



# Committee Minutes

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## Planning and Community Development Committee

July 22, 2014 – 10:00 AM

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 Terry McKay, Alan Barfoot, Paul McQueen, Kathi Maskell, Norman Jack, Duncan McKinlay and Kevin Eccles; and Warden Brian Milne. Councillor Harley Greenfield was also in attendance on behalf of Councillor Francis Richardson.

Regrets: Councillor Francis Richardson

### Staff

Present: Mike Muir, Acting CAO; Sharon Vokes, County Clerk / Director of Council Services; Randy Scherzer, Director of Planning; Scott Taylor, Senior Planner; Sarah Morrison, Intermediate Planner; Alisha Buitenhuis, Planner; Mike Alguire, Purchasing Manager and Tara Warder, Recording Secretary

## Call to Order

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

## Declaration of Pecuniary Interest

There was none.

## Minutes of Meetings

*Transportation Master Plan Steering Committee minutes dated Friday, July 11, 2014*

The minutes were reviewed.

*PCD79-14* Moved by: Councillor Barfoot                      Seconded by: Councillor McKay

**THAT the minutes of the Transportation Master Plan Steering Committee meeting dated July 11, 2014 be adopted as presented.**

Carried

Heather Morrison introduced Rob Hatten, who will be working for a year as the Communications Officer for Grey County during Ashleigh Weeden's secondment.

## Business Arising from the Minutes

*Planning and Community Development Committee minutes dated June 17, 2014*

These minutes are for information only as they were adopted by Grey County Council on July 8, 2014.

## Reports – Clerk

*CCR-PCD-26-14 To Request Additional Funding to Complete Repairs to Sawmill*

Brian Manser presented the above report, outlining a history of the sawmill project to date. Staff are recommending that the tender be awarded to Domm Construction in the amount of \$56,745 exclusive of HST.

Discussion occurred on the cost and design of the project. The total project expenditure with engineering and contingency fees is approximately \$84,452. Staff noted that the building will need to be moved from the foundation, the cinder block portion of the foundation will have to be removed and a new south wall installed.

Mr. Manser spoke to the costs of the sawmill to date. Committee expressed concern with the premature cracking and damage to the foundation and the lack of use because of the needed repairs.

It was noted that staff need to further discuss what projects can be postponed in order to replenish the reserve, as the shortfall for the project is approximately \$36,000 and will be funded from the Grey Roots General Reserve.

PCD80-14 Moved by: Councillor McKinlay      Seconded by: Councillor Barfoot

**WHEREAS the Sawmill was moved in 2007 from the former Museum site in Owen Sound to Grey Roots and placed on a concrete foundation;**

**AND WHEREAS over time frost damage to the foundation wall has occurred and the south foundation is unstable and will need to be replaced;**

**AND WHEREAS \$50,000 was allocated in the approved 2014 budget for the repair of the sawmill foundation;**

**AND WHEREAS RFT-CC-09-14, the Sawmill Rehabilitation project was issued on Thursday June 12, 2014 and closed on Thursday July 3, 2014;**

**NOW THEREFORE BE IT RESOLVED THAT Report CCR-PCD-26-14 being a report containing the tender results for RFT-CC-09-14 be received;**

**AND THAT RFT-TS-33-14 be awarded to Domm Construction for a bid price of \$56,745 excluding HST;**

**AND THAT Engineering fees estimated at \$13,631 and a 20% contingency be added to the total project expenditure for a revised project cost of approximately \$84,452 excluding HST;**

**AND FURTHER THAT the approximate \$36,000 shortfall be funded from the Grey Roots' General Reserve;**

**AND FURTHER THAT a further report be presented to Committee with regard to replenishing the reserve by adjusting the Five Year Capital Forecast for Grey Roots to include an allocation to the Grey Roots' General Reserve and to adjust the five year program to maintain the same five year levy forecast.**

Carried

The remaining Clerk's reports were considered later in the meeting.

Reports – Finance

*CCR-PCD-21-14 Financial Statements Budget to Actual Overview to May*

*31, 2014*

Randy Scherzer and Sharon Vokes presented the above report, outlining year end projections of the budgets under the portfolio of the Planning and Community Development Committee. Staff spoke to the factors that could influence the projections during the remaining year.

*PCD81-14* Moved by: Councillor Eccles                      Seconded by: Councillor Maskell

**THAT Report CCR-PCD-21-14 providing a year-end projection and overview of budget to actual for the 2014 financial statements to May 31, 2014, for the Planning and Community Development Committee's portfolio, be received for information.**

Carried

*CCR-PCD-25-14 Quarterly Purchasing Report Quarter Two of 2014*

The Committee considered the above report as required by the purchasing policy.

*PCD82-14* Moved by: Warden Milne                      Seconded by: Councillor McKinlay

**THAT Report CCR-PCD-25-14, being a quarterly purchasing report for Quarter 2 of 2014 for the Clerk's Department, be received for information.**

Carried

The Committee briefly recessed then reconvened.

Reports – Clerk's (continued)

*CCR-PCD-24-14 Food Safety Regulatory Training Project Report*

Philly Markowitz presented the above report and updated the Committee on the progress of the Food Safety Regulatory Training Course project.

It was noted that the Rural Economic Development funding has assisted with keeping the cost affordable for students and has allowed the program to expand from the original format to add mentorship opportunities and access to nutritional analysis and labelling software. There has also been a request for private delivery which will be considered by the group.

Ms. Markowitz noted that formal marketing of the course will take place in September. It

is hoped that Central Western Ontario will be known as an area for excellence in food safety and that more positive partnerships and relationships will result from the project.

*PCD83-14* Moved by: Warden Milne Seconded by: Councillor Jack

**THAT Report CCR-PCD-24-14 regarding the Food Safety Regulatory Training project be received for information.**

Carried

*CCR-PCD-23-14 Request for Funding from Georgian College for Marine Emergency Duties Training Centre*

Sharon Vokes presented the above report. Staff are recommending that the request from Georgian College in the amount of 2 million dollars to help fund a Marine Emergency Duties Training Centre be granted, and that it be funded over a ten year period. It was noted that the program is the only one offered in central Canada.

Georgian is proposing a 6500 square foot addition to house the Centre. Mrs. Vokes spoke to the economic development potential from such a project as well as other impacts of post-secondary institutions in a community. The importance of education and supporting Georgian College was cited as vital for remaining competitive regionally and provincially.

Georgian College anticipates that the total cost of the project will be 7 million dollars.

Mrs. Vokes noted that funding the grant at \$200,000 per year will result in a levy increase of .4% each year translating to \$3.59 on the average residential assessment in Grey County.

The Committee noted the importance of supporting Georgian College and supporting the funding request. A suggestion was made to set up a reserve in 2015 to fund projects such as these.

*PCD84-14* Moved by: Warden Milne Seconded by: Councillor Barfoot

**WHEREAS Georgian College has requested \$2 million of financial support from Grey County to construct a Marine Emergency Duties (MED) Training and Research Centre at the Owen Sound Campus;**

**AND WHEREAS the Owen Sound Campus is home to the Great Lakes International Marine Training and Research Centre and is the only location within Central Canada currently providing International Marine Technology Training;**

**AND WHEREAS the Federal Government closed its MED Training Centre in Port Colborne in 2013;**

**AND WHEREAS Georgian College students require access to an MED Training and Research Centre for their course qualifications and now must travel to Newfoundland, Nova Scotia, British Columbia or Quebec (French only) to receive this training;**

**AND WHEREAS all mariners will require MED Training recertification every five years;**

**AND WHEREAS post-secondary institutions are important elements in the core foundation of strong economic and community development in a region and the addition of an MED Training and Research Centre at the Owen Sound Campus will strengthen its campus and provide a positive economic impact on the County;**

**AND WHEREAS economic development is a top priority of Grey County Council;**

**NOW THEREFORE BE IT RESOLVED THAT Grey County provide \$2,000,000 over a ten year period to be funded through the annual budget process beginning in 2015;**

**AND THAT the appropriate by-law be prepared for Council's consideration.**

Carried

*CCR-PCD-12-14 Reciprocal Admission Agreement*

*PCD85-14* Moved by: Councillor McKinlay      Seconded by: Councillor McQueen

**WHEREAS each of Grey County, Bruce County, Huron County, Region of Waterloo, and Simcoe County is a municipality within the meaning of the Municipal Act, 2001, and as such owns and operates its respective Regional Museum to serve the public and its museum members;**

**AND WHEREAS a Reciprocal Admission Agreement will allow a member of one participating museum to present his/her valid membership card to another participating museum for free admittance on regular admission days;**

**AND WHEREAS a Reciprocal Admission Agreement between Bruce County operating the Bruce County Museum and Cultural Centre, and Grey County operating the Grey Roots Museum and Archives has proven successful from 2009 to present;**

**AND WHEREAS Huron County operating the Huron County Museum and Historic Gaol and the Region of Waterloo operating the Waterloo Region Museum, and Simcoe County operating the Simcoe County Museum have requested to participate in a Reciprocal Admission Agreement with Grey County and Bruce County;**

**NOW THEREFORE BE IT RESOLVED THAT Report CCR-PCD-12-14 be received;**

**AND THAT a Reciprocal Admission Agreement between Bruce County Museum and Cultural Centre, Waterloo Region Museum, Simcoe County Museum, Huron County Museum and Grey Roots Museum and Archives be endorsed;**

**AND THAT the Warden and Clerk be authorized to execute the agreement.**

Carried

The Committee recessed, then reconvened.

## Reports – Planning

### *PDR-PCD-24-14 Information Report Sleepy Hollow Developments West*

Sarah Morrison presented the above information report. An application has been received for a proposed subdivision for ten single detached lots located south of Sleepy Hollow Road and west of Grey Road 19. It is also proposed that Salzburg Place be extended through to Alexandra Way.

*PCD86-14* Moved by: Warden Milne

Seconded by: Councillor Maskell

**THAT Report PDR-PCD-24-14 regarding an overview of proposed plan of subdivision application 42T-2014-03 to establish a plan of subdivision approval for ten (10) lots for lands described as Part of Lot 21, Concession 3, 144 Sleepy Hollow Road (geographic Township of Collingwood) Town of the Blue Mountains, be received.**

Carried

*PDR-PCD-25-14 Von Westerholt Farms Ltd. 42-07-060-OPA-125 Lavolit  
Ltd. Merit Report*

Alisha Buitenhuis presented the above report, recommending that the proposal regarding a County Official Plan Amendment to re-designate the subject lands from Rural to Rural with Exception proceed to the public meeting stage. The proposal would allow for a severance of a dwelling from a lot that had previously been merged on title. The merged lot contains two residences and the permitted density for the original lot has been exceeded.

*PCD87-14* Moved by: Councillor Barfoot                      Seconded by: Councillor McKinlay

**THAT Report PDR-PCD-25-14 regarding a proposed County Official Plan Amendment be received;**

**AND THAT the proposal proceed to a Public Meeting to consider the Amendment to the County of Grey Official Plan to re-designate the subject lands from 'Rural' to 'Rural with Exception' for the lands described as Lot 19 and Part Lot 20, Concession 1, geographic Township of Egremont, in the Township of Southgate, provided the Township of Southgate is prepared to hold a joint public meeting in consideration of the necessary Zoning By-law Amendment requirements.**

Carried

*PDR-PCD-26-14 Georgian Shores Draft Approval Extension Request*

Randy Scherzer presented the above report and provided a history to date, noting that the plan of subdivision application was draft approved in 2010 and subsequently appealed by the City of Owen Sound. The parties reached Minutes of Settlement which modified the proposal and draft approval conditions.

The applicant is requesting a three year extension of draft plan approval. Staff are recommending that a three year extension be supported based on the reasoning provided by the developer. The Ontario Municipal Board (OMB) is required to approve any modifications of the conditions, including extensions to draft approval and will wish to hear if the extension is supported by the parties.

*PCD88-14* Moved by: Councillor Eccles                      Seconded by: Councillor McKay

**WHEREAS the Ontario Municipal Board approved draft Plan of Subdivision No. 42T-2006-19 in accordance with the minutes of**



**settlement as outlined in the Board Decision dated November 22, 2011;**

**AND WHEREAS the Ontario Municipal Board has given the County the authority to clear the conditions of draft approval, however the conditions can only be modified by the Ontario Municipal Board and therefore an extension request needs to be approved by the Board;**

**AND WHEREAS a request has been received from the developer's agent requesting that the parties to the Board Hearing support a three year extension to draft approval;**

**NOW THEREFORE BE IT RESOLVED THAT the Planning and Community Development Committee receives Planning Report PDR-PCD-26-14;**

**AND THAT the Committee supports the request for a three year extension to draft Plan of Subdivision 42T-2006-19 subject to the Township of Georgian Bluffs supporting the request.**

Carried

*PDR-PCD-27-14 Natural Heritage Systems Study Request for Proposals*

Scott Taylor presented the above report regarding the Natural Heritage Systems Study Request for Proposals (RFP). Staff are recommending that the RFP be circulated to the Conservation Authorities within Grey County and the lower tier municipalities for review and comment, and that following the review, the RFP be issued.

Staff addressed questions and comments from the Committee.

*PCD89-14* Moved by: Councillor McKinlay      Seconded by: Councillor McQueen

**WHEREAS the County Official Plan currently recognizes a number of significant natural heritage features;**

**AND WHEREAS the Provincial Policy Statement requires the identification of 'Natural Heritage Systems';**

**AND WHEREAS the County currently has \$100,000 budgeted for the completion of a Natural Heritage Systems Study;**

**NOW THEREFORE BE IT RESOLVED THAT Report PDR-PCD-27-14 be received;**

**AND THAT staff will circulate the draft Request for Proposals on the completion of the Natural Heritage Systems Study to conservation authorities with jurisdiction in the County, and to the County's member municipalities for their review and comment;**

**AND THAT following the conservation authority and municipal review, staff will issue the Request for Proposals as per the County's purchasing policies.**

Carried

*Addendum to Report PDR-PCD-19-14 Acquisition of Road Widening and Compensation Options*

Randy Scherzer addressed the Committee on the above report regarding options for acquiring road widening through the consent process. Staff detailed the various options for Committee's consideration and the estimated cost per year for each of the options.

Discussion occurred on the levels of compensation, and concerns with moving towards compensating individuals for widening.

The importance of communicating the rules to applicants seeking severances was cited. The benefits of acquiring widening during the consent process were also noted.

*PCD90-14* Moved by: Councillor McKinlay      Seconded by: Councillor McKay

**THAT the two matters regarding whether road widening should be acquired for severed and/or retained parcels during the consent process and whether compensation is provided to the landowners, be voted on separately.**

Carried

*PCD91-14* Moved by: Councillor McKinlay      Seconded by: Councillor Maskell

**WHEREAS Report PDR-PCD-19-14 was presented to the Planning and Community Development Committee on May 20, 2014 which outlined various options for acquiring road widening through the consent process;**

**AND WHEREAS the Planning and Community Development Committee referred the matter back to staff to provide further information based on Committee's discussions;**

**AND WHEREAS the County's Acquisition of Land Procedure requires that proposed land severances adjacent to a County Road deed a 5.2 metre (17 feet) parcel of land for road widening purposes to the County of Grey, however it does not specify if the widening is to be conveyed from the severed, retained or both parcels of property;**

**NOW THEREFORE BE IT RESOLVED THAT the Addendum to Report PDR-PCD-19-14 regarding proposed revisions to the County's Acquisition of Land Procedure G-GEN-003-002 of Policy G-GEN-003-001 be received;**

**AND THAT the Acquisition of Land Procedure G-GEN-003-002 section 4 be revised to define that road widening be acquired on both the severed and retained parcels associated with a proposed severance which will be added as a condition of consent;**

**AND THAT a by-law be prepared for Council's consideration to adopt the recommended changes to the Acquisition of Land Procedure G-GEN-003-002.**

Carried

*PCD92-14* Moved by: Councillor Barfoot                      Seconded by: Councillor McKay

**THAT the County provide no compensation for road widening acquired during the consent process for either the severed or retained parcels.**

Carried

*PCD93-14* Moved by: Councillor McKinlay                      Seconded by: Councillor McKay

**THAT the references to acquiring road widening as part of a minor variance be removed from the Acquisition of Land Procedure G-GEN-003-002.**

Carried

*By-law Enforcement Officer Report June-July 2014*

The Committee considered the above report.

*Grey County Planning Active Development File List*

The Committee considered the above list.

## Committee Review of Land Use Planning Appeals / Potential Appeals

### *Grey County Active Ontario Municipal Board (OMB) Appeals File List*

The Committee considered the above list.

## Correspondence

### *City of Owen Sound Request for County to Consider Participation in Heritage Property Tax Relief Program*

Councillor McQueen requested that the correspondence be included on the Planning and Community Development Committee agenda of August 14, 2014.

## Other Business

### *Planning Department Update*

There were no updates to provide.

## Next Meeting Dates

**Thursday, August 14, 2014 at the Grey County Administration Building**

On motion by Councillor McKay, the meeting adjourned at 2:16 PM

Arlene Wright, Chair