



MINUTES
For the Regular Meeting of the
Council of the Municipality of West Grey
Held on Monday, January 15, 2018 at 7:00 p.m.
At the Council Chambers – West Grey Municipal Office

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

Moment of Reflection

Declarations of Pecuniary Interest and General Nature Thereof
- None

Closed Session - None

Matters Arising from the Closed Session – n/a

Public Meeting - None

Part I - Consent Agenda

Cutting-Lawrence, Be it resolved that, Items A1 to C1 inclusive, contained in Part 1 – Consent Agenda, be adopted, as amended; And further that, authorization be given for the action to be taken as may be necessary to give effect to the recommendations contained therein. ... #10-18 **Carried.**

Adoption of Minutes

Council:

- A1 Minutes of Regular Council Meeting – January 8, 2018 (draft)
Minutes of Committee of the Whole (Planning) Meeting – January 8, 2018 (draft)

Committees:

- A2 West Grey Committee of Adjustment – January 8, 2018

Other

- A3 None – resolution #11-18

Thompson-Hutchinson, Be it resolved that, the Minutes of the Regular Council Meeting held on January 8, 2018; and the

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Minutes of the Committee of the Whole (Planning); be adopted, as amended, and as printed, respectively; Further that, the Minutes of the West Grey Committees – A2, be received, as circulated. ... #11-18 Carried.

Award of Tenders

B1 None

Routine Department Reports

C1 Clerk – Report #CC 01/15/18 – resolution #12-18

Bell-Thompson, Be it resolved that, the Council of the Municipality of West Grey hereby supports the request from the Durham Agricultural Society for the use of the Durham & District Community Centre on May 4, 2018, with access on May 3, 2018; the use of the Durham & District Community Centre and grounds from August 31 to September 2, 2018, with access beginning August 29, 2018; and the use of the land to the West of the arena parking lot for the Excavator Operator Competition, including the use of the bleachers subject to approval from the West Grey Soccer Club. ... #12-18 Carried.

Miscellaneous Correspondence (For Information Only - Not Circulated but Available for Viewing at Meeting)

- D1 South Grey Bruce Youth Literacy Council – request to proclaim January 27, 2018 as “Family Literacy Day”
- D2 Municipal Property Assessment Corporation (MPAC) – 2017 Year-End Assessment Report for the 2018 Tax Year

Future Committee Meetings

E1 West Grey Committee of the Whole Meeting – January 29, 2018, 9:00 a.m., West Grey Municipal Office

Part II - Regular Agenda

Communications from the Mayor and Council

Mayor Eccles, and Councillors Lawrence and Hergert, reported on past activities and events since the last regular meeting of Council, and on upcoming events and activities.

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Delegations

Savanna Myers, Grey County Economic Development Manager

Savanna Myers, Grey County Economic Development Manager, along with the Grey County Economic Development team consisting of Philly Markowitz, Economic Development Officer; Steve Furness, Senior Economic Development Officer; Jacinda Rudolph, Outreach Coordinator, New to Grey; and Mary Jane Hillis, Administrative Assistant (absent), gave a powerpoint presentation, with a video, to Council.

Ms. Myers provided a recap of 2017 initiatives and provided an overview of 2018 initiatives. Goal One of the Grey County Economic Development team is to grow the Grey County economy by becoming investment ready and promoting Grey County's economic assets and opportunities. Ms. Myers highlighted ways that they are promoting workforce development and tourism, marketing Grey County, and improving infrastructure.

Ms. Myers indicated some economic barriers to address in Grey County are the lack of skilled labour, affordable housing, adequate transportation networks, and provision of child care. The top employment sectors in Grey County include health care, manufacturing, construction, retail, accommodation and food services, and agriculture.

Ms. Myers also noted the 2018 priority for Grey County, being, the retention of existing businesses, jobs, and newcomers to the County, through the establishment of the Regional Skills Training, Trades & Innovation Centre, Regional Job Fair, and EmployerOne Survey.

Council asked if there is a breakdown of the ages of individuals that leave Grey County. Ms. Myers indicated they only have statistics for ages 16-64 as a whole. Council noted it would be interesting to have a more detailed breakdown of age groups.

Council asked if the Regional Skills Training, Trade & Innovation Centre located at the former Sydenham School in Owen Sound is a permanent location. Savanna Myers indicated it is the proposed permanent location due to its proximity to Georgian College. This Centre provides

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skills training related to advanced electrical, welding, pipe fitting, millwright, automotive repair, and advanced nursing, among others.

Council asked if the business visitation program includes touring businesses. Ms. Myers responded affirmatively, noting both the Grey County Economic Development team and Council are involved in the tours.

Council questioned how West Grey can get advertising of available commercial and industrial properties on its website. Ms. Myers indicated they are working on a business directory, and creating GIS Mapping that will indicate the availability of commercial and industrial lands.

Council asked about the potential development of Community Action Plans (CIP). Savanna Myers responded that one option is to develop a County-wide CIP, and the other option is for the Grey County Economic Development team to create a CIP template for use by lower tier municipalities. There are certain limitations on what can be included in a County-wide CIP, as local CIPs allow for more specifics.

Council questioned if there is the possibility of establishing a satellite centre for the Regional Skills Training, Trade & Innovation Centre or Launch Pad. Savanna Myers noted they will be considering satellite locations, perhaps including mobile labs, and noted technology allows for other means of training such as virtual teaching.

Council noted that the suppliers for the proposed Bruce Power refurbishment are to be local, and asked if West Grey is within or outside of the area deemed to be "local". Savanna Myers indicated they are working on this matter, and indicated West Grey is within the Bruce Power area for suppliers. Steve Furness indicated Bruce Power wants the first wave of suppliers to be close to their facility, and then they may consider buildings further away. Steve Furness indicated the challenge is to have a building ready when it is needed as sizeable buildings will be required.

Council asked if real estate listings are available for viewing on the Grey County website. Savanna Myers noted real estate companies have website listings, and these real estate listings are also currently on the Grey County GIS site, although they do not include private listings or municipal listings that the Team is working to add.

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Council asked about the status of the value added component of agriculture. Philly Markowitz stated that value added is still an important focus, as Grey County has lost a lot of processing capacity, so processing capacity in Grey County is being encouraged. Ms. Markowitz indicated they will be interviewing a minimum of 75 agricultural producers to determine what is needed for processing facilities.

Mayor Eccles stressed that broadband is not a want, but a need in the County in order to facilitate economic growth in Grey County.

Mayor Eccles thanked the Grey County Economic Development Team for their presentation.

Business Arising from the Previous Meeting - None

Staff Reports

Director of Finance/Treasurer - Report #FTR 01/15/18

Approval of Accounts, Voucher #1-2018 – resolution #13-18

Request for Advertising in Military Service Recognition Book – resolution #14-18

1st Quarter 2018 Mileage Reimbursement Rate (\$0.47 per kilometer from Jan. 1/18 to March 31/18) (received for information)

Cutting-Lawrence, Be it resolved that, the Director of Finance/Treasurer be authorized to pay the accounts presented as Voucher #1-2018 of the Municipality of West Grey, in the amount of \$120,875.40. ... #13-18 Carried.

Hergert-Lawrence, Be it resolved that, the Council of the Municipality of West Grey hereby approves a 1/10th page black and white advertisement in the 5th Annual Military Service Recognition Book in the amount of \$290. ... #14-18 Carried.

Director of Infrastructure and Public Works – Report #DIPW 01/15/18

Boundary Road Agreement with the Township of Chatsworth (see By-law Number 9-2018)

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Clerk – Report #CR 01/15/18

Proposed Update to the West Grey Council & Committees Procedure By-law (Council discussed the proposed Council & Committees Procedure By-law and gave direction as follows:

- Recorded Vote – amend Subsection 24.10 to retain calling of names of members in alphabetical order for Recorded Votes for both Council and Committees;
- Amend or delete Subsection 26.21.1; amend Subsection 26.21.3 to require all minutes to be prepared and forwarded to Committee members within ten (10) business days, and note only approved Committee minutes are required to be forwarded to Council within ten (10) business days;
- Amend Subsection 27.6 and portion of Subsection 1.55 to require a quorum for the Committee of Adjustment to be the same as for Council and other Committees (more than 50%);
- Amend typos – Subsection 5. 1 “shell” amend to “shall”, Subsection 6.1.14 delete duplicate word “and”;
- Amend Subsection 5.9 to clarify meaning of “substantially given”;
- Council will consider the appointment of a Council member as a temporary replacement of a member on the upper-tier (Grey County) Council in his/her absence, after the County of Grey passes a policy respecting same.
- Council requested the Clerk to provide Minute Taking training to Committee Secretaries and staff taking Committee minutes, and training on other applicable provisions of the proposed Council and Committees Procedure By-law, once passed.

The Clerk will bring forward the amended Council and Committees Procedure By-law to the January 29, 2018 Committee of the Whole meeting for further consideration.)

Proposed By-law to Establish a “Pregnancy and Parental Leave for Members of Council Policy” (Amend the proposed Policy to clarify that the Member of Council on leave will continue to be paid his/her honorarium. The proposed by-law, as amended, will be presented at a future Council meeting for approval at the same time as the proposed Council & Committees Procedure By-law.)

Proposed By-law to Establish a “Council-Staff Relations Policy” (The proposed by-law will be presented at a future Council meeting for approval at the same time as the proposed Council & Committees Procedure By-law.)

Annual Accessibility Report (received for information)

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By-Laws – First, Second & Third Readings

- 4-2018 A By-law to provide for interim tax levies for the year 2018 for the Municipality of West Grey – resolution #15-18
- 5-2018 A By-law to update West Grey Comprehensive Zoning By-law Amendment to correct errors or omissions, and incorporate new Minimum Distance Separation (MDS) policies (Housekeeping By-law) – resolution #16-18
- 6-2018 A By-law to assume PIN 37226-0125 (LT), PT LT 27, CON 2 EGR GLENELG PT 3, 16R-8548, MUNICIPALITY OF WEST GREY, into the municipal road system – resolution #17-18
- 7-2018 A By-law to rezone Part Lot 4, Lot 5, Queen Street W/S, Plan 500, former Town of Durham (Gilkinson – ZA-09-17) – resolution #18-18
- 8-2018 A By-law a By-law to amend By-law Number 73-2016, being a By-law to license trailers located in the Municipality of West Grey, except those located in an established trailer park – resolution #19-18
- 9-2018 A By-law to enter into a Boundary Road Agreement between the Municipality of West Grey and Township of Chatsworth – resolution #20-18
- 10-2018 A By-law to confirm the proceedings of the January 15, 2018, 2017 Council meeting – resolution #21-18

Hutchinson-Thompson, Be it resolved that, By-law Number 4-2018, being a By-law to provide for interim tax levies for the year 2018 for the Municipality of West Grey, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. ... #15-18 Carried.

Hergert-Cutting, Be it resolved that, By-law Number 5-2018, being a By-law to update West Grey Comprehensive Zoning By-law Amendment to correct errors or omissions, and incorporate new Minimum Distance Separation (MDS) policies (Housekeeping By-law), be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. ... #16-18 Carried.

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Thompson-Hutchinson, Be it resolved that, By-law Number 6-2018, being a By-law to assume PIN 37226-0125 (LT), PT LT 27, CON 2 EGR GLENELG PT 3, 16R-8548, MUNICIPALITY OF WEST GREY, into the municipal road system, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. ... #17-18 Carried.

Lawrence-Cutting, Be it resolved that, By-law Number 7-2018, being a By-law to rezone Part Lot 4, Lot 5, Queen Street W/S, Plan 500, former Town of Durham (Gilkinson – ZA-09-17), be now read a first, second and third time, passed as amended and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. ... #18-18 Carried.

Thompson-Bell, Be it resolved that, By-law Number 8-2018, being a By-law to amend By-law Number 73-2016, being a By-law to license trailers located in the Municipality of West Grey, except those located in an established trailer park, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. ... #19-18 Carried.

Cutting-Hergert, Be it resolved that, By-law Number 9-2018, being a By-law to enter into a Boundary Road Agreement between the Municipality of West Grey and Township of Chatsworth, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. ... #20-18 Carried.

Bell-Thompson, Be it resolved that, By-law Number 10-2018, being a bylaw to confirm the proceedings of the January 15, 2018 Council meeting, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. ... #21-18 Carried.

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New Business

Mayor Eccles reported on the proposed historical designation for the former Durham Public Library building, and requested Council consider giving direction for staff to investigate same and report back to Council or Committee of the Whole. – see resolution #23-18

Addendum - None

Notice of Motion/Direct Motions

Family Literacy Day – resolution #22-18

Former Durham Public Library Building – resolution #23-18

Cutting-Lawrence, Be it resolved that, the Council of the Municipality of West Grey hereby proclaims January 27, 2018 as “Family Literacy Day”, as requested by the South Grey Bruce Youth Literacy Council. ... #22-18 Carried.

Bell-Hutchinson, Be it resolved that, the Council of the Municipality of West Grey hereby gives direction to staff to investigate the process for placing a historical designation on the former Durham Public Library building. ... #23-18 Carried.

Closed Session – Incomplete Items Only – n/a

Matters Arising from Closed Session – Incomplete Items Only – n/a

Question Period

Beth Hamilton noted the reference in the November 2, 2017 Council minutes regarding the placement of signs indicating “no winter maintenance” of certain sidewalks, and asked how Council determines what sidewalks are not winter maintained? Mayor Eccles responded that it is based on historical practice and cost effectiveness, often with one side of the road with a sidewalk being cleaned and the other side not being cleaned. Mayor Eccles added that it is a liability issue, and the municipal insurers indicated signage is needed to note the sidewalks are not winter maintained. Mayor Eccles clarified that West Grey has not changed the number of sidewalks that are not winter maintained, just that signs to this effect have been added.

Beth Hamilton also noted it was indicated in the November 2, 2017 Council minutes that when certain sidewalks deteriorate, they may be removed, and asked if this is a policy or practice. Mayor Eccles

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responded that this may happen, and it may not be a policy in the new public works policy, but relates to the issue of cost.

Don Tremble noted his appreciation of the Grey County Economic Development Team's presentation. Mr. Tremble indicated it is good to invest money in existing downtowns, and noted Savanna was one of the driving forces in the revitalization of downtown Hanover. Mr. Tremble stated there is a great opportunity for economic development with the "big dig" happening in downtown Durham. Mr. Tremble opined that the retention of jobs is important, so money will be well spent if it is focused on retention initiatives.

Mr. Tremble questioned if economic development funds can be used to retain jobs in the area. Mayor Eccles noted the West Grey Economic Development Committee has offered small amounts of funding such as for façade improvement, with the maximum amount available for façade improvements for businesses doubling from \$500 to \$1,000 this year. Mayor Eccles indicated there will be upgrades to the downtown core of Durham if the "big dig" goes ahead. (subject to funding approval) Mayor Eccles also mentioned funds have been spent on the beautification of West Grey, working with Job Fairs, and other economic development related events.

Municipal Act – Notices - None

Adjournment

Hergert, Resolved that, we do now adjourn at 9:38 p.m., to meet again on February 5, 2018, 10:00 a.m., or at the call of the Mayor. Carried.

(Signed)
Kevin Eccles, Mayor

(Signed)
Mark Turner, Clerk