



Minutes

Operations Committee

April 23, 2026, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Scott Greig
Vice Chair Jon Farmer
Member Donald Anderson
Member Arlene Blue Indoe
Member Michele Hawkins
Member Graham Jordan
Councillor Carol Merton
Member Aletta Schurter

MEMBERS

ABSENT/REGRETS: Councillor Brock Hamley

STAFF PRESENT: Lara Widdifield, Director of Public Works and Engineering
Mason Bellamy, Manager of Public Works and Engineering
David Crane, Manager of Revenue/Deputy Treasurer
Bryce McDonald, Manager of Water and Wastewater
Christina McLean, Committee and Executive Support
Coordinator

1. CALL TO ORDER

Chair Greig called the meeting to order at 5:30 p.m.

2. CALL FOR ADDITIONAL BUSINESS

2.a Vice Chair Farmer Re: YouTube Video Featuring Owen Sound Transit

2.b Member Anderson Re: Volunteer Week

2.c Member Anderson Re: International Guide Dog Day

2.d Member Jordan Re: 16th Avenue East Construction Update

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

4.a Minutes of the Operations Committee meeting held on March 19, 2026

OP-260423-001

Moved by Member Jordan

"THAT the Operations Committee approves the minutes of the meeting held on March 19, 2026."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.

6. PUBLIC FORUM

6.a Laura Campbell, Owen Sound resident

Ms. Campbell provided comments respecting the 4th Avenue West reconstruction project, highlighting the benefits of including a multi-use path for increased accessibility and safety.

6.b Kenneth Paul Thompson, Owen Sound resident

Mr. Thompson provided comments respecting speeding concerns along 4th Avenue West, noting the importance of clear speed limit markers and keeping the roadway a reasonable width. He added concerns respecting a deteriorating tree on the boulevard adjacent to his property and the need for it to be addressed.

6.c Rachel Paterson, Grey Bruce Pride and Block Party Planning Committee

Ms. Paterson provided comments opposing the new event fees in the proposed 2026 operations fees and charges schedules, noting how they would negatively affect the parade and block party events due to rising costs, as well as impacts to other volunteer and non-profit led events.

6.d Kate Bester, Owen Sound resident

Ms. Bester provided comments supporting the inclusion of a multi-use path and decrease of road width in the 4th Avenue West reconstruction project as they would provide additional safety for pedestrians and cyclists, especially as there are numerous daycares and schools within the neighbourhood.

6.e Cory Campbell, Owen Sound resident

Mr. Campbell provided comments respecting the current safety issues for pedestrians along 4th Avenue West and supporting the addition of a multi-use path to help mitigate these issues. He noted concerns about the City redesigning the proposed plans as outlined on the agenda and the possible associated costs.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a General

8.a.1 Report CR-26-040 from the Deputy Treasurer Re: 2026 Operations Fees and Charges Update

The Deputy Treasurer provided an overview of the report.

In response to a question from Committee, the Director of Public Works and Engineering noted that the goal of many of the new proposed fees is to recover costs as closely as possible to actual staff and material costs.

In response to a question from Committee, the Manager of Public Works and Engineering clarified that the fee respecting downtown snow removal in front of storefronts has been in the Fees and Charges By-law for many years and is not applied regularly as snow removal is conducted by staff in the mornings on downtown sidewalks.

In response to a question from Committee, Ms. Widdifield noted that the servicing fees are changing to differ between single family homes and more complex processes, so that contracts for single family homes will not be required to enter into the same complex agreements that a large-scale development would.

In response to a question from Committee, Ms. Widdifield noted that the responsibility for hiring a contractor to install servicing for smaller sites and single family homes is on the property owner, instead of being completed by City staff.

In response to a question from Committee, Mr. Crane noted that there were not previously fees in place for event road closure set ups, and the associated costs for these have typically been absorbed by the department's operating budget and therefore subsidized by the tax base.

In response to a question from Committee, Ms. Widdifield noted that if there is a specific request for fees to be waived by an individual or group, Council approval is required for the request to be approved.

OP-260423-002

Moved by Vice Chair Farmer

"THAT in consideration of Staff Report CR-26-040 respecting the 2026 Operations Fees and Charges Update, the Operations Committee recommends that City Council receive the report for information purposes."

Amendment:

OP-260423-003

Moved by Vice Chair Farmer

"THAT Resolution No. OP-260423-002 be amended to include the addition of a note to the Event Fees (items 16 through 21) in Schedule J to clarify that these fees are only charged to for-profit events."

Carried.

Main Motion as Amended:

OP-260423-002a

Moved by Vice Chair Farmer

"THAT in consideration of Staff Report CR-26-040 respecting the 2026 Operations Fees and Charges Update, the Operations Committee recommends that City Council receive the report for information purposes with the following amendment to the proposed fees and charges schedules:

- 1. Addition of a note to the Event Fees (items 16 through 21) in Schedule J., to clarify that these fees are only charged to for-profit events."**

Carried.

8.b Engineering

- 8.b.1 Report OP-26-021 from the Director of Public Works and Engineering Re: 4th Avenue West Reconstruction (15th St to 20th St) Request for Direction

The Director of Public Works and Engineering provided an overview of the report.

In response to a question from Committee, Ms. Widdifield noted that traffic counts and speed testing have been conducted in the area and that they will be conducted again once the project is complete to inform how the project has influenced traffic patterns. A satisfaction survey could also be conducted post-construction to evaluate if the project is meeting its objectives.

In response to a question from Committee, Ms. Widdifield noted that staff will work with Hydro One to determine the exact number of hydro poles that will need relocated to accommodate the multi-use path, and that the number is expected to be between five and ten. She added that if there was not a multi-use path, there would still be a number of hydro poles that would need to be relocated along the curb.

OP-260423-004

Moved by Vice Chair Farmer

"THAT in consideration of Staff Report OP-26-012 respecting the preliminary design options for the 4th Avenue West reconstruction (15th St to 20th St), the Operations Committee recommends that City Council approve Option 3, integrating a multi-use path, as the best combination of value for investment due to its positive impact on active transportation, safety and ease of maintenance."

Carried.

8.c Water and Wastewater

8.c.1 Report OP-26-010 from the Manager of Water and Wastewater Re: Bulk Water Sales and Application

The Manager of Water and Wastewater provided an overview of the report.

In response to a question from Committee, Mr. McDonald noted that the City does not intend to track potable water haulers as the City does not guarantee potability past the backflow prevention device.

In response to a question from Committee, Mr. McDonald noted that the fees for bulk water sales will be reviewed in the coming years once the new application process is implemented.

OP-260423-005

Moved by Member Anderson

"THAT in consideration of Staff Report OP-26-010 respecting Bulk Water Sales and Application, the Operations Committee recommends that City Council receive the report for information purposes."

Carried.

8.c.2 Report OP-26-019 from the Manager of Water and Wastewater Re: Frozen Water - Levels of Service

The Manager of Water and Wastewater provided an overview of the report.

In response to a question from Committee, Mr. McDonald noted that water provided through temporary lines during construction projects is tested and verified for potability to ensure that the water isn't moving through something that may interfere with it. He added that once water travels through one private residence to another, this cannot be verified.

In response to a question from Committee, Mr. McDonald noted that in instances of frozen services, a work order is issued and staff time is tracked accordingly.

In response to a question from Committee, Ms. Widdifield noted that an emergency is declared in consultation with the Municipal Emergency Control Group and added that items such as shower facilities may be provided in instances where there is not an official emergency declared.

In response to a question from Committee, Mr. McDonald noted that the specialized equipment previously used in instances of frozen services will be kept on hand and staff will remain trained in how to operate it, even if it isn't used frequently.

OP-260423-006

Moved by Councillor Merton

"THAT in consideration of Staff Report OP-26-019 respecting Frozen Water – Levels of Service, that the Operations Committee recommends that City Council direct staff to create and update any related procedures to include the recommended defined service levels for frozen water as outlined in the report."

Carried.

8.d Environment

None.

8.e Public Works

None.

8.f Transit

None.

9. MATTERS POSTPONED

There were no matters postponed.

10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

There were no correspondence items presented for information.

12. DISCUSSION OF ADDITIONAL BUSINESS

12.a YouTube Video Featuring Owen Sound Transit

Vice Chair Farmer highlighted that there has been a video posted to YouTube which follows a couple who take the Guelph Owen Sound Transit from Hamilton to Owen Sound. He added that the video notes the benefits of the transit service and celebrates the amenities that Owen Sound has to offer.

12.b Volunteer Week

Member Anderson noted that Volunteer Week runs from April 19 to 25 and thanked all volunteers in the City for everything they do, as well as the members who volunteer their time to sit on the Committee.

12.c International Guide Dog Day

Member Anderson noted that April 29 is International Guide Dog Day, which is a day to recognize guide dogs and their users across the world.

12.d 16th Avenue East Construction Update

Member Jordan asked staff to provide an update on the 16th Avenue East construction project.

In response to a question from Committee, the Manager of Public Works and Engineering noted that exploratory work has been taking place this week and work should be commencing again soon to get the project completed before summer.

13. NOTICES OF MOTION

13.a Vice Chair Farmer Re: Crash Analysis Working Group

Vice Chair Farmer presented the following Notice of Motion that was supported by Member Hawkins:

"WHEREAS the City of Owen Sound receives annual collision statistics identifying the intersections with the highest numbers of collisions;

AND WHEREAS it is widely accepted by organizations ranging from the Ontario Society of Professional Engineers, to Strong Towns, and the Owen Sound Police Service that street design is a contributing factor to rates of collision and injury;

AND WHEREAS the City of Owen Sound currently has no mechanism by which to examine the common design or operational factors that contribute to higher numbers of collisions at certain intersections or to identify possible safety interventions;

AND WHEREAS Strong Towns has developed a tool called the Crash Analysis Studio to assist municipalities and individuals in identifying and addressing patterns and contributing factors to crashes;

AND WHEREAS the City of Owen Sound has updated the board and committee structure for the next term of Council to simplify the striking of working groups to assess and bring recommendations to address specific problems on set timelines;

NOW THEREFORE IT BE RESOLVED THAT:

1. The Operations committee requests that following the 2026 municipal election Owen Sound strike a crash analysis working group for 2027;
2. The working group consist of 3-5 members;
3. The working group analyze contributing factors and identify potential safety interventions for the three intersections with the highest numbers of reported collisions in 2025:
 - a. 10th Street/9th Avenue East (15 collisions);
 - b. 16th Street/9th Avenue East (14 collisions);
 - c. 10th Street/4th Avenue East (14 collisions);and
4. The working group deliver their final report to the September 2027 committee meeting."

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Greig adjourned the meeting at 6:57 p.m.