



**Minutes**

**Community Services Committee**

**September 17, 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 Morgan Kemick  
Member Lloyd Lewis  
Member Lance Thurston  
Councillor Suneet Kukreja

**MEMBERS**

**ABSENT/REGRETS:** Vice Chair Travis Dodd

**STAFF PRESENT:** Pam Coulter, Director of Community Services  
Sabine Robart, Manager of Planning and Heritage  
Viveca Gravel, River District Coordinator  
Christina McLean, Committee and Executive Support  
Coordinator

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**1. CALL TO ORDER**

Chair Koepke called the meeting to order at 5:30 p.m. and provided a land acknowledgement.

**2. CALL FOR ADDITIONAL BUSINESS**

There was no additional business.

**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 July 16, 2025

The Director of Community Services provided comments respecting the previously requested report addressing a response to provincial Bill 5 and noted that this report will be brought to the October committee meeting.

CS-250917-001

Moved by Councillor Kukreja

**"THAT the Community Services Committee approves the minutes of the meeting held on July 16, 2025"**

Carried.

**5. DEPUTATIONS AND PRESENTATIONS**

5.a Presentation from the River District Coordinator Re: Salmon Tour

The River District Coordinator provided a presentation on the upcoming 2025 Salmon Tour, highlighting the new Tourism app and event marketing.

In response to a question from Committee, Ms. Gravel noted that the influencer selected to highlight the Salmon Tour experience was selected through the team at RT07.

In response to a question from Committee, Ms. Gravel noted that if people are interested but unavailable on October 4th, the self-guided tour is available for the duration of the salmon run, and added that the maps and content are available online and through the app.

**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 Parks and Open Space

8.a.1 Report CS-25-091 from the Manager of Parks and Open Space Re: Harrison Park Marker Tree - Request for Ecological Restoration and Cultural Recognition

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

In response to a question from Committee, Ms. Coulter noted that updating the heritage attributes of the Harrison Park Designation By-law can be added to 2026 staff workplans.

CS-250917-002

Moved by Councillor Farmer

**"THAT in consideration of Staff Report CS-25-091 respecting the Harrison Park Marker Tree – Request for Ecological Restoration and Cultural Recognition, the Community Services Committee recommends that City Council:**

- 1. Approve the request for Ecological Restoration and Cultural Recognition with the costs associated with the plaque to be taken from the capital reserve for plaques and up to \$10,000 from the Parkland reserve for the associated ecological protection; and**
- 2. Direct staff to update the Heritage attributes of the Harrison Park Cultural heritage designation in 2026 to include the Marker Tree."**

Carried.

8.a.2 Report CS-25-094 from the Director of Community Services Re: Agreement Renewal - Festival of Northern Lights

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

In response to a question from Committee, Ms. Coulter noted that the previous living tree was removed in the early 2000s as part of the downtown master plan, and that replacing the current tree with a new living tree is not currently being considered.

In response to a question from Committee, Ms. Coulter noted that financial reporting requirements for an incorporated non-profit will continue to be outlined in the renewed agreement.

In response to a question from Committee, Ms. Coulter clarified that the proposed funds are to account for the need for storage space for the festival to replace the space traditionally provided at Greenwood Cemetery. It was noted that the festival could be eligible for Municipal Accommodation Tax funding through the Owen Sound Tourism Development Fund.

CS-250917-003

Moved by Councillor Kukreja

**"THAT in consideration of Staff Report CS-25-094 respecting Agreement Renewal – Festival of Northern Lights, the Community Services Committee recommends that City Council:**

- 1. Direct staff to bring forward a by-law to execute the agreement renewal as outlined in the report; and**
- 2. Allocate up to \$65,000 from the City's Festival reserve for a display to replace the tree with costs and options to come back through the Committee."**

Carried.

- 8.b Planning and Heritage  
None.
- 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 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 Memorandum from the Chief Building Official Re: Development Update

The Director of Community Services provided an overview of the July and August development update, highlighting the numbers of permits, inspections, and increase in construction value.

- 11.b Site Plan DA-25-012 - 1800 8th St E - Brightshores Accessory Building
- 11.c Site Plan DA-25-014 - 1875 16th Ave E - Amazon
- 11.d Site Plan DA-25-013 - 1900 20th St E - Owen Sound Murray McDonald Building
- 11.e Site Plan DA-25-015 - 750 9th St W - OSDSS
- 11.f Site Plan - DA-25-014 - 901 2nd Ave E - TD Bank
- 11.g Site Plan DA-25-016 - 843 9th Ave E - Murphy

The Manager of Planning and Heritage highlighted the number of planning applications received and provided a brief presentation respecting the various site plan approvals as listed on the agenda.

In response to a question from Committee, Ms. Coulter noted that once site plan approval is provided, it is then up to the applicant to move forward in getting a building permit. If the construction were delayed or cancelled before a building permit is issued, the City may not be informed at that time.

In response to a question from Committee, Ms. Coulter noted that renovations and investments to existing infrastructure may be included in the construction value amount through building permit data but are not tracked in the development update as they are not new units.

In response to a question from Committee, Ms. Robart noted that work is currently ongoing with developers relating to various subdivision plans ahead of final approvals.

In response to a question from Committee, Ms. Coulter noted that data relating to property standards for rental units could be compiled to provide insight into the state of aging rental stock.

CS-250917-004

Moved by Member Kemick

**"THAT in consideration of correspondence provided for information purposes listed on the September 22, 2025 Community Services Committee agenda, the Community Services Committee recommends that City Council receive Items 11.a to 11.g for information purposes."**

Carried.

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

There was no additional business.

## **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 6:25 p.m.