

# THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

## Council Minutes

Wednesday, January 8, 2025

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  
Councillor Stellina Williams

Staff Present

Jillene Bellchamber-Glazier, Chief Administrative Officer  
Jennifer Lawrie, Manager of Legislative Services/Clerk  
Lorie Fioze, Manager Strategic Initiatives  
Leanne Gowing, Manager of Human Resources  
Jayne Jagelewski, Director of Community Services  
Mark O'Leary, Manager of Environmental Services  
Nicole Bauman, Legislative Services Administrative Assistant

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 8, 2025 in the Council Chambers at the Municipal Administration Centre.

1.1 **Land Acknowledgment Statement**

Councillor Hinchberger opened the meeting with the Land Acknowledgment Statement.

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

None.

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

None disclosed.

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

**Resolution # 01/08/25 - 01**

**Moved by:** Stellina Williams

**Seconded by:** Rory Cavanagh

That the minutes of the Council meetings held on December 4, 2024, December 10, 2024 and December 11, 2024 be adopted as printed.

Carried.

5. **Matters for Public Participation**

**5.1 Public Meeting**

- a. Applicant: Campbell - 517 Concession 7

The Bruce County Planner, Coreena Smith, explained the report and recommendation. Any comments received from Agencies and the Public received by the time of writing the report are in the written report.

Councillor Steinhoff-Gray arrived at 5:07 p.m. after the presentation by the Planner.

**Questions from Committee:** None.

**Applicant or agent present:** Ron Davidson on behalf of the applicant.

**Submission from applicant or agent:** Ron Davidson spoke on behalf of the applicant.

**Public in support of the application:** No

**Public with questions, concerns or objections to the application:** No

**Any written submission not included in the planning report:** No

**Discussions from Committee Members:** No

**Resolution # 01/08/25 - 02**

**Moved by:** Beth Blackwell  
**Seconded by:** Bill Stewart

That Council approve Zoning By-law Amendment Z-2024-046 by Lynn Campbell and the necessary by-law be passed.

Carried.

## **5.2 Delegations and Presentations**

a. Huron Shores ATV Club

Tyler Johnston made a presentation on behalf of the Huron Shores ATV Club about a request regarding sideroad 30. Staff will report back on this item.

b. Kincardine BIA

Darrel Perry made a presentation on behalf of the Kincardine BIA regarding the Queen Street patios with three recommendations - reduce or remove the cost of renting jersey barriers; reduce the cost of the application process/renewal process; and Spruce the Bruce Grants for patios in 2026.

### **Resolution # 01/08/25 - 03**

**Moved by:** Kenneth Craig  
**Seconded by:** Mike Hinchberger

That Council refer the financial discussion regarding the jersey barriers as part of the Budget meeting on January 13, 2025 and direct staff to bring a report back on the reason for the jersey barriers on February 12, 2025.

Carried.

c. Kincardine Lions Club

John McManus from Kincardine Lions Club and Josh Gordon made a presentation on Lions Park improvement plan specifically the new all wheel park.

## **6. Matters for Discussion and Direction**

### **6.1 Staff Reports**

- a. Environmental Services Compliance Report October 2024, Environmental Services-2024-29
- b. Environmental Services Compliance Report November 2024, Environmental Services-2024-31
- c. Environmental Services Compliance Report December 2024, Environmental Services-2025-02
- d. Kozak Mutual Agreement Drain, Environmental Services-2025-01

**Resolution # 01/08/25 - 04**

**Moved by:** Rory Cavanagh

**Seconded by:** Amanda Steinhoff-Gray

That Council accept the Kozak Mutual Agreement Drain report as provided and pass a By-law to authorize the execution of the agreement.

Carried.

- e. Bulldogs Camera Agreement, Parks Facilities-2025-01

**Resolution # 01/08/25 - 05**

**Moved by:** Stellina Williams

**Seconded by:** Andrea Clarke

That Council pass a by-law to approve a 5-year Agreement between the Municipality of Kincardine and the Kincardine Bulldogs Club for the purposes of video streaming Junior C games at the Davidson Centre.

Carried.

- f. Human Resources Policy Updates, Human Resources-2025-01

**Resolution # 01/08/25 - 06**

**Moved by:** Jennifer Prenger

**Seconded by:** Amanda Steinhoff-Gray

That Council review and approve the updated HR.04 Health & Safety Policy Statement; and

That Council repeal GG 6.6 Harassment Prevention Policy and approve HR.05 Harassment Prevention in the Workplace Policy; and

That Council repeal GG 6.7 Violence Prevention Policy and approve HR.06 Violence Prevention in the Workplace Policy; and

That Council repeal GG 6.10 Substance Abuse (Drug & Alcohol) Policy, GG 6.11 Medical Marijuana Policy, GG 6.8 Progressive Discipline Policy, as these are replaced by Human Resources Procedures.

Carried.

## 7. **Matters for Decision**

### 7.1 **Notice of Motion - At the Meeting**

None.

### 7.2 **Consideration of By-laws**

#### a. 2025 Interim Taxation By-law

##### **Resolution # 01/08/25 - 07**

**Moved by:** Mike Hinchberger

**Seconded by:** Rory Cavanagh

That the “2025 Interim Taxation By-law” be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2025 - 001.

Carried.

#### b. 2025 Current Operating Borrowing By-law

##### **Resolution # 01/08/25 - 08**

**Moved by:** Amanda Steinhoff-Gray

**Seconded by:** Beth Blackwell

That the “2025 Current Operating Borrowing By-law” be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2025 - 002.

Carried.

- c. Appoint Don Huston as Acting Deputy Fire Chief

**Resolution # 01/08/25 - 09**

**Moved by:** Mike Hinchberger

**Seconded by:** Stellina Williams

That the “Appoint Don Huston as Acting Deputy Fire Chief” be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2024 - 003

Carried.

- d. Motion to Pass By-laws

**Resolution # 01/08/25 - 10**

**Moved by:** Amanda Steinhoff-Gray

**Seconded by:** Mike Hinchberger

That the following By-laws are hereby read a first, second and third time, and finally passed this 8th day of January, 2025:

1. Amendment Zoning By-law 2003-25, 517 Concession 7, Municipality of Kincardine (Kincardine Township) (Campbell) By-law 2025 - 004;
2. Kozak Mutual Agreement Drain (2025) By-law 2025 - 005;
3. Kincardine Bulldogs Video Agreement (2025) By-law 2025 - 006;
4. Health & Safety Policy Statement By-law 2025 - 007;
5. Harassment Prevention in the Workplace Policy By-law 2025 - 008;
6. Violence Prevention in the Workplace Policy By-law 2025 - 009.

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. Development Services Report - November 2024
  - b. Q4 Corporate Services Update, Corporate Services Quarterly Report-2025-06
  - c. Infrastructure & Development 2024 4th Quarter Report, Infrastructure Development Quarterly Report-2025-01
- b. Minutes of Committees and Boards
  - a. Heritage Kincardine - November 19, 2024
  - b. Accessibility Advisory Committee Minutes - November 28, 2024
  - c. BIA Draft Minutes - November 19, 2024
  - d. BIA Draft Minutes - December 17, 2024
- c. Communications
  - a. Association of Municipalities of Ontario
    - a. AMO 2025
    - b. AMO Education - Apathy to Action - Building Resilient Communities through Managing Assets
    - c. AMO Education - Competing Rights - What you Need to Know
    - d. AMO Education - Disability Inclusion Workshop and Panel Discussion
    - e. AMO Education - Indigenous Community Awareness Training
    - f. AMO Education - Managing Communications through Crisis
    - g. AMO Education - Municipal Codes of Conduct - Essential to Good Governance

- h. AMO Education - Navigating Conflict Relationships as an Elected Official
- i. Policy Update - 2024 Housing Targets in Ontario
- j. Policy Update - Gender-Based Violence Toolkit
- k. Policy Update - Homelessness Encampments Legislation
- l. Policy Update - Municipal Codes of Conduct Legislation
- m. Policy Update - OPP Billing, Bills
- n. Policy Update - Pre-Budget Key Messages, Conservation, Energy Supply and Distribution, Environmental Bill
- o. Policy Update - Pre-Budget Submission 2025
- p. Policy Update - Pre-Budget Submission Advocacy on Water, Recent Bills and Building Officials
- q. Watchfile November 21, 2024
- r. Watchfile November 28, 2024
- s. Watchfile December 5, 2024
- t. Watchfile December 12, 2024
- u. Watchfile December 19, 2024
- b. Carol Blake - Municipal support for Kincardine Twp Farm ONSAT program
- c. Grey Sauble Conservation - Threats Verification Report
- d. Ministry of Municipal Affairs and Housing - More Homes Built Faster Update
- e. ROMA 2025
- a. ROMA 2025 - Mainstage panels
- b. ROMA 2025 - More programming info
- c. ROMA 2025 - Two Things to Help Plan
- f. Saugeen Conservation - Durham Upper Dam
- g. Motions Other Municipalities
- a. City of Belleville - Policing Costs



- b. City of Guelph - Enable Municipalities to Charge Fees for use of Municipal Property by Gas Utilities
- c. City of Toronto - Paid-plasma-free zone
- d. Municipality of Wawa - Ambulance Shortage and Healthcare System
- e. Municipality of Wawa - Billy Bishop Airport
- f. Town of Cobalt - Improvements to catch and release
- g. Town of Petrolia - OPP Provincial billing increases
- h. Township of Puslinch - Enabling greater beneficial reuse excess soil

### **8.1 Consent Agenda**

- d. Acceptance of Consent Agenda

#### **Resolution # 01/08/25 - 11**

**Moved by:** Bill Stewart

**Seconded by:** Jennifer Prenger

That Council direct Staff to write a letter of support for the Kincardine Twp Farm ONSAT program.

Carried.

#### **Resolution # 01/08/25 - 12**

**Moved by:** Stellina Williams

**Seconded by:** Mike Hinchberger

That Council approve the recommendations contained in the consent agenda dated January 8th, 2025 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 # 01/08/25 - 13**

**Moved by:** Amanda Steinhoff-Gray

**Seconded by:** Rory Cavanagh

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 December 11, 2024;
- 2) Labour Relations or employee negotiations and personal matters about an identifiable individual, including municipal or local board employees (Organizational Review); 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 December 11, 2024 were approved;
- 2) The Organizational Review Update was for information only.

**10. Confirmatory By-law**

**Resolution # 01/08/25 - 14**

**Moved by:** Stellina Williams

**Seconded by:** Amanda Steinhoff-Gray

That the By-law to confirm the proceedings of the Council of The Corporation of the Municipality of Kincardine of January 8th, 2025 be deemed to be read a first, second and third time, finally passed and numbered as By-law No. 2025 - 010.

Carried.

**11. Adjournment**

**Resolution # 01/08/25 - 15**

**Moved by:** Andrea Clarke

**Seconded by:** Rory Cavanagh

That this Council Meeting adjourn at 7:49 p.m.

Carried.

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Mayor

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Clerk