



**COMMITTEE OF THE WHOLE
MINUTES**

**Monday, June 17, 2024
6:00 PM
Unico Community Centre
37 Beech Street
Kingsville, ON N9Y 1A9**

PRESENT Mayor Dennis Rogers
Deputy Mayor Kimberly DeYong
Councillor Debby Jarvis-Chausse
Councillor Sheri Lowrie
Councillor Thomas Neufeld
Councillor Larry Patterson

Absent Councillor Tony Gaffan

Staff Present CAO, John Norton
Acting Clerk, Angela Toole

A. CALL TO ORDER

Mayor Rogers called the Committee of the Whole Meeting to order at 6:02 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

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.

None were noted.

C. DELEGATIONS

No Delegations.

D. ITEMS

1. Verbal Reports

a. William's Light Show Survey Results Discussion

Tara Hewitt, Communications and Public Relations Coordinator, presented the results of the Targeted Survey regarding the Williams Light Show.

Moved by Councillor Lowrie

Seconded by Councillor Neufeld

That the Committee of the Whole **DIRECTS** Administration to draft a By-law or amend an existing By-law to include restrictions and/or permitting for holiday light shows on private property; and

That the Committee of the Whole further **DIRECTS** Administration to bring forward the same draft for review and consideration before the end of the current Term of Council.

For (6): Mayor Rogers, Deputy Mayor DeYong, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson.

CARRIED (6 to 0)

b. Council and Committee - Conference, Travel and Other Expense - Policy Review

Margaret Schroeder, Manager of Finance and Ryan McLeod, Director of Finance, Information Technology & Customer Service, gave a presentation respecting the Town's current Council and Committee – Conference, Travel, and Other Expense Policy. They further outlined recommendations for amending the current Policy.

Moved by Mayor Rogers

Seconded by Councillor Patterson

That the Committee of the Whole **DIRECTS** Administration to:

- a. increase the \$4,200.00 Conference Expense Account Budget to \$6,500.00 effective in 2025;
- b. automatically issue payment to Members of Council for their attendance at eligible meetings or training events;
- c. amend the definition of "Conference" in the Council and Committee – Conference, Travel, and Other Expense Policy to include weekends;

- d. not amend the current per diem for attendance at “Special Events” contained in the Council and Committee – Conference, Travel, and Other Expense Policy (i.e. no compensation).

For (6): Mayor Rogers, Deputy Mayor DeYong, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson.

CARRIED (6 to 0)

Moved by Mayor Rogers

Seconded by Councillor Patterson

That the Council and Committee – Conference, Travel, and Other Expense Policy **BE AMENDED** to reflect the following allowances for meals:

- a. increase the breakfast allowance from \$15.00 to \$20.00;
- b. increase the lunch allowance from \$20.00 to \$30.00; and,
- c. increase the dinner allowance from \$40.00 to \$50.00.

And further, that the Committee of the Whole **DIRECTS** Administration to automatically issue payment to Members of Council for eligible meals.

For (5): Mayor Rogers, Deputy Mayor DeYong, Councillor Jarvis-Chausse, Councillor Neufeld, and Councillor Patterson.

Against (1): Councillor Lowrie

CARRIED (5 to 1)

Moved by Mayor Rogers

Seconded by Councillor Neufeld

That the Council and Committee – Conference, Travel, and Other Expense Policy **BE AMENDED** to include the following section regarding mileage:

“Councillors may claim mileage to attend Special Events, Committee Meetings, or to perform other duties of Council for which no direct compensation is received.

For clarity, the following activities are not eligible for mileage;

- *Attendance at Regular or Special Meetings of Council, or*
- *Attendance at Committee Meetings for which they receive direct compensation, or*
- *If inside of Town boundaries.*

Mileage claims are subject to the limits of each Councillor's Conference Expense Account."

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

Against (2): Deputy Mayor DeYong, and Councillor Patterson

CARRIED (4 to 2)

Moved by Councillor Neufeld

Seconded by Councillor Patterson

That the Council and Committee – Conference, Travel, and Other Expense Policy **BE AMENDED** to require a Meeting Expense form to be submitted with receipts for the Mayor's Promotional Account.

For (6): Mayor Rogers, Deputy Mayor DeYong, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson.

CARRIED (6 to 0)

Moved by Councillor Jarvis-Chausse

Seconded by Councillor Lowrie

That the Council and Committee – Conference, Travel, and Other Expense Policy **BE AMENDED** to provide the Mayor with the authority to approve expenses in excess of an individual Councillor's Conference Expense Budget (upon request).

For (6): Mayor Rogers, Deputy Mayor DeYong, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson.

CARRIED (6 to 0)

Moved by Councillor Lowrie

Seconded by Councillor Patterson

That the Council and Committee – Conference, Travel, and Other Expense Policy **BE AMENDED** to require that all expense claims for Councillors and the Deputy Mayor under this Policy require approval by the Mayor.

For (6): Mayor Rogers, Deputy Mayor DeYong, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson.

CARRIED (6 to 0)

E. COMMITTEE QUESTIONS FOR STAFF

Mayor Rogers asked the members about their position on the current status of Committee of the Whole. He further asked the members what their wishes are for the Committee of the Whole.

Moved by Mayor Rogers

Seconded by Councillor Patterson

That the Committee **DIRECTS** the Clerk to prepare a report amending the Committee of the Whole Schedule to only hold meetings in February, April, June, September, and November.

CARRIED

F. COMMITTEE MEMBER UPDATES

1. Update on Communities in Bloom Cemeteries Project by Councillor Neufeld

Councillor Neufeld provided an update to the Committee of the Whole regarding the Pollinator Garden planted in May at Greenhill Cemetery. This project was sponsored and undertaken by the Town's Communities in Bloom Committee.

G. UNFINISHED BUSINESS

None.

H. ADJOURNMENT

Moved by Mayor Rogers

Seconded by Councillor Neufeld

That the Committee of the Whole meeting be **ADJOURNED** at 9:38 p.m.

CARRIED

DEPUTY MAYOR, Kimberly DeYong

ACTING CLERK, Angela Toole