



**Municipality of Huron East Council Meeting Minutes  
Virtual Meeting  
Tuesday, October 4, 2022**

**Members Present:**

Mayor: Bernie MacLellan; Deputy Mayor: Robert Fisher; Councillors: Raymond Chartrand, Brenda Dalton, Dianne Diehl, Larry McGrath, Alvin McLellan, Justin Morrison, Zoey Onn, Joe Steffler, and Gloria Wilbee

**Staff Present:**

CAO Brad McRoberts; Clerk Jessica Rudy; Director of Finance/Treasurer Stacy Grenier; and Public Works Manager Barry Mills

**Others Present:**

Huron County Manager of Planning Denise Van Amersfoort (Item 6.2)

Huron County Planner Jenn Burns (Items 6 and 7)

Shawn Loughlin, Editor, The Citizen

**1. Call to Order and Opening Remarks**

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

**2. Land Acknowledgement**

Mayor MacLellan provided the land acknowledgement.

**3. Confirmation of the Agenda**

Moved by Councillor Wilbee and Seconded by Councillor McLellan:

That the Agenda for the Regular Meeting of Council dated October 4, 2022 be adopted as circulated.

Carried

**4. Disclosure of Pecuniary Interest**

None declared.

**5. Minutes of Previous Meeting**

Moved by Councillor Chartrand and Seconded by Councillor Morrison:

That Council of the Municipality of Huron East approve the following Council Meeting

Minutes as circulated:

**5.1 Regular Meeting – September 20, 2022**

Carried

**6. Public Meetings/Hearings and Delegations**

**6.1 Delegation:** Peter Smith, Executive Director, Canadian Centre for Rural Creativity re: Proposal for Support for the Youth Scholarship Program the Rural Talks to Rural (R2R) Conference 2022

Peter Smith was unable to attend the meeting.

**6.2 Public Meeting re: Zoning By-law and Official Plan Amendment**

Moved by Councillor Onn and Seconded by Deputy Mayor Fisher:

That the Council of the Municipality of Huron East adjourn the regular meeting of Council at 7:02 p.m. to go into a Public Meeting to discuss the following:

a) Zoning By-law and Official Plan Amendments

Carried

Council reconvened at 7:59 p.m.

**7. Planning**

**7.1 Recommendation of Council re: Zoning By-law and Official Plan Amendment**

Council discussed the proposed changes presented in the public meeting with agreement that the zoning on the property at 138 Main Street, Seaforth remain as is.

Moved by Councillor Steffler and Seconded by Councillor Chartrand:

Whereas the Council of the Municipality of Huron East has held a public meeting pursuant to Sections 17 and 34 of the Planning Act, 1990 with respect to the proposed Zoning By-law 84-2022 and Official Plan Amendment By-law 83-2022;

And That, pursuant to Sections 17(23), 34 (17), and 39(1) of the Planning Act, 1990, Council concurs with the September 28, 2022 Planning Report and recommends By-laws 83-2022 and 84-2022 for approval with the removal of the proposed C2-3 zone.

Carried

Council passed a motion in regards to the comments received as part of the Public meeting process.

Moved by Deputy Mayor Fisher and Seconded by Councillor Morrison

Whereas Public comments were received on the issue of C2 Zoning impacting 138 Main Street South, Seaforth, the comments were addressed through the removal of the proposed amendment;

And Whereas comments were received from agencies on the issues of compliance with Sourcewater Protection Plan and specifically, Wellhead Protection Area mapping, comments were addressed through updates to Official Plan and Zoning mapping;

Carried

**7.2 Planner's Report re: Consent Application C73-2022 – Thomas Leunenberger (Grey Ward)**

Huron County Planner Jenn Burns provided an overview of the application and recommended the application for approval. A copy of the presentation is [appended](#) to the original minutes.

Moved by Councillor McLellan and Seconded by Councillor Wilbee:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner Jenn Burns, dated September 29, 2022 and has no objection to severance application C73-2022 of Thomas Leunenberger, 44704 Cardiff Road, Grey Ward, provided the conditions are met as presented in the Planners report.

Carried

**7.3 Planner's Report re: Consent Application C81-2022 – Sharon Lynn Pryce (McKillop Ward)**

Huron County Planner Jenn Burns provided an overview of the application and recommended the application for approval. A copy of the presentation is [appended](#) to the original minutes.

Moved by Councillor Wilbee and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner Jenn Burns, dated September 29, 2022 and has no objection to severance application C81-2022 of Sharon Lynn Pryce, 43103 Winthrop Road, McKillop Ward, provided the conditions are met as presented in the Planner's report.

Carried

**7.4 Planner's Report re: Consent Application C82-2022 – Joe & Sherry Kuepfer (Grey Ward)**

Huron County Planner Jenn Burns provided an overview of the application and recommended the application for approval. A copy of the presentation is [appended](#) to the original minutes.

Moved by Councillor McLellan and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner Jenn Burns, dated September 29, 2022 and has no objection to severance application C82-2022 of Joe & Sherry Kuepfer, 84086 McNabb Line, Grey Ward, provided the conditions are met as presented in the Planner's report.

Carried

**7.5 Planner's Report re: Consent Application C84-2022 – John McKercher for L. B. Ryan and Sons Limited (McKillop Ward)**

Huron County Planner Jenn Burns provided an overview of the application and recommended the application for approval. A copy of the presentation is [appended](#) to the original minutes.

Moved by Councillor Steffler and Seconded by Councillor Dalton:

That the Council of the Municipality of Huron East acknowledge the report of Huron County Planner Jenn Burns, dated September 29, 2022 and has no objection to severance application C84-2022 of John McKercher for L. B. Ryan and Sons Limited, 82823 North Line, Walton, McKillop Ward, provided the conditions are met as presented in the planners report.

Carried

**8. Accounts Payable**

**9. Reports & Recommendations of Municipal Officers**

**9.1 CAO-22-48, Rural Talks to Rural 2022 Youth Scholarship**

CAO Brad McRoberts provided an overview and details of the Rural Talks to Rural Conference. It was noted that the details of the scholarship contribution was detailed in the delegation material from Peter Smith.

Moved by Deputy Mayor Fisher and Seconded by Councillor Chartrand:

That the Council of the Municipality of Huron East provide a \$2,500 one-time contribution towards youth scholarships to attend the Rural Talks to Rural 2022 Conference;

And that the amount be funded from the Economic Development Program Expense budget

Carried

**9.2 CAO-22-49, Huron East/Seaforth Community Development Trust Land Transfer Agreement**

CAO Brad McRoberts provided an overview of the previous agreement with the Seaforth Community Development Trust and highlighted the conditions in the new agreement to transfer the CCAC land back to the Trust.

Moved by Councillor Chartrand and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East consider the By-law to authorize the Mayor and Clerk to execute the Memorandum of Agreement between the Trustees of the Huron East/Seaforth Community Development Trust and the Corporation of the Municipality of Huron East regarding the transfer of property known as the former Community Care Access Centre (CCAC) Building and surrounding lands.

Carried

**9.3 CAO-22-51, Employee Handbook Modification – E.2 Pay Grid**

CAO Brad McRoberts provided an overview of the minor amendment to the employee handbook, noting that changing the consumer price index review period would align with the budget timeline.

Council suggested that the timeline may be slightly skewed with the current inflation and it was determined that for Personnel Committee review a comparison of August to August and August to October would be provided.

Moved by Councillor Steffler and Seconded by Councillor Steffler:

That the Council of the Municipality of Huron East approve the amendment to the Municipality of Huron East's Employee Handbook – E.2 Pay Grid as presented.

Carried

**9.4 CAO-22-29, April to June 2022 Building Maintenance Report**

Council expressed gratitude for the work carried out by John Hill, saving the municipality and rate payers money with his ability to handle a variety of maintenance projects.

The report was received for information.

**9.5 CLK-22-19, Hybrid Meeting Policy**

Clerk Jessica Rudy provided an overview of the policy highlighting that staff will be reviewing the policy in the event the Council Chamber technology is upgraded.

It was noted that staff are reviewing the notice requirements to have an electronic meeting for inclement weather opposed to cancellation.

Moved by Councillor Chartrand and Seconded by Councillor Morrison:

That the Council of the Municipality of Huron East approve the Hybrid Meeting Policy.

Carried

**9.6 CLK-22-20, Part Lot Control Exemption – 255 Albert Street, Brussels – J.N. Renos (Roxanne Nicholson)**

Moved by Deputy Mayor Fisher and Seconded by Councillor Diehl:

That the Council of the Municipality of Huron East consider the By-law to provide exemption from Part Lot Control for 255 Albert Street in Brussels, Municipality of Huron East, County of Huron.

Carried

**9.7 PW-22-10, Traffic Calming**

Public Works Manager Barry Mills provided an overview of the report, noting that staff will continue to work with the Ontario Provincial Police (OPP) and stated that the road speed sign has been moved closer to Kippen Road.

Council commented on the use of flexible bollards, signs stating that children live here and suggested that speed radar signs be used in more areas.

Councillor Wilbee noted that the issue was brought to the Coalition of Huron Injury Prevention (CHIP) where it was suggested that the installation of new measures such as flexible bollards would require extensive community outreach to be successful and that the use of 'children play here' signs do work and are free through the CAA.

The report was received for information.

**9.8 FIN-22-09, Electronic Monitoring Policy**

Moved by Councillor Onn and Seconded by Councillor Morrison:

That the Council of the Municipality of Huron East approve the policy regarding electronic monitoring.

Carried

Moved by Councillor Morrison and Seconded by Councillor Dalton:

That Huron East Council receive the following Reports of Municipal Officers as presented:

- (1) CAO
- (2) Clerk
- (3) Public Works Manager
- (4) Director of Finance/Treasurer

Carried

**10. Correspondence**

**11. Unfinished Business**

**12. Municipal Drains**

**13. Council Reports**

**13.1 Council Member Reports**

**13.1.1 County Council Report**

Deputy Mayor Fisher announced that a press release will be issued in regard to the charging stations being operational by November.

It was noted that the Federal government is looking to change the Canadian riding structure, the change would take the Township of Howick out of Huron Bruce and put it into Wellington and bring Lambton Shores and Middlesex into Huron Bruce. Deputy Mayor Fisher stated that the change would likely cause a lot of confusion.

Mayor MacLellan expanded on the electric charging stations and noted an upcoming report, from a third party company, is coming to Huron County in regards to the electric highway, which suggests that additional chargers be placed in Seaforth.

**13.1.2 Other Boards/Committees or Meetings/Seminars**

**13.2 Requests by Members**

Councillor Diehl expressed concerns for citizen safety at various intersections containing yield signs. It was noted that there has already been one fatality in the past and something should be done to prevent it from happening again.

Public Works Manager Barry Mills commented that an analysis could be undertaken to consider possible solutions.

Council directed staff to undergo the analysis and report on recommendations for intersection improvement.

Moved by Deputy Mayor Fisher and Seconded Councillor McLellan:

That the Council of the Municipality of Huron East direct staff to bring forward a report with recommendations to address concerned intersections.

Carried

**13.3 Notice of Motion**

**13.4 Announcements**

Councillor Chartrand announced that he attended the Seaforth Legion Honours and Awards Banquet on September 24 on behalf of Huron East, where the Municipality was awarded a certificate of appreciation for the hanging of veteran banners.

#### **14. Information Items**

Moved by Councillor Morrison and Seconded by Councillor Chartrand:

That Huron East Council receive the following Board and Committee meeting Committee minutes as submitted:

##### **14.1 Huron East/Seaforth Community Development Trust – September 8, 2022**

Carried

#### **15. Other Business**

#### **16. By-laws**

Moved by Councillor McLellan and Seconded by Councillor Dalton:

That Be It Hereby Resolved that leave be given to introduce By-laws 80, 81, 82, 83, 84 and 85 for 2022.

By-law 080-2022 – A By-law to Amend By-law 70-2017 and to Appoint a Community Emergency Management Coordinator

By-law 081-2022 – A By-law to Authorize the Memorandum of Agreement with the Huron East/Seaforth Community Development Trust for a Transfer of Land

By-law 082-2022 – A By-law to Exempt Certain Lands from Part Lot Control, 255 Albert Street, Brussels

By-law 083-2022 - A By-law to Adopt a 'General Update' Amendment to the Huron East Official Plan

By-law 084-2022 - A By-law to Amend Zoning By-law 52-2006

By-law 085-2022 – Confirm Council Proceedings

Carried

Moved by Councillor Onn and Seconded by Councillor Wilbee:

That Be it Hereby Resolved By-law 080-2022, A By-law to Amend By-law 70-2017 and to Appoint a Community Emergency Management Coordinator be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried



Moved by Councillor Morrison and Seconded by Deputy Mayor Fisher:

That Be it Hereby Resolved By-law 081-2022, A By-law to Authorize the Memorandum of Agreement with the Huron East/Seaforth Community Development Trust for a Transfer of Land be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

Moved by Councillor Onn and Seconded by Councillor Morrison:

That Be it Hereby Resolved By-law 082-2022, A By-law Exempt Certain Lands from Part Lot Control, 255 Albert Street, Brussels be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

Moved by Councillor Steffler and Seconded by Councillor Morrison:

That Be it Hereby Resolved By-law 083-2022, A By-law to Adopt a 'General Update' Amendment to the Huron East Official Plan, be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

Moved by Councillor Morrison and Seconded by Councillor Diehl:

That Be it Hereby Resolved By-law 084-2022, A By-law to Amend Zoning By-law 52-2006, be given first, second, third and final readings and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

**17. Closed Session And Reporting Out (Section 239 Of The *Municipal Act*, 2001)**

Moved by Councillor Chartrand and Seconded by Councillor Diehl:

That Council of the Municipality of Huron East, pursuant to Section 239(2) of the *Municipal Act*, adjourn the regular meeting of Council at 9:17 p.m. to go into Closed Session to discuss the following:

- 17.1 Adoption of September 20, 2022 Closed Session of Council Meeting Minutes
- 17.2 239(2)(b) (d), personal information about identifiable individuals and employee negotiations in relation to the Deputy Treasurer

And that CAO Brad McRoberts, Director of Finance/Treasurer Stacy Grenier and Clerk Jessica Rudy remain in closed session.

Carried

Moved by Councillor Diehl and Seconded by Councillor Onn:

That Council of the Municipality of Huron East resumes the regular Council meeting at 9:46 p.m.

Carried

Mayor MacLellan reported out from the Closed Session that Council heard the status of the vacancy of the Deputy Treasurer position and update on other positions.

#### **18. Confirmatory By-Law**

Moved by Councillor Onn and Seconded by Councillor Morrison:

That Be It Hereby Resolved that By-law 085-2022, a by-law to confirm the proceedings of Council, be given first, second, third and final reading and signed by the Mayor and Clerk, and the Seal of the Corporation be affixed thereto.

Carried

#### **19. Adjournment**

Moved by Councillor Dalton and Seconded by Councillor Diehl:

The time now being 9:48 p.m. That the regular meeting do adjourn until October 18, 2022 at 7:00 p.m.

Carried

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Bernie MacLellan, Mayor

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Jessica Rudy, Clerk

# Consent Application C73-22 in the Municipality of Huron East

Owner: Thomas Leunenberger

Applicant: Amy Emond

44704 Cardiff Road; Concession 5, Lot 27 & Pert Lot 26, Former Grey Ward

Municipality of Huron East



## Subject Property

- The purpose of this application is to create a new lot through the surplus farm residence severance policies.
- The land being severed (outlined in red) is 167 acres of vacant farmland.
- The retained land (outlined in yellow) is 3 acres and consists of a house and small shed.



## Retained Parcel



2020 Air Photo



View standing on Cardiff Road (Google Maps)

## Review & Recommendation

- The property is designated Agriculture and Natural Environment in the Huron East Official Plan, and zoned AG1 (General Agriculture) and NE2 (Natural Environment – Limited Protection)
- This application meets the policy criteria in the Provincial Policy Statement (PPS), the Huron County and Huron East Official Plan.
- There are no outstanding concerns from staff, agencies (MVCA) or neighbours.
- As such, it is recommended that consent application C73-22 be recommended for **approval** with the conditions outlined in the Planning Report.

# Consent Application C81-22 in the Municipality of Huron East

Owner/Applicant: Sharon Lynn Pryce

43103 Winthrop Road; Concession 8, Part Lot 22, McKillop Ward  
Municipality of Huron East



## Subject Property

- The purpose of this application is for a minor lot addition.
- Applicant proposes to sever 1.75 acres of land containing part of an exiting shed from an existing 48 acre farm parcel (shown in blue).
- The severed land will merge with neighbouring 1.57 acre parcel to the West.



## Severed and Merging Parcel

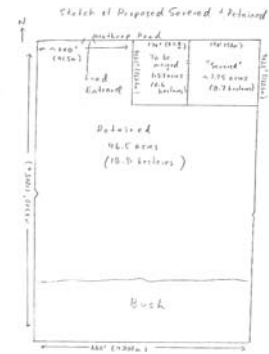


2020 Air Photo (bottom right parcel containing a shed is proposed to be severed)



View standing on Winthrop Road (Google Maps)

## Applicant Sketch



## Review & Recommendation

- It is recommended that consent application C81-22 be recommended for **approval** with the conditions outlined in the Planning Report.



# Consent Application C82-22 in the Municipality of Huron East

Owner/Applicant: Joe & Sherry Kuepfer  
84086 McNabb Line; Concession 13N, Part Lot 16, Former Grey Ward  
Municipality of Huron East



## Subject Property

- The purpose of this application is to create a new lot through the surplus farm residence severance policies.
- The land being severed (outlined in blue) is 2 acres consisting of a house and small shed.
- The retained land is 48.5 acres of vacant agricultural land (outlined in orange).



## Severed Parcel



2020 Air Photo



View standing on McNabb Line (Google Maps)

## Review & Recommendation

- The property is designated Agriculture and Natural Environment in the Huron East Official Plan, and zoned AG1 (General Agriculture) and NE2 (Natural Environment – Limited Protection) in the Huron East Zoning By-Law.
- This application meets the policy criteria in the Provincial Policy Statement (PPS), the Huron County and Huron East Official Plan.
- There are no outstanding concerns from staff, agencies (MVCA) or neighbours.
- As such, it is recommended that consent application C82-22 be recommended for **approval** with the conditions outlined in the Planning Report.

# Consent Application C84-22 in the Municipality of Huron East

Owner/Applicant: John McKercher for L.B. Ryan and Sons Limited  
82823 North Line; Concession 14, Lots 26 & 27, McKillop Ward.  
Municipality of Huron East



## Subject Property

- The purpose of this application is to create two new lots through the surplus farm residence severance policies.
- The land to be severed (outlined in red) is 83 acres of vacant farmland.
- Retained parcel #1 is 85 acres of vacant farmland (outlined in blue).
- Retained parcel #2 is 2 acres containing a house and small shed (outlined in purple).



## Retained Parcel 2



2020 Air Photo



View standing on North Line (Google Maps)

## Review & Recommendation

- The property is designated Agriculture and Natural Environment in the Huron East Official Plan and zoned AG1 (General Agriculture) and NE2 (Natural Environment Limited Protection) in the Huron East Zoning By-Law.
- This application meets the policy criteria in the Provincial Policy Statement (PPS), the Huron County and Huron East Official Plan.
- There are no outstanding concerns from staff, agencies (MVCA) or neighbours.
- As such, it is recommended that consent application C84-22 be recommended for **approval** with the conditions outlined in the Planning Report.