



Minutes

Board Meeting

Meeting Date: Thursday August 15, 2024
Meeting Time: 9:30AM
Location: Town Hall, Council Chambers
32 Mill Street, Thornbury ON, N0H 2P0
Prepared by Carrie Fairley, Secretary

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit Peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishinabek, Haudenosaunee, and Wendat-Wyandot-Wyandotte peoples.

A.2 Attendance

Chair Everitt called the meeting to order at 9:30 a.m. The Secretary noted that all members were present, in Council Chambers save and except for Members Dudley, Hinds and McKinlay, who sent their regrets. Member Morgan joined virtually.

A.3 Approval of Agenda

Moved by: Nick Cloet Seconded by: Cat Cooper

THAT the Agenda of August 15, 2024, be adopted as circulated including any amendments.

Yay (7): Shawn Everitt, Carrie Fairley, Nicholas Cloet, Cat Cooper, Andrea Matrosovs, Morgan May, and Mylene McDermid

Absent: (3) Erica Dudley, Marco Hinds, and Shawn McKinlay

Carried.

A.4 Declaration of Pecuniary Interest and general nature thereof

In accordance with the *Municipal Conflict of Interest Act*, The Blue Mountains Attainable Housing Corporation board members must file a written statement of the interest and its general nature with the Secretary for inclusion on the Registry.

None

A.5 Previous Minutes

Moved by: Mylene McDermid Seconded by: Cat Cooper

THAT the Board Meeting Minutes of July 16, 2024, be adopted as circulated including any revisions to be made.

Yay (8): Shawn Everitt, Carrie Fairley, Nicholas Cloet, Cat Cooper, Andrea Matrosovs Morgan May, and Mylene McDermid

Absent (3): Erica Dudley, Marco Hinds, and Shawn McKinlay

Carried.

B. Staff Reports, Deputations, and Presentations

B.1 Deputations/Presentations

None

B.2 Public Comment Period

B.3 Staff Reports

None

C. Matters for Discussion

C.1 DRAFT Terms of Reference for proposed Attainable Housing Advisory Committee of Council

The Board reviewed the suggested revisions to the Draft Terms of Reference for the Attainable/Affordable Housing Advisory Committee of Council that the Board will be requesting Council to consider formally forming.

Chair Everitt noted that as his role as the Chief Administrative Officer for the Town of The Blue Mountains he intends to bring forward a staff report to the Committee of the Whole on August 26, 2024, regarding the Boards request to formally form a Committee of Council, in an effort to continue the work of this Board. Chair Everitt noted that Council will ratify their decision at the September 9, 2024, Council meeting.

Moved by: Andrea Matrosovs Seconded by: Mylene McDermid

THAT the Blue Mountains Attainable Housing Corporation Board approves the Terms of Reference as drafted and finalized at the August 15, 2024, Board Meeting.

AND THAT the Blue Mountains Attainable Housing Corporation Board Requests Chair Everitt, in his capacity as Chief Administrative Officer for the Town of The Blue Mountains to provide the Draft Terms of Reference for the proposed Attainable/Affordable Housing Advisory Committee of Council, to Council of The Blue Mountains for consideration.

AND THAT the Blue Mountains Attainable Housing Corporation Board requests that Council consider the creation of a formal Attainable/Affordable Housing Advisory Committee of Council to continue the work of this Board.

Yay (8): Shawn Everitt, Carrie Fairley, Nicholas Cloet, Cat Cooper, Andrea Matrosovs, Morgan May, and Mylene McDermid

Absent (3): Erica Dudley Marco Hinds, and Shawn McKinlay

Carried.

D. Correspondence

None

E. New and Unfinished Business

None

F. Notice of Meeting Dates

At the call of the Chair.

Chair Everitt noted his intention to call a Board meeting in September, following Council's decision regarding the proposed Committee of Council.

G. Adjournment

Moved by: Cat Cooper

Seconded by: Carrie Fairley

THAT The Blue Mountains Attainable Housing Corporation does now adjourn at 9:43 a.m. to meet again at the call of the Chair.

Yay (8): Shawn Everitt, Carrie Fairley, Nicholas Cloet, Cat Cooper, Andrea Matrosovs, Morgan May, and Mylene McDermid

Absent (3): Erica Dudley Marco Hinds and Shawn McKinlay

Carried.



Minutes

The Blue Mountains

Agricultural Advisory Committee

Date: October 2, 2024
Time: 6:00 p.m.
Location: Virtual Meeting, Teams
Prepared By:
Carrie Fairley, Legislative Coordinator

Members Present: Gerbe Botden, Duncan McKinlay, Lynn Vail, Taylor Knott, Councillor Ardiel, Councillor Alex Maxwell

Staff Present: Jim McCannell, Manager of Roads and Drainage, Allan Gibbons, Economic Development and Communications Coordinator, Alan Pacheco, Director of Operations and Shawn Postma, Manager of Planning

A. Call to Order

A.1 Traditional Territory Acknowledgement and Moment of Reflection

We would like to begin our meeting by recognizing the First Nations, Metis and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

A.2 Committee Member Attendance

Chair Ardiel called the meeting to order at 6:01 p.m. Legislative Coordinator Carrie Fairley noted that all Committee Members were present virtual, save and except for Member Botden and Duncan McKinlay, who sent their regrets.

Duncan McKinlay joined the meeting at 6:20 p.m.

Councillor Maxwell vacated the meeting at 7:24 p.m.

A.3 Approval of Agenda

Moved by: Taylor Knott
Seconded by: Lynn Vail

THAT the Agenda of October 2, 2024, be approved as circulated, including any items added to the Agenda.

Yay (4): Lynn Vail, Taylor Knott, Councillor Gail Ardiel, and Councillor Alex Maxwell

Absent (2): Gerbe Botden, and Duncan McKinlay

The motion is Carried (4 to 0)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2023-62, Council or Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

A.5 Previous Minutes

Moved by: Taylor Knott

Seconded by: Lynn Vail

THAT the Agricultural Advisory Committee minutes of June 19, 2024, be adopted as circulated, including any revisions to be made.

Yay (4): Lynn Vail, Taylor Knott, Councillor Gail Ardiel, and Councillor Alex Maxwell

Absent (2): Gerbe Botden, and Duncan McKinlay

The motion is Carried (4 to 0)

B. Staff Reports and Deputations

None

C. Public Comment Period

None

D. Matters for Discussion

D.1 Allan Gibbons, Communications and Economic Development Coordinator, Re: Open Fields Update (Verbal)

Allan provided an update of the upcoming event.

D.2 Allan Gibbons, Communications and Economic Development Coordinator, Re: Share the Road sign update and mapping review

Allan provided an update regarding the educational road signs that will be ordered.

D.3 Jim McCannell, Manager of Roads and Drainage, Re: Update Regarding Mapping for Broadband Fiber Optic in Rural Areas

Jim provided an update regarding the fiber optic installation in the Town.

D.4 Ecological Offsetting

Chair Ardiel requested the committee review the Grey County presentation on this topic.

D.5 Adam Smith, Director of Planning and Development and Shawn Postma, Manager of Planning, Re: Review of Agricultural Policy Recommendations for the Official Plan

Shawn Postma provided an update to the committee regarding the Official Plan.

E. Correspondence

None

F. New and Unfinished Business

F.1 Additions to Agenda

None

F.2 Items Identified for Discussion at the Next Meeting

To be canvassed by the Legislative Coordinator.

G. Notice of Meeting Dates

At the call of the Chair.

H. Adjournment

Moved by: Duncan McKinlay

Seconded by: Taylor Knott

THAT this Agricultural Advisory Committee Meeting does now adjourn at 7:35 p.m. to meet again virtually, at the call of the Chair.

Yay (4): Duncan McKinlay, Lynn Vail, Taylor Knott, and Councillor Gail Ardiel

Absent (2): Gerbe Botden, and Councillor Alex Maxwell

The motion is Carried (4 to 0)



Minutes

The Blue Mountains OPP Detachment Board

Date: October 16, 2024
Time: 8:30 a.m.
Location: Town Hall, Council Chambers
32 Mill Street, PO Box 310
Prepared by: Kyra Dunlop, Recording Secretary

Members Present: Gail Ardiel, Lynn Church, Andrea Matrosovs, Donna Wilson, Jim Oliver

Staff Present: CAO Shawn Everitt

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

A.2 Board Member Attendance

Chair Oliver called the meeting to order at 8:35 a.m. with all members were in attendance in Council Chambers, with Member Matrosovs joining electronically.

Town staff present were Chief Administrative Officer Shawn Everitt.

OPP staff present were Detachment Commander Loris Licharson, Sgt. Kevin Cornell, Sgt. David Brown, and Sgt. Anthony Tomei

A.3 Approval of Agenda

Moved by: Donna Wilson

Seconded by: Lynn Church

THAT the Agenda of October 16, 2024 be approved as circulated, including any additions to the Agenda, being Item E.5. Verbal Update on Staff Report Re: Improved Communications with Regional Partners on Inter-Municipal Recreational Events

Yay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Donna Wilson and Jim Oliver

The motion is Carried (5 to 0)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2023-62, The Blue Mountains OPP Detachment Board Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

A.5 Previous Minutes

Moved by: Lynn Church

Seconded by: Gail Ardiel

THAT The Blue Mountains OPP Detachment Board minutes of July 17, 2024 and the Special Blue Mountains OPP Detachment Board minutes of September 11, 2024 be approved as circulated, including any revisions to be made.

Yay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Donna Wilson and Jim Oliver

The motion is Carried (5 to 0)

A.6 Chair's Remarks

Chair Oliver welcomed everyone to the meeting and noted they had gotten through the summer without any major issues that OPP staff had been dealing with.

Chair Oliver noted that he wanted to acknowledge that all of the Board Members are either finished or in the process of completing the second round of mandatory Ministry-issued training under the Community Safety and Policing Act. Chair Oliver noted that while it was not a simple process and took a number of hours to complete the training, it is worthwhile.

B. Public Meetings/Deputations/Presentations

None

C. Staff Reports

C.1 Detachment Commanders Report, Quarter 3 2024

Detachment Commander Licharson provided an overview of the Detachment Commander's Report and introduced OPP Staff.

Chair Oliver asked if with regard to the addition of an FTE staff person for the Domestic Abuse Issues Investigator (DAII) if that was a re-description of an existing position or a new addition. Detachment Commander Licharson noted that it was both, as they had filled a position in-house and then through discussions around service delivery models they added a new FTE to the detachment. Detachment Commander Licharson noted that that allowed the Detachment to fill the position to provide greater emphasis and oversight and will not effect the numbers of staff on the roads.

Chair Oliver asked if there is follow-up on noise complaints by officers when they are called to a home to investigate, because if the individuals are made aware of the noise complaint and that officers are coming to investigate those individuals may quiet down until officers leave. Detachment Commander Licharson noted that they have a record of follow-up calls, so if a home received multiple complaints in one evening they would have that data. Detachment Commander Licharson noted that once an officer arrives on scene things generally calm down, and very rarely do they have a situation where individuals or home-owners start playing those games. Councillor Ardiel asked if officers had data for the noise complaints that showed if the properties were licensed or unlicensed Short Term Accommodations or home-owners, as the Town is having difficulties with unlicensed Short Term Accommodations. Detachment Commander Licharson noted that this was not something officers would necessarily know to account for when receiving calls and investigating, and then when noise complaints come in to officers they will attend at the scene and then move on to the next call.

Chair Oliver asked what date had been selected for the Board's presentation to Council to provide an update on the Auxiliary Unit, and the Recording Secretary confirmed the date selected was October 28, 2024 Committee of the Whole Meeting. Chair Oliver noted any member of the Board wishing to attend who was not a member of Council, as those members would be there already, were welcome to do so.

Chair Oliver asked if any of the 36 occurrences under the Community Street Crime Unit in the geographic area of The Blue Mountains, and Detachment Commander Licharson noted he does not know the breakdown at this time. Chair Oliver noted if staff are able to provide that data would be appreciate, and as Board they should know if those occurrences were taking place in the Town.

Chair Oliver asked with regard to the Police Hospital Committees how that relates to the Roundtables, which were established to get all the various schoolboards, health units, hospitals, police and more to get together, and whether the Police Hospital Committee dovetails with the Roundtable meetings. Detachment Commander Licharson noted that the Situation Tables do exist in Grey County and while they are not members they have an ancillary membership there, and the Police Hospital Committee is separate and strictly pertains to the issue of supporting the hospital at a police service level, particularly the transfer of care or custody agreement. Member Lynn Church asked if hospitals have their own security to rely on for those cases or are they not adequately staffed. Detachment Commander Licharson noted that the hospitals do have their own security; Meaford has on-call security and Collingwood has their own security. Detachment Commander Licharson noted a lot of this boils down to legislation, as without the agreement and protocol officers are bound to stay until the person is admitted. Detachment Commander Licharson noted that it is the detachment's hope to go through the Memorandum of Understanding to look at the risk factors and come to a mutual decision to turn over an individual to security prior to an admission or form.

Chair Oliver asked what the geographic area of the Alzheimer's Society Chapter that is overseeing the Project Lifesaver in the community. Detachment Commander Licharson noted it was from the Barrie area but covers the detachment area including the Town.

Member Gail Ardiel noted that a number of Board Members attended the Bike Rodeo and that the kids had a blast, and it was so much fun to see the participation and provided her thanks to detachment staff for this event. Member Donna Wilson noted that her family members did participate in the event as well and that it was a great event, and that her granddaughter experienced the event very positively. Member Wilson noted that when officers can have those positive interactions with kids it is helpful for those who may be in difficult home-situations. Detachment Commander Licharson noted that these comments were great to hear and that it is a priority for the detachment for this youth engagement to continue, and that one thing they have learned over the years is to have a varied approach to youth engagement outside of just being at the schools. Detachment Commander Licharson noted that it is about going to where the kids are at, rather than the other way around. Detachment Commander Licharson noted that the Youth Engagement piece will be explored more fully by Sgt Brown during today's presentation. Member Andrea Matrosov noted that something that stood out to her was the varied ages of the participants, and asked with regard to other engagement opportunities what kid of ages are we looking at for these outreach programs. Detachment Commander Licharson noted for the OPP Kid's Bike Rodeo it is generally directed to a Grade 6 level and generally the age range for other programs can

be from ages 12 to 19, but with some programs as young as daycare programming. Detachment Commander Licharson noted that they are trying hard to figure out ways to create positive interactions and contact with people of all ages.

Chair Oliver noted that the new format of presentation is very useful for members to compare year over year, and asked would the Provincial system allow for comparison between the Town or detachment to other similar detachments. Detachment Commander Licharson noted that he does not believe so, and he would advise caution when looking at comparative statistics as every detachment is different, and every community is different. Detachment Commander Licharson noted when you look at the number of visitors and tourism that the Town experiences, you would be hard-pressed to find another community in this Province that experiences that same level so it is easy to look at geographic areas or population base and compare, but it would not tell the same story. Detachment Commander Licharson noted that the needs for each community is different.

Member Church noted with regard to the growth in the community it is probably contributing to the increase of statistics as well, and Detachment Commander Licharson noted his agreement with the growth Collingwood and The Blue Mountains have seen, and with that additional calls for service for thefts is expected, especially when we consider the higher costs of construction materials now too.

Sgt. David Brown provided overview of Youth Engagement Program presentation.

Member Church noted it was her understanding that OPP staff were planning foot patrols at unplanned events such as the arena or baseball games, which is a great idea for staff to be able to stop by and say hello which can mean a lot to community members.

Member Ardiel noted that she was glad to hear Sgt. Brown mention preschools as she was in that business for decades and she always enjoyed when they would go with the kids to the police station as a way to build positive relationships. Member Ardiel noted that this kind of engagement programming helps instill positive relationships between youth and officers at an early age. Member Ardiel noted a community day at the other centres would be a good community event for officers to do. Member Ardiel noted she was not aware the Cadets Program was still running so building awareness around that would be good. Detachment Commander Licharson noted creating positive and proactive interactions was of paramount importance to detachment staff.

Chair Oliver noted he was really pleased with the information provided regarding the Youth Advisory Committee, and requested a bit more information about recruitment for the 7 young persons, whether this was word of mouth or was it recruitment from

existing youth organizations. Sgt. Brown noted they tried to create a balance of boys and girls and between the municipalities, and that they spoke with guidance counsellors from high schools and from that collaboration they narrowed down the group to 7 kids. Chair Oliver noted through a community fundraising event he had met some representatives of community group "Young Life" that operated in The Blue Mountains and in Collingwood, and asked if detachment staff worked with that group. Sgt. Brown noted he would be happy to talk more with Chair Oliver about that group as he had not heard of them.

Member Wilson noted her thanks to detachment staff for their work in increasing youth engagement and having a positive impact on youth and children and appreciate the partnership at Hope Chapel.

Moved by: Gail Ardiel

Seconded by: Lynn Church

THAT The Blue Mountains OPP Detachment Board receive for information the Detachment Commander's Report, Quarter 3, 2024

Yay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Jim Oliver, and Donna Wilson

The motion is Carried (5 to 0)

D. Correspondence

D.1 Crime Stoppers of Grey Bruce Re: Letter to Police Partners and Boards Re Crime Stoppers of Grey Bruce requesting funding support

This item was deferred to the January 15, 2025 Board Meeting.

D.2 Crime Stoppers of Grey Bruce Re: Quarter 2 Coordinator's Report April to June 2024

This item was deferred to the January 15, 2025 Board Meeting.

D.3 Selwyn J. Hicks, Chair, Hanover Police Service Board Re: Letter in support of Crime Stoppers of Grey Bruce and motion passed in support of funding request

This item was deferred to the January 15, 2025 Board Meeting.

D.4 Ontario Association of Police Services Boards Re: All Chief's Memo 24-005 Community Safety and Policing Act, 2019 Mandatory Thematic Training

This item was deferred to the January 15, 2025 Board Meeting.

D.5 Crime Stoppers of Grey Bruce Re: Quarter 3 Coordinator's Report July to September 2024

This item was deferred to the January 15, 2025 Board Meeting.

E. Other Business

E.1 The Blue Mountains OPP Detachment Insurance - Requirement of Abuse Policy

Recording Secretary Kyra Dunlop confirmed that the Board's insurance provider requires all OAPSB opt-in Boards to have an Abuse Policy in place. Ms. Dunlop confirmed that staff had provided a copy of POL.COR.21.006 Code of Conduct for Members of Council, Local Boards and Advisory Committee and POL.COR.18.04 Protocol Policy for Complaints Related to Council Members and Local Boards to the insurance provider who confirmed that those 2 policies would meet their criteria for an Abuse Policy if amended to include and apply to the Board. Ms. Dunlop confirmed that if the Board was satisfied with this recommendation, a motion of support could be entertained and provided to Council for consideration to approve the changes to the policies.

Chair Oliver noted that this was a relatively easy way to meet the insurance providers' requirements and something the Board would have wished to be subject to in any case.

Member Ardiel noted that the Accountability and Transparency Committee was working on some updates to these policies which is from 2021, and inquired if the new policy the Committee is working on oversee this change. Ms. Dunlop confirmed if there are updates proposed to any Corporate Policies, they are required to go through a Public Meeting process for comment and changes are ultimately approved by Council. Ms. Dunlop noted if the two policies being contemplated for the Board substantively change, staff would be touching base with the Board's insurance provider to ensure the policies still meet the requirements for an Abuse Policy.

Moved by: Donna Wilson

Seconded by: Lynn Church

THAT, effective September 27, 2024, The Blue Mountains OPP Detachment Board will be insured through the OAPSB Group Insurance Plan, and in order to satisfy the requirements of the OAPSB Group Insurance Plan, The Blue Mountains OPP Detachment Board is required to adopt policies regarding abuse;

AND THAT, through communications with the OAPSB Group Insurance Plan, and the Ontario Association of Police Service Boards, the Recording Secretary of The Blue Mountains OPP Detachment Board confirms that, if amended to include reference to "The Blue Mountains OPP Detachment Board", that the "Code of Conduct for Members

of Council, Local Boards and Advisory Committees, Policy No. POL.COR.21.06” and the “Protocol Policy for Complaints Related to Council Members and Local Boards, Policy No. POL.COR.18.04” would satisfy the policies required by the OAPSB Group Insurance Plan;

NOW THEREFORE, The Blue Mountains OPP Detachment Board requests that Council of the Town of The Blue Mountains revise its corporate policies “POL.COR.21.06 Code of Conduct for Members of Council, Local Boards and Advisory Committees” and “POL.COR.18.04 Protocol Policy for Complaints Related to Council Members and Local Boards” to include reference to, and apply to “The Blue Mountains OPP Detachment Board”;

AND THAT The Blue Mountains OPP Detachment Board directs the Recording Secretary to provide this motion to the next available Council Meeting, for Council consideration, due to its time sensitive nature.

Yay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Donna Wilson and Jim Oliver

The motion is Carried (5 to 0)

E.2 Draft Board Name Change By-law

Recording Secretary Kyra Dunlop noted that the Board had previously passed a motion to change the Board's name and after consultation with the Ontario Association of Police Services Boards it is advised the Board pass a By-law to approve the name change.

Moved by: Andrea Matrosovs

Seconded by: Donna Wilson

THAT The Blue Mountains OPP Detachment Board By-law Number 2024-01, being a By-law to change the name of the Board, be hereby enacted as passed this 16th day of October, 2024.

Yay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Donna Wilson and Jim Oliver

The motion is Carried (5 to 0)

E.3 2025 Board Meeting Schedule

The Board discussed their meeting schedule for 2025. Recording Secretary Kyra Dunlop noted that the Board had previously provided direction to prepare draft meeting options for bi-monthly meetings, and that staff were looking for direction on the Board's meeting schedule to set for 2025 and for inclusion in the Board's Procedural By-law.

Moved by: Lynn Church

Seconded by: Andrea Matrosovs

THAT The Blue Mountains OPP Detachment Board receives for information Option 1 and Option 2 for the 2025 Board Meeting Schedule;

AND THAT the Board directs staff to proceed with Option 2 for scheduling 2025 Board Meetings;

AND THAT the Board directs staff to include Option 2, bi-weekly meetings commencing the month of January, in the draft Board Procedural By-law.

Nay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Donna Wilson and Jim Oliver

The motion is Lost (0 to 5)

Moved by: Gail Ardiel

Seconded by: Lynn Church

THAT The Blue Mountains OPP Detachment Board receives for information Option 1 and Option 2 for the 2025 Board Meeting Schedule;

AND THAT the Board will continue to meet in 2025 status quo, being quarterly meetings commencing the third Wednesday of the month at 8:30 a.m.;

AND THAT the Board directs the Recording Secretary to prepare a schedule for 2025 and circulate the schedule to the Board and post to the Town's website.

Yay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Donna Wilson and Jim Oliver

The motion is Carried (5 to 0)

E.4 Draft Board Procedural By-law

This item was deferred to the January 15, 2025 Board Meeting.

E.5 Verbal Update on Staff Report Re: Improved Communications with Regional Partners on Inter-Municipal Recreational Events

This item was deferred to the January 15, 2025 Board Meeting.

F. Closed Session

None

G. Notice of Meeting Dates

To be confirmed

H. Adjournment

Moved by: Lynn Church

Seconded by: Donna Wilson

THAT The Blue Mountains OPP Detachment Board Meeting does now adjourn at 10:32 a.m. to meet again in 2025, or at the call of the Chair, and that the items included on the October 16, 2024 Board Agenda not dealt with will be deferred to the next meeting scheduled.

Yay (5): Gail Ardiel, Lynn Church, Andrea Matrosovs, Donna Wilson and Jim Oliver

The motion is Carried (5 to 0)



Minutes

Thornbury Business Improvement Area

Meeting Date: Wednesday, November 6, 2024
Meeting Time: 8:00 a.m.
Location: Town Hall, Council Chambers
Prepared by: Niki Hilton, Thornbury BIA General Manager

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit Peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee, and Wendat-Wyandot-Wyandotte peoples.

A.2 Board of Directors Attendance

Chair Beveridge called the meeting to order at 8:02 a.m. In attendance were Renee Desrochers, Kelly Gale, Lesley Fisher, and Councillor Shawn McKinlay. Regrets were received by Mark McEwan and Marco Santaguida.

Town staff present were Ryan Gibbons, Director of Community Services and Allan Gibbons, Communications & Economic Development Coordinator.

A.3 Approval of Agenda

Moved: Kelly Gale Seconded: Lesley Fisher

THAT the Agenda of November 6, 2024, be approved as circulated, including any additions to the Agenda.

Yay (5): Renee Desrochers, Lesley Fisher, Kelly Gale, Councillor Shawn McKinlay, and Chair Beveridge

Absent (2): Mark McEwan and Marco Santaguida

The motion is Carried (5 to 0, 2 absent)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* Business Improvement Area Directors must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

A.5 Previous Minutes (October 2, 2024)

Moved: Lesley Fisher Seconded: Renee Desrochers

THAT the Minutes of October 2, 2024 be approved as circulated, including any revisions to be made.

Yay (5): Renee Desrochers, Lesley Fisher, Kelly Gale, Councillor Shawn McKinlay, and Chair Beveridge

Absent (2): Mark McEwan and Marco Santaguida

The Motion is Carried (5 to 0, 2 absent)

B. Deputations and Public Comment Period

B.1 Deputations, if any

None

B.2 Public Comment Period

Chair Beveridge welcomed Doug Smith from Thornbury Bakery and Joe Halos to the meeting.

C. Matters for Discussion

C.1 Council Update – Councillor Shawn McKinlay

Councillor McKinlay referred to Director Ryan Gibbons who had no updates at this time.

C.2 Sub-Committee Updates

1. Budget & Administration Sub-Committee: Chair Beveridge, Renee Desrochers

Chair Beveridge and Renee have plans to meet in November and review the 2025 budget. They would like to put forward recommendations at the next board meeting. She explained that she and Niki met with the Director of Corporate and Financial Services Monica Quinlan about the BIA actuals and receiving quarterly updates.

2. Marketing Sub-Committee: Kelly Gale, Councillor Shawn McKinley, Andrea Fernandes (Owner of Soma Leaf)

Niki explained she will be contacting Trevor at Halton Creative to add a banner to the website about Olde Fashioned Christmas. She has received good feedback from businesses about the BIA member newsletter. She continues to include a section with information from the Town.

3. Beautification Sub-Committee: Lesley Fisher, Chair Beveridge, Renee Desrochers

Chair Beveridge explained she's been working with Director Gibbons, the Lighthouse Group and the Town regarding the Winter Lights in Thornbury. All of the quotes have been approved. Lighthouse Group will begin installation in mid-November. Chair Beveridge has contacted Terry to keep communication open for the installation.

Riverside Greenhouses will be doing all of the bridge inserts, planters and spheres for the Christmas décor. Terry will coordinate the drop-off and delivery of the required items. Everything should be set up by December 1.

4. Events & Cultural Tourism Sub-Committee: Renee Desrochers, Kelly Gale, Councillor Shawn McKinlay

Niki provided a recap of Wag-o-ween and thanked the Town for their support in getting this event off the ground. The event was positively received in person and online. Nathan from the Parks and Trails team helped with the set-up. Kelly's suggestion of working with 99.3 Radio Station went well. Chair Beveridge congratulated Niki on a successful event.

Working toward Olde Fashioned Christmas. Niki said we are 90 per cent booked for activations. Niki recently reached out to Alexa Jackson Creative who will be joining again as the photographer. The save the date is out and circulating online and in the Blue Mountains Review. Our radio ad is in motion with 99.3.

Events sub-committee met yesterday to discuss the idea of the vendor market at Town Hall. The committee would like to invite BIA members who do not have a presence on Bruce Street North or South but would like to be a part of the event to have a complimentary table at the new marketplace. Friends around town like the Rotary Club or Events for Life would also be invited. Timing would be in the afternoon leading up to the tree lighting – suggest time 3 – 6 p.m. Complimentary hot chocolate provided by Councillor McKinlay. Live music or music through speakers. Allan Gibbons confirmed the Town can provide the required tables.

Chair Beveridge mentioned the deputation to council has been drafted about the road closure of Bruce Street North. This will be presented at COW on November 18. Director Gibbons said he does not foresee any challenges at this time.

Chair Beveridge highlighted the meet and greet at Thornbury Craft. Many who expressed interest in joining the board were at the event. She would like to continue with a meet and greet in the spring and with a member survey as soon as possible.

4.1 Approval of BIA vendor market at Olde Fashioned Christmas

Moved: Councillor Shawn McKinlay Seconded: Lesley Fisher

THAT the event of the BIA vendor market at Olde Fashioned Christmas at Town Hall on Saturday, December 14 from 3 – 6 p.m. be approved.

Yay (5): Renee Desrochers, Kelly Gale, Lesley Fisher, Councillor Shawn McKinlay, and Chair Beveridge

Absent (2): Mark McEwan and Marco Santaguida

The motion is Carried (5 to 0, 2 absent)

4.2 Approval of the BIA presenting to COW about the road closure of Bruce Street North

Moved: Lesley Fisher Seconded: Renee Desrochers

THAT the BIA go forward to COW to request support for the road closure of Bruce Street North during Olde Fashioned Christmas on Saturday, December 14 from 3 – 8:30 p.m. be approved.

Yay (5): Renee Desrochers, Kelly Gale, Lesley Fisher, Councillor Shawn McKinlay, and Chair Beveridge

Absent (2): Mark McEwan and Marco Santaguida

The motion is Carried (5 to 0, 2 absent)

C.3 Chair, Sarah Beveridge, Letter of Resignation

Chair Beveridge read her official letter of resignation and thanked everyone for their contributions and partnership. The letter will go to council on November 12.

C.4 Call for New Members on the Board of Directors

Chair Beveridge provided information about the nomination process and how the Chair position is elected. She plans to do this nomination process as of December 4.

D. Correspondence

None

E. New and Unfinished Business

E.1 Additions to the Agenda

Councillor McKinlay provided information about Remembrance Day ceremonies in the Town of the Blue Mountains. Kelly Gale noted the service at the cenotaph is extremely moving. Allan reminded everyone about the candlelight service at the cenotaph.

E.2 Items Identified for Discussion at the Next Meeting

Recommendations for 2025

F. Notice of Meeting Dates

Wednesday, December 4, 2024 – BIA Board Meeting
Town Hall, Council Chambers (in-person)

G. Adjournment

Moved: Councillor McKinlay Seconded: Kelly Gale

THAT this meeting does now adjourn at 8:45 a.m. to meet again on Wednesday, December 4, 2024, at 8:00 a.m. at Council Chambers, Town Hall or at the call of the Chair.

Yay (5): Renee Desrochers, Lesley Fisher, Kelly Gale, Councillor Shawn McKinlay, and Chair Beveridge

Absent (2): Mark McEwan and Marco Santaguida

The motion is Carried (5 to 0, 2 absent)



Minutes

Thornbury Business Improvement Area

Meeting Date: Wednesday, December 4, 2024
Meeting Time: 8:00 a.m.
Location: Town Hall, Council Chambers
Prepared by: Carrie Fairley, Legislative Coordinator

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit Peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee, and Wendat-Wyandot-Wyandotte peoples.

A.2 Board of Directors Attendance

Chair Beveridge advised that BIA Manager, Niki Hilton is ill but will be joining the meeting virtually. Chair Beveridge further noted that Legislative Coordinator Carrie Fairley will be facilitating the meeting in Niki's absence.

Renee Desrochers vacated the meeting at 9:33 a.m.

Moved: Renee Desrochers

Seconded: Lesley Fisher

THAT the Thornbury Business Improvement Area Board waives the provisions of the Thornbury Business Improvement Area Procedural By-Law 2013-1 Section 7 that prohibits electronic participation for Thornbury Business Improvement Area meetings unless the municipality is in a Declared State of Emergency to allow BIA Manager Niki Hilton to attend the meeting virtually solely for the December 4, 2024, Board meeting

Yay (4): Renee Desrochers, Lesley Fisher, Kelly Gale, and Chair Beveridge

Absent (2): Councillor Shawn McKinlay, and Marco Santaguida

The motion is Carried (4 to 0, 2 absent)

Chair Beveridge called the meeting to order at 8:04 a.m. In attendance were Renee Desrochers, Kelly Gale, and Lesley Fisher. Regrets were received by Councillor McKinlay and Marco Santaguida.

Town staff present were Ryan Gibbons, Director Community Services, Tim Hendry, Director of Strategic Initiatives, Allan Gibbons, Communications and Economic Development Coordinator.

A.3 Approval of Agenda

Moved: Kelly Gale

Seconded: Lesley Fisher

THAT the Agenda of Wednesday, December 4, 2024, be approved as circulated, including any items added to the Agenda, and that Items D.1 and D.2 be moved for discussion at item C.1 on the Agenda.

Yay (4): Renee Desrochers, Lesley Fisher, Kelly Gale, and Chair Beveridge

Absent (2): Councillor Shawn McKinlay, and Marco Santaguida

The motion is Carried (4 to 0, 2 absent)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* Business Improvement Area Directors must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

A.5 Previous Minutes (Wednesday, November 6, 2024)

Moved: Lesley Fisher

Seconded: Kelly Gale

THAT the Minutes of Wednesday, November 6, 2024 be approved as circulated, including any revisions to be made.

Yay (4): Renee Desrochers, Lesley Fisher, Kelly Gale, and Chair Beveridge

Absent (2): Councillor Shawn McKinlay, and Marco Santaguida

The motion is Carried (4 to 0, 2 absent)

B. Deputations and Public Comment Period

B.1 Deputations, if any

None

B.2 Public Comment Period (each speaker is allotted three minutes)

Joe Halos, business owner and resident spoke noting the sponsorships are a great initiative. Joe suggested leaving the lights up through March Break. Chair Beveridge noted the take down date is dependent on the weather. The Board discussed and agreed to leave them on through March Break.

Doug Smith, Thornbury Bakery spoke offering assistance for the Olde Fashioned Christmas if needed.

C. Matters for Discussion

C.1 Sub-Committee Updates

1. Budget & Administration Sub-Committee: Sarah, Renee

Chair Beveridge noted that an email to Monica will be sent to understand the actuals for 2024 before the end of the year. Chair Beveridge further noted that they are working to ensure companies helping with Olde Fashioned Christmas are paid.

2. Marketing Sub-Committee: Kelly, Shawn, Andrea

Chair Beveridge noted that conversations with Trevor regarding the website are happening and Niki has been working hard on the newsletter which is being highlighted on the website.

Niki noted that a meeting has been set on January 7, 2025, with Andrea to review the website and receive recommendations including outreach.

Chair Beveridge noted that Sarah is the owner of Soma Leaf and is interested in volunteering when she can and unfortunately, she is too busy to join the Board.

3. Beautification Sub-Committee: Lesley, Sarah, Renee

Chair Beveridge noted that all planters are out, and they look beautiful. Chair Beveridge further noted that all the lights are up, with the exception of the lights for Olde Fashioned Christmas which will be installed on December 14, 2024.

Chair Beveridge extended thanks to Town staff Terry and Nathan.

4. Events & Cultural Tourism Sub-Committee: Renee, Kelly, Shawn

Chair Beveridge spoke regarding Olde Fashioned Christmas and the road closure noting that Century 21 is excited to have the road closed this year, and further noted that they hand out hot chocolate during the event.

Chair Beveridge noted that New Orleans Pizza will be giving a free slice of cheese pizza that day and Pom Pom's will also be open. Chair Beveridge further noted that she personally advised all the neighbours on Bruce Street north, about the closure.

Niki spoke noting there are sponsorships for the winter lights this year and signage should be coming Thursday. Niki noted the title sponsors of the main Christmas tree are - Classical 102.9 FM, On the Bay Magazine, and Bay Watch. This is a trade sponsorship including Bay Watch ticket event listing, on-air In the Know event listing, 40x30 second radio spots, and On the Bay newsletter write-up and banner ad. Niki provided information regarding what will be promoted.

Niki spoke regarding this year's light sponsors noting the sponsorships were worth \$500 each and there are four sponsors this year, KW Collaborate Real Estate,

Georgian Bay Applekings Senior AA Hockey, Rrampt, and Zwart's Topsoil and Landscape Supplies.

Niki provided an update regarding the events happening at Olde Fashioned Christmas. The Board discussed the items that need to be completed for this event.

***C.2 Resignation of Board Member Mark McEwan**

Chair Beveridge noted that Mark provided his resignation to the Town Clerk and thanked him for his help on the Board as well as what he brings to the community of Thornbury.

C.3 Nominations to the Board of Directors for the remainder of the 2022-2026 Council Term

Chair Beveridge nominated Joe Halos to the Board of Directors. The nomination was seconded by Lesley. Joe accepted the nomination.

Member Renee nominated Doug Smith. The nomination was seconded by Member Kelly. Doug accepted the nomination.

Moved: Kelly Gale

Seconded: Renee Desrochers

THAT the Thornbury Business Improvement Area Board requests that Council appoint the following persons as Directors to the Thornbury Business Improvement Area Board for the remainder of the 2022-2026 Term of Council:

Doug Smith and Joe Halos

Yay (4): Renee Desrochers, Lesley Fisher, Kelly Gale, and Chair Beveridge

Absent (2): Councillor Shawn McKinlay, and Marco Santaguida

The motion is Carried (4 to 0, 2 absent)

C.4 Election of the Chair for the remainder of the 2022-2026 Council Term

Chair Beveridge questioned if anyone was interested in becoming the Chair for the remaining term. Doug offered to be Chair of the Board which the Board accepted.

Moved: Lesley Fisher

Seconded: Renee Desrochers

THAT the Thornbury Business Improvement Area Board of Directors requests that Council appoint Doug Smith as the Chair of the Thornbury Business Improvement Area Board for the remainder of the 2022-2026 Term of Council.

Yay (4): Renee Desrochers, Lesley Fisher, Kelly Gale, and Chair Beveridge

Absent (2): Councillor Shawn McKinlay, and Marco Santaguida

The motion is Carried (4 to 0, 2 absent)

C.5 BIA Recommendations 2025 – Sarah Beveridge

Chair Beveridge spoke regarding the Town implementation of MAT tax and Tim Hendry, Director of Strategic Initiatives provided background to the Board on MAT tax.

Chair Beveridge spoke regarding the BIA Manager position becoming a town employee position, with the ability to manage the BIA in this position and suggested that with the MAT tax implementation, the Town consider this role as a commitment through taxation and highlighted the benefits. Tim provided more information regarding the process to temper expectations noting that this will take a while to build before being able to speak to Council about the funds.

Chair Beveridge spoke regarding the lights noting that the Town footed most of the bill and noted that next year the Town will not be contributing to the cost and noted the importance of sponsorships to move this forward.

C.6 January Meeting Date

Chair Beveridge noted that the regularly scheduled BIA meeting is on a statutory holiday, January 1, 2025, and the Board discussed potential new dates before agreeing to January 6, 2025.

Moved: Kelly Gale

Seconded: Lesley Fisher

THAT the Thornbury Business Improvement Area Board moves the January 1, 2025, regularly scheduled meeting to January 6, 2025, due to the regularly scheduled meeting falling on a statutory holiday.

Yay (3):, Lesley Fisher, Kelly Gale, and Chair Beveridge

Absent (3): Councillor Shawn McKinlay, Marco Santaguida, and Renee Desrochers

The motion is Carried (3 to 0, 3 absent)

D. Correspondence

***D.1 Letter from Town of The Blue Mountains
Re: Snow Removal**

Chair Beveridge spoke regarding the letter from the Town that was received regarding removal of items on Town sidewalks. Chair Beveridge noted that this has never been asked of business owners in the past and sought clarification why this came to business owners this year.

Ryan Gibbons, Director of Community Services noted the Town has new equipment which requires the sidewalks to be clear of items in be able to properly clean the snow from the sidewalks.

The Board and staff discussed how to work together to address this issue moving forward while addressing the risks to the Town and business owners.

Chair Beveridge asked when the businesses can expect more information from the Town noting the business owners do not want to receive fines for non-compliance. Ryan noted that the Communications department will be bringing correspondence soon to the business owners and will reach out to the Board before it is sent to business owners.

D.2 Letter from Melissa Herod, AXED (verbal update)
Re: Olde Fashioned Christmas

Chair Beveridge read the email received from Melissa Herod, AXED and noted that Melissa wanted to share the letter with the Board to remind the Board the importance of supporting local businesses.

Niki, BIA Manager spoke regarding her conversation with Melissa noting that she made it clear that this was not an end to their working relationship and recognized AXED's role in Olde Fashioned Christmas. Niki noted that a table at Olde Fashioned Christmas and a space for AXED to operate on a pay-per-throw was offered to Melissa.

Niki suggested moving forward more structure be added to the plans for Olde Fashioned Christmas with the ability to rotate through different activities. Chair Beveridge agreed that the Sub-Committee could work on that moving forward.

E. New and Unfinished Business

E.1 Additions to the Agenda

None

E.2 Items Identified for Discussion at the Next Meeting

None

F. Notice of Meeting Dates

January 16, 2025 – BIA Board Meeting
Town Hall, Council Chambers (in-person)

G. Adjournment

Moved: Kelly Gale

Seconded: Lesley Fisher

THAT this meeting does now adjourn at 9:35a.m. to meet again on January 6, 2025, at 8:00 a.m. at Council Chambers, Town Hall or at the call of the Chair.

Yay (3):, Lesley Fisher, Kelly Gale, and Chair Beveridge

Absent (3): Councillor Shawn McKinlay, Marco Santaguida, and Renee Desrochers

The motion is Carried (3 to 0, 3 absent)



Minutes

The Blue Mountains, Committee of Adjustment

Date: November 20, 2024
Time: 1:00 p.m.
Location: Town Hall, Council Chambers and Virtual Meeting
32 Mill Street, Thornbury ON
Prepared by: Carrie Fairley, Secretary-Treasurer

Members Present: Michael Martin, Jim Oliver, Robert Waind, Duncan McKinlay, Jan Pratt

Staff Present: Manager of Planning Shawn Postma, Chief Building Official Tim Murawsky, Senior Planner Adam Farr and Planner Manuel Riveria

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

A.2 Committee Member Attendance

Chair Waind called the meeting to order at 1:03 p.m. Secretary -Treasurer Carrie Fairley noted all members were present with Member Oliver attending virtually.

A.3 Approval of Agenda

Moved by: Jan Pratt

Seconded by: Duncan McKinlay

THAT the Agenda of November 20, 2024, be approved as circulated, including any additions to the agenda.

Yay (5): Michael Martin, Jim Oliver, Robert Waind, Duncan McKinlay, and Jan Pratt

The motion is Carried (5 to 0)

A.4 Declaration of pecuniary interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act*, the Town Committee of Adjustment By-Law 2024-04, and the Town Procedural By-law 2023-62, Committee of Adjustment Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

A.5 Previous Minutes

Moved by: Duncan McKinlay

Seconded by: Michael Martin

THAT the Minutes of October 16, 2024, be approved as circulated, including any revisions to be made.

Yay (5): Michael Martin, Jim Oliver, Robert Waind, Duncan McKinlay, and Jan Pratt

The motion is Carried (5 to 0)

A.6 Business Arising from Previous Minutes

None

B. Public Meeting

Under the authority of the Municipal Act, 2001 and in accordance with Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). The Corporation of the Town of The Blue Mountains wishes to inform the public that all information including opinions, presentations, reports and documentation provided for or at a Public Meeting, Public Consultation, or other Public Process are considered part of the public record. This information may be posted on the Town's website and/or made available to the public upon request.

B.1 Minor Variance Application No. A38-2024

Owner: Devin Gordon

Applicant/Agent: Abbey Scott, First Step Building Consultants

Municipal Address: 61 Lansdowne Street North

Legal Description: Plan 533 Lot 1

Chair Waind read aloud the Public Meeting Notice, and the Secretary-Treasurer confirmed that the Public Hearing Notice was circulated in accordance with the Planning Act by pre-paid first-class mail and was posted on-site on the subject lands. The Secretary/Treasurer provided a summary of all written comments received as a result of the Public Notice. Planning Staff then provided an overview of the review and recommendations contained in the Staff Recommendation Report.

Chair Waind spoke regarding the request from the Saugeen Ojibway Nation (SON) to add a condition to the minor variance requiring the landowner to complete an archaeological assessment and noted the lot is existing and questioned if staff had further information. Manuel, Planner noted that the request was received late in the day the day before this meeting and that it is at the Committee's discretion if they want to include that condition.

Abbey Scott, Agent for the Applicant spoke noting the proposal is for the building of a shop, behind the house. Abbey noted the relief being sought is for the height of the building. Abbey spoke regarding the proposed condition from the SON noting they spoke with the manager for SON, Kone, who advised them that the SON will give that response to any property along the waterfront, as of now. Abbey noted that there is some vegetation along the road and the homeowner plans to replace what is being removed.

Chair Waind spoke noting there is a municipal road between this property and the water and development on the north side of the municipal road and noted that this property does not front the water. Abbey noted that was her confusion as well and why she reached out to SON. Chair Waind asked Abbey what the response from SON was. Abbey noted that SON advised that any Committee of Adjustment application circulated to SON that is within 300 metres of the water will receive the recommendation to complete an archaeological assessment. Member Pratt questioned what the study involves. Abbey noted that she has experienced this with other files and has received costs back from three archaeological engineers and the layout of what is required is a three-step process. Abbey further noted that studies of the soil is completed, digs, mapping and noted it is a huge process and a huge cost.

Member Oliver spoke noting that for this application the request for an archaeological assessment is unnecessary.

Member McKinlay asked Abbey to be more specific on the range of work and cost for a required archaeological assessment. Abbey noted that the prices to complete this assessment they have received are between \$4000 and \$15,000 and further noted that these studies are not done through the winter, and therefore it is a short timeline for these studies to be completed. Abbey further noted they take up to six months to complete. Member McKinlay questioned if there is a phase one of this process that is a desktop exercise that searches historical documents to establish if there is a need to go onto the next phases, or do you have to do the whole study. Abbey noted there is a phase one step where research is conducted on historical documents and a mapping tool is created for the property and if they identify anything in the desk top study, they move onto the dig. Abbey further noted they dig in different areas up to four feet below grade and if they further identify something the next phase is studies are completed on what was found. Abbey noted that if an application does not require relief from the Committee of Adjustment on any new builds, additions or garages then there is never the requirement from the SON, whereas if the project requires relief from the Committee of Adjustment, then this condition will be requested by SON.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting.

Moved by: Jan Pratt

Seconded by: Michael Martin

THAT the Committee of Adjustment receive Staff Report PDS.24.133, entitled "Recommendation Report – Minor Variance A38-2024 / P3456 – 61 Lansdowne Street North (Gordon);"

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

The Committee discussed whether to add in the recommendation from SON. Shawn Postma, Manager of Planning noted that the comments were received yesterday, and Staff immediately followed up with the SON regarding what is expected in terms of the archaeological assessment and if there was further information to share. Shawn noted that is a new approach from SON in terms of this requirement and should a variance,

zoning by-law amendment or any other planning approval not be required, this particular property owner would be permitted to apply for a building permit if they meet building code and zoning and all the other requirements. Shawn further noted that the condition could be added to staff's recommendation and generally speaking the Town supports agencies that provide us with conditions that would need to be fulfilled. Shawn further noted that Staff have not had the chance to conduct a full and complete analysis or have further discussions with SON to determine the benefit in completing that condition. Shawn noted there are other measures and protections in place that should certain artifacts or features be found during excavation work that work is to be stopped and the Ministry of Culture and other appropriate agencies be notified about what has been found and archaeological work can be completed at that time as well.

Chair Waind noted if it was approved as presented, SON would have the opportunity to object and would force the applicant to decide whether or not they wanted to modify the building application and reduce the height of the building, to meet the requirements and could move forward. Chair Waind further noted that this condition would be more appropriate for a green field site, and this site has been developed, has been in place for 40-50 years and noted it seems like a double standard considering you can obtain a building permit if the height was adjusted.

The Committee and Staff discussed having further discussions with SON to find out more information and see if there are adjustments that can be made to their requests.

Member Oliver noted that the Applicant's Agent indicated that in their conversations with the SON they indicated it would be a standard comment on every application within 300 metres of the water front. Member Oliver further noted this maybe a standard red flag the Committee receives on all these kinds of applications. Member Oliver noted this is already a highly disturbed part of the shoreline of Georgian Bay and reminded the Committee the lot is nearly 1000 square metres, and the footprint of this building will only represent 10% of the lot that will be disturbed to put footings in. Member Oliver noted this proposal will require a small excavation down three or four feet in order to have sound footing for a foundation on a garage that represents approximately 10% of the lot and less than 25% of the existing disturbed area total. Member Oliver noted these requests will have to be evaluated on an as received bases going forward.

Member Martin noted putting the extra cost of this assessment on the homeowner is unnecessary when there is no evidence that it is necessary or if there is any value to it.

The Committee further discussed the merits of the application.

Moved by: Jim Oliver

Seconded by: Michael Martin

AND THAT the Committee of Adjustment GRANT a minor variance for A38-2024 subject to the following conditions:

1. That the site development be constructed in a manner substantially in accordance with the submitted site plan;
2. That this variance to the Zoning By-law is for the purpose of obtaining a building permit and is only valid for a period of two (2) years from the date of decision. Should a building permit not be issued within two years, the variance shall expire on November 20, 2026.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

B.2 Minor Variance Application No. A39-2024

Owner: BMR GP Inc

Applicant/Agent: MHBC Planning

Municipal Address: Parts of Lots 6, 10, 15 and 15 and Part of Village Crescent

Chair Waind read aloud the Public Meeting Notice, and the Secretary-Treasurer confirmed that the Public Hearing Notice was circulated in accordance with the Planning Act by pre-paid first-class mail and was posted on-site on the subject lands. The Secretary/Treasurer provided a summary of all written comments received as a result of the Public Notice. Planning Staff then provided an overview of the review and recommendations contained in the Staff Recommendation Report.

Member Oliver spoke regarding Adam Farr, Senior Planner's comment regarding Staff's position that this application would be more appropriate for zoning by-law amendment and questioned how much more onerous it is for an applicant in this case, being a large commercial enterprise, and given the work they have completed for this minor variance application, how much more work would be entailed in to prepare a zoning by-law amendment application. Chair Waind noted that an application was received and has been deemed incomplete and further noted that this application appears to try to avoid going through the zoning by-law and Official Plan amendments. Adam corrected Chair Waind noting that the incomplete applications that have been received are for a different property, not the property subject to this application. Adam further noted the reason that staff are recommending this be dealt with through a zoning by-law amendment is because of the Official Plan issues that are provoked with this application,

the matters of the four tests that have been raised through the evaluation of this application, which are significant enough that it is Staff's opinion that it should not be dealt with through the Committee of Adjustment. Adam noted that a zoning by-law would be required as well as additional engagement with staff in advance of such an application. Adam further noted the application would then follow the normal course of public engagement and the provision of related supporting documents.

Member Oliver referred to the site plan and questioned if any of the footprint of the property is presently used for parking and if so, how many parking spaces. Adam noted that a portion of the property is used for parking and noted that no information was submitted with this application indicating the extent of the parking uses for the property. Adam further noted that staff will undertake an evaluation and that staff are aware of the Official Plan policy 3.10.9L which speaks to a requirement that where parking is going to be removed, the new development is required to assess whether or not that parking is required in the scope of a parking monitoring plan, which Adam noted is part of the Master Development Agreement and whether or not replacement parking should be provided to address the village needs.

Jamie Robinson, Partner and Planner with MHBC and Agent for the Applicant spoke to the zoning by-law and Official Plan amendment applications that were discussed by the Committee and noted they are not specific to site B, which is the subject of this application and noted those applications were specific to development on sites E and F. Jamie further noted that moving forward with sites E and F it would require opening the Master Development Agreement, an Official Plan and zoning amendment as well. Jamie further noted their opinion is the application before the Committee does meet the requirements and the intent of the Official Plan.

Jamie provided an overview of his presentation noting that although they are removing the parking spaces currently at the site, those parking spots will be moved to underground parking and therefore no parking is being lost. Jamie provided justification to the Committee regarding the relief being sought with this application.

Member McKinlay sought clarification regarding parking that will be lost with the configuration of the crescent and noted that the parking currently at the Village was created to address the requirements of some other phase of development. Member McKinlay questioned where those would be made up once they cease to exist. Jamie noted the parking identified as being displaced is currently on the site B property and that parking has been effectively used as day use parking for Blue Mountain Resort. Jamie further noted that the resort has been using the parking knowing full well that when this property is developed, that parking would cease to exist. Jamie noted his

understanding is that the resort has identified that they have sufficient parking from a day use perspective and confirmed they would lose these parking spaces but noted they are not the resort's parking to lose, they are the owner of site B's. Member McKinlay further noted that those parking spaces likely were considered for some other development of the village and wants to ensure there is not 15-20 spaces disappearing that are counted on as part of the spaces for some other phase of development. Jamie noted the existing businesses and resort do not rely on these specific spaces as part of their parking complement and calculated their own parking ratios using the land on their sites. Jamie further noted that the commercial parking spaces included as part of this development, underground, those spaces are for public access and although spaces are being lost outdoors, there is a gaining of spaces underground.

Member Pratt questioned how many spaces are in the lot and Jamie noted that he does not know the exact number. Member Pratt calculated the spaces to be roughly 80 spaces.

Member Oliver sought clarification on the number of parking spaces being proposed in this building and sought clarification on how many commercial/residential units. Member Oliver questioned if there are other site plans for other parts of the development for the Blue Mountain Village over the years that will have identified that as specific parking or is this informal parking in that area that has arisen over the last number of years. Jamie noted the formal site plans in place right now would be property specific and does not believe there is a site plan that applies currently to this site and therefore would be informal.

Shawn noted there is not a site plan agreement that exists right now for these particular lands. Shawn further noted that when previous phases of the village were being constructed it was always recognized that there would always be a building on site B and was pre-graded at that time as a flat area, in anticipation for future construction. Shawn noted that construction did not occur as quickly as it had originally started back in the early 2000's. Shawn further noted that as an interim measure, because this flat area was left over, it was temporarily and informally used as additional parking. Member McKinlay questioned if what he was speaking about includes the lands on the site plan that will be taken up by Village Crescent, that is not currently Village Crescent. Shawn spoke noting it is not and what parking he was referring to is only where the site B building footprint is proposed to be located and further noted that any changes to the main parking area would have to be reviewed through a site plan approval process parking monitoring and studies would be necessary, as mentioned in the staff report.

The Committee further discussed the merits of the application as it relates to parking.

Member Martin noted the Committee's principal function is to determine if applications before the Committee are minor or not. Member Martin further noted when there four issues in an application, they should be considered together as to what the result would be, even though others would argue that one issue should be dealt with at a time. Member Martin questioned if on a proportional bases, are these big problems and if they are, the Committee does not have jurisdiction, if they are not, the Committee has jurisdiction. Member Michael requested clarification on why this application is considered minor. Jamie noted they meet the minor requirement and cumulatively the proposed variances move the zoning for this site more closely aligned with the Master Development and Master Site Plan envisioned for this site. Jamie further noted the current zoning, allowing for 30% coverage and requirements are not consistent with the first plan and this application moves it closed to that, making it minor. Jamie further noted the other building massing that is allowed from a zoning perspective today, there is no relief being sought to height, or building width and noted for those reasons, if you are looking at the building from a massing perspective, the amendments being requested are minor in that sense, there is not a significant increase of massing for the building it is a minor massing increase being requested.

Jamie further noted that this proposal helps facilitate the public interest through providing a good urban street scape along village crescent, that reduced set back, there is a good flow through the building, enough space for public drop off to access the amenity space within the village and creates a nice village square.

The Committee further discussed the parking issues and the merits of the application.

Chair Waind noted that two people in Council Chambers helped with the creation of the Master Development Agreement (MDA) being himself and Colin Travis.

Chair Waind questioned Colin Travis, Agent for Blue Mountain Resort if he misunderstood his written comments that it meets the four tests or the general requirements of the concept plan. Colin noted that in isolation the four tests are met and further noted his comments referred to his concern over the MDA and the site plan and the need to ensure that is properly coordinated to guarantee a well coordinated overall plan, consistent with the MDA and address on-going operational and adjacent land questions that Blue Mountain Resort has.

Member McKinlay refers to the staff report noting the parking requirements and questioned what the rational for 30% surface parking is. Adam noted that is a zoning by-law provision which is an implementing extension of the Official Plan policies and some of the intent of the Master Development Agreement. Adam further noted that the Official Plan policies speak to parking and parking considered in the context of the

function of this property as a ski resort, with a focus on an outdoor amenity, as well as the varied commercial offerings of the village. Adam noted this provision is providing an element of parking that is viewed as being more accessible at surface level.

Member Oliver questioned if the 30% requirement for parking is for this site specifically or for the entire resort. Adam noted the requirement is 30% of the required parking be surface parking. Member Oliver questioned what the percentage of the existing parking on site is today, that is not surface parking. Adam noted the provision in the by-law is that 30% of the required parking associated with a new development application be surface parking and the totality of the parking for this proposal would be underground.

Member Pratt noted that this plan was created over 20 years ago and the plan needs tweaking because parking has become a bigger problem than was thought it would be and questioned if a parking lot identified that is close to the site could be used to address this problem.

Sheila Shears, Property Manager for Grey Standard Condominium Corporation Number 75 and a couple of the townhouse condominiums across from the village, provided comments regarding the application. Sheila noted on behalf of Grey Standard Condominium Corporation Number 75's Board of Directors, they share the concerns raised by the Blue Mountain Village Association as well as the information that was provided by planning staff, recognizing there is a lot of conversation that has taken place in the last couple of hours that would not have been provided in the information that was written, but that is what information she has to share on behalf of the Board. Sheila spoke on behalf of Grey Condo 29 and 27, noting they experience a lot of parking issues and is not limited to the winter season and is becoming more of a problem year round and is something that needs to be considered when more units and commercial space is being brought in.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting.

Moved by: Michael Martin

Seconded by: Jan Pratt

THAT the Committee of Adjustment receive Staff Report PDS.24.134, entitled "Recommendation Report – Minor Variance A39-2024 – Freed Village Site B."

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

Moved by: Jan Pratt

Seconded by: Duncan McKinlay

AND THAT the Committee of Adjustment REFUSE a minor variance to Town of Collingwood By-law 83-40 as amended, Section 5.8 (b)(i), Section 15.2 (c), (e) and Section 15.9 (e) to permit:

1. A development on a lot which fronts on a private road;
2. An increase of maximum lot coverage from 30% to 32%;
3. A reduction in the required minimum front yard setback from 15 metres to 7.5 metres;
4. A reduction in required minimum surface parking from 30% to 0% surface parking space.

Yay (3): Duncan McKinlay, Jan Pratt, and Robert Waind

Nay (2): Michael Martin, and Jim Oliver

The motion is Carried (3 to 2)

C. Deferred Applications

C.1 Minor Variance Application A26-204

Owner: Matthew Grandmont

Applicant/Agent: Nicholas Sibbet, Tandum Studios Inc.

Municipal Address: 191 Summit View Crescent

Legal Description: Plan 1029 Lot 34

Chair Waind provided a recap of the application noting it was deferred at the July meeting with a request from the Committee for more information. Planning Staff then provided an overview of the review of the application and recommendations contained in the Staff Recommendation Report Addendum.

Nicholas Sibbet, Agent for the Applicant spoke providing more information to the Committee regarding the work that was undertaken as requested by Grey Sauble Conservation Authority.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting.

Moved by: Jan Pratt

Seconded by: Duncan McKinlay

THAT the Committee of Adjustment receive Staff Report PDS.24.145, entitled “Recommendation Report – Minor Variance A26-2024 – 191 Summit View Crescent (Grandmont) ADDENDUM;”

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

Moved by: Duncan McKinlay

Seconded by: Michael Martin

AND THAT the Committee of Adjustment GRANT a minor variance for A26-2024, subject to the following conditions:

1. That a permit is obtained from the Grey Sauble Conservation Authority;
2. That the site development be constructed in a manner substantially in accordance with the submitted site plan; and
3. That this variance to the Zoning By-law is for the purpose of obtaining a building permit and is only valid for a period of two (2) years from the date of decision. Should a building permit not be issued by the Town within two years, the variance shall expire on November 20, 2026.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

C.2 Consent Application B09-2024

Owners: Joe and Lynda Elmes

Applicant/Agent: Colin Travis, Travis & Associates

Municipal Address: Town Plot Lot 10 SW Louisa St. NE Alice St. RP 16R-8525 Part 1

Chair Waind noted that Town Staff and the Applicant have been working together and requested that Staff provide an update regarding the further request for a deferral of this application. Shawn spoke noting the requirement for this application to come before the Committee due to the deferral decision of the Committee had set a timeframe for when this matter would be back before the Committee. Shawn further noted last week

the owner of the lands and the agent provided Town Staff with a detailed tree inventory and preservation plan and therefore there was not sufficient time to prepare an update report for this particular meeting. Shawn further noted that Staff will be reviewing the materials provided as well as the other items raised at the meeting in the summer and will provide all that information to the Committee in a report. Shawn noted that it is Staff's recommendation to defer this application one more meeting, to allow Staff to digest the information and bring a fulsome report back to this Committee for consideration. Chair Waind questioned if the deferral request was on consent and the Secretary-Treasurer confirmed on the record that Colin Travis, Agent, who was in attendance in Council Chambers confirmed the deferral request was on consent.

The Committee discussed whether to put a specific date for the application to come back to the Committee.

Moved by: Duncan McKinlay

Seconded by: Michael Martin

THAT the Committee of Adjustment DEFERS Consent Application B09-2024 to the January 2025 Committee of Adjustment Meeting.

Yay (4): Michael Martin, Jim Oliver, Duncan McKinlay, and Robert Waind

Nay (1): Jan Pratt

The motion is Carried (4 to 1)

D. Other Business

D.1 2025 Committee of Adjustment Schedule

Secretary-Treasurer Carrie Fairley provided an overview of the proposed meeting schedule for 2025.

Moved by: Duncan McKinlay

Seconded by: Jim Oliver

THAT the Committee of Adjustment receives and endorses the 2025 Meeting Schedule, as presented.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

E. Committee Member Expenses

The Committee Members provided their travel expenses to the subject properties, to the Secretary-Treasurer.

F. Notice of Meeting Date

December 18, 2024

Town Hall, Council Chambers, and Virtual

January 15, 2025

Town Hall, Council Chambers, and Virtual

G. Adjournment

Moved by: Michael Martin

Seconded by: Duncan McKinlay

THAT the Committee of Adjustment does now adjourn at 4:08 p.m. to meet again at the call of the Chair.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)



Minutes

The Blue Mountains, Committee of Adjustment

Date: December 18, 2024
Time: 1:00 p.m.
Location: Town Hall, Council Chambers and Virtual Meeting
32 Mill Street, Thornbury ON
Prepared by: Carrie Fairley, Secretary-Treasurer

Members Present: Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, Robert Waind

Staff Present: Manager of Community Planning, Shawn Postma, Chief Building Official Tim Murawsky, Planner Manuel Riviera

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot Wyandotte peoples.

A.2 Committee Member Attendance

Chair Waind called the meeting to order at 1:00 p.m. Secretary-Treasurer Carrie Fairley noted all members were present in Council Chambers.

A.3 Approval of Agenda

Moved by: Michael Martin
Seconded by: Jim Oliver

THAT the Agenda of December 18, 2024, be approved as circulated, including any additions to the agenda.

Yay (5): Michael Martin, Jim Oliver, Robert Waind, Duncan McKinlay, and Jan Pratt

The motion is Carried (5 to 0)

A.4 Declaration of pecuniary interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act*, the Town Committee of Adjustment By-Law 2024-04, and the Town Procedural By-law 2023-62, Committee of Adjustment Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

A.5 Previous Minutes

Moved by: Jan Pratt

Seconded by: Jim Oliver

THAT the Minutes of November 20, 2024, be approved as circulated, including any revisions to be made.

Yay (5): Michael Martin, Jim Oliver, Robert Waind, Duncan McKinlay, and Jan Pratt

The motion is Carried (5 to 0)

A.6 Business Arising from Previous Minutes

A.6.1 Amendment to Application Due Date in 2025 Committee of Adjustment Schedule (Received For Information)

Secretary-Treasurer Carrie noted there was an error in the due date of the original schedule which had been fixed. Carrie further noted she was providing this as information to the Committee and the public.

B. Public Meeting

Under the authority of the Municipal Act, 2001 and in accordance with Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). The Corporation of the Town of The Blue Mountains wishes to inform the public that all information including opinions, presentations, reports and documentation provided for or at a Public Meeting, Public Consultation, or other Public Process are considered part of the public record. This information may be posted on the Town's website and/or made available to the public upon request.

B.1 Minor Variance Application No. A40-2024

Owner: Gabriele Clerici

Applicant/Agent: Matthew Fratarcangeli, Tenhouse Building Workshop

Municipal Address: 140 Venture Blvd.

Legal Description: Plan 16M7 Lot 119

Chair Waind read aloud the Public Meeting Notice, and the Secretary-Treasurer confirmed that the Public Hearing Notice was circulated in accordance with the Planning Act by pre-paid first-class mail and was posted on-site on the subject lands. The Secretary/Treasurer provided a summary of all written comments received as a result of the Public Notice. Planning Staff then provided an overview of the review and recommendations contained in the Staff Recommendation Report.

Chair Waind questioned how the provisions of the Planning Act with respect to Notice were provide considering the Canada Post Strike. The Secretary-Treasurer noted that while the Canada Post Strike remains active, the Town can meet the minimum *Planning Act* requirements as per Subsection 4.1 of the *Planning Act*. The Secretary-Treasurer confirmed that Notice was published to the website in compliance with the timelines of the Planning Act, an eblast was sent to the Council/Committee subscribers and a courier provided a physical copy of the Notice to every landowner within 60 metres of the area to which the application applies.

Member McKinlay noted the house, and pergola is at 32% lot coverage, and questioned if there was a pervious application for the extra lot coverage. Planner Manuel noted that this property is located in the Orchard subdivision and there could have been other permissions aloud when that subdivision was created.

Member McKinlay sought clarification on a pergola, noting there is no roof, which Manuel confirmed is correct. Member McKinlay questioned if it is counted in the percentage of lot coverage and Manuel confirmed that in this case, it is considered an accessory structure.

Member Oliver questioned how this property has managed to have a 33.8% lot coverage. Tim Murawsky, Chief Building Official noted at the time this home was constructed, the Building Code requirements for a building permit is more than 8 square feet or 10 square metres. Tim further noted that quite often when accessory buildings are being constructed that do not require a building permit, property owners are not contacting the Town for zoning, they figure that no permits are required so I can put it wherever is wanted and Tim further noted that there is a good possibility that could have happened in this case. Tim noted that the Building Code further changed a couple of years ago and now a building permit is not required for accessory structures under 15 square metres. Tim spoke regarding this application noting the new accessory building is 14.9 square metres and a building permit is not required, and further noted that even though it is not required, the applicant did contact the Town to see if anything else is

required, such as zoning and that is why it was found out to not meet the zoning requirements. Tim noted that when the Building Department is considering a pergola, if it does not support a snow load or a rain load, snow and rain can filter through it, it is open, then it is not considered to be a building as it does not have a roof. Tim noted that if it does carry a roof load, then it would be considered a building.

The Committee and staff further discussed merits of the application and the difference between pergolas and gazebos.

Member Oliver spoke regarding the 10% lot coverage of accessory structures and questioned if the 10% is addition to the 30% lot coverage or is intended to be contained within the 30% lot coverage. Shawn Postma, Manager of Community Planning noted that all accessory buildings are capped at 10% and 30% lot coverage is the maximum for the house and all accessory buildings.

Member McKinlay questioned if this application is approved, would it bring this property into compliance with the zoning by-law. Shawn noted that if the committee grants the variance, it will recognize the increased lot coverage including both the proposed gazebo and the existing pergola structure bringing the property into compliance. Shawn further noted that a further variance would be required, whether a building permit is required or not, for any additional buildings or structures on this property.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

Matthew Fratarcangeli, Agent for the Application spoke regarding the four tests noting they feel they are minor in nature and not causing any undue impacts to the neighbours and is matching with the character, as well as meeting the intend of the Official Plan and zoning by-laws and is proposing an accessory building, which is a permitted use, and is consistent with the objectives in the resort area. Matthew noted that most by-laws are met for this accessory structure. Matthew noted that the lot coverage was calculated based on the survey they completed. Matthew confirmed that this structure will not be human habitation, as there will be no plumbing and is truly an accessory structure. Matthew noted the reason that the proposed gazebo is 14.9 square metres is because that is the standard size from the builder, and they produce these as a kit. Matthew spoke regarding condition number two noted in the draft decision and requested that part of the recommendation be amended to note "if a building permit is required" as this application does not require a building permit.

Member Martin noted this is a small amount and the way to resolve this is for this committee to approve the application.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting.

Moved by: Duncan McKinlay

Seconded by: Jan Pratt

THAT the Committee of Adjustment receive Staff Report PDS.24.150, entitled “Recommendation Report – Minor Variance A40-2024 – 140 Venture Blvd. (Clerici);”

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

Moved by: Duncan McKinlay

Seconded by: Jan Pratt

AND THAT the Committee of Adjustment GRANT a minor variance for A40-2024 subject to the following conditions:

1. That the site development be constructed in a manner substantially in accordance with the submitted site plan; and
2. That this variance to Zoning By-law is for the purpose of increasing the maximum lot coverage to not more than 33.9% and is valid for a period of two (2) years from the date of decision. If a building permit is required, it must be issued by the Town within two years. The variance shall expire on December 18, 2026.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

C. Other Business

C.1 Municipal Land Use Agreement Staff Report PDS.24.154

Note: Council will consider staff report PDS.24.154 for adoption at the December 16, 2024, Council meeting and is being provided to this Committee for information only.

Manager of Community Planning, Shawn Postma provided an update to the Committee regarding this staff report and the motion that was passed by Council at the December 16, 2024, Council meeting.

D. Committee Member Expenses

The Committee Members provided their travel expenses to the subject properties, to the Secretary-Treasurer.

E. Notice of Meeting Date

January 15, 2025

Town Hall, Council Chambers, and Virtual

February 19, 2025

Town Hall, Council Chambers, and Virtual

F. Adjournment

Moved by: Duncan McKinlay

Seconded by: Michael Martin

THAT the Committee of Adjustment does now adjourn at 1:38 p.m. to meet again at the call of the Chair.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

The Blue Mountains Public Library Board Meeting

Meeting Date: November 21, 2024
Meeting Time: 1:00 p.m.
Location: Library Boardroom
Posted to [YouTube](#)
Prepared By: Jennifer Murley, CEO/Secretary of the Board

In Attendance: Laurey Gillies (Chair) Julia Scott (Vice Chair)
Joanne de Visser Shawn McKinlay Marie Swift
Kristina Wichman Carol Sackville-Duyvelshoff

Absent: N/A
Regrets: N/A
Staff: Jennifer Murley, CEO
Franz Greenfield, Administrative Assistant

A. Call to Order

The Board meeting was called to order by the Chair at 1:00p.m.

Kristina Wichman joined the meeting via Microsoft Teams.

B. Agenda

B.1 Approval of the Agenda

The Closed Session portion of the agenda was moved to the top of the meeting.

BMPL-Resolution 2024-078

Moved by Carol Sackville-Duyvelshoff and seconded by Marie Swift, THAT the Agenda of November 21, 2024, be approved as amended, including any items added to the Agenda. CARRIED.

B.2 Declaration of Pecuniary Interest and General Nature Thereof None.

C. Closed Session

C.1 Move Into Closed Session

BMPL-Resolution 2024-079

Moved by Joanne de Visser and seconded by Shawn McKinlay, THAT with regard to section 16.1(4) of the Public Libraries Act, THAT this Board move into Closed Session to conduct the CEO's annual evaluation. CARRIED.

The Board moved into Closed Session at 1:04pm.

C.2 Adjournment of Closed Session

The Board returned to Open Session at 1:40pm.

On behalf of the Board, the Chair commended the CEO on her achievements, her ability to hit the road running, and her significant relationship building skills.

D. Reports to be “Received as Information”

All reports to be received as information were received with additional discussion occurring as the items arose within the agenda.

BMPL-Resolution 2024-080

Moved by Joanne de Visser and seconded by Shawn McKinlay, THAT this Board receive as information:

1. ADM.24.35 entitled “Action Plan Update-November”;
 2. ADM.24.36 entitled “Policy Review”;
 3. ADM.24.37 entitled “Security Camera Policy”
 4. ADM.24.38 entitled “Museum Collections Policy – New & Deaccession Request”;
 5. ADM.24.39 entitled “2025 BMPL Holiday Schedule”;
 6. ADM.24.40 entitled “CEO Service Update-November”;
 7. GOV.24.11 entitled “Board Evaluation Report 2024”;
- CARRIED.

E. Minutes

E.1 Previous Minutes

BMPL-Resolution 2024-081

Moved by Shawn McKinlay and seconded by Marie Swift, THAT this Board approve the minutes of October 17, 2024, as circulated. CARRIED.

E.2 Business Arising from the Minutes

None.

F. Communications with the Board

The deadline for registration was Monday, November 18 at 2:00p.m.

F.1 Deputations

None.

F.2 Public Input on the Agenda

No members of the public were present.

F.3 Correspondence

1. Canadian Federation of Library Association’s Fall Newsletter
This correspondence was presented as information.

2. Canadian Rail Magazine – September-October 2024 Issue
This correspondence was presented as information.

G. Strategic Plan Updates & Action Items

G.1 Action Planning

1. **Report:** ADM.24.35 entitled “Action Plan Update-November”
CEO Murley gave an update on outstanding items for 2024, several of which will be rolled into 2025. Of specific note:
 - **OE3.1 – Finalize Charitable Status:** Once CEO Murley can gain access to the Library’s online CRA account the appropriate paperwork will be submitted to complete the process of obtaining charitable status. Due to the administrative delays in 2024, completion of this item is anticipated for 2025.
 - **CH1.2 – Audit of GLAM spaces for accessibility:** A report on accessibility issues at both facilities, with accompanying recommendations, is anticipated to be ready for the Board’s January meeting.

[Kristina Wichman left the meeting]

G.2 Strategic Plan Pillar: Community Hubs

1. **Verbal Report:** CEO Update on the Multi-Use Recreation Feasibility Assessment
Presentation of this study’s final report will occur (tentatively) on December 12, 2024. CEO Murley will notify the Board once the date is confirmed. CEO Murley noted that the project is still on schedule.

G.3 Strategic Plan Pillar: Organizational Excellence

1. **Report:** GOV.24.11 entitled “Board Evaluation Report 2024”
The survey tool used to complete this self-evaluation was completed by all members. The Board reviewed items that were rated lower on the survey’s rating scale. Overall, no significant concerns were noted, and the overall effectiveness of the Board was rated as “very good” (highest rating available in the survey).
2. **Report:** ADM.24.36 entitled “Policy Review”
The Board reviewed changes made to these policies, suggesting several edits.

BMPL-Resolution 2024-082

Moved by Joanne de Visser and seconded by Marie Swift, THAT this Board approve the following policies as amended:

- POL-PUB.2018.59 Cost Recovery Services;
- POL-ADM.2018.35 Vacation with Pay;
- POL-PUB.2018.65 Rights & Responsibilities of BMPL Users;
CARRIED.

3. **Report:** ADM.24.37 entitled “Video Surveillance Policy”
This policy was reviewed.

BMPL-Resolution 2024-083

Moved by Julia Scott and seconded by Carol Sackville-Duyvelshoff, THAT this Board adopt the Town of The Blue Mountains Video Surveillance Policy POL.ADM.21.01; AND THAT this Board direct the Library CEO to collaborate with the Manager of IT to update the policy incorporating specifics relevant to the Library. CARRIED.

4. **Report:** ADM.24.38 entitled “Museum Collections Policy – New & Deaccession Request”

Alessia Farris, Curator for the Museum at the Craigeith Heritage Depot (CHD), presented this policy and requested that the Board approve the deaccession (removal) of the following items from the CHD’s collection:

- Seven windows
- 1 door

These items were selected for removal for several reasons, including a question around their historical relevance, the fact that the items are a duplication of other artifacts and the lack of storage space available. In addition, the items have deteriorated to a point beyond repair and pose a safety risk to staff.

Disposal options include donating the items to another museum or taking them to the local dump. The Curator noted that the items would not be sold by the CHD for a variety of reasons, including the fact of it being inappropriate to sell items that were entrusted to the CHD.

BMPL-Resolution 2024-084

Moved by Carol Sackville-Duyvelshoff and seconded by Marie Swift, THAT this Board approve the Museum Collections Policy as presented/amended; AND THAT this Board approve the deaccession of seven (7) windows and one (1) door donated to the Museum by the Craigeith Heritage Committee. CARRIED.

5. **Report:** ADM.24.39 entitled “2025 BMPL Holiday Schedule”
This report was presented.

BMPL-Resolution 2024-085

Moved by Shawn McKinlay and seconded by Julia Scott, THAT this Board approve the 2025 BMPL Holiday Schedule as presented. CARRIED.

6. **Update & Discussion:** Ontario Library Service (OLA) Board Assembly Rep
[Shawn McKinlay left the meeting]

Marie Swift attended and provided highlights from the presentation, noting that recordings of OLA training sessions are available online. Future Board learning opportunities were also highlighted, which CEO Murley will email to the Board following the meeting.

Marie Swift was selected to be the rep at the 2025 OLA Board Assembly meetings.

BMPL-Resolution 2024-086

Moved by Julia Scott and seconded by Joanne de Visser, THAT this Board appoint Marie Swift as the 2025 OLA Board Assembly Rep. CARRIED.

7. **Verbal Update:** Staff Representation at the 2025 Ontario Library Conference
Several library personnel will be presenting at the 2025 conference:
 - CEO Murley will be working with the Collingwood library CEO and the directors of both the Collingwood and Blue Mountains municipalities, for a presentation on municipal/library collaboration, highlighting the Multi-Use Recreation Feasibility Assessment.
 - Ashley Prince, the library’s digital literacy coordinator, will lead a session based on her experiences providing patron tech help.
 - Chair Laurey Gillies, alongside former Blue Mountains Public Library CEO Sabrina Saunders, will present on the MOU between the library and Town of the Blue Mountains.
8. **Discussion:** 2025 Ontario Library Super Conference Delegates
The Board explored the option of sending several Board members, pending their interest and availability. CEO Murley will send out more information following the meeting.

G.4 Strategic Plan Pillar: Empowering Services

1. **Report:** ADM.24.40 entitled “CEO Service Update-November”
This report was reviewed.

H. Other Business

None noted.

I. Roundtable

I.1 Roundtable—General updates by the Board

- 1) Community Updates and News: None.
- 2) BMPL Events: A shortlist of special events occurring prior to the next meeting was provided.

J. Key Messages

The Key Messages were determined by the Board and approved for release.

BMPL-Resolution 2024-087

Moved by Julia Scott and seconded by Joanne de Visser, THAT this Board approve the release of the Key Messages Update-November 2024. CARRIED.

K. Notice of Meeting Dates

The next regularly scheduled Board Meeting will be held on January 16, 2024, at 1:00pm.

All meetings and relevant agenda materials will be posted on the [Meeting and Agenda](#) page of Governance.

L. Election of Chair & Vice Chair

Chair Gillies relinquished the meeting to CEO Murley to conduct this annual election.

Chair Gillies had previously notified the Board of her intention to step down from the Chair role. Before proceeding, CEO Murley thanked Laurey Gillies, for her contributions as Chair, highlighting Laurey's integral role during CEO Murley's first year with the library.

Julia Scott was nominated as Chair, with no other nominations occurring.

BMPL-Resolution 2024-088

Moved by Maire Swift and seconded by Carol Sackville-Duyvelshoff, THAT this Board appoint Julia Scott as Chair of the Blue Mountains Public Library Board for a one-year term or until the next election. CARRIED.

Joanne de Visser was nominated as Vice-Chair, with no other nominations occurring.

BMPL-Resolution 2024-089

Moved by Carol Sackville-Duyvelshoff and seconded by Marie Swift, THAT this Board appoint Joanne de Visser as Vice-Chair of the Blue Mountains Public Library Board for a one-year term or until the next election. CARRIED.

M. Adjourned

BMPL-Resolution 2024-090

Moved by Marie Swift and seconded by Joanne de Visser, THAT this Board does now adjourn at 4:09p.m. to meet again at the call of the Chair. CARRIED.

Julia Scott, Chair

Jennifer Murley, Board Secretary



Minutes

The Blue Mountains

Accountability and Transparency Committee

Date: Monday, November 25, 2024
Time: 9:30 a.m.
Location: Virtual Meeting, Teams
Prepared By:
Carrie Fairley, Legislative Coordinator

Members Present: June Porter, Paula Hope, Gail Ardiel, Connie Craddock, Robert Turner

Staff Present: Town Clerk, Corrina Giles

A. Call to Order

A.1 Traditional Territory Acknowledgement and Moment of Reflection

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

A.2 Committee Member Attendance

Chair Porter called the meeting to order at 9:31 a.m. Legislative Coordinator Carrie Fairley noted that all Committee Members were present, virtually.

A.3 Approval of Agenda

Moved By: Robert Turner
Seconded By: Connie Craddock

THAT the Agenda of November 25, 2024, be approved as circulated, including any items added to the Agenda.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2023-62, Council or Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

A.5 Previous Minutes

Moved By: Gail Ardiel

Seconded By: Robert Turner

THAT the Accountability and Transparency Committee minutes of October 10, 2024, be adopted as circulated, including any revisions to be made.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

B. Staff Reports and Deputation

None

C. Public Comment Period

None

D. Matters for Discussion

D.1 Follow-up Direction from Council

None

D.2 Corporate Strategic Task Force Update

Moved By: Robert Turner

Seconded By: Connie Craddock

THAT the Accountability and Transparency Committee requests a copy of the Staff Report regarding the current and expiring Strategic Plan, be provided to this Committee, when available.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

Moved By: Gail Ardiel
Seconded By: June Porter

THAT the Accountability and Transparency Committee requests Council to review the suggested reporting format provided by Councillor Ardiel and Chair Porter provided at the October 31, 2024, Strategic Task Force meeting for updating the current and expiring Strategic Plan.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

D.3 Lobbyist Registry

Moved By: Connie Craddock
Seconded By: Gail Ardiel

THAT the Accountability and Transparency Committee requests that Council direct staff to publish the training video from the Lobbyist Registrar's training being held on November 26, 2024, in the Lobbyist Registry's section on the website.

AND THAT the Accountability and Transparency Committee request Council to direct staff to exam additional means of communication for educating the public and promoting the Lobbyist Registry including the potential for the creation of a tutorial video.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

D.4 Corrina Giles, Town Clerk, Re: Update Regarding Timeline for Council Code of Conduct (Verbal)

Moved By: Paula Hope
Seconded By: Connie Craddock

THAT the Accountability and Transparency Committee strongly encourage Council to direct staff to review and update the Council Staff Relationship Protocol Policy in conjunction with the Council Code of Conduct, and the Staff Code of Conduct to foster and create a safe and constructive environment.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

D.5 Update on Policy References

None

D.6 2025 Draft Accountability and Transparency Meeting Schedule

The Committee identified a conflict in the Meeting Schedule presented. Legislative Coordinator Carrie Fairley will work with the Committee to identify a new meeting date.

D.7 Communicating Town Priorities Through the Lens of Accountability and Transparency, Re: Committee Mandate and Recommendations

Moved By: Connie Craddock

Seconded By: Robert Turner

THAT the Accountability and Transparency Committee recommends that elected members and staff proactively seek out more opportunities to communicate to residents and stakeholders the Town's commitment to transparency and accountability by, for example and not limited to:

- A) consistently and strategically using the quarterly Town News to educate residents on the Town's big issues and strategic priorities (housing, infrastructure, etc.). The monthly on line newsletter also offers a platform for elected officials including the mayor and for appropriate senior staffers to inform and educate the public;
- B) creating a dedicated website section on Accountability and Transparency, featuring the Codes of Conduct for staff and council; the Lobbyist Registry section; the Accountability and Transparency of Town Actions to the Public Policy; and the Freedom of Information page.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

Moved By: Connie Craddock

Seconded By: Robert Turner

THAT the Accountability and Transparency Committee cannot effectively discharge its responsibilities to provide recommendations unless its input takes place prior to Council consideration and decision making i.e. voting. Given that this Committee consists of 3 elected Members this would place the committee in the position of advising on matters its 3 elected members, absent the independent public members, had already discussed or voted on.

THEREFORE the Accountability and Transparency Committee recommends that where Council and staff seek its views through the lens of transparency and accountability that these matters be brought to it in a timely fashion, i.e. early in the process so that Council and staff can consider, i.e. accept or reject, its recommendations.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

E. Correspondence

None

F. Work Plan

The Committee was in agreement that Chair Porter will update the Work Plan.

G. On-going and Continuous Monitoring of Accountability and Transparency Trends and Issues

G.1 Freedom of Information (FOI), Re: The Town's FOI Information

Moved By: Connie Craddock

Seconded By: Robert Turner

THAT The Accountability and Transparency Committee requests Council to direct staff to modify the Town's current website page on Freedom of Information to include annual FOI reporting data. This data is currently available on the website of the Information and Privacy Commissioner of Ontario.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

H. New and Unfinished Business

H.1 Additions to Agenda

None

H.2 Items Identified for Discussion at the Next Meeting

- Freedom of Information
- Attendance of Director of Operations Alan Pacheco
- Review and Comment on Staff Report FAF.24.136 Follow -up Report Draft Employee Code of Conduct
- Review and Comment on Staff Report FAF.24.137 Employee Whistleblower Policy
- Provincial Code of Conduct
- Procedural By-law

I. Notice of Meeting Dates

Accountability and Transparency Committee, December 20, 2024, 9:30 a.m., Virtual

J. Adjournment

Moved By: Gail Ardiel

Seconded By: Paula Hope

THAT this Accountability and Transparency Committee Meeting does now adjourn at 11:36 a.m. to meet again December 20, 2024, virtually, or at the call of the Chair.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)



Minutes

The Blue Mountains

Accountability and Transparency Committee

Date: Friday, December 20, 2024
Time: 9:30 a.m.
Location: Virtual Meeting, Teams
Prepared By:
Carrie Fairley, Legislative Coordinator

Members Present: Councillor June Porter, Councillor Paula Hope, Councillor Gail Ardiel, Connie Craddock, Robert Turner

Staff Present: Town Clerk Corrina Giles, Manager of Human Resources, Sarah Traynor and Director of Operations Alan Pacheco

A. Call to Order

A.1 Traditional Territory Acknowledgement and Moment of Reflection

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

A.2 Committee Member Attendance

Chair Porter called the meeting to order at 9:33 a.m. Legislative Coordinator Carrie Fairley noted that all Committee members were present virtually.

A.3 Approval of Agenda

Moved By: Robert Turner
Seconded By: Gail Ardiel

THAT the Agenda of December 20, 2024, be approved as circulated, including any items added to the Agenda being:

- Review of Accountability and Transparency Committee Report dated November 25, 2024

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2023-62, Council or Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

A.5 Previous Minutes

Moved By: Connie Craddock

Seconded By: Robert Turner

THAT the Accountability and Transparency Committee minutes of November 25, 2024, be adopted as circulated, including any revisions to be made.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

B. Staff Reports and Deputation

B.1 Paul Reale, Resident, re: Public Comment Meeting Policy and its Relationship with the Public Comment Period in the Procedural By-law

Moved By: Robert Turner

Seconded By: Connie Craddock

THAT the Accountability and Transparency Committee receives the deputation of Paul Reale, resident, regarding public comment meeting policy and its relationship with the public comment period in the Procedural By-law 2023-62.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

C. Public Comment Period

Paul Reale, resident, provided comments regarding decorum during public comment period at Council and Committee of the Whole meetings. Paul also provided comments regarding and the definition of the word “personal” when the public is providing comments.

D. Matters for Discussion

D.1 Attendance of Alan, Pacheco, Director of Operations

Director of Operations, Alan Pacheco and the Committee discussed challenges of the Operations department and the plans moving into 2025.

D.2 Follow-up Direction from Council

D.2.1 Employee Whistleblower Policy, FAF.24.137

Moved By: Robert Turner

Seconded By: Connie Craddock

THAT the Accountability and Transparency Committee acknowledges that they have provided comments to Sarah Traynor in response to the Employee Whistleblower Policy.

AND THAT the Accountability and Transparency Committee requests Council to direct staff to pause work on the Employee Whistleblower Policy until the Staff Code of Conduct Policy has been approved.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

D.2.2 Follow up Report Draft Employee Code of Conduct, FAF.24.136

Moved By: Gail Ardiel

Seconded By: Paula Hope

THAT the Accountability and Transparency Committee receives staff report FAF.24.136 Draft Employee Code of Conduct Policy for information.

AND that the Accountability and Transparency Committee members provide their comments regarding this draft policy to the Legislative Coordinator who will compile all the comments received and bring forward to the January 16, 2025, committee meeting.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

D.2.3 Lobbyist Registry Update

Chair Porter provided an update regarding the Lobbyist Registry noting that Principals Integrity provided training to Council, the video of the training is published on the Town's website and Council supported this Committee's request for the Communications Department to complete a training video.

D.2.4 Town of The Blue Mountains Procedural By-law 2023-62, Re: Public Comment Meeting Policy and its Relationship with the Public Comment Period in the Procedural By-law

This item is deferred to the January 16, 2025, Committee meeting.

D.2.5 Freedom of Information (FOI)

Town Clerk, Corrina Giles provided an update to the Committee noting that the Communications Department has on their workplan to complete a new page on the website for Freedom of Information requests.

D.3 Provincial Code of Conduct

Moved By: Paula Hope

Seconded By: Gail Ardiel

THAT the Accountability and Transparency Committee January 16, 2025, agenda will contain the Provincial Code of Conduct and the committee will submit their comments regarding this policy no later than January 9, 2025.

AND THAT the Accountability and Transparency Committee requests that Legislative Coordinator compile and circulate to the committee the comments in advance of the January 16, 2025 meeting.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

D.4 Accountability and Transparency Committee 2025 Meeting Schedule

Moved By: Connie Craddock

Seconded By: Robert Turner

THAT the Accountability and Transparency Committee receives and endorses the 2025 Meeting Schedule, as presented.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)

E. Correspondence

None

F. On-going and Continuous Monitoring of Accountability and Transparency Trends and Issues

None

G. Work Plan

None

H. New and Unfinished Business

H.1 Additions to Agenda

H.1.1 Review of Accountability and Transparency Committee Report dated November 25, 2024

H.2 Items Identified for Discussion at the Next Meeting

- Town of The Blue Mountains Procedural By-law 2023-62, Re: Public Comment Meeting Policy and its Relationship with the Public Comment Period in the Procedural By-law
- Provincial Code of Conduct, review of comments from Committee
- Employee Code of Conduct, review of comments from Committee

I. Notice of Meeting Dates

Accountability and Transparency Committee, January 16, 2025, Virtual

Accountability and Transparency Committee, February 13, 2025, Virtual

J. Adjournment

Moved By: Gail Ardiel

Seconded By: Connie Craddock

THAT this Accountability and Transparency Committee Meeting does now adjourn at 11:45 a.m. to meet again January 16, 2025, Virtually, or at the call of the Chair.

Yay (5): June Porter, Paula Hope, Gail Ardiel, Connie Craddock, and Robert Turner

The motion is Carried (5 to 0)



NVCA December 2024 Board Meeting Highlights

Next Meeting: 2025 Annual General Meeting scheduled on January 25, 2025 held in person at the Tiffin Centre for Conservation

For the full meeting agenda, including documents and reports, visit [NVCA's website](#).

Permits Approvals under the CA Act

NVCA Regulations staff provided a summary of the permits issued from July 24, 2024, to November 15, 2024.

Due to the enactment of Ontario Regulation 41/24 and sections of the CA Act on April 1, 2024, this report highlighted two different timelines.

Applications received before April 1, 2024, were reported under the previous Provincial timelines. Applications received after April 1, 2024, will be reported in accordance with the new timelines.

A total of 175 permits and clearances were approved by staff from July 24, 2024 to November 15, 2024.

For applications received before April 1, 2024, NVCA staff met prescribed timelines 97% of the time.

Since April 1, 2024, NVCA staff met timelines 99% of the time when issuing permits, and 98.5% when providing written notification status within prescribed timelines with only one applicant receiving a late notice.

2025 Fees for Planning and Permit Applications

Staff submitted a report to seek the Board's approval to increase the 2025 planning and permitting fees based on the cost of living allowance (3.1%), pending the expiration or

lifting of the fee freeze by the Minister of Natural Resources (MNR).

On December 12, 2024, NVCA received direction from the Minister of MNR that conservation authority planning and permitting fees will remain frozen from January 1, 2025 to December 31, 2025. As a result, the staff report was withdrawn.

Conservation Authorities Act Deliverables Completed

Under Ontario Regulation 686/21: Mandatory Programs and Services, Conservation Authorities are required to complete six legislated deliverables for mandatory programs and services by December 31, 2024.

These include:

1. Conservation Areas Strategy
2. Land Inventory
3. Ice Management Plan
4. Natural Hazard Infrastructure Asset Management Plan
5. Natural Hazard Infrastructure Operational Management Plan
6. Watershed-Based Resource Management Strategy

NVCA has completed all of the legislated deliverables.

2025 Budget Approved

The Board of Directors approved NVCA's 2025 budget at \$5,129,673 compared to the 2024 approved budget of \$4,638,115. This includes a \$400,000 increase to the municipal levy

(shared among all 18 member municipalities), with the remainder coming from grants, fees for services, and other sources. Funds from municipal levy represent approximately 50% of NVCA's revenues.

Upcoming Events

Winter Camp Tiffin

Our staff have been excited to plan some winter camp activities for Winter Camp Tiffin, which will be full of outdoor adventures.

Led by NVCA's environmental educators, Camp Tiffin is an outdoor camp designed to enhance your child's knowledge, understanding and appreciation of the natural world and our amazing planet.

Dates: December 30, 2024, January 2 & 3, 2025

Location: Tiffin Centre for Conservation

Christmas Bird Count for Kids

Christmas Bird Count for Kids is a fun, family-friendly bird-watching event contributing to scientific bird count data.

Learn how to watch birds from our local nature enthusiasts, Nature Barrie. After their presentation inside, we will take to the trails on a guided hike to find and practice identifying the birds at Tiffin!

Hot chocolate is included. Please bring your own reusable mug.

Date: January 2, 2025

Location: Tiffin Centre for Conservation

Tiffin Nature School

At Tiffin Nature School, children aged 2.5 to 10 are invited to explore and connect with the natural world. We nurture their innate curiosity, offering immersive outdoor experiences that inspire discovery and growth.

Dates: Tuesdays & Thursdays until May 29, 2025

Location: Tiffin Centre for Conservation