

# THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

## Council Minutes

Wednesday, January 24, 2024

### Council 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 Bellchamber-Glazier, Chief Administrative Officer  
Lorie Fioze, Manager Strategic Initiatives  
Jayne Jagelewski, Director of Community Services  
Dwayne McNab, Manager of Development Services  
Nicole Bauman, Legislative Services Administrative Assistant  
Tracey Guy, Deputy Clerk

## 1. **Call to Order/Roll Call**

Mayor Craig called to order the Regular Meeting of the Council of The Corporation of the Municipality of Kincardine at 5:00 p.m. on January 24, 2024 in the Council Chambers at the Municipal Administration Centre.

Note: Some Council Members and Staff attended electronically.

### 1.1 **Land Acknowledgment Statement**

Deputy Mayor Clarke opened the meeting with the Land Acknowledgment Statement.

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

### **Resolution # 1/24/24 - 01**

**Moved by:** Bill Stewart

**Seconded by:** Jennifer Prenger

That the following be added to the agenda:

1 - 6.2 b. - Motion re: Saugeen Valley Conservation Authority Altering Fees  
Carried.

**Resolution # 1/24/24 - 02**

**Moved by:** Amanda Steinhoff-Gray

**Seconded by:** Doug Kennedy

That the following be added to the agenda:

1 - 6.2 c. - Motion re: Extending January 29, 2024 Special Meeting Time

Carried.

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

None disclosed.

**4. Adoption of Minutes from Regular and Special Meetings of Council**

**Resolution # 1/24/24 - 03**

**Moved by:** Bill Stewart

**Seconded by:** Rory Cavanagh

That the minutes of the Council meetings held on January 10, 2024 be adopted as printed.

Carried.

**5. Matters for Discussion and Direction**

**5.1 Staff Reports**

- a. Secord Monument Proposed Process, Strategic Initiatives-2024-02  
Councillor Stewart requested a Recorded Vote.

**Resolution # 1/24/24 - 04**

**Moved by:** Andrea Clarke

**Seconded by:** Mike Hinchberger

That Council direct staff to hire an external consultant(s) to provide advice on the process and to assist in the facilitation of a public engagement process regarding equity, diversity and inclusion, to assist Council in its decision-making related to the Secord Monument; and

That Council approve the budget for external support for this advice and assistance with the process for an amount not to exceed \$15,000 from the contingency fund.

Yes (8): Kenneth Craig, Andrea Clarke, Beth Blackwell, Rory Cavanagh, Mike Hinchberger, Doug Kennedy, Jennifer Prenger, and Amanda Steinhoff-Gray

No (1): Bill Stewart

Carried.

- b. Cleaning Services Contract Award – CS- 2023-18, Parks Facilities-2024-02

**Resolution # 1/24/24 - 05**

**Moved by:** Rory Cavanagh

**Seconded by:** Amanda Steinhoff-Gray

That Council award the contract for Cleaning Services of Various Municipal Facilities to Clean Crysta Services Inc in the amount of \$174,555 for a 3-year term.

Carried.

## 5.2 Addendum Items

## 6. Matters for Decision

### 6.1 Notice of Motion - At the Meeting

None.

### 6.2 Motions

- a. Appoint Acting Clerk

**Resolution # 1/24/24 - 06**

**Moved by:** Jennifer Prenger

**Seconded by:** Beth Blackwell

That Chief Administrative Officer Jillene Bellchamber-Glazier be appointed Acting Clerk, when it is necessary for the Clerk to leave the meeting, for the purpose of taking minutes for the January 24, 2024 closed and open meetings.

Carried.

- b. Saugeen Valley Conservation Authority Altering Fees Motion

**Resolution # 1/24/24 - 07**

**Moved by:** Bill Stewart

**Seconded by:** Jennifer Prenger

That Council instructs staff to write a letter to the Ministry of Natural Resources and Forestry opposing the directive mandating conservation authorities to not alter fees related to planning, development and permitting for the 2024 calendar year; and

Further, that a copy of this letter be forwarded to the MPP.

Carried.

- c. Extending January 29, 2024 Special Meeting Time

**Resolution # 1/24/24 - 08**

**Moved by:** Amanda Steinhoff-Gray

**Seconded by:** Doug Kennedy

That the time for the Special Council Meeting on January 29th, 2024, be extended from 9:00 am to 2:30 pm and return at 3:30 pm until the end of business, no later than 6:00 pm.

Carried.

### **6.3 Consideration of By-laws**

- a. Council Committee Appointment Amendment (3) By-law

**Resolution # 1/24/24 - 09**

**Moved by:** Rory Cavanagh

**Seconded by:** Beth Blackwell

That the "Council Committee Appointment (2023) Amendment (3) By-law" be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2024 - 010.

Carried.

- b. Award Tender No.CS-2023-18 Cleaning Contract By-law

**Resolution # 1/24/24 - 10**

**Moved by:** Jennifer Prenger

**Seconded by:** Bill Stewart

That the “Award Tender No.CS-2023-18 Cleaning Contract By-law” be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2024 - 011.

Carried.

## **7. Matters for Information**

### **7.1 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.

- a. Statistical and Information Reports
  - a. Q4 2023 Quarterly Procurement Report, Financial Services-2024-02
  - b. Corporate Services Q4 Update Report, Corporate Services Quarterly Report-2024-02
  - c. December 2023 Building Report
  - d. Q4 2023 Community Services Quarterly Report, Community Services Quarterly Report-2024-03
  - e. Strategic Initiatives Final Summary Report - 2023, Strategic Initiatives-2024-03
- b. Minutes of Committees and Boards
  - a. Heritage Kincardine - October 30, 2023
  - b. Pier Safety Committee Minutes - November 30, 2023
- c. Communications
  - a. Association of Municipalities of Ontario
  - a. Watchfile, January 4, 2024
  - b. Watchfile, January 11, 2024
  - b. Bruce County Development Charges now in effect
  - c. United Way Coldest Night of the Year
  - d. Motions other Municipalities

- a. Town of Plympton-Wyoming - Cemetery Transfer, Abandonment Administration & Management Support
- b. Town of Plympton-Wyoming - Prohibition of Criminals from Municipal Council
- c. Township of Larder Lake - Support for Amendment to the Occupational Health and Safety Act to Clarify the Definition of Employer
- d. Township of Wainfleet - Cemetery Transfer-Abandonment Administration & Management Support Request

### 7.1 Consent Agenda

- d. Acceptance of Consent Agenda

#### **Resolution # 1/24/24 - 11**

**Moved by:** Mike Hinchberger

**Seconded by:** Beth Blackwell

That Council approve the recommendations contained in the consent agenda dated January 24, 2024 and direct staff to proceed with all necessary administrative actions.

Carried.

### 7.2 Members of Council General Announcements

### 7.3 Chief Administrative Officer Announcements

## 8. Closed Session

#### **Resolution # 1/24/24 - 12**

**Moved by:** Andrea Clarke

**Seconded by:** Jennifer Prenger

That Council move into closed session pursuant to Section 239 (2) of the Municipal Act, 2001, as amended for the purpose of considering:

- 1) The Closed Session minutes dated January 10, 2024;
- 2) Labour relations or employee negotiations (Review of Municipal Reorganization);
- 3) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose (legal opinion);
- 4) Labour relations or employee negotiations (Negotiations with Firefighters); and

Further, that Council return to Regular open meeting upon completion.

Carried.

### **8.1 Matters Arising from Closed Session**

Mayor Craig reported that Council held a closed session pursuant to Section 239 (2) of the Municipal Act, 2001, and:

1. Approved the closed session minutes dated January 10, 2024;
2. Report regarding the Review of Municipal Reorganization was provided for information.
3. Legal advise that is subject to solicitor-client privilege and direction was provided for information.
4. Report regarding employee negotiations with Firefighters was provided for information.

### **9. Confirmatory By-law**

**Resolution # 1/24/24 - 13**

**Moved by:** Rory Cavanagh

**Seconded by:** Mike Hinchberger

That the By-law to confirm the proceedings of the Council of The Corporation of the Municipality of Kincardine of January 24, 2024 be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2024 - 012.

Carried.

### **10. Adjournment**

**Resolution # 1/24/24 - 14**

**Moved by:** Andrea Clarke

**Seconded by:** Doug Kennedy

That this Council Meeting adjourn at 7:31 p.m.

Carried.

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Mayor

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Clerk