



Georgian Bluffs

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Township of Georgian Bluffs Committee of the Whole Minutes

February 19, 2025, 5:00 p.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

Members Absent: Councillor Ryan Thompson
Councillor Isaac Shouldice

Staff Present: Brittany Drury, Deputy CAO/Director of Corporate Services
Brian Anderson, Asset Management Coordinator
Carly Craig, Manager of Legislative Services/Clerk
Samantha Buchanan, Treasurer
Niall Lobley, Chief Administrative Officer
Michael Benner, Director of Development and Infrastructure
Kevin Verkindt, Manager of Infrastructure and Engineering
Jodi Ward, Legislative Services Coordinator

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1. Call to Order

Mayor Sue Carleton called the meeting to order at 5:00 p.m.

2. Territorial Acknowledgement

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

3. Adoption of Agenda

Moved By: Councillor Tobin Day

Seconded By: Councillor Rick Winters

That the agenda be approved as presented.

Approved

4. Declaration of Pecuniary Interest

None declared.

5. Announcements

Councillor Tobin Day thanked involved Southgate Council, staff, and community members for organizing a month of Black History events by Junction Community Initiatives (JCI). She noted that a number of events had been held throughout Dundalk and Grey Highlands.

Mayor Sue Carleton noted that the Coldest Night of the Year event would take place on Saturday, February 22nd and that Councillor Cathy Moore Coburn participating if anyone would like to sponsor her team. She further noted that the Polar Plunge by the Inter Township Fire Department and the Ontario Provincial Police in support of Special Olympics Ontario would also take place on the 22nd at the Shallow Lake Community Centre.

6. Public Participation

6.1 Presentations

Any person who wishes to make a presentation to Council must register with the Clerk at least seven (7) days in advance of the scheduled meeting. To register you can:

1. Complete the online delegation form:
www.georgianbluffs.ca/delegations.
2. Call the Clerk's Office at 519-376-2729 ext. 603; or
3. Register in Council Chambers with the Clerk prior to the meeting start time (5:00 p.m.)

None.

6.2 Delegations on Agenda Items

Any person who wishes to appear before Council regarding an item on the agenda must register with the Clerk's Office. To register you can:

1. Complete the online delegation form:
www.georgianbluffs.ca/delegations.
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3. Register in Council Chambers with the Clerk prior to the meeting start time (5:00 p.m.)

6.2.1 PSD Citywide - Asset Management Plan

Sarah Craig from PSD Citywide provided a brief presentation to Council on the regulatory framework, inclusions in the asset management plan (core assets, non-core assets), estimation of replacement costs for assets by category, asset conditions, annual capital requirements, key takeaways, and next steps.

6.3 Corporate Services

6.3.1 COR2024-004 - Asset Management Plan

Council comments and questions included:

- Clarity on tech and communication within the plan, useful life
- Clarity on whether the 1.5% contribution to assets are to replace existing assets like for like or for new assets
- The plan notes a 66% assessed condition value. Does the Township have a list of what doesn't have an assessed condition value?

Staff provided clarity around the contributions discussed above and noted that although like for like replacements of assets were accounted for in the Plan, the Facilities Master Plan will inform new construction or upgrades to buildings and parks.

COW2025-009

Moved By: Councillor Tobin Day

Seconded By: Deputy Mayor Grant Pringle

That the Committee of the Whole receive report COR-2025-004, Asset Management Plan, and

That staff be directed to bring forward a by-law to the March 5, 2025, Council meeting to formally approve the 2024 Asset Management Plan for the Township of Georgian Bluffs, and

That staff be directed to include the 2024 Asset Management Plan into 2026 budget considerations, and

That staff post the approved 2024 Asset Management Plan to the Township website, as well as forward a copy to the Infrastructure Program and Projects Division of the Ontario Ministry of Infrastructure to meet the Township's requirements under O. Reg. 588/17 as it applies to the July 1, 2024, regulatory timelines.

Approved

6.4 Public Inquiries

Any person who wishes to appear before Council with a question or inquiry must register with the Clerk's Office. To register you can:

1. Complete the online delegation form:
www.georgianbluffs.ca/delegations.
2. Call the Clerk's Office at 519-376-2729 ext. 603; or
3. Register in Council Chambers with the Clerk prior to the meeting start time (5:00 p.m.)

None.

7. Recommendation Reports

7.1 Office of the CAO

7.1.1 CAO2025-04 Extension of Waste Management Contract

The CAO provided a brief overview of the report.

Council comments and questions included:

- Clarity around the timelines associated with the advertised RFP.
- Questions about existing contract service levels and whether the Township would continue to work with Waste

Management to improve service and communication during the extension.

COW2025-010

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Rick Winters

That Council direct staff to extend the existing contract with Waste Management for the collection of 'Blue Box' recycling at the same terms and conditions thru December 31st, 2025, and,

That Council direct staff to extend the existing contract with Waste Management for the collection of household solid waste collection at the same terms and condition thru May 31st 2026, and,

That the Mayor and Clerk be authorized to sign an extension agreement extending services as outlined and that such an agreement does not extend beyond May 31st 2026.

Approved

7.2 Development & Infrastructure

7.2.1 DEV2025-21 - Shallow Lake WTP Filter Media, Effluent / Backwash Header and Air Inlet Pipe Replacement

The Manager of Engineering provided a brief overview of the report, noting that the required budget had been reduced to \$44,500.

Council discussed the potential challenges and outcomes associated with the repair, noting that additional repairs may be needed due to the age of equipment. This discussion included questions around whether a quotation from OCWA for a full tank replacement should be obtained. As a result of discussions, the motion was amended as follows:

COW2025-011

Moved By: Councillor Tobin Day

Seconded By: Deputy Mayor Grant Pringle

That Council receive Staff Report DEV2025-21; and

That a capital budget in the amount of \$44,500 be created and funded from the Shallow Lake Water System Reserve to support the necessary construction for the Shallow Lake Water Treatment Plant upgrades as needed; and

That staff be directed to obtain a quotation for additional work be identified for the long-term integrity of the treatment plant prior to the media filter media replacement; and

That staff be directed to seek an estimate for the complete replacement of Filter Housing 1 at the earliest opportunity and prior to the replacement of the filter media.

Approved

8. Updates from Members Appointed to County Council, Committees, and Local Boards

8.1 County Council

Mayor Sue Carleton provided a brief update on County Council business, including:

- The Warden's Forum is scheduled for April 4, 2025, and members of Council are welcome to attend.
- The Economic Development and Leadership Forum is scheduled to take place on October 30, 2025.
- Discussion around the development of a Team Grey Committee to align with the broader works around the Municipal Collaboration Framework. She noted that each municipality would have input into the Terms of Reference in 2025.
- An update on the Closed Session Complaint Investigation from the Grey County All Councils meeting, noting the meeting was found to be in compliance.
- A notice of motion was put forth to establish a Joint Services Ad Hoc Committee for Grey County.
- A report from the CAO on the potential impact of tariffs to businesses in Grey County.
- Updates to the Forrest Management By-Law, noting that the final version would be presented in 2025.

- Assessment and future discussion will be held on the County's Committee of the Whole structure vs. Standing Committee structure.

8.2 Other Boards and Committees

None.

9. Unfinished Business

None.

10. New Business

10.1 Emery Bridge Design and RFP Update

Further to notice of discussion provided by Councillor Rick Winters at the February 5, 2025, meeting of the Committee of the Whole.

Councillor Rick Winters requested an update and expressed concerns with the RFP and noted that Council had not yet had the opportunity to provide input into designs and cost considerations.

The Director of Development and Infrastructure acknowledged the oversight in bringing the design considerations back to Council. It was noted that at the April 17, 2024 meeting, Council provided direction to proceed with "Alternative B", a single lane bridge and discussion was held regarding how bridge could be adjusted to accommodate agricultural equipment. The public attended this meeting and provided input into the design. At this meeting, a single source for the design was awarded to GEI Consultants.

It was noted that the detailed design could have been brought back to Council and staff expressed that in the interest of time, a decision was made to move forward with the cast in place concrete bridge as it provided the least capital cost and higher life cycle. Further, that the tender was released to meet the 2025 construction schedule set by Council. Staff relayed that the RFP took into account the comments provided at that meeting.

Councillor Tobin Day refrained from discussion and noted that she declared a conflict of interest at the April 17th meeting and would be required to do so again if the conversation progressed.

11. Notice of Motion/Notice of Discussion

None.

12. Closed Session

COW2025-012

Moved By: Councillor Rick Winters

Seconded By: Councillor Tobin Day

That Committee of the Whole hereby moves into closed session at 6:26 p.m. in the Sarawak Room with the Chief Administrative Officer, Deputy CAO/Director of Corporate Services and Manager of Legislative Services/Clerk remaining in the room to discuss:

- 12.1 a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (exemption "k" of section 239(2) of the *Municipal Act, 2001*) - Shared Services.
- 12.2 personal matters about an identifiable individual, including municipal or local board employees (exemption "b" of section 239(2) of the *Municipal Act, 2001*) - MMEWG Community Applications.

Approved

13. Reporting Out of Closed Session

Mayor Sue Carleton reported out of closed session, noting that Council went into closed session under open meeting exemptions "k" and "b" of section 239(2) of the *Municipal Act, 2001*. As a result of closed session discussions, the following actions were taken:

- 12.1 Direction was provided to staff.
- 12.2 Council reviewed applications received for citizen representation on the Multi Municipal Energy Working Group. As a result, the following motion was presented in open session for consideration of Council:

COW2025-013

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Tobin Day

That Michael Pearson be appointed to the Multi Municipal Energy Working Group as the citizen representative for the Township of Georgian Bluffs; and

That staff be directed to present an appointment by-law at the March 5, 2025, meeting of Council.

Approved

14. Adjournment

Mayor Sue Carleton noted that Council will meet as regularly scheduled on March 5, 2025 at 5:00 p.m.

Moved By: Councillor Rick Winters
Seconded By: Councillor Tobin Day

That the meeting be adjourned at 7:27 p.m.

Approved

Mayor, Sue Carleton

Clerk, Carly Craig