



# **Township of Georgian Bluffs**

## **Committee of the Whole Minutes**

**May 17, 2023, 5:00 p.m.**  
**Council Chambers**  
**Township Administration Offices**  
**177964 Grey Road 18, RR#3, Owen Sound ON N4K 5N5**

**Members Present:** Mayor Sue Carleton  
Deputy Mayor Grant Pringle  
Councillor Rick Winters  
Councillor Tobin Day  
Councillor Isaac Shouldice

**Members Absent:** Councillor Cathy Moore Coburn  
Councillor Ryan Thompson

**Staff Present:** Niall Loble, Acting CAO/Director of Community Services  
Crystal Gunn, Human Resources Manager  
Carly Craig, Acting Clerk  
Samantha Buchanan, Acting Director of Corporate Services/Treasurer  
Tim Lewis, Superintendent of Building and Infrastructure  
Rayburn Murray, Legislative Services Coordinator

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

Deputy Mayor Grant Pringle called the meeting to order at 5:00 p.m.

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

COW2023-044

Moved By: Councillor Isaac Shouldice

Seconded By: Councillor Rick Winters

**That item 7.2.1 be heard prior to item 7.1**

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

Approved

**3. Land Acknowledgment Statement**

Deputy Mayor Grant Pringle opened the meeting with the land acknowledgement statement.

**4. Declaration of Pecuniary Interest**

None declared.

**5. Announcements**

Councillor Tobin Day noted that a celebration for the environment with local artists and community groups, held by an Act for Climate Change, is to occur on June 5th at 7:00 p.m.

**6. Public Hearings**

None.

**7. Delegations/Public Question Period**

**7.1 Items Not on The Agenda**

Committee amended the order of business to consider the delegation by Keppel-Sarawak Elementary School prior to delegations for items on the agenda.

**7.1.1 Keppel-Sarawak Elementary School - Eco Team**

The following members of the Keppel-Sarawak Elementary Eco-Team were present to speak to the Committee:

- Clara Shaw
- Max McPhee
- Julia Barfoot
- Chelsea Adams
- Grace Sutherland; and
- Bryson Cairns

The Eco Team, composed of 10 students, provided a presentation on their efforts to reduce garage and food waste. They highlighted their accomplishments so far, including that a grade 5 class

produced around 4 kilograms of compost in a day and that they have raised \$600 towards composting bins for their classrooms.

They Eco Team requested 1 green cone composter, 2 earth machine composters, and 2 countertop composting units from the Township to participate in the Township's pilot program and support their efforts.

COW2023-045

Moved by: Councillor Isaac Shouldice

Seconded by: Councillor Rick Winters

**That the Keppel-Sarawak Elementary School – Eco Team be provided a green cone, 2 earth machine composters, and 2 counter-top composters; and**

**That it be funded from the climate action budget.**

Approved

## 7.2 Items On The Agenda

Any person who wishes to appear before Committee of the Whole regarding an item on the agenda shall make written application to the Clerk, by 3:00 p.m. the day of the meeting. To register: [www.georgianbluffs.ca/delegations](http://www.georgianbluffs.ca/delegations) or call the Clerk's Office at 519-376-2729 ext. 603.

Martin Sasek on behalf of Ontario Sport Development (OSD), registered as a delegation regarding item 9.2.2 - Proposal for Derby/Kilsyth Community Centre.

He noted the proposed product is domestic-nontoxic. They noted they could expect a minimum of 40 hours use time a week but can accommodate up to 60 hours a week.

Mr. Sasek answered questions from the Committee regarding the proposal, including:

- Materials used and possible health concerns
- The lifespan of the product
- Projected hours of use
- Floor removal for events
- Cleaning of the turf

## **8. Correspondence**

- 8.1 Ontario Home Builders Association - Housing Summit  
Committee received for information.

## **9. Staff Reports**

### **9.1 Treasury**

#### **9.1.1 FIN2023-07 - Asset Management Plan**

COW2023-046

Moved By: Councillor Isaac Shouldice

Seconded By: Mayor Sue Carleton

**That Council approve waiving By-law 2019-047 being a by-law for the procurement of goods and services, to allow for external advice on a temporary retainer basis, up to a maximum of \$50,000, related specifically to creation of an updated Asset Management Plan to be provided by PSD Citywide Inc.; and**

**That Council endorse the next steps required for creation of an updated Asset Management Plan to meet the requirements as set out in O. Reg. 588/17 Asset Management Planning for Municipal Infrastructure; and**

**That Council direct staff to bring forward an updated Asset Management Plan for final approval by Council.**

Approved

#### **9.1.2 FIN2023-08 - Asset Maintenance Software**

The Treasurer noted that the asset management software would allow information to be directly linked to Township assets over their lifespan. It was noted that the database would be in working order by 2025 to assist with budget processes.

The Acting CAO/Director of Community Services noted the software would assist with long-term management of assets and more accurate predictions for condition of assets.

The Treasurer noted the Asset Management Plan should be complete near the end of this year or beginning of 2024.

COW2023-047

Moved By: Councillor Tobin Day

Seconded By: Councillor Rick Winters

**That Council approve waiving By-law 2019-047 being a by-law for the procurement of goods and services to allow for the single sourcing of the implementation of a maintenance management software; and**

**That Council approve expenditures up to \$135,000 to PSD Citywide for the creation and implementation of the Citywide Maintenance Manager software; and**

**That Council approve \$15,000 to PSD Citywide for the annual support/maintenance of the Citywide Maintenance Manager software; and**

**That Council direct staff to include the costs associated with annual support/maintenance of Citywide Maintenance Manager software in future operating budgets.**

Approved

## 9.2 Community Services

### 9.2.1 CSD2023-011 - Letter of Support for GBTEL CRTC Funding Application

COW2023-048

Moved By: Mayor Sue Carleton

Seconded By: Councillor Tobin Day

**That information on the 'Neyaashiinigmiing to Sauble Beach Backbone and Owen Sound' project being led by GBTEL across Grey Bruce and in Georgian Bluffs be received; and**

**That a letter of support prepared by staff on behalf of the Township of Georgian Bluffs be received for comment; and**

**That the Mayor be authorized to sign the letter on behalf of the Township of Georgian Bluffs; and**

**That staff submit the letter of support to GBTEL and to the CRTC (Canadian Radio-Television Telecommunications Commission).**

#### 9.2.2 CSD-2023-06 - Proposal for Derby/Kilsyth Community Centre

The Acting CAO/Director of Community Services provided an overview of the proposal, including heat being added to allow for year-round use. He noted current use of the facility is than 15 hours a week, with seasonal peaks. The proposal would result in increased rates and a commitment for 10 years of maintenance. He further noted that rental and opportunities for the Derby Pioneers and the Roller Derby clubs would be impacted with the proposal.

The Treasurer noted the annual average cost of the facility is \$30,000 a year.

Council provided comments and questions:

- Washroom use beyond useful life
- Lawn bowling as a possibility
- Partnering with neighboring municipalities for a joint facility
- Kemble Arena consideration
- Expenses for operation

The President of Owen Sound Minor Soccer noted that field and box lacrosse could show interest in the facility. Further, that there are no current plans regarding a turf or dome around the City of Owen Sound.

COW2023-049

Moved By: Mayor Sue Carleton

Seconded By: Councillor Rick Winters

**That Council consider potential alternative use for the Derby Community Centre by Ontario Sports Development; and**

**That direction to staff on whether to continue to explore an agreement for use is given; and**

**That if staff are directed to further explore alternative use, that staff be directed to bring a report and formal proposal back to Council for further consideration.**

**That staff be directed to consult the public on the proposal.**

Approved

### 9.3 Infrastructure and Building

#### 9.3.1 INF2023-05 - Street Scan Road and Sidewalk Assessment

The Treasurer noted this item would typically fall under the RFP process, however as the software is already available and purchased.

COW2023-050

Moved By: Councillor Tobin Day

Seconded By: Councillor Isaac Shouldice

**That StreetLogix be authorized to complete a road surface scan of all hard surface roadways with in the Township and a sidewalk scan of all municipally maintained sidewalks in order to update the Street Scan data on our Roadways and Sidewalks; and**

**That Council approve waiving By-law 2019-047, Procurement of Goods and Services, to allow for the single-sourcing of road surface and sidewalk scan completion.**

Approved

### 10. Unfinished Business

None.

### 11. New Business

#### 11.1 Land Acknowledgement Statement

Councillor Tobin Day noted the idea came from a First Nations, Métis, and Inuit course hosted by Toby Loucks. She noted that the proposed change to the policy would allow for appropriate reflection between Council and staff at meetings.

COW2023-051

Moved By: Councillor Tobin Day

Seconded By: Councillor Rick Winters

**Whereas Council of the Township of Georgian Bluffs has committed to being a part of the continued dialogue on truth and reconciliation; and**

**Whereas Council of the Township of Georgian Bluffs adopted policy ADMIN-03-21 – Land Acknowledgement Statement in July of 2021; and**

**Whereas Council of the Township of Georgian Bluffs is committed to meaningful reflection and sharing of the land acknowledgment statement as part of the decision making process;**

**Now therefore be it resolved that Council hereby commits to the following practice and directs staff to add the following provisions to policy ADMIN-03-21 – Land Acknowledgement Statement:**

- 1. The land acknowledgement statement shall be read on a volunteer basis by members of Council and staff, with a personal reflection, on an optional basis, the statement and its meaning for the work being undertaken by the Township.**
- 2. Where there is no volunteer, reading of the land acknowledgement statement shall default to the meeting Chair.**

Approved

#### **11.2 CAO Job Description**

Staff were provided direction to bring forward a timeline and possible dates regarding CAO recruitment meetings.

#### **12. Notice of Motion**

None.

#### **13. Closed Session**

COW2023-052

Moved By: Councillor Isaac Shouldice

Seconded by: Councillor Rick Winters

**That Council of the Township of Georgian Bluffs move into closed session at 6:29 p.m. in the Council Chambers with the Acting CAO, Acting Clerk, and HR Manager remaining in the room to discuss:**



- 13.1 labor relations or employee negotiations (open meeting exemption "d" of section 239(2) of the Municipal Act, 2001 - Acting CAO Negotiations)**
- 13.2 labor relations or employee negotiations (open meeting exemption "d" of section 239(2) of the Municipal Act, 2001 – Interim CAO)**
- 13.3 labor relations or employee negotiations (open meeting exemption "d" of section 239(2) of the Municipal Act, 2001 – Staffing Matter)**

Approved

The Acting CAO indicated that he is only to be present in closed session for item 13.2 and item 13.3.

Council returned to open session at 7:22 p.m.

Deputy Mayor Grant Pringle noted that Committee of the Whole moved into closed session under open meeting exemption “d” of section 239(2) of the Municipal Act, 2001: As a result:

13.1 - Direction was provided to staff.

13.2 - Direction was provided to staff.

13.3 - No action was taken.

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

Council will meet as regularly scheduled on June 7, 2023, at 5:00 p.m.

Moved By: Councillor Rick Winters

Seconded By: Councillor Isaac Shouldice

**That the meeting be adjourned at 7:23 p.m.**

Approved

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Mayor, Sue Carleton

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Acting Clerk, Carly Craig