MINUTES
Municipality of West Grey Committee of the Whole
Held on Tuesday, May 28, 2019 at 9:00 a.m.
At the Council Chambers – West Grey Municipal Office

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

Staff
Mark Turner, Clerk; Brent Glasier, Director of Infrastructure and Public Works (during SVCA delegation); Kerri Mighton, Director of Finance/Treasurer); Stephanie Stewart, Manager, Community Services;

Declarations of Pecuniary Interest - None
Closed Session - None

REGULAR AGENDA:

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

Delegations

Durham & District Horticultural Society
Lee Papineau, President, and Sue Papineau, Secretary, Durham & District Horticultural Society (DDHS), came before the Committee of the Whole to discuss the proposed “Memorial Grove and Gardens”, proposed on West Grey property located on the north side of Lambton Street East by the Legion Memorial Grove, identified as property roll #4205 260 005 24900 0000.

Sue Papineau indicated the proposed memorial grove may hold up to 24 trees, and noted more details are outlined in their letter previously considered during the April 30, 2019 Committee of the Whole meeting.

The Clerk noted some development inquiries being received regarding the westerly portion of the subject property.

The Committee questioned if the proposed Memorial Grove and Gardens was discussed with any Durham Legion executive members. Mr. Papineau replied that he contacted the Legion President who seemed receptive, however, they have not received any formal response to date. Mr. Papineau stated the DDHS hope to work collaboratively, although the main body of works would come from the DDHS.
Hamilton-Councillor Hutchinson, Resolved that, the Committee of the Whole hereby recommends staff work together with the Durham Horticultural Society on the proposed “Memorial Grove & Gardens” project to be brought back for future discussion to a Council or Committee of the Whole. #COW 22-19 Carried.

Wayne Brohman, General Manager/Secretary-Treasurer, and Jo-Anne Harbinson, Manager, Water Resources and Stewardship Services, Saugeen Valley Conservation Authority

Wayne Brohman, General Manager/Secretary-Treasurer, and Jo-Anne Harbinson, Manager, Water Resources and Stewardship Services, Saugeen Valley Conservation Authority, gave a powerpoint presentation regarding proposed/potential SVCA projects in West Grey, and information on flood control projects.

SVCA capital projects in West Grey include the Lower Durham Dam, Middle Durham Dam (owned by the Ontario Ministry of Natural Resources and Forestry (MNRF)), Upper Durham Dam and Flood Control Dyke, ice management channel/ice road, frazil ice management, Neustadt Creek Flood Control Works, Meux Creek Flood Control Works, and Meux Creek Flood Wall. Ms. Harbinson recounted some of the past capital works completed on these properties.

An Upper Dam structural review of the concrete components was presented to Council on September 2017, and the recommendation was to repair concrete structures to restore the overall strength of the dam at an approximate cost of $110,000, as of 2017. West Grey Council passed a resolution on September 25, 2017 authorizing the SVCA to make application for Water and Erosion Control Infrastructure (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. In 2018, SVCA applied for WECI funding for concrete repairs for the Upper and Lower Durham dams. This was not approved.

In 2019 the SVCA applied for Upper Durham Dam structural stability and safety assessment with a focus on structural stability of the dam and dyke to support any needed repairs or for possible improvements to the structure. The estimated cost of preparation of the report is $40,000. The SVCA is asking for Council’s consideration recommending funding 50% of the proposed structural stability and safety assessment, although due to timelines, the SVCA did apply for WECI funding in April 2019. The application is presently under review by the MNRF.

Mr. Brohman spoke about the Durham Middle Dam and the plans by the Province (MNRF) to sell the dam. The SVCA Board of Directors passed a motion indicating the SVCA is not interested in purchasing the Durham Middle Dam. Mr. Brohman reported the SVCA noted this week that the mechanism controlling the lift gate that controls the water flow is not working properly. The estimated cost to fix this issue is $2,000 to
$7,000 and quotes are being requested. There is a manual crank system is being used at this time, but it is time consuming to use.

The Committee asked how much money is left from WECI funding from prior years. Ms. Harbinson indicated she is not sure, but they will check. Ms. Harbinson emphasized WECI funding is for major capital repairs only.

The Committee questioned if the structural assessment work would go to tender. The Director of Infrastructure and Public Works stated if funding was approved and Council approved going to tender, the structural assessment work would go to tenders.

The SVCA will provide West Grey with a copy of the Hatch Report referenced during the powerpoint presentation.

Ms. Harbinson reported on an issue respecting the condition of the bottom of the gabion baskets at Meux Creek in Neustadt south of Queen Street. The Director of Infrastructure and Public Works reported a consultant attended the site and there will be a large expense to remove the gabion baskets. A possible option is to pour cement into the gabion baskets to provide better support.

The Committee asked about the possibility of providing a dyke in the area of the Lower Durham Dam to build up the bank to mitigate flooding. Ms. Harbinson noted it would require a dyke on both sides and an engineering study to determine dyke requirements.

The Committee noted concerns with the Durham Middle Dam, and proposed sale by the Province (MNRF). The Committee noted a possible option to sell the Durham Middle Dam to a private owner for hydro generation and they would complete necessary repairs to the dam. - resolution #23-19

Hergert-Deputy Mayor Hutchinson, Resolved that, the Committee of the Whole hereby recommends Council supports the Saugeen Valley Conservation Authority submitting an application for Water and Erosion Control Infrastructure (WECI) funding (50%) for the completion of an Upper Durham Dam Structural Stability and Safety Assessment at an estimated total cost of $75,000 for the preparation of the report. #COW 23-19 Carried.

William MacNeil
William MacNeil came before the Committee of the Whole to express concerns regarding the posting of advertising/flyers on hydro poles. Mr. MacNeil complained about the signs and was told the municipality was going to do something about it, however, the signs are still up.

Mr. MacNeil indicated these individuals posting signs are getting free advertising.
The Manager, Community Services, indicated she called Hydro One to remove the signs, and indicated Hydro One stated it is Hydro One’s responsibility to remove the signs. The Manager, Community Services, noted the original complaint was regarding signs on a County road. Mr. MacNeil noted it was also on Concession 6 that signs have been posted.

Mayor Robinson requested Mr. MacNeil to contact Hydro One.

The Clerk will verify if staff are authorized to remove signs from municipal road allowances.

**Business Arising From Previous Meeting - None**

**Staff Reports**

Manager, Community Services – Report COW #05/28/19
2019 Recreation Rates and Fees (The Manager, Community Services, will amend the proposed recreation fees and charges as requested by the Committee of the Whole) - resolution #COW 25-19
Durham Agricultural Society Agreement (The Committee asked the Manager, Community Services, to provide a copy of the March 3, 1952 Durham Agricultural Society; page 1, section 2 to be amended by deleting “will and”; and a possible time limit on setting up tables, etc. The Manager, Community Services, will review the proposed changes with the appropriate Durham Agricultural Society member.) – resolution #COW 26-19
Municipal Alcohol Policy – resolution #COW 27-19

Shea-Townsend, Resolved that, the Committee of the Whole hereby recommends Council passes By-law Number 38-2019 as amended to reflect the proposed recreation rates and fees supported by the Committee of the Whole. #COW 25-19 Carried.

Townsend-Councillor Hutchinson, Resolved that, the Committee of the Whole hereby recommends Council passes a By-law to enter into a Durham Agricultural Society Agreement for a period of one year, as contained in Report CS-02-05-28-19 by the Manager, Community Services, with suggested amendments by the Committee of the Whole. #COW 26-19 Carried.

Hamilton-Deputy Mayor Hutchinson, Resolved that, the Committee of the Whole hereby recommends Council amends page 9 of West Grey Municipal Alcohol Policy R-01-11, as contained in Report CS-03-05-28-19 by the Manager, Community Services. #COW 27-19 Carried.
Director of Finance/Treasurer – Report COW #05/28/19
Saugeen Mobility and Regional Transit (SMART) Request for Additional Funding – SMART has withdrawn their capital funding request in 2019 as federal/provincial funding is available. (received for information)
AMP it Up 2.0 – The Municipal Finance Officers Association (MFOA) has announced the next intake for their AMP it Up 2.0 program that provides free consulting help to move forward the municipality’s Asset Management Planning. West Grey has applied to participate in the program. (received for information)
Request for Proposals (RFP) for Normanby Arena Paving Project – resolution #COW 28-19

Councillor Hutchinson-Hamilton, Resolved that, the Committee of the Whole hereby recommends Council awards the Normanby Arena Parking Lot project to Harold Sutherland Construction Ltd., for a total amount of $60,180 to be funded with $50,000 from the 2019 budget and the balance from the Municipal Capital Facilities Reserve. #COW 28-19 Carried.

Clerk – Report COW #05/28/19
Recreational Trailers in the Natural Environment (NE) Zone – resolution #COW 24-19
Draft #2 – Municipality of West Grey Corporate Asset Naming Policy – (The Committee suggested amending page 3 re: naming in honour of elected officials, etc., from “after five years” to “naming posthumously in honour of elected officials…”). The Committee had some concerns regarding a sunset clause noted in page 4 under “Commemorative Naming of West Grey Roads”. The Clerk noted Grey County and Southgate deal with naming rights applications in open session, while the Committee noted that the City of Kingston deals with naming rights applications in closed session. The Clerk will contact City of Kingston staff in attempt to determine rationale for going into closed session, while the Mayor and Deputy Mayor will discuss this issue with the Grey County Clerk. The Committee requested that three separate Naming Rights Policies be established, one each for cash/sponsorship, roads, memorials. Orangeville’s Naming Rights Policy was suggested for possible reference.)

Hergert-Townsend, Resolved that, the Committee of the Whole hereby recommends Council decline taking action subject to Ms. Hilliard providing an Affidavit attesting to the trailer use of the property described as Part Lot 10, Concession 4, RP17R147, Parts 1-16, Geographic Township of Glenelg, property roll #4205 220 005 03200 0000, being a legal non-conforming use. #COW 24-19 Carried.

New Business
- Major Conferences – Council update (maximum three minutes/Council member)
Councillor Hutchinson reported on his attendance at the Annual Association of Municipalities of Ontario (AMO) Conference, and presented some interesting facets of the Haldimand County Community Improvement Plan.

Councillor Hamilton reported on her attendance at the Annual Ontario Good Roads Association (OGRA) Conference and Library Boot Camp. Topics included focus on maintaining infrastructure, mega trends in rural Ontario that will impact how we develop, the need to attract skilled labour, environmental and energy trends, and the long term impact on storm water systems in developments/builds.

Deputy Mayor Hutchinson reported on his attendance at the Annual OGRA Conference and Annual Rural Ontario Municipal Association (ROMA). Topics covered included cannabis legislation, long-term care issues (West Grey is advocating at the County), and roads and bridges best practices.

Councillor Shea reported he will be attending a workshop on social enterprise next week.

Councillor Hergert reported on her attendance at the Annual ROMA Conference, attending workshops dealing with Asset Management Plan (AMP) funding and finding ways to engage the public.

Councillor Townsend reported on his attendance at the Annual ROMA Conference. Main topics included long-term care how many municipalities are setting up a community hub, which includes long-term care and other related health care services, and streamlining planning to speed up the planning process and bypass Council, by having planning staff make the decisions for pre-determined situations like minor variances. This led to a 40-60% reduction in elapsed time, saving Council and staff time.

Councillor Hutchinson noted most municipalities do not use Council for planning. The “Win the Space” initiative for downtown cores wasn’t a great success, although the Dragon’s Den event is helping to fill the gap.

**Adjournment**

Councillor Hutchinson-Deputy Mayor Hutchinson, Resolved that, we do now adjourn at 3:18 p.m., to meet again on May 31, 2019, 9:00 a.m., or at the call of the Mayor. Carried.

(Signed)  
Christine Robinson, Mayor  
(Signed)  
Mark Turner, Clerk