



**Minutes**

**Community Services Committee**

**October 16, 2024, 5:30 p.m.**

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

**MEMBERS PRESENT:** Chair Marion Koepke  
Vice Chair Jon Farmer  
Member Aly Bousfield-Bastedo  
Councillor Travis Dodd  
Member Morgan Kemick  
Member Lloyd Lewis  
Councillor Melanie Middlebro'  
Member Lance Thurston  
Member Janet Walker  
Mayor Ian Boddy (ex officio)

**STAFF PRESENT:** Tim Simmonds, City Manager  
Pam Coulter, Director of Community Services  
Kate Allan, Director of Corporate Services  
Aidan Ware, Director and Chief Curator - Art Gallery, Culture,  
Tourism  
Eckhard Pastrik, Manager of Parks and Open Space  
Ryan Gowan, Manager of Arena Operations  
Sabine Robart, Manager of Planning and Heritage  
Jocelyn Wainwright, Junior Planner  
Nicole Olmsted, Community Services Administrative Assistant

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**1. CALL TO ORDER**

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

**2. CALL FOR ADDITIONAL BUSINESS**

2.a Councillor Farmer Re: Signage at Parks/Playgrounds and Camping at Kelso Beach Campground

**3. DECLARATIONS OF INTEREST**

3.a Councillor Farmer – Item 8.a.1. Presentation from the Director of Corporate Services Re: 2025 Operating Budget

Councillor Farmer declared a non-disqualifying interest with the budget process as his sister-in-law is the Director of Corporate Services and is responsible for the City's annual budget exercise and administers the City's finances on behalf of Council. Councillor Farmer advised that should an item that directly impacts the Director of Corporate Services be discussed, he will need to declare an interest

**4. CONFIRMATION OF MINUTES**

CS-241012-001

Moved by Councillor Middlebro'

**"THAT the Community Services Committee approves the meeting minutes held on July 17, 2024."**

Carried.

**5. DEPUTATIONS AND PRESENTATIONS**

5.a Presentation from Diane Austin, CEO of the Owen Sound and District Chamber of Commerce Re: Municipal Accommodation Tax Progress Report

Ms. Austin presented an update regarding the Municipal Accommodation Tax Working Group reporting on financials and actions completed and underway.

In response to a question from Committee, the Director of Community Services added that survey data collected will inform the Tourism Action Plan.

**6. PUBLIC QUESTION PERIOD**

Michael Craig, Owen Sound resident, asked the following question:

Why not have the tennis courts at Owen Sound District Secondary School (OSDSS) available to the community this Fall instead of waiting until next Spring?

The Director of Community Services advised that on October 4<sup>th</sup>, the City was contacted by the school board and on October 10<sup>th</sup>, there was a meeting with the Bluewater District School Board (BWDSB) regarding past community use of the courts. BWDSB will be preparing and providing an agreement for the City to review. This will come forward to Committee and Council. In the interim, the courts at Harrison Park are still available for the community to use until this agreement can be firmed up.

Mr. Craig asked the following follow-up question:

Would the City have a conversation with BWDSB about the possibility of installing lighting at the OSDSS courts?

Chair Koepke noted lighting is not being considered at this time.

**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 Presentation from the Director of Corporate Services Re: 2025 Operating Budget

The Director of Corporate Services provided an overview of the 2025 Operating Budget for Community Services.

In response to a question from Committee, the Director of Corporate Services added that the amount of the Municipal Accommodation Tax (MAT) paid to the Chamber is half of the total MAT tax revenue.

In response to a question from Committee, the Director of Corporate Services added that the listed line items outlining the special events would be the net costs, and the previous slides are the gross costs.

In response to a question from Committee, the Director and Chief Curator of the Art Gallery, Culture, Tourism noted that cost increases are related to contract services, art collection insurance, legal fees, and cleaning services at the TOM. The Director of Corporate Services added that the additional costs through third-party costs have been broken out to show the gross costs instead of net costs.

In response to a question from Committee, the Director of Corporate Services advised that feedback from Committee regarding this first-time presentation is welcome.

In response to a question from Committee, the Director of Community Services added that the net cost difference between Julie McArthur Regional Recreation Centre (JMRCC) and Bayshore are related to the cost-sharing through the partnership with the YMCA. The JMRCC has two rinks, so it has revenue from two ice services, while the Bayshore only has one ice surface.

In response to a question from Committee, the Director of Community Services noted revenue fluctuations over time related to agreements and facility bookings.

CS-241012-002

Moved by Councillor Dodd

**“THAT in consideration of the Staff presentation respecting the 2025 Operating Budget, the Community Services Committee recommends that City Council receive the report for information purposes.”**

Carried.

8.b Arena Operations

8.b.1 Report CS-24-084 from the Manager of Arena Operations Re: Bayshore Community Centre Arena Floor and Boards Update

The Manager of Arena Operations provided an overview of the report outlining the timeline for the arena floor and boards capital project.

CS-241012-003

Moved by Councillor Dodd

**"THAT in consideration of Staff Report CS-24-084 respecting Bayshore Community Centre Arena Floor and Boards Update, the Community Services Committee recommends that City Council receive the report for information purposes."**

Carried.

8.c Planning and Heritage

8.c.1 Report CS-24-086 from the Junior Planner Re: Facade and Structural Improvement Grant Application - 1049 4th Ave E for St. George's Anglican Church

The Junior Planner provided an overview of the report.

In response to a question from Committee, the Junior Planner noted that it does depend on what type of work is being done for each project; however, the Planning and Heritage Division does look at the builder's qualifications.

CS-241012-004

Moved by Vice Chair Farmer

**"THAT in consideration of Staff Report CS-24-086 respecting CIP Application for 1049 4<sup>th</sup> Ave E (St. George's Anglican Church), the Community Services Committee recommends that City Council:**

- 1. Approve the application for a facade and structural improvement grant (50% of eligible costs, up to a maximum of \$7,500) subject to the conditions outlined in Schedule 'F'; and**
- 2. Direct staff to bring forward a by-law to authorize the execution of a Financial Incentive Program Agreement between the City and the property owner for the completion of the façade and structural improvement works."**

Carried.

8.c.2 Report CS-24-075 from the Director of Community Services Re: Provincial Planning Statement 2024

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

In response to a question from Committee, the Director of Community Services added that settlement area changes may not have a big impact for Owen Sound.

CS-241012-005

Moved by Councillor Dodd

**"THAT in consideration of Staff Report CS-24-075 respecting Provincial Planning Statement, 2024 (PPS, 2024), the Community Services Committee recommends that City Council receive the report for information purposes."**

Carried.

8.d Tourism, Culture and Events

8.d.1 Report CS-24-087 from the Events Coordinator Re: Home and Cottage Expo 2024 Wrap-up and Future Agreement

The Director and Chief Curator - Art Gallery, Culture, Tourism provided an overview of the report.

CS-241012-006

Moved by Councillor Middlebro'

**"THAT in consideration of Staff Report CS-24-087 respecting the 2024 Home and Cottage Expo Update Agreement, the Community Services Committee recommends that City Council direct staff to bring forward a by-law to authorize the Mayor and Clerk to execute a two-year agreement with Grey Bruce Home Builders and Trades Association and The Knights of Columbus for the 2025 and 2026 Home and Cottage Expo, as outlined in the report."**

Carried.

8.e Building

None.

8.f Community and Business Development

None.

8.g Facility Bookings and Community Programs

None.

8.h Parks and Open Space

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 Site Plan Approval (ST2024-001) for 2125 16th Street East - Heritage Grove

In response to a question from Committee, the Manager of Planning and Heritage noted that the designation in the East City commercial area, including Heritage Grove, is the major vehicle-related commercial area. Within the sites, there will be sidewalks provided for pedestrian connectivity. Buildings are located close to the street, and parking is provided behind the buildings. The sites are all landscaped.

In response to a question from Committee, the Manager of Planning and Heritage added that the site plan approvals process involves Planning and Engineering putting their stamp on the site plan, which is detailed in the agreement with the City. The developer has to adhere to the plans in the development of the sites. When development is complete, a site inspection is required to verify that all work is completed to the approved site plans. A certificate of compliance is issued, and securities are released; however, the request to comply with the site plan continues in perpetuity.

11.b Site Plan Approval (ST2024-005) for 1100 16th Avenue East - Andpet Realty Ltd

11.c Site Plan Approval for 1451 1st Avenue West (ST2024-004) - Experience Grey Bruce

11.d Memorandum from the Chief Building Official Re: July, August and September 2024 Update

11.e Committee Vacancies Information Sheet

The Chair announced that the City is currently recruiting for public members to fill vacancies on the Community Services Committee, Corporate Services Committee, Operations Committee, Tom Thomson Art Gallery Advisory Committee, and Council Remuneration Review Task Force.

This is a great opportunity for members of the public to guide recommendations and share their input, advice, and expertise.

More information on each committee, including their mandates, meeting dates, and times, can be found on the City's website at [owensound.ca/meetings](https://www.owensound.ca/meetings).

The application period closes on Wednesday, November 20<sup>th</sup> at 4:30 p.m. The application form can be found on the City's website at [owensound.ca/committeevacancies](https://owensound.ca/committeevacancies) or a hard copy can be picked up at the Service Owen Sound counter in City Hall.

CS-241012-007

**"THAT in consideration of correspondence provided for information purposes listed on the October 16, 2024, Community Services Committee agenda, the Community Services Committee recommends that City Council receive Items 11.a to 11.e for information purposes."**

Carried.

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

### **12.a Signage in Parks/Playgrounds and Camping at Kelso Beach Campground**

In response to a question from Committee, the Director of Community Services advised that a report was brought to Committee regarding the Kelso Beach Campground rules. The rules are on the City website, and when reserving online, it is outlined that there are no fire rings, a communal picnic area and a maximum of 1 vehicle per site.

In response to a question from Committee, the Director of Community Services noted that Kelso Beach Campgrounds had 52 reservations during Summerfolk and 12 reservations during the Salmon Derby. The change in the use of public space during the Salmon Derby has made for the lower reservations to the campground. Ms. Coulter added that regulating the use of public space during the Salmon Derby for camping has been identified as a project. The City will work with Trans Canada, and the event organizer to develop these policies.

In response to a question from Committee, the Director of Community Services advised that site sizes at Kelso Beach Campground are suitable for tents and small trailers.

## **13. NOTICES OF MOTION**

### **13.a Member Bousfield-Bastedo provided the following Notice of Motion that was supported by Member Lewis:**

"WHEREAS the City of Owen Sound has been recognized in 2022 and 2023 by the Arbor Day Foundation and the Food and Agriculture Organization of the United Nations as a Tree City of the World, in which the City acknowledged its "dedication to growing and maintaining the best urban forestry practices"; and

WHEREAS a healthy tree canopy provides numerous environmental, economic, and social benefits for our City and therefore aligns with the City's Strategic Plan, Official Plan Policies and supports the City's Climate Change Adaptation Plan; and

WHEREAS tree protection is a shared responsibility among the municipality, residents and other stakeholders; and

WHEREAS trees on belonging to the Corporation of the City of Owen Sound are protected under By-law No. 1994-020 (Owen Sound Shade Tree By-law); and

WHEREAS trees on lands to be developed are subject to the City's Residential Tree Preservation Policy, established in 2004 and woodlots on properties over one hectare are subject to the County of Grey By-law 4341-06 (Forest Management By-law to Promote Sustainable Forest Management Practices and to Prohibit or Regulate the Destruction or Injuring of Trees in Woodlands in the County of Grey);

NOW THEREFORE BE IT RESOLVED THAT the City of Owen Sound consider the creation of a plan, policy or by-law as part of their 2025 work plan regarding the stewardship of mature and native trees on private land to ensure they are considered in a manner that reflects current best practices, research, data, science and the need for an enhanced tree canopy that promotes livable communities and climate change adaptation and mitigation.

AND THAT staff come back to the Community Services Committee with a report to investigate these options to recommend for Council Consideration.”

#### **14. ADJOURNMENT**

The business contained on the agenda having been completed, and Chair Koepke adjourned the meeting at 8:15 p.m.