



## **Minutes**

### **Community Services Committee**

**November 23, 2022, 5:30 p.m.**

**City Hall - 808 2nd Avenue East - Council Chambers**

#### **MEMBERS**

##### **PRESENT:**

Chair Travis Dodd  
Councillor Jon Farmer  
Councillor Brock Hamley (via video)  
Councillor Marion Koepke  
Member Janet Walker

#### **MEMBERS**

**ABSENT/REGRETS:** Member Nicole Amos-Uotila  
Member Jason Dantas  
Member Morgan Kemick

##### **STAFF PRESENT:**

Pam Coulter, Director of Community Services  
Adam Parsons, Manager of Parks and Open Space  
Paul McGrath, Manager of Community & Business Development  
Jocelyn Wainwright, Junior Planner  
Lauren Stewart, Community Services Administrative Assistant

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#### **1. CALL TO ORDER**

Chair Dodd called the meeting to order at 5:33 p.m.

#### **2. CALL FOR ADDITIONAL BUSINESS**

2.a Lauren Stewart, Community Services Administrative Assistant Re: Board and Committee Vacancies.

#### **3. DECLARATIONS OF INTEREST**

3.a Councillor Hamley – Report CS-22-149 from the Director of Community Services Re: Bill 23 – Proposed Changes to the Ontario Planning Act and Heritage Act.

Councillor Hamley declared a conflict of interest with Item 8.a.5 due to his employment.

3. b Councillor Hamley – Grey Sauble Conservation Authority Letter Re: Bill 23 and ERO Posting 019-6141

Councillor Hamley declared a conflict of interest with Item 11.d due to his employment.

- 3.c Councillor Hamley – County of Grey Comments on Bill 23: More Homes Built Faster Act, 2022

Councillor Hamley declared a conflict of interest with Item 11.e due to his employment.

#### **4. CONFIRMATION OF MINUTES**

- 4.a Minutes of the Community Services Committee meeting held on September 21, 2022

CS-221123-001

Moved by Councillor Koepke

**"THAT the Community Services Committee approves the minutes of the meeting held on September 21, 2022."**

Carried.

#### **5. DEPUTATIONS AND PRESENTATIONS**

There were no deputations or presentations.

#### **6. PUBLIC QUESTION PERIOD**

There were no questions from the public.

#### **7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED**

There were no correspondence items presented for consideration.

#### **8. REPORTS OF CITY STAFF**

- 8.a Planning and Heritage

- 8.a.1 Report CS-22-154 from Dave Aston and Aleah Clarke, MHBC Planning  
Re: Technical Report Proposed Zoning By-law Amendment No. 41-  
Additional Residential Units

Dave Aston from MHBC Planning provided an overview of the report respecting the proposed Zoning By-law Amendment No. 41.

The Director of Community Services noted that Additional Residential Units (ARUs) are vital to support affordable and attainable housing and recognizes the need to supply a variety of housing. ARUs are only one of the tools available. ARUs also support housing affordability for homeownership for those holding the mortgage.

In response to a question from Committee, Dave Aston noted that there is no minimum unit size established in the by-law however it is regulated by the Ontario Building Code. The number of units that would be added to a dwelling may be impacted by parking.

The Committee noted that the licensing of short-term rentals will be considered through a separate process.

The Director of Community Services advised that Owen Sound would be the first municipality in Grey County to implement Additional Rental Units under the new legislation.

CS-221123-002

Moved by Councillor Koepke

**"THAT in consideration of Staff Report CS-22-154 respecting Zoning By-law Amendment No. 41 being a housekeeping amendment to the City's Zoning By-law No. 2010-078, the Community Services Committee recommends that City Council:**

- 1. Approve Zoning By-law Amendment No. 41, being a housekeeping amendment to the City's Zoning By-law that implements *Planning Act*, County Official Plan and City Official Plan requirements respecting Additional Residential Units; and**
- 2. Direct staff to continue to process the amendment in accordance with the *Planning Act*, as outlined in the report."**

Carried.

- 8.a.2 Report CS-22-137 from the Junior Planner Re: Heritage Conservation and Maintenance Agreement (HCMA) 1050 4th Avenue West

The Junior Planner provided an overview of the report respecting the Heritage Conservation and Maintenance Agreement for 1050 4th Avenue West, known as the F.W. Harrison House.

CS-221123-003

Moved by Member Walker

**"THAT in consideration of Staff Report CS-22-137 respecting Heritage Conservation and Maintenance Agreement with the Owner of 1050 4th Avenue West, the Community Services Committee recommends that City Council directs staff to bring forward a by-law to approve the Heritage Conservation and Maintenance Agreement between the Corporation of the City of Owen Sound and the property owner of 1050 4<sup>th</sup> Avenue West, Colleen and Len Greidanus."**

Carried.

8.a.3 Report CS-22-138 from the Junior Planner Re: Notice of Intention to Alter Building and Updated Heritage Conservation Maintenance Agreement for 861 5th Avenue East

The Junior Planner provided an overview of the report respecting the updated Heritage Conservation and Maintenance Agreement for 861 5th Avenue East, known as the D'Orr LePan House.

CS-221123-004

Moved by Member Walker

**"That in consideration of Staff Report CS-22-138 respecting an updated Heritage Conservation and Maintenance Agreement with the Owner of 861 5<sup>th</sup> Avenue East, the Community Services Committee recommends that City Council:**

- 1. Acknowledges the property owners' intention to construct an addition to the rear of the dwelling, provided the Planning & Heritage Division is satisfied that the addition is consistent with the proposal outlined in this report and is sympathetic in design; and**
- 2. Directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute the amended Heritage Conservation and Maintenance Agreement with Wayne Donald Richardson and Sandra Lee Richardson, the property owner of 861 5th Avenue East."**

Carried.

8.a.4 Report CS-22-139 from the Junior Planner Re: Comments on County of Grey Official Plan Amendment (County OPA) No. 11

The Junior Planner provided an overview of the report respecting comments on the County Grey's Official Plan.

CS-221123-005

Moved by Councillor Hamley

**"THAT in consideration of Staff Report CS-22-139 respecting the County of Grey Official Plan Amendment No. 11, the Community Services Committee recommends that City Council receive the report for information purposes."**

Carried.

At this time, Councillor Hamley having declared a conflict of interest temporarily left the virtual meeting.

8.a.5 Report CS-22-149 from the Director of Community Services Re: Bill 23 - Proposed Changes to the Ontario Planning Act and Heritage Act

The Director of Community Services provided an overview of the report respecting the proposed changes to the Ontario Planning Act and Heritage Act under Bill 23. The bill is part of a long-term strategy to increase the housing supply and provide affordable and attainable housing.

Highlights include:

- Changes to the mandate of Conservation Authorities;
- New limits on 3rd party appeals, removing the ability of appeal rights of members of the public;
- The allowance of 3 ARUs on one property in a settlement area;
- Draft subdivisions plans have been modified to allow for an optional public meeting;
- Site plan control is now exempt for developments of 10 units or less; and
- Removal of landscape design and architectural control from site plan approval.

It was noted that development charge exemptions are being offered for affordable and attainable housing. Generally, this is a notion supported by staff. There is a concern respecting the definition of affordable housing outlined in the proposed bill.

The Director of Community Services advised that it is proposed that conservation authorities comments be limited to include only natural hazards and eliminate the mention of natural heritage features such as wetlands and significant woodlands. The City has relied on the partnership with the conservation authority and this has the potential to increase costs for communities.

Respecting the Ontario Heritage Act, it was advised that the City has 139 heritage properties on the City's register, 33 are designated, and the remainder are listed. The proposed change indicates that after two years if the listed properties are not designated under the Act, they would lose the potential for designation for five years and are removed as listed properties.

In response to a question from Committee, the Director of Community Services noted that not all details surrounding Bill 23 are currently available. It appears from the current information that public meetings will

be optional for subdivisions. Certain information will be forthcoming through regulations.

Further, it was advised that the changes respecting the conservation authorities require additional staff to be hired as the assessment of development in the context of natural heritage is still required to be completed. This has the potential to create new costs for the City.

The Director of Community Services noted that the deadline for municipal feedback respecting Bill 23 is November 24, 2022. The draft report and comments were sent to the Legislative Assembly of Ontario.

CS-221123-006

Moved by Councillor Farmer

**"THAT in consideration of Staff Report CS-22-149 respecting Bill 23 – More Homes Built Faster Act – Changes Proposed to the Ontario Planning Act and Ontario Heritage Act, the Community Services Committee recommends that City Council:**

- 1. Directs staff to forward this report to the Province of Ontario as the City's comments on *Bill 23 More Homes Built Faster Act, 2022* and the associated consultations posted on the Environmental Registry and Ontario Regulatory Registry respecting amendments to the *Planning Act, Heritage Act* and *Conservation Authorities Act*;**
- 2. Directs staff to forward this report to the Standing Committee on Heritage, Infrastructure and Cultural Policy as the City's comment;**
- 3. Requests that the province extend the commenting period on *Bill 23 More Homes Built Faster Act, 2022* to allow for additional review and consultation time; and**
- 4. Directs staff to share the report with the County of Grey, Grey Sauble Conservation Authority, and the MPP."**

Carried.

At this time, Councillor Hamley returned to the meeting.

8.b Community and Business Development

8.b.1 Report CS-22-130 from Events Coordinator Re: 2022 Summer Wrap Up

The Manager of Community and Business Development provided an overview of the report respecting 2022 Summer Wrap Up. The report highlighted events such as the Sound Waterfront Festival, the Outdoor Movie Nights and Music at the Market.

In response to a question from Committee, the rationale for recommending the reduction of the Music at the Market's number of concerts was due to the increased costs for talent and audiovisual. It was noted that the cost to utilize the legion is \$200.00 per use when the event is moved inside due to weather, further, this creates a decrease in donations due to the lower attendance.

The Committee noted the importance of inclusivity and accessibility when considering changes to events.

CS-221123-007

Moved by Councillor Koepke

**"THAT in consideration of Staff Report CS-22-130 respecting 2022 Summer Events, the Community Services Committee recommends that City Council:**

- 1. Direct staff to undertake the necessary planning to implement the changes to the Summer Events (Cultural Awards, Music at the Market, Waterfront Festival, TD Harbour Nights, Movie Nights) for 2023 as recommended within the report; and**
- 2. Approve that any 2023 surplus from the Events Division be set aside for future deck/stage improvements at the Visitor Centre/Community Waterfront Heritage Centre."**

Carried.

8.b.2 Report CS-22-156 from the Director of Community Services Re: 2023 Home and Cottage Expo

The Director of Community Services provided an overview of the Home and Cottage Expo report. The expo is a partnership between Grey-Bruce Homebuilders Association, Knights of Columbus and the City of Owen Sound.

In 2023, due to low interest by participants and exhibitors, it is recommended that the 2023 event be cancelled. The City will work with these partners to look for opportunities to replace lost revenue.

CS-221123-008

Moved by Councillor Farmer

**"THAT in consideration of Staff Report CS-22-156 respecting the 2023 Home Expo, the Community Services Committee recommends that City Council support the recommendation from the organizing partners and cancel the show for 2023."**

Carried.

## 8.c Parks and Open Space

### 8.c.1 Report CS-22-146 from the Manager of Parks and Open Space Re: Campground Refund Policy Update

The Manager of Parks and Open Space provided an overview of the report respecting the Campground Refund Policy Update. The City operates two campgrounds, Harrison Park and Kelso Beach at Nawash Park. Both utilize an online booking platform that opens yearly in February.

It was noted that there was 200 refund requests for 2022 camping season. This impact is caused by customers who book at more than one campground and then cancel. To recognize the staff time and administrative costs to undertake the refunds, a 15% cancellation fee is proposed for all cancellations. A credit or refund of the 85% balance would be provided.

In response to a question from Committee respecting the operation of a cashless model, the Manager of Parks and Open Space noted the individual transaction costs may see a slight increase but will be countered by the high anticipated occupancy rate.

The Committee recommended that a waitlist be considered. Staff will be evaluating this possibility to encourage last-minute bookings using a waitlist with the online platform.

CS-221123-009

Moved by Councillor Koepke

**"THAT in consideration of Staff Report CS-22-146 respecting the Campground Booking Refund Policy and cashless service delivery at the City's two Municipally operated campgrounds, the Community Services Committee recommends that City Council:**

- 1. Direct staff bring forward a by-law to approve the revised CS086 Campground Booking Refund Policy; and**
- 2. Approve a cashless service delivery at the City's Campgrounds beginning with the 2023 camping season."**

Carried.

### 8.c.2 Report CS-22-147 from the Manager of Parks and Open Space Re: Draft Kelso Beach at Nawash Park Master Plan

The Manager of Parks and Open Space provided an overview of the report respecting the Draft Kelso Beach at Nawash Park Master Plan.



The current Master Plan was prepared in 2010. In 2022, staff along with stakeholders have undertaken an update to ensure that the park meets the needs of users and ensure park operations and capital planning spending are aligned with an updated plan.

The public engagement included a survey as well as stakeholder meetings to assist in creating the themes.

The plan includes 30 recommendations in three key areas: Cultural Heritage and Community, Amenities and Services, and Park Operations.

It was clarified that items respecting the capital budget would still be brought forward during budget deliberations and are not pre-approved with the Plan. Committee praised staff that the Master Plan was done entirely in-house, which assisted from a financial perspective.

Respecting the Trillium Grant that the Georgian Bay Folk Society applied for, the Manager of Parks and Open Space noted that there is no update at this time.

Committee recommended that a presentation to Council respecting the approved Plan be provided at a later date.

CS-221123-010

Moved by Member Walker

**"THAT in consideration of Staff Report CS-22-147 respecting the draft Kelso Beach at Nawash Park Master Plan, the Community Services Committee recommends that City Council approve the plan in principle with any inputs from stakeholders to be brought back at the next meeting for final approval."**

Carried.

8.d Building

None.

8.e Recreation Buildings

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.

At this time, Councillor Hamley having declared a conflict of interest and temporarily left the virtual meeting.

## **11. CORRESPONDENCE PROVIDED FOR INFORMATION**

- 11.a Memorandum from the Chief Building Official Re: Development Update - September and October 2022

The Director of Community Services noted that the development update includes a Staff Delegated Site Plan approval for Block 2 in the AndPet industrial subdivision.

- 11.b 2023 Prime Minister's Awards Information

- 11.c CHOnews Quarterly Edition - Fall 2022

- 11.d Grey Sauble Conservation Authority Letter Re: Bill 23 and ERO Posting 019-6141

- 11.e County of Grey Comments on Bill 23: More Homes Built Faster Act, 2022

CS-221123-011

Moved by Councillor Farmer

**"THAT in consideration of correspondence provided for information purposes listed on the November 23, 2022 Community Services Committee agenda, the Community Services Committee recommends that City Council receive Items 11.a to 11.e for information purposes."**

Carried.

At this time, Councillor Hamley returned to the meeting.

## **12. DISCUSSION OF ADDITIONAL BUSINESS**

12. a Lauren Stewart, Community Services Administrative Assistant Re: Board and Committee Vacancies

The Community Services Administrative Assistant noted that the City is currently recruiting volunteers for City Boards and Committees. Applications are due November 25, 2022 and terms begin February 1, 2023. The Community Services Committee has one vacancy.

## **13. NOTICES OF MOTION**

There were no notices of motion.

## **14. ADJOURNMENT**

The business contained on the agenda having been completed, Chair Dodd adjourned the meeting at 7:33 p.m.