



Minutes

Community Services Committee

May 21, 2025, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Marion Koepke
Member Aly Bousfield-Bastedo
Councillor Jon Farmer
Member Brendon Haefling
Member Morgan Kemick
Councillor Suneet Kukreja
Member Lloyd Lewis

MEMBERS

ABSENT/REGRETS: Vice Chair Travis Dodd
Member Lance Thurston

STAFF PRESENT: Pam Coulter, Director of Community Services
Bradey Carbert, Manager of Corporate Services
Christine Gilbert, Deputy Treasurer
Ryan Gowan, Manager of Arena Operations
Eckhard Pastrik, Manager of Parks and Open Space
Nicole Olmsted, Community Services Administrative Assistant

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: Problematic Parking at Julie McArthur Regional Recreation Centre

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 April 16, 2025

"THAT the Community Services Committee approves the minutes of the meeting held on April 16, 2025."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

- 5.a Presentation from Dave Aston, MHBC Planning Re: Discussion Paper for the Official Plan Update, Zoning By-law Update and Urban Design Guidelines

The Director of Community Services introduced presenter, Dave Aston, MHBC Planning. Ms. Coulter advised that the online project page including project updates and a link to a survey can be found at ourcity.owensound.ca/planning. Ms. Coulter encouraged the public to watch this page for updates to the project.

Mr. Aston provided a PowerPoint presentation to summarize the Discussion Paper, including an overview of the Official Plan Update, Zoning By-law Update and Urban Design Guidelines. Mr. Aston commented on the potential impact of proposed Bill 17 on the Urban Design Guidelines.

In response to a question from Committee, Mr. Aston noted that the provisions for Additional Residential Units (ARUs), will be in the General Provisions section and the use will be permitted in various residential unit types.

In response to a question from Committee, Mr. Aston noted that Planning legislation is rapidly changing at this time, and a key part of the Official Plan update is legislative conformity.

Mr. Aston provided an overview of the project timeline with a goal to have approval by the end of 2025.

Mr. Aston left the meeting.

6. PUBLIC FORUM

There were no questions or comments 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 General

- 8.a.1 Report CR-25-063 from the Deputy Treasurer Re: 2025 Fees and Charges Update

The Deputy Treasurer provided an overview of the report.

In response to a question from Committee, Ms. Gilbert noted that the Finance Division is leading the Fees and Charges review process with each of the various City divisions and is considering feedback received over the course of the year.

In response to a question from Committee, Ms. Gilbert explained some of the complexity in booking only a portion of the Harrison Park picnic shelter and the reasoning for the proposed fee reduction. The Director of Community Services added that the rental space is often used informally, and reducing the fees may encourage community members to book the space.

In response to a question from Committee, Ms. Gilbert advised that the minimum number of hours per booking and the associated fee are communicated both by customer service staff and through the online booking system.

CS-250521-002

Moved by Member Kemick

"THAT in consideration of Staff Report CR-25-063 respecting the 2025 Community Services Fees and Charges Update, the Community Services Committee recommends that City Council receive the report for information purposes."

Carried.

The Deputy Treasurer left the meeting.

8.a.2 Report CR-25-067 from the Manager of Corporate Services Re: 2026-2030 Multi-year Capital Plan - Community Services Committee

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

In response to a question from Committee, Mr. Carbert noted that Owen Heights Park and Comm-R-Ette Park are currently undergoing public consultation because renewal projects for these parks were approved in the 2024-2025 Capital Plan, with up to two years allotted to complete the required work.

In response to questions from Committee, the Manager of Parks and Open Space noted that Project 23B.30 under the 2023 Capital Plan allocated \$55,000 for upgrades in St. George's Park, including: enhancing accessibility by updating the ramp and removing stairs, replacing lights, repairing fencing, securing the portable washroom, and an additional project regarding the utility building. Mr. Pastrik noted that the City's third-party security contractor will be responsible for locking and unlocking the washroom gate to ensure it is available to user groups but protected from vandalism.

In response to a question from Committee, Mr. Pastrik provided an overview of staff work to advance the natural burials project to-date and advised that staff are working to develop a more refined natural burial site plan and capital estimate for work required to create a suitable space within the cemetery. A future report to Council will outline next steps, including possible broader public engagement.

In response to a question from Committee, Mr. Carbert noted that new project management software is expected to reduce inconsistencies related to user error and support staff in tracking projects that span multiple years.

CS-250521-003

Moved by Councillor Kukreja

"THAT in consideration of Staff Report CS-25-067 respecting the 2026-2030 Multi-year Capital Plan – Community Services Committee, the Community Services Committee recommends that City Council direct staff to bring forward a report on the draft multi-year capital plan and incorporate the feedback from Committee regarding the proposed projects."

Carried.

8.b Parks and Open Space

8.b.1 Report CS-25-050 from the Manager of Parks and Open Space Re: Parks Capital Projects 2025 - Proposed Amendments and Adjustments to the 2025 Capital Plan

The Manager of Parks and Open Space provided an overview of the report.

In response to a question from Committee, Mr. Pastrik noted that the City has a purchasing agreement with a playground manufacturer, in compliance with the City's Purchasing Policy. Through this company the City is developing two concepts with basic standard playground components, which will improve the operational standards and maintenance. Mr. Pastrik provided an overview of accessibility considerations included in playground redevelopment projects.

In response to a question from Committee, Mr. Pastrik noted that staff will bring a report to Committee with revisions to the location and design of the Commemorative Forest Monument, as well as the revised layout of the site to accommodate the monument.

"THAT in consideration of Staff Report CS-25-050 respecting Proposed Amendments and Adjustments to the 2025 Parks and Open Space Capital Plan, the Community Services Committee recommends that City Council approve the following adjustments and reallocations to the 2025 capital plan:

- 1. Decrease \$50,000 budget for 24D.2 - Harrison Park Replace Decorative Lights to \$10,000;**
- 2. Re-allocate remaining \$40,000 from 24D.2 - Harrison Park Replace Decorative Lights to 24D.5 - Harrison Park Community Hall Parking (new budget \$75,000);**
- 3. Cancel \$20,000 budget for 24D.9 - Harrison Park Hyd-a-way Bins;**
- 4. Re-allocate \$20,000 from 24D.9 - Harrison Park Hyd-a-way Bins to 23D.14 - Commemorative Tree Central Monument (new budget \$40,000); and**
- 5. Re-allocate \$45,000 from the 25D.5 - Maitland Park Playground to 24D.47 - Owen Heights Playground Replacement and 24D.45 - Comme-R-Ette Playground Replacement (new budget of \$145,500 each)."**

Carried.

8.c Arena Operations

None.

8.d Building

None.

8.e Community and Business Development

None.

8.f Facility Bookings and Community Programs

None.

8.g Planning and Heritage

None.

8.h Tourism, Culture and Events

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 Ontario Heritage Tool Kit

11.b Protect Ontario by Building Faster and Smarter Act, 2025

11.c Site Plan DA-25-002 - Heritage Grove - Princess Auto Expansion

11.d Site Plan DA-25-004 - 297 18th Street E - Bayshore Terrace

11.e Memorandum from the Chief Building Official Re: April 2025 Update

The Director of Community Services provided an overview of the correspondence for information and the April 2025 Memorandum Update.

CS-250521-005

Moved by Member Bousfield-Bastedo

"THAT in consideration of correspondence provided for information purposes listed on the May 21, 2025 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 Problematic Parking at Julie McArthur Regional Recreation Centre

Councillor Farmer advised that he observed problematic parking at the Julie McArthur Regional Recreation Centre in April and noted that two vehicles were not parked in parking spaces but on the medians in the parking lot.

CS-250521-006

Moved by Councillor Farmer

"THAT the Community Services Committee waives the notice of motion provision in the City's Procedural By-law in order to discuss a matter related to parking enforcement at the Julie McArthur Regional Recreation Centre."

Carried by 2/3.

CS-250521-007

Moved by Councillor Farmer

"THAT in consideration of additional business brought forward at the May 21, 2025 Community Services Committee meeting respecting parking enforcement at the Julie McArthur Regional Recreation Centre, the Community Services Committee recommends that City Council direct staff to bring forward a report for the 2026 budget deliberations respecting options for additional parking enforcement at the Julie McArthur Regional Recreation Centre beginning in 2026."

Carried.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Koepke adjourned the meeting at 7:22 p.m.