

THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

Council Minutes

Wednesday, September 25, 2024

Council Present

Mayor Kenneth Craig
Deputy Mayor Andrea Clarke
Councillor Beth Blackwell
Councillor Rory Cavanagh
Councillor Mike Hinchberger
Councillor Jennifer Prenger
Councillor Amanda Steinhoff-Gray
Councillor Bill Stewart

Staff Present

Jillene Bellchamber-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
Michel DiGiovanni, Manager, Parks and Facilities
Dwayne McNab, Manager of Development Services
Nicole Bauman, Legislative Services Administrative Assistant
Emily Lutz, Records Management 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 September 25, 2024 in the Council Chambers at the Municipal Administration Centre.

1.1 **Land Acknowledgment Statement**

Councillor Blackwell opened the meeting with the Land Acknowledgment Statement.

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

Resolution # 09/25/24 - 01

Moved by: Mike Hinchberger

Seconded by: Amanda Steinhoff-Gray

That Council approve the following amendment to the agenda:

1. 9. Closed Session - Add a reason to go into Closed Session – 4. Litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality and advice that is subject to solicitor-client privilege, including communications necessary for that purpose (potential litigation); and
2. Closed Session – Add 4.3 Potential Litigation.

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 # 09/25/24 - 02

Moved by: Rory Cavanagh

Seconded by: Beth Blackwell

That the minutes of the Council meetings held on September 11, 2024 be adopted as printed.

Carried.

5. Matters for Public Participation

5.1 Delegations and Presentations

- a. Kincardine Trails Association Update

Dave Lafortune and Brad Kirkconnell presented on behalf of the Kincardine Trails Association.

6. Matters for Discussion and Direction

6.1 Staff Reports

- a. 2025 Budget Plan Report, Financial Services-2024-18

This item was deferred until the October 9, 2024 meeting.

- b. Audit Services RFP Award, Financial Services-2024-19

Resolution # 09/25/24 - 03

Moved by: Mike Hinchberger

Seconded by: Amanda Steinhoff-Gray

That in consideration of Staff Report Financial Services-2024-19 respecting the Award of RFP TR2024-01 for the provision of external audit services and the appointment of a municipal auditor, Council awards RFP TR2024-01 to KPMG LLP for a total 3-year contract cost of \$165,180, excluding HST and directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute the agreement; and

That Council authorizes KPMG LLP as the Municipality of Kincardine's auditor for a period not exceeding five years.

Carried.

- c. Bluewater Trailer Park, Parks Facilities-2024-20

Resolution # 09/25/24 - 04

Moved by: Mike Hinchberger

Seconded by: Jennifer Prenger

That Council approves a three-year agreement with Lisa Stacey for the purposes of management of the Bluewater Trailer Park with an expiry date of October 31, 2027.

Yes (6): Kenneth Craig, Beth Blackwell, Rory Cavanagh, Mike Hinchberger, Jennifer Prenger, and Amanda Steinhoff-Gray

No (2): Andrea Clarke, and Bill Stewart

Carried.

Amendment:

Resolution # 09/25/24 - 05

Moved by: Bill Stewart

Seconded by: Andrea Clarke

That the motion be amended to replace the words "expiry" with "renewal".

Defeated.

- d. Great Lakes Local Action Fund, Parks Facilities-2024-21

Resolution # 09/25/24 - 06

Moved by: Rory Cavanagh

Seconded by: Mike Hinchberger

That Council approve a submission to the Great Lakes Local Action Fund in the amount of \$100,000 for the purposes of enhancing Station Beach boardwalk area.

Carried.

- e. Council Vacancy – Committee Vacancies, Legislative Services-2024-25

Resolution # 09/25/24 - 07

Moved by: Rory Cavanagh

Seconded by: Beth Blackwell

That Council appoint Councillor Hinchberger to the Saugeen Mobility and Regional Transit Board for a term of 4 months; and

That Council appoint Councillor Prenger to the Bruce Area Solid Waste Recycling Board for a term of 4 months; and

That Council appoint Councillor Cavanagh to the Community Investment Grant Review Team for a term of 4 months.

Carried.

6.2 Addendum Items

None.

7. Matters for Decision

7.1 Notice of Motion - At the Meeting

Mayor Craig provided Notice of Motion regarding Council Composition. This motion will be considered at the October 9, 2024 meeting.

7.2 Consideration of By-laws

- a. Appointment By-law Enforcement & Property Standard Officers
2024 By-law

Resolution # 09/25/24 - 08

Moved by: Rory Cavanagh

Seconded by: Mike Hinchberger

That the “Appointment By-law Enforcement & Property Standard Officers 2024 By-law” be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2024 - 130.

Carried.

- b. Zachary Nisbett Fire Prevention Officer Appointment By-law

Resolution # 09/25/24 - 09

Moved by: Rory Cavanagh

Seconded by: Amanda Steinhoff-Gray

That the “Zachary Nisbett Fire Prevention Officer Appointment By-law” be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2024 - 131.

Carried.

- c. Motion to Pass By-laws

Resolution # 09/25/24 - 10

Moved by: Mike Hinchberger

Seconded by: Rory Cavanagh

That the following By-laws are hereby read a first, second and third time, and finally passed this 25th day of September, 2024:

1. Award the Audit Services (RFP TR-2024-01) By-law 2024 - 132;
2. Council Committee Appointment (2023) Amendment (7) By-law 2024 - 133; and
3. Lisa Stacey Bluewater Trailer Park Agreement (2024) By-law 2024 - 134.

Carried.

8. Matters for Information

8.1 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. Asset Management Update, Financial Services-2024-17
 - b. Development Services Report August 2024
- b. Communications
 - a. Association of Municipalities Ontario
 - a. Policy Update
 - b. Watchfile September 5, 2024
 - c. Watchfile September 12, 2024
 - b. Bruce County Museum and Cultural Centre - Fall Exhibits Open September 16
 - c. Emily Gaudreau - Trail from Tiverton to the lake
 - d. Janice McKean and Art Wiebe - Congratulations!
 - e. Ministry of Seniors and Accessibility - 2024 Ontario Senior Achievement Award
 - f. Saugeen Conservation - General Manager Secretary-Treasurer Appointment
 - g. Saugeen Mobility Virtual Townhall
 - h. Motions Other Municipalities
 - a. Tay Valley Township - Province Removed Wetlands Protection for Eastern Ontario
 - b. Township of Springwater - Request for communications
 - c. Town of Tillsonburg - Cellular Coverage
 - d. Town of Rainy River - Municipal Elections Act

8.1 Consent Agenda

- c. Acceptance of Consent Agenda

Resolution # 09/25/24 - 11

Moved by: Rory Cavanagh

Seconded by: Mike Hinchberger

That Council approve the recommendations contained in the consent agenda dated September 25, 2024 and direct staff to proceed with all necessary administrative actions.

Carried.

8.2 Members of Council General Announcements

8.3 Chief Administrative Officer Announcements

9. Closed Session (If Required)

Resolution # 09/25/24 - 12

Moved by: Beth Blackwell

Seconded by: Mike Hinchberger

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 September 11, 2024;
- 2) Labour relations or employee negotiations regarding (2024 Market Review Results);
- 3) A proposed or pending acquisition or disposition of land by the Municipality or Local Board (Saugeen Street);
- 4) Litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality or Local Board, and advice that is subject to solicitor-client privilege, including communications necessary for that purpose (potential litigation); and

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

Carried.

9.1 Matters Arising from Closed Session

Mayor Craig reported that pursuant to Section 239 (2) of the Municipal Act, Council discussed the following items in Closed Session:

- 1) The Closed Session minutes dated September 11, 2024 were approved;
- 2) Direction was provided regarding the 2024 Market Review Results; and
- 3) Direction was provided to Staff regarding a proposed or pending acquisition or disposition of land on Saugeen Street; and
- 4) The Potential Litigation matter was provided for information.

10. Confirmatory By-law

Resolution # 09/25/24 - 13

Moved by: Rory Cavanagh

Seconded by: Beth Blackwell

That the By-law to confirm the proceedings of the Council of The Corporation of the Municipality of Kincardine of September 25, 2024 be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2024 - 135.

Carried.

11. Adjournment

Resolution # 09/25/24 - 14

Moved by: Jennifer Prenger

Seconded by: Mike Hinchberger

That this Council Meeting adjourn at 7:40 p.m.

Carried.

Mayor

Clerk