

# THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

## Committee of the Whole Minutes

Wednesday, July 5, 2023

### Committee of the Whole Present

Mayor Kenneth Craig

Deputy Mayor Andrea Clarke

Councillor Beth Blackwell

Councillor Rory Cavanagh

Councillor Mike Hinchberger

Councillor Doug Kennedy

Councillor Jennifer Prenger

Councillor Amanda Steinhoff-Gray

Councillor Bill Stewart

### Staff Present

Jillene Belchamber-Glazier, Chief Administrative Officer

Jennifer Lawrie, Manager of Legislative Services/Clerk

Roxana Baumann, Director of Corporate Services

Lorie Fioze, Manager Strategic Initiatives

Leanne Gowing, Manager of Human Resources

Karen Kieffer, Manager of Recreation

Nicole Bauman, Legislative Services Administrative Assistant

### 1. **Call to Order**

Mayor Kenneth Craig called to order the Committee of the Whole (C O W) meeting of the Council of The Corporation of the Municipality of Kincardine at 5:16 p.m. on July 5, 2023 in the Council Chambers at the Municipal Administration Centre.

### 2. **Amendments, Additions or Deletions To/From the Agenda**

None.

### 3. **Disclosure of Pecuniary Interest and the General Nature Thereof**

Name: Andrea Clarke

Item of Business: 6.1 c Community Investment Grant Policy, Legislative Services 2023-15

General Nature of Interest: Sit as a director on a non-profit which receives funds from the Community Investment Grant

Name: Andrea Clarke

Item of Business: 6.2 Advertising Revenue Generation Policy, Recreation and Community Programs 2023-09

General Nature of Interest: Firm advertises on the ice rink boards in the municipality

Name: Andrea Clarke

Item of Business: 7.1 a Request for Noise By-law Exemption - Event

General Nature of Interest: Sit on the Board of Directors for Blues Festival

Name: Beth Blackwell

Item of Business: 6.1 c Community Investment Grant Policy, Legislative Services 2023-15

General Nature of Interest: Employed by a non-profit / charitable organization within the Municipality of Kincardine

Councillor Clarke and Councillor Blackwell left the Council table and did not comment on the business items while the matters noted was considered.

**4. Adoption of Minutes of C O W Meetings**

**Resolution # 07/05/23 COW - 01**

**Moved by:** Jennifer Prenger

**Seconded by:** Mike Hinchberger

THAT the minutes of the C O W meeting held on June 19, 2023 be adopted as printed.

Carried.

**5. Items for Discussion from Council Meeting**

None.

**6. Reports**

**6.1 Corporate Services**

- a. Vesting of Failed Tax Sale Properties, Financial Services-2023-21

**Resolution # 07/05/23 COW - 02**

**Moved by:** Andrea Clarke

**Seconded by:** Rory Cavanagh

That Committee of Whole recommend that Council authorize the vesting of the vacant property with Roll No. 4108-220-002-11700-0000 in accordance with Section 379(7.1) of the Municipal Act; and

Further, that Council authorize Staff to write off taxes in the amount of \$39,015.22 on lands vested by the municipality for the vested properties listed in Schedule A, in accordance with Section 354(2)(a) and (3) of the Municipal Act.

Carried.

- b. Election Signs By-laws Review, Legislative Services-2023-14

**Resolution # 07/05/23 COW - 03**

**Moved by:** Amanda Steinhoff-Gray

**Seconded by:** Doug Kennedy

That Committee of Whole recommend that Council receive Report Legislatives Services 2023-14; and

That Staff be directed to review the Election Sign By-law prior to the 2026 Municipal Election and direct staff to investigate and promote environmentally friendly election signs in future elections; and further

That the Municipality demonstrate leadership and reduce with a view to eliminating the use of similar temporary signs as a method of communication.

Carried.

- c. Community Investment Grant Policy, Legislative Services-2023-15

**Resolution # 07/05/23 COW - 04**

**Moved by:** Jennifer Prenger

**Seconded by:** Bill Stewart

That Committee of Whole recommend that Council pass a by-law to adopt the updated Community Investment Grant Policy including the application form and statement of accountability.

Carried.

- d. At Fault False Alarm By-law, Legislative Services-2023-13

**Resolution # 07/05/23 COW - 05**

**Moved by:** Jennifer Prenger

**Seconded by:** Mike Hinchberger

That Committee of Whole recommend that Council pass the At Fault False Alarm By-law as presented in Report Legislative Services 2023-13; and further

That Council amend the Rates and Fees By-law to include fees for At Fault False Alarms - \$300 for second occurrence and \$500 for subsequent occurrences.

Carried.

- e. Draft Procedure By-law and Governance Review Implementation Timeline, Legislative Services-2023-18

The purpose of this report is to update Council on the work that has been done since Council received the Governance Review Final Report on June 5, 2023, and to provide an implementation timeline.

- f. Delegation of Powers and Duties (Signing Officers) By-law, Legislative Services-2023-17

**Resolution # 07/05/23 COW - 06**

**Moved by:** Andrea Clarke

**Seconded by:** Rory Cavanagh

The Committee of the Whole recommend that Council approve the Delegation of Powers and Duties (Signing Officers) By-law.

Carried.

- g. Sale & Disposition of Land Policy Update, CAO General-2023-20

**Resolution # 07/05/23 COW - 07**

**Moved by:** Amanda Steinhoff-Gray

**Seconded by:** Doug Kennedy

That Committee of Whole recommend that Council repeal By-law 2008-141 being the Disposal of Land By-law; and

That Council approve of the updated Sale & Disposition of Land Policy, as presented; and further

That the policy be adopted by by-law.

Carried.

- h. Pregnancy & Parental Leave for Council Members Update, CAO General-2023-18

Committee of the Whole inquired about length of leave and exemption under the Municipal Act and Policies around infant in arms.

**Resolution # 07/05/23 COW - 08**

**Moved by:** Beth Blackwell

**Seconded by:** Bill Stewart

That the Committee of Whole recommend to Council, that Resolution #02/20/19-12 being a motion to adopt Policy No. GG.6.13 be repealed; and further

That Council approve and adopt by by-law the updated Pregnancy & Parental Leave for Council Members Policy, as presented.

Carried.

**6.2 Other Areas of Responsibility**

- a. Advertising Revenue Generation Policy, Recreation and Community Programs-2023-09

Committee of the Whole discussed a policy regarding naming rights, including other restrictions in, and where complaints would go.

**Resolution # 07/05/23 COW - 09**

**Moved by:** Jennifer Prenger  
**Seconded by:** Doug Kennedy

That Committee of Whole recommend that Council approve the Advertising Revenue Generation Policy at the July 10, 2023 Council Meeting, as presented.

Carried.

### **6.3 County Council Update**

None.

## **7. Consent Agenda**

Items listed under the Consent Agenda are considered routine and are enacted in one motion as a Matter Arising. The exception to this rule is that a Council member or the Chief Administrative Officer may request one or more items to be removed from the consent agenda for separate discussion and action.

Items pulled for further action:

7.4 ef, 7.4 ej, 7.4 eo - bring back motion to a future meeting.

### **7.1 Recommended Motions**

- a. Request for Noise By-law Exemption - Event

That Council authorize the request of Brad Kirkconnell c/o Lighthouse Blues Festival for an exemption from the provisions of the Noise Control By-law No. 2008-076; beginning at 4:00 p.m. Friday, July 14, 2023 to 2:00 a.m. on Sunday, July 16, 2023 for the Blues Festival being held at The Bruce.

### **7.2 Statistical and Information Reports**

- a. Quarterly Procurement Report, Financial Services-2023-20
- b. Strategic Initiatives Department Quarterly Report - Strategic Initiatives Quarterly Report-2023-01
- c. Q2 Quarterly Update Community Services - -2023-22, Community Services-2023-22
- d. Corporate Services Q2 Status Update Report - Corporate Services Quarterly Report-2023-01
- e. CAO Department - Quarterly Update (2) - CAO General-2023-19

### **7.3 Minutes of Committees and Boards**

- a. Accessibility Advisory Committee Minutes
- b. Kincardine Police Services Board, June 8, 2023
- c. BIA, June 20, 2023

### **7.4 Communications**

- a. Association of Municipalities of Ontario
  - a. Watchfile, June 22, 2023
  - b. Watchfile, June 29, 2023
- b. Ministry of Municipal Affairs and Housing - Proposed Provincial Planning Statement
- c. Nuclear Innovation Institute - Clean Energy Frontier June Newsletter
- d. Bruce County - Plan the Bruce Update
- e. Motions other Municipalities
  - a. Town of Parry Sound - Call for additional resources to combat opioid, mental health and homelessness
  - b. Township of Bonfield - Municipal Heritage Register
  - c. Township of Bonfield - Ontario Big City Mayor's motion
  - d. Township of Bonfield - Opioid Crisis
  - e. Township of Bonfield - Pause Proposed Changes to the PPS
  - f. Township of Bonfield - Support Highway Traffic Act Amendment
  - g. Township of Matachewan - Retaining Surplus Proceeds from Tax Sales
  - h. Township of Glengarry - Reducing Municipal Insurance Costs
  - i. Township of Glengarry - Surplus Proceeds from Tax Sales
  - j. Norfolk County - Amendments to the Highway Traffic Act
  - k. Tay Valley Township - Reducing Municipal Insurance Costs

- l. Township of Terrace Bay - Oath of Office
- m. Township of the Archipelago - Retain Surplus Proceeds from Tax Sales
- n. Municipality of North Perth - Proposed New Provincial Policy Statement
- o. City of Woodstock - Highway Traffic Act Amendments
- p. Town of Fort Erie - Renovictions
- q. Town of Petrolia - Tax Sale Funds

**8. Adjournment**

**Resolution # 07/05/23 COW - 10**

**Moved by:** Amanda Steinhoff-Gray

**Seconded by:** Rory Cavanagh

THAT this COW Meeting adjourn at 5:52 p.m.

Carried.

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Mayor

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Clerk