



# Minutes

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## The Blue Mountains, Committee of the Whole Meeting

**Meeting Date:** October 23, 2017  
**Meeting Time:** 1:00 p.m.  
**Location:** Town Hall, Council Chambers  
**Prepared by** Corrina Giles, Town Clerk

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### A. Call to Order

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Mayor McKean called the meeting to order with all members in attendance save Councillor Seguin absent due to approved leave of absence and Councillor McGee absent due to a previous commitment.

Also in attendance were Acting Chief Administrative Officer and Director of Community Services Shawn Everitt, Director of Infrastructure & Public Works Reg Russwurm, Manager of water & Wastewater Allison Kershaw, Manager of Roads & Drainage Jim McCannell, Director of Finance and IT Services Ruth Prince, Deputy Treasurer/Manager of Accounting & Budgets Sam Dinsmore, Manager of Human Resources Jennifer Moreau, Director of Enforcement Services & Fire Chief Rob Collins, Program Coordinator STA/MLEO Officer Kirsty Robitaille, Maintenance & Compliance Coordinator Cameron Wilson, Senior Policy Planner Shawn Postma, and Communications & Economic Development Coordinator Elizabeth Cornish.

Committee then paused for a Moment of Reflection

#### ▪ Approval of Agenda

Moved by: Michael Martin                      Seconded by: R. J. Gamble

THAT the Agenda of October 23, 2017 be approved as circulated, including any items added to the Agenda, Carried.

#### ▪ Declaration of Pecuniary Interest and general nature thereof

No member declared a pecuniary interest with any matter on the Agenda.

#### ▪ Previous Minutes

Moved by: Gail Ardiel                              Seconded by: Michael Martin

THAT the Committee of the Whole minutes of October 2, 2017, be adopted as circulated, including any revisions to be made, Carried.

#### ▪ Adoption of Consent Agenda

With the adoption of the Consent Agenda, all Recommendations found within the staff reports at Agenda items B.3, B.7 and B.11 as listed:

- **B.3.1 Fair Workplaces, Better Jobs Act, 2017: Legislative Update, FAF.17.129**
- **B.3.2 Monthly Financial Report – September 2017, FAF.17.123**
- **B.3.3 CityView Service Requests, FAF.17.95**
- **B.11.1 Planning Applications – Month of September, 2017, PDS.17.93**
- **B.11.2 Artisan at Lora Bay – Redline Revisions Information Report (Adams), PDS.17.96**



David Roy noted that addiction treatment is underfunded and under-resourced. David noted that outreach is provided to highschoools, further noting it is difficult to offer services to Grey Bruce as it is a large area. David spoke regarding next steps, noting that the focus is to create awareness, increase monitoring and surveillance, educate target groups and engage municipal leaders.

Lynda then spoke regarding the legalization of cannabis, noting that Grey Bruce Health Unit is pushing the provincial government to set the legal age to 25 years. Lynda noted that it is proposed that cannabis use will be permitted only in private spaces, and that road safety includes drug impairment and that there will be zero tolerance for anyone under the age of 21. Lynda noted that municipalities will oversee where stores may be located, and that more information is being sought.

Deputy Mayor Ardiel spoke questioning the long term health effects of cannabis use, Lynda replying that more information is required.

Deputy Mayor Ardiel spoke noting that cannabis legalization will not generate revenue for the municipality. David noted that the Provincial government is being asked to dedicate a portion of the revenues to treatment.

Mayor McKean thanked Lynda and David for their presentation.

**B.1.3 Terry Kellar, Chair – Blue Mountain Ratepayers Association (“BMRA”), Short Term Accommodation Committee  
Re: Short Term Accommodation Issues**

Terry Kellar spoke noting that the BMRA Short Term Accommodation Committee supports staff report FAF.17.130 “STA Licensing Program Update” included at Agenda item B.2.1 of this Agenda.

Mr. Kellar noted that in The Blue Mountains there are short term accommodation (“STA”) units that have licenses but should not have and there are STA units that have occupancy levels on their licenses that allow more people than they should.

Mr. Kellar requested that Council instruct staff to cancel the licenses for units which are not in compliance with the Bylaw and also correct and reissue licenses for the units that have occupancy loads more than they are legally allowed.

Mayor McKean spoke referencing the 120 metre minimum distance separation and reference to legal non-conforming, questioning if they are “grandfathered”. Rob Collins, Director of Enforcement Services & Fire Chief, spoke in response noting that there are licences that were issued within the 120 metre minimum distance separation, noting that staff believed it appropriate to issue the licences.

Mayor McKean then questioned if a licence has been issued, when is the opportunity to bring the STA unit into conformance with the by-law. Rob Collins spoke in response noting that zoning changes will address this for some of the issued licenses, further noting that this can be addressed at renewal.

Mr. Kellar thanked Council for hearing his deputation.

**B.2 Staff Reports**

**B.2.1 STA Licensing Program Update, FAF.17.130**

Moved by: Michael Martin      Seconded by: R. J. Gamble

THAT Council receive Staff Report FAF.17.130, entitled “STA Licensing Program Update” for information purposes, Carried.

Moved by: Joe Halos                      Seconded by: Gail Ardiel

THAT with respect to staff report FAF.17.130, entitled “STA Licensing Program Update”, Council direct staff to forthwith notify Short Term Accommodation owners currently in violation of the Town’s zoning by-law and STA Licensing By-law that their STA Licenses shall be reviewed immediately and may be subject to cancellation, Carried.

Moved by: Joe Halos                      Seconded by: Gail Ardiel

THAT with respect to staff report FAF.17.130, entitled “STA Licensing Program Update”, Council direct staff to forthwith notify Short Term Accommodation owners that the Town’s interpretation of the occupancy load is as referenced in staff report FAF.17.130, Carried.

**B.2.2 Award of the Development Charges Background Study, FAF.17.120**

Moved by: Michael Martin              Seconded by: Joe Halos

THAT Council receive Staff Report FAF.17.120, entitled “Award of the Development Charges Background Study”; and

THAT Council approve the creation of a 2017 Operating Budget for the Development Charges Background Study; and

THAT Council approve the use of \$6,000 from Rollover Reserves to fund this project, Carried.

**B.2.3 Municipal GhG Challenge Fund Application, FAF.17.122**

Moved by: Gail Ardiel                      Seconded by: Joe Halos

THAT Council receive Staff Report FAF.17.122, entitled “Municipal GhG Challenge Fund Application”; and

THAT Council direct staff to apply for funding under the Municipal GhG Challenge Fund for the conveyance of leachate by forcemain from the Landfill to the Thornbury Wastewater Treatment Plant, Carried.

**B.2.4 Subsidies for all Community Services Facilities, FAF.17.112**

Moved by: Michael Martin              Seconded by: Joe Halos

THAT Council receive Staff Report FAF.17.112 entitled “Subsidies for all Community Services Facilities”; and

THAT Council direct staff to explore and report back in 2018 potential revenue streams for the Parks and Trails division of Community Services; and

THAT Council reallocate the funding in Special Events Subsidy to the Grants and Donations budget of \$8,000 starting in 2019 and advise the organizations of the application process, Carried.

**B.2.5 2018 OPP Billing Statement, FAF.17.121**

Moved by: Gail Ardiel                      Seconded by: Michael Martin

THAT Council receive Staff Report FAF.17.121, entitled “2018 OPP Billing Statement”; and

THAT Council approve the 2018 OPP Billing Statement in the amount of \$2,678,848, Carried.

**B.2.6 Accessibility Standards for Customer Service, FAF.17.124**

Moved by: Joe Halos                      Seconded by: Michael Martin

THAT Council receive the Staff Report FAF.17.124 “Accessibility Standards for Customer Service” for information;

AND THAT Council approve the staff recommended revisions to the revised policy, Carried.

**B.2.7 Integrated Accessibility Standards Regulation Policy Revision, FAF.17.125**

Moved by: Gail Ardiel                      Seconded by: Michael Martin

THAT Council receive the Staff Report FAF.17.125 “Integrated Accessibility Standards Regulation Policy Revision” for information;

AND THAT Council approve the staff recommended revisions to the revised policy, Carried.

**B.2.8 Hiring of Employees Policy Review, FAF.17.128**

Moved by: R. J. Gamble                      Seconded by: Gail Ardiel

THAT Council receive the Staff Report FAF.17.128 “Hiring of Employees Policy Review” for information;

AND THAT Council approve the staff recommended revisions to the revised policy, Carried.

**B.2.9 Ministry of Transportation Delegation Request, FAF.17.133**

Moved by: Gail Ardiel                      Seconded by: Michael Martin

THAT Council receive Staff Report FAF.17.133, entitled “Ministry of Transportation Delegation Request”;

AND THAT Council direct staff to request a delegation with the Minister of Transportation at the Rural Ontario Municipal Association Conference to discuss advancing the Highway 26 Corridor Environmental Assessment;

AND THAT Council direct staff to request a delegation with the Minister of Transportation at the Ontario Good Roads Association Conference to discuss advancing the Highway 26 Corridor Environmental Assessment.

**B.3 Finance, Administration, Enforcement and Fire “Information Reports” and correspondence to be considered in the adoption of the Consent Agenda**

**B.3.1 Fair Workplaces, Better Jobs Act, 2017: Legislative Update, FAF.17.129**

THAT Council receive the Staff Report FAF.17.129 “Fair Workplaces, Better Jobs Act, 2017: Legislative Update” for information only, Carried.

**B.3.2 Monthly Financial Report – September 2017, FAF.17.123**

Moved by: R. J. Gamble                      Seconded by: Michael Martin

THAT Council receive Staff Report FAF.17.123 entitled “Monthly Financial Report – September 2017” for information purposes, Carried.

Moved by: R. J. Gamble                      Seconded by: Gail Ardiel

THAT with respect to Staff Report FAF.17.123 entitled “Monthly Financial Report – September 2017” and reference to “September 2017 Bid Awards, Bid Number 2017-28-P-IPW, Engineering Services for the Installation of a Leachate Pumping Station and Forcemain”, Council direct staff to provide an interim report to Council regarding the history, background and costs of treatment of the landfill leachate, including an update on the Installation of a Leachate Pumping Station and Forcemain at the landfill, Carried.

**B.3.3 CityView Service Requests, FAF.17.95**

THAT Council receive staff report FAF.17.95, entitled “CityView Service Requests” for information purposes, Carried.

**B.4 Correspondence, if any**

None

**Community Services and Infrastructure & Public Works Reports  
To be chaired by Councillor Joe Halos**

**B.5 Deputations, if any**

**B.5.1 Presentation: Suzanne Troxler, C.C. Tatham & Associates Ltd.  
Re: Hidden Lake Road Area Improvements, Class Environmental Assessment**

Suzanne Troxler, Michael Cullip and Jason Cubby of C.C. Tatham & Associates were present to provide an overview of the Hidden Lake Road Area Improvements, Class Environmental Assessment.

Michael Cullip provided an overview of the existing conditions of Hidden Lake Road, and other area roads, including Wards Road, Railway St./Barclay Blvd. and James Street. Michael then reviewed the comparison of the said roads to The Blue Mountains standards.

Michael reviewed the needs and problem statement for the roads, noting that the needs relate to road width and surface, road alignment, lack of connectivity/second access, roadside drainage and roadside hazards.

Michael Cullip then reviewed the alternative solutions for Hidden Lake & Alta Roads noting that the preliminary preferred alignment for Hidden Lake and Alta Roads will address the deficient horizontal curve, eliminate the steep vertical grade, and reconstruct Hidden Lake Road from Alta Road extension to Highway 26 as per current Town standards. Michael Cullip noted that this alignment will provide good connectivity and will eliminate the grade.

Michael Cullip then reviewed the alternative solutions for other area roads. Michael noted that the preliminary preferred solution for other area roads is for minor improvements to improve drainage and eliminate roadside hazards where feasible without significant impacts.

Suzanne then spoke regarding water services in the study area noting that most residences in the Hidden Lake Road area have adequate water supply for domestic use and fire protection, and those on the higher elevation do not have fire protection. Michael noted that residences in the Alta Road area have an adequate water supply for domestic use, further noting that available fire flows are below FUS guidelines. Suzanne confirmed that the preliminary preferred water solution is alternative 4, to decommission Wards Road Booster Pumping Station and Upsize the watermain on Wards Road.

Suzanne then spoke regarding wastewater services in the study area noting that residences in the Hidden Lake Road area and along Highway 26 have individual septic systems, residences in the Alta Road area have wastewater service via a connection to the Craighleith Wastewater Treatment Plant. Suzanne confirmed that the preliminary preferred wastewater solution is

alternative 2 to include a new Hidden Lake Road SLS, Forcemain and Sewers East to Connect at Lakeshore Road.

Suzanne then reviewed the cost sharing scenario for Alternative 2, including per unit costs and connection charges, noting that she believes the costs to be within the range set by the Town's affordability policy. Suzanne confirmed there would be additional costs for private works.

Suzanne noted that the Public Information Centre is scheduled for Thursday, November 2, 2017 and Saturday, November 4, 2017 at The Blue Mountains Council Chamber. Suzanne confirmed that comments have been requested from agencies and stakeholders, and that a report will be provided to Council in January 2018.

## **B.6 Staff Reports**

### **B.6.1 Water Section Operations Update – May to August 2017, CSPW.17.104**

Moved by: R. J. Gamble                      Seconded by: Michael Martin

THAT Council receive Staff Report CSPW.17.104 entitled "Water Section Operations Update – May to August 2017" for their information, Carried.

### **B.6.2 Peel Street Consideration to Stop Up and Close a Portion at Grey Road 113, CSPW.17.108**

Moved by: Michael Martin                      Seconded by: R. J. Gamble

THAT Council receive Staff Report CSPW.17.108 entitled "Peel Street Consideration to Stop Up and Close a Portion at Grey Road 113";

AND THAT Council direct Staff to initiate a public process to consider stopping up and closing a portion of the Peel Street South road allowance extending westerly from the juncture of Grey Road 113/Arthur Street West to the 10th Line, Carried.

### **B.6.3 Endorsement of Private Member's Bill 141 – Sewage Bypass Reports Act, 2017, CSPW.17.095**

Moved by: John McKean                      Seconded by: Gail Ardiel

THAT Council receive Staff Report CSPW.17.095 entitled "Endorsement of Private Member's Bill 141 – Sewage Bypass Reports Act, 2017";

AND THAT Council provide endorsement of Private Members Bill 141;

AND THAT Council approve Staff to post notices of bypasses, overflows and/or spills to the natural environment of untreated or partially treated sewage on the Town's webpage and hand deliver notices to suspected impacted properties within one business day of an occurrence, Carried.

**B.6.4 Report on Tender Prices – 2017-33-T-IPW, UV Unit Replacement, Clean Water and Wastewater Fund Program, CSPW.17.103**

Moved by: R. J. Gamble                      Seconded by: Michael Martin

THAT Council receive Staff Report CSPW.17.103 entitled, “Report on Tender Prices – 2017-33-T-IPW UV Unit Replacement, Clean Water and Wastewater Fund”;

AND That Council approve an additional increase in the budget by \$100,000 from \$875,000 to \$975,000 for the UV Unit Replacements;

AND THAT Council approve funding the additional \$100,000 from the Wastewater Asset Replacement Reserve Fund, Carried.

**B.6.5 Amendment to the Municipal Land Use Agreement/Proposed Changes with Free Spirit Gardens, CSPW.17.110**

Moved by: Michael Martin                      Seconded by: R. J. Gamble

THAT Council receive Staff Report CSPW.17.110 entitled “Amendment to the Municipal Land Use Agreement/Proposed Changes with Free Spirit Gardens”;

AND THAT Council approve the proposed changes to the Municipal Land Use Agreement for the use of the eastern greenspace of the Beaver Valley Community Centre for public gardens as outlined in this report, Carried.

**B.6.6 Revisions to the Flag and Proclamation Protocol Policy POL.COR.15.01, CSPW.17.109**

Moved by: Gail Ardiel                      Seconded by: John McKean

THAT Council receive Staff Report CSPW.17.109 entitled “Revisions to the Flag and Proclamation Protocol Policy POL.COR.15.01”;

AND THAT Council approve the revisions to the Flag and Proclamation Protocol Policy POL.COR.15.01 as outlined in this report, Carried.

**B.7 Community Services and Infrastructure & Public Works Reports “Information Reports” and correspondence to be considered in the adoption of the Consent Agenda:**

None

**B.8 Correspondence, if any**

None

**Planning & Development Services Reports  
To be chaired by Deputy Mayor Gail Ardiel**

**B.9 Deputations, if any**

None

**B.10 Staff Reports**



**B.10.1 Clarksbury Development Corporation Request to Purchase Town Owned Lands Part Lot 28, Concession 7, PDS.17.92**

Moved by: Michael Martin                      Seconded by: R. J. Gamble

THAT Council receive Staff Report PDS.17.92, entitled “Clarksbury Development Corporation, Request to Purchase Town Owned Lands, Part Lot 28, Concession 7, Town of The Blue Mountains”; and

THAT Council authorize Planning Staff to initiate the public notification process to consider deeming the Town Owned Lands described as Part Lot 28, Concession 7 surplus to the needs of the municipality and to consider the sale of the lands to the sole adjacent property owner being Clarksbury Development Corporation.

THAT Council authorize the Mayor and Clerk to authorize the application for Draft Plan Approval and Zoning By-law Amendment on the Town Owned Lands to be considered concurrently with the Clarksbury Development application and sale and disposition of Town Owned Lands process, Carried.

**B.10.2 Application for Zoning By-law Amendment Michael Cairns, Lot 51 Plan 16M-46 (111 Interlaken Court), PDS.17.95**

Moved by: John McKean                      Seconded by: Michael Martin

THAT Council receive Staff Report PDS.17.95, entitled “Application for Zoning By-law Amendment, Michael Cairns, Lot 51 Plan 16M-46 (111 Interlaken Court), Town of The Blue Mountains”; and

THAT Council enact a Zoning By-law Amendment so as to permit the construction of a tennis court prior to the main dwelling on Lot 51 Plan 16M-46, Carried.

**B.11 Planning & Development Services Information Reports and correspondence to be considered in the adoption of the Consent Agenda:**

**B.11.1 Planning Applications – Month of September, 2017, PDS.17.93**

THAT Council receive Staff Report PDS.17.93 “Planning Applications – Month of September, 2017” for information purposes, Carried.

**B.11.2 Artisan at Lora Bay – Redline Revisions Information Report (Adams), PDS.17.96**

THAT Council receive Staff Report PDS.17.96, “Artisan at Lora Bay - Redline Revisions Information Report (Adams)”; for information purposes, Carried.

**B.12 Correspondence, if any**

None

**C. 5:00 PM Public Meetings / Deputations**

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Mayor McKean noted under the authority of the *Municipal Act, 2001* and in accordance with Ontario’s *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), The Corporation of the Town of The Blue Mountains wishes to inform the public that all information including opinions, presentations, reports and documentation provided for or at a Public Meeting, Public Consultation, or other Public Process are considered part of the public record. This information may be posted on the Town’s website and or/ made available to the public upon request.

**C.1 Statutory Public Meetings**

None

**C.2 Deputation**

None

**D. New and Unfinished Business**

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**D.1 Notice of Motion (Council)**

None

**D.2 Additions to the Agenda**

**D.2.1 Beaver Valley Community Centre (“BVCC”), Standard Operating Procedures**

Councillor Halos spoke referencing the recent deadly ammonia leak at an arena in Fernie, British Columbia where three workers died. Councillor Halos questioned if The Blue Mountains have systems in place to ensure this does not happen here. Shawn Everitt, Director of Community Services and Acting CAO spoke noting that the BVCC refrigeration plant is inspected annually, and that the refrigeration plant has been completely replaced since the BVCC was built in 1993. Shawn confirmed that the Town has Standard Operating Procedures in place that staff follow, further noting that Electrical Procedures are also followed by staff. Shawn confirmed that the BVCC has an alarm system in place that will sound if ammonia is detected in the BVCC.

**E. Notice of Meeting Dates**

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Council Meeting, November 6, 2017, Town Hall, Council Chambers

Committee of the Whole Meeting, November 15, 2017  
Town Hall, Council Chambers

**F. Adjournment**

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Moved by: R. J. Gamble                      Seconded by: Michael Martin

THAT this Committee of the Whole does now adjourn at 4:51 p.m. to meet again on November 15, 2017, Town Hall, Council Chambers, or at the call of the Chair, Carried.

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John McKean, Mayor

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Corrina Giles, Town Clerk