



**Draft**

**Minutes**

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**Municipality of West Grey Committee of the Whole**

**Held on Monday, February 12, 2018 at 9:00 a.m.**

**At the Council Chambers – West Grey Municipal Office**

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<u>Council</u>	Deputy Mayor John A. Bell, Councillor Bev Cutting, Councillor Rebecca Hergert, Councillor Doug Hutchinson Councillor Carol Lawrence, Councillor Rob Thompson
<u>Absent</u>	Mayor Kevin Eccles
<u>Staff</u>	Laura Johnston, CAO/Deputy Clerk; Kerri Mighton, Director of Finance/Treasurer

**Declarations of Pecuniary Interest and General Nature Thereof – None**

**Reports/Minutes from Committees/Committee Chairs/Council Representatives**

1) West Grey Economic Development Committee

Councillor Thompson reported that Cathy Sweeney is working on mapping of businesses and tourist attractions for West Grey. West Grey will not be hosting a job fair this year but will be participating in the Grey County Job Fair in Owen Sound on Feb. 28. Local businesses can share West Grey's booth, either in person or by sending information that we can distribute. Information on participating in the Buggies & Butter tarts initiative will be brought forward to a future Council meeting for consideration.

2) West Grey Parks Committee

Councillor Cutting reported that the Parks Committee met on Feb 7<sup>th</sup> at which time there were delegations from the Durham Horticultural Society about changing entrance signs e.g. logo's, colour, etc. and the Heritage Walkway Bridge fundraising to review landscaping draft plans. It was decided to recirculate a letter to the different service clubs regarding the entrance signs. It was asked whether a thank you letter had been sent to Noah's Inn for sponsoring best family costume for Christmas Tree Lighting and it was suggested that future letters be cc. to Parks Committee so they know that the thank you was sent. The 23 Neustadt Christmas lights will either need to be refurbished or replaced. Councillor Hutchinson will speak to the Neustadt Business Association to see if anyone is interested in

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assisting with the Christmas lights. It was noted that the funds for Ayton Christmas lights came from a Homecoming donation. It was suggested to investigate if any other municipality may be selling used Christmas lights. Jackie Gingerich has resigned from the Parks Committee and should be removed from the Committee Appointment By-law. The Parks Committee will be meeting with the CAO regarding website. The Committee plan to request to be a delegation to the Committee of the Whole in April regarding the Community Gardens Project.

### 3) West Grey Recreation Advisory Committees

Councillor Lawrence reported on the Normanby Recreation Advisory Committee. Five businesses have donated \$300 towards the Christmas lights. The Committee is investigating options for a solar panel for lighting at the entrance signs. The Committee is planning various Youth sports activities from mid-May to mid-July with a different sport each month to try, as well as a movie night carnival in June and kids Halloween party in October. The third Sunday in November is planned for the Ayton Christmas Tree lighting. The Committee is getting quotes on bookmarks to advertise the various events. A water fountain and bottle filler station for \$1,300 has been purchased for the Normanby Arena. The Facility Manager is also looking at different flooring options for arena hall as a start to renovations for the hall.

There was no report for the Neustadt Recreation Advisory Committee.

Councillor Thompson reported on the Durham Recreation Advisory Committee. The Committee plan to run the Shopping Expo and Family Christmas events again this year. A small area of grass was damaged at the Durham Ball Diamonds during the Thundercats Snow Volleyball due to the weather conditions. The Ball Diamond Committee has a quote for additional playground equipment. They are looking at 50% fundraising and 50% from West Grey, however they are still discussing the potential location before it is brought to Council for approval. The Ball Diamond Committee held a Paint Night Fundraiser and will also be holding a 3 on 3 Road Hockey tournament. It was noted that the candy vending machines are attached to the wall. It was estimated that the Arena receives about \$500 a year from this vending revenue. If we are going to continue to have the candy vending machines then a contract with insurance clauses is required. It was noted that the pop vending machines item is not an issue for the Recreation Committee and will be a decision of Council. It was suggested that perhaps Council should consider putting in water station/bottle filler instead of a pop vending

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machine. The Durham Recreation Committee will be meeting this month and then they will meet every other month. The Durham canteen operators want to request an upgrade to replace the existing single fryer and grill with two fryers and a smaller grill. The Facility Manager will obtain some pricing and bring it back for discussion.

### **Reports/Minutes from Other Committees/Committee Chairs/Council Representatives**

1) Joint Building Services Committee delegation by Grey Highlands CAO Rob Adams, Director of Community Development/Deputy Chief Building Official Bill Klingenburg, and Chief Building Official Bev Fischer.

Mr. Adams advised that they are meeting with each of the Joint Building Services partner municipalities to assess if there are any issues/concerns to be addressed to ensure all of the partners are satisfied with the service. Mr. Klingenburg presented on the roles and responsibilities of the CBO, Council, and Joint Building Services Committee. The service has converted a part time administrative support position to full time in order to address issues such as phone response service level, etc. It is important to the service that they ensure everyone is informed and that the service is transparent. The Joint Building Services model is being recognized throughout Grey-Bruce and the Province. This is a fairly new service and they continue to address growing pains. At the end of the day the intent is to reduce costs to our customers. Preliminary review shows that they may be able to reduce fees to developers and property owners. It is proposed that the financial structure be modified so that the administering municipality can record/recognize all revenues and then any surplus would be allocated to each partner municipality based on their share of total revenues during the current year. Under the current agreement it is based on their share of prior year permits. Any year end surplus would be remitted to each municipality at the end of the year to be held in a building reserve and be used to offset any other specific building related administration fees. The proposed changes to the financial administration would be more transparent and equitable. In 2016 West Grey had total permits of 284 and revenue of \$244,813. In 2017 West Grey's total permits were 290 and total revenue \$277,744. It was questioned what would happen with additional staff if building activity slows down. On an annual basis, you can use accumulated building reserves to offset any annual operating deficits. In the immediate horizon based on the proposed developments, they do not see a downturn in permit volume. In the 2018 budget they have proposed adding an additional full time building inspector in addition to the administrative staff change previously

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mentioned. The 2018 budget also proposes a summer student to assist with call volume during peak times and to provide vacation coverage. It was questioned whether the model remains viable if Southgate pulls out of the agreement? The model remains viable and they would review the structure for any necessary adjustments if Southgate pulls out as of June 30<sup>th</sup>. It was questioned whether everyone is working exclusively for the Joint Building Services. Only 30% of Bill Klingenburg's wage is allocated to Joint Building.

The delegation was thanked and left at 11:16 a.m.

2) West Grey Public Library Board

Councillor Hergert reported on the West Grey Library Board. It was noted that the former Normanby Council table may not be feasible for the Normanby Library. It was questioned what the plan was for the bookshelves at the old Durham Library. Currently, the Library Board does not have any use for them. A Health & Safety Inspector from the Ministry of Labour visited the Library and noted the flooring heaving in Durham as an issue. A dehumidifier has been ordered which should rectify the situation. Councillor Hergert reported on lobbying efforts at the OLA Super conference, specifically for increased Provincial funding to libraries including an annual cost of living adjustment; creation of a digital library by the Province; and teacher librarians needs to be increased. She will bring forward these items for Council support. It was noted that the Library Newsletter had very little activities noted for Ayton and Elmwood, and seemed to focus on Neustadt and Durham.

2) West Grey Police Services Board

Councillor Cutting reported that the West Grey Police Services Board is waiting for one of the Provincial members on board to be reinstated and for appointment of a second Provincial member. Midland Police is disbanding and our Police Chief was able to get a significant amount of equipment at a discount. Chatsworth has requested a costing from West Grey for police service. Chatsworth has signed another three year contract with OPP but there are exit clauses within that contract extension. Potential expansion capabilities will be considered during plans for a new West Grey Police Services building. The Police Building Committee is still gathering information and need to get some planning questions answered before they are in a position to make a recommendation for Council to consider.

3) Saugeen Municipal Airport Commission

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Councillor Lawrence reported on the Saugeen Municipal Airport Commission. They will be further discussing the presentation from Explorer Solutions e.g., cell tower, drones, etc. Grey County is working with Warton Airport and it is anticipated that the Saugeen Municipal Airport will also reach out to Grey County. The Commission is looking at options for new hanger.

4) Saugeen Valley Conservation Authority Board of Directors

Deputy Mayor Bell reported that the Saugeen Valley Conservation Authority will hold their Annual meeting is tomorrow afternoon.

5) Elmwood Community Centre Board

Councillor Lawrence reported on the Elmwood Community Centre Board and advised that the kitchen renovation is ongoing. The Board will be requesting to have West Grey's \$10,000 commitment to the kitchen project advanced to the Elmwood Community Centre Board. If there is an overage the Board will be inquiring whether Brockton would bridge finance to be repaid from future fundraising. The Community Centre was inspected by a Health & Safety Inspector from the Ministry of Labour and the Brockton Fire Chief for a fire inspection. There are several items which the Board will be addressing.

6) Saugeen Mobility and Regional Transit Corporation (S.M.A.R.T.)

Deputy Mayor Bell reported on the Saugeen Mobility and Regional Transit Corporation and advised that they have received \$90,000 more in Gas Tax funding than was unexpected.

7) West Grey Chamber of Commerce/Durham BIA/Neustadt Business Group

Councillor Thompson reported that the West Grey Chamber of Commerce will be meeting tomorrow night. The Chamber held a networking session at Eckhardt's Shell that was well attended. Chamber membership is up to 85 members now and membership continues to be growing.

Councillor Hutchinson reported on the Durham BIA and advised of the BIA Frazzlefest activities planned for the coming weekend.

Councillor Hutchinson reported that the Neustadt Business Group is continuing to work on membership.

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- 8) Elmwood Fire Department Joint Board of Management - no report.
- 9) Others

Councillor Lawrence reported on the Multi-Municipal Wind Turbine Group and advised that the annual membership fee is reduced to \$400 for 2018. It was also noted that Huron County is completing a study on the health effects from wind turbines.

The Director of Infrastructure & Public Works informed the Committee that a logging company has begun clearing trees on our unopened road allowance in order to access another property that they intend to log. The Committee agreed to direct the Director of Infrastructure & Public Works to shut down the unauthorized logging operation on the unopened road allowance of Sideroad 50 north of Grey Road 4 for further review. Further it was requested that Grey County be requested to review their approval process to include a component for lower tier approval.

**Adjournment**

**Cutting-Thompson, Resolved that, we do now adjourn at 12:30 p.m., to meet again on March 5, 2018, 1:00 p.m., or at the call of the Mayor. Carried.**

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Kevin Eccles, Mayor

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Mark Turner, Clerk