



Minutes

Corporate Services Committee

May 11, 2023, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS

PRESENT: Chair Brock Hamley
Vice Chair Melanie Middlebro'
Member Kelly Carmichael
Councillor Travis Dodd
Deputy Mayor Scott Greig
Member Neil McCutcheon
Member Caralee Sutherland

MEMBERS

ABSENT/REGRETS: Member Stephanie Sas
Member Bobb Todd

STAFF PRESENT: Tim Simmonds, City Manager
Kate Allan, Director of Corporate Services
Phil Eagleson, Fire Chief
Briana Bloomfield, City Clerk
Bradey Carbert, Manager of Corporate Services
Greg Nicol, Fire Prevention Officer
Melissa Clancy, Strategic Human Resources Manager
Kim Sowerby, Customer Service Facilitator
Sierra Patino, Corporate Services Facilitator

1. CALL TO ORDER

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

2. CALL FOR ADDITIONAL BUSINESS

2.a Director of Corporate Services Re: July Meeting

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

- 4.a Minutes of the Corporate Services Committee meeting held on April 13, 2023

CR-230511-001

Moved by Member Carmichael

"THAT the Corporate Services Committee approves the minutes of the meeting held on April 13, 2023."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

- 5.a Presentation from Todd and Renee Robins from the Owen Sound Animal Shelter
Re: What the Animal Shelter is all about

Ms. Robins from the Owen Sound Animal Shelter (OSAS) provided a presentation regarding the varying animal control services they provide to the City of Owen Sound and neighbouring municipalities.

Ms. Robins advised that the OSAS offers a wide range of services, including animal by-law enforcement, patrols, educational talks and presentations, acceptance of strays and surrenders, and spay/neutering services. In addition, the OSAS is a no-kill service, and animals stay at the shelter until they are adopted to the right home. She noted that space is always left in the shelter for strays and animals brought in through crisis situations and that there has been an increase in animals brought in through these situations.

In response to questions from Committee, Ms. Robins noted that boarding revenue is a monthly payment that neighbouring municipalities pay to hold a spot for any animals that may come that month. This boarding revenue goes back to the City of Owen Sound. Ms. Robins advised that most of the animals listed on their "Animal Totals 1999 to Present" presentation came from within Owen Sound's boundaries.

Ms. Robins explained the differences between OSAS services, and the services provided by the OSPCA and privately run shelters. The SPCA, now named Provincial Animal Welfare Services (PAWS), deals with animal cruelty, neglect, and abuse cases. The OSAS does not have the authority to go into a residence if they receive these types of calls but PAWS does. Additionally, the OSAS is not a licensed Wildlife Custodian but is contracted to use live traps for wildlife within the City boundaries, but the wildlife must be placed 1 km from where they were found. She advised that citizens with wildlife complaints should be directed to The Ministry of Natural Resources, an Ontario Wildlife Custodian or Pest Control. Ms. Robins noted that the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) does not govern the privately run shelters in the area, whereas OMAFRA licenses the OSAS.

In response to questions from Committee, Ms. Robins noted that the revenue received from the neighbouring municipalities is an adequate amount for the time being, as there has not been a large influx of animals at the shelter. Ms. Robins advised that the shelter is not running at total capacity, which is 30 cat cages, and 15 dog kennels. Ms. Robins reported a steady decrease in stray animals at the shelter over the years, which she believes can be attributed to their spay/neuter clinics. She did note that there has been an increase in surrenders due to varying financial reasons.

5.b Deputation from Matt Bittel Re: Water Bill Dispute

Mr. Bittel, Principal of Timothy Christian School, provided a deputation regarding a water bill dispute.

Mr. Bittel advised that significant discrepancies in the school's water bills have occurred over the past few years. The high usage has been recorded during the summer months when school is out, yet tenants are using the facility. He noted that they called public utilities and asked for relief in their bill. Mr. Bittel stated that plumbers have inspected the school to attempt to find leaks, with no success.

The Director of Corporate Services noted that the City upgraded the school's meter to a radiometer, which is why they can track detailed water usage. Ms. Allan advised that the City of Owen Sound offers a Leak Adjustment service. However, the eligibility requires evidence of a leak, which there has not been evidence of in this case.

In response to a question from staff, Mr. Bittel noted that the tenants have been responsible, and the high-water consumption is not a result of them, nor a leaky toilet, as all toilets in the school have been tested and passed by a plumber in the summer.

In response to a question from Committee, Ms. Allan noted that without a motion from Committee or a recommendation to Council, the City does not have one-time forgiveness for high water usage where there is evidence that the meter is working as it should be and water is flowing through it.

In response to a question from Committee, Mr. Bittel noted that based on their research, there are no out-of-the-normal water consumption activities happening when the tenants use the facility.

In response to a question from Mr. Bittel, Ms. Allan advised that there is no meter that tracks wastewater.

In response to a question from staff, Mr. Bittel noted that they have turned off the water in the evenings to try to mitigate the issue, and while it is not as feasible in the summer months, he noted it is something they can continue to try.

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 Fire

8.a.1 Report CR-23-043 from the Fire Prevention Officer Re: Amendment to Fireworks By-law No. 2022-050

The Fire Prevention Officer provided an overview of the report.

CR-230511-002

Moved by Vice Chair Middlebro'

"THAT in consideration of Staff Report CR-23-043 respecting an Amendment to Fireworks By-law No. 2022-050, the Corporate Services Committee recommends that City Council direct staff to bring forward a by-law to amend Fireworks By-law No. 2022-050 to provide exemptions for City use of high hazard fireworks or high hazard flares and signals as outlined in the report."

Carried.

8.b Accounting

8.b.1 Report CR-23-049 from the Director of Corporate Services Re: T1 Financial Update

The Director of Corporate Services provided an overview of the report.

CR-230511-003

Moved by Deputy Mayor Greig

"THAT in consideration of Staff Report CR-23-049 respecting T1 Financial Update, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Carried.

8.c Taxes and Revenue

None.

8.d Corporate and Facility Services

None.

8.e Information Technology

None.

8.f Human Resources

8.f.1 Report CR-23-048 from Strategic Human Resources Manager Re: Diversity, Equity, and Inclusion Strategy

The Strategic Human Resources Manager provided an overview of the report and gave her thanks to the community members involved in the drafting of the Diversity, Equity and Inclusion Strategy.

CR-230511-004

Moved by Councillor Dodd

"THAT in consideration of Staff Report CR-23-048 respecting the corporate Equity, Diversity, and Inclusion Strategy, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Carried.

8.g Clerks

8.g.1 Report CR-23-045 from the City Clerk Re: Short Term Rentals (STRs)

The City Clerk provided an overview of the report.

CR-230511-005

Moved by Councillor Dodd

"THAT in consideration of Staff Report CR-23-045 respecting Short Term Rentals (STRs), the Corporate Services Committee recommends that City Council directs staff to continue with the next steps, phase I, as outlined in the report."

Carried.

8.h Parking and By-law Enforcement

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 July Meeting

The Director of Corporate Services proposed rescheduling the July 13 meeting to July 27 due to her absence on July 13. Ms. Allan stated that follow-up will be done with Committee via email to review availability and any changes to the meeting date will be communicated to the public.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Hamley adjourned the meeting at 6:26 p.m.