



MINUTES Regular Council

June 26, 2018
6:00pm
Council Chambers, Town Hall

Council Present: Mayor Strathdee
Councillor Osborne
Councillor Van Galen
Councillor Winter
Councillor Pope
Councillor Hainer
Councillor Craigmile

Staff Present: Brent Kittmer, CAO / Clerk
Richard Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Building and Development
Jim Brown, Director of Finance
Jed Kelly, Director of Public Works
Trisha McKibbin, Director of Corporate Services
Lisa Lawrence, Human Resources Manager
Mark Stone, Planner
Jenna McCartney, Deputy Clerk

1. CALL TO ORDER

Mayor Strathdee called the meeting to order at 6:00pm.

2. DECLARATIONS OF PECUNIARY INTEREST

Councillor Hainer declared pecuniary interest for the following agenda items:

- 5.1 – Public Meeting for Zoning By-law Amendment Application Z01-2018, 45 Thames Road North, St. Marys;
- 8.1.2 – DEV 28-2018 Application for Zoning By-law Amendment (Z01-2018) 45 Thames Road North; and
- 11.1 – By-Law Z127-2018 Zoning By-law Amendment for 45 Thames Road North.

Councillor Winter declared pecuniary interest for the following agenda items:

- 5.1 – Public Meeting for Zoning By-law Amendment Application Z01-2018, 45 Thames Road North, St. Marys;
- 8.1.2 – DEV 28-2018 Application for Zoning By-law Amendment (Z01-2018) 45 Thames Road North; and
- 11.1 – By-Law Z127-2018 Zoning By-law Amendment for 45 Thames Road North.

Councillor Van Galen declared pecuniary interest for agenda item 7.2 – Front Porch Show re: Insurance Coverage.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution 2018-06-26-01

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT the June 26, 2018 regular Council agenda be accepted as presented.

CARRIED

4. PUBLIC INPUT PERIOD

None.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Public Meeting for Zoning By-law Amendment Application Z01-2018, 45 Thames Road North, St. Marys

Having declared a matter of pecuniary interest, Councillor Winter vacated his seat at the Council table.

Having declared a matter of pecuniary interest, Councillor Hainer vacated her seat at the Council table.

Resolution 2018-06-26-02

Moved By Councillor Pope

Seconded By Councillor Van Galen

THAT the June 26, 2018 regular Council meeting be adjourned at 6:03pm to hold a statutory public meeting as required under the Planning Act; and

THAT a Public Meeting to consider a planning application for 45 Thames Road North be opened at 6:04pm.

Mayor Strathdee stated "This Public Meeting is being held in accordance with Section 34 of the Planning Act, RSO 1990.

The purpose of the Public Meeting is to solicit the public's comments with respect to a proposed Zoning By-law Amendment initiated by the Corporation of the Town of St. Marys, the current owner of the subject property. The municipal address of the subject property is 45 Thames Road North.

The Zoning By-law Amendment Application proposes to change the zoning of the subject property from Residential Development (RD) to Institutional (I) Zone with site specific exceptions to specify permitted uses and reduce the maximum building height to 7 metres.

Tonight's meeting is the mandatory Public Meeting held under the Planning Act. Council will make a decision regarding this matter during this evening's meeting or at a future Council meeting. If you wish to be notified of Council's decision, please leave your name and address with our CAO/Clerk Brent Kittmer.

I will now ask Mr. Kittmer to advise how notice was given and provide a summary of the comments received regarding this Application."

Brent Kittmer stated "Notice was given by first class mail to all land owners within 120 metres (400 feet) of the subject property, to those agencies as prescribed by Regulation, and signage advertising tonight's meeting was posted on the property.

One written comment was received regarding this Application. In a letter dated May 22, 2018, the Upper Thames River Conservation Authority indicated that it has no objection to the Application."

The Mayor asked Councillor Van Galen to speak on behalf of the Planning Advisory Committee.

Councillor Van Galen stated "The Planning Advisory Committee made the following recommendation to St. Marys Town Council at its May 28, 2018 meeting:

THAT based on the review of the Application and comments received thus far, Planning Advisory Committee endorses in principle Application Z01-2018 from The Corporation of the Town of St. Marys for a Zoning By-law

Amendment affecting 45 Thames Road North, St. Marys, and Committee recommends to St. Marys Town Council that it proceed with the statutory public meeting to be scheduled for June 26, 2018."

Mark Stone, Town Planner, stated "The subject property is approximately 0.29 hectares (0.7 acres) in size and is currently vacant. The Town currently owns the property and has entered into an agreement of purchase and sale, to be sold for institutional purposes.

The subject property is designated Residential according to the Town's Official Plan and zoned Residential Development (RD) according to the Town's Zoning By-law.

In addition to a wide range of residential uses, institutional uses are also permitted on lands designated Residential. The Town has initiated the Zoning By-law Amendment Application to rezone the property to Institutional Zone with site specific provisions to limit permitted uses to: a private club, church, government administrative office, day nursery, nursery school, museum, meeting room facility, passive recreational uses and a park. In addition, site specific provisions will limit the height of any building to a maximum of 7 metres.

A site plan application has not submitted to date however prior to any proposed development of the site, site plan approval will be required.

A concept plan has been included with the application to provide an illustration of what development could look like based on zoning regulations that will apply under institutional zone. However, building location, size, etc. are still to be determined."

Mayor Strathdee called upon Steven Hearn of St. James Club #73 and Rick Culbert to speak on the matter.

Mr. Steven Hearn, President of St. James Club #73, provided a brief history of the Club's existence in St. Marys and explained the reason for the zoning application.

Mr. Rick Culbert, CEO of Veterinary Purchasing, explained the needs of the organization for facility expansion.

Mayor Strathdee asked if there were any members of the public questions who wished to speak to the zoning application.

No members of the public came forward.

Mr. Hearn thanked the Town for their consideration on this matter.

Mayor Strathdee stated "I would like to thank those in attendance for their comments. Should Council proceed with the passage of the Zoning By-law Amendment, notice of passing will be provided as prescribed by the Planning Act and a 20-day appeal period to the Local Planning Appeal Tribunal applies."

Resolution 2018-06-26-03

Moved By Councillor Van Galen

Seconded By Councillor Osborne

THAT this public meeting be adjourned at 6:15pm; and

THAT the June 26, 2018 regular Council meeting reconvene at 6:15pm.

CARRIED

6. ACCEPTANCE OF MINUTES

Councillors Winter and Hainer returned to their seats at the Council table.

6.1 Regular Council - June 12, 2018

Resolution 2018-06-26-04

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT the June 12, 2018 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

CARRIED

6.2 Strategic Priorities Committee - June 19, 2018

Resolution 2018-06-26-05

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT the June 19, 2018 Strategic Priorities Committee meeting minutes be approved and signed and sealed by the Mayor and the Clerk; and

THAT Items 5.1 and 5.2 be raised for discussion.

CARRIED

Resolution 2018-06-26-06

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT the Pyramid Recreation Centre Business Plan be approved.

CARRIED

Resolution 2018-06-26-07

Moved By Councillor Winter

Seconded By Councillor Osborne

THAT the draft Council Code of Conduct be accepted and referred to the Town's Integrity Commissioner for review.

CARRIED

7. CORRESPONDENCE

7.1 Upper Thames River Conservation Authority re: Response to May 9, 2018 Letter

Council deliberated the correspondence from UTRCA.

Mr. Ian Wilcox, General Manager of Upper Thames River Conservation Authority (UTRCA), addressed Council regarding the correspondence and the desire of UTRCA to work with the all stakeholders to ensure open communication.

Resolution 2018-06-26-08

Moved By Councillor Hainer

Seconded By Councillor Van Galen

THAT Staff report back to Council on the future meetings between representatives of the Town, the St. Marys Golf and Country Club, and the UTRCA.

CARRIED

Resolution 2018-06-26-09

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT the correspondence from Upper Thames River Conservation Authority regarding response to May 9, 2018 letter regarding UTRCA operations and management inquiries be received.

CARRIED

7.2 Front Porch Show re: Insurance Coverage

Having declared a matter of pecuniary interest, Councillor Van Galen vacated his seat at the Council table.

Council discussed the correspondence and the recommendation from Staff.

Resolution 2018-06-26-10

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT the correspondence from the Front Porch Show regarding insurance coverage be received; and

THAT Council denies the request for the Front Porch Show to be a Town event.

CARRIED

8. STAFF REPORTS

Councillor Van Galen returned to his seat at the Council table.

8.1 Building and Development Services

8.1.1 DEV 27 2018 June Monthly Report (Building and Development)

Grant Brouwer spoke to DEV 27-2018 report and responded to questions from Council.

Resolution 2018-06-26-11

Moved By Councillor Osborne

Seconded By Councillor Pope

THAT DEV-27 2018 June Monthly Report (Building and Development) be received for information.

CARRIED

8.1.2 DEV 28-2018 Application for Zoning By-law Amendment (Z01-2018) 45 Thames Road North

Having declared a matter of pecuniary interest, Councillor Winter vacated his seat at the Council table.

Having declared a matter of pecuniary interest, Councillor Hainer vacated her seat at the Council table.

Mark Stone spoke to DEV 28-2018 report and responded to questions from Council.

Resolution 2018-06-26-12

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT DEV 28-2018 Application for Zoning By-law Amendment (Z01-2018) 45 Thames Road North be received; and

THAT Council approve the Zoning By-law Amendment Application for 45 Thames Road North on the basis that no significant concerns are raised by the public or members of Council at the statutory public meeting; and

THAT Council enact Zoning By-law Z127-2018 for 45 Thames Road North.

CARRIED

8.2 Public Library

8.2.1 CEO 01-2018 Library Internal Redesign

Councillors Hainer and Winter returned to their seats at the Council table.

Matthew Corbett spoke to CEO 01-2018 report and responded to questions from Council.

Resolution 2018-06-26-13

Moved By Councillor Winter

Seconded By none received

THAT Council approve the funding request from the St. Marys Public Library Board for up to \$50,000 to maximize the current Library Space in conjunction with the carpet and paint renovation in September 2018.

Failed as there was no seconder

Resolution 2018-06-26-14

Moved By Councillor Van Galen

Seconded By Councillor Hainer

THAT Council refer the funding request from the St. Marys Public Library Board for up to \$50,000 to maximize the current Library Space to the 2019 budget; and

THAT the St. Marys Library Board be requested to seek out grant opportunities through the Enabling Accessibility Program to offset the project costs.

CARRIED

8.3 Administration and Human Resources

8.3.1 CAO 24-2018 June Monthly Report (Administration and Human Resources)

Brent Kittmer and Lisa Lawrence spoke to CAO 24-2018 report and responded to questions from Council.

Having declared a pecuniary interest with respect to matters related to the property sale of 45 Thames Road North addressed during the CAO's monthly report, Councillors Winter and Hainer vacated their seats at the Council table during the review of this portion of the report.

Resolution 2018-06-26-15

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT CAO 24-2018 June Monthly Report (Administration and Human Resources) be received for information.

CARRIED

8.3.2 HR 01-2018 Council Remuneration

Councillors Hainer and Winter returned to their seats at the Council table.

Lisa Lawrence spoke to HR 01-2018 report and responded to questions from Council.

Resolution 2018-06-26-16

Moved By Councillor Osborne

Seconded By Councillor Van Galen

THAT HR 01-2018 Council Remuneration be received.

CARRIED

8.4 Corporate Services

8.4.1 COR 17-2018 June Monthly Report (Corporate Services)

Trisha McKibbin spoke to COR 17-2018 report and responded to question from Council.

Resolution 2018-06-26-17

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT COR 17-2018 June Monthly Report (Corporate Services) be received for information.

CARRIED

8.5 Finance

8.5.1 FIN 12-2018 June Monthly Report (Finance)

Jim Brown spoke to FIN 12-2018 report and responded to questions from Council.

Resolution 2018-06-26-18

Moved By Councillor Craigmile

Seconded By Councillor Pope

THAT FIN 12-2018 June Monthly Report (Finance) be received for information.

CARRIED

8.5.2 FIN 13-2018 Annual Insurance Renewal

Jim Brown spoke to FIN 13-2018 report and responded to questions from Council.

Resolution 2018-06-26-19

Moved By Councillor Pope

Seconded By Councillor Hainer

THAT FIN 13-2018 Annual Insurance Renewal be received; and
THAT Council approve the renewal of the 2018 insurance policy with Frank Cowan Company.

Amendment:

Resolution 2018-06-26-20

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT resolution 2018-06-26-19 be amended to include:

THAT Staff be directed to gather comparative quotes in 2019.

CARRIED

Resolution 2018-06-26-19

Moved By Councillor Pope

Seconded By Councillor Hainer

THAT FIN 13-2018 Annual Insurance Renewal be received; and

THAT Council approve the renewal of the 2018 insurance policy with Frank Cowan Company; and

THAT Staff be directed to gather comparative quotes in 2019.

CARRIED

8.6 Fire and Emergency Services

Council recessed at 8:12pm.

Mayor Strathdee called the meeting back to order at 8:23pm.

Councillor Pope departed the meeting.

8.6.1 FD 07-2018 June Monthly Report (Emergency Services)

Richard Anderson spoke to FD 07-2018 report and responded to questions from Council.

Resolution 2018-06-26-21

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT FD 07-2018 June Monthly Report (Emergency Services) be received for information.

CARRIED

8.6.2 FD 08-2018 Fire Prevention Officer Duties and Responsibilities

Richard Anderson spoke to FD 08-2018 report and responded to questions from Council.

Resolution 2018-06-26-22

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT FD 08-2018 Fire Prevention Officer Duties and Responsibilities be received for information.

CARRIED

8.7 Community Services

8.7.1 DCS 14-2018 June Monthly Report (Community Services)

Brent Kittmer, in the absence of Stephanie Ische, spoke to DCS 14-2018 report and responded to questions from Council.

Resolution 2018-06-26-23

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT DCS 14-2018 June Monthly Report (Community Services) be received for information.

CARRIED

8.8 Public Works

8.8.1 PW 35-2018 June Monthly Report (Public Works)

Jed Kelly spoke to PW 35-2018 report and responded to questions from Council.

Resolution 2018-06-26-24

Moved By Councillor Osborne

Seconded By Councillor Craigmile

THAT PW 35-2018 June Monthly Report (Public Works) be received for information.

CARRIED

8.8.2 PW 38-2018 Service Club Sign Application

Jed Kelly spoke to PW 38-2018 report and responded to questions from Council.

Resolution 2018-06-26-25

Moved By Councillor Winter

Seconded By Councillor Van Galen

THAT PW 38-2018 Service Club Sign Applications be received;
and

THAT Council approve the St. Marys Community Players application to install a logo sign on each of the Service Club Sign structures.

CARRIED

9. EMERGENT OR UNFINISHED BUSINESS

None.

10. NOTICES OF MOTION

None.

11. BY-LAWS

11.1 By-Law Z127-2018 Zoning By-law Amendment for 45 Thames Road North

Having declared a matter of pecuniary interest, Councillors Winter and Hainer vacated their seats at the Council table.

Resolution 2018-06-26-26

Moved By Councillor Van Galen

Seconded By Councillor Craigmile

THAT By-Law Z127-2018, being a by-law to amend the Zoning By-law, be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

12. UPCOMING MEETINGS

Councillors Winter and Hainer returned to their seats at the Council table.

Mayor Strathdee reviewed the upcoming meetings as presented on the agenda.

13. CONFIRMATORY BY-LAW

Resolution 2018-06-26-27

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT By-Law 62-2018, being a by-law to confirm the proceedings of June 26, 2018 regular Council meeting, be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

14. ADJOURNMENT

Resolution 2018-06-22-28

Moved By Councillor Osborne

Seconded By Councillor Craigmile

THAT this regular meeting of Council adjourn at 9:05p.m.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk