



Minutes

Corporate Services Committee

July 11, 2024, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Melanie Middlebro'
Vice Chair Carol Merton
Member Kelly Carmichael
Councillor Travis Dodd
Deputy Mayor Scott Greig
Member Neil McCutcheon
Member Joel Pennington
Member Bobb Todd

MEMBERS

ABSENT/REGRETS: Member Stephanie Sas

STAFF PRESENT: Tim Simmonds, City Manager
Phil Eagleson, Fire Chief
Christine Gilbert, Deputy Treasurer
Kristen Van Alphen, Manager of Legislative Services
Briana Bloomfield, City Clerk
Allison Penner, Deputy Clerk

1. CALL TO ORDER

Chair Middlebro' called the meeting to order at 5:30 p.m.

2. CALL FOR ADDITIONAL BUSINESS

2.a Member Pennington Re: Backyard Chickens

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

4.a Minutes of the Corporate Services Committee meeting held on June 13, 2024.

"THAT the Corporate Services Committee approves the minutes of the meeting held on June 13, 2024."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.

6. PUBLIC QUESTION PERIOD

There were no questions from the public.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a Fire

8.a.1 Report CR-24-084 from the Fire Chief Re: Fire and Emergency Services Mid-Year Operations Update

The Fire Chief provided an overview of the report.

In response to a question from Committee, Mr. Eagleson advised that first responders have access to peer support and mental health resources for job-related trauma. Mental health resources for members of the public who experience trauma directly or indirectly may have access to supports through the Canadian Mental Health Association and Victim Services Bruce Grey.

In response to a question from Committee, Mr. Eagleson noted that the Fire Department fleet is currently comprised of two engines, two aerial trucks, and one boat.

In response to a question from Committee, Mr. Eagleson advised that an agreement between the City and Central Ambulance Dispatch dictates what kind of medical/resuscitator calls the Fire Department responds to. The agreement comes to Council for review and approval every two years, and approximately 40 to 50 different call types are currently included. The number of medical assist calls continues to increase.

CR-240711-002

Moved by Deputy Mayor Greig

"THAT in consideration of Staff Report CR-24-084 respecting Fire and Emergency Services Mid-Year Operations Update, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Carried.

8.b Taxes and Revenue

8.b.1 Report CR-24-078 from the Deputy Treasurer Re: Electronic Donation Options

The Deputy Treasurer provided an overview of the report.

In response to a question from Committee, Ms. Gilbert advised that TipTapPay units can be taken to events and have been used at the Waterfront Festival and at TD Harbour Nights.

In response to a question from Committee, Ms. Gilbert noted that the monthly operating cost for one TipTapPay terminal is \$40, and that it would be possible for staff to procure an additional terminal in the short term.

In response to a question from Committee, Ms. Gilbert advised that the City's TipTapPay units are currently set to collect donations in the amounts of \$5, \$10, and \$15.

In response to a question from Committee, Ms. Gilbert advised that the City can accept donations for any of its projects through Canada Helps, including fundraising campaigns for particular capital assets.

CR-240711-003

Moved by Member McCutcheon

"THAT in consideration of Staff Report CR-24-078 respecting Electronic Donation Options, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Carried.

8.c Clerks

8.c.1 Report CR-24-077 from the City Clerk Re: Procedural By-law Review

The City Clerk provided an overview of the report.

In response to a question from the Committee, the City Clerk advised that Recommendation #1 relates to items appearing on the agenda and not to public questions.

In response to a question from the Committee, the City Manager noted that the Council table is the place for Council business to be addressed.

In response to a question from the Committee, Ms. Bloomfield advised that the current Procedural By-law does not include language that explicitly allows the Clerk, Mayor and City Manager discretion in omitting items from the agenda. Ms. Bloomfield noted that the City does not currently have a formal mechanism through which to reject or redirect requests to have a matter appear on the Council agenda.

Councillor Middlebro' relinquished the position of Chair so that she could move a motion. Vice Chair Merton assumed the position of Chair.

CR-240711-004d

Moved by Chair Middlebro'

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #1 as outlined in the report.”

Defeated.

Councillor Middlebro' resumed the position of Chair.

In response to questions from the Committee, Ms. Bloomfield advised of the current inaugural Council meeting process. Ms. Bloomfield noted that staff selected November 15th as the inaugural meeting date as it is the first day of the new term of Council, per the *Municipal Elections Act*.

CR-240711-005

Moved by Councillor Dodd

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #2 as outlined in the report.”

Carried.

CR-240711-006
Moved by Councillor Dodd

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #5 as outlined in the report.”

Carried.

CR-240711-007
Moved by Member Todd

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #6 as outlined in the report.”

Carried.

CR-240711-008
Moved by Vice Chair Merton

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #7 as outlined in the report.”

Carried.

CR-240711-009
Moved by Deputy Mayor Greig

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #8 as outlined in the report.”

Carried.

CR-240711-010d
Moved by Deputy Mayor Greig

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council amend the Procedural By-law to:

1. **Reduce the total time allotted to each speaker during Public Question Period from five (5) minutes to three (3) minutes; and**
2. **Allot fifteen (15) minutes total for Public Question Period.”**

Defeated.

CR-240711-011

Moved by Member Carmichael

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council amend the Procedural By-law to:

1. **Change “public question period” to “public forum” and allow speakers to provide comments without having to ask a question;**
2. **Require that comments submitted electronically will be circulated to Council and attached to the agenda for archival republishing and must be submitted one (1) business day in advance of the start of the meeting; and**
3. **Allow that comments submitted electronically that are considered inappropriate or offensive in nature, as determined by the Chair and City Manager, will not be circulated or attached to the agenda”**

Carried.

In response to a question from the Committee, Ms. Bloomfield advised that the current process for providing correspondence to Council for their information results in significant duplication of content, which would be eliminated by Recommendation #10.

CR-240711-012

Moved by Councillor Dodd

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #10 as outlined in the report.”

Carried.

In response to a question from the Committee, Ms. Bloomfield advised that there is no legislative requirement for livestreaming of Council meetings.

CR-240711-013

Moved by Deputy Mayor Greig

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #11 as outlined in the report.”

Carried.

CR-240711-014

Moved by Member Carmichael

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #12 as outlined in the report”

Carried.

CR-240711-015

Moved by Deputy Mayor Greig

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #13 as outlined in the report.”

Carried.

CR-240711-016

Moved by Member Carmichael

“THAT in consideration of Staff Report CR-24-077 respecting Procedural By-law Review, the Corporate Services Committee recommends that City Council approves Recommendation #14 as outlined in the report.”

Carried.

"THAT in consideration of Staff Report CR-24-077 respecting a review of the Procedural By-law, the Corporate Services Committee recommends that City Council directs staff to:

1. Bring forward a by-law to:

- a. **Adopt an updated Procedural By-law as discussed at the July 11, 2024 meeting; and**
- b. **Repeal Procedural By-law No. 2021-123; and**

2. Provide notice of the Procedural By-law update as required by the Notice By-law."

Carried.

8.d Accounting

None.

8.e Corporate and Facility Services

None.

8.f Information Technology

None.

8.g Human Resources

None.

8.h Parking and By-law Enforcement

None.

9. MATTERS POSTPONED

There were no matters postponed.

10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

There were no correspondence items presented for information.

12. DISCUSSION OF ADDITIONAL BUSINESS

12.a Backyard Chickens

Member Pennington advised that the Township of Georgian Bluffs now allows for the keeping of backyard chickens in some parts of the municipality, and asked if this could also be explored by the City.

In response to a question from Committee, the City Clerk noted that the by-law respecting keeping of certain kinds of animals in the City, permits the keeping of domesticated fowl in accordance with the City's Zoning By-law which typically relates to agricultural land. The City Manager advised that if the Committee would like to explore the idea of backyard chickens further, it would be best raised during discussions of workplans for 2025.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Middlebro' adjourned the meeting at 7:05 p.m.