



Minutes

Corporate Services Committee

July 9, 2026, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Suneet Kukreja
Vice Chair Melanie Middlebro'
Member Monica Dale
Councillor Travis Dodd
Member Daniel Fletcher (via video)
Member Neil McCutcheon
Councillor Carol Merton
Member Greg Milburn
Member Franklin Morais

STAFF PRESENT: Briana Bloomfield, City Clerk
Riley Brugess, By-law Enforcement Supervisor
Christina McLean, Committee and Executive Support Coordinator

1. CALL TO ORDER

Chair Kukreja called the meeting to order at 5:35 p.m.

2. CALL FOR ADDITIONAL BUSINESS

There was no additional business.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

4.a Minutes of the Corporate Services Committee meeting held on June 11, 2026

CR-260709-001

Moved by Vice Chair Middlebro'

"THAT the Corporate Services Committee approves the minutes of the meeting held on June 11, 2026."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no deputations or presentations.

6. PUBLIC FORUM

6.a Jill Umbach, RentSafe Owen Sound Collaborative and Bruce Grey Poverty Task Force

The speaker provided comments respecting housing in Owen Sound and highlighted the importance of the introduction of a vital services by-law and the inclusion of clauses pertaining to mould in the property standards by-law. The speaker encouraged the Committee to consider a renovation by-law and the establishment of a Rental Housing Committee in the future.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a Parking and By-law Enforcement

8.a.1 Report CR-26-067 from the By-law Enforcement Supervisor Re: Regulatory By-law Management Policy

The By-law Enforcement Supervisor provided an overview of the report.

In response to questions from Committee, the By-law Enforcement Supervisor noted that:

- The planned master review schedule as attached to the report is flexible and can be changed in staff workplans if any priority items arise.
- The implementation of an Encampment Protocol By-law is listed in 2028 as it is a project that requires additional consultation and review, and that priority levels were taken into consideration when the review list was compiled.
- The content expert of each by-law currently determines what external consultation is required, based on the specific by-law.
- The proposed dates as outlined in the master schedule refer to when each by-law will come forward for Council consideration.

CR-260709-002

Moved by Member Milburn

"THAT in consideration of Staff Report CR-26-067 respecting Regulatory By-law Management Policy No. AF015, the Corporate

Services Committee recommends that City Council direct staff to bring forward a by-law to:

- 1. Adopt Regulatory By-law Policy No. AF015, substantially in the form attached to the report; and**
- 2. Repeal By-law Review & Revision Policy No. CS73."**

Carried.

8.a.2 Report CR-26-068 from the By-law Enforcement Supervisor Re: Updates to the Property Standards By-law and Introduction of a Vital Services By-law

The By-law Enforcement Supervisor provided an overview of the report.

In response to a question from Committee, the By-law Enforcement Supervisor noted that:

- Communications will be issued regarding the landlord requirements, as well as regarding how tenants can report concerns and the protections that they have if they do so.
- By-law staff would only be entering a property when a complaint is received, and they will not be proactively inspecting apartments or rental units at this time.
- Landlords are not responsible for property standards or vital services issues if the damages were caused by the tenant either intentionally or unintentionally, or if the tenant did not pay a bill for a utility that they are responsible for.
- The proposed Vital Services By-law process allows for an order to be placed in a shorter timeframe than done previously, and an order can be placed anytime from 1-19 days after the complaint, based on the severity of the situation and how long it would take to fix the concern.
- Under the current Property Standards By-law, fines cannot be placed immediately for Vital Services infractions but are placed once an individual fails to comply with an order. Under the proposed Vital Services By-law, they can be fined immediately for either failing to provide the vital services or for intentionally shutting them off.
- The fines outlined in the set fines as attached to the report refer to the fines that would be issued if someone was being charged for the first time, and that the City can further issue a summons to proceed to the court process if the issues persist, allowing the City to seek fines of higher amounts at that time.

- The term "reasonably clear" of pests as noted in the by-law is included to take into account situations where a landlord is currently working to remove the pests and the issue is not yet fully rectified, therefore staff would not need to continue issuing orders while the remediation work is underway.
- By-law staff work with legal aid and other social services agencies as required.

CR-260709-003

Moved by Member McCutcheon

"THAT in consideration of Staff Report CR-26-068 respecting updates to the Property Standards By-law and a new Vital Services By-law, the Corporate Services Committee recommends that City Council direct staff to:

- 1. Bring forward a by-law to amend the Property Standards By-law as outlined in Attachment 1 of the report with the addition of a definition of boarding;**
- 2. Bring forward the Vital Services By-law for approval as outlined in Attachment 2 of the report; and**
- 3. Apply to the Ministry of the Attorney General for approval of the set fines as outlined in Attachment 3 of the report."**

Carried.

8.b Accounting

None.

8.c Clerks

None.

8.d Corporate and Facility Services

None.

8.e Fire

None.

8.f Human Resources

None.

8.g Information Technology

None.

8.h Taxes and Revenue

None.

9. MATTERS POSTPONED

There were no matters postponed.

10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

There were no correspondence items presented for information.

12. DISCUSSION OF ADDITIONAL BUSINESS

There was no additional business.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Kukreja adjourned the meeting at 6:04 p.m.