



Minutes

Corporate Services Committee

September 10, 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
Member Neil McCutcheon
Councillor Carol Merton
Member Greg Milburn
Member Franklin Morais

MEMBERS

ABSENT/REGRETS: Councillor Travis Dodd
Member Daniel Fletcher

STAFF PRESENT: Kate Allan, Director of Corporate Services
Riley Brugess, By-law Enforcement Supervisor
Lauren Stewart, Purchasing and Claims Coordinator
Christina McLean, Committee and Executive Support Coordinator

1. CALL TO ORDER

Chair Kukreja called the meeting to order at 5:30 p.m.

2. CALL FOR ADDITIONAL BUSINESS

2.a Councillor Merton Re: E-Scooter Regulation and Enforcement

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 July 9, 2026

"THAT the Corporate Services Committee approves the minutes of the meeting held on July 9, 2026."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

5.a Mike Garvey, Owen Sound Resident Re: Water Billing Concern

The speaker provided a deputation respecting a water billing concern at a City property, citing concerns about being billed for water usage during a time when there was no one at the property.

In response to a question from Committee, the Director of Corporate Services noted that there is an option to have the meter tested, and if it is determined that the meter is functioning properly, the property owner would then bare the cost of that testing. If the water meter was found to be faulty, then the City would repair or replace the meter and there would be no additional charge to the property owner.

6. PUBLIC FORUM

There were no questions or comments from the public.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a Corporate and Facility Services

8.a.1 Report CR-26-081 from the Purchasing and Claims Coordinator Re: Bi-Annual Summary of Awarded Purchases between \$50,000 and \$249,999 from January 1 to June 30, 2026

The Purchasing and Claims Coordinator provided an overview of the report.

In response to a question from Committee, the Purchasing and Claims Coordinator noted that while the emergency purchases as outlined in the report are for amounts higher than the current reporting threshold, they are within the new purchasing policy thresholds and therefore were included in this report for increased transparency.

CR-260910-002

Moved by Member Morais

"THAT in consideration of Staff Report CR-26-081 respecting the Bi-Annual Summary of Awarded Purchases between \$50,000 and \$249,999 from January 1, 2026 to June 30, 2026, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Carried.

8.b Parking and By-law Enforcement

8.b.1 Report CR-26-085 from the By-law Enforcement Supervisor Re: Parking Management and Enforcement Review I

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 proposed fine for parking in an electric vehicle charging spot while not charging an electric vehicle aims to prevent people from parking in these spaces as there are not many public charging spaces located in the City at this time.
- Any new provisions cannot be enforced until the set fines are approved by the Ministry, which can take up to several months.
- There will be communication and signage posted before enforcement of the new provisions.

CR-260910-003

Moved by Vice Chair Middlebro'

"THAT in consideration of Staff Report CR-26-085 respecting the Parking Management and Enforcement Review, the Corporate Services Committee recommends that City Council direct staff to amend the required number of days that users of overnight parking permits must move their vehicle to another overnight parking space from seven (7) days to three (3) days."

Carried.

CR-260910-004

Moved by Vice Chair Middlebro'

"THAT in consideration of Staff Report CR-26-085 respecting the Parking Management and Enforcement Review, the Corporate Services Committee recommends that City Council direct staff to:

1. **Bring forward a by-law to amend the Traffic By-law as described in the report, including the amendment approved by Resolution No. CR-260910-003 to decrease the required number of days that users of overnight parking permits must move their vehicle to another overnight parking space from seven (7) days to three (3) days; and**
2. **Submit an application to the Ministry of the Attorney General to approve the new set fines for the Traffic By-law, as attached to the report."**

Carried.

8.c Accounting

8.c.1 Report CR-26-070 from the Director of Corporate Services Re: AF016 Reserves and Reserve Fund Policy Update

The Director of Corporate Services provided an overview of the report.

In response to questions from Committee, the Director of Corporate Services noted that:

- Many of the balances in the reserves as noted in the attachment are already committed to funding projects in the multi-year capital plan.
- In future reports, the committed and uncommitted values in the reserves can be shown, however these amounts fluctuate often, such as whenever a project takes place or when a budgeted project is either over or under budget.
- The Physician Recruitment reserve is used for marketing towards new doctors, and the funds are held by the City but are utilized and directed by a separate working group.

CR-260910-005

Moved by Member Dale

"THAT in consideration of Staff Report CR-26-070 respecting the AF016 Reserves and Reserve Fund Policy Update, the Corporate Services Committee recommends that City Council:

1. **Endorses the purpose, funding sources and intended uses of the individual reserves, reserve funds and obligatory reserve funds contained in Appendix A; and**
2. **Directs staff to bring forward a by-law to adopt Policy AF016 – Reserves and Reserve Funds."**

Carried.

8.c.2 Report CR-26-078 from the Director of Corporate Services Re: 2026 T2 Financial Update

The Director of Corporate Services provided an overview of the report.

In response to questions from Committee, the Director of Corporate Services noted that upward trends in tax penalty and interest revenues represents an increased inability for ratepayers to pay taxes, however, some of these balances are from large properties with high outstanding arrears, and the unpaid taxes are received by the City upon sale of the property.

CR-260910-006

Moved by Member Morais

"THAT in consideration of Staff Report CR-26-078 respecting the 2026 T2 Financial Update, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Carried.

8.d Fire

None.

8.e Clerks

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

11.a Correspondence from the Committee and Executive Support Coordinator Re: Committee Vacancies and Applications

The Committee and Executive Support Coordinator provided an overview of the correspondence, highlighting that committee applications will be open from October 19 to November 20, and that a full list of vacancies can be found at OwenSound.ca/CommitteeVacancies.

Chair Kukreja thanked the outgoing public members for their contributions and time spent on the committee over the course of their terms.

12. DISCUSSION OF ADDITIONAL BUSINESS

12.a E-Scooter Regulation and Enforcement

Councillor Merton provided comments respecting the safety of e-scooters, noting concerns for children and pedestrians when used on sidewalks, as well as traffic concerns when used on roadways.

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

- The *Highway Traffic Act* subjects e-scooters to multiple restrictions, including age restrictions and helmet requirements.
- E-scooters are only allowed in public spaces in municipalities that have enacted by-laws permitting them, which the City does not currently have and therefore e-scooters are currently prohibited in City public spaces.
- Staff have organized a meeting with the Owen Sound Police Service to further discuss e-scooter use in the City, and any current concerns regarding e-scooter use should be directed to the Owen Sound Police Service's non-emergency line.

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 6:20 p.m.