Forum Invitation

6. Information

The representative to MVCA noted there is a transition period and plan in place for the recruitment to replace the retirement of Phil Beard.

Resolution No.: 10/06/2025 - 22

Moved by: Ed McGugan

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information all items listed in Section 6.0.

Carried

6.1 Pine River Watershed Reports September 2025

6.2 Solicitor General - Review of the Ontario Provincial Police cost recovery model

6.3 Community Schools Alliance

6.4 Bruce County 2026 Council Meeting Schedule

6.5 AMO AMCTO Correspondence

6.6 County of Bruce Correspondence

6.7 General Correspondence

6.8 Conservation Ontario Pre-Budget Submission 2025-2026

7. New Business/Council Reports

Committee members confirmed that the Remembrance Day Ceremony will include a wreath laid in Lucknow by Mayor Murray and in Ripley by Deputy Mayor Hanna.

Members reported on the Saugeen Valley Conservation Authority (SVCA) presentation on the new flood plain mapping. SVCA has been invited to present the results to Council.

Members discussed the Township flag.

8. Closed Session

Resolution No.: 10/06/2025 - 23

Moved by: Shari Flett

Seconded by: Larry Allison

THAT Committee of the Whole move into closed meeting at 8:16 p.m. for the purpose of considering:

1) a trade secret or scientific, technical, commercial, financial or labour relations information supplied in confidence to the municipality or local board, which, if

disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization (Westario Power);

2) advice that is subject to solicitor-client privilege, including communications necessary for that purpose (legal);

3) personal matters about an identifiable individual, including municipal or local board employees; litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board (Ministry of Labour Order),

pursuant to Section 239(2) of the *Municipal Act, 2001*, as amended;

AND FURTHER THAT Committee of the Whole return to regular open meeting upon completion.

Carried

9. Business Arising from the Closed Session

Committee of the Whole arose from closed meeting at 8:30 p.m.

The Deputy Mayor reported that a closed meeting had been held an information was received

10. Adjournment

Resolution No.: 10/06/2025 - 23

Moved by: Ed McGugan

Seconded by: Scott Gibson

THAT the Township of Huron-Kinloss Committee of the Whole hereby adjourn at 8:30 p.m.

Carried

Mayor

Clerk