



# Georgian Bluffs

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## Township of Georgian Bluffs

### Council Minutes

**March 5, 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 Ryan Thompson  
Councillor Rick Winters  
Councillor Tobin Day  
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  
Jodi Ward, Council and Committee 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 acknowledgement statement and shared a reflection.

#### 3. **Adoption of Agenda**

Moved By: Councillor Cathy Moore Coburn

Seconded By: Deputy Mayor Grant Pringle

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

Carried

**4. Declaration of Pecuniary Interest**

None declared.

**5. Minutes of Previous Meetings**

5.1 Council - February 12, 2025

RES2025-039

Moved By: Councillor Rick Winters

Seconded By: Councillor Tobin Day

**That the minutes of the Council Meeting held on February 12, 2025, be adopted.**

Carried

5.2 Special Council - February 19, 2025

RES2025-040

Moved By: Councillor Ryan Thompson

Seconded By: Deputy Mayor Grant Pringle

**That the minutes of the Special Council Meeting held on February 19, 2025, be adopted.**

Carried

**6. Announcements**

Mayor Sue Carleton issued a reminder that International Women's Day is Saturday March 8, 2025, and noted that Cobble Beach is hosting an International Women's Day Gala on Friday March 7, 2025.

**7. Public Hearings**

None.

**8. Public Participation**

## 8.1 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](http://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.)

There were no delegations.

## 9. Consent Agenda

RES2025-041

Moved By: Councillor Ryan Thompson

Seconded By: Councillor Tobin Day

**That Council of the Township of Georgian Bluffs adopt the Consent Agenda for information, as circulated, less items 9.1.1 and 9.3.4.**

Carried

### 9.1 Correspondence

9.1.1 Autism Ontario - World Autism Day Proclamation 2025

### 9.2 Minutes

None.

### 9.3 Resolutions From Other Municipalities

9.3.1 Zorra Township - Resolution - Road Safety

9.3.2 City of Woodstock - Resolution - Speeding, Distracted Driving, and Impaired Driving

9.3.3 Brudenell, Lyndoch and Raglan Township - Letter of Support for the City of Toronto - Paid-Plasma-Free Zone

9.3.4 Township of The Archipelago - Resolution 2025-029 Response to Tariff Threats - Support Canadian Business and Consumers

9.3.5 Town of Halton Hills - Resolution - Ontario Deposit Return Program

9.3.6 Town of Niagara on the Lake - Resolution - Request the Redistribution of the Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding

9.3.7 Township of Uxbridge - Implementation of "Buy Canadian" Policy

## 10. Consideration of Items Separated from Consent Agenda

10.1 9.1.1

RES2025-042

Moved By: Councillor Tobin Day

Seconded By: Councillor Ryan Thompson

**Whereas World Autism Day is recognized on April 2, 2025, in Canada. Autism Ontario is one of the largest collective voices representing the autism community, and the work we do helps all autistic individuals and families in their communities have access to meaningful support, information, and connections — not only on April 2 but every day throughout the year.**

**Whereas Autism impacts more than 135,000 individuals in Ontario, representing 1 in every 50 Canadian children and youth. It not only influences the lives of autistics but also their friends, families, and communities. It's crucial for us to raise awareness, and acceptance, provide support and promote a more inclusive society.**

**Whereas Autism is a diverse spectrum that varies widely among individuals. Each person's experience with autism can change over time. This evolving journey highlights the uniqueness of every autistic individual, emphasizing the need for understanding and support tailored to their specific needs.**

**Whereas Autism Ontario is the leading source of information and referral on autism, and since 1973, has been providing support, information, and opportunities for thousands of families and individuals across the province.**

**Whereas Autism Ontario is devoted to raising public awareness about autism and addressing the everyday challenges faced by individuals with autism, their families, and the professionals who work alongside them. We urge everyone to recognize and celebrate the unique differences and needs of others, fostering an inclusive**

**environment where all individuals can participate fully in activities and discussions. Together, we can create a society that values and includes everyone.**

**Now therefore be it resolved that that the Council of the Township of Georgian Bluffs do hereby recognize April 2 as World Autism Day while committing to embrace awareness and acceptance today and every day throughout the year.**

Carried

10.2 9.3.4

RES2025-043

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Tobin Day

**Whereas United States President, Donald Trump, issued executive orders to impose tariffs on imports from Canada effective March 4, 2025; and**

**Whereas these tariffs will have a significant impact on our residents, businesses, and institutions, impacting economic stability in both Canada and the United States; and**

**Whereas Canadian municipalities have significant purchasing power through capital and infrastructure programs; and**

**Whereas data from the Association of Municipalities of Ontario projects that municipalities will be required to spend \$250-\$290 billion on infrastructure in the next 10 years; and**

**Whereas municipalities have traditionally been limited by trade agreements and legislation from giving purchasing preference to Canadian products and services; and**

**Whereas municipalities can assist in the efforts to combat tariffs and support businesses through procurement for capital and infrastructure programs;**

**Now therefore that the Council of the Township of Georgian Bluffs resolves the following:**

- 1. That Council the Council of the Township of Georgian Bluffs endorses the federal and provincial call to action to buy**

**Canadian and encourages the purchase of Canadian goods and services to support local business in Grey and Bruce Counties and Canada-Wide; and**

- 2. That the federal and provincial governments be urged to work with municipalities on measures to protect Canadian consumers and businesses from tariff impacts; and**
- 3. That Council supports the call to action for the federal and provincial government to remove any barriers to municipalities who prefer to engage with Canadian businesses for capital projects and supplies; and**

**Further that, Council supports the resolutions adopted by the Township of Archipelago, Township of Uxbridge, and the Town of Hanover; and**

**That this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, MP Alex Ruff – Bruce-Grey, MPP Paul Vickers – Bruce-Grey, the Association of Municipalities of Ontario, all Ontario municipalities, Rural Ontario Municipal Association, the Federation of Canadian Municipalities, and the Owen Sound District Chamber of Commerce.**

Carried

## **11. Reports**

### **11.1 Committee Reports**

#### **11.1.1 Committee of the Whole**

**RES2025-044**

**Moved By: Deputy Mayor Grant Pringle**

**Seconded By: Councillor Rick Winters**

**That the minutes of the Committee of the Whole meeting held on February 19, 2025, be adopted, including recommendations COW2025-009 to COW2025-013; and**

**That all actions contained therein be approved.**

11.1.1.1 COR2024-004 - Asset Management Plan

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

11.1.1.2 CAO2025-04 Extension of Waste Water Management Contract

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 31<sup>st</sup>, 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 31<sup>st</sup> 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 31<sup>st</sup> 2026.**

Approved

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

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

11.1.1.4 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

11.1.1.5 Reporting Out of Closed Session

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

11.2 Information Reports

RES2025-045

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Isaac Shouldice

**That all information reports contained herein be received.**

Carried

11.2.1 CAO2025-010 - Quarter 1 (2025) Council Direction Reporting

11.2.2 CAO2025-011 - Washroom Project Management, Design and Contract Administration

11.3 Recommendation Reports

11.3.1 COR2025-012 - Committee of Adjustment Procedure By-Law Amendment – Virtual Participation

Council inquired if the decision to have virtual only meetings would create any barriers to access meetings. Staff noted that they are prepared to assist the public in accessing the meeting either by setting up a test meeting or making technology accessible to the public in office.

Council discussed making virtual delivery of the meetings temporary for the remainder of the Council term. It was noted that staff should revisit how this is working for the new term of Council, as such, the motion was amended to reflect this discussion:

RES2025-046

Moved By: Councillor Ryan Thompson

Seconded By: Deputy Mayor Grant Pringle

**That the recommendation of the Committee of Adjustment with respect to 100% virtual meetings be endorsed; and**

**That staff be directed to present an amending By-law to revise section 11.0 of By-Law 2022-042 with respect to the location of meetings be amended on a pilot basis for the remainder of the council term.**

Carried

**12. By-laws**

12.1 Zoning By-laws

None.

## 12.2 Other By-laws

### 12.2.1 By-Law 2025-015 - User Fee Policy By-Law

Being a By-law to adopt a User Fee Policy for the Township of Georgian Bluffs.

RES2025-047

Moved By: Councillor Rick Winters

Seconded By: Councillor Cathy Moore Coburn

**That By-law 2025-015, being a By-law to adopt the User Fee Policy for the Township of Georgian Bluffs, be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.**

Carried

### 12.2.2 By-Law 2025-016 - Adopt 2024 Asset Management Plan

Being a By-law to adopt the 2024 Asset Management Plan for the Township of Georgian Bluffs.

RES2025-048

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Isaac Shouldice

**That By-law 2025-016, being a By-law to adopt the 2024 Asset Management Plan for the Township of Georgian Bluffs, be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.**

Carried

### 12.2.3 By-Law 2025-017 - Appoint Citizen Member to the Multi Municipal Energy Working Group

Being a By-law to appoint a citizen representative of the Township of Georgian Bluffs to the Multi Municipal Energy Working Group (MMEWG).

RES2025-049

Moved By: Councillor Tobin Day

Seconded By: Councillor Ryan Thompson

**That By-law 2025-017, being a By-law to appoint a citizen representative of the Township of Georgian Bluffs to the Multi Municipal Energy Working Group (MMEWG), be read a first, second and third time, and finally passed, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.**

Carried

#### 12.2.4 By-Law 2025-018 - Amend Committee of Adjustment Procedure By-Law

Being a By-law to amend By-Law 2022-042 – Committee of Adjustment Procedure-By-Law with respect to the location of meetings.

RES2025-050

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Rick Winters

**That By-law 2025-018, being a By-law to amend By-Law 2022-042 – Committee of Adjustment Procedure-By-Law with respect to the location of meetings, be read a first, second and third time, and finally passed, as amended, signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book.**

Carried

### 13. Unfinished Business

None.

## 14. New Business

### 14.1 Chief Building Official Recruitment

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

RES2025-051

Moved By: Councillor Ryan Thompson

Seconded By: Councillor Rick Winters

**Whereas section 3(2) of the *Building Code Act, 1992* requires that a Council of a municipality appoint a Chief Building Official and such inspectors as necessary for the enforcement of the Act; and**

**Whereas Council deems it necessary to have an in-house Chief Building Official, rather than rely on shared service arrangements;**

**Now therefore, that staff be directed to fill the position of the Chief Building Official with a full-time staff member as soon as practicable; and**

**That staff be directed to provide notice to the City of Owen Sound of termination of the Shared Services Agreement upon successful recruitment and onboarding.**

Carried

## 15. Notice of Motion/Notice of Discussion

Councillor Cathy Moore Coburn inquired as to the accessibility of minutes from various Boards and Committees, advising that they may not be easily found by members of the public.

Staff advised that the Public Information Library, going live at the end of March, may assist with accessibility of minutes, as users are able to filter by a specific committee or date.

## 16. Closed Session

RES2025-052

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Ryan Thompson

**That the Council of the Township of Georgian Bluffs move into closed session at 5:32 p.m. in the Sarawak Room with the Chief Administrative Officer and Manager of Legislative Services/Clerk remaining in the room to discuss:**

**16.1 personal matters about an identifiable individual, including municipal or local board employees (open meeting exemption "b" of section 239(2) of the Municipal Act, 2001) - CAO Performance Evaluation**

Carried

**17. Reporting Out of Closed Session**

Mayor Sue Carleton reported out of closed session, noting that Council went into closed session under open meeting exemption "b" of section 239(2) of the *Municipal Act, 2001*. She advised that in closed session, the annual CAO performance review was completed, and direction was provided to staff.

**18. Confirming By-law**

RES2025-053

Moved By: Councillor Tobin Day

Seconded By: Councillor Ryan Thompson

**That By-law No. 2025-019, being a by-law to confirm the proceedings of Council on March 5, 2025, 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

**19. Adjournment**

Mayor Sue Carleton noted that the Committee of the Whole will meet as regularly scheduled on March 12, 2025, at 5:00 p.m.

Moved By: Deputy Mayor Grant Pringle

Seconded By: Councillor Ryan Thompson

**That the meeting be adjourned at 6:42 p.m.**

Carried

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Mayor, Sue Carleton

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Clerk, Carly Craig