



**Minutes
Council meeting
Municipality of West Grey
Tuesday, September 7, 2021, 9 a.m.
Virtual meeting**

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

Council members absent: Councillor B. Hamilton

Staff members present: CAO/Deputy Clerk L. Johnston, Director of Administration/Clerk G. Scharback, Director of Infrastructure and Public Works V. Czerwinski, Director of Finance/Treasurer K. Mighton, Director of Development/CBO K. Schipprack, Manager Planning & Development L. Spencer, Legislative Coordinator T. Patterson

1. Call to Order

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

Staff reviewed instructions for members of the public to participate via Zoom, 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

Mayor Robinson declared a disqualifying interest in the agenda item 8.1 regarding agenda items 4, 11.5.2, and 13.1 of the August 3, 2021 council meeting minutes.

4. Delegations/Presentations

4.1 Presentation - Kevin Tremble, Senior Manager, BDO Canada LLP - Audited Financial Statements

Kevin Tremble, Senior Manager, BDO presented a high-level review of the Municipality of West Grey Consolidated Financial Statements for the year ended December 31, 2020. He presented the West Grey financial statements

including the report of the independent audit. The Municipality was audited in accordance with Canadian General Auditing Standards and in the auditor's opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Municipality as of December 31, 2020, and its consolidated results of operations, its consolidated changes in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards. Mr. Tremble shared that those charged with governance are responsible for overseeing the Municipality's financial reporting process. In the auditor's opinion, West Grey's financials are sound.

Mr. Tremble noted that a management letter with recommendations was reviewed with the Mayor, the CAO, and the Director of Finance/Treasurer. The recommendations include operational-type suggestions. He also noted that reserves are the determination of council but it is good practice for municipalities to have funds set aside for future requirements.

The auditor answered questions from council regarding the consolidated financial position for the Municipality of West Grey, year-end as of December 31, 2020.

Resolution: 403-2021

Moved: Deputy Mayor Hutchinson
Seconded: Councillor Townsend

Be it resolved that, the Council of the Municipality of West Grey hereby accepts the Municipality of West Grey Consolidated Financial Statements for the year ended December 31, 2020 as prepared by BDO Canada LLP.

Disposition: Carried

4.2 Delegation - Paul Wagenaar, United Way Bruce Grey - Food Security

Barb Fedy, Grey County Director of Social Services, joined Jill Umbach and Paul Wagenaar of the United Way Grey Bruce to provide council with information regarding food security issues throughout Bruce and Grey counties. Mr. Wagenaar explained these issues and the programs available.

The Salvation Army and OShare in Owen Sound are working together to have fresh food available and limiting food waste.

Mr. Wagenaar noted that local government awareness will help with grant application processes.

Mayor Robinson thanked Mr. Wagenaar for his delegation.

5. Public Meetings

None.

6. Comment period

No comments were received.

7. Unfinished Business

7.1 Adoption of minutes

7.1.1 July 5, 2021 public meeting

7.1.2 July 6, 2021 council meeting

Resolution: 404-2021

Moved: Councillor Hutchinson

Seconded: Councillor Hergert

That the minutes of the public meeting of July 5, 2021 and the regular council meeting of July 6, 2021 are hereby approved as circulated.

Disposition: Carried

7.2 Committee and board reports

7.2.1 Saugeen Mobility and Regional Transit General Board - April 23, 2021 minutes

7.2.2 Climate Action Advisory Committee - July 13, 2021 minutes

7.2.3 Committee of Adjustment – June 14, 2021 minutes

7.2.4 Saugeen Municipal Airport Commission – June 16, 2021 minutes

7.2.5 Commercial Beautification Committee – June 23, 2021 minutes

7.2.6 West Grey Police Services Board – June 28, 2021 minutes

7.2.7 West Grey Local Accessibility Advisory Committee – June 30, 2021 minutes

7.2.8 West Grey Economic Development Advisory Committee - July 12, 2021 minutes

Resolution: 405-2021

Moved: Deputy Mayor Hutchinson

Seconded: Councillor Townsend

That council hereby approves the West Grey Economic Development Advisory Committee's recommendation that \$15,000 be allocated from the Economic Development reserve to operations for the purpose of the Downtown Revitalization program.

Disposition: Carried

Resolution: 406-2021

Moved: Councillor Hergert

The minutes of committees and boards are hereby received, without agenda item 7.2.4 Saugeen Municipal Airport Commission minutes - June 16, 2021.

Disposition: Defeated

Deputy Mayor Hutchinson noted that there is now a restaurant operating at the Saugeen Municipal Airport.

Councillor Townsend noted that the Traffic Safety Working Group is meeting tomorrow.

Resolution: 407-2021

Moved: Deputy Mayor Hutchinson

Seconded: Councillor Hutchinson

The minutes of committees and boards are hereby received.

Disposition: Carried

7.3 Correspondence

7.3.1 Items requiring action

7.3.1.1 Guy Coulas - Request to purchase municipal land

Resolution: 408-2021

Moved: Councillor Hutchinson

Seconded: Councillor Hergert

That a planning report be brought back to a future council meeting regarding the sale of municipal lands as requested by Guy Coulas.

Disposition: Carried

7.3.1.2 Sean Foley - Request for exemption to animal control bylaw

Resolution: 409-2021

Moved: Councillor Townsend

Seconded: Councillor Hutchinson

That council hereby exempts Sean Foley from the leash provisions in Animal Control Bylaw No. 87-2009; and

That the clerk provide a letter to Mr. Foley confirming this exemption; and

That staff are directed to review Bylaw No. 87-2009 and report back to a future meeting.

Disposition: Carried

7.3.1.3 Candue Homes - Request to purchase municipal land

Resolution: 410-2021

Moved: Deputy Mayor Hutchinson

Seconded: Councillor Shea

That a planning report be brought back to a future council meeting regarding the sale of municipal lands as requested by Candue Homes.

Disposition: Carried

7.3.2 Items for information

7.3.2.1 Grey County - Fulfilling municipal accessibility requirements

Discussion included the various West Grey projects that have been and will be forwarded to the Grey County Joint Accessibility Advisory Committee for review.

7.3.2.2 Ontario Coalition for Better Child Care and CUPE Ontario - 21st Annual Child Care Worker and Early Childhood Educator Appreciation Day, October 21, 2021

Councillor Townsend gave notice of a motion of support for this item to be included in the next agenda.

7.3.2.3 City of Woodstock - Letter to Premier Ford regarding short and long term solutions to address affordable housing, homelessness and addictions crisis

Councillor Shea gave notice of a motion of support for this item to be included in the next agenda.

Resolution: 411-2021

Moved: Councillor Hergert

Seconded: Councillor Shea

That council hereby receives all correspondence items not otherwise dealt with.

Disposition: Carried

Council recessed at 10:27 a.m. and reconvened at 10:40 a.m.

7.4 Staff reports

7.4.1 Director of Finance/Treasurer - Durham upper dam pedestrian walkway

Resolution: 412-2021

Moved: Deputy Mayor Hutchinson

Seconded: Councillor Hutchinson

That council approves the request from Saugeen Valley Conservation Authority (SVCA) for \$27,500 representing West Grey's share to repair the pedestrian walkway and to purchase and install an H-beam at the Durham Upper Dam and further that this be funded from a transfer from the West Grey Flood Control Reserve.

Disposition: Carried

7.4.2 Director of Finance/Treasurer - 2020 year end supplementary assessments and write-offs

Resolution: 413-2021

Moved: Councillor Hergert
Seconded: Councillor Townsend

That council approves the supplementary/omitted taxes and write-offs in the amount \$46,708.26 and (\$339.84) for location taxation and BIA area rates respectively.

Disposition: Carried

7.4.3 Director of Development/CBO - 2021 Q2 West Grey building activities

Resolution: 414-2021

Moved: Deputy Mayor Hutchinson
Seconded: Councillor Hutchinson

That CBO report, 2021 Q2 Building Department Activity be received for information.

Disposition: Carried

7.4.4 Manager of Planning and Development - 1993934 Ontario Inc. - Request to purchase municipal property

Staff will bring a report forward to council in October with recommendations regarding a surplus land process, including current surplus inventory.

Resolution: 416-2021

Moved: Councillor Hutchinson
Seconded: Councillor Townsend

That council receive Planner Spencer's report and hereby declares lands known as roll# 4205.260.0041.5400 surplus and direct staff to proceed with the disposal of municipal lands process.

Disposition: Carried

7.4.5 Director of Administration/Clerk - Commercial Beautification Committee - Proposed changes to committee

CAO Johnston advised that the Economic Development Advisory Committee (EDAC) expressed their interest in continuing to have a connection with the Commercial Beautification Committee (CBC) regarding beautification. She noted that EDAC has undergone a slight restructuring to include a chair, vice-chair and secretary, and operate effectively.

CAO Johnston explained that the CBC would like to have a direct link to council and move from a subcommittee model. Mayor Robinson noted that EDAC is prepared to continue with support and dialogue with the CBC.

Resolution: 417-2021

Moved: Councillor Hergert
Seconded: Councillor Townsend

That council hereby receives the report, Proposed changes to Commercial Beautification Committee; and

That council hereby approves the proposed changes to the Commercial Beautification Committee structure to transition to an advisory committee of council named the Gardens and Green Spaces Advisory Committee; and

That the following current members of the Commercial Beautification Committee continue to serve as members of the Gardens and Green Spaces Advisory Committee:

Scott Foerster, Courtney Hunter, Susan Papineau, Mary Lou Pfeffer, Becky Weltz and Elizabeth MacKenzie; and

That the following members of council be appointed to the Gardens and Green Spaces Advisory Committee, Councillor Doug Hutchinson and Councillor Geoffrey Shea; and

That the draft terms of reference for the revised committee be reviewed by the committee and brought to a future meeting for council's consideration.

Disposition: Carried

7.5 Bylaws

7.5.1 Bylaw 61-2021 - Conference, seminar and professional development policy for council and staff

Council directed that sections 2.b. and 2.c. of bylaw 61-2021 be amended by removing "out of town".

Resolution: 418-2021

Moved: Councillor Shea

Seconded: Councillor Townsend

That bylaw 61-2021, being a bylaw to establish a Conference, Seminar and Professional Development Policy for council and staff of the Municipality of West Grey, be read a first, second, and third and final time, as amended.

Disposition: Carried

8. Adoption of Minutes

8.1 August 3, 2021 council meeting

Mayor Robinson passed the chair to Deputy Mayor Hutchinson at 11:34 a.m. due to a declared disqualifying interest.

Resolution: 419-2021

Moved: Councillor Shea

Seconded: Councillor Hutchinson

That the minutes of the August 3, 2021 regular council meeting are hereby approved as circulated.

Disposition: Carried

Deputy Mayor Hutchinson passed the chair to Mayor Robinson at 11:39 a.m.

8.2 August 9, 2021 special council meeting

8.3 August 9, 2021 public meeting

8.4 August 10, 2021 special council meeting

Resolution: 420-2021**Moved:** Deputy Mayor Hutchinson**Seconded:** Councillor Hergert

That the minutes of the public meeting of August 9, 2021 and special council meetings of August 9, 2021 and August 10, 2021 are hereby approved as circulated.

Disposition: Carried**9. Committee and Board Reports****9.1 Committee of Adjustment - July 5, 2021 minutes****9.2 Saugeen Municipal Airport Commission – June 30, 2021 minutes****9.3 Saugeen Municipal Airport Commission - July 21, 2021 minutes****Resolution: 421-2021****Moved:** Councillor Townsend**Seconded:** Councillor Shea

The minutes of committees and boards are hereby received.

Disposition: Carried**10. Correspondence****10.1 Items requiring action****10.1.1 EPCOR Utilities Inc. - Request for letter for Ontario Energy Board application****Resolution: 422-2021****Moved:** Councillor Hergert**Seconded:** Councillor Hutchinson

That council hereby directs staff to provide EPCOR Utilities Inc. with a letter of support for their application to the Ontario Energy Board.

Disposition: Carried

10.1.2 Recognition of September 30 as National Day for Truth and Reconciliation (National Orange Shirt Day)

Mayor Robinson called for a recorded vote.

Resolution: 423-2021

Moved: Deputy Mayor Hutchinson

Seconded: Councillor Hutchinson

Whereas the Truth and Reconciliation Commission released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation; and

Whereas the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government to address the recommendations in the TRC's Calls to Action: and

Whereas all Canadians and all orders of government have a role to play in reconciliation; and

Whereas Recommendation #80 of the Truth and Reconciliation Commission called upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process; and

Whereas the Federal Government has announced September 30th, 2021 as first National Day for Truth and Reconciliation (National Orange Shirt Day) and a statutory holiday;

Therefore, be it resolved that the Council of the Municipality of West Grey does hereby commit to recognizing September 30th, 2021, as the National Day for Truth and Reconciliation (National Orange Shirt Day) by sharing the stories of residential school survivors, their families, and communities, and that the Municipality of West Grey flags be lowered to half-mast for this day.

	For:	Against:
Councillor Shea	X	
Councillor Hutchinson	X	
Deputy Mayor Hutchinson	X	
Councillor Hergert	X	
Councillor Townsend	X	
Mayor Robinson	X	
Results	6	0

Disposition: Carried

10.1.3 West Grey Public Library - Recognition of Ontario Public Library Week

Resolution: 424-2021

Moved: Councillor Townsend

Seconded: Councillor Hergert

That council hereby recognizes October 17 to October 23, 2021 as Ontario Library Week.

Disposition: Carried

10.2 Items for information

10.2.1 Concession 2 WGR residents - Bridge and paving

Resolution: 425-2021

Moved: Councillor Townsend

Seconded: Councillor Shea

That this item of correspondence be included in the report referenced in Resolution 400-2021 dated August 10, 2021 regarding truck traffic north of the Lantz Bridge.

Disposition: Carried

10.2.2 West Grey/Durham Terry Fox Run

Resolution: 426-2021

Moved: Councillor Hutchinson

Seconded: Deputy Mayor Hutchinson

That the Terry Fox Run flags be raised at the municipal office from September 13, 2021 to September 20, 2021.

Disposition: Carried

Resolution: 427-2021

Moved: Deputy Mayor Hutchinson

Seconded: Councillor Townsend

That council proceeds past curfew to address matters on this agenda to 1:30 p.m.

Disposition: Carried

Resolution: 428-2021

Moved: Councillor Townsend

Seconded: Councillor Hergert

That agenda item 14.1 be moved ahead of agenda item 11.

Disposition: Defeated

11. Staff Reports

11.1 Director of Finance/Treasurer

11.1.1 2022 Budget Process

Council recessed at 12:29 p.m. and reconvened at 12:42 p.m.

Mayor Robinson requested a recorded a vote.

Resolution: 429-2021

Moved: Deputy Mayor Hutchinson

Seconded: Councillor Hutchinson

That council receives the 2022 budget process report for information.

	For:	Against:
Councillor Hutchinson	X	
Mayor Robinson	X	
Councillor Hergert	X	
Councillor Townsend	X	
Councillor Shea	X	
Deputy Mayor Hutchinson	X	
Results	6	0

Disposition: Carried

11.2 CAO

11.2.1 Strategic vision plan 2021 areas of focus and CAO projects update

Resolution: 430-2021

Moved: Councillor Townsend

Seconded: Deputy Mayor Hutchinson

That council receives report Strategic Vision Plan 2021 Areas of Focus and CAO Projects Update report for information.

Disposition: Carried

12. Questions

Councillor Shea requested an update regarding the recreation committees reconvening. CAO Johnston will bring the inquiry forward to the Emergency Control Group.

Councillor Townsend inquired about the next variance report. Director Mighton noted that variance reports were forwarded to the directors for review and a report will be brought to council in October.

Councillor Townsend inquired about the Rockwood Land Plan. Mayor Robinson indicated the Grey County Redevelopment & Planning Taskforce will be meeting in the near future. She will bring forward a timeframe once it is available.

Councillor Hergert inquired if the Emergency Control Group (ECG) has provided direction regarding the Ontario COVID-19 passport, and if the minutes of the previous ECG minutes will be circulated. CAO Johnston indicated that the ECG has not had an opportunity to meet to discuss the passport process as the province recently announced the requirements. CAO Johnston noted that the ECG minutes can be shared with council when the emergency declaration is terminated.

13. Bylaws

13.1 Bylaw 63-2021 - Zoning amendment Lot 2, Plan 153, Part 1, geographic township of Normanby

Resolution: 431-2021

Moved: Councillor Townsend

Seconded: Councillor Hutchinson

That bylaw 63-2021, being a bylaw to amend zoning bylaw 37-2006, be read a first, second and third and final time.

Disposition: Carried

13.2 Bylaw 64-2021 - Zoning amendment Lot 57, Concession 2 NDR, geographic township of Bentinck

Resolution: 432-2021

Moved: Deputy Mayor Hutchinson

Seconded: Councillor Townsend

That bylaw 64-2021, being a bylaw to amend zoning bylaw 37-2006, be read a first, second and third and final time.

Disposition: Carried

13.3 Bylaw 65-2021 - Site plan agreement - Anzelmo

Planner Spencer confirmed the proposed parking meets the bylaw requirements. Section 9 of Schedule A of the Site Plan Agreement will be corrected as discussed.

Resolution: 433-2021

Moved: Councillor Townsend

Seconded: Councillor Hutchinson

That bylaw 65-2021, being a bylaw to authorize entering into a site plan agreement, be read a first, second and third and final time.

Disposition: Carried

13.4 Bylaw 66-2021 - Amend Heritage Designation bylaw for 240 Garafraxa Street North, Town of Durham

Resolution: 434-2021

Moved: Councillor Hergert

Seconded: Councillor Shea

That bylaw 66-2021, being a bylaw to amend Schedule B, Reasons for Designation, to Bylaw No. 125-2018, being a bylaw to designate the lands and buildings at 240 Garafraxa Street North, geographic Town of Durham, to be of cultural heritage value or interest be read a first, second, and third and final time.

Disposition: Carried

13.5 Bylaw 67-2021 - Transfer Payment Agreement - Modernization Intake 2

Resolution: 435-2021

Moved: Deputy Mayor Hutchinson

Seconded: Councillor Hutchinson

That bylaw 67-2021, being a bylaw to authorize an Ontario Transfer Payment Agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing for funding approved under the Municipal Modernization Program, Intake 2, be read a first, second and third and final time.

Disposition: Carried

13.6 Bylaw 68-2021 - Dedicate lands as public highway

Resolution: 436-2021

Moved: Councillor Hergert

Seconded: Councillor Townsend

That bylaw 68-2021, being a bylaw to dedicate lands as a public highway, be read a first, second and third and final time.

Disposition: Carried

13.7 Bylaw 69-2021 - Confirming the proceedings of council

Resolution: 437-2021

Moved: Councillor Shea

Seconded: Councillor Hergert

That bylaw 69-2021, being a bylaw to confirm the proceedings of council, be read a first, second and third and final time.

Disposition: Carried

14. New Business

14.1 Notice of motion - Council meetings

Mayor Robinson called for a recorded vote.

Resolution: 438-2021

Moved: Councillor Townsend

Seconded: Councillor Hergert

Since January 1, 2019, West Grey Council has revised its meeting schedule, with the intent of improving efficiency and hence service. These changes have resulted in an approximate reduction of 51% in Council's meeting time, as well as freeing up a significant amount of staff support time to work on other activities.

However, recently, West Grey Council has encountered situations where it has been unable to complete all the business on its Meeting Agenda, with the last occurrence at the August 10th, 2021 Council meeting, when 23 distinct Agenda items were unable to be addressed, and so had to be carried over to the next regular, or a future, Council meeting.

The impact of not completing the business on an Agenda can be significant, especially when it happens repeatedly. Such impact can be on Council, staff, residents, businesses, operations and projects.

Recognizing a solution(s) must be identified to minimize or eliminate the underlying issues causing Council's inability to complete all its business during a regular Council Meeting, with in the allotted time West Grey Council directs staff as follows:

- a. Staff bring back a report to Council no later than November 30th, outlining recommendations to better ensure Council completes all the business on every Council Meeting Agenda during the allotted time; and

- b. Staff consider the following in its report:
- i. results of the service and operations review underway, and
 - ii. the 2022 Schedule of Council Meetings be two (2) per month, with three (3) meetings scheduled over the July - August period, and one (1) in December, and
 - iii. a minimum of one (1) Special Council Meeting, be scheduled each month, with particular focus on:
 - 1. significant items Council is seeing for the first time,
 - 2. items of a complex nature requiring more time,
 - 3. workshop / training, etc.

NB: A Special Council Meeting will only be held if there are qualifying Agenda items

	For:	Against:
Councillor Shea	X	
Councillor Hutchinson		X
Councillor Townsend	X	
Councillor Hergert	X	
Deputy Mayor Hutchinson		X
Mayor Robinson		X
Results	3	3

Disposition: Defeated

18. Adjournment

Resolution: 439-2021

Moved: Deputy Mayor Hutchinson
Seconded: Councillor Hutchinson

That we do now adjourn at 1:27 p.m., to meet again on September 21, 2021 at 6 p.m. or at the call of the chair.

Disposition: Carried

Mayor Christine Robinson

Clerk Genevieve Scharback