



# **Township of Georgian Bluffs**

## **Committee of the Whole Minutes**

**February 17, 2021, 5:00 p.m.**  
**Virtual**

**Members Present:** Mayor Dwight Burley  
Deputy Mayor Sue Carleton  
Councillor Carol Barfoot  
Councillor Cathy Moore Coburn  
Councillor Grant Pringle  
Councillor Ryan Thompson (5:35 p.m.)

**Members Absent:** Councillor Paul Sutherland

**Staff Present:** Brittany Drury, Clerk  
Kassandra Rocca, Director of Finance / Treasurer  
Jenn Burnett, Senior Planner  
Krista Fearon, Legislative Services Assistant  
Steven Dollmaier, Director of Operations  
Al Meneses, Township CAO

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

Mayor Dwight Burley called the meeting to order at 5:00 p.m.

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

At the request of the Clerk, an announcement was added to New Business, regarding reopening of Township Administration Offices and the suspension of the garbage bag tag program.

Moved By: Deputy Mayor Sue Carleton  
Seconded By: Councillor Grant Pringle

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

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Grant Pringle	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Approved (5 to 0)**

**3. Declaration of Pecuniary Interest**

None declared.

**4. Public Hearings**

COW2021-006

Moved By: Councillor Carol Barfoot

Seconded By: Councillor Grant Pringle

**That the regular meeting of Committee of the Whole be recessed to hold a public meeting for the consideration of Zoning By-law Amendment application Z-14-20, Murray Dick, for property located at 144 Old Mill Road.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	

Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Grant Pringle	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Approved (5 to 0)**

The Mayor called the public meeting to order at 5:03 p.m.

The Clerk noted that notice of the public meeting was given by ordinary mail to all property owners within 120 metres (400 feet) of the subject property, by email to all the prescribed bodies on January 14, 2021, posted at the subject property and posted on the Township of Georgian Bluffs website.

The Senior Planner outlined and explained the nature of the application, being to request relief from Zoning By-law 2020-20:

- To increase total accessory structure lot coverage from 5% to 6%;
- To increase the accessory building height from 5 m to 8.1 m to permit a secondary suite within a detached garage.
- Relief is also required for the interior side yard setback from 3 m to 2.4 m to comply with Section 5.26b) ii).

The Senior Planner indicated that an engineering drainage plan would be required. An adjacent neighbour submitted feedback regarding drainage concerns.

No members of the public registered to speak in support of or opposition to the proposed amendment.

The applicant was not present.

Committee inquired regarding drainage issues identified on the property, and the proposed size of the secondary dwelling.

The public meeting was adjourned at 5:20 p.m.

- 4.1 PL.2021.07 - Public Meeting Report for Zoning By-law Amendment Z-14-20, Dick

COW2021-007

Moved By: Councillor Cathy Moore Coburn

Seconded By: Deputy Mayor Sue Carleton

**Concerns raised by the neighbour and the Township's Building and Operations Departments indicate the need for the submission of an engineered grading and drainage plan to assess the suitability of the proposed development. It is recommended that Planning Report PL.2021.07 for application Z-14-20 for Murray Dick be received for information.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Grant Pringle	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Approved (5 to 0)**

**5. Presentations**

Nil

**6. Delegations**

Nil

**7. Correspondence**

Nil

**8. Staff Reports**

## 8.1 Planning

### 8.1.1 PL.2021.07 - Z-13-20 Kennel Application for Vargas and van Loenen

The Senior Planner outline the report, indicating that no comments in opposition had been received.

Council inquired regarding the number of dogs to be permitted on the property. Per existing By-laws, the Senior Planner noted that a total of 25 dogs, regardless of age, are permitted at one time.

Council directed the Senior Planner to inquire with property owners regarding the number of dogs to be housed by the facility.

The motion was amended to remove reference to the number of dogs:

COW2021-008

Moved By: Councillor Carol Barfoot

Seconded By: Councillor Cathy Moore Coburn

**It has been demonstrated that the proposed application is consistent with the Provincial Policy Statement 2020, the County Official Plan, and the intent of the Township of Georgian Bluffs Zoning By-law 2020-020.**

**It is recommended that Zoning By-law Amendment application Z-13-20 for Diana Vargas and Wessel Van Loenen for lands described as Part Lot 25, Concession 16, Keppel, to permit a kennel for the purposes of breeding and selling puppies, be approved; and**

**That Council direct staff to prepare a site plan agreement to address development requirements at the site.**

	For	Against
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	

Councillor Cathy Moore Coburn	X	
Councillor Grant Pringle	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Approved (5 to 0)**

Councillor Ryan Thompson joined the meeting at 5:35 p.m.

## 8.2 Finance

### 8.2.1 FIN2021-03 - Cole's Road Unopened Road Allowance

The Treasurer outlined the report, highlighting concerns raised by community members regarding off-road vehicle use on the subject road allowance.

Committee inquired regarding installation of signage on the trail to indicate prohibition of off-road vehicles and style of gates to be erected at the entrance.

Committee moved to waive the Procedure By-law to permit questions and comments from the public regarding the Cole's Road Unopened Road Allowance.

The following members of the public submitted comments to Committee:

Mr. Dean Davidson:

- Thanked staff for their efforts in mitigating off-road vehicle usage on the trail,
- Echoed the need for appropriate signage on the trail, indicating a prohibition of off-road vehicle use,
- Education to the public.

Mr. Clark and Ms. Ann Schneider:

- Thanked staff for their efforts in mitigating off-road vehicle usage on the trail,

- Off-road vehicle use on other trails within the jurisdiction of the Niagara Escarpment Commission, including the 'Rock Cut Trail' in East Linton,
- Evaluation of Township trail systems and monitoring of the recently approved Recreation and Trails Master Plan.

Staff noted that installation of gates at the subject trail would occur prior to Spring of 2021 and that a workplan to detail the recommendations of the Recreation and Trails Master Plan would be presented in March.

Committee thanked the public for their questions and participation.

COW2021-009

Moved By: Councillor Carol Barfoot

Seconded By: Deputy Mayor Sue Carleton

**That By-Law 2020-128 be amended to prohibit the use of off road vehicles on the Cole's Sideroad unopened road allowance, and**

**That staff are hereby directed to install trail gates blocking ATV access while still allowing pedestrian access to the Cole's Sideroad Unopened Road Allowance at the Concession 24 and Taylor Sideroad access points, and**

**Further, that staff contact the South Bruce Peninsula ATV club to remove the Kemble Mountain Trail from all of their maps and educate their members on the trails prohibited use.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Ryan Thompson	X	

Councillor Grant Pringle X

**Results** 6 0

**Approved (6 to 0)**

#### 8.2.2 FIN2021-04 - 2021 Budget Survey Results

The Treasurer outlined the budget survey results, including general comments from ratepayers, including:

- Roads and garbage/recycling services were listed as high priorities,
- Development, including services, were not identified as a priority,
- Overall satisfaction with service levels,
- Improvements to parks and outdoor activities, including increased maintenance at the facilities in high use seasons,
- Speed limit concerns on Grey Road 1
- Increased recreational opportunities, including those geared towards adult communities.

COW2021-010

Moved By: Ryan Thompson

Seconded By: Councillor Carol Barfoot

**That Committee of the Whole accept the 2021 Budget Survey Results for information, and**

**That staff are hereby directed to consider the public feedback received during the 2021 budgeting process.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	



Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Ryan Thompson	X	
Councillor Grant Pringle	X	
<b>Results</b>	<b>6</b>	<b>0</b>

**Approved (6 to 0)**

8.2.3 FIN2021-05 - Regional Airport Study for the Warton Keppel International Airport

The Treasurer outlined the report, noting that the study would be funded from the Municipal Modernization Grant.

COW2021-011

Moved By: Councillor Carol Barfoot

Seconded By: Councillor Grant Pringle

**That \$10,000.00 to fund the Regional Airport Study for the Warton Keppel International Airport is hereby approved, and**

**That the funds be taken from the Modernization Grant Reserve.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Ryan Thompson	X	

Councillor Grant Pringle	X	
<b>Results</b>	<b>6</b>	<b>0</b>

**Approved (6 to 0)**

#### 8.2.4 FIN2021-06 - 2021 Preliminary Budget Summary

The Treasurer outlined the report, reviewing the preliminary 2021 Budget requests. The Treasurer noted that all information included in the report and budget this far, were subject to change pending the March 30, 2021 budget meeting.

Committee noted an intention to request additional information regarding costs associated with the Inter Township Fire Department and Biodigester facility at their meeting on March 30, 2021.

COW2021-012

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Carol Barfoot

**That the 2021 Preliminary Budget Summary report be received for information.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Ryan Thompson		
Councillor Grant Pringle	X	
<b>Results</b>	<b>6</b>	<b>0</b>

**Approved (6 to 0)**

### 8.3 Operations

#### 8.3.1 OPS2021-03 - 2021 Household Hazardous Waste Program

The Director of Operations outlined the report, noting the Township had participated in the Household Hazardous Waste Program in years prior.

COW2020-013

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Carol Barfoot

**That Council of the Township of Georgian Bluffs hereby approves participation in the Owen Sound 2021 Household Hazardous Waste Program, and**

**That the Mayor and Clerk are hereby authorized to sign the participation agreement.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore	X	
Coburn	X	
Councillor Ryan Thompson		
Councillor Grant Pringle	X	
<b>Results</b>	<b>6</b>	<b>0</b>

**Approved (6 to 0)**

8.3.2 OPS2021-04 - Indemnity Agreement with Grey County re Wood Weather

The Director of Operations outlined the report.

COW2021-014

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Grant Pringle

**Whereas the County of Grey has extended the Professional Services Agreement with Wood Environment & Infrastructure Solutions, a division of Wood Canada Limited, for provision of Weather Forecasting and Consultation Services,**

**Now Therefore, Council of the Township of Georgian Bluffs acknowledges said extension and further, authorizes the Township's continued participation in the program, and**

**That the Mayor and Clerk are hereby authorized to sign the Indemnity Agreement between the Township of Georgian Bluffs and County of Grey.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Ryan Thompson		
Councillor Grant Pringle	X	
<b>Results</b>	<b>6</b>	<b>0</b>

**Approved (6 to 0)**

8.3.3 OPS2021-05 -Shallow Lake Arena Ice Pad Season Extension

The Director of Operations outlined the report, highlighting three options for consideration of Committee:

1. Remove the ice pad, effective immediately,
2. Maintain the ice pad for the remainder of the season, with removal as scheduled, on March 28, 2021, and
3. Extend the season to April 30, 2021, including maintenance of the ice pad to said date.

There was a lengthy discussion regarding:

- Merits of keeping the ice open versus closing early,
- Potential revenues of extending the season beyond March 28th,
- Use of floor space by other activity groups, including lacrosse and roller derby leagues,
- Development of a facility safety plan, and having said plan reviewed by Public Health.

Through the Clerk, the motion was amended to read as follows:

COW2021-015

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Cathy Moore Coburn

**That the ice pad at Shallow Lake Arena be maintained for the remainder of the 2021 season, and**

**That staff are hereby directed to remove the ice, as scheduled, on March 28, 2021, and**

**That staff are hereby directed to consult Grey Bruce Public Health to approve a public safety plan for implementation prior to extension of the ice season, and**

**That staff present said plan to Council for information prior to extension of the season.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	

Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Ryan Thompson		
Councillor Grant Pringle	X	
<b>Results</b>	<b>6</b>	<b>0</b>

**Approved (6 to 0)**

#### 8.3.4 OPS2021-06 - Caframo Request for Fire Sprinkler Connection

The Director of Operations outlined the report.

COW2021-016

Moved By: Councillor Grant Pringle

Seconded By: Councillor Carol Barfoot

**Whereas Council of the Township of Georgian Bluffs enacted By-law 2019-105, Water Supply Agreement with the Town of South Bruce Peninsula at their meeting on September 18, 2019, and**

**Whereas said agreement establishes limits on new connections and daily water flow,**

**Now Therefore staff are hereby directed to contact the Town of South Bruce Peninsula, regarding Caframo Limited's request to install a six foot (6") connection to the water main and the required letter of understanding.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	

Councillor Cathy Moore	X	
Coburn	X	
Councillor Ryan Thompson		
Councillor Grant Pringle	X	
<b>Results</b>	<b>6</b>	<b>0</b>

**Approved (6 to 0)**

#### 8.4 Clerks

##### 8.4.1 LEG2021-04 - Electronic Signature Policy

The Clerk outlined the report and appended policy, highlighting internal efficiencies identified through the use of electronic signatures.

COW2021-017

Moved By: Councillor Ryan Thompson

Seconded By: Deputy Mayor Sue Carleton

**That Electronic Signature Policy ADMIN-2021-001, as appended to this report, is hereby approved, and**

**That a by-law to authorize said policy be presented for consideration at the February 24, 2021 Council meeting.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Deputy Mayor Sue Carleton	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore	X	
Coburn	X	
Councillor Ryan Thompson		
Councillor Grant Pringle	X	

**Approved (6 to 0)**

#### 8.4.2 LEG2021-05 - Delegated Authority

The Clerk outline the report and proposed by-law, providing a brief presentation to Committee.

The presentation included:

- Delegated Authority powers as defined in the *Municipal Act, 2001*,
- Limits to Delegated Authority,
- The respective roles of Council and staff,
- Prior approval of Council in relation to any financial impacts, and a requirement for quarterly reporting to Council outlining exercised authorities,
- Powers and authorities delegated to certain staff positions.

The Clerk noted the draft by-law would be presented for enactment at the February 24, 2021 Council meeting.

Deputy Mayor Sue Carleton left the meeting at 7:00 p.m.

COW2021-018

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Grant Pringle

**That the draft delegated authority by-law, as appended to this report, is hereby approved and**

**That a by-law to enact said by-law and authorize the delegated powers included therein, be presented at the February 24, 2021 meeting of Council.**



	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Ryan Thompson		
Councillor Grant Pringle	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Approved (5 to 0)**

#### 8.4.3 LEG2021-06 - Conference Attendance

There was discussion regarding the included \$3000.00 conference and seminar allotment.

The motion was amended to include 'Township related' conferences and seminars:

COW2021-019

Moved By: Councillor Ryan Thompson

Seconded By: Councillor Cathy Moore Coburn

**That Members of Council and Township staff commence reporting to Council, either written or verbal, following attendance at annual conferences to enhance information sharing, and**

**That existing Council Remuneration Policy, By-law 2018-086, be amended to reflect the following:**

- 1. That Council Members may attend any number of Township related conferences and seminars, within a maximum \$3000.00 per year, funded by the Township, and that any funding beyond the allocated maximum shall require approval of Council.**

2. **That community appointed members to Committees of Council are hereby permitted to attend conferences and seminars, subject to prior approval of Council, within a maximum of \$500.00 per year.**

	<b>For</b>	<b>Against</b>
Mayor Dwight Burley	X	
Councillor Ryan Thompson	X	
Councillor Carol Barfoot	X	
Councillor Cathy Moore Coburn	X	
Councillor Grant Pringle	X	
<b>Results</b>	<b>5</b>	<b>0</b>

**Approved (5 to 0)**

**9. Public Question Period**

The Clerk indicated that no questions were received.

**10. Unfinished Business**

Nil

**11. New Business**

- 11.1 Announcement - Reopening of Township Administration Offices and the suspension of the garbage bag tag program.

The Clerk indicated that Township Administration Offices are now open for collection of payments only. Virtual meetings between staff and the public are encouraged, however alternative formats can be accommodated if necessary.

The garbage bag tag suspension will be lifted as of March 1, 2021.

Notices to inform the public were circulated via local media outlets, uploaded to social media and published to the Township website.

**12. Notice of Motion**

Nil

**13. Closed Session**

Nil

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

Council – February 24, 2021, 5:00 p.m.

Council – March 3, 2021, 5:00 p.m.

Mayor Dwight Burley noted that the 2021 Budget meeting had been scheduled for March 30, 2021 at 1:00 p.m.

Moved By: Councillor Carol Barfoot

Seconded By: Councillor Ryan Thompson

**That meeting be adjourned at 7:10 p.m.**

Approved

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Mayor, Dwight Burley

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Clerk, Brittany Drury