



# Staff Report

## Administration

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**Report To:** Committee of The Whole  
**Meeting Date:** December 10, 2018  
**Report Number:** FAF.18.161  
**Subject:** Council 2018 to 2022 Term - Committee, Board & Association Appointments, Information Report  
**Prepared by:** Corrina Giles, Town Clerk

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### A. Recommendations

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THAT Council receive Staff Report FAF.18.161, entitled "Council 2018 to 2022 Term – Committee, Board & Association Appointments, Information Report" for information purposes.

### B. Overview

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This report provides information to Council on the current composition of each Committee, Board, and Association that members of Council will be appointed during their 2018-2022 term of Council.

### C. Background

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This report provides a summary of the Council appointments to Municipal Committees and Boards to be considered by Council at the December 17, 2018 Council Meeting.

## Council Appointments to Municipal Committees and Boards

### C.1 Committee of the Whole Meetings

Committee of the Whole discusses issues in detail before making recommendations to Council. Committee of the Whole reports directly to Council. Committee of the Whole meetings are open to the public.

Committee of the Whole meetings are scheduled on a three week rotation. Meetings are held on Mondays, commencing at 1:00 p.m. Meetings that fall on a statutory holiday shall meet at the same hour on the following Wednesday.

#### **Finance, Administration, Enforcement and Fire Services portion of the Committee of the Whole meetings**

One member of Council will be appointed to Chair the Finance, Administration, Enforcement and Fire Services portion of the Committee of the Whole meetings each calendar year.

**Community Services and Infrastructure & Public Works and portion of the Committee of the Whole meetings**

One member of Council will be appointed to Chair the Community Services and Infrastructure & Public Works portion of the Committee of the Whole meetings each calendar year.

**Planning and Development Services portion of the Committee of the Whole meetings**

One member of Council will be appointed to Chair the Planning and Development Services portion of the Committee of the Whole meetings each calendar year.

**C.2 The Blue Mountains Public Library Board**

The Blue Mountains Public Library Board meets on the third Thursday of each month at 2 pm in the L.E. Shore Memorial Library & Gallery, no less than ten months a year. The *Public Libraries Act* (“Act”) states that “a public library board shall be composed of at least five members appointed by the municipal council”, and goes on to state that “the appointing council shall not appoint more of its own members to a board than the number that is one less than a majority of the board”.

- One member of Council will be appointed to The Blue Mountains Public Library Board.

**C.3 The Blue Mountains Police Services Board**

In accordance with section 27(4) of the *Police Services Act*, the Police Services Board of a municipality whose population does not exceed 25,000, shall consist of:

- the head of the municipality of the municipal council or, if the head chooses not to be a member of the board, another member of council appointed by resolution of the council;
- one person appointed by resolution of the council, who is neither a member of the council nor an employee of the municipality; and
- one person appointed by the Lieutenant Governor in Council

The Blue Mountains Police Services Board meetings are held quarterly and are scheduled to meet at The Blue Mountains Police Detachment.

#### **C.4 The Blue Mountains Property Standards Committee**

The Property Standards By-Law 2002-18 was enacted by Council April 3, 2002. The Committee meets if the property owner disagrees with a Property Standards Order that is issued on a Property.

The Blue Mountains Property Standards Committee's current composition is:

- Three members of Council.

If the property owner files an Appeal to the Order within the mandated time, the Committee would meet, and hear evidence from the officer and from the property owner.

The Committee can do the following:

- (1) They can confirm the Order, as issued;
- (2) They can alter the Time for compliance, by allowing more time for compliance;
- (3) They can eliminate (cancel) the Order;
- (4) Or they can modify any terms or conditions on the Order.
- (5) If necessary, they can, as a group visit the location, before a Hearing

#### **C.5 The Blue Mountains Abandoned Orchards Advisory Committee**

The members of the Town's Abandoned Orchard Advisory Committee provide their expert opinion to the Municipal Weed Inspector Staff as to whether the abandoned orchard is indeed infected with pests.

The Blue Mountains Abandoned Orchard Advisory Committee's current composition is:

- One member of Council
- Three members of the Public

Upon receipt of a complaint from a Commercial Orchard Operator, that there is an Abandoned Orchard, as defined, within 1,000 meters of their operation, the Committee will be asked to visit the Orchard, and determine if it is an Abandoned Orchard, under the 2003-38 By-Law.

If it is determined it is an Abandoned Orchard, an Order is issued by the Municipal Weed Inspector, to either remove the Orchard (cut it down and remove the rest of the tree) or spray and treat it, to allow it to become a functioning Orchard, and the "pests" are under control. The authority is provided under the *Weed Control Act*.

## **C.6 The Blue Mountains Attainable Housing Corporation**

The purpose of The Blue Mountains Attainable Housing Corporation is to augment the supply of healthy and sustainable ownership and rental housing units in The Blue Mountains which are affordable to a larger portion of the population.

The Blue Mountains Attainable Housing Corporation's current composition is:

- Two members of Council
- Five members of the Public

Meetings are held monthly at The Blue Mountains Town Hall, during normal office hours, based on the availability of the Corporation members.

## **C.7 The Blue Mountains Fence Viewer Committee**

The Fence Viewers do not establish property lines, and if that is not in dispute, they will decide on the type of fence that needs to be built, the material it will be constructed from, when it should be built and the percentage each property owner must contribute toward the costs of the viewing and the costs of the fence. The *Ontario Line Fence Act* is the authority.

The Blue Mountains Fence Viewer Committee current composition is

- Two members of Council
- Three members of the Public

A Fence Viewing meeting is called upon request of a Request for fence viewing.

## **C.8 The Blue Mountains Economic Development Advisory Committee (EDAC)**

The role of the Economic Development Advisory Committee is to provide feedback and recommendations to Town Council to address priority Economic Development issues and opportunities in the Town's business community.

The Blue Mountains Economic Development Advisory Committee's current composition is:

- Two members of Council
- Town Chief Administrative Officer
- Communication & Economic Development Coordinator
- One member/representative of the Blue Mountain Village Association
- One member/representative from the Georgian Triangle Development Institute
- One member/representative from The Blue Mountain Chamber of Commerce
- One member/representative from the Georgian Triangle Tourist Association
- One member/representative from The Center of Business
- One member/representative from the Thornbury Business Improvement Area

- One member/representative from the South Georgian Bay Small Business Enterprise Centre
- One member/representative from the Clarksburg Village Association

Meetings are scheduled at the call of the Chair. The EDAC follows their "[Terms of Reference](#)" with meetings being held in the Town Hall, Council Chambers.

#### **C.9 The Blue Mountains Communications Advisory Committee**

The Blue Mountains Communications Advisory Committee is a new Committee that is being created along with a Terms of Reference to provide guidance to the Committee, once appointed. Recommended composition for a Communications Advisory Committee is as follows:

- Four members of the public
- One member of Council
- Town CAO (support staff)
- Communications and Economic Development Coordinator (support staff)
- Recording Secretary (support staff)

### **Council Appointments to Special Purpose Boards, Committees and Corporations**

#### **C.10 Thornbury Business Improvement Area Board**

The BIA By-law 2014-30 being a By-law to designate an Improvement Area within the Town of Thornbury and to establish a board of management for the area.

The Thornbury Business Improvement Area Board (BIA) current composition is:

- A minimum of six (6) and a maximum of eight (8) members of the Thornbury Business Community; and
- One Council member

Meetings are held at The Blue Mountains, Town Hall, Council Chambers and meetings are scheduled the first Wednesday of every month at 8:00 a.m.

### **C.11 The Blue Mountains and District Chamber of Commerce**

The Blue Mountains Chamber of Commerce is the leading business organization in The Town of The Blue Mountains that works on behalf of its members to advance business interests with the goal of creating a thriving business community. All activities conducted by the Chamber, including advocacy efforts and business support, is provided through programs, events and various communication streams.

- One member of Council will be appointed to this organization.

Meetings are held at The Blue Mountains Chamber of Commerce building and meetings are scheduled the second Wednesday of the month from 6:00 p.m. to 8:00 p.m.

### **C.12 The Blue Mountain Village Association (BMVA)**

The Blue Mountain Village Association (BMVA) is a not for profit association incorporated by special legislation *Bill Pr14, Blue Mountain Village Association Act, 1999*. It was formed to manage and maintain all common areas and facilities in the Blue Mountain Village. The BMVA mandate includes providing animation and events in the Village, destination marketing, seasonal decorations, security, landscaping, snow & garbage removal, repairing or replacing the Village infrastructure, contributing to the Resort shuttle service, overseeing the operation of the Plunge! Aqua Centre and stewardship of the Millpond. The BMVA also liaisons with all levels of government on behalf of its members.

- One member of Council will be appointed to the BMVA.

### **C.13 Grey Sauble Conservation Authority (GSCA)**

The members of the Board of Directors of Grey Sauble Conservation are appointed by the eight municipalities that exist within the Grey Sauble Conservation watershed. Under the *Conservation Authorities Act*, municipalities with fewer than 10,000 residents shall appoint one director, those between 10,000 and 50,000 residents shall appoint two directors. Member municipalities may appoint members of their Council to the Board or may appoint private citizens from within their municipality.

The position of Chair and Vice-Chair of the Board are elected annually at the first Board of Directors meeting of the year. At the same meeting the Board of Directors may appoint representatives to one or more committees. Such appointments may be from within the Board itself or from amongst members of the public who have expressed an interest in one or more of the various committees. Committees of Grey Sauble Conservation include the Arboretum Alliance, and the Forestry Committee.

- One member of Council will be appointed to the Grey Sauble Conservation Authority.

Meetings are scheduled the fourth Wednesday of every month, and are held at 1:15 p.m at the Administration Centre, 237897 Inglis Falls Road, Owen Sound.

#### **C.14 Nottawasaga Valley Conservation Authority (NVCA)**

Nottawasaga Valley Conservation Authority is comprised of representatives appointed from each of its member municipalities.

As the governing body for the NVCA, Board members have a very important role and responsibility to represent the interests of their municipalities, consider the interests and needs of the conservation authority, and establish an effective reporting relationship with their municipal council and staff.

- One member of Council will be appointed to the Nottawasaga Valley Conservation Authority.

Meetings are held at the Tiffin Conservation Area, 8195 8<sup>th</sup> Line, Utopia, from 9 a.m. to noon, on the fourth Friday of every month, (Note: the December meeting is held on the second Friday of the month, and there is no meeting in July).

#### **C.15 North East Grey Health Clinics Inc. (NEGHC)**

North East Grey Health Clinics Inc. is a non-profit charitable corporation based in the Municipalities of Meaford and The Blue Mountains on the southern shore of Georgian Bay. The Corporation was formed by community volunteers in order to improve access to health care, build and equip two community medical centres, and recruit new family physicians thereby meeting the continued needs of our current and future residents.

NEGHC meets four to five times per year. Meetings are held at the Meaford Hospital Board Room on a Tuesday at 5:00 pm to 7:00 pm. There are 9 board members including one Council member from both The Blue Mountains and the Town of Meaford.

The main topic for the last 5 years has been recruiting family doctors to fill both The Blue Mountains Clinic and The Bumstead Meaford Clinic vacancies.

The council members from the two municipalities provide community input to the board to ensure the clinic operations are providing the health care that the community requires.

- One member of Council will be appointed to the North East Grey Health Clinics Inc.

#### **C.16 Multi-Municipal Long Term Care Working Group**

Multi-Municipal Long-Term Care Working Group current composition is:

- Two members of Council from each municipality
- Three municipalities include Municipality of Grey Highlands, Township of Chatsworth and Town of The Blue Mountains.

The purpose of this working group is to develop a plan of action for Grey Gables and to help facilitate a common strategy among all of the interested parties. Meetings are at the call of the Chair and are held in Grey Highlands Council Chambers.

## **D. Analysis**

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Following each municipal election, members of Council will express their preferences for various Municipal Committees and Boards they are interested in being a member, along with Council Appointments to Special Purpose Boards, Committee and Corporations. Council will then appoint by resolution, the council member to each required Committee, Board and Association.

## **E. The Blue Mountains Strategic Plan**

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Goal #2 Engage Our Communities and Partnerships

Objective #3 Strengthen Partnerships

Goal #4: Promote a Culture of Organizational and Operational Excellence

Objective #5 Constantly Identify Opportunities to Improve Efficiencies and Effectiveness

## **F. Environmental Impacts**

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N/A

## **G. Financial Impact**

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None

## **H. In consultation with**

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Shawn Everitt, Interim CAO

## **I. Public Engagement**

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The topic of this Staff Report has not been subject to a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Corrina Giles, [townclerk@thebluemountains.ca](mailto:townclerk@thebluemountains.ca).



**J. Attached**

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No attachments

Respectfully Submitted,

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Corrina Giles  
Town Clerk

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Shawn Everitt  
Interim Chief Administrative Officer

For more information, please contact:  
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