



Minutes

Owen Sound City Council

February 5, 2024

9:00 a.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS

PRESENT:

Mayor Ian Boddy
Deputy Mayor Scott Greig
Councillor Travis Dodd
Councillor Brock Hamley
Councillor Marion Koepke
Councillor Suneet Kukreja
Councillor Carol Merton
Councillor Melanie Middlebro'

MEMBERS

ABSENT/REGRETS: Councillor Jon Farmer

STAFF PRESENT:

Tim Simmonds, City Manager
Kate Allan, Director of Corporate Services
Pam Coulter, Director of Community Services
Lara Widdifield, Director of Public Works and Engineering
Aidan Ware, Director and Chief Curator, TTAG
Phil Eagleson, Fire Chief
Michelle Palmer, Senior Manager, Strategic Initiatives and Operational Effectiveness
Bradey Carbert, Manager of Corporate Services
Mark Giberson, Manager of Information Technology
Eckhard Pastrik, Manager of Parks and Open Space
Briana Bloomfield, City Clerk
Staci Landry, Deputy Clerk

1. CALL TO ORDER

Mayor Boddy called the meeting to order at 9:00 a.m.

All Council members and staff listed above were present except for Councillor Dodd and the Fire Chief.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MOTION TO MOVE COUNCIL INTO COMMITTEE OF THE WHOLE

S-240205-001

Moved by Deputy Mayor Greig

Seconded by Councillor Hamley

"THAT City Council now move into Committee of the Whole to consider presentations, matters arising from correspondence, and matters postponed respecting the Multi-Year Capital Plan (2024-2028)."

Carried.

Councillor Dodd joined the meeting.

COMMITTEE OF THE WHOLE

4. PRESENTATIONS

4.a Presentation from the Director of Corporate Services Re: Multi-Year Budgeting

The Director of Corporate Services provided a PowerPoint presentation outlining the benefits of the multi-year budgeting process and noting that an update to the Multi-Year Capital Policy is planned for 2024.

In response to a question from Council, the Director of Corporate Services advised that the City has an existing Capital Budget Policy which includes an annual dedicated 1% contribution to the capital levy. The intention of this contribution is to close the infrastructure funding gap between the City's capital needs and the amount being allocated to capital every year. This 1% contribution equates to approximately \$320,000 annually. Ms. Allan noted that reserve transfers from the operating budget and debt payments are also considered capital spending, and thus, the dedicated contribution covers any increases, not just the capital levy.

In response to questions from Council, Ms. Allan noted that the Multi-Year Capital Plan (2024-2028) is currently fully funded. In terms of a longer-term horizon, Ms. Allan advised that as part of the Asset Management Plan, a financing strategy must be developed to meet levels of service and address any estimated funding shortfalls. This updated plan will be presented to Council in early 2025. Ms. Allan noted that the City is currently undertaking a facility condition assessment and these results should be available for the next comprehensive Multi-Year Capital Plan update in June 2024. The next phase of the Asset Management Plan includes adding all municipal assets, and at that time, the infrastructure gap will increase substantially. At that point in time, staff may have additional recommendations for how this infrastructure gap can be addressed.

5. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION OF COUNCIL IS REQUIRED

5.a Memorandum from the Manager of Corporate Services Re: Report CR-23-124 - Multi-Year Capital Plan (2024-2028) Correction

The Manager of Corporate Services advised that a formula-based error within the Excel-based Multi-Year Capital Plan spreadsheet contributed to the statement contained within Staff Report CR-23-124 that the capital reserve currently had a deficit balance of \$213,000 at the end of five years. Mr. Carbert confirmed that the Multi-Year Capital Plan is fully financed and no longer contains \$320,000 in unallocated funding that was previously identified in the July 2023 update to Council.

Mr. Carbert noted that staff will continue to remove or adjust projects as required to maintain a balanced Multi-Year Capital Plan in future updates.

S-240205-002

Moved by Councillor Hamley

"THAT in consideration of the memorandum dated February 5, 2024 from the Manager of Corporate Services respecting the Multi-Year Capital Plan Update (2024-2028) Correction, City Council receives the memorandum for information purposes."

Carried.

6. MATTERS POSTPONED

6.a Report CR-23-124 and Presentation from the Manager of Corporate Services Re: Multi-Year Capital Plan (2024-2028)

The Manager of Corporate Services provided an overview of his presentation that was provided to Council at its meeting on December 18, 2023.

In response to a question from Council, Mr. Carbert advised that the pedestrian crosswalk on 2nd Avenue East in the 700 block is currently unfunded. The rationale behind this project is to standardize the crosswalks in the River District core; however, staff decided to de-fund this project as it is not required at this time and could form part of discussions with a potential future developer in this area. Mr. Carbert noted that staff will not proceed with this project unless a funding source has been secured.

In response to questions from Council, the Director of Community Services advised that for the Weaver's Creek Boardwalk Replacement project, staff have cancelled a capital project in the Harrison Park Campground to meet the financial requirements for this project. The City's funding commitment for this project is \$65,000 and staff will be looking for other funding sources, such as a grant or partnership with a community group for the remaining \$50,000. The Director of Community Services noted that there are improvements planned for Duncan McLellan Park over several years. The City has a new Manager of Parks and Open Space, Eckhard Pastrok, and the plan is for Mr. Pastrok to conduct an assessment of Duncan McLellan Park throughout the summer and determine what capital projects are required to maintain these ball diamonds as a Class A facility. A report will be brought forward to the Community Services Committee to outline the high priority capital needs and staff will engage with the ball diamond users to get their feedback on the proposed capital works. The Director of Community Services noted that at this time, the capital projects at Duncan McLellan Park will not proceed in 2024.

In response to questions from Council, Mr. Carbert advised that any adjustments to the capital projects and the funding sources are updated in the capital detail sheets attached to the staff report. In the capital detail sheets, there is a section that outlines the funding sources for a project. Mr. Carbert noted that in future, staff can look at restructuring the capital detail sheets to make them easier to understand.

In response to a question from Council, Mr. Carbert noted that the \$70,000 allocated towards the window and door replacement project at the Owen Sound Animal Shelter is for the replacement of every single window and door at this facility, which are original to the building that was constructed in the early 1990s.

In response to a question from Council, the Director of Community Services advised that the \$80,000 allocated towards the concourse stair enclosures project at the Bayshore Community Centre is to improve energy efficiency in the facility.

In response to a question from Council, Mr. Carbert advised that the \$50,000 allocated towards the Adult Living Centre entrance project involves the refinishing or refurbishing of the two existing heritage doors, as well as making the entrance accessible through the addition of a ramp or the reframing of the doors to level them with the sidewalk, and potential foundation repairs due to years of water damage.

In response to questions from Council, the Director of Community Services advised that the City is only allowed to apply to the federal Enabling Accessibility Grant every two years. The City has received \$100,000 for Phase 2 of the Downtown River Precinct project, and thus, is not eligible to apply to the program again until after this project has been completed and a two-year waiting period has passed. The Director of Community Services noted that staff are always looking for grant opportunities. Mr. Carbert added that staff receive an email every week from the Public Sector Digest Grant Service that summarizes the grants that have been announced or opened recently, and the Strategic Leadership Team determines if the City will apply for certain grants. City staff will also forward this information to other community associations who may be eligible to apply for specific grants.

In response to a question from Council, Mr. Carbert noted that the two full-time facility maintenance staff are now focused on the operating maintenance of City facilities. They also complete approximately five to ten smaller capital projects each year, such as upgrades at the Harrison Park Pool, Kinsmen Park washrooms, and Bayshore Community Centre washrooms. Mr. Carbert advised that the two full-time facility maintenance staff do not have the license requirements to complete some of the work required for capital projects, such as for electrical, plumbing, and HVAC repairs.

In response to a question from Council, Mr. Carbert advised that the \$75,000 allocated towards the ground signs project at the Julie McArthur Regional Recreation Centre and Bayshore Community Centre involves replacing the signs with something similar in scope as the current sign has failed and cannot be repaired. Mr. Carbert added that staff are considering using these signs as a communication tool as well as potential sponsorship opportunities to offset the purchase of the signs.

In response to questions from Council, the Director of Community Services noted that there is some efficiency in the City completing the watermain capital work at the same time that SkyDev will be completing work for their development; however, these projects will not proceed until SkyDev begins construction. A report will be coming forward to Council in late February/early March 2024 to outline the servicing agreement with SkyDev. Mr. Carbert advised that the road resurfacing program is currently being funded by the Canada Community-Building Fund (former Gas Tax Fund), and larger single infrastructure projects are funded by the Ontario Community Infrastructure Fund (OCIF).

In response to questions from Council, Mr. Carbert noted that the OCIF program does not have confirmation beyond 2027 so staff are not planning projects too far into the future as they want to ensure that there will be funding to complete the large reconstruction projects on 4th Avenue West.

In response to a question from Council, Mr. Carbert advised that the facility condition assessment will help to define the City's long-term capital needs and provide a comprehensive evaluation of whether it will be financially sustainable to have more tradespeople as full-time staff.

In response to questions from Council, the Director of Public Works and Engineering noted that the fire hydrant painting project and the Wastewater Treatment Plant storage tank biosolids cleanout project will be completed by a contractor as this type of work cannot be completed by staff.

In response to a question from Council, Mr. Carbert advised that the \$25,000 allocated towards the window and door replacement project at the Owen Sound Library involves replacing all the windows and doors that are original to the building. Mr. Carbert added that many of the steel frames are beginning to rust and need to be replaced.

In response to a question from Council, Mr. Carbert noted that staff review the capital reserve balances when allocating funds to capital projects. Over the past few years, staff have been building up the reserves so that they can start utilizing them over the next couple of years for larger projects.

In response to a question from Council, Mr. Carbert advised that the City's Transportation Master Plan was approved in 2010. An update to this plan is included in the Multi-Year Capital Plan for 2028. Once this plan has been updated, then any changes can be reflected in the Multi-Year Capital Plan, including new sidewalk construction. Mr. Carbert added that there could be other considerations with any updates, such as additional staff and sidewalk plow machines.

In response to a question from Council, the Director of Corporate Services noted that the City has a Reserve and Reserve Fund Policy which details the thresholds for each reserve fund. The policy states that any time the City has a surplus, it will be added to that reserve until the threshold has been reached. The Director of Corporate Services added that information is provided on the reserve funds with the year-end reports presented to the Corporate Services Committee.

The Fire Chief joined the meeting.

Mayor Boddy suggested that a special Council meeting be scheduled for early December 2024 to review the Multi-Year Capital Plan to allow Council the opportunity to have a more fulsome discussion.

S-240205-003

Moved by Deputy Mayor Greig

"THAT in consideration of Staff Report CR-23-124 respecting Multi-Year Capital Plan (2024-2028), City Council:

- 1. Approves the projects funded within the Multi-Year Capital Plan (2024-2028); and**
- 2. Directs staff to bring forward a further update to the Multi-Year Capital Plan (2025-2029) for subsequent approval in June 2024."**

Carried.

7. MOTION THAT COMMITTEE OF THE WHOLE RISE AND REPORT

S-240205-004

Moved by Deputy Mayor Greig

"THAT the Committee of the Whole rise and report."

Carried.

FORMAL SESSION

8. MOTION TO ADOPT PROCEEDINGS IN COMMITTEE OF THE WHOLE

S-240205-005

Moved by Deputy Mayor Greig

Seconded by Councillor Hamley

"THAT the action taken in Committee of the Whole in considering presentations, matters arising from correspondence, and matters postponed respecting the Multi-Year Capital Plan (2024-2028) be confirmed by this Council."

Carried.

9. BY-LAWS

9.a By-law No. 2024-014

"A By-law to confirm the proceedings of the Special Meeting of the Council of The Corporation of the City of Owen Sound held on the 5th day of February, 2024"

S-240205-006

Moved by Deputy Mayor Greig

Seconded by Councillor Hamley

"THAT By-law Number 2024-014 be passed and enacted."

Carried.

10. ADJOURNMENT

The business contained on the agenda having been completed, Mayor Boddy adjourned the meeting at 10:32 a.m.

Deputy Mayor Scott Greig

Briana M. Bloomfield, City Clerk