



## Minutes

**Municipality of West Grey Committee of the Whole  
Held on Monday, September 25, 2017 at 8:30 a.m.,  
At the former Durham Public Library building, and Council Chambers  
– West Grey Municipal Office**

---

Council Mayor Kevin Eccles, Deputy Mayor John A. Bell, Councillor Bev Cutting (arrived at 9:49 a.m.), Councillor Rebecca Hergert, Councillor Doug Hutchinson, Councillor Carol Lawrence, Councillor Rob Thompson

Staff Mark Turner, Clerk  
Brent Glasier, Director of Infrastructure and Public Works – during reports

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

**Closed Session - None**

**REGULAR AGENDA:**

**Matters Arising from the Closed Session – n/a**  
**Public Meetings - None**

Former Durham Public Library Building

The Committee of the Whole conducted a tour of the former Durham Public Library building at the start of the meeting to determine the state of the interior of the building, to see what furniture and fixtures remain, and discuss some potential options for the building and property. The Committee of the Whole noted the property could be sold, leased short-term or long-term, or possibly used as a community hub or other community-oriented use, contingent upon not being a drain on the financial resources of the municipality.

The Committee of the Whole also considered potential options for re-locating the Durham memorabilia, however, no decision was made at this time. There was also no direction on the future use of the former Durham Public Library building, although the Committee of the Whole noted there must be a business plan developed for any lease or proposed use of the building, if not sold.

(2) September 25, 2017

The Committee of the Whole returned to the West Grey Office at 9:34 a.m. for the remainder of the meeting.

### **Delegations**

Christine McGlynn (cancelled delegation)

Joanne Harbinson, Manager, Water Resources and Stewardship Services, Saugeen Valley Conservation Authority

Joanne Harbinson came before the Committee of the Whole to discuss the Upper Durham Dam. Ms. Harbinson noted the functions of this dam and procedures utilized to control frazil ice formation.

BM Ross was hired by the SVCA to conduct an assessment of the structure in 2014. The report identified numerous areas of deteriorated concrete, although the structure is still solid. The approximate cost for recommended repairs to the concrete structures to restore the overall strength of the Upper Durham Dam is \$110,000.00.

Ms. Harbinson indicated the Ontario Ministry of Natural Resources & Forestry (OMNRF) has \$5,000,000 in available Water and Erosion Control Infrastructure (WECI) funding annually for major repairs needed to flood and erosion control structures that are owned and operated by Conservation Authorities. A motion of Council supporting the proposed project is required as part of the application process by a Conservation Authority. An OMNRF Lakes River and Improvements Act (LIRA) application may be required, and the SVCA will need to contact the OMNRF to determine requirements.

Ms. Harbinson also reported that the BM Ross study identified some concrete spalling at the stop blocks occurring at the Lower Durham Dam. The concrete sacks (rip-rap) were deteriorating significantly, and have been repaired. The approximate estimated costs for recommended concrete repairs at the Lower Durham Dam is \$19,000.00.

The Committee of the Whole questioned if a LIRA application is required, is the engineers report included in the estimated cost. Ms. Harbinson indicated the engineers report is not included in the quoted estimated cost, however, she will confirm if the engineers report could be included in the WECI grant.

The Committee of the Whole questioned how long the project would take. The Director of Infrastructure and Public Works indicated it would likely take 1-2 weeks.

(3) September 25, 2017

The Committee of the Whole asked if the SVCA has considered using electronic gates. Ms. Harbinson responded in the negative, however, she indicated the SVCA has considered other possible improvements.

The Committee of the Whole questioned if there is funding for flood mitigation mapping. Ms. Harbinson retorted that funding isn't likely available for flood mitigation mapping as WECI funding relates to physical structures.

The Director of Infrastructure and Public Works noted that the flood mitigation mapping funding application for this year was not completed in time due to tight time frames, but funding is available next year. There is a consultant recommended for submission of this type of application, and West Grey may utilize his services.

The Committee of the Whole asked what is the time frame for this project, and Ms. Harbinson replied that it would be for either 2018 or 2019.

The Committee of the Whole noted the BM Ross report indicates that debris or ice may be causing concrete spalling, and suggested using steel caps or something similar to protect the concrete structures. Ms. Harbinson indicated this could be an option for discussion, but it would result in an increase in the cost of the project.

The Committee of the Whole queried if there is a need for the Lower Durham Dam. Ms. Harbinson stated she would have to consult with others to determine if it is needed for frazil ice control, although she noted most of the mitigation measures are accomplished at the Upper Durham Dam. Ms. Harbinson mentioned it could result in an improvement in water quality, and if the Lower Durham Dam was proposed to be removed, an Environmental Assessment, including public meetings, would be required.

**Lawrence-Hutchinson, Resolved that, the Committee of the Whole hereby recommends Council authorizes the Saugeen Valley Conservation Authority to make application for WECI funding (50% funding) for the proposed concrete works at the Upper Durham Dam at a total estimated cost of \$110,000.00, and for proposed concrete works at the Lower Durham Dam at an estimated cost of \$19,000.00. ... #COW 46-17 Carried.**

**Business Arising From Previous Meeting - None**

(4) September 25, 2017

## **Staff Reports**

### Director of Infrastructure and Public Works – Report COW #09/25/17

Road Supervisor's Report - Staff have been busy with the following activities: Fall grading as weather permits; spot improvement on Concession 8 just east of Glenelg Road 23; brush mower continues to cut brush along road sides – currently working on Concession 16 of Normanby; construction on Concession 4 NDR west of Mulock Road to commence the week of September 25; and the Department is to commence working on a joint road side drainage project with Twp. of Chatsworth on the Glenelg/Holland Townline east of Traverston Road to improve road side drainage. Equipment - no major issues; six tandems are scheduled for annual safety inspection. (received for information)

Utilities Supervisor's Report - Staff have been busy with the following activities: Rebuilt small walking bridge in Neustadt Lion's Park; retaining Wall on Countess Street N. replaced; and site prep completed for new shed at Patrol yard off Elizabeth Street. (received for information)

Results of Contracted Winter Maintenance Tender - The Department recently closed the above noted tender that consisted of eight (8) Parts. Part A – Neustadt Arena, Hall Fire Station and Sewage Lift Station. Part B – Neustadt Water Tower and Well Sites. Part C - Neustadt Sidewalks. Part D – Ayton Arena, Hall, Library and Fire Station. Part E – Ayton Sidewalks. Part F – Roads Bentinck/Normanby Extension, Normanby Road D, Cedar Valley View Road, Old Bridge Road South. Part G – Sugar Bush Lane, Glenwood Place. Part H – Concession 2 NDR off Hwy 6. The Department only received two bids from a contact list of approximately 15 contractors, one bid that covers all of Neustadt Parts A, B and C. The other bid is for the Roads covering Parts F and H. The Department did not get any bids for Ayton or the roads west of Markdale. The Committee of the whole supported the Director's proposal to forgo retendering of work and negotiate with contractors that had previously conducted the work the previous year. (received for information)

Application for 2018 OCIF Garafraxa Street Project - The Department has applied the past few years for this project unsuccessfully and will once again make application. Deadline for application is September 27, 2017. The OCIF project timing is 2018 to 2020. If successful, the Department will make this a 2019 project. (received for information)

Engineering services tender for work on Bruce & Lambton Streets in 2018 (The Director indicated he will be submitting as a major capital project for 2018, the re-routing of a portion of the Durham sanitary sewer system so it will go straight through from Lambton Street south to Saddler Street. The Director also

(5) September 25, 2017

mentioned that West Grey will have to consider storm sewers for homes along this route.)

2018 Ontario Goods Roads Association (OGRA) Annual Conference is slated for February 25-28, 2017 in Toronto. (The Committee of the Whole requested the Director to check with OGRA staff regarding Asset Management funding.)

Clerk – Report COW #09/25/17

Trailer License By-law Number 73-2016 and Related Trailer Zoning Provisions (The Committee of the Whole recommended Trailer Licensing By-law Number 73-2016 and section "6.39 Recreational Trailers" in West Grey Comprehensive Zoning By-law Number 37-2006, as amended, be amended to reduce the minimum lot size requirement from 5 acres to 2 acres in the A1, A2, and A3 Zones, with the remaining recreational trailer zoning and licensing provisions remaining unchanged. The Committee of the Whole requested the Clerk to contact the West Grey By-law Enforcement & Property Standards Officer to determine her willingness, and availability, to conduct a municipal wide search for recreational trailers on properties that require licensing commencing 2018, as the Committee of the Whole expressed an interest in proactively enforcing the trailer licensing by-law in 2018, subject to confirmation by Council.

The Committee of the Whole temporarily adjourned for lunch at 12:21 p.m., and reconvened at 1:18 p.m.

Proposed By-law Number 58-2017 (The Committee of the Whole reviewed the email dated September 13, 2017 from municipal solicitor, Erroll Treslan, respecting securities for plans of subdivisions. Mr. Treslan is recommending Letters of Credit be utilized, and indicated Council should require the same level of securities from all developers, as to do otherwise may constitute bonusing. Mr. Treslan also noted the amount of securities, including for phasing of subdivision works, will depend on the amount of risk the municipality is willing to take. The Committee of the Whole requested the Clerk to contact other municipalities, including Orangeville, to determine the amount of securities they require for plans of subdivision developed in phases.)

Proposed Update to the West Grey Regulation and Control of Traffic By-law Number 133-2004, as amended (The Committee of the Whole requested staff to advise individuals parking at municipal facilities that they will no longer be permitted to do so. The Committee of the Whole requested Chief Martin to discuss the issue of parking on College and Chester Streets by the Durham Hospital with Board & Foundation members, including asking about the possibility of providing the first hour of parking at the paid parking lot of the hospital to be free, for possible incorporation of changes in the proposed updated by-law.)

(6) September 25, 2017

Proposed Policy re: Loan of West Grey Historical Stands (The by-law to establish the proposed by-law will be placed on the October 2, 2017 Council Agenda for consideration of approval by Council.)

Township of Chatsworth (The Clerk reported receiving an email with an attached letter this morning from the Township of Chatsworth requesting West Grey to consider providing a policing cost for the Township. The Committee of the Whole referred the letter to the West Grey Police Service Board.)

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

#### 1) West Grey Economic Development Committee

Councillor Thompson reported the 2018 budget was almost completed at last week's meeting. The Committee is submitting three funding applications: 1) promotional articles for West Grey businesses, with the first four businesses to be highlighted being Gemini Signs, Molock, Ethnos (New Tribes Mission), and We-Pack-It; 2) a connecting businesses initiative through immigration and youth; and 3) Heritage Walkway Bridge. There is a total of \$5,000 total funding available, so two of the three proposals (\$2,500 each) will proceed if funding is secured.

Councillor Thompson stated he contacted the Owen Sound Georgian College campus to determine if their campus has an artists program that would have students qualified to touch up some of the downtown Durham murals.

Councillor Thompson was subsequently directed by the Owen Sound Georgian College campus to the Barrie campus, as Owen Sound does not have such a program. Councillor Thompson is waiting for a response to his voice mail message left at the Barrie campus, as they offer artist programs, and some of their students have touched up murals in the past.

A West Grey staff person is working on new West Grey maps for handouts at the West Grey Office.

#### 2) West Grey Parks Committee

Councillor Cutting reported there was frost that damaged some flowers, resulting in the removal of some hanging baskets and planters.

Commemorative 150 tree plantings will take place on October 1 in various areas of West Grey. An individual was hired part-time to continue watering the flowers in Durham, and volunteers are watering flowers in other

(7) September 25, 2017

downtown centres. A lot of positive comments have been received respecting the red/white flowering schemes and bridge baskets.

3) West Grey Recreation Advisory Committees

Councillor Lawrence, reporting on behalf of the Normanby Recreation Advisory Committee, indicated there was an approximate profit of \$6,500 realized from the Normanby Annual Ball Tournament. Building of the flower beds around the three Town signs should be done by September. New Christmas lights were ordered. The exterior steel at the Ayton Arena is being installed and the interior steel work is done. There was approximately \$34,000 in revenue generated from the eight ice hockey schools and figure skating held at the Ayton Arena.

Councillor Lawrence, reporting on behalf of the Neustadt Recreation Advisory Committee, reported the Committee is purchasing a replacement music system from fundraising monies; the 6<sup>th</sup> pickle ball court is done and pickle ball starts on October 2; and the Craft Show is on November 4.

The Committee of the Whole requested the Normanby Recreation Advisory Committee to review summer ice rental rates and come back with a recommendation to the Committee of the Whole or Council.

Councillor Thompson, reporting on behalf of the Durham Recreation Advisory Committee, reported painting of the Durham Arena warming room, stage and west wall was done this summer; 36 LED lights were installed in August at the ball park; water has been pumped off the ball diamonds this summer due to the amount of rain; additional sand for the ball diamonds has been purchased; they are considering LED lights for the exterior of the arena; the Shopping Expo is going ahead on November 25, as well as the Christmas event in December; and new LED lights were installed in August at the tennis courts and basketball court.

Councillor Thompson reported the Durham Ball Diamond Committee is looking to spend approximately \$13,000 for playground equipment at Diamond B, and are considering promoting the establishment of a splash pad at the east side of Durham Arena at a cost of \$145,000. The Committee of the Whole noted the significant operational costs associated with splash pads.

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

(8) September 25, 2017

1) West Grey Public Library Board

Councillor Hergert reported the Board met last week, and held preliminary 2018 budget discussions that includes an option for the return of library service in Elmwood for presentation at a future Committee of the Whole (2018 Budget) meeting. Councillor Hergert will also discuss with the CEO/Chief Librarian the status of the remaining furniture at the former Durham Public Library building.

Councillor Thompson stated there is nothing in the Board's 2018 proposed budget for Elmwood due to low use and most users residing outside of West Grey.

The Committee of the Whole requested the Clerk to investigate who has jurisdiction to decide where a library branch is to be located, such as in Elmwood, if West Grey is prepared to provide a building and corresponding budget.

2) West Grey Police Services Board

Mayor Eccles reported the Board is dealing with a number of staffing issues, have recently made recommendation to hire an individual as part-time staff. Sergeant Jeff Besselaar has officially retired, and a replacement will be hired. The Board is making progress on WSIB claims. Discussions continue between West Grey and Hanover respecting the possible amalgamation of the two municipal police services.

3) Saugeen Municipal Airport Commission

Councillor Lawrence reported there is approximately \$16,000 of the \$32,000 action dollars left to be spent on airport projects; the Airport Manager will be providing an update on SMA activities to Council in November; new right of access agreements from hangars to runways were drafted based on square footage and incremental cost adjustments; the name of the airport will remain "Saugeen Municipal Airport"; Susan Kirkpatrick is the new Commission Secretary; there will be a plaque and ad in recognition of the \$15,000 donation from the Snowbirds; a new flight assistance device is being purchased for approximately \$14,000 using the funds from the Snowbirds donation; the flight school is operating now; and the runway crack sealing is nearing completion.



(9) September 25, 2017

4) Saugeen Valley Conservation Authority Board of Directors

Deputy Mayor Bell reported the Board met last week and discussed the proposed 2018 budget. SVCA staff submitted a \$54,000 (3.4%) initial increase in the 2018 budget, however, the Board requested staff to reduce the proposed 2018 budget by \$30,000, representing a 1.5% increase. The proposed revised budget will be revisited during the Board meeting held in October. The Board is investigating the protocols for approval of the music festival recently held at the Durham Conservation Area, due to the number of complaints received due mainly to noise. The SVCA campgrounds did financially well this year as a whole. No hunting will be permitted at the Saugeen Bluffs Conservation Area. The Maple Fest at the Saugeen Bluffs Conservation Area is being cancelled due to issues with attendance and insufficient volunteers.

Mayor Eccles reported the executive board has now received 6 appeals regarding refusal of projects by SVCA staff. There are still some concerns respecting the length of time for approvals. Long-time SVCA staff, Jim Penner and Gary Senior, have given notice of their pending retirements in 2018.

Deputy Mayor Bell reported that approximately 210 acres was recently donated to the SVCA, with the SVCA now having total land holdings of over 4,200 acres. The Board is questioning why the SVCA is retaining lands that are only agricultural lands.

5) Elmwood Community Centre Board

➤ July 18, 2017 & August 29, 2017 Minutes

Councillor Lawrence reported the Schultz family is donating \$16,000 in memory of their daughter, Natalie. The replacement of leaking windows or the heat pump are potential 2018 capital items. Linda Thompson has assumed duties as the Board Secretary as a result of the resignation of Shirley Young. Signs from the Health Unit will be erected to indicate smoking is prohibited in front of the hall. Approximately \$73,000 has been raised to date for kitchen renovations.

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

Deputy Mayor Bell reported the Board met last week, and a preliminary 2018 budget will be coming forward next month. West Grey's apportioned costs

(10) September 25, 2017

should be about the same as this year, or slightly less. A couple of buses are on order.

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

Councillor Thompson, reporting on behalf of the Chamber, reported there will be no coupon books printed due to their cost. The Chamber will be participating in the Christmas parade this year. A budget for 2018 will be prepared. A networking social was held last week.

8) Elmwood Fire Department Joint Board of Management

Councillor Cutting reported that long term service awards were presented to the following individuals during the September 13 Board meeting: 5 Years of Service: Michael McLeod & James Kritz (firefighters), Michael Murphy (Fire Chief); 15 Years of Service: Ben Plakhholm (firefighter); 20 Years of Service: William (Bill) Fortney (firefighter). Bill Fortney received the Harvey Gunnis award for fireman of the year for Grey & Bruce Counties.

9) Others

Councillor Lawrence, reporting on behalf of the Multi-Municipal Wind Turbine Working Group, indicated Council members can view a DVD of last years' tour showing the impact of turbines, and also noted that Warren Howard is available to give a presentation, perhaps at the next Committee of the Whole meeting, regarding industrial wind turbines and responses, or lack of responses, by the Ministry of Environment and Climate Changes to complaints by affected property owners near turbines.

**New Business**

The Committee of the Whole expressed a desire to discuss the issue of community hubs at a future Committee of the Whole meeting, and requested the Mayor to contact the Grey- Bruce Health Unit, Councillor Hergert or Lawrence to contact Georgian College, and Councillor Hutchinson to contact the Bluewater School Board, to obtain information regarding community hubs, such as what is a community hub, services provided, and any need for West Grey to be involved. The Committee of the Whole also noted that Kingsbridge Roman Catholic Church in Huron County was highlighted during the AMO Conference as a prime example of a community hub.

(11) September 25, 2017

The Committee of the Whole referred for discussion purposes, "The Tale of a Town Canada" program, and "Business Burden Reduction Program" highlighted during the Association of Municipalities of Ontario (AMO) Annual Conference to the West Grey Economic Development.

The Committee of the Whole briefly discussed the issue of the legalization of marijuana and potential impacts on the municipality, and requested the Clerk to contact Grant McLevy from Grey County, and Ward & Uptigrove, regarding the issue of mandatory drug testing for proposed employees.

**Adjournment**

**Hutchinson, Resolved that, we do now adjourn at 4:22 p.m., to meet again on October 30, 2017, 9:00 a.m., or at the call of the Mayor.**

**Carried.**

---

Kevin Eccles, Mayor

---

Mark Turner, Clerk