



Corporation of the County of Grey Committee Minutes

Planning and Community Development Committee Minutes November 20, 2012 – 10:00 a.m.

The Planning and Community Development Committee met on the above date at the County Administration Building with the following members in attendance:

Present: Chair Arlene Wright; Councillors Alan Barfoot, Kevin Eccles, Wayne Fitzgerald, Harley Greenfield, Terry McKay; and Warden Duncan McKinlay

Regrets: Councillors Norman Jack, Kathi Maskell

Staff

Present: Lance Thurston, CAO; Sharon Vokes, County Clerk/ Director of Council Services; Randy Scherzer, Director of Planning; Kevin Wepler, Director of Finance; Heather Morrison, Deputy Clerk/Records Manager; Sarah Morrison, Intermediate Planner; Bryan Plumstead, Tourism Manager/Economic Development Coordinator; Lara Javalyn, Community Relations Coordinator; Mike Alguire, Purchasing Manager; Meredith Bowers, Economic Development Liaison; Kathie Nunno and Tara Warder, Recording Secretaries

Call to Order

Chair Wright called the meeting to order at 10:00 a.m.

Declaration of Pecuniary Interest

There were none.

Business Arising from the Minutes

Planning and Community Development minutes dated October 16, 2012

These minutes were for information only as they were adopted by Grey County Council on November 6, 2012.

Closed Meeting Matters

There were none.

Reports – Financial

CCR-PCD-55-12 2012 Third Quarter Financial Analysis

Sharon Vokes and Randy Scherzer presented the above-noted report, outlining the status of various projects and the budgets under the responsibility of the Planning and Community Development Committee. Notably, the replacement of a culvert south of Highway 26 is not anticipated to be completed before the end of the year, and consequently, staff will be presenting a report in 2013 requesting that the project be funded from the Trails reserve.

It was further noted that the tender for the concrete floor in the barn at Grey Roots has been issued, and the project will commence shortly. It is anticipated that overall, the budgets under the Committee will be on budget or in a surplus position at year end.

PCD159-12 Moved by: Councillor Greenfield

Seconded by: Councillor Fitzgerald

THAT Report CCR-PCD-55-12 regarding the analysis of the financial statements to September 30, 2012 under the responsibility of the Planning and Community Development Committee be received as presented and that after funding any deficits within the portfolio that the following distribution of surplus be allocated at year end:

Trails – any surplus allocated to the Trails reserve

Tourism – any surplus allocated to the Tourism reserve

Economic Development - \$45,000 to Tourism reserve and any remaining surplus to Economic Development surplus

Grey Roots – any surplus allocated to Grey Roots' General reserve

AND THAT any remaining surplus within the portfolio be allocated equally between the Trails reserve and the Grey Roots' General reserve.

Carried

CCR-PCD-56-12 Third Quarter Purchasing Report

Sharon Vokes and Randy Scherzer presented the Third Quarter Purchasing Report, which summarized any purchases between \$25,000 and \$100,000 as required by the County's Purchasing policy, ADM-03-10. It was noted that the only purchase falling between \$25,000 and \$100,000 related to the stabilization of Culvert 21, awarded to Bud Mervyn in the amount of \$27,150.00. Ms. Heather Morrison provided the details of the work that was completed on the culvert. Mr. Scherzer indicated that a report will be forthcoming requesting direction on how to proceed with Culvert 21. Brief discussion ensued regarding funding opportunities for potential replacement. Mr. Kevin Weppler indicated that the Finance and Transportation Departments

are reviewing possible projects which may be eligible for funding under the Municipal Infrastructure Investment Initiative (MIII), noting that a recommendation will be brought forward for consideration by the appropriate committee(s).

PCD160-12 Moved by: Councillor McKay

Seconded by: Councillor Fitzgerald

THAT Report CCR-PCD-56-12 Quarterly Purchasing Report for the Planning and Community Development Committee be received for information only.

Carried

Reports – County Clerk

CCR-PCD-59-12 Forest and Trail Access Policy

Heather Morrison presented the proposed Forest and Trail Access Policy to the Committee, noting that the intent of the policy is to provide a consistent process for staff to deal with requests made for use of Grey County owned trails. Two procedures were presented for the Committee's endorsement, being the Land Use Agreement Procedure which is specific to special events requests and the Private Crossing Agreement Procedure. Ms. Morrison further explained that, with respect to the Land Use Agreement, requests outside of the approved Recreational Trails Strategy will come forward to the Committee for consideration.

PCD161-12 Moved by: Councillor Barfoot

Seconded by: Councillor Greenfield

WHEREAS at the June 19, 2012 Planning and Community Development Committee meeting, delegation was given for staff, in consultation with the Warden to approve special event requests on Grey County Trails;

AND WHEREAS a corporate policy surrounding forest and trail access would provide a streamlined approach to all requests received by the County;

NOW THEREFORE BE IT RESOLVED THAT Report CCR-PCD-59-12, regarding the Forest and Trail Access Policy and subsequent procedures be received;

AND THAT MS-GEN-002 being the Forest and Trail Access Policy, MS-GEN-002-001 being the Land Use Agreement Procedure and MS-GEN-002-002 being the Private Crossing Agreement Procedure be endorsed.

Carried

Grey Roots Update – Verbal Presentation

Lara Javalyn conducted a PowerPoint presentation, providing an update on the activities and events which have taken place at Grey Roots Museum and Archives during the 2012 year,

including the successful “Sherlock Holmes and the Clocktower Mystery” exhibit, the new World War I Education Days, the Robert Bell steam engine, and over 35 other special events for the public. Ms. Javalyn also noted the accomplishments of the Grey Roots Museum and Archives with respect to awards, Heritage Village, community projects and fundraising and donations. Further, the priorities and key goals for 2013 were presented, including strategic planning, Heritage Village development, and revenue and fundraising growth. Staff were commended on the work they have done at Grey Roots Museum and Archives.

CCR-PCD-57-12 Economic Development Implementation Plan Update and Priorities for 2013

Bryan Plumstead introduced Meredith Bowers, who presented the above noted report, outlining the progress of the Economic Development Implementation Plan. Ongoing projects for the year include:

- Updates to the “InvestInGreyBruce” website
- The formation of an Economic Development Working Group
- Participation in the “Zoomer” show in October to promote Grey County
- Identifying sectors for focus and further work and development
- Collaborative efforts with the Economic Development Working Group with respect to advertising Grey County

Ms. Bowers also provided information on the recommended priorities for 2013, including:

- Working with Georgian College to improve training and skills development
- A potential collaboration with the local apple industry to form apple clusters
- Building opportunities for job creation
- Building relationships with the local media
- Moving forward with the local food initiative and intelligent community initiative

PCD162-12 Moved by: Councillor Fitzgerald

Seconded by: Councillor Barfoot

THAT Report CCR-PCD-57-12 regarding the Economic Development Implementation Plan be received for information.

Carried

The Committee briefly recessed, and then reconvened.

Reports – Planning

PDR-PCD-29-12 Bowman Minor Exemption

Sarah Morrison provided the Committee with information related to a request for a Minor Exemption for clear cutting under the County of Grey’s Forest Management by-law. Ms.

Morrison noted that the application requests approval of 5 acres of treed land to be converted back to agricultural use, and further that no objections were received from adjacent landowners, Planning staff, or the Grey Sauble Conservation Authority.

PCD163-12 Moved by: Councillor McKay

Seconded by: Warden McKinlay

WHEREAS an application for a Minor Exemption (clear cutting) under the County's Forest Management By-Law has been received for Lots 185 and 186, Concession 1 WTSR, in the geographic Township of Artemesia, Municipality of Grey Highlands;

AND WHEREAS adjacent landowners, Grey Highlands planning staff and Grey Sauble Conservation Authority staff were notified of the application and asked to provide comments on the request;

AND WHEREAS no comments in opposition of the application were received;

AND WHEREAS the application stated that the intended use of the proposed cleared land is for cropping;

NOW THEREFORE BE IT RESOLVED THAT Report PDR-PCD-29-12 be received and the application for a Minor Exemption under the County's Forest Management By-law for Lots 185 and 186, Concession 1 WTSR , in the geographic Township of Artemesia, Municipality of Grey Highlands, be approved.

Carried

PDR-PCD-30-12 Easement Agreement – Enoch Bauman

Sarah Morrison presented the above noted report respecting a request for three easement agreements under the CP Rail Trail in order to drain the subject and neighbouring properties. It was noted that the intention is to dig under, and make a trench along the Trail, and that all costs are to be borne by the landowners. Concern was expressed with respect to the absence of final approvals/permits and input from all necessary parties. It was noted that staff will continue communications with the lower tier municipality, the landowner, Grey County Transportation staff, Grey Sauble Conservation Authority, and any other relevant individuals to finalize details of the drainage work and the easement terms.

Staff were directed to bring forth a report outlining the process involved in approvals with respect to drainage.

PCD164-12 Moved by: Warden McKinlay

Seconded by: Councillor Fitzgerald

WHEREAS there are numerous properties that are bisected by the CP Rail Trail where residents require drainage under the CP Rail Trail to the benefit of their properties;

AND WHEREAS a request has been received from residents asking the County to grant three easements on title across the CP Rail Trail for drainage on three properties;

NOW THEREFORE BE IT RESOLVED THAT Report PDR-PCD-30-12 be received and staff be directed to complete an easement agreement with Edward and Mary Acheson for property located at Lots 211, 212, 213 Concession 3 SWTSR, Township of Proton, Township of Southgate; Robin Shonfield and Kathryn Stocks for property located at Lot 215, Concession 3 SWTSR, Township of Proton, Township of Southgate; and Enoch and Naomi Bauman for property located at Lot 218, Concession 2 SWTSR, Township of Proton, Township of Southgate; to allow for drainage on said properties;

AND THAT By-Laws be prepared for County Council's consideration to register these easements across County property;

AND THAT all costs associated with registering the easements be borne by the landowners.

Carried

Carl Sadler, Forest Manager, then entered the meeting.

PDR-PCD-31-12 Emerald Ash Borer Information Report

Sarah Morrison presented an information report to the Committee respecting the Emerald Ash Borer (EAB). It was noted that the EAB is a very destructive invasive species and has the potential to cause a great deal of damage to ash trees, however to date, has not been found in Grey County. Ms. Morrison noted that Grey County has been harvesting larger trees in accordance with targeted harvest schedules which could be affected by the EAB if it reaches Grey County. Ms. Morrison cautioned about the danger in moving firewood, logs, branches, nursery stock, chips or other ash wood, and stressed the importance of educating the public on the matter as well as provided information on programs which other municipalities are undertaking in order to combat the EAB.

PCD165-12 Moved by: Councillor Greenfield

Seconded by: Councillor Barfoot

THAT Report PDR-PCD-31-12 regarding information on the Emerald Ash Borer be received for information.

Carried

Deputations

Susan McGowan, Ministry of Natural Resources

Ms. McGowan attended the Committee meeting and provided information on the Emerald Ash Borer, its life cycle, signs and symptoms of infested trees, early detection and prevention programs including injecting trees, branch sampling, placing of traps and the use of fungus. She also discussed the Ministry of Natural Resources' suggestion to reduce the ash population through harvesting in order for other species of trees to grow, consequently maintaining the natural forest canopy. Further, Ms. McGowan provided information on current and future research on the EAB, as well as effects on the EAB should ash tree quantities diminish. Mr. Sadler indicated that workshops for transportation staff are being planned in order to take advantage of early detection opportunities which may exist during roadside maintenance work.

Staff were directed to continue working with the Ministry of Natural Resources on the matter, and report to the Committee as additional information becomes available.

PDR-PCD-32-12 Craigleith Development Project Information Report – 42T-2012-03

Randy Scherzer provided an overview of the above noted report regarding a proposed plan of subdivision in Craigleith north of Highway 26 and west of Long Point Road. Mr. Scherzer noted that the application proposes the creation of a Block Plan involving 26 blocks of residential and commercial development, as well as open space areas. It was noted that the application is complete, and further, that monetary contributions may be required by the developer with respect to an environmental assessment.

PCD166-12 Moved by: Councillor Barfoot

Seconded by: Councillor Fitzgerald

THAT Report PDR-PCD-32-12 regarding an overview of a plan of subdivision application proposing to create a Block Plan with a total of 26 Blocks for a mixture of future residential and commercial development, roads, stormwater management and open space purposes on lands described as Lots 21 and 22, Concession 1, Lots 86, 88 and 89, RP 529, geographic Township of Collingwood, Town of The Blue Mountains, be received.

Carried

PDR-PCD-33-12 Comments on the Draft Provincial Policy Statement

Randy Scherzer addressed the Committee, providing information on the proposed changes to the Provincial Policy Statement (PPS) and whether the proposed PPS addresses the issues and concerns of the County of Grey with respect to this policy statement. Further, Mr. Scherzer highlighted other important points in the draft PPS, and noted that the County Official Plan may require updating once the PPS is approved. Mr. Scherzer stated that comments must be submitted by November 23, 2012.

PCD167-12 Moved by: Councillor Fitzgerald

Seconded by: Councillor Greenfield

THAT Planning Report PDR-PCD-33-12 be received and the comments contained therein be accepted with respect to the proposed changes to the Provincial Policy Statement;

AND THAT staff be directed to forward this Report to the Ministry of Municipal Affairs and Housing as the County of Grey comments on the proposed changes to the Provincial Policy Statement;

AND THAT the Committee hereby directs this Report be sent to the Ministry of Municipal Affairs and Housing by its November 23, 2012 deadline in advance of Council approval as per Section 24. 13 of Procedural By-law 4775-12;

AND THAT this Report be forwarded onto municipalities within Grey County for their consideration in formulating comments on the proposed changes.

Carried

By-law Officer Enforcement Report

The By-law Officer Enforcement Report was presented for information.

PCD168-12 Moved by: Warden McKinlay

Seconded by: Councillor Eccles

THAT the By-law Officer Enforcement Report for November 2012 be received for information.

Carried

Correspondence

The Committee reviewed the correspondence received from Dr. Michael Risk dated November 13, 2012 regarding the Glenelg landfill on Baptist Church Road. There is a hearing currently in front of the Ontario Municipal Board regarding a proposed pit in the area, and a decision from the Board is anticipated to be received early in 2013.

PCD169-12 Moved by: Councillor Fitzgerald

Seconded by: Councillor McKay

THAT the County of Grey receive the correspondence dated November 13, 2012 from Dr. Michael Risk with respect to the Glenelg landfill on Baptist Church Road.

Carried

Other Business

There was none.

Next Meeting Dates

Public Meeting – Monday, December 10, 2012 at 2:00 p.m. in the Municipality of West Grey

Tuesday, December 18, 2012

On motion by Warden McKinlay, the meeting adjourned at 12:33 p.m.

Arlene Wright, Chair