



Minutes
Council meeting
Municipality of West Grey

Tuesday, October 4, 2022, 9 a.m.
West Grey municipal office, council chambers and virtual

Council members present: Mayor C. Robinson, Deputy Mayor T. Hutchinson, Councillor B. Hamilton, Councillor R. Hergert, Councillor D. Hutchinson, Councillor G. Shea, Councillor S. Townsend

Staff members present: Chief Administrative Officer/Deputy Clerk L. Johnston, Director of Finance/Treasurer K. Mighton, Director of Infrastructure and Public Works B. Glasier, Environment and Capital Projects Officer S. Hanson, Director of Development/CBO K. Schipprack, Manager of Planning and Development L. Spencer, Communications Coordinator S. Ferguson, Administrative Support H. Webb and S. Bothman

1. Call to order

Mayor Robinson called the meeting to order at 9:00 a.m.

Staff reviewed instructions for members of the public to participate via Zoom or telephone, and how to contact staff for assistance if disconnected. It was noted that this meeting will be livestreamed to the West Grey YouTube channel.

2. Moment of reflection

Mayor Robinson called for a moment of reflection.

3. Declarations of pecuniary interest and general nature thereof

Councillor Hamilton declared a conflict with Item 7.1.1. request for funds as she is a paid member of the Art Gallery.

Councillor Hutchinson declared a conflict with Item 7.3.1. being Bylaw 78-2022 as the subject property backs unto his property.

Councillor Shea declared a conflict with Item 4.1. as he is a member of the Durham Sauntering Band mentioned in the related information package.

Mayor Robinson advised that she is also a member of the Art Gallery but will not be declaring a conflict on item 7.1.1. based on the advice of the Integrity Commissioner as it does not meet the criteria stipulated in the Council Code of Conduct.

4. Delegations/presentations

4.1 Delegation - Marilyn Dickson and Sharon Pegelo - Durham Girls Alumni Band instrument purchase request

Marilyn Dickson and Sharon Pegelo, members of the Durham Girls Alumni Band, appeared as a delegation to request permission from council to allow the sale of band instruments.

Councillor Shea rejoined the council horseshoe following the passing of this motion as he did not participate in discussion or vote on Item 4.1.

Resolution: 372-2022

Moved: Councillor B. Hamilton

Seconded: Councillor D. Hutchinson

That staff be directed to report back to council in relation to Durham Girls Alumni Band request to purchase with options for disposal of assets and how to direct proceeds.

Disposition: Carried

5. Public meetings

None.

6. Comment period

None.

7. Unfinished business

7.1 Items requiring action

7.1.1 Durham Art Gallery - Financial support request

Councillor Hamilton declared a conflict with this item and left the council chambers. Councillor Hamilton rejoined the meeting following the vote on this item.

Resolution: 373-2022**Moved:** Councillor S. Townsend**Seconded:** Councillor R. Hergert

That council supports the request from Durham Art Gallery for \$1000.00.

Disposition: Carried**7.1.2 Special Olympics Ontario South Saugeen request****Resolution: 374-2022****Moved:** Councillor R. Hergert**Seconded:** Councillor B. Hamilton

That council hereby receives correspondence from Special Olympics Ontario South Saugeen.

Disposition: Carried**7.1.3 Owen Sound Police Services Proposal follow up**

Council agreed to discuss Items 7.1.3. and 7.2.1. together as the items are related.

7.2 Chief Administrative Officer**7.2.1 Owen Sound Policing Costing correspondence**

Mayor Robinson called for a recorded vote.

Resolution: 375-2022**Moved:** Councillor R. Hergert**Seconded:** Councillor G. Shea

That report CAO -Owen Sound Police Costing correspondence be received, and further

That staff be directed to proceed with the proposal received to date and further

That staff be directed to respond back to Owen Sound Police Service and attach CAO staff report.

	For:	Against:
Councillor G. Shea	X	
Mayor C. Robinson	X	
Councillor B. Hamilton	X	
Councillor R. Hergert	X	
Councillor S. Townsend	X	
Deputy Mayor T. Hutchinson	X	
Councillor D. Hutchinson	X	
Results	7	0

Disposition: Carried

7.3 Bylaws

7.3.1 Bylaw 78-2022 - No Demand for Municipal Services Site Plan Agreement - Anderson

Councillor Hutchinson left the meeting prior to discussion of this Item. Councillor Hutchinson rejoined the meeting following the vote on this item.

Resolution: 376-2022

Moved: Councillor S. Townsend

Seconded: Councillor R. Hergert

That Bylaw 78-2022, being a bylaw to authorize entering into a no demand for municipal services site plan agreement, be read a first, second and third and final time.

Disposition: Carried

7.3.2 Bylaw 79-2022 - Confirming the proceedings of council

Resolution: 377-2022

Moved: Deputy Mayor T. Hutchinson

Seconded: Councillor B. Hamilton

That Bylaw 79-2022, being a bylaw to confirm the proceedings of council, be read a first, second and third and final time.

Disposition: Carried

8. Adoption of minutes

8.1 August 8, 2022 - Public meeting

Resolution: 378-2022

Moved: Councillor G. Shea

Seconded: Councillor S. Townsend

That the August 8, 2022 public meeting minutes be deferred to November 1, 2022 council meeting.

Disposition: Carried

8.2 September 6, 2022 - Council meeting

8.3 September 15, 2022 - Special council meeting

8.4 September 19, 2022 - Public meeting

8.5 September 20, 2022 - Council meeting

Resolution: 379-2022

Moved: Councillor G. Shea

Seconded: Councillor S. Townsend

That the minutes of the September 15, 2022 special council meeting, September 19, 2022 public meeting and September 20, 2022 regular council meeting are hereby approved as circulated.

Disposition: Carried

Resolution: 380-2022

Moved: Councillor R. Hergert

Seconded: Councillor B. Hamilton

That the September 6, 2022 regular council meeting minutes be deferred to the November 1, 2022 council meeting.

Disposition: Carried

9. Committee and board reports

9.1 Neustadt Recreation Committee - June 7, 2022 minutes

9.2 Saugeen Valley Conservation Authority - July 21, 2022 minutes

9.3 West Grey Police Services Board - July 25, 2022 minutes

9.4 West Grey Police Services Board - July 29, 2022 minutes

9.5 West Grey Police Services Board - August 8, 2022 minutes

9.6 Neustadt Recreation Committee - September 13, 2022 minutes

Resolution: 381-2022

Moved: Councillor B. Hamilton

Seconded: Councillor D. Hutchinson

That the minutes of committees and boards are hereby received.

Disposition: Carried

10. Correspondence

10.1 Items requiring action

10.1.1 West Grey Public Library - Request for recognition of Ontario Library Week

Resolution: 382-2022

Moved: Councillor R. Hergert

Seconded: Councillor S. Townsend

That council hereby supports Ontario Library Week, October 16- 22, 2022.

Disposition: Carried

10.1.2 Township of Southgate - South Grey Housing Corporation Municipal Working Group Draft Terms of Reference Report

Resolution: 383-2022

Moved: Councillor B. Hamilton

Seconded: Councillor G. Shea

That main motion be amended to include; and further that consideration be given for community representation on the task force.

Disposition: Carried

Resolution: 384-2022

Moved: Councillor G. Shea

Seconded: Councillor S. Townsend

That council receive the proposed draft terms of reference of the Southgate-South Grey Housing Corporation Municipal Working Group and that they be advised of council's interest to participate and further that they be asked to give consideration for community representation on the task force.

Disposition: Carried

10.1.3 Barry and Sharon O'Sullivan - Request for Building Permit refund

Director of Development/CBO Karl Schipprack provided information that the building bylaw does not permit refunds under \$200. There is an allowance for refund of 50% of permit fees if no inspections or site visits have taken place.

Resolution: 385-2022

Moved: Councillor R. Hergert

Seconded: Councillor S. Townsend

That staff be directed to refund building permit cost of \$155.94 to the applicants.

Disposition: Defeated

Resolution: 386-2022**Moved:** Councillor B. Hamilton**Seconded:** Councillor R. Hergert

That council hereby receives the correspondence.

Disposition: Carried**10.1.4 Wayne Pfeffer - Ontario Association of Agricultural Societies - Request to waive rental fee for Centennial Hall****Resolution: 387-2022****Moved:** Councillor S. Townsend**Seconded:** Councillor R. Hergert

That staff be directed to waive the fees for the Ontario Association of Agricultural Societies use of Centennial Hall on October 21, 2022.

Disposition: Defeated**Resolution: 388-2022****Moved:** Councillor G. Shea**Seconded:** Councillor B. Hamilton

That correspondence be received and staff directed to respond to the Ontario Association of Agricultural Societies provincial director Wayne Pfeffer encouraging him to work with local Agricultural Societies to host this event.

Disposition: Carried

Council recessed at 10:46 a.m. Council reconvened at 11:01 a.m.

Resolution: 389-2022**Moved:** Deputy Mayor T. Hutchinson**Seconded:** Councillor G. Shea

That council approves adjusting the agenda to deal with items 11, 13 and 12, in that order.

Disposition: Carried

11. Staff reports

11.1 Chief Administrative Officer

11.1.1 December 2022 Council Meeting Schedule

Resolution: 390-2022

Moved: Councillor S. Townsend

Seconded: Councillor B. Hamilton

That report CAO – 2022 Council Meeting Calendar revisions be received, and

That council approves rescheduling the December 1 and 6 training sessions to December 7 and 14; and further

That council approves changing the start time for the December 20 meeting to 9 a.m.

Disposition: Carried

11.2 Interim Director of Public Works and Infrastructure

11.2.1 Level 2 Electric Vehicle Charging Stations

Concerns from Neustadt business owners were brought forward by Councillor Townsend and Councillor Hergert.

Environment and Capital Projects Officer, S. Hanson, advised that current charging stations are located on municipal property and is stipulated in the embargoed funding documents. Any changes could jeopardize funding available. She also advised that the annual \$150 fee per charging unit is paid by the Municipality in addition to payment of hydro usage. FLO is the operator of the EV charging network and would provide a cheque to the Municipality for revenue received from the public for use of these stations.

Resolution: 391-2022

Moved: Councillor B. Hamilton

Seconded: Councillor D. Hutchinson

That council receive staff report “Level 2 Electric Vehicle Charging Stations”; and

That council directs staff to proceed with a “no-cost recovery” pilot project for six months to gather data for recommendations for the adoption of user fees; and

That bylaw 92-2018, the Regulation and Control of Traffic by-law be amended and approved at a future council meeting following completion of the pilot project.

Disposition: Carried

11.3 Director of Finance/Treasurer

11.3.1 2021 Year End Supplementary Assessments and Write-offs

Resolution: 392-2022

Moved: Councillor B. Hamilton

Seconded: Councillor R. Hergert

That council approves the 2021 supplementary/omitted taxes and write-offs in the amount \$43,347.67 and (\$358.15) for location taxation and BIA area rates respectively.

Disposition: Carried

13. Bylaws

13.1 Bylaw 81-2022 - Amendment to Landfill Fees and Charges

Resolution: 393-2022

Moved: Deputy Mayor T. Hutchinson

Seconded: Councillor B. Hamilton

That Bylaw 81-2022, being a bylaw to amend Bylaw No. 101-2021, being a bylaw to regulate the handling and collection of garbage, rubbish, and other waste materials and to amend Bylaw No. 45-2021, being a bylaw to establish

fees and charges for certain services provided by the Municipality of West Grey, be read a first, second and third and final time.

Disposition: Carried

13.2 Bylaw 82-2022 - ZA15.2022 - Zoning Bylaw - ELO

Resolution: 394-2022

Moved: Councillor S. Townsend

Seconded: Councillor G. Shea

That Bylaw 82-2022, being a bylaw to amend West Grey Zoning Bylaw No. 37-2006, be read a first, second and third and final time.

Disposition: Carried

13.3 Bylaw 83-2022 - ZA17.2022 - Zoning Bylaw - Candue Homes

Resolution: 395-2022

Moved: Deputy Mayor T. Hutchinson

Seconded: Councillor S. Townsend

That Bylaw 83-2022 as amended to include a holding provision, being a bylaw to amend West Grey Zoning Bylaw No. 37-2006, be read a first, second and third and final time.

Disposition: Carried

13.4 Bylaw 84-2022 - ZA18.2022 - Zoning Bylaw - 1000131831 Ontario Inc.

Interim Director of Infrastructure and Public Works responded to a question on water quality advising that he is unaware of any issues with water quality in the Crawford area. The prospective developer will have engaged a consultant to conduct draw tests to determine depths required for wells and the feasibility of developing the land.

Planner Spencer indicated that to date the municipality has not received an application for this property and that the owner may be conducting hydrological studies and environmental impact studies in preparation for submission of an application.

Resolution: 396-2022

Moved: Councillor S. Townsend

Seconded: Councillor G. Shea

That Bylaw 84-2022, being a bylaw to amend West Grey Zoning Bylaw No. 37-2006, be read a first, second and third and final time.

Disposition: Carried

13.5 Bylaw 85-2022 - Appoint a clerk for the Municipality of West Grey

Resolution: 397-2022

Moved: Deputy Mayor T. Hutchinson

Seconded: Councillor B. Hamilton

That Bylaw 85-2022, being a bylaw to appoint a clerk for the Municipality of West Grey, be read a first, second and third and final time.

Disposition: Carried

13.6 Bylaw 86-2022 - Confirming the proceedings of council

Resolution: 398-2022

Moved: Councillor R. Hergert

Seconded: Councillor G. Shea

That Bylaw 86-2022, being a bylaw to confirm the proceedings of council, be read a first, second and third and final time.

Disposition: Carried

12. Questions

Councillor Hergert inquired on availability of MNP Survey. CAO Johnston advised that there had been a delay due to the Owen Sound Police Service request which required direction from council. She anticipates receiving the document next week to proof and then it will be released to the public.

Councillor Hergert also inquired on the results of the survey for a Joint Council and Police Service Board meeting. No date has been established yet.

Councillor Hutchinson inquired on when residents could expect to receive their election cards. CAO Johnston advised that the cards were being mailed out October 5th to the 11th so residents should begin receiving them any day now in mailboxes.

10.2 Items for information

10.2.1 Town of Gravenhurst - Motion re: Strong Mayors

10.2.2 Township of Adjala-Tosorontio - Resolution 2022-403 - Strong Mayors

Resolution: 399-2022

Moved: Councillor B. Hamilton

Seconded: Councillor S. Townsend

That council receives all correspondence not otherwise dealt with.

Disposition: Carried

14. New business

14.1 Notice of Motion - West Grey Budget Process Update

Mayor Robinson called for a recorded vote.

Resolution: 400-2022

Moved: Councillor S. Townsend

Seconded: Councillor B. Hamilton

WHEREAS each budget preparation for the years 2019 – 2022 have taken no less than 4 elapsed months, and

WHEREAS the process has been for staff to provide an Initial Budget Package as a starting point, and

WHEREAS Council does not provide any direction for the development of the Initial Budget Package, and

WHEREAS the above process does not provide the appropriate Budget starting point, nor does it provide a recommendation from staff on what is mandatory and needed, plus if there's room, what is optional,

THEREFORE, Council provides the following direction to staff to assist in the preparation of the Initial Budget Package:

1. Council will provide staff with a Target Budget Increase percentage taking into consideration the recent September CPI (Consumer Price Index), in

consultation with the CAO and Director of Finance, prior to the start of each year's Budget Process, at a date mutually agreed upon by Council and the CAO.

2. A report is to be provided to Council, identifying the starting budget for each department, showing the following information (columns?):

- i. The December 31st projected, non-capital expenditures (prior to any year-end transfers to / from Reserves to account for any expense surplus or funding shortfall.)
- ii. The current (2022) year's one-time expenditures included in the December 31st non-capital expenditures projection.
- iii. The Initial Non-Capital Budget for each department is calculated as the December 31st projected expenditures (i) minus any one-time expenditures (ii).
- iv. The December 31st projected capital expenditures (prior to any year-end transfers to / from Reserves to account for any expense surplus or funding shortfall.)
- v. The projected capital expenditures not spent as of December 31st but still required to complete a project, identified by project.
- vi. The Initial Capital Budget for each department is calculated as the December 31st projected expenditures (iv) plus the projected capital expenditures not spent as of December 31st but still required (v).
- vii. The Starting Budget will be the sum of the Initial Non-Capital Budget (iii) and the Initial Capital Budget (vi).

3. Staff will calculate the Target Budget Increase, by multiplying the current (2022) year's Budget by the Target Budget Increase Percentage.

4. The Target Budget will be the sum of the Starting Budget 2 (vi) and the Target Budget Increase (3).

5. A New Initiative Report will be provided, identifying staff's recommendation for which new non-capital, one-time and / or new capital initiatives are proposed (mandatory and / or needed). All initiatives that increase the Starting Budget, including inflationary ones, must be included in the New Initiatives Report. A brief, high-level justification for each initiative should accompany the recommendation.

6. The total of the Starting Budget and New Initiatives costs must not exceed the Target Budget (4). However, if the total Starting Budget is less than the Target Budget, then other initiatives may be identified to be included in the New Initiatives Report.

7. A final report is provided, identifying mandatory or needed initiatives, and their cost, not included, because there was insufficient funding. It should also include any initiatives identified, with their cost, as possible future considerations, or additions if Council approved an increase to the Target Budget.

	For:	Against:
Councillor D. Hutchinson		X
Councillor G. Shea		X
Mayor C. Robinson		X
Councillor R. Hergert	X	
Councillor B. Hamilton	X	
Deputy Mayor T. Hutchinson		X
Councillor S. Townsend	X	
Results	3	4

Disposition: Defeated

15. Announcements

Councillor Hergert informed council of the WOWSA (Women of Wellington Saugeen Area) event attended by herself and Communication Coordinator S. Ferguson at the Neustadt Springs Brewery on October 3, 2022.

She also advised the group that the Elmwood Firefighters Recognition Awards were distributed following the Board meeting on September 28, 2022.

Resolution: 401-2022

Moved: Councillor S. Townsend

Seconded: Councillor R. Hergert

That council continue beyond curfew to complete the agenda and if necessary to set aside the Procedural Bylaw.

Disposition: Defeated

Resolution: 402-2022

Moved: Councillor G. Shea

Seconded: Deputy Mayor T. Hutchinson

That council extends beyond curfew to 1:30 p.m.

Disposition: Carried

16. Closed session

Resolution: 403-2022

Moved: Deputy Mayor T. Hutchinson

Seconded: Councillor G. Shea

That the council of the Municipality of West Grey does now go into a closed session at 12:31 p.m., with the CAO/Deputy Clerk, Director of Finance/Treasurer, Manager of Planning and Development and Mr. Leo Longo, solicitor, for the purpose of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Disposition: Carried

17. Report from closed session

Mayor Robinson reported that in closed session council received advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

18. Adjournment

Resolution: 404-2022

Moved: Councillor G. Shea

Seconded: Councillor R. Hergert

That we do now adjourn at 1:30 p.m., to meet again on November 1, 2022 or at the call of the chair.

Disposition: Carried

Mayor Christine Robinson

CAO/Deputy Clerk Laura Johnston