



**Minutes**  
**Council meeting**  
**Municipality of West Grey**  
**Tuesday, January 19, 2021, 9 a.m.**  
**Virtual meeting**

Council members present: Mayor Christine Robinson, Deputy Mayor Tom Hutchinson, Councillor Beth Hamilton, Councillor Rebecca Hergert, Councillor Doug Hutchinson, Councillor Geoffrey Shea, Councillor Stephen Townsend

Staff members present: CAO/Deputy Clerk Laura Johnston, Clerk Genevieve Scharback, Director of Infrastructure and Public Works Vance Czerwinski, Recreation Supervisor Kodey Hewlett, West Grey Chief of Police Rob Martin, Director of Finance/Treasurer Kerri Mighton, Chief Building Official Karl Schipprack, Jonathan Zettel, Communications Coordinator, Legislative Coordinator Lindsey Glazier

**1. Call to order**

Mayor Robinson called the meeting to order at 9:01 a.m.

**2. Moment of reflection**

Mayor Robinson called for a moment of reflection.

**3. Declaration of pecuniary interest and general nature thereof**

None.

**4. Delegations / presentations**

**4.1 Delegations**

**4.1.1 Town of Minto Mayor George Bridge, Federation of Canadian Municipalities - FCM Programs**

Mayor Bridge spoke about the Federation of Canadian Municipalities current and future initiatives noting the organization's progress during 2020 despite the pandemic. Mayor Bridge informed council members on how to bring concerns to the FCM board.

#### **4.1.2 Mike Myatt, President and Roger Cook, Manager, Saugeen Mobility and Regional Transit - Overview of Services**

Mr. Myatt spoke regarding the services, financial status and partnerships that the Saugeen Mobility and Regional Transit currently offer, highlighting the service's importance to the community.

#### **4.1.3 Faye Sullivan, on behalf of Dave Nixon, West Grey - Bylaw Exemption**

Ms. Sullivan spoke on behalf of her brother Dave Nixon regarding his request to council for an exception to bylaw 37-2006 for the purpose of allowing him to park a transport truck in his driveway.

**Resolution: 06-2021**

**Moved:** Councillor Townsend

**Seconded:** Councillor Hergert

That a staff report be provided for the February 16 meeting with options to resolve Mr. Nixon's parking issue.

**Disposition: Carried**

**Resolution: 07-2021**

**Moved:** Councillor Hamilton

**Seconded:** Councillor Townsend

That a report be brought forward to the February 16 council meeting which outlines improvements that can be achieved immediately to the process of receiving correspondence including enquiries and complaints with strategies and suggestions for further improvements.

**Disposition: Carried**

## 4.2 Presentations

### 4.2.1 Daniel Shaw, Project Manager/Technical Specialist, eSolutions - Municipal Website Overview - 10 a.m.

Mr. Shaw reviewed the process of developing the new municipal website including the review and the transfer of data from the previous website. He also highlighted many of the features of the new website. The website redesign was critical in order to meet legislated accessibility standards, improve navigation, strive for website best practices and update content. The objective was to create an accessible website that provides an accessible, easily to use website to provide municipal information to the public. Mr. Shaw navigated the website and answered questions from council members.

Council recessed at 11:25 a.m. and reconvened at 11:35 a.m.

#### **Resolution: 08-2021**

**Moved:** Councillor Hergert

**Seconded:** Councillor Shea

That the order of business be amended to move the comment period before the closed session.

#### **Disposition: Carried**

## 8. Comment period

Mr. Jim Magwood joined the meeting to discuss the Town of Hanover's Local Growth Management Strategy and proposed development. Mr. Magwood will attend as a delegation at a future meeting.

#### **Resolution: 09-2021**

**Moved:** Councillor Hergert

**Seconded:** Councillor Townsend

That council suspend the rules to allow for Mr. Magwood to speak during the comment period.

#### **Disposition: Carried**

Jim Magwood, West Grey resident, raised concerns regarding the Town of Hanover's Local Growth Management Strategy and proposed development of property owned by the Magwood family within West Grey. Mr. Magwood noted that the Magwood family owns a significant amount of property along the eastern boundary of the Town of Hanover in West Grey.

## **5. Closed session**

### **Resolution: 10-2021**

**Moved:** Deputy Mayor Hutchinson

**Seconded:** Councillor Hergert

The Council of the Municipality of West Grey does now go into a closed session at 11:59 a.m., with the CAO/deputy clerk, clerk, chief building official and police chief for the purpose of addressing matters pertaining to the security of the property of the municipality or local board, personal matters about an identifiable individual, including municipal or local board employees, and a proposed or pending acquisition or disposition of land by the municipality or local board.

**Disposition: Carried**

## **6. Matters arising from the closed session**

Council reconvened in open session at 1:37 p.m.

Mayor Robinson confirmed that only matters pertaining to the security of the property of the municipality or local board, personal matters about an identifiable individual, including municipal or local board employees, and a proposed or pending acquisition or disposition of land by the municipality or local board were discussed during closed session.

Mayor Robinson noted that the director of finance/treasurer joined the closed session. Council provided direction to staff and there is nothing further to report

Council recessed for lunch at 1:38 p.m. and returned at 2:10 p.m.

## **7. Public meetings**

None.

## **9. Adoption of minutes**

**9.1 December 1, 2020, public meeting - Broos Subdivision**

**9.2 December 1, 2020, public meeting - Community Improvement Plan**

**9.3 December 8, 2020, special council meeting**

**9.4 December 15, 2020, council meeting**

**9.5 December 15, 2020, special council meeting**

## **9.6 January 5, 2021, special council meeting**

**Resolution: 11-2021**

**Moved:** Councillor Hamilton

**Seconded:** Councillor Hutchinson

That council hereby adopts the minutes of both public meetings of December 1, 2020, the special council meetings of December 8 & 15, 2020 and January 5, 2021, as circulated and the minutes of the regular council meeting of December 15, 2020, as amended.

**Disposition: Carried**

## **10. Committee and local board minutes and reports**

### **10.1 Elmwood Community Centre Board minutes, December 1 & 16, 2020**

### **10.2 Elmwood Fire Department Board Joint Committee minutes, December 17, 2020 and report**

Councillor Hergert noted the board would be bringing a budget forward.

### **10.3 Saugeen Municipal Airport Commission minutes, November 18 & 25, and December 16, 2020 and report**

Deputy Mayor Hutchinson reported that the commission confirmed June 22, 2021, for The Canadian Forces Snowbirds air show.

### **10.4 West Grey Economic Development Advisory Committee draft minutes, December 3, 2020 and report**

Councillor Townsend reported that the committee had a meeting with Grey County, which included a strategic planning activity where county staff provided the committee with information and resources.

### **10.5 West Grey Traffic Safety Working Group minutes, November 25, 2020**

### **10.6 Durham Business Improvement Area report**

Councillor Hutchinson advised that the BIA decided to cancel Frazzle Fest this year.

## **10.7 Saugeen Valley Conservation Authority**

Mayor Robinson reported that the Saugeen Valley Conservation Authority will hold their annual public meeting on Friday, February 22 at 1 p.m.

## **10.7 Grey County Council and Committee of the Whole report**

Mayor Robinson reported that a student project report on Living on Mainstreet was presented, which ties into community improvement plans. The report will be forwarded to lower-tier municipalities.

She advised she is now a member of the Grey County Long Term Care Development Task Force.

West Grey correspondence regarding accessible vehicles on Grey Road 4, Flesherton to Walkerton Transit route was on the January 14 county agenda.

## **10.8 West Grey Public Library Board report**

Councillor Townsend noted that a meeting is scheduled for January 20 regarding the Elmwood Resource Centre.

**Resolution: 12-2021**

**Moved:** Councillor Hamilton

**Seconded:** Councillor Hutchinson

That minutes and reports of committees and boards are hereby received.

**Disposition: Carried**

## **11. Miscellaneous correspondence**

### **11.1 Items for information**

#### **11.1.1 Ministry of Energy, Northern Development and Mines - Regulation 355/17**

#### **11.1.2 Town of Carleton Place - COVID-19 Childcare Funding**

Staff will bring a motion of support regarding this item to the next council agenda for council consideration.

**11.1.3 Bob and Frankie Astley - Thank you re: street lights****Resolution: 13-2021****Moved:** Councillor Townsend**Seconded:** Councillor Shea

That all correspondence items not otherwise dealt with are hereby received.

**Disposition: Carried****12. Routine department reports**

None.

**13. Future committee meetings**

**13.1 West Grey Accessibility Advisory Committee, January 20, 2021 at 7 p.m.**

**13.2 Saugeen Mobility and Regional Transit Board, January 22, 2021 at 1:30 p.m.**

**13.3 Elmwood Community Centre Board, February 2, 2021 at 7 p.m.**

**13.4 West Grey Police Service Board, February 1, 2021 at 9 a.m.**

**14. Communications from the mayor and council**

Council reported on past activities and events since the last regular meeting of council and shared information on upcoming events and activities.

**15. Business arising from the previous meeting**

None.

## 16. Staff reports

### 16.1 Director of Finance/Treasurer

#### 16.1.1 Approval of accounts

**Resolution: 14-2021**

**Moved:** Councillor Hutchinson

**Seconded:** Councillor Shea

That council approve voucher No. 23-2020 in the amount of \$1,752,650.21, voucher No. 24-2020 in the amount of \$360,177.11 and voucher No. 1-2021 in the amount of \$174,497.80.

**Disposition: Carried**

#### 16.1.2 2021 Capital Budget Project Approval

**Resolution: 15-2021**

**Moved:** Councillor Hergert

**Seconded:** Councillor Townsend

That council approves the 2021 capital budget for the Municipality of West Grey to a maximum of 50% of the 2020 budget for the specific project(s):

Durham & Neustadt Water Well Back-up System - \$24,000.

**Disposition: Carried**

### 16.2 Chief Building Official

#### 16.2.1 Proposed police station design

CBO Schipprack reviewed the design drawings shared on screen and noted that next steps for the project include the review of three options for levels of increased green energy and sustainable components that may be incorporated into the new building.

**Resolution: 16-2021**

**Moved:** Councillor Hamilton

**Seconded:** Deputy Mayor Hutchinson

That report – Proposed Police Station Design: West Grey Police Service be received.

**Disposition: Carried**



**Resolution: 17-2021****Moved:** Deputy Mayor Hutchinson**Seconded:** Councillor Townsend

That council bring from the table the motion to adopt the design of the proposed West Grey Police station tabled at the December 15, 2020 council meeting.

**Disposition: Carried****Resolution: 18-2021****Moved:** Councillor Shea**Seconded:** Councillor Hutchinson

That the motion regarding the design of the proposed West Grey police station be amended to add, "that the building be built to LEED certified standard".

**Disposition: Carried****Resolution: 19-2021****Moved:** Councillor Hamilton**Seconded:** Councillor Shea

That the motion regarding the design of the proposed West Grey police station be further amended to include, "that the architects provide a design option for gender inclusive washroom, change room and shower, with an estimate of the impact on cost."

**Disposition: Carried**

**Resolution: 20-2021****Moved:** Councillor Hergert**Seconded:** Councillor Hamilton

That the motion be amended by adding that the building be reduced in size by 400 square feet.

|                         | <b>For:</b> | <b>Against:</b> |
|-------------------------|-------------|-----------------|
| Councillor Hamilton     |             | x               |
| Councillor Hergert      | x           |                 |
| Councillor Hutchinson   |             | x               |
| Deputy Mayor Hutchinson |             | x               |
| Mayor Robinson          |             | x               |
| Councillor Shea         |             | x               |
| Councillor Townsend     |             | x               |

**Disposition: Defeated****Resolution: 21-2021****Moved:** Councillor Hergert**Seconded:** Councillor Hamilton

That motion be amended to include that the gym be removed from the proposed police building design.

|                         | <b>For:</b> | <b>Against:</b> |
|-------------------------|-------------|-----------------|
| Councillor Hamilton     | x           |                 |
| Councillor Hergert      | x           |                 |
| Councillor Hutchinson   |             | x               |
| Deputy Mayor Hutchinson |             | x               |
| Mayor Robinson          |             | x               |
| Councillor Shea         | x           |                 |
| Councillor Townsend     |             | x               |

**Disposition: Defeated**

**Resolution: 22-2021****Moved:** Councillor Shea**Seconded:** Councillor Hamilton

That council requests a letter of support from the Police Services Board; and

That staff investigate the Green Municipal Fund grant for this project.

|                         | <b>For:</b> | <b>Against:</b> |
|-------------------------|-------------|-----------------|
| Councillor Hamilton     | x           |                 |
| Councillor Hergert      | x           |                 |
| Councillor Hutchinson   | x           |                 |
| Deputy Mayor Hutchinson | x           |                 |
| Mayor Robinson          | x           |                 |
| Councillor Shea         | x           |                 |
| Councillor Townsend     | x           |                 |

**Disposition: Carried**

**Resolution: 23-2021****Moved:** Deputy Mayor Hutchinson**Seconded:** Councillor Hutchinson

That West Grey council hereby approves the recommendation of the West Grey Ad Hoc Police Building Committee to approve the detailed designs for the future West Grey Police Service Building, as prepared by Formworks Inc. Architects; and

That the building be built to a LEED certified standard; and

That the architects provide a design option for gender inclusive washroom, change room and shower, with an estimate of the impact on cost; and

That council requests a letter of support from the Police Services Board; and

That staff investigate the Green Municipal Fund grant for this project.

|                         | <b>For:</b> | <b>Against:</b> |
|-------------------------|-------------|-----------------|
| Councillor Hamilton     | x           |                 |
| Councillor Hergert      | x           |                 |
| Councillor Hutchinson   | x           |                 |
| Deputy Mayor Hutchinson | x           |                 |
| Mayor Robinson          | x           |                 |
| Councillor Shea         | x           |                 |
| Councillor Townsend     | x           |                 |

**Disposition: Carried**

Council recessed at 4:21 p.m. and reconvened at 4:30 p.m.

Council moved to the bylaw portion of the agenda.

**17. Bylaws****17.1 01-2021 - Borrowing bylaw - annual overdraft****Resolution: 24-2021****Moved:** Councillor Hergert**Seconded:** Councillor Hutchinson

That bylaw 01-2021, being a bylaw authorizing the borrowing of money to meet current expenditures, be read a first, second and third and final time.

**Disposition: Carried**

Councillor Hamilton left the meeting at 4:41 p.m.

**Resolution: 25-2021**

**Moved:** Councillor Townsend

**Seconded:** Councillor Shea

That council defers the following items, staff reports 16.3.1 Official Plan Update, Manager, Planning and Development, 16.4.5 Procedural bylaw follow-up, Clerk, and 16.5.1 2020 Strategic Vision Plan - Q4 Updates, CAO; all items under 18. New Business; and item 17.5 proposed bylaw 05-2021 Community Safety and Well-Being bylaw to the February 2, 2021 council meeting, and that council proceeds with the remaining agenda items at this time.

**Disposition: Carried****17.2 02-2021 - Interim tax bylaw****Resolution: 26-2021**

**Moved:** Councillor Hutchinson

**Seconded:** Councillor Hergert

That bylaw 02-2021, being a bylaw to provide interim tax levies for the year 2021 for the Municipality of West Grey, be read a first, second and third and final time.

**Disposition: Carried****17.3 03-2021 - Committee of adjustment appointment bylaw****Resolution: 27-2021**

**Moved:** Councillor Hutchinson

**Seconded:** Deputy Mayor Hutchinson

That bylaw 03-2021, being a bylaw to appoint a committee of adjustment, be read a first, second and third and final time.

**Disposition: Carried**

**17.4 04-2021 - West Grey Public Library board appointment bylaw****Resolution: 28-2021****Moved:** Councillor Shea**Seconded:** Councillor Hutchinson

That bylaw 04-2021, being a bylaw to appoint a West Grey Public Library board, be read a first, second and third and final time.

**Disposition: Carried****17.6 06-2021 - Confirm proceedings of council bylaw****Resolution: 29-2021****Moved:** Councillor Hergert**Seconded:** Councillor Townsend

That bylaw 06-2021, being a bylaw to confirm the proceedings of the Council of the Corporation of the Municipality of West Grey, be read a first, second and third and final time.

**Disposition: Carried****19. Addendum**

There was no further addendum.

**20. Closed session - incomplete items only**

Not applicable.

**21. Matters arising from closed session**

Not applicable.

**22. Question period**

None.

**23. Municipal act - notices**

None.

**24. Adjournment****Resolution: 30-2021****Moved by:** Deputy Mayor Hutchinson**Seconded by:** Councillor Hergert

That we do now adjourn at 4:54 p.m., to meet again on January 20, 2021 at 9 a.m. or at the call of the chair.

**Disposition: Carried**

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Mayor Christine Robinson

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Clerk Genevieve Scharback