



Committee Report

The Blue Mountains Committee of the Whole

Meeting Date: September 16, 2019
Meeting Time: 11:30 a.m.
Location: Town Hall, Council Chambers
32 Mill Street, Thornbury, ON
Prepared by Corrina Giles, Town Clerk

Staff Reports, Deputations, Correspondence

Finance, Administration, Enforcement and Fire Reports
To be chaired by Councillor Rob Sampson

B.3 Staff Reports

B.3.1 [Downtown Thornbury Free Public Wifi Project, FAF.19.169](#)

THAT Council receive Staff Report FAF.19.169, entitled “Downtown Thornbury Wifi Project”;

AND THAT Council approves the Downtown Thornbury Wi-Fi project by Bruce Street Technologies Limited pending the approval of Municipal Consent by the Operations Department, Carried.

B.3.2 [Integrated Accessibility Standards Regulation: Multi-Year Accessibility Plan 2019 – 2023, FAF.19.137](#)

(NOTE: This Staff Report was deferred at the August 26, 2019 Committee of the Whole meeting to the September 16, 2019 Committee of the Whole meeting.)

THAT Council receive Staff Report FAF.19.137, entitled “Integrated Accessibility Standards Regulation: Multi-Year Accessibility Plan 2019 – 2023”;

AND THAT Council endorse the “Integrated Accessibility Standards Regulation: Multi-Year Accessibility Plan 2019 – 2023” as presented, Carried.

B.3.3 [Sustainability Committee Revised Terms of Reference, FAF.19.171](#)

(NOTE: This Staff Report was deferred at the August 26, 2019 Committee of the Whole meeting to the September 16, 2019 Committee of the Whole meeting.)

THAT Council receive Staff Report FAF.19.171, entitled “Sustainability Committee Revised Terms of Reference”;

AND THAT Council endorse the revised Terms of Reference as found in Attachment 2, with the addition of a revised Committee meeting schedule, once known and approved by the Committee;

AND THAT the name of the Committee be revised from “Sustainability Committee”, to “Sustainability Advisory Committee”, Carried.

B.3.4 [Use of Delegated Authority during Council Vacation Period, FAF.19.170](#)

(NOTE: This Staff Report was deferred at the August 26, 2019 Committee of the Whole meeting to the September 16, 2019 Committee of the Whole meeting.)

THAT Council receive Staff Report FAF.19.170, entitled “Use of Delegated Authority during Council Vacation Period”;

AND THAT Council acknowledge that no Delegated Authority was used by the Chief Administrative Officer during the 2019 Council Vacation Period, Carried.

B.3.5 [2020 Budget Survey Results, FAF.19.178](#)

THAT Council receive Staff Report FAF.19.178, entitled “2020 Budget Survey Results”;

AND THAT Council endorse the results to be used as a tool for both the Strategic Plan update and the 2020 Budget, Carried.

B.3.6 [Canada Infrastructure Program – Community, Culture and Recreation Stream Grant Application, FAF.19.190](#)

THAT Council receive Staff Report FAF.19.190, entitled “Canada Infrastructure Program – Community, Culture and Recreation Stream Grant Application”;

AND THAT Council approve the Craighleith Heritage Depot renovations for the Community, Culture and Recreation Grant, Carried.

B.3.7 [2020 Revised Budget Timelines, FAF.19.146](#)

THAT Council receive Staff Report FAF.19.146, entitled “2020 Revised Budget Timelines”;

AND THAT Council endorse the Finance and IT Department and the Administration Department to complete zero based budgeting for the 2020 Budget that includes a budget at the current level of service;

AND THAT Council approve the revised 2020 Budget Timelines, Carried.

B.3.8 [Town of The Blue Mountains Community Foundation, FAF.19.098](#)

THAT Council receive Staff Report FAF.19.098, entitled “Town of The Blue Mountains Community Foundation”;

AND THAT Council direct Staff to proceed with Option 1;

AND THAT staff work with the Grants and Donations Committee for fundraising initiatives, disbursement of charitable funds and the criteria for grants and donations;

AND THAT Council direct staff to create a Grants and Donations Reserve Fund, Carried.

B.3.9 [Single Source Procurement for Electronic Timesheets, FAF.19.194](#)

THAT Council receive Staff Report FAF.19.194, entitled “Single Source Procurement for Electronic Timesheets”;

AND THAT Council approve the single source procurement of HRISmyWay an electronic timesheet system for workforce tracking that was created to integrate with our current payroll and financial software system, Carried.

B.3.10 [Run Blue Mountains – 58 Alfred Street West \(Beaver Valley Community Centre\) – Revision to Noise By-law Relief Request, FAF.19.189](#)

THAT Council receive Staff Report FAF.19.189 “Run Blue Mountains – 58 Alfred Street West (Beaver Valley Community Centre) – Revision to Noise By-law Relief Request”; and

AND THAT Council grant relief from the provisions of the Noise By-law for the “Run Blue Mountains” event at the Beaver Valley Community Centre (BVCC) on October 20, 2019 from 8:00 a.m. to 4:00 p.m. with amplified loud speakers and music, Carried.

B.3.11 [Follow-up to Public Meeting to Receive Comments on Procedural By-law 2018-20, FAF.19.159](#)

(a) THAT Council receive Staff Report FAF.19.159, entitled “Follow-up to Public Meeting to Receive Comments on Procedural By-law 2018-20”;

AND THAT Council provide further direction to staff as requested in this report, and direct staff to provide Council with a second draft Procedural By-law for review and consideration at the October 7, 2019 Committee of the Whole meeting, Carried.

(b) THAT with respect to Staff Report FAF.19.159, entitled “Follow-up to Public Meeting to Receive Comments on Procedural By-law 2018-20”, Council direct that Council Member meeting attendance will be recorded in the minutes, and that the reason for the absence will not be included, Carried.

B.3.12 [Sustainability Initiatives Update, FAF.19.180](#)

Committee Recommendation No. 1

THAT with respect to Staff Report FAF.19.180 “Sustainability Initiatives Update”, Council receive Staff Report FAF.19.135, entitled “Sustainability Committee Resources” for information purposes;

AND THAT Council approve additional funding to an upset limit of \$21,000 be established in 2019 and \$72,000 in 2020 to hire a 12 month contract Sustainability position reporting to the CAO and to provide resources to the Sustainability Committee;

AND THAT Council approves \$34,000 from taxation Sustainability Plan funding in 2019 and replace that sum with \$34,000 from the extra gas tax funding received following approval of the 2019 budget;

AND THAT staff develop a Request for an Additional Full Time Staff Position “Manager of Sustainability” for consideration in the proposed 2020 Budget, Carried.

Committee Recommendation No. 2

THAT with respect to Staff Report FAF.19.180 “Sustainability Initiatives Update”, Council receive Staff Report FAF.19.101, entitled “Sustainable Path Funding Information” for information purposes, Carried.

Committee Recommendation No. 3

THAT Council receive for information, Sustainability Committee Recommendation No. 3 as included in Staff Report FAF.19.180 "Sustainability Initiatives Update" as follows: THAT the Sustainability Committee refer to staff Items 2 and 3 from the June 3, 2019 single-use plastics motion being:

- Phase out the sale of bottled water and the use of single-use plastic cups, straws and stir sticks at all Town-owned facilities and events by December 2019 in order to model good governmental practices;
- Develop a three-year plan to increase the number of water bottle re-filling stations on Town-owned properties, to be included in the 2020, 2021 and 2022 budget cycles;

AND THAT the Sustainability Committee include:

Items 4 and 5 from the June 3, 2019 single-use plastics motion being:

- Develop recognition/reward signage (i.e. We've gone green for a Blue future" or similar) for business operators who model good environmental practices by not supplying single-use shopping bags, water bottles, straws and stir sticks;
- Investigate the development and costs of a Town of The Blue Mountains reusable bag-for-life or fabric bag options with appropriate logo for possible purchase by retailers at cost, and to be used for various promotional events by the Town

in the direction for the Sustainability Committee to work with all stakeholders through a public consultation process, to develop a plan for inclusion in the 2020 Budget to reduce and/or eliminate single-use plastics effective July 1, 2020, Carried.

Committee Recommendation No. 4

THAT Council receive for information, Sustainability Committee Recommendation No. 4 as included in Staff Report FAF.19.180 "Sustainability Initiatives Update" THAT the Sustainability Committee recommends to Council that the second portion of the June 3, 2019 single-use plastics motion which "direct[s] staff to work with the Sustainability Committee and all stakeholders through a public consultation process, to develop a plan for inclusion in the 2020 Budget to reduce and/or eliminate single-use plastics effective July 1st, 2020" be included into the Integrated Community Sustainability Plan.

(a) THAT Council receive Staff Report FAF.19.180, entitled "Sustainability Initiatives Update", Carried.

B.4 Finance, Administration, Enforcement and Fire “Information Reports” and correspondence to be considered in the adoption of the Consent Agenda

B.4.1 [Monthly Financial Report – June 2019, FAF.19.161](#)

(NOTE: This Staff Report was deferred at the August 26, 2019 Committee of the Whole meeting to the September 16, 2019 Committee of the Whole meeting.)

THAT Council receive Staff Report FAF.19.161 entitled “Monthly Financial Report – June 2019” for information purposes, Carried.

B.4.2 [Monthly Financial Report – July 2019, FAF.19.173](#)

THAT Council receive Staff Report FAF.19.173 entitled “Monthly Financial Report – July 2019” for information purposes, Carried.

B.4.3 [Process and Legislative Requirements to Alter a Designated Business Improvement Area, FAF.19.118](#)

THAT Council receive Staff Report FAF.19.118, entitled “Process and Legislative Requirements to Alter a Designated Business Improvement Area” for information, Carried.

B.5 Correspondence, if any

**B.5.1 [Diana Dolmer, Resident](#)
Re: Single Use Plastic**

THAT Council receive for information, the correspondence from Diana Dolmer regarding single use plastics and refers the correspondence to the Sustainability Committee and the Economic Development Advisory Committee, Carried.

Community Services and Operations Reports

To be chaired by Councillor Rob Potter

B.6 Deputations, if any

**B.6.1 [Deputation: Mike Phillips and Christa Beverley, Crozier Consulting Engineers](#)
Re: Request to Supply and Install Low Pressure Forcemain – 102 Happy Valley Road**

THAT Council receive the deputation of Mike Phillips at the September 17, 2019 Committee of the Whole Meeting;

AND THAT Council direct staff to provide a report in response to Mr. Phillips’ deputation requesting permission to supply and install a 2” low pressure forcemain from 102 Happy Valley Road into the manhole on Settlers Way, Carried.

B.8 Staff Reports

B.8.1 [Negotiated Purchase – Odomatic System, CSOPS.19.068](#)

THAT Council receive Staff Report CSOPS.19.068, entitled “Negotiated Purchase – Odomatic System”;

AND THAT Council endorse proceeding with a sole source procurement of the Odomatic System from Environmental & Power Solutions Inc. for an \$84,000 annual rental fee for a 5 year term, Carried.

B.9 Community Services and Operations “Information Reports” and correspondence to be considered in the adoption of the Consent Agenda

B.9.1 [Leachate Management Quarterly Update – September 2019, CSOPS.19.072](#)

THAT Council receive Staff Report CSOPS.19.072, entitled “Leachate Management Quarterly Update – September 2019” for their information, Carried.

B.9.2 [Alternative Landfill Hours, CSOPS.19.073](#)

THAT Council receive Staff Report CSOPS.19.073, entitled “Alternative Landfill Hours” for their information;

AND THAT Council direct staff to include in the 2020 Budget, a pilot program to extend the landfill hours to include Saturday afternoons during the summer months, Carried.

B.10 Correspondence, if any

Planning & Development Services Reports

To be chaired by Councillor Jim Uram

B.11 Deputations, if any

None

B.13 Staff Reports

B.13.1 [Second Nature Phase 3 – Street Names, PDS.19.120](#)

THAT Council receive Staff Report PDS.19.120, entitled “Second Nature Phase 3 – Street Names”;

AND THAT Council reserve the following Street names in accordance with the Town’s Street Naming Policy (Appendix “A”) for the Second Nature Phase 3 Site Plan.

Street A: SPRINGSIDE CRESCENT

Street B: CATTAIL CRESCENT

Street C: STONELEIGH STREET

Street D: REED WAY

Street E: STILLWATER CRESCENT, Carried.

B.13.2 [Proposed Changes to Provincial Policy Statement, PDS.19.114](#)

THAT Council receive Staff Report PDS.19.114, entitled “Proposed Changes to Provincial Policy Statement”;

AND THAT staff be directed to continue to monitor the proposed changes to the Provincial Policy Statement and report back to Council as required, Carried.

B.13.3 [Short Term Accommodation Zoning By-law Public Meeting Summary Report \(PDS.19.104\)](#)

THAT Council receive Staff Report PDS.19.104, entitled “Short Term Accommodation Zoning By-law Public Meeting Summary Report”;

AND WHEREAS Council at the July 15, 2019 Council Meeting directed staff to consider the comments received from the July 3rd Public Meeting and report back to Council on recommended adjustments to the Short Term Accommodation land use planning framework for the Town of The Blue Mountains to ensure clarity regarding where Short Term Accommodation uses are permitted;

THAT Council authorize Staff to hold a Council Workshop and Public Open House to seek further industry and public input on modifications to the Short Term Accommodation land use planning framework including a review of the land use history of Short Term Accommodation Units in the Town, changes to the new sharing economy, tourism accommodation needs, and to gain further understanding on what has been learned in the eight years of implementation and monitoring. An options and recommendations report can then be completed with proposed changes to the land use planning framework;

AND THAT Council direct staff to harmonize the public consultation efforts between land use planning and the municipal by-law efforts related to short term accommodation and bed and breakfasts, Carried.

B.13.4 [Comprehensive Zoning By-law Housekeeping Changes Recommendation Report \(PDS.19.119\)](#)

THAT Council receive Staff Report PDS.19.119, entitled “Comprehensive Zoning By-law Housekeeping Changes Recommendation Report”;

AND THAT Council enact a Zoning By-law Amendment to The Blue Mountains Zoning By-law 2018-65 so as to correct a number of housekeeping matters in accordance with the recommendations contained in Staff Report PDS.19.119, Carried.

B.13.5 [Removal of Holding ‘-h’ Symbol, Second Nature Phase 3 \(PDS.19.116\)](#)

THAT Council receive Staff Report PDS.19.116, entitled “Removal of Holding ‘-h’ Symbol, Second Nature Phase 3”;

AND THAT Council enact a Zoning By-law Amendment to remove the Holding ‘-h’ Symbol in its entirety from those lands described as Part Lots 17 and 18 Concession 1 Parts 3, 4, 10 and Part of Part 1 16R10982 also known as Second Nature Phase 3, Carried.

B.13.6 [116 Campbell Crescent – Re-Zoning for Bed and Breakfast – Follow-Up Report \(PDS.9.118\)](#)

(a) THAT Council receive Staff Report PDS.19.118, entitled “116 Campbell Crescent – Re-zoning for Bed and Breakfast – Follow-up Report”;

AND THAT Council enact a Zoning By-law Amendment to include a Bed and Breakfast Establishment up to three (3) guest rooms as an additional permitted accessory use for the subject lands, Lost.

(b) THAT Council receive Staff Report PDS.19.118, entitled “116 Campbell Crescent – Re-zoning for Bed and Breakfast – Follow-up Report”, Carried.

B.13.7 [160 Grand Cypress – Re-zoning for Bed and Breakfast \(PDS.19.117\)](#)

(a) THAT Council receive Staff Report PDS.19.117, entitled “160 Grand Cypress – Re-zoning for Bed and Breakfast”;

AND THAT Council enact a Zoning By-law Amendment to include a Bed and Breakfast Establishment up to a maximum of three (3) bedrooms as a permitted accessory use of the lands, Lost.

(b) THAT Council receive Staff Report PDS.19.117, entitled “160 Grand Cypress – Re-zoning for Bed and Breakfast”, Carried.

B.13.8 [Lora Bay Heights – Holding ‘h’ Removal \(PDS.19.113\)](#)

THAT Council receive Staff Report PDS.19.113, entitled “Lora Bay Heights – Holding ‘h’ Removal”;

AND THAT Council enact a By-law to remove the Holding ‘h23’ symbol from those lands legally described as Town Plot 47 to 49, Arthur Street E/S, Town of The Blue Mountains (188 Peel Street), Carried.

B.14 Planning & Development Services Information Reports and correspondence to be considered in the adoption of the Consent Agenda:

B.14.1 [Overview of the Building Permit Process \(PDS.19.121\)](#)

THAT Council receive Staff Report PDS.19.121, entitled “Overview of the Building Permit Process”; for information purposes, Carried.

B.14.2 [Shoreline Hazards Regulations and Water Levels Information Report \(PDS.19.98\)](#)

THAT Council receive Staff Report PDS.19.98, Shoreline Hazards Regulations and Water Levels Information Report; for information purposes, Carried.

B.15 Correspondence, if any

B.15.1 [Doreen and Sydney Chamberlain, Resident](#)

Re: Proposed Bed & Breakfast – 116 Campbell Crescent

B.15.2 [Graeme Duncan, Resident](#)

Re: Proposed Bed & Breakfast – 116 Campbell Crescent

B.15.3 [Jill Duncan, Resident](#)

Re: Proposed Bed & Breakfast – 116 Campbell Crescent

B.15.4 [Judy and Jim Hanna, Resident](#)

Re: Application for Re-zoning – 160 Grand Cypress Lane

THAT Council receive for information, the correspondences from B.15.1 Doreen and Sydney Chamberlain, Resident Re: Proposed Bed & Breakfast – 116 Campbell Crescent, B.15.2 Graeme Duncan, Resident Re: Proposed Bed & Breakfast – 116 Campbell Crescent, B.15.3 Jill Duncan, Resident, Re: Proposed Bed & Breakfast – 116 Campbell Crescent, B.15.4 Judy and Jim Hanna, Resident Re: Application for rezoning – 160 Grand Cypress Lane, Carried.

B.15.5 [Brian Nelson, Resident](#)

Re: Report PDS.19.75 Zoning By-law Amendment – Short Term Accommodation Uses

THAT Council receive for information, correspondence from Brian Nelson Re: Report PDS.19.75 Zoning By-Law Amendment – Short Term Accommodation Uses, and refers this correspondence to staff to include in short term accommodation matters, Carried.

Public Meetings / Deputations

C.1 Statutory Public Meetings

C.1.1 [Public Meeting: Application for a Zoning Amendment](#)

Re: Lot 2, Scandia Lane (Tensen)

No recommendation made by Committee

C.1.2 [Public Meeting: Application for a Zoning Amendment](#)

Re: 61 Alfred Street West – Thornbury (GP Inc.)

No recommendation made by Committee

C.1.3 [Public Meeting: Application for a Zoning Amendment](#)

Re: 64 Bruce Street South – Thornbury (Oxley Robert Holdings Inc.)

No recommendation made by Committee

C.2 Deputation

None