



**COMMITTEE OF THE WHOLE
MINUTES**

**Monday, September 18, 2023
6:00 PM**

**The Grovedale Arts & Culture Centre
103 Park Street
Kingsville, ON N9Y 0E7**

PRESENT Mayor Dennis Rogers
Councillor Tony Gaffan
Councillor Debby Jarvis-Chausse
Councillor Sheri Lowrie
Councillor Thomas Neufeld
Councillor Larry Patterson

John Norton, CAO
Paula Parker, Clerk

ABSENT Deputy Mayor Kimberly DeYong

A. CALL TO ORDER

Councillor Gaffan called the Regular Meeting to order at 6:00 p.m.

B. DISCLOSURE 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. MINUTES OF THE PREVIOUS MEETING

Moved by Mayor Rogers

Seconded by Councillor Jarvis-Chausse

That the following Committee of the Whole minutes **BE RECEIVED**:

- 1. Committee of the Whole Minutes - June 22 2023**
- 2. Committee of the Whole Minutes – July 17 2023**

CARRIED

D. PRESENTATION

1. Municipal Governance Update

The Manager of Municipal Resources/Clerk provided an update to the Committee with respect to the Municipal Governance department.

2. Human Resources Update

The Manager of Human Resources provided an update to the Committee with respect to the Human Resources department.

3. Information Technology Update

The Manager of IT provided an update to the Committee with respect to the IT department.

E. STAFF REPORTS

1. Canteen Services - Kingsville Arena Complex

Moved by Mayor Rogers

Seconded by Councillor Lowrie

That Option 3 "Operate the Canteen by hiring new staff" be recommended to Council for approval as a one year trial.

For (4): Mayor Rogers, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld

Against (2): Councillor Gaffan, Councillor Patterson

CARRIED (4 to 2)

2. Community Grant Fund Policy

The Clerk advised the Committee that the final policy with approved amendments will be brought back to Council for final approval.

Moved by Mayor Rogers

Seconded by Councillor Patterson

That the following amendment be approved:

Clarify ineligible applicants as;

- 1. Individuals,**
- 2. For-Profit commercial or industrial entities, or**
- 3. Publicly-funded institutions (i.e. schools, hospitals, health & well being programs, etc.), or**

Organizations affiliated with a political party or that have a political mandate

Moved by Councillor Patterson

Seconded by Councillor Neufeld

That the following amendment to 3.1 be approved:

to remove the funding category Disaster Relief from the Policy. Replaced with any appeals for disaster relief by another municipality will be brought through a Council report or Correspondence and approved at the discretion of Council.

CARRIED

Moved by Councillor Patterson

Seconded by Mayor Rogers

That the following amendment to 3.2 be approved:

remove the criteria of “maximum of 50% of cost” to allow for flexibility to cover any or all costs of the project up to a limit of 20,000.

CARRIED

Moved by Councillor Neufeld

Seconded by Councillor Patterson

That the following amendment to 3.2 be approved:

- 1. To remove in-kind applications from the Grant Policy; replace with requests being submitted at any time to requests@kingsville.ca which will then be directed to the appropriate Department Manager.**
- 2. To remove requests for reduction in rent from the Grant policy; replace with requests being submitted at any time to the requests@kingsville.ca which will then be directed to the Manager of Parks & Recreation to review approve based on available reduced fees within the Fees & Charges By-Law.**

CARRIED

Moved by Councillor Patterson

Seconded by Councillor Neufeld

That the following amendment to 3.2 be approved:

remove requests for waiver of all or a portion of the fees from the Grant policy; replace with requests being submitted at any time to the requests@kingsville.ca which will then be directed to the Manager of Parks & Recreation to review approve based on available reduced fees within the Fees & Charges By-Law.

CARRIED

Moved by Mayor Rogers

Seconded by Councillor Jarvis-Chausse

That the following amendment to 6.1 be approved:

multi-year funding agreements can be complicated and typically involve a “quid pro quo” arrangement, or more robust reporting requirements. These are beyond the scope of the Community Grant program and should be removed from this policy.

Multi-year funding requests should be directed to the respective Department Head for discussion and consideration, and if supported, presented to Council through a report. If not supported by Administration, the organization can submit correspondence directly to Council.

CARRIED

Moved by Councillor Jarvis-Chausse
Seconded by Councillor Neufeld

That the following amendment to 6.3 be amended:

- 1. Remove the wording “operating grants, capital grants and in-kind grants”**
- 2. Remove “October 31st in the following year’s budget” and replace with a deadline of “November 30th” for consideration in the following year; and,**

Council deliberate on grant applications at the COTW meeting in January each year.

CARRIED

Moved by Mayor Rogers
Seconded by Councillor Patterson

That the following amendment to 6.3 be approved:

remove paragraph in Section 6.3 entirely based on recommendations to update section 3.2 Types of Funding.

CARRIED

Moved by Mayor Rogers
Seconded by Councillor Jarvis-Chausse

That the following be approved:

That Council follow the practice used for the 2023 Budget, and approve an unallocated amount for grant awards in the budget. Grant deliberations can be time consuming, and distract from other Budget priorities. The unallocated budget will allow for Council and Administration to continue with the Budget process and approval and allow for the allocation of the Grant budget to be considered at a later time. Council should set a firm target amount for grants, for the purpose of budget deliberations. If multi-year funding commitments are removed from this process, the threshold for community grants should be reduced to, say 0.25% of taxation (approx. \$55,000).

CARRIED

Moved by Councillor Lowrie
Seconded by Councillor Neufeld

That the following amendment be approved:

Include a new requirement named “Grant Funding Attestation Report”. This report will be required to be submitted to the Town of Kingsville Treasury department by December 31st of the following year the grant was awarded. The purpose of the report is for the applicant to attest to the financial outcome of the awarded grant monies and to the success of the project’s identified outcome promised in the application.

CARRIED

F. COMMITTEE QUESTIONS

G. UNFINISHED BUSINESS

The CAO advised Council that provincial representation will be down to determine whether residents are eligible for Disaster Recovery Assistance for Ontarians (DRAO).

H. CLOSED SESSION

Moved by Councillor Patterson
Seconded by Councillor Jarvis-Chausse

Pursuant to Section 239(2) of the *Municipal Act, 2001* the Committee, at 7:35 p.m., move into Closed Session to address the following item:

Item I - Personnel Matter - Section 239(2)(b) - personal matters about an identifiable individual, including municipal or local board employees; and, Section 239(2)(d) - labour relations or employee negotiations.

I. ADJOURNMENT

Moved by Councillor Jarvis-Chausse
Seconded by Councillor Lowrie

Council adjourn this Regular Meeting at 10:19 p.m.

CARRIED

COUNCILLOR, Tony Gaffan

CLERK, Paula Parker