



## Regular Meeting of Council

### Minutes

**Monday, April 28, 2025**

**6:00 PM**

**Unico Community Centre**

**37 Beech Street**

**Kingsville, ON N9Y 1A9**

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

Staff Present                CAO, John Norton  
                                    Acting Clerk, Angela Toole  
                                    Deputy Clerk, Natalie Sharp

#### **A. Call to Order**

Mayor Rogers called the Regular Meeting to order at 5:00 p.m.

#### **B. Closed Session**

##### **81-04282025**

Moved By: Councillor Neufeld

Seconded By: Councillor Patterson

That Council **enter** into Closed Session at 5:01 p.m. pursuant to Section 239 of the *Municipal Act, 2001*, to discuss the following items:

**Item I - Community Policing Matters** to be heard under Section 239(2)(b) being personal matters about an identifiable individual, including municipal employees; and,

**Item II - General Sewer Use By-law** to be heard under Section 239(2)(e), being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality; and Section 239(2)(f) being advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**Carried**

##### **82-04282025**

Moved By: Councillor Gaffan

Seconded By: Councillor Jarvis-Chausse

That Council **rise** from Closed Session at 5:56 p.m.

**Carried**

**83-04282025**

Moved By: Councillor Lowrie

Seconded By: Councillor Patterson

That Council **resume** the open portion of its Regular Meeting at 6:00 p.m.

**Carried**

**C. Land Acknowledgement**

Mayor Rogers read the Land Acknowledgement Statement.

**D. Moment of Silent Reflection and National Anthem**

**E. Mayor's Welcome and Remarks**

Mayor Rogers welcomed Council, Administration, those in attendance, and those viewing from home.

Mayor Rogers stated that the Town of Kingsville Easter Egg Hunt, held on April 19<sup>th</sup>, had a great turnout, and expressed his thanks to all staff and volunteers that made the event possible.

Mayor Rogers stated that he and Councillor Neufeld attended Coffee Time with the Mayor at the Essex County Library on April 22, where they enjoyed coffee, snacks, and conversations with Kingsville residents. He reminded the public that the next Coffee Time with the Mayor will take place in June in Cottam, and more details will be announced.

He also shared an announcement regarding ERCA (Essex Region Conservation Authority) planting of their 7 millionth tree and expressed appreciation for all their efforts towards conservation within our area.

Mayor Rogers acknowledged the success of Tourism Windsor Essex Pelee Island's 11<sup>th</sup> Annual Staycation Expo at Devonshire Mall, which took place from April 25 to 26. He further noted that Gosfield North Sportsmen Association sold out their wild game dinner on April 26, and expressed appreciation to the community group for their contributions to Cottam and the surrounding community.

Mayor Rogers thanked everyone who attended the Rotary Club of Kingsville Southshore's annual Town cleanup on April 26, and thanked the Rotary Club for organizing the event.

**F. Amendments to the Agenda**

None noted.

**G. Disclosure of Pecuniary Interest**

Mayor Rogers reminded Council 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 agenda items come forward.

**H. Report Out of Closed Session**

The Acting Clerk gave the following Report out of Closed Session:

Pursuant to Section 239 of the *Municipal Act, 2001*, Council entered into Closed Session at 4:30 p.m. on April 14, 2025, to discuss the following items:

**Item I - Gravel Roads** heard under Section 239(2)(e) being litigation or potential litigation, including matters before administrative tribunals, affecting the

municipality; and, Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose. In the open session that followed, Council heard a delegation respecting the conditions of Marsh Road, which is gravel, and directed Administration to bring forward a report on the Town's Annual Gravel Road Maintenance Program.

**Item II - Ruthven Sewer Capacity Update** heard under Section 239(2)(e) being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality; and, Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose. In the open session that followed, Council heard a Staff Report on the same matter and directed Administration to complete a review and study of the Town's land use policies in relation to required changes as a result of the Town's sanitary sewer constraints for lands reliant on the Ruthven Sanitary System; to take immediate steps to improve flow rates on the Ruthven Sanitary System; to bring forward funding recommendations for those actions; to prepare a Greenhouse Sewer Use By-law for Council's consideration; and lastly, Council adopted an Interim Control By-law for certain lands in Ruthven.

Pursuant to Section 239 of the Municipal Act, 2001, Council entered into Closed Session at 6:00 p.m. on April 17, 2025, to discuss the following items:

**Item I - Land Acquisitions regarding Town Hall, OPP Station, and Public Works Yard; and Disposition(s) of Certain Municipal Property** heard under Section 239(2)(c) being a proposed or pending acquisition or disposition of land by the municipality. There is nothing further to report.

**Item II - Update on Negotiations for Certain Agreements involving Regional Transit, Policing, Road Rationalization and Affordable Housing; and Potential Sponsorship Agreement for Municipal Property** heard under Section 239(2)(k) being a position, plan, procedure, criteria, or instruction to be applied to negotiations. There is nothing further to report.

**Item III - Update on Legal Files** heard under Section 239(2)(b) being personal matters about an identifiable individual, including municipal employees; Section 239(2)(e) being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality; and Section 239(2)(f) being advice that is subject to solicitor-client privilege, including communications necessary for that purpose. There is nothing further to report.

**Item IV - Education on Strong Mayor Powers** heard under Section 239(3.1) being educating or training members of the council, a local board or committee. There is nothing further to report.

**Item V - Personnel Matters** heard under Section 239(2)(b) being personal matters about an identifiable individual, including municipal employees; and Section 239(2)(d) being labour relations or employee negotiations. There is nothing further to report.

#### **I. Delegations**

None.

## J. Presentations

### 1. Recognition of Lynn McLaughlin

Mayor Rogers honoured Lynn McLaughlin, an educator from Kingsville, for achieving second place in the “Women in Education – Adult Education & Training” category at the Women Changing the World Awards, and presented her with a certificate.

### 2. Tourism Windsor Essex Pelee Island

Gordon Orr, the CEO of TWEPI, along with Jason Toner, Vice President of Marketing & Communications, and Board Member Jordan Goure, appeared before Council and made a presentation on the prospect of a Municipal Accommodation Tax (MAT) program for municipalities in Essex County.

#### **84-04282025**

Moved By: Deputy Mayor DeYong

Seconded By: Councillor Lowrie

That Council **directs** Administration to prepare a report regarding the Municipal Accommodation Tax funding tool that is available to municipalities.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

**Carried (7 to 0)**

### 3. 1Q Customer Service Update - Manager of Finance/Deputy Treasurer & Customer Service

Margaret Schroeder, Manager of Finance/Deputy Treasurer & Customer Service, gave a presentation to Council providing an update on the Corporation's customer service initiatives.

## K. Matters Subject to Notice

None.

## L. Reports - Finance and Corporate Services

### 1. Committee Update – Migration Festival Committee

### 2. Essex County O.P.P. Detachment Board – South2025 Budget and Remuneration

#### **85-04282025**

Moved By: Councillor Patterson

Seconded By: Deputy Mayor DeYong

That Council **approve** the Essex County O.P.P. Detachment Board – South's 2025 Budget, as set out in Appendix A of this report;

And that Council **approve** remuneration in an annual amount of \$2094.24 to be paid to the Town of Kingsville's Community Representative appointed to the Board;

And that Council **approve** remuneration in an annual amount of \$698.08 to be paid to the Community Representative jointly appointed to the Board

by the Town of Kingsville, Municipality of Leamington, and Township of Pelee;

And that Council **approve** remuneration in an annual amount of \$523.50 to be paid to Board Members appointed by the Minister;

And that Council **approve** that no remuneration be paid to the Town of Kingsville's Council Representative appointed to the Board, which is in accordance with past practice and a prior Council decision on total compensation paid to Council members.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

**Carried (7 to 0)**

3. Temporary Patio Policy

**86-04282025**

Moved By: Councillor Patterson

Seconded By: Councillor Gaffan

That Council **authorizes** Administration to create and implement a Temporary Patio Policy and subsequent Temporary Patio Permit Program;

And that the Fees and Charges By-law 89-2024, **be amended** to include the fees for a Temporary Patio Permit as noted in this report;

And that corresponding By-law 20-2025, being a By-law to amend Fees and Charges By-law 89-2024, **be adopted** during the By-law stage of this Council Agenda.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

**Carried (7 to 0)**

4. 2025 Asset Management Updates

**87-04282025**

Moved By: Deputy Mayor DeYong

Seconded By: Councillor Neufeld

That the Asset Management Plan Update – Core Assets dated March 4, 2025, as prepared by Watson & Associates Economists Ltd. **be approved.**

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

**Carried (7 to 0)**

**M. Reports - Fire Rescue Services**

1. Purchase of Replacement - Fire Engine 122

**88-04282025**

Moved By: Councillor Patterson

Seconded By: Councillor Lowrie

That Council **approve** the tender award of \$1,170,000.00, plus HST, to Metalfab Ltd. for the purchase of a new fire engine to replace Engine 122 to be delivered in the 2026 Budget year.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

**Carried (7 to 0)**

**N. Reports - Public Operations**

1. Wastewater Treatment Plant Pilot Project

Dave Jubenville, Regional Manager, OCWA, was present to answer questions from Council.

**89-04282025**

Moved By: Councillor Gaffan

Seconded By: Councillor Jarvis-Chausse

That Council **authorizes** the completion of a pilot test of Algae Forest, with project partners Ontario Clean Water Agency and AlgaFilm Technologies Ltd., at the Lakeshore West Wastewater Pollution Control Plant, whereby the Algae Forest unit is constructed to aid the treatment of wastewater at the facility;

And that Council **authorizes** AlgaFilm Technologies as a municipal partner to apply for the Net-Zero Transformation Pilot Stream of the Green Municipal Fund program under the Federation of Canadian Municipalities and to apply this grant funding towards the pilot program.

For (7): Mayor Rogers, Deputy Mayor DeYong, Councillor Gaffan, Councillor Jarvis-Chausse, Councillor Lowrie, Councillor Neufeld, and Councillor Patterson

**Carried (7 to 0)**

**O. Consent Agenda**

1. Accessibility Advisory Committee Minutes - February 12, 2025
2. BIA Board of Management Minutes - March 11, 2025
3. Fantasy of Lights Committee Minutes - March 18, 2025
4. Committee of Adjustment & Appeals Minutes - March 18, 2025
5. Migration Festival Committee Minutes - March 25, 2025
6. Regular Council Meeting Minutes - April 14, 2025

**90-04282025**

Moved By: Councillor Neufeld  
Seconded By: Councillor Lowrie

That Items 1 through 6 on the Consent Agenda, **be received.**

**Carried**

**P. Correspondence**

None.

**Q. Notices of Motion**

None.

**R. Unfinished Business and Announcements**

None.

**S. By-laws**

**91-04282025**

Moved By: Deputy Mayor DeYong  
Seconded By: Councillor Patterson

That the following By-law be given a third reading and finally pass:

99-2024 - Being a By-law to provide for MTO Improvements to the Tully Meleg Drain at a total estimated cost of \$203,300 in the Town of Kingsville, in the County of Essex

And that the following By-laws be given three readings and finally pass:

20-2025 – Being a By-law to amend By-law 89-2024, being a By-law to impose fees and charges by The Corporation of the Town of Kingsville (Temporary Patios); and,

29-2025 - Being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Kingsville at its April 28, 2025, Regular Meeting of Council.

**Carried**

**T. Closed Session**

**92-04282025**

Moved By: Councillor Patterson  
Seconded By: Deputy Mayor DeYong

That Council **enter** into Closed Session at 7:44 p.m. pursuant to Section 239 of the *Municipal Act, 2001*, to discuss the following items:

**Item I - Personnel Matter** to be heard under Section 239(2)(b) being personal matters about an identifiable individual, including municipal employees.

**Carried**

**U. Adjournment**

**93-04282025**

Moved By: Councillor Patterson

Seconded By: Deputy Mayor DeYong

That Council rise from Closed Session and adjourn its Regular Meeting at 8:36 p.m.

**Carried**

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Mayor, Dennis Rogers

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Acting Clerk, Angela Toole