



# Township of Georgian Bluffs

## Special Council Minutes

**November 12, 2024, 9:00 a.m.**  
**Council Chambers**  
**Township Administration Offices**  
**177964 Grey Road 18, RR#3, Owen Sound ON N4K 5N5**

Members Present: Mayor Sue Carleton  
Councillor Cathy Moore Coburn  
Deputy Mayor Grant Pringle  
Councillor Rick Winters  
Councillor Tobin Day  
Councillor Isaac Shouldice

Members Absent: Councillor Ryan Thompson

Staff Present: Brittany Drury, Deputy CAO/Director of Corporate Services  
Carly Craig, Manager of Legislative Services/Clerk  
Samantha Buchanan, Treasurer  
Rayburn Murray, Deputy Clerk  
Niall Lobley, Chief Administrative Officer  
Michael Benner, Director of Development and Infrastructure  
Jodi Ward, Legislative Services Coordinator

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### **1. Call to Order**

Mayor Sue Carleton called the meeting to order at 9:00 a.m.

### **2. Land Acknowledgement Statement**

Mayor Sue Carleton opened the meeting with the land acknowledgment statement.

**3. Approval of Agenda/Additions to the Agenda**

RES2024-232

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Tobin Day

**That the agenda be approved as presented.**

Carried

**4. Declaration of Pecuniary Interest**

None declared.

**5. Strategic Session - 2025 Draft Budget**

RES2024-233

Moved By: Councillor Rick Winters

Seconded By: Councillor Cathy Moore Coburn

**That By-law 2019-125 - Procedure By-Law be waived to allow Council to hold a strategic session to discuss the 2025 Draft Budget; and**

**That the Council of the Township of Georgian Bluffs hereby moves into a Strategic Session at 9:02 a.m.**

Carried

5.1 Staff Presentation & Appendices

1. Appendix "A" - Status of 2024 Projects

2. Appendix "B" - Estimated Schedule of Reserve and Reserve Funds

5.2 Follow-Up Reports

5.2.1 2025 Budget Request - Hard Surface Preservation Program - Additional Sections

5.2.2 CES2024-016 - Market for Used Water Tank Insert Systems Follow-Up Report

### 5.2.3 COR2024-043 - Professional Development Budget Follow-Up Report

### 5.2.4 2025 Budget Request - Kemble Athletic Fields Playground

The Treasurer presented the updated [2025 Draft Budget](#). She referred to the direction given from Council at the previous meeting on September 27, 2024. She reviewed the 2025 Water Administration Budget for the Shallow Lake, East Linton, Pottawatomi, and Oxenden water systems.

Questions and comments from Council included:

- Impacts on budget when surplus and deficits occur.
- Staffing levels, and vacancies, and overall impacts on budget.
- The point in which water rate increases no longer decrease water consumption.
- Confirmation of public consultation and budget impacts regarding the Pottawatomi Water Supply updates.

Council recessed at 10:27 a.m. and reconvened at 10:45 a.m.

Isaac Shouldice left the meeting at 10:27 p.m.

The Treasurer reviewed the [Reserve and Reserve Fund Policy Schedule](#), highlighting the target balance of each reserve and reviewed the newly proposed reserves resulting from reallocated and closed reserves. Council provided comments regarding the reserves and noted the importance of ensuring targeted balance minimums are met.

Council recessed at 11:45 a.m. and reconvened at 12:25 p.m.

The Treasurer further presented the [2025 Tax Funded Base Budget](#), providing an overview of the Township's assessment growth, debt, capital grant availability, [status of 2024 projects](#), outstanding budget items/assumptions. She noted the budget changes since the September 27th Special Council meeting.

Questions and comments from Council included:

- Discussion regarding the Ontario Provincial Police, Grey Sauble Conservation Authority, and Owen Sound and North Grey Union Public Library budgets.
- Consideration of debt to fund projects, given current low debt.
- Importance of finding cost savings to support budget discussions and lower tax increases.

- Importance of having accurate and additional information regarding the status of roads throughout the Township and maintenance required for budget discussions/decisions.
- Consideration of surface treatment road maintenance programs to repair and maintain more roads.
- Importance of community engagement throughout the Township to identify playground options.
- A review of the Community, Sport, and Recreation Infrastructure Fund and the projects that can be supported.
- Consideration of a Community Engagement Policy.

Council recessed at 2:28 p.m. and reconvened at 2:40 p.m.

The Treasurer summarized the Development and Infrastructure, Community and Environmental Services, and Corporate Services 2025 budgets and carry forward projects. As a result, a 5.58% percent increase for residential property owners was identified at this time.

Staff indicated that the 2025 Budget Open House is scheduled for December 3<sup>rd</sup>, 2024 and that January 15<sup>th</sup>, 2025, is the projected approval date for Council to pass the 2025 budget.

### 5.3 Back to Special Council

RES2024-234

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Tobin Day

**That the Council of the Township of Georgian Bluffs hereby moves back into Special Council at 3:41 p.m.**

Carried

## 6. Budget Direction

### 6.1 COR2024-044 - Updated Reserve and Reserve Fund Policy

Following discussion resulting from the staff presentation (item 5.1), Council passed the following resolution to provide direction on the updated reserve and reserve fund policy:

RES2024-235

Moved By: Councillor Tobin Day

Seconded By: Deputy Mayor Grant Pringle

**That Council receive the amended Policy FIN-03-2019 titled Reserve and Reserve Fund Policy; and**

**That Council approves the revised Reserve and Reserve Fund balances as presented in the attachments to this report as of January 1, 2024, as amended to include the following changes:**

- 1. That the use of the “Weather Stabilization” reserve be expanded and that it be renamed the “Environmental Stabilization” Reserve; and**
- 2. That the “Biodigester” Reserve be renamed the “Georgian Bluffs/Chatsworth Wastewater Treatment” Reserve; and**
- 3. That staff be directed to merge the "Gateway Water System" Reserve with the "Oxenden Water System" Reserve, with funds being retained in the “Oxenden Water System” Reserve; and**

**That Council approves the transfers between Reserve and Reserve Funds as requires to revise the Reserve and Reserve fund schedules; and**

**That staff be directed to take all administrative steps required to open and close reserve and reserve funds as proposed;**

**That staff be directed to present an updated Reserve and Reserve Fund Policy and approving By-law for Council’s consideration at an upcoming Council meeting.**

Carried

## 6.2 2025 Budget Direction

Following discussion resulting from the staff presentation (item 5.1), Council passed the following resolution to provide direction on the draft 2025 budget:

RES2024-236

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Tobin Day

**That the 2025 draft budget materials be received for information as presented at the November 12, 2024, Strategic Session; and**

**That staff be directed to present the 2025 draft budget for approval as presented, inclusive of the Grey Sauble Conservation Administrative Centre Renovation, at the January 15<sup>th</sup> meeting of Council; and**

**That the \$1.5 million hard top surface preservation program budget be used for surface treated roads, replacing the hot mix asphalt work proposed in the 2025 budget request with as many kilometers of surface treated road sections as possible in 2025; and**

**That staff be directed to seek alternatives to purchasing a Water Tank Insert System, including rental options; and**

**That the Kemble Playground budget request be approved conditionally as included in the draft budget, pending the outcome of public engagement around the proposal and a successful grant application; and**

**That staff be directed to submit a delegation request for the 2025 ROMA Conference and work with attending Council members to prepare a presentation if successful, to appeal to the province for infrastructure funding, with an emphasis on road preservation funding needs; and**

**That staff be directed to connect with Grey Bruce OPP Detachment Board member municipalities and submit a delegation request for 2025 ROMA or OGRA Conferences, either independently or jointly, to appeal to the province for funding to reduce burden on municipalities resulting from increased Ontario Provincial Police (OPP) service costing.**

Carried

## **7. Confirming By-law**

RES2024-237

Moved By: Councillor Rick Winters

Seconded By: Deputy Mayor Grant Pringle

**That By-law No. 2024-057, being a by-law to confirm the proceedings of Council on November 12, 2024, be read a first, second and third time, finally passed, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and engrossed in the By-law Book.**

Carried

**8. Date of Next Regular Meeting/Adjournment**

Committee of the Whole – November 13, 2024, at 5:00 p.m.

Council – November 20, 2024, at 5:00 p.m.

Moved By: Councillor Cathy Moore Coburn

Seconded By: Deputy Mayor Grant Pringle

**That the meeting be adjourned at 3:51 p.m.**

Carried

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Mayor, Sue Carleton

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Clerk, Carly Craig