



# Township of Georgian Bluffs

## Committee of the Whole Minutes

September 15, 2021, 5:00 p.m.  
Council Chambers/Virtual  
Township Administration Offices  
177964 Grey Road 18, RR#3, Owen Sound ON N4K 5N5

Members Present: Mayor Dwight Burley  
Deputy Mayor Sue Carleton  
Councillor Cathy Moore Coburn  
Councillor Grant Pringle  
Councillor Carol Barfoot  
Councillor Ryan Thompson

Members Absent: Councillor Paul Sutherland

Staff Present: Brittany Drury, Clerk  
Kassandra Rocca, Director of Finance  
Steven Dollmaier, Director of Operations  
Al Meneses, Township CAO  
Carly Craig, Deputy Clerk  
Tim Lewis, Chief Building Official / By-law Enforcement Officer

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**1. Call to Order**

Mayor Dwight Burley called the meeting to order at 5:01 p.m.

**2. Land Acknowledgement Statement**

Mayor Dwight Burley opened the meeting with the land acknowledgement statement.

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

Moved By: Councillor Grant Pringle

Seconded By: Councillor Carol Barfoot

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

Approved

**4. Declaration of Pecuniary Interest**

None declared.

**5. Public Hearings**

5.1 Official Plan Update

The Senior Planner introduced J.L. Richards & Associates representatives, Jason Ferrigan and Guarang Khandelwal.

The representatives provided a presentation of the Township's Official Plan Review including: outlining what planning is and its importance to communities, Ontario's planning framework, the Township's existing Official Plan, scope of the review, schedule for the review, and how residents and stakeholders can participate in the Official Plan Review.

Committee comments regarding the Official Plan Review included:

- Affordable and attainable housing
- Keeping natural assets in mind - trails/natural settings
- Climate change
- Short-term rentals
- Parkland dedication
- Proactive planning
- Communication with and involvement of Indigenous Communities
- Diversity, equity, and inclusion

COW2021-093

Moved By: Councillor Cathy Moore Coburn

Seconded By: Deputy Mayor Sue Carleton

**That this report to supplement a special meeting of the Council scheduled on September 15, 2021 in relation to Township's Official Plan review, be received; and**

**That the comments received as part of the special meeting of the Council be considered in the Official Plan review process.**

Approved

## **6. Delegations**

### **6.1 Keith Davidson - Kemble and District Arena**

Keith Davidson provided a delegation regarding the Kemble and District Arena. Mr. Davidson's comments included the need for a new community family hall, rather than retrofitting.

The CAO and Director of Operations provided comments regarding the application to retrofit the existing arena, and direction of Council to move forward with the renovation process.

## **7. Correspondence**

### **7.1 James Special Services – Mid Term Statistics**

The Clerk outlined the mid-term report, noting that the pilot project, and statistics generated by said project, would assist to inform a future, long term by-law enforcement strategy.

COW2021-094

Moved By: Councillor Grant Pringle

Seconded By: Councillor Cathy Moore Coburn

**That the Mid Term Update from James Special Services, be received.**

Approved

## 8. Staff Reports

### 8.1 Operations

#### 8.1.1 OPS 2021-13 - Unassumed Township Road Construction Minimum Standards

The Director of Operations outlined the report.

COW2021-095

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Ryan Thompson

**That Report OPS 2021-13, regarding Unassumed Township Road Construction Minimum Standards be received; and**

**That Policy OPS-2021-01 being the Assumption of Roadway Minimum Standards Policy be approved; and**

**That a by-law to adopt Policy OPS2021-01 Assumption of Roadway Minimum Standards, be presented for enactment at the October 6, 2021, meeting of Council.**

Approved

#### 8.1.2 OPS2021-045 - Finden Street Unopened Road Allowance Update

The Director of Operations outlined the report.

COW2021-096

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Grant Pringle

**That report OPS2021-45, Finden Street Unopened Road Allowance Update, be received, and**

**Whereas Committee of the Whole, by recommendation COW2021-031, required that 60% of property owners be in support of opening of the Finden Street unopened road allowance to proceed with a Request for Quotes process, and**

**Whereas less than 60% of property owners indicated their support for opening of said road allowance;**

**Now Therefore, staff are hereby directed to notify property owners that the Finden Street road allowance will remain unopened.**

Approved

8.1.3 OPS 2021-46 - Purchase of Vehicle Attachments

The Director of Operations outlined the report.

COW2021-097

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Ryan Thompson

**That Council hereby approve the awarding of the following tenders:**

- 1. RFT 2021-16, Supply and Installation of Quick Attach Plate, Material Bucket, and Forks for Cat Backhoe Model 420E to Battlefield Equipment at the tendered price of \$14,686.00 (excluding HST) for an AMI Plate (LB50QCMC), Bucket (LB50GP150LBBOE), and Forks (LB50PF60C).**
- 2. RFT 2021-17, Supply of Pickup Sweeper for 2019 Case Backhoe Model 590 N to Strongco Ltd. at the tendered price of \$15,850.00 (excluding HST) for an HLA LA-BRB96B0500.**

**As included in the 2021 Capital Budget and,**

**Whereas RFT 2021-15 for the Supply and Installation of One New Single Drum Fully Enclosed Grader Packer, received no tender submissions, Council hereby waives the procurement policy and sole sources this item from Neilson Custom Metal Works Inc. at a quoted price of \$22,500.00 (excluding HST).**

Approved

8.2 Building

8.2.1 CBO2021-04 - Approval of Building By-law

The Chief Building Official outlined the report, providing an informational presentation to Committee.

COW2021-098

Moved By: Councillor Grant Pringle

Seconded By: Councillor Carol Barfoot

**That Report CBO2021-04 Building By-law be received, and**

**That all previous by-laws governing and regulating building department operational procedures be repealed, and**

**That the draft Building By-law, as appended to this report, be approved, and**

**That a by-law to adopt the draft Building By-law be presented for enactment at the October 6, 2021, meeting of Council.**

Approved

**9. Public Question Period**

The Clerk noted that no questions had been submitted by the public for consideration.

**10. Unfinished Business**

Nil.

**11. New Business**

Nil.

**12. Notice of Motion**

Councillor Carol Barfoot provided a notice of motion for consideration at the October 6, 2021 meeting of Council, regarding delegation speaking procedures, and limiting delegates to speaking to the same matter no more than twice.

Councillor Cathy Moore Coburn provided a notice of motion for consideration at the October 6, 2021 meeting of Council, regarding citizen appointments to the Committee of Adjustment.

**13. Closed Session**

COW2021-099

Moved By: Councillor Carol Barfoot

Seconded By: Councillor Grant Pringle

**That Committee of the Whole move into closed session at 6:25 p.m. with the CAO, Director of Finance, Director of Operations and Clerk to discuss:**

**13.1 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board**

Approved

Council resumed open session at 6:28 p.m.

Mayor Dwight Burley reported out of closed session, noting that Committee went into closed session to discuss matters under open meeting exemption E of Section 239 of the Municipal Act. No actions were taken as a result of closed session discussions.

Council thanked the Township CAO, Al Menses, for his efforts and dedication in his role throughout his tenure with the Township. Both Council and staff wished him all the best and success in his new role.

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

Moved By: Councillor Carol Barfoot

Seconded By: Councillor Grant Pringle

**That the meeting be adjourned at 6:29 p.m.**

Approved

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Mayor, Dwight Burley

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Clerk, Brittany Drury