



**COMMITTEE OF THE WHOLE
MINUTES**

**Monday, December 5, 2022
6:00 PM
The Grovedale Arts & Culture Centre
103 Park Street
Kingsville, ON N9Y 0E7**

Members of Council Dennis Rogers
 Kimberly DeYong
 Tony Gaffan
 Debby Jarvis-Chausse
 Sheri Lowrie
 Thomas Neufeld
 Larry Patterson

Sandy Kitchen, Deputy Clerk
John Norton, CAO

A. CALL TO ORDER

Deputy Mayor DeYong called the Special Meeting of the Committee of the Whole to order at 6:00 p.m. with all Committee members in attendance.

B. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest. The Chair reminded the Committee that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the matter comes forward.

C. REPORT OUT FROM CLOSED SESSION--September 19, 2022 Committee of the Whole Closed Session Meeting

The Chair reported that the Committee of the Whole met in Closed Session on September 19, 2022 at 8:31 p.m. to discuss an item as provided for under

Section 239(2) of the Municipal Act. The Item was heard under Subsection 239(2)(b) [personal matters about an identifiable individual, including municipal or local board employees) and there is nothing further to report.

D. STAFF REPORTS

The CAO commented that Administration is looking for direction at this Special Meeting of the Committee of the Whole to determine what is to be carried forward from the current Motions Tracker (Agenda Item D.2.a.), being a list of action items. He noted that the Motions Tracker did not include the completed items; only the outstanding items are shown on the list. In order to round out the discussion, he distributed for background information a document listing the 15 priorities of Council that had been set by the previous Council, identified as Items 1-5 on page 1, 6-10 on page 2 and 11-15 on page 3, and summarized as follows:

- (1-5): Customer Service; Housing: Affordability; Greenhouse Lights; Programming Increase; Development Plan;
- (6-10) Financial Savings; Economic Development/Tourism; COVID-Economic Recovery; Communications Strategy/Policy; Housing: Migrant Worker; and
- (11-15) Committee/Boards Review; Policy Update: Procedure By-law; Economic Development/Diversify; Infrastructure (non-municipal) and Infrastructure (municipal).

1. Written reports

There were no written reports.

2. Verbal Reports

a. Updated Motions Tracker for review and discussion

The updated Motions Tracker was reviewed line-by-line as follows:

Item 1--'Bring back the local improvement policy-covering report to define some of the points in the policy and identify what they mean'. Administration has recommended not bringing this forward because the policy is rarely used and the existing policy is acceptable.

By consensus, the Committee directed Administration to remove Item 1.

Item 2--'That the Town of Kingsville ask the Town of Essex to require ELK to embark on a comprehensive review of supply of electricity and failing satisfactory resolution from the Town of Essex and ELK in regard to the same that

Administration bring back a report to Council on options available to hold ELK accountable.'

By consensus, the Committee directed Administration to remove Item 2.

Item 3--'Modernizing the home occupation by-law'--This matter will move forward with the discussion pertaining to the comprehensive review of the Zoning By-law.

By consensus, the Committee directed Administration that Item 3 will move forward with the discussion of the Zoning By-law Review in 2023 or 2024.

Item 4--'West Side Collector Road'--Administration has recommended not bringing this item forward at this time because the item is in progress with various timelines for different aspects, and is a multi-year, ongoing project.

By consensus, the Committee directed Administration to remove Item 4.

Item 5-'Grant Fund policy review'. The grant fund policy will be addressed with the fees and charges by-law in February 2023.

By consensus, the Committee directed Administration to move forward with Item 5.

Item 6--'Cottam Woods Storm Sewer project supplementary report'--Administration has recommended not bringing this item forward. Administration does not recommend this project.

By consensus, the Committee directed Administration to remove Item 6.

Item 7--'Options for municipal space, a report re: use of all Town facilities, Ruthven Library site research, and Essex County Library Board request regarding the two libraries in Kingsville located in Cottam and Ruthven'.

By consensus, the Committee directed that Administration move forward with Item 7. The 3 buildings that the Town is looking at now are the Cottam Library, the Lions Hall, and the OPP offices. Administration will implement a phased-in approach, starting with facilities and it was agreed that this is a long-term vision and strategy discussion.

Item 8--'Cost benefit analysis report re: bringing fleet maintenance in-house'. Administration has recommended not bringing this item forward because Administration does not recommend this project.

By consensus, the Committee directed Administration to remove Item 8.

Item 9--'Draft a by-law prohibiting grass clippings from being blown into the street, etc.' Administration has recommended not bringing this item forward because there is an existing by-law in place.

By consensus, the Committee directed Administration to remove Item 9, and further the Committee suggested the following measures: i) messaging be put out on social media in the Spring; ii) the Town's contracted employees and Town staff ensure by-law compliance in respect to grass clippings and 'lead by example'; iii) that set fines be added in the existing by-law.

Item 10--'Vacant commercial properties'--Administration has recommended not bringing this item forward. The Director of Financial and IT Services commented that a one-on-one approach is the best option to deal with vacant commercial properties.

By consensus, the Committee directed Administration to remove Item 10.

Item 11--'Report to Council regarding sidewalk installation'. Administration has recommended not bringing this item forward.

By consensus, the Committee directed Administration to remove Item 11.

Item 12-'Walkways of Sacred Teachings'--Item 12 will be discussed at Council's Regular Meeting to be held December 12, 2022.

By consensus, the Committee directed Administration to move forward with Item 12.

Item 13--'Lighting by-law working group'.

By consensus, the Committee of the Whole directed Administration to remove Item 13 because the matter is ongoing and a report is in progress. The matter will be brought back to a Committee of the Whole meeting in the Spring for further discussion and Administration will advise as to the date once set.

Comments from the audience:

Bill Jamieson, resident, commented that he last appeared before Council on February 24, 2022 in regard to light pollution. He encouraged the new Council to watch the video that has been published to the Town's website and see the comments made at the time.

Starr Livingston, member of the Royal Astronomical Society of Canada, indicated that their group does a lot of education to save the dark sky; that it is a whole

environmental issue and citizens can take individual responsibility to be aware of how their installed lighting may affect the night sky. He commented that the Town is a bee friendly community and that initiative, along with efforts to protect bird migration and other environmental considerations, all tie in together.

Item 14--'Report re: use of Lions Park'. A report was presented to Council and a curfew has been put in place in regard to the Lions Park.

By consensus, the Committee directed Administration to remove Item 14.

Item 15--'Report re: improving the accessibility of the Ridgeview Park walking path'.

By consensus, the Committee of the Whole directed Administration to move forward with Item 15.

Item 16--'Monarch butterfly and its habitats'. An informational report has been prepared and will be presented to Council at its Regular Meeting to be held on December 12, 2022 and;

By consensus, the Committee of the Whole directed Administration to remove Item 16.

Item 17--'Water quality issues at beaches'--Administration has recommended not bringing this item forward. An updated report on water quality at beaches would be a significant expenditure.

By consensus, the Committee of the Whole directed Administration to remove Item 17.

Item 18--'Licensing regime for all Boarding, Lodging and Rooming Houses'. Item 18 was Deferred for discussion at the next Committee of the Whole meeting.

Comments from the audience:

Pat Arnette, resident, commented that she feels the licensing regime approved by Council motion in September should be implemented and not be deferred too long.

**b. Council appointments to Committees, and Committee structure--
Discussion**

The CAO reviewed the Town's current committee and board structure, including external boards. Terms of reference of certain ad hoc and standing committees are being revised and will be presented in the new year.

c. Council nominees to E.L.K. Energy Inc. Board of Directors--discussion

Dr. Miljan, resident, commented that she is interested in being considered to be reappointed to the E.L.K. Energy Inc. Board of Directors and has submitted her application and CV.

E. MINUTES OF THE PREVIOUS MEETINGS

1. Committee of the Whole Meeting Minutes--September 19, 2022

COTW-12052022

Moved by Tony Gaffan

Seconded by Dennis Rogers

That the Committee of the Whole Meeting Minutes dated September 19, 2022 BE ADOPTED.

CARRIED

2. Committee of the Whole Closed Session Meeting Minutes--September 19, 2022

The Chair advised that the Committee of the Whole Closed Session Meeting minutes will be presented at a future date for adoption.

F. COMMITTEE QUESTIONS

1. Councillor Gaffan inquired about bathroom access at Lakeside Park during Fantasy of Lights events.

2. Councillor Gaffan inquired as to the plans for future use and maintenance of The Grovedale Arts and Culture Centre.

Members of the Senior Management Team responded to the questions posed by Councillor Gaffan.

There were no further questions.

COTW-12052022

Moved by Sheri Lowrie

Seconded by Dennis Rogers

That the Committee recess at 8:29 p.m.

CARRIED

G. CLOSED SESSION

COTW-12052022

Moved by Tony Gaffan

Seconded by Thomas Neufeld

That pursuant to Section 239(2) of the *Municipal Act, 2001* the Committee, at 8:41 p.m., move into Closed Session to address the following items:

Item I) Discussion regarding appointments to Committees and Boards-- Subsection 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees;

Item II) CAO Update regarding negotiations on behalf of the Town of Kingsville-Subsection 239(2)(k) - a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

CARRIED

Deputy Mayor DeYong advised that there would be no rising report at this meeting and the meeting adjourned.

H. REPORT OUT OF CLOSED SESSION

No rising report.

I. ADJOURNMENT

COTW-12052022

Moved by Debby Jarvis-Chausse

Seconded by Larry Patterson

That the meeting adjourn at 9:55 p.m.

CARRIED