



# **Township of Georgian Bluffs**

## **Committee of the Whole Minutes**

**December 11, 2019, 7:00 p.m.**  
**Council Chambers**  
**Township Administration Offices**  
**177964 Grey Road 18, RR#3, Owen Sound ON N4K 5N5**

**Members Present:** Mayor Dwight Burley (7:09 p.m.)  
Deputy Mayor Sue Carleton  
Councillor Carol Barfoot  
Councillor Cathy Moore Coburn  
Councillor Grant Pringle  
Councillor Ryan Thompson

**Members Absent:** Councillor Paul Sutherland

**Staff Present:** Brittany Drury, Deputy Clerk  
Crystal Gunn, Human Resources Manager  
Wendi Hunter, Clerk  
Devon Morton, Planning Assistant  
Kassandra Rocca, Treasurer

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

Deputy Mayor Sue Carleton called the meeting to order at 7:00 p.m.

### **2. Approval of Agenda/Additions to the Agenda**

Moved By: Councillor Ryan Thompson

Seconded By: Councillor Carol Barfoot

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

Approved

**3. Declaration of Pecuniary Interest**

None declared.

**4. Public Hearings**

Nil

**5. Presentations**

Nil

**6. Delegations**

Nil

**7. Correspondence**

Nil

**8. Staff Reports**

**8.1 Legislative Services**

**8.1.1 November 2019 Animal Control Report**

COW2019-076

Moved By: Councillor Grant Pringle

Seconded By: Councillor Ryan Thompson

**That the November 2019 Animal Control report be received for information.**

Approved

**8.1.2 November 2019 Building Permit Summary**

COW2019-077

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Carol Barfoot

**That the November 2019 Building Permit Summary be received for information.**

Approved

#### 8.1.3 November 2019 By-law Report

COW2019-078

Moved By: Councillor Grant Pringle

Seconded By: Councillor Ryan Thompson

**That the November 2019 By-law Report be received for information.**

Approved

#### 8.1.4 LEG2019 -39 - 2020-2024 Strategic Plan

The Clerk / Acting CAO outlined the report, briefly highlighting minor wording changes regarding municipal operations and their impact on the environment. There was a discussion regarding the scope of powers of municipalities in regulating environmentally conscious building, in that local governments cannot exceed the requirements of the Provincial Building Code.

There was a brief discussion regarding the plan, and the importance of the document, and the emphasis on the Wiarton-Keppel International Airport.

COW2019-079

Moved By: Councillor Carol Barfoot

Seconded By: Councillor Ryan Thompson

**That the report from Wendi Hunter, Acting CAO/Clerk, regarding the 2020-2024 Strategic Plan, be received; and**

**That Committee of the Whole recommends to Council approval of the 2020-2024 Strategic Plan; and**

**That a by-law be brought to the December 18, 2019 Council meeting to adopt the 2020-2024 Strategic Plan.**

Approved

Mayor Dwight Burley entered the meeting at 7:09 p.m. and assumed the Chair.

#### 8.2 Operations

8.2.1 November 2019 Facilities Report

COW2019-080

Moved By: Councillor Grant Pringle

Seconded By: Councillor Ryan Thompson

**That the November 2019 Facilities Report be received for information.**

Approved

8.2.2 OPS2019-114 - Wiarton Keppel International Airport Update

The Clerk / Acting CAO outlined the report and correspondence from the Airport Manager regarding his attendance at and benefit of the Canadian Aerospace Summit & Trade Show, as detailed in the report.

The Clerk / Acting CAO noted that the Airport Manager will present a report regarding scheduled services at the airport in early January 2020.

COW2019-081

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Grant Pringle

**That the Committee of the Whole accepts Report OPS2019-114 – Wiarton Keppel International Airport Update for information.**

Approved

8.3 Finance

8.3.1 November 2019 Updated Financial Report

There was a brief discussion regarding the excess revenue line.

COW2019-082

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Ryan Thompson

**That the November 2019 Updated Financial Report be received for information.**

Approved

### 8.3.2 November 2019 Tax Arrears Analysis

COW2019-083

Moved By: Councillor Ryan Thompson

Seconded By: Councillor Grant Pringle

**That the November 2019 Tax Arrears Analysis report be received for information.**

Approved

### 8.3.3 FIN2019-13 - 2020 Fees and Charges Bylaw

The Treasurer moved through each fee schedule, highlighting changes throughout, including:

- Schedule A - removal of a \$10.00 charge for printing a duplicate tax bill, and updated costs for purchase of Grey County map books.
- Schedule B - addition of a discount for building permits issued to non-profit organizations.
- Schedule C - increase in water meter costs, including addition of a schedule for replacement meter parts.
  - The Treasurer noted that the largest change included in Schedule C was that of Oxenden Water Rates, as a result of agreement negotiations with the Town of South Bruce Peninsula. Charges for the Gateway Water System have also been removed as the system will be assumed by the Town of South Bruce Peninsula on January 1, 2020.
- Schedule E - rates have increased by the annual 5% as previously approved by Council
- Schedule K - increased due to increased administration costs
- Schedule O - Addition of boardroom rental fees and monthly parking fees.

The Junior Planner presented changes to Schedule H, Planning Fees, outlining major amendments, as included in appendices 2 and 3. There was discussion regarding:

- merging major and minor classifications to one definition, e.g. major and minor zoning by-law amendments
- aiming for 10% increase in all planning fees, due to a lack of increases in previous years
- fees and classifications of neighbouring municipalities, as highlighted in appendix 3

Councillor Carol Barfoot inquired regarding fees associated with wind turbines, as they remain unchanged. There was a brief discussion regarding the Multi-Municipal Wind Turbine Working Group, and the status of a report regarding wind turbines, further to previous direction of Council.

COW2019-084

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Grant Pringle

- 1. That the report from Kassie Rocca, Director of Finance, regarding the 2020 Fees & Charges be received, and**
- 2. That Committee of the Whole directs staff to present a By-Law to adopt the 2020 Fees and Charges bylaw at the council meeting on December 18, 2019.**

Approved

#### 8.4 Human Resources

##### 8.4.1 HR2019-10 - CAO Job Description

COW2019-085

Moved By: Councillor Ryan Thompson

Seconded By: Councillor Grant Pringle

**That the report from Crystal Gunn, Human Resources Manager, entitled “CAO Job Description” be received; and**

**That the Council of the Township of Georgian Bluffs approve the Job Description for the CAO.**

Approved

## 9. Public Question Period

Nil

**10. Unfinished Business**

Nil

**11. New Business**

Nil

**12. Closed Session**

Nil

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

Moved By: Councillor Ryan Thompson

Seconded By: Councillor Grant Pringle

**That the meeting be adjourned at 7:35 p.m.**

Approved

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Mayor, Dwight Burley

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Clerk, Wendi Hunter