



Township of Georgian Bluffs

Committee of the Whole Minutes

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January 16, 2019, 7:00 p.m., Council Chambers

Members Present:

Mayor Dwight Burley
Deputy Mayor Sue Carleton
Councillor Carol Barfoot
Councillor Grant Pringle
Councillor Paul Sutherland
Councillor Ryan Thompson

Members Absent:

Councillor Cathy Moore Coburn

Staff Present:

Brittany Drury, Deputy Clerk
Wendi Hunter, Clerk / Director of Legislative Services
Rick Winters, Acting CAO / Director of Operations

1. Call to Order

Mayor Dwight Burley called the meeting to order at 7:00 p.m.

2. Approval of Agenda/Additions to the Agenda

1. At the request of Councillor Paul Sutherland, a discussion regarding recycling pick-up.
2. At the request of Deputy Mayor Sue Carleton, a discussion regarding meetings with surrounding municipalities.

Councillor Ryan Thompson moved to approve the agenda, seconded by Councillor Grant Pringle.

3. Declaration of Pecuniary Interest

4. Public Hearings

Nil

5. Presentations

Nil

6. Delegations

Nil

7. Correspondence

1. Ontario Clean Water Agency – Water System Performance Reports

- a) Shallow Lake Drinking Water System – January 1, 2018 to November 30, 2018
- b) Pottawatomi Drinking Water System – January 1, 2018 to November 30, 2018
- c) Oxenden Distribution System – January 1, 2018 to November 30, 2018
- d) East Linton Drinking Water System – January 1, 2018 to November 30, 2018

Moved By: Councillor Grant Pringle

Seconded By: Councillor Ryan Thompson

That the Water System Performance Reports for the Shallow Lake Drinking Water System, Pottawatomi Drinking Water System, Oxenden Distribution System, and East Linton Drinking Water System for the period of January 1, 2018 to November 30, 2018, be received for information.

Approved – Recommendation Number COW2019-001

2. Grey Sauble Conservation Authority – Risk Management Services Status Report

The correspondence was received as information.

3. Grey Bruce Public Health – Small Drinking Water Systems Newsletter

The correspondence was received as information.

4. John Beisel – 1st Street SW Speeding Concerns

The Acting CAO / Director of Operations outlined the correspondence, commenting that the letter had also been forwarded to the City of Owen Sound. There was a brief discussion regarding actions to be taken by the City of Owen Sound and the Township, including the installation of a 50 km/h speed sign on 1st Street.

Committee of the Whole directed staff to move forward with installing a 50 km/h speed limit sign on 1st Street.

5. Lance and Debbie Holmes – Supply of Maintenance Gravel

The Acting CAO / Director of Operations outlined the correspondence and noted that report OPS2019-06 – Unmaintained Roads and Private Roads Courtesy Maintenance, item 8.4, as included in the agenda package, would further discuss courtesy road maintenance.

6. Larry Henry – Concession 17 Road Allowance Concern

The Acting CAO / Director of Operations noted that the concern had been forwarded to the By-law Enforcement Department for investigation.

The correspondence was received as information.

7. Robert and Robin Currie – 258954 Gordon Sutherland Parkway

The Acting CAO / Director of Operations outlined the correspondence.

There was discussion regarding:

- The No Demand for Service / Limited Service Agreement registered to the property.
- The intent to provide winter services on the road, and ease of doing so.
- Adding the property to the 2019 Roads Tour, to be completed in the spring, for further investigation.

The Operations Department will continue to provide plow services throughout the remainder of the winter season, with any further requests for maintenance to be dealt with at the 2019 Roads Tour.

8. Ron Savage – No Parking Signs at Coles and Taylor Sideroad

The Acting CAO / Director of Operations outlined the correspondence.

There was a discussion regarding enforcement and the potential for towing of illegally parked vehicles.

Committee of the Whole directed that staff bring forward a by-law to establish no parking zones at the request intersection.

9. Sam Johnston – Renaming Concession 5

The Acting CAO / Director of Operations outlined the correspondence.

There was discussion regarding practices of emergency service dispatch and Grey County's annual roads review.

The Acting CAO / Director of Operations will contact Grey County regarding the concerns as highlighted in the received correspondence and provide any further updates to the Operations Committee via the Committee's Action Items List.

10. Troy Durocher – Road Conditions

Committee of the Whole directed that the roadway in question be included for consideration at the 2019 Roads Tour.

8. Staff Reports

1. LEG2019-04 – Amendments to Fees and Charges – Legislative Services

The Clerk outlined the report and proposed fee changes, including:

- An Information Search Fee for Non-MFIPPA requests.
- Increased fees charged for Commercial and Industrial Building Permits.
- Increased Demolition and Pool Permit fees.
- A penalty fee for commencing building prior to obtaining a Building Permit.
- A penalty fee for occupying a space prior to obtaining an Occupancy Permit.
- Removing the existing Recreational Trailer fee.
- A septic system review fee.

There was discussion regarding:

- The Information Search Fee for Non-MFIPPA requests and examples of requests in which the fee would be applicable.
- Notifying homeowners and contractors of the fee changes and public notice requirements of the Ontario Building Code.

- Existing shore road allowance transfer fees
- Existing wind turbine fees.

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Grant Pringle

1. **That the report from Wendi Hunter, Clerk / Director of Legislative Services, regarding Amendments to Fees and Charges – Legislative Services, be received; and**
2. **That the proposed fees included in this report, for Administration Services, Building Permits and Related Fees, and Sewage System Permit Fees, be approved, and**
3. **That the fees as included in this report be included in the 2019 Fees and Charges By-law.**

Approved – Recommendation Number COW2019-002

2. OPS2019-05 – Bass Lake Access / Road Allowance

The Acting CAO / Director of Operations gave a brief overview of the report and highlighted applicable past and existing policies regarding road and shore road allowances.

There was discussion regarding:

- Liability of maintaining public access to the subject allowances, versus closing them.
- Enforcement powers of the Niagara Escarpment Commission in regulating dock installations in Bass Lake.
- Development permits and deeded lake access.

Councillor Ryan Thompson moved to amend the motion, seconded by Councillor Paul Sutherland, to read:

That the Committee of the Whole receives report OPS2019-05 from the Acting CAO and further directs the Acting CAO to proceed with stopping up, closing and conveying the road allowances surrounding Bass Lake.

Councillor Paul Sutherland requested a recorded vote.

For: Councillor Ryan Thompson

Against: Councillor Carol Barfoot, Councillor Paul Sutherland, Deputy Mayor Sue Carleton, Councillor Grant Pringle, Mayor Dwight Burley
Absent: Councillor Cathy Moore Coburn

Lost

Deputy Mayor Sue Carleton, moved to amend the motion, seconded by Councillor Carol Barfoot, to read:

Moved By: Deputy Mayor Sue Carleton
Seconded By: Councillor Carol Barfoot

That Committee of the Whole receives report OPS2019-05 from the Acting CAO and further directs the CAO to take no further action regarding the road allowances surrounding Bass Lake.

Approved – Recommendation Number COW2019-003

3. OPS2019-02 – Water Billing Relief Request – 137 Atkins Street

The Acting CAO / Director of Operations outlined the report and associated policy, ENV-008-16 Water Billing Relief.

Council inquired regarding tracking process associated with the provision of billing relief, e.g. if the property is flagged once relief is provided.

Moved By: Councillor Paul Sutherland
Seconded By: Councillor Carol Barfoot

That the Committee of the Whole direct staff to apply a credit of \$1,022.86 to the account of 137 Atkins Street as per the Water Billing Relief Policy.

Approved – Recommendation Number COW2019-004

4. OPS2019-06 – Unmaintained Roads and Private Roads Courtesy Maintenance

The Acting CAO / Director of Operations outlined the report and the complexity of developing a policy regarding courtesy maintenance of unmaintained and private roads within the Township.

There was discussion regarding:

- Maintenance history of seasonal and private roads.
- Methods of processing requests for courtesy maintenance.
- Establishing road classifications, e.g. agricultural, residential, etc. to define maintenance standards.
- Methods of funding maintenance, e.g. private versus public funding.
- Creating a policy to remain consistent in responding to requests for maintenance.
- Development patterns on seasonal / private roads and the provision of Building Permits on said roads.
- Examples of unmaintained roadways within the Township, including Francis Lake Drive and Bruce Trail Road.

Committee of the Whole referred the report for further discussion at a future Operations Committee and requested that staff provide a map highlighting Township owned roadways.

Recommendation: That Committee of the Whole receive Report OPS2019-06 from the Acting CAO and provide direction to the development of a policy for the providing of “courtesy” maintenance and assumption of unmaintained roads and private lanes.

Referred.

5. OPS2019-08 – Wiarton-Keppel International Airport Update

The Acting CAO / Director of Operations briefly outlined the report, highlighting patterns of positive development at the airport.

Moved By: Councillor Paul Sutherland
Seconded By: Councillor Carol Barfoot

That the Committee of the Whole accept Report OPS2019-08 – Wiarton Keppel International Airport Update for information.

Approved – Recommendation Number COW2019-005

9. **Public Question Period**

10. **Unfinished Business**

Nil

11. **New Business**

1. At the request of Councillor Paul Sutherland, a discussion regarding recycling pick-up.

Councillor Paul Sutherland noted that he had been contacted by a resident of Highway 6, as their recycling refuse had not been collected on the scheduled day.

The Acting CAO / Director of Operations commented that staff had resolved the issue upon the resident bringing the problem to staff's attention. The Acting CAO / Director of Operations also outlined the garbage audit being completed by staff, in conjunction with the collection contractor, to regulate identified issues with the Township Bag Tag program.

2. At the request of Deputy Mayor Sue Carleton, a discussion regarding meetings with neighbouring municipalities.

Deputy Mayor Sue Carleton requested that Council meet with the Councils of neighbouring municipalities, including Chatsworth, South Bruce Peninsula and Owen Sound, as they had at the commencement of the 2014 term.

Committee of the Whole directed staff to contact each municipality regarding establishing a meeting with their respective Councils for the spring / summer season.

Mayor Dwight Burley reminded Council members to update their individual greetings, as included on the Township website, and forward the new messaging to the Deputy Clerk.

Committee of the Whole recessed at 8:45 p.m.

Committee of the Whole resumed regular session at 8:50 p.m.

12. Closed Session

1. Moved By: Councillor Ryan Thompson
Seconded By: Councillor Grant Pringle

That Committee of the Whole of the Township of Georgian Bluffs move into closed session at 8:50 p.m. in the Council Chambers with the Acting CAO and Clerk remaining in the room to discuss:

- a) **A matter regarding 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.**

b) **Personal matters about an identifiable individual**

Approved – Recommendation Number COW2019-006

Committee of the Whole moved back into open session at 9:36 p.m.

13. Date of Next Regular Meeting/Adjournment

Airport Orientation Session – January 21, 2019 – 1:00 p.m.

Budget Meeting – January 22, 2019 – 1:00 p.m.

Council – January 23, 2019 – 7:00 p.m.

Council – February 6, 2019 – 7:00 p.m.

2019 Water Rates Public Meeting – February 7, 2019 – 7:00 p.m.

The meeting adjourned at 9:37 p.m. on a motion moved by Councillor Grant Pringle and seconded by Councillor Ryan Thompson.

Mayor, Dwight Burley

Clerk, Wendi Hunter