

**Minutes: The Blue Mountains Special Meeting of Council**



**MEETING DATE:** December 4, 2013  
**LOCATION:** Town Hall, Council Chamber  
**PREPARED BY:** Corrina Giles, Town Clerk

**A. Call to Order**

- Mayor Anderson called the meeting to order with all members in attendance.

Also in attendance were CAO Troy Speck, Director of Engineering & Public Works Reg Russwurm, Director of Planning & Building Services David Finbow, Director of Recreation Shawn Everitt, Director of Finance & IT Services Robert Cummings, Manager of Water & Wastewater Services John Caswell, Chief Librarian Terri Pope, Financial Accountant Renee Ouellette, Engineering Design Technologist Mike Humphries and Deputy Fire Chief AJ Lake.

- Approval of Agenda

Moved by: Gail Ardiel                      Seconded by: John McKean

THAT the Agenda of December 4, 2013 be approved as circulated, including any items added to the Agenda, Carried.

- No member declared a pecuniary interest with any matter as listed on the Agenda

**B. Presentation / Discussion / Staff Reports**

**B.1 Review of Development Charge Study and 10 Year Capital Program by Hemson Consulting**

Craig Binning of Hemson Consulting provided a presentation regarding the Development Charges Study.

Craig noted that the Town's development charges by-law has a life span of five years. Craig noted that the Lora Bay by-law expires in August 2014 and the Camperdown by-law expires in October, 2014. Craig noted that the Town must pass a new by-law before the expiry date in order to continue collecting development charges.

Craig noted that development charges finance growth related capital costs, further noting that growth pays for growth. Craig then reviewed the tools available to fund the capital costs, including development charges, direct developer contributions, property taxes and user fees. Craig noted that one development charge by-law can be enacted with a common expiry date.

Craig then reviewed the schematics of the study process, further noting that Hemson will work with staff to review the previous development charge background study and will be seeking Council direction to determine the growth related development.

Craig then spoke noting how growth related development is funded. Craig spoke regarding the services that are funded through the development charge rate structure, including the library, fire, police, parks and recreation, public works, general government, roads and related services, and water and wastewater on area specific services.

Craig spoke regarding ineligible services, including cultural and entertainment facilities, museums, theaters, art galleries, parkland acquisition, hospitals, general administration of the municipality and waste management. Craig noted that there is concern with the ineligibility of hospitals and waste management, further noting that it is argued that these should be eligible services.

Craig then spoke regarding development charge service areas.

Craig then spoke regarding Town-Wide development charges in The Blue Mountains noting that the majority of development charges collected have been in the Res "A" class.

Craig then spoke regarding the total development charge Town-wide and water and wastewater for the Craighleith ASDC.

Craig noted that through the adoption of the development charge by-law, Council will undertake the capital works to be included in the development charge study, further noting that the development charge must exclude grants, subsidies and contributions, benefits to existing or replacement elements, uncommitted development charge reserve funds, 10% soft-serve deduction and a post-period benefit.

Craig spoke noting what is to be included in the development charge capital program, further noting that it is important to tie in with capital budgets and master plans.

Duncan noted that there are different tolerances to debt, further noting that a development charge fund does not balance at zero until the development is completely built out. Craig spoke in response noting that infrastructure needs to be in place before development proceeds, further noting that the Development Charges Act speaks to ten year service levels.

Craig then reviewed local service definitions noting there are a set of guidelines used by the Town to determine the shares of capital projects to be recovered directly through the developer or through development charges. Craig noted that the Town will revise the local service guidelines for services such as roads, stormwater, water and sanitary sewer, and parkland development.

Craig spoke regarding the 2010 Capital Program Highlights for the library, fire services, police department, parks and recreation, public works, general government, roads and related, water and sewer plants, linear water works, linear wastewater works.

Director of Finance and IT Robert Cummings spoke regarding the library expansion in response to a previous question of Council questioning if the expansion of the library is justified given the declining growth forecast. Councillor Martin spoke noting Council need to identify the capital projects. Councillor Halos spoke noting as a member of the Library Board, it was determined not to proceed with the bookmobile.

Councillor McKean spoke noting the library will have to be expanded at some point and questioned if the library expansion is critical or if the expansion should be pushed out. Michael then spoke noting Councillor McKean's point is well taken, and questioned if Council should start planning for an expansion next year for construction in five to six years. Library CEO Terri Pope spoke noting the Board has had preliminary discussions about expansion at the last Library Board meeting and noted that it will be discussed at the next meeting as well.

Duncan then questioned how the size of an expansion is determined and questioned how it is determined when the library should be expanded. CAO Troy Speck spoke noting the Library Board requires Council consent to expand, further noting that the Library Board cannot proceed with an expansion on its own.

Councillor Gamble spoke noting the expansion should be deferred for six to eight years and that Council should have 50% of the cost of the expansion in reserves before proceeding with the expansion. Bob then questioned what impact broadband will have on the area and the library.

Craig then spoke noting he has worked with libraries over the years and noted needs and services are changing with the rise of electronics, but noted that library foot traffic is increasing as libraries now have a mix of materials available. Craig then recommended that Council continue making provision for a library expansion and new collection of materials.

Craig then spoke regarding fire services. Deputy Fire Chief AJ Lake spoke noting a pump rescue and two pumper tankers were purchased in the last five years. Craig noted that the recession slowed development and that funding envelopes will change.

Rob then questioned reference to a marine rescue unit, AJ noting that this service is provided by the Coast Guard and the OPP provides this service.

Rob then noted Council questioned at what point Fire Station No. 3 will be built at Castle Glen, John spoke in response noting that the current fire halls will be unable to provide support to the Castle Glen development if it starts to develop further.

Duncan then questioned if a fire hall can be area rated, Craig replying that legislation prohibits this and that there are legislative challenges for service levels further noting that response times and overlaps could cause an issue. Duncan noted a fire hall in the area of Castle Glen would be a benefit to the area.

Craig then reviewed the Police Department Highlights.

Craig then reviewed the Parks and Recreation Highlights noting that multiple changes have been made inside and outside. Direction of Community Services Shawn Everitt spoke noting he is actively looking at trends, further noting that operational costs are a factor too.

Robert noted that Council questioned the need for a recreation centre, further noting that the background study provided a good background.

Joe then questioned the purpose and look of a new indoor recreational facility, Shawn replying that a multi-use facility study was completed in 2008 that included a gym, pool, and ice pads, further noting that Council received this information, but did not approve the plan. Shawn noted that multi-use facilities are costly, being 35 to 45 million to build. John spoke noting there needs to be a discussion as to whether the Town can afford a multi-use recreational facility, further noting the economy has not been great since 2008.

Councillor Ardiel then spoke questioning the age of the Beaver Valley Community Centre and the age of the former arena. Shawn spoke in response noting that the former arena was built in 1960 and was condemned in 1990. Gail spoke noting if the life of the BVCC can be extended for another 20 years that the multi-use recreational facility should be removed from the capital projects list. Bob then spoke noting the annual operating cost for a multi-use recreational facility is estimated at \$600,000, further noting that he does not believe the Town will ever collect enough development charges to fund a multi-use recreational facility. Bob then expressed concern about the development of a skating loop at the Town Hall, further noting that the Beaver Valley Community Centre should be used for skating.

Duncan then questioned if an indoor facility is required or if the Town should expand its trails. Shawn spoke in response noting the Leisure Activities Plan will be updated in the near future, further noting that “needs” rather than a “wish list” will be the focus of this review. Shawn noted that the skating loop is part of the original design of the Town Hall concept plan, and that a waterplay facility is being considered as well. Shawn noted that synthetic ice is being considered. Joe noted that Council need to be careful in its spending.

Ellen then questioned if the development charges can be transferred to other projects if the project is a similar type of project, Craig replying that the Development Charges Act states that development charges funds must be spent on the purpose it was collected, but noted that the funds can be shifted somewhat.

Duncan then questioned if Council should have the statistics on what is spent now for maintenance on the existing indoor and outdoor recreation facilities to determine when the Town will have the assessment to fund a multi-use recreational facility. Robert spoke in response noting this calculation is performed now, further noting he can bring this information forward to Council.

Craig then reviewed Public Works. Reg spoke regarding the Ravenna public works facility noting that the red shed that was removed should be replaced with a pole barn for equipment storage. Reg noted that a business case should be completed to determine the best time for this replacement, further noting this should remain in the background study.

John then spoke regarding the County's road rationalization study and questioned if the Town could rent space at the County building on Grey Road 40, Ellen spoke in response noting that eventually all connecting roads will be reviewed, Duncan noted that if the roads are downloaded, that this would make good sense.

Duncan then questioned if the Town can use development charges to build a building at the Ravenna yard, Craig replying yes.

Craig then reviewed the 2010 Capital Program Highlights, General Government.

Craig then reviewed the 2010 Capital Program Highlights, Roads and Related. Reg then questioned if signalization on a connecting link can be deemed a development charges road, Craig replying that if the cost of the signalization is growth related, then yes, the cost can be funded through development charges. Reg noted there is no connecting link project funding available, Craig replying that this includes redevelopment. Reg noted that he will ensure this is added.

Craig then reviewed the 2014 Development Charge Study Process.

Rob then referenced funding of new services, referencing the 6 month transit trial, and questioned what share can be funded through development charges, Craig spoke noting the Development Charges Act restricts municipalities from funding transit that do not currently provide transit.

Mayor Anderson then thanked Craig for his presentation.

Robert then noted that staff will look at the next 10 year capital program and will come back with a new capital 10 year plan for Council consideration.

## **B.2 Authorization to Execute a Source Protection Municipal Implementation Fund Grant Funding Agreement, PL.13.133**

Moved by: Joe Halos                      Seconded by: Duncan McKinlay

THAT Council receive Staff Report PL.13.133 respecting Authorization to execute a Source Protection Municipal Implementation Fund Grant Funding Agreement and that Council authorize the Mayor and Clerk to execute said Agreement, Carried.

**C. Adjournment**

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

THAT this Council does now adjourn at 3:24 p.m., Carried.

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Ellen Anderson, Mayor

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Corrina Giles, Town Clerk