

— Township of —
**GEORGIAN
BLUFFS**

"Come for the views, Stay for a lifetime"

**Bi-Annual
Report**

Q1 & Q2 of 2023



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Bi-Annual Report 2023

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Quality of life through opportunity, beauty and adventure.

Vision

Creating economic and social opportunities through responsible leadership, innovation and partnership.

Mission

People • Trust • Respect
 Excellence • Integrity
 Accountability • Stewardship

Values

Land Acknowledgement



We acknowledge with respect, the history, spirituality, and culture of the Anishinaabek: The People of the Three Fires known as Ojibway, Odawa, and Pottawatomi Nation, who have inhabited this land from time immemorial.

And further give thanks to the Chippewas of Saugeen, and the Chippewas of Nawash, now known as the Saugeen Ojibway Nation, as the traditional keepers of this land.

We also recognize, the Metis and Inuit whose ancestors shared this land and these waters. May we all, as Treaty People, live with respect on this land, and live-in peace and friendship with all its diverse peoples.

Message from the Acting Chief Administrative Officer.



I am extremely grateful to have had the opportunity to join the Township at an exciting time in its growth and evolution, and humbled to have been asked to step into the Acting CAO role during what I hope will be a competitive recruitment and search for the next leader for Georgian Bluffs.

Like me, I hope you will read this report and be amazed at the incredible amount of work that has been started and achieved in such a short time. The past six months has seen the dedicated and passionate staff team continue to deliver core services that residents and community rely on, as you will see in this report. It has also seen the Township bring forward its first Corporate Climate Action Plan, reflecting our growing commitment and response to the climate emergency unravelling around us; launch EngageGB, an exciting new way for residents to engage with us; enter into partnerships to deliver high speed internet to the community; build a new playground and park in the heart of Kilsyth; add new services such as the Leaf and Yard Waste partnership with Owen Sound, and start to tackle big issues in the community, such as Short Term Accommodations.

Each project relies on community involvement and support, and the leadership and guidance of the municipal staff team to deliver. I am incredibly proud to play a small part of that devoted community and staff team in helping deliver services each and every day. Thank you to each member of community and staff that helps each day in building a successful Georgian Bluffs.

Niall Lobley



Overview

Corporate Services



About Us

Corporate Services provides support for the effective management and administration of the corporation and direct customer interactions. The department includes Legislative Services, Communications, Customer Services, Financial Services, and Corporate Support Services.

Highlights

2023 Budget

Completion and approval of the 2023 Capital and Operating Budgets, with a strong focus on investment in infrastructure.

Audits

Working with BDO, completed the year-end financial statements and auditing process for the 2022 fiscal year.

Asset Management

Began the development of a comprehensive Asset Management Plan to meet the requirements as set out in O. Reg. 588/17, including onboarding asset management and maintenance software.

Volunteer Awards

Held the first annual Volunteer of the Year award ceremony, with awards issued to 5 deserving community members in the senior and youth Volunteer of the Year categories.



Customer Service

Provides a front of house direct contact with members of the public for contacts by phone and in person. Helps deliver excellence in customer contact experiences, and helps community members in routine transactions with the Township.



Financial Services

Ensures the accurate and fiscally responsible management of Township finances, including the issuance of purchase orders, the payment of invoices, the collection of taxes and revenue, as well as developing, monitoring and tracking annualised budgets, overseeing asset management, and managing payroll services.



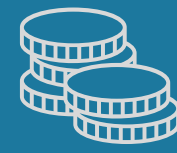
Legislative Services

Provides daily support for the Mayor and Council of the municipality, and manages meetings and bylaw books. Provides governance support and directions, and oversees and manages the Township's cemetery portfolio. Provides direction and support for legislative compliance in areas such as records management and accessibility.



Communications

Provides marketing and promotion of the Township directly, and engages with others to support this work in partnership. Oversees, manages, provides input to, and leads corporate engagement and consultation activities, and leads design and creation of corporate documents and materials. Also manages social media, media channels, and contacts.



Accepted **20,383** cash payments.



Paid **1,274** invoices for services to the Township.



Prepared **2** budgets and conducted **3** financial audits.



Issued **3,400** water invoices, and **3,029** other invoices.



Generated **6,779** tax bills.

Received **9,418** phone calls.



Held **38** Council, Committee, board, and Special Council meetings.



Completed **7** Freedom of Information Act requests.

Processed **29** licences and livestock requests.

Corporate Services By The Numbers

Digitized **2,383** cemetery records.



Got **357** new fans and followers on social media.



Made **298** social media posts.

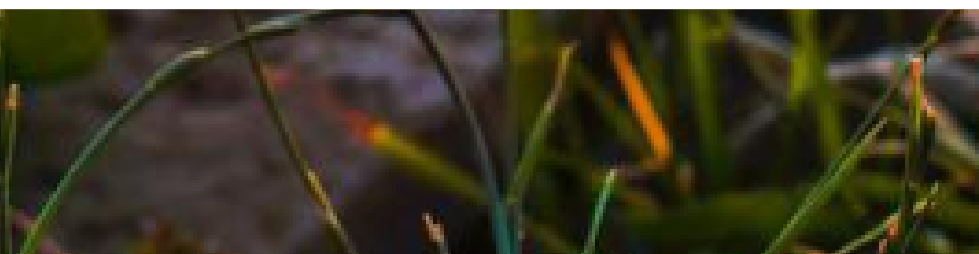


19 cemetery sales and had **18** burial requests.



Issued **56** news releases.

87,762 webpage views.



Overview

Community and Environmental Services



About Us

Community and Environmental Services supports and manages community and public facilities and uses. It oversees and manages on a day-to-day basis the maintenance of public facilities and buildings and supports the daily management of more than 400km of public roads. The department includes: Bylaw Enforcement, Facilities Services, Operations, Fleet & Waste Services and Community and Environment Department Support Services.

Highlights

FoodCycler Program

Launched the FoodCycler Pilot Program to issue 100 indoor composters to Township residents at a discounted rate, reducing the amount of food waste that goes to landfill.

Park Improvements

Completed park improvements at Kilsyth and Sarawak parks, including playground installation and improving accessibility, with grant funding supporting the project.

Pickleball

Began offering drop-in pickleball 5 days a week at all 3 arenas in Georgian Bluffs. Open to all skill levels, it has been well-attended with hours extended early in the season due to popularity.

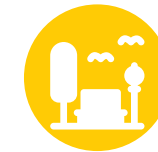
StreetScan

Completed a StreetScan of the roads and sidewalks in Georgian Bluffs using state-of-the-art technology to assess their condition. Results will be available in late 2023.



By-law Enforcement

Provides a service to community that includes overseeing and enforcing bylaws pertaining to public activities and nuisance, use and misuse of facilities, and property standards.



Facilities Services

Provides for the daily management and operation of 12 parks, 3 play areas, a network of trails, 7 buildings, a skatepark, bike skills park, 4 sports fields, a tennis and pickleball facility, 6 public washrooms and 2 managed boat launches. Includes asset management of all building facilities, capital renewal and reinvestment projects.



Operations, Fleet and Waste Services

Provides for the daily management and operations of more than 400km of Township-owned and maintained roads, supports fleet management and services for Township owned equipment and vehicles, and oversees and manages the contract for waste collection services. Provides for daily operation and maintenance of public stormwater management.



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Community and Environmental Services By The Numbers

 Mowed **240** acres of parkland.

 Rented **848** hours of ice time at the Shallow Lake Arena.

 Rented **179** hours of athletic field time.

 Offered **440** hours of arena floor rentals for sports.


 Issued **65** keys to the Balmy Beach tennis courts.

Sold **66** Recycling bins and composters. 

 Issued **120** Boat Launch Permits.

 Rented **330** hours of meeting space at Community Centres.

 Completed **88** waste collection routes.

Completed **39,000**  kilometers of snow clearing and **1,903** kilometers of grading.

 **84** Locate requests completed

Issued **28** Entrance permits, **17** civic addresses and **25** water connection permits.

Overview

Development and Infrastructure Services



About Us

Development and Infrastructure Services supports the planning and development of private and public infrastructure across the Township. The department includes: Planning, Building Services and Engineering Services.

Highlights

Official Plan

Continued work on the updated Official Plan for the Township of Georgian Bluffs.

Community Improvement Plan

Continued the implementation of a Community Improvement Plan to provide grants and incentives to property owners for land or building rehabilitation, in partnership with Grey County.

Legislation

Navigated changes to Provincial Planning Policies brought about by Bill 23, Bill 109, and proposed amendments to the planning act.

Cloudpermit

Have procured and begun onboarding CloudPermit to streamline and digitize the planning application process.



Building Services

Ensures that Building Code standards are achieved in all new buildings through the issuance of permits and follow up inspections. Ensures that property standards are maintained and enforced.



Engineering Services

A newly created program area, Engineering Services will provide input into new infrastructure that is or will become publicly owned or operated, provides oversight of stormwater management, manages major capital renewal and replacement projects such as road reconstruction, bridge and culvert replacement and other public infrastructure projects. Oversees contracts with OCWA for water supply.



Planning


Supports the development and implementation of long-range community planning. Reviews, provides comments on, and authorises new development in coordination with the County and other planning agencies, such as the Conservation Authority and Niagara Escarpment Commission, ensuring that strategic direction on community growth and development is achieved.



Development and Infrastructure Services By The Numbers

 Issued **157** building permits.

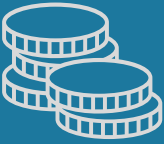
 Conducted **670** property inspections.


 Processed **4** Zoning Bylaw Amendments

 Recieved **57** formal land use inquiries.


 Processed **10** Consents for property severances.

 Currently **145** open permits issued in 2023.

 Collected **\$562,900** in building permit fees.

 Received **4** minor variance applications.

 **157** payments received.

 Treated **59,092** cubic meters of water.





Overview Office of the CAO

About Us

The Office of the CAO oversees the administration on a daily basis of the corporation including municipal, resident, and community relations, business and commercial relations, and major projects. Has direct oversight of corporate initiatives and human resourcing. Provides strategic direction to the staff team. Liaises with Council and takes direction of Council, implementing this through a staff team.

Highlights

Partnerships

Entered into a partnership with the City of Owen Sound to provide Yard Waste services, and have continued discussions on other ways to work together, particularly on water service to Pottawatomi.

Short Term Accommodations

Continued to move the Short Term Accommodation project forward, with communication materials, enhanced enforcement, and procurement of management software.

Rainbow Flag

Raised the progressive Pride Flag at 3 locations for the month of June to support the LGBTQIA2S+ community.

Climate Change Action Plan

Completed the Draft Climate Change Action Plan outlining the Township's role in managing climate change by reducing emissions and preparing for impacts. It is awaiting public feedback before being finalized and approved by Council.



Human Resources

Oversees recruitment, employee/labour relations, health and safety, training and development, performance management, compensation and benefits, as well as employment and legislative compliance.



Onboarded **12** new staff so far in 2023.



Corporate Administration

Oversees the management and coordination of financial and human resources, coordinating departments, developing and implementing policies, engaging stakeholders, and ensuring compliance and risk management to ensure efficient and effective operation and achievement of the Township's strategic goals.



Strategic Initiatives

Leads strategic or corporate initiatives, which include major projects, studies, master plans and reviews that are over and above the core service of the corporation. These are initiatives that draw resources from across the corporation or involve external stakeholders.



Overview

Fire and Emergency Services



About Us

The Inter Township Fire Department (ITFD) is a volunteer and composite fire department with a team of dedicated professionals including a Fire Chief, Deputy Fire Chief and over 40 volunteers. ITFD has been serving Georgian Bluffs and Meaford since 1965 and covers an area of 540 square miles.

The Department is responsible for fire prevention, fire suppression, emergency response, related training, fire code enforcement, fire safety inspections and emergency planning.

Highlights

Training

Completed mobile live fire training and on-ice training to ensure firefighter skills are maintained.

Grant

Received a \$5,000 grant for updated training materials through Safe Community Project Assist.


EP Week

Reconized Emergency Preparedness Week, encouraging residents to have a 72 hour kit available, and be prepared in case of severe weather or other disasters.

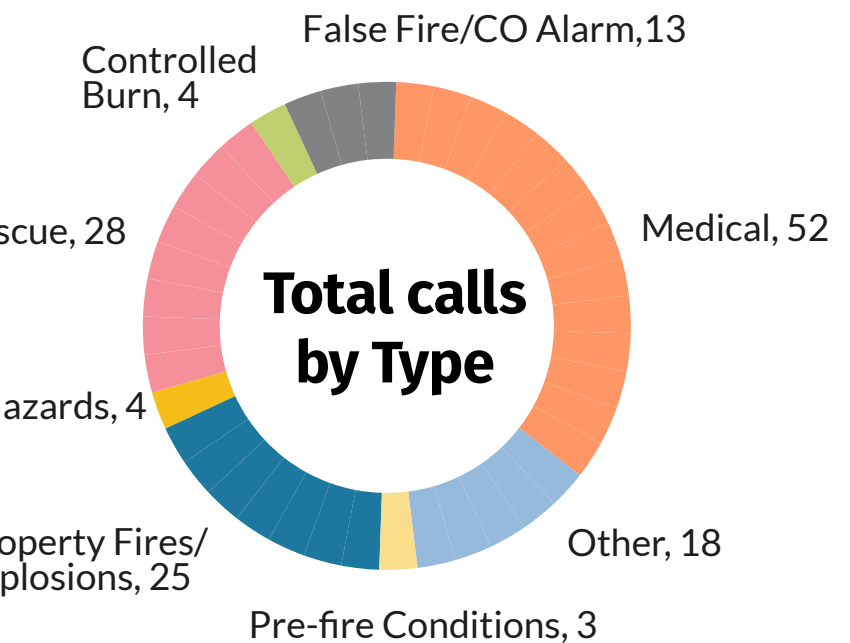
Community Outreach


Held community outreach events with Queen of Hearts nursery school, and Harvest Christian School to teach youth about fire safety.

By The Numbers

 Received **147** calls for response in Georgian Bluffs and Meaford.

 Performed **97** fire safety inspections of industrial, commercial, and residential properties.



Completed **53**  training sessions covering **105** subjects.

Bi-Annual Report

Q1 & Q2 2023

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