



Township of Georgian Bluffs

Council Minutes

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

Members Present:

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

Members Absent:

Staff Present:

Jenn Burnett, Planner (7:30 p.m.)
Brittany Drury, Deputy Clerk
Wendi Hunter, Clerk / Director of Legislative Services
Kassandra Rocca, Treasurer / Director of Finance
Rick Winters, Acting CAO / Director of Operations

1. Call to Order

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

Moved by: Councillor Sue Carleton

Motion to waive Procedure By-law 2017-091 for the duration of this meeting, regarding introduction of by-laws.

Carried.

2. Approval of Agenda/Additions to the Agenda

1. At the request of the Clerk, a discussion regarding correspondence received from Steven O'Melia, LLP, regarding Minor Variance Application A-02-2018.

2. At the request of the Acting CAO / Director of Operations, a discussion regarding the scheduled public meeting for consideration of increase Oxenden water rates.
3. At the request of the Acting CAO / Director of Operations, a discussion regarding an incident with a Township snow plow.
4. At the request of the Acting CAO / Director of Operations, an update regarding recent events at the Wiarton-Keppel International Airport.
5. At the request of Deputy Mayor Sue Carleton, an announcement regarding the upcoming Owen Sound Chamber of Commerce Leader's Forum.

3. Declaration of Pecuniary Interest

None declared.

4. Minutes of Previous Meetings

1. January 9, 2019

Moved By: Councillor Ryan Thompson

Seconded By: Deputy Mayor Sue Carleton

That the minutes of the Council meeting held on January 9, 2019 be adopted.

Carried – Resolution Number RES2019-016

5. Announcements

Nil

6. Public Hearings

Nil

7. Presentations

1. Possible continuation of 2019 Budget Discussions

There was a brief discussion regarding:

- Instituting a 2.5% tax increase to fund additional capital reserve contributions, for use throughout the strategic planning process.
- County and Education 2019 rates and 2019 Ontario Municipal Partnership Fund amounts.

- Wiarton-Keppel International Airport restaurant.

Council congratulated the Treasurer and staff on a job well done.

8. Delegations

Nil

9. Consent Agenda

1. Accounts

- a) Accounts to be approved for the period of January 5, 2019 to January 16, 2019 in the amount of \$ 787,171.94.

2. Correspondence for Council's Information

- a) Grey Bruce Public Health Media Release – Public Assistance Request Dog Bite
- b) Grey Bruce Public Health Media Release – Wouldrather Contest
- c) Enbridge Gas Inc. – Notice of Hearing, re: 2019 Rates
- d) National Eating Disorder Information Centre – Eating Disorder Awareness Week

3. Minutes

- a) BioGRID Joint Board – November 16, 2018

4. Resolutions From Other Municipalities

Nil

Moved By: Councillor Grant Pringle

Seconded By: Councillor Ryan Thompson

That Council of the Township of Georgian Bluffs adopt the Consent Agenda as circulated, and

That staff be directed to proceed with all necessary administrative actions.

Carried – Resolution number RES2019-017

10. Consideration of Items Separated from Consent Agenda

11. Correspondence

1. [Public Meeting Notice – West Keady Municipal Drain](#)
2. [Public Meeting Notice – East Keady Municipal Drain](#)

The Acting CAO / Director of Operations outlined the correspondence.

The correspondence was received as information.

12. Committee Reports

1. [Corporate Services, Finance and Building Committee](#)

Moved By: Deputy Mayor Sue Carleton

Seconded By: Councillor Paul Sutherland

That the minutes of the Corporate Services, Finance and Building Committee meeting held on January 14, 2019, be approved, including recommendations CSFB2019-001 to CSFB2019-006.

Carried – Resolution Number RES2019-018

- a) Election of the Chair.

Moved by: Councillor Paul Sutherland

That the Corporate Services, Finance & Building Committee elect Deputy Mayor Sue Carleton as Chair of the Corporate Services, Finance and Building Committee for the period of January 1, 2019 to December 31, 2020.

Approved - Recommendation Number CSFB2019-001

- b) Kathleen Davey – 2019 We C.A.R.E. 'Share' Event

Moved by: Councillor Paul Sutherland

1. **That the Township of Georgian Bluffs support the 2019 We C.A.R.E. 'Share' Event be held on May 2, 2019, at the Shallow Lake Community Centre, and**
2. **That the fees be waived for use of the arena, and**
3. **That, if a Special Event Permit is required for the event, any special event fees also be waived.**

Approved - Recommendation Number CSFB2019-002

c) Finance

Moved By: Mayor Dwight Burley

That the Updated Financial and Tax Arrears Analysis reports be received for information purposes.

Approved - Recommendation Number CSFB2019-003

d) Monthly Statistical Updates – September 2018 – December 2018

Moved By: Mayor Dwight Burley

That the September 2018 – December 2018 statistical updates be received for information purposes.

Approved - Recommendation Number CSFB2019-004

e) 2018 Year End Reports

Moved by: Councillor Paul Sutherland

That the 2018 Year End Reports for the Building, By-law Enforcement and Planning Departments be received for information purposes.

Approved - Recommendation Number CSFB2019-005

f) OPS2019-09 – Building Condition Report – Kemble Arena

Moved By: Mayor Dwight Burley

That Corporate Services, Finance & Building Committee receive Report OPS2019-09 for information purposes.

Approved - Recommendation Number CSFB2019-006

2. Committee of the Whole

Moved By: Councillor Ryan Thompson

Seconded By: Deputy Mayor Sue Carleton

That the minutes of the Committee of the Whole meeting held on January 16, 2019, be approved, including recommendations COW2019-001 to COW2019-006.

Carried – Resolution Number RES2019-019

- a) Ontario Clean Water Agency – Water System Performance Reports

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

- b) LEG2019-04 – Amendments to Fees and Charges – Legislative Services

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

- c) OPS2019-05 – Bass Lake Access / Road Allowance – Amended

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 allowance surrounding Bass Lake.

Approved – Recommendation Number COW2019-003

- d) OPS2019-02 – Water Billing Relief Request – 137 Atkins Street

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

- e) OPS2019-08 – Wiarton-Keppel International Airport Update

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

- f) Closed Session

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

13. Staff Reports

1. [OPS2019-07 – Lynn Elizabeth Prentice Lease Agreement](#)

The Acting CAO / Director of Operations outlined the report.

Moved By: Councillor Cathy Moore Coburn
Seconded By: Councillor Carol Barfoot

That Council of the Township of Georgian Bluffs approve By-law 2019-006 to authorize a lease agreement with Lynn Elizabeth Prentice

for temporary office space rental at the Wiarton Keppel International Airport.

Carried – Resolution Number RES2019-020

2. OPS2019-10 – New Airport Fees Schedule

The Acting CAO / Director of Operations highlighted the report, including the following proposed fee amendments at the Wiarton-Keppel International Airport:

- Landing Fees – removing said fees for private aircrafts.
- Parking Fees – amending the current 6 tiered system to a 2 tiered system.
- Fuel Pricing – adjusting the current mark-up to a minimum of \$0.18/litre.

There was discussion regarding potential revenue generation of the fees and overall development at the airport.

The fees will be included in the 2019 Fees and Charges By-law, for consideration at the February 20, 2019 Council meeting.

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

That the Council of the Township of Georgian Bluffs direct that the fees for services at the airport be increased as per the attached draft fee schedule and brought forward to a public meeting.

Carried – Resolution Number RES2019-021

14. Public Question Period

15. By-laws

1. Zoning By-laws

Nil

2. Other By-laws

- a) By-law 2019-006, Being a By-law to authorize an Agreement with Lynn Elizabeth Prentice.

Moved By: Councillor Paul Sutherland
Seconded By: Councillor Cathy Moore Coburn

That By-law 2019-006, being a By-law to authorize an Agreement with Lynn Elizabeth Prentice, 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 – Resolution Number RES2019-022

16. Unfinished Business

1. Notice of Motion, re: Attendance of Rick Winters, Acting CAO / Director of Operations at the 2019 AMO Conference.

Moved By: Deputy Mayor Sue Carleton
Seconded By: Councillor Ryan Thompson

Whereas Council has deemed it necessary for the Acting CAO / Director of Operations, Rick Winters to attend the 2019 AMO Conference; and

Whereas Section K – Training and Development of the current Human Resources Policy Manual, adopted by By-law 2018-095, limits Supervisory Staff and Department Heads to attend one work related conference or convention per year;

Now Therefore, it be resolved that Council hereby waives Section K – Training and Development of the current Human Resources Policy Manual and authorizes the Acting CAO / Director of Operations, Rick Winters to attend the 2019 AMO Conference in addition to the 2019 OGRA Conference.

Carried – Resolution Number RES2019-023

2. Motion of Support, Manufacturer's Limited Liquor Sales Licence (By the Glass) for Gleason Brooke Winery.

(In relation to Zoning Amendment By-law 2018-090, passed on October 10, 2018)

The Deputy Clerk outlined the intent of a Manufacturer's Limited Liquor Sales Licence, and the requirements of the Alcohol and Gaming Commission of Ontario prior to issuing the licence.

Moved By: Councillor Carol Barfoot
Seconded By: Councillor Cathy Moore Coburn

That Council of the Township of Georgian Bluffs does hereby support the issuance of a Manufacturer's Limited Liquor Sales Licence (By the Glass) to Gleason Brook Winery, to facilitate the manufacturing of wine at 130466 Gleason Lake Road, legally described as Part Lot 19 and 20, Concession 24 (Keppel).

Carried – Resolution Number RES2019-024

3. At the request of the Clerk, a discussion regarding correspondence received from Steven O'Melia, LLP, regarding Minor Variance Application A-02-2018.

The Clerk outlined the correspondence, detailing the received legal opinion. The Planner provided history of the subject application.

There was discussion regarding:

- Drainage on the subject property
- Similar requests of property owners in the surrounding area of the subject property
- Building permit processes

The following motion was read:

Moved By: Deputy Mayor Sue Carleton
Seconded By: Councillor Ryan Thompson

That the Township of Georgian Bluffs not participate in the Local Planning Appeal Tribunal hearing regarding appeal by the applicant, Carol Mulder, from the decision of the Committee of Adjustment to refuse Minor Variance Application A-02-2018, and

That Council acknowledges that the Tribunal will decide the matter based upon the evidence that is available.

Carried – Resolution Number RES2019-025

4. At the request of the Acting CAO / Director of Operations, a discussion regarding the scheduled public meeting for consideration of increase Oxenden water rates.

Acting CAO / Director of Operations noted that a public meeting to discuss increases to Oxenden water rates had been scheduled for February 7, 2019 at 7:00 p.m. at Shallow Lake Community Centre.

Council requested that an Outlook meeting invitation for the event be forwarded to each member.

17. New Business

1. Emergency Management Training – March 7, 2019

The Acting CAO / Director of Operations outlined the intent of the event, noting that the training would contribute to the Township's annual Emergency Management mandates.

The Deputy Clerk requested that those interested in attending send their request via email to facilitate registration.

2. At the request of the Acting CAO / Director of Operations, a discussion regarding an incident with a Township snow plow.

The Acting CAO / Director of Operations informed Council of an incident involving a Township snow plow on the morning of January 23, 2019, on Highway 6 between Hepworth and Shallow Lake. The Acting CAO / Director of Operations noted that no one was injured in the incident.

3. At the request of the Acting CAO / Director of Operations, an update regarding recent events at the Wiarton-Keppel International Airport.

The Acting CAO / Director of Operations circulated hardcopies of Facebook correspondence regarding the event.

The Acting CAO / Director of Operations detailed events occurring at the Wiarton-Keppel International Airport on January 22, 2019, in which a MedEvac flight landed at the Airport.

Council congratulated the airport staff on a job well done and for ensuring the flight did not encounter any delays.

4. At the request of Deputy Mayor Sue Carleton, an announcement regarding the upcoming Owen Sound Chamber of Commerce Leader's Forum.

Mayor Dwight Burley announced that the Owen Sound Chamber of Commerce Leader's Forum was scheduled for February 5, 2019, at a cost of \$25.00 per attendee.

There was a brief discussion regarding per diems to be paid for each Council member who attends the event.

The following motion was drafted:

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

That Council authorize members who attend the Owen Sound Chamber of Commerce Leader's Forum be compensated at the hourly rate, as per the current Council Remuneration Policy, and

That the Township pay the \$25.00 admission fee for each attending member.

Carried – Resolution Number RES2019-026

18. Closed Session

Nil

19. Confirming By-law

1. Moved By: Councillor Cathy Moore Coburn
Seconded By: Councillor Carol Barfoot

That By-law No. 2019-007, being a by-law to confirm the proceedings of Council on January 23, 2019, 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 – Resolution Number RES2019-027

20. Date of Next Regular Meeting/Adjournment

Council – February 5, 2019, 7:00 p.m.

Committee of Adjustment – February 12, 2019, 5:00 p.m.

Committee of the Whole – February 13, 2019, 7:00 p.m.

The meeting adjourned at 8:00 p.m. on a motion moved by Councillor Sue Carleton and seconded by Councillor Paul Sutherland.

Mayor, Dwight Burley

Clerk, Wendi Hunter