



Minutes

Community Services Committee

December 14, 2022, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS

PRESENT:

Chair Travis Dodd
Member Jason Dantas
Councillor Jon Farmer
Councillor Marion Koepke
Councillor Brock Hamley
Member Morgan Kemick
Member Janet Walker

MEMBERS

ABSENT/REGRETS: Member Nicole Amos-Uotila

STAFF PRESENT:

Tim Simmonds, City Manager
Pam Coulter, Director of Community Services
Adam Parsons, Manager of Parks and Open Space
Lauren Stewart, Community Services Administrative Assistant
Sabine Robart, Manager of Planning and Heritage
Jocelyn Wainwright, Junior Planner
Paul McGrath, Manager of Community & Business Development

1. CALL TO ORDER

Chair Dodd called the meeting to order at 5:31 p.m.

2. CALL FOR ADDITIONAL BUSINESS

2.a Lauren Stewart, Community Services Administrative Assistant Re: Request to modify the date for Wednesday, January 18, 2022 Community Services Committee Meeting.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

- 4.a Minutes of the Community Services Committee meeting held on November 16, 2022 and November 23, 2022

CS-221214-001

Moved by Councillor Koepke

"THAT the Community Services Committee approves the minutes of the meeting held on November 16, 2022 and November 23, 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 Community and Business Development

- 8.a.1 Report CS-22-150 from the Facilities Coordinator Re: Owen Sound Minor Hockey Group 2022 Banner Applications

The Manager of Community and Business Development provided an overview of the report respecting the 2022 Owen Sound Minor Hockey Group Banner Applications. Owen Sound Minor Hockey Group is requesting to hang five banners from the 2021-2022 season at the Julie McArthur Regional Recreation Centre as the teams played most of their games at this location.

The Manager of Community and Business Development noted that the banner policy will be reviewed as part of the 2023 work plan for facility booking.

In response to a question from Committee, the Manager of Community and Business Development advised that the proposed banners are larger than currently permitted under the policy. However, the size is acceptable for the space at the Julie McArthur Regional Recreation Centre. The size of banners will be part of the policy review.

"THAT in consideration of Staff Report CS-22-150 respecting Owen Sound Minor Hockey Group 2022 Banner Applications, the Community Services Committee recommends that City Council approve the applications from Owen Sound Minor Hockey Group outlined in this report."

Carried.

8.b Planning and Heritage

8.b.1 Report CS-22-157 from the Junior Planner Re: Draft Community Gardens Policy

The Junior Planner provided an overview of the report respecting the draft Community Gardens Policy. The updated policy includes a framework for processing applications that is consistent with the County of Grey Official Plan, City of Owen Sound Official Plan, and the Recreation, Parks & Facilities Master Plan. The updated policy includes clarification on the policy's scope, the Community Garden application process, policy goals and objectives.

The Junior Planner advised that it is proposed that the Landscaping & Property Improvement will be modified to include Community Gardens as an eligible project for grant funding.

Staff clarified that the criteria for locating Community Gardens used the 2011 policy as a baseline to create the new policy. As part of the proposed policy, the City is divided into four quadrants. The locations were chosen based on the following criteria:

- Geographic location;
- Compatible residential neighbourhoods;
- Parks large enough in size that would not negatively impact on the adjacent residential uses;
- Parks that can accommodate a Community Garden without impeding existing uses; and,
- Soil conditions.

It was further noted that the policy does include a five-year review process, however, there is an ability to advance this process should it be required. Upon question, the Director of Community Services clarified the usage of water for each Community Garden would be provided in-kind by the City.

The Director of Community Services advised that a 100-metre direct mail to all residents surrounding the proposed garden locations would be completed.

The 'Our City' platform will be used for public engagement to collect general comments, feedback and will include a survey. The feedback received will be brought back to committee with recommended amendments to the policy based on feedback.

CS-221214-003

Moved by Councillor Farmer

"THAT in consideration of Staff Report CS-22-157 respecting a Community Garden Policy Update, the Community Services Committee recommends that City Council:

- 1. Find the draft Community Garden Policy update to be consistent with the Provincial Policy Statement and conforms with the County of Grey Official Plan, City of Owen Sound Official Plan, City of Owen Sound Recreation, Parks & Facilities Master Plan: 2018-2028, and other applicable policy and legislation;**
- 2. Direct staff to publish the draft Community Garden Policy update attached as Schedule 'A' onto the City's online public engagement platform "Our City" during a public engagement period from December 15, 2022 to January 27, 2023;**
- 3. Direct staff to circulate notice to residents within 100m surrounding the proposed community garden locations outlined in the Draft Community Gardens Policy;**
- 4. Direct staff to circulate the draft Community Garden Policy update attached as Schedule 'A' to the County of Grey for comment; and**
- 5. Direct staff to amend the Community Improvement Plan Landscaping and Property Improvement Grant Program Guidelines to allow that Community Garden Executives on behalf of a Community Garden Collective may be recognized as 'tenants' of City-owned lands."**

Carried.

- 8.b.2 Report CS-22-155 from the Junior Planner and Director of Community Services Re: Update to Fees and Charges By-law No. 2022-066

The Junior Planner provided an overview of the report respecting the Update to Fees and Charges. This report and recommended changes are

being brought in advance of the City-wide fees and charges review to ensure that:

- the fees and charges appropriately reflect recent legislative amendments through Bill 109;
- fees that are overdue for review are updated; and
- fees accurately reflect the costs of delivering building services.

The amendments to the Fees and Charges By-law No-2022-066 are or the following fees: Pre-consultation, Cash-in-lieu of parkland dedication, Cash-in-lieu of parking, and Building Division fees and charges.

In 2022, building fees were approved for 2022, 2023 and 2024. The proposal is to compress the three-year increase into two years to ensure the revenue from permits covers the costs to deliver the service.

In response to a question, the Director of Community Services noted that the fees for pre-consultation and Building Division fees are lower compared to other municipalities in Ontario. A significant amount of research and comparison was completed in developing the proposed rates.

The Director of Community Services clarified that cash-in-lieu of parkland only occurs if we are not taking land for parks. The Recreation, Parks & Facilities Master Plan identifies areas of the City that would be ideal for the development of a park. These fees would mostly apply to lands that are too small such as severances.

The Junior Planner noted that the cash-in-lieu of parking is for developments in the C1 zone that cannot meet the parking requirements. The Zoning By-law provides that if an addition is being completed or change in residential use, it may require additional parking.

CS-221214-004

Moved by Councillor Hamley

"THAT in consideration of Staff Report CS-22-155 respecting an update to the Fees and Charges By-law, the Community Services Committee recommends that City Council direct staff to:

- 1. Bring forward a by-law to amend Fees and Charges By-law No. 2022-066 to add or amend the following fees as outlined in the report:**
 - a. Pre-consultation relating to minor applications;**
 - b. Cash-in-lieu of parking;**

c. Cash-in-lieu of parkland;

d. Building fees; and

2. Provide notice of the City's intention to amend Fees and Charges By-law No. 2022-066 in accordance with Notice By-law No. 2018-022."

Carried.

8.c Parks and Open Space

Councillor Hamley left the Council Chambers.

8.c.1 Report CS-22-159 from the Manager of Parks and Open Space Re: Ed Taylor Community Garden Request

The Manager of Parks and Open Space provided an overview of the report respecting Ed Taylor Park Community Garden Request. This report outlines an update on the request by the Ed Taylor Park Community Garden Collective in the context of the new Community Gardens Policy.

The original request came to Community Services Committee on June 14, 2022.

In response to a question from Committee, The Manager of Parks and Open Space noted that the annual deadline is for the Landscape and Property Improvement Grant under the Community Improvement Program. The establishment of a Community Garden is a one-time application.

CS-221214-005

Moved by Councillor Koepke

"THAT in consideration of Staff Report CS-22-159 respecting a request by the Ed Taylor Park Community Garden Collective to establish a community garden at Ed Taylor Park, the Community Services Committee recommends that City Council direct staff to process the application in accordance with the new Community Gardens Policy once approved by Council."

Carried.

8.c.2 Report CS-22-160 from the Manager of Parks and Open Space Re: Greenwood Cemetery By-law Update - Regulator Comments

The Manager of Parks and Open Space provided an overview of the report respecting the Greenwood Cemetery Regulatory By-law Update.

In order to ensure the cemetery meets the needs and expectations of families and funeral service providers and ensures that the cemetery can respond to the changing ways that the interment of a loved one can be celebrated, several recommendations require updates to the Greenwood Cemetery By-law.

These updates include formalizing dedicated Muslim and Jewish sections to provide culturally appropriate interment options locally and establishing a natural burial section based on community feedback.

It was noted that the draft by-law was circulated to the Bereavement Authority of Ontario (the “BAO”).

The changes suggested by the BAO include:

- Standardize definitions;
- Addition of new standard definitions for “Contract” and “Liability” that did not appear in the by-law or draft by-law previously;
- Add clauses that were previously reflected only in the *Funeral, Burial and Cremation Services Act, 2002* such as the prohibition of interring non-human remains on the cemetery grounds; and
- Standardize wording for operational clauses such as monument safety and upkeep, and the approval of a disinterment.

The Manager of Parks and Open Space advised that notice of the draft by-law was posted in the Sun Times, on the website, and on signage at the cemetery as required.

CS-221214-006

Moved by Member Kemick

"THAT in consideration of Staff Report CS-22-104 respecting updating the Greenwood Cemetery By-law, the Community Services Committee recommends that City Council direct staff to bring forward a by-law to:

- 1. Repeal Greenwood Cemetery By-law No. 2014-012 and replace it with a revised by-law in accordance with Attachment 1 to this report;**
- 2. Authorize the Mayor and Clerk to execute an agreement to dedicate Northwest Section Ranges 36, 37, 38 and 39 lot numbers 3 to 32 as the Muslim Section; and**

3. Authorize the Mayor and Clerk to execute an agreement to dedicate Northwest Section Ranges 40 and 41 lot numbers 3 to 32 as the Jewish Section."

Carried.

Councillor Hamley returned to his chair.

8.c.3 Report CS-22-161 from the Manager of Parks and Open Space Re: Kelso Beach Master Plan Update - Draft Plan Comments

The Manager of Parks and Open Space provided an overview of the report respecting the Kelso Beach Master Plan Update. This included a background, a review of the 2011 Master Plan, projects completed, as well as the approach to the 2022 update including public consultation.

As noted, the Draft Master Plan was referred back to the Community Services Committee at the December 12, 2022 Council meeting with the request for Committee to review the recommendations proposed within the plan.

Staff clarified that the individual capital projects will come back to Council for review in the context of the annual 5-year capital plan. The approval of the master plan does not pre-approve any of the capital work. It was also noted that several recommendations rely on grants and partnerships to move forward.

The Manager of Parks and Open Space provided an overview of each individual recommendation and their reasoning. The Committee took ten minutes to complete an activity to evaluate each recommendation by placing a red or green dot to indicate if an action was supported for inclusion in the plan.

Further, the Committee did note appreciation for the work being completed in-house. The importance of stakeholder and public support was also noted.

Committee suggested that a similar presentation be provided to Council in the New Year.

The Director of Community Services noted that an audit of the facility numbers and use levels was completed in the 2021 Parks, Recreation and Facilities Master Plan.

CS-221214-007

Moved by Member Walker

"THAT in consideration of Staff Report CS-22-161 respecting public and stakeholder feedback on the draft Kelso Beach at Nawash Park Master Plan, the Community Services Committee recommends that City Council direct staff to bring forward a follow-up report to the Community Services Committee based on the public feedback and input from the December 14, 2022 Community Services Committee Meeting."

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.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

11.a Memorandum from the Chief Building Official - Development Update November 2022

CS-221214-008

Moved by Councillor Farmer

"THAT in consideration of correspondence provided for information purposes listed on the December 14, 2022 Community Services Committee agenda, the Community Services Committee recommends that City Council receive Item 11.a for information purposes."

Carried.

12. DISCUSSION OF ADDITIONAL BUSINESS

12. a. Lauren Stewart, Community Services Administrative Assistant Re: Request to modify the date for Wednesday, January 18, 2022 Community Services Committee Meeting.

The Community Services Administrative Assistant noted that staff are requesting a date modification to the Wednesday, January 18, 2022 Community Services Committee meeting due to an overlap with Scotiabank Hockey Day events. The new date requested is Wednesday, January 25, 2022. The request was approved by Committee.

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 7:34 p.m.