



**MINUTES**  
**Regular Council**

August 28, 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  
Stephanie Ische, Director of Community Services  
Jed Kelly, Director of Public Works  
Lisa Lawrence, Director of Human Resources  
Trisha McKibbin, Director of Corporate Services  
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**

**3. AMENDMENTS AND APPROVAL OF AGENDA**

**Resolution 2018-08-28-01**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Pope

**THAT** the August 28, 2018 regular Council agenda be accepted as presented.

**CARRIED**

**4. PUBLIC INPUT PERIOD**

None.

## **5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS**

### **5.1 Concerned Citizens Addressing Heavy Truck Traffic re: Heavy Truck Traffic**

Lorne Eedy introduced the members of CCAHTT and stated that Paul Dunseith and Dan Schneider would present on behalf of the committee.

Paul Dunseith, Dan Schneider, Lorne Eedy spoke to the delegation and responded to questions from Council.

#### **Resolution 2018-08-28-02**

**Moved By** Councillor Hainer

**Seconded By** Councillor Craigmile

**THAT** the delegation from Concerned Citizens Addressing Heavy Truck Traffic regarding an overall review of the heavy truck traffic in St. Marys be received.

**CARRIED**

## **6. ACCEPTANCE OF MINUTES**

### **6.1 Special Meeting of Council - July 17, 2018**

#### **Resolution 2018-08-28-03**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

**THAT** the July 17, 2018 special meeting of Council minutes be approved and signed and sealed by the Mayor and the Clerk.

**CARRIED**

### **6.2 Regular Council - July 24, 2018**

#### **Resolution 2018-08-28-04**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

**THAT** the July 24, 2018 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

**CARRIED**

### **6.3 Strategic Priorities Committee - August 13, 2018**

**Resolution 2018-08-28-05**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Winter

**THAT** the August 13, 2018 Strategic Priorities Committee meeting minutes be approved and signed and sealed by the Mayor and the Clerk; and

**THAT** Items 5.3 and 5.4 be raised for discussion.

**CARRIED**

**6.3.1 DEV 31-2018 Town Hall Auditorium HVAC**

**Resolution 2018-08-28-06**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

**THAT** the Town Hall Auditorium HVAC project be referred to the 2019 Capital Budget for discussion.

**CARRIED**

**6.3.2 PW 48-2018 Annual Asset Management Plan Update**

**Resolution 2018-08-28-07**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

**THAT** the 2016-2018 Asset Management Plan Status Update be received.

**CARRIED**

**7. CORRESPONDENCE**

**7.1 Lisa Luyten re: Noise By-law Exemptions**

Council requested that staff share the correspondence received from Ms. Luyten with the St. Marys Kinsmen Club.

**Resolution 2018-08-28-08**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen

**THAT** the correspondence from Lisa Luyten regarding Noise By-law Exemptions be received.

**CARRIED**

**7.2 Township of North Frontenac re: Grandfathering of Volunteer Firefighters to NFPA Standards**

**Resolution 2018-08-28-09**

**Moved By** Councillor Winter

**Seconded By** Councillor Van Galen

**THAT** the correspondence from the Township of North Frontenac regarding the grandfathering of volunteer firefighters to NFPA standards be received; and

**THAT** Council support the Township of North Frontenac in their efforts of advocating the new Provincial government to continue to support rural fire services and provide sufficient funding to cover additional costs associated with the certification initiative.

**CARRIED**

**7.3 Helen Pate re: Ardmore Housing Development**

**Resolution 2018-08-28-10**

**Moved By** Councillor Hainer

**Seconded By** Councillor Craigmile

**THAT** the correspondence from Helen Pate regarding Ardmore Housing Development be received; and

**THAT** staff be directed to report back to Council regarding Ms. Pate's concerns about drainage and privacy.

**Amendment:**

**Resolution 2018-08-28-11**

**Moved By** Councillor Hainer

**Seconded By** Councillor Winter

**THAT** resolution 2018-08-28-10 be amended to the following:

**THAT** staff be directed to report back to Council at its regular meeting on September 11, 2018 regarding Ms. Pate's concerns about drainage and privacy.

**CARRIED**

**Resolution 2018-08-28-10 (as amended?)**

**Moved By** Councillor Hainer

**Seconded By** Councillor Craigmile

**THAT** the correspondence from Helen Pate regarding Ardmore Housing Development be received; and

**THAT** staff be directed to report back to Council at its regular meeting on September 11, 2018 regarding Ms. Pate's concerns about drainage and privacy.

**CARRIED**

**8. STAFF REPORTS**

**8.1 Building and Development Services**

**8.1.1 DEV 37-2018 August Monthly Report (Building and Development)**

Grant Brouwer provided an update to Council regarding a recent meeting with the developer of 151 Water Street North. Mr. Brouwer also updated Council regarding condensation concerns within some of the dressing rooms at the Pyramid Recreation Centre.

**Resolution 2018-08-28-12**

**Moved By** Councillor Pope

**Seconded By** Councillor Hainer

**THAT** DEV 37-2018 August Monthly Report (Building and Development) be received for information.

**CARRIED**

**8.1.2 DEV 35-2018 Official Plan Review**

Grant Brouwer and Mark Stone spoke to DEV 35-2018 and responded to questions from Council.

**Resolution 2018-08-28-13**

**Moved By** Councillor Osborne

**Seconded By** Councillor Van Galen

**THAT** DEV 35-2018 regarding the Town of St. Marys Official Plan review be received; and

**THAT** Council refer the Official Plan Review back to staff to further research a proposed growth rate of 1.5% and the implications of the Natural Heritage Study, with a report back to Council at the September 25, 2018 Council meeting.

**CARRIED**

**8.1.3 DEV 34-2018 Accessory Apartments – Town-wide Zoning By-law Amendment**

Council recessed at 8:13pm.

Mayor Strathdee called the meeting back to order at 8:26pm.

Mark Stone spoke to DEV 34-2018 report and responded to questions from Council.

**Resolution 2018-08-28-14**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Osborne

**THAT** DEV 34-2018 regarding accessory apartments in the Town of St. Marys be received; and,

**THAT** Council proceed with a public meeting to consider amendments to the Town's Zoning By-law to permit accessory apartments as-of-right in single detached, semi-detached and townhouse dwellings, and in detached accessory buildings, subject to specified regulations.

**CARRIED**

**8.1.4 DEV 33-2018 Site Alteration By-law**

Grant Brouwer spoke to DEV 33-2018 report and responded to questions from Council.

**Resolution 2018-08-28-15**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

**THAT** DEV 33-2018 regarding a site alteration by-law for the Town of St. Marys be received; and,

**THAT** Council approve By-law 74-2018, Site Alteration.

**CARRIED**

### **8.1.5 DEV 38-2018 Charging of Parking Fees with Certain Uses in the Town of St. Marys**

Grant Brouwer and Mark Stone spoke to DEV 38-2018 report and responded to questions from Council.

Councillor Craigmile requested a recorded vote.

#### **Resolution 2018-08-28-16**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen

**THAT** DEV 38-2018 regarding the charging of parking fees with certain uses in the Town of St. Marys be received;

**THAT** Council direct staff to prepare a report and draft by-law for September 11, 2018 that prohibits paid parking facilities associated with our local hospital.

Support (4): Mayor Strathdee, Councillor Van Galen, Councillor Pope, and Councillor Hainer

Oppose (3): Councillor Osborne, Councillor Winter, and Councillor Craigmile

**CARRIED**

### **8.1.6 DEV 39-2018 Demolition Permits**

Grant Brouwer spoke to DEV 39-2018 report and responded to questions from Council.

#### **Resolution 2018-08-28-17**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

**THAT** DEV 39-2018 Demolition Permits be received; and

**THAT** Council direct Staff to include the following recommendations for communications prior to a demolition permit being issued for a building larger than a single family dwelling in the Building by-Law when it is updated in 2019:

1. The surrounding neighbors abutting the property:

(a) Be notified 7 days prior to the start of demolition,

(b) Be given a contact name and number of the owner of the property,

(c) Be given a contact name and number of the general contractor completing the work, and

(d) Be notified of the method used to raze the building (excavator, explosive, etc.).

2. Have the property posted with a sign no smaller than 1.2m by 1.2m facing each street that the property abuts that will provide the above information, at least 7 days prior to the demolition taking place.

3. Prove that Notice of Project has been filed with the Ministry of Labour (if required).

4. Provide the haul routes being used.

5. Provide the expected start and end dates of the demolition.

**CARRIED**

#### **8.1.7 DEV 40-2018 Sign By-Law Variance Request**

Grant Brouwer spoke to DEV 40-2018 report and responded to questions from Council.

**Resolution 2018-08-28-18**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

**THAT** DEV 40-2018 Sign By-Law Variance request be received;  
and

**THAT** Council approve a variance to the Sign By-Law for the installation of five temporary signs for the St. Marys Lincolns Home Opener from September 9<sup>th</sup> to the 22<sup>nd</sup> at each main entrance to Town within the municipal boulevard, contingent on the locations chosen not interfering with intersection sightlines.

**CARRIED**

#### **8.1.8 DEV 36-2018 Pyramid Recreation Centre Sound System Upgrade**

Grant Brouwer spoke to DEV 36-2018 report and responded to questions from Council.



**Resolution 2018-08-28-19**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Winter

**THAT** DEV 36-2018 Pyramid Recreation Centre Sound System Upgrade report be received; and

**THAT** Council approve unbudgeted capital funding for replacement of the main sound system switch board for the Pyramid Recreation Centre; and

**THAT** an amount of not more than \$15,000 be allocated to this project.

**CARRIED**

**8.1.9 DEV 32-2018 Site By-law**

Grant Brouwer spoke to DEV 32-2018 report and responded to questions from Council.

**Resolution 2018-08-28-20**

**Moved By** Councillor Hainer

**Seconded By** Councillor Osborne

**THAT** DEV 32-2018 Sign By-law be received; and

**THAT** Council:

- Approves the proposal for staff to administer variance requests for temporary signs;
- Approves the proposal for a permit system for sidewalk signs and sandwich boards; and
- Confirms that existing ground signs within the Core Commercial District are exempt from the 5-year phase in of sign by-law compliance and confirms that all new ground signs within the Core Commercial District are subject to the existing height restrictions.

**CARRIED**

**8. STAFF REPORTS**

**8.2 Administration and Human Resources**

**8.2.1 CAO 30-2018 August Monthly Report (Administration and Human Resources)**

Brent Kittmer and Lisa Lawrence spoke to CAO 30-2018 report and responded to questions from Council.

**Resolution 2018-08-28-21**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

**THAT** CAO 30-2018 August Monthly Report (Administration and Human Resources) be received for information.

**CARRIED**

**8.2.2 CAO 31-2018 Revised Community Grant Policy**

Brent Kittmer spoke to CAO 31-2018 report and responded to questions from Council.

**Resolution 2018-08-28-22**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Osborne

**THAT** CAO 31-2018 Revised Community Grant Policy be received for discussion; and

**THAT** Council directs staff to include granting cap option # 2 in the revised Community Grant Policy; and

**THAT** the revised Community Grant Policy be approved for implementation as a part of the 2019 budget.

**CARRIED**

**8.3 Corporate Services**

**8.3.1 COR 19-2018 August Monthly Report (Corporate Services)**

Trisha McKibbin spoke to COR 19-2018 report and responded to questions from Council.

**Resolution 2018-08-28-23**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen

**THAT** COR 19-2018 August Monthly Report (Corporate Services) be received for information.

**CARRIED**

### **8.3.2 COR 21-2018 Municipal Register – Non-Designated Property Removal Request, 275 Emily Street**

Having declared a matter of pecuniary interest, Councillor Osborne excused himself from his seat at Council.

Trisha McKibbin spoke to COR 21-2018 report and responded to questions from Council.

Councillor Osborne returned to his seat at Council.

#### **Resolution 2018-08-28-24**

**Moved By** Councillor Pope

**Seconded By** Councillor Winter

**THAT** COR 21-2018 Municipal Register – Non-Designated Property Removal Request, 275 Emily Street report be received; and

**THAT** Council approve the removal of 275 Emily Street as a Non-Designated Property from the Municipal Register.

**CARRIED**

## **8.4 Finance**

### **8.4.1 FIN 17-2018 August Monthly Report (Finance)**

Jim Brown spoke to FIN 17-2018 report and responded to questions from Council.

#### **Resolution 2018-08-28-25**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

**THAT** FIN 17-2018 August Monthly Report (Finance) be received for information.

**CARRIED**

## **8.5 Fire and Emergency Services**

### **8.5.1 FD 14-2018 August Monthly Report (Emergency Services)**

Fire Chief Anderson spoke to FD 14-2018 report and responded to questions from Council.

**Resolution 2018-08-28-26**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Hainer

**THAT** FD 14-2018 August Monthly Report (Emergency Services) be received for information.

**CARRIED**

**8.5.2 FD 12-2018 Capital Budget Amendment to Purchase Power Rescue Tools**

Fire Chief Anderson spoke to FD 12-2018 report and responded to questions from Council.

**Resolution 2018-08-28-27**

**Moved By** Councillor Winter

**Seconded By** Councillor Osborne

**THAT** FD 12-2018 Capital Budget Amendment to Purchase Power Rescue Tools be received for discussion; and

**THAT** Council approve an unbudgeted 2018 capital purchase of \$29,500 to replace Jaws of Life rescue tools to be funded from the Fire Capital Reserve.

**CARRIED**

**8.6 Community Services**

**8.6.1 DCS 18-2018 August Monthly Report (Community Services)**

Stephanie Ische spoke to DCS 18-2018 report and responded to questions from Council.

**Resolution 2018-08-28-28**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pope

**THAT** DCS 18-2018 August Monthly Report (Community Services) be received for information.

**CARRIED**

**8.7 Public Works**

**8.7.1 PW 50-2018 August Monthly Report (Public Works)**

Jed Kelly spoke to PW 50-2018 report and responded to questions from Council.

**Resolution 2018-08-28-29**

**Moved By** Councillor Osborne

**Seconded By** Councillor Craigmile

THAT PW 50-2018 August Monthly Report (Public Works) be received for information.

**CARRIED**

**8.7.2 PW 40-2018 Downtown Controlled Pedestrian Crosswalk Configuration**

Jed Kelly spoke to PW 40-2018 report and responded to questions from Council.

**Resolution 2018-08-28-30**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT PW 40-2018 Downtown Controlled Pedestrian Crosswalk Configuration report be received; and

THAT existing semi-actuated signal timing remain in effect until traffic controllers reach existing end of service life.

**CARRIED**

**8.7.3 PW 49-2018 Service Club Application**

Jed Kelly spoke to PW 49-2018 report and responded to questions from Council.

**Resolution 2018-08-28-31**

**Moved By** Councillor Osborne

**Seconded By** Councillor Hainer

THAT PW 49-2018 Service Club Sign Application be received; and

THAT Council approve the St. James Masonic Lodge's application to install a logo sign on each of the Service Club Sign structures.

**CARRIED**

**8.7.4 PW 51-2018 Release of Agreement From Title – Sanitary Sewer Forcemain for 20 Thames Road North**

Jed Kelly spoke to PW 51-2018 report and responded to questions from Council.

**Resolution 2018-08-28-32**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

**THAT** PW 51-2018 Release of Agreement from Title – Sanitary Sewer Forcemain for 20 Thames Rd North be received; and

**THAT** Council direct staff to authorize the release from title of the Municipal Sewer Agreement for 20 Thames Road North.

**CARRIED**

**9. COUNCILLOR REPORTS**

**Resolution 2018-08-28-33**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

**THAT** agenda items 9.1.1 to 9.2.13 be received.

**CARRIED**

**9.1 Operational and Board Reports**

**9.1.1 Bluewater Recycling Association - Coun. Craigmile**

**9.1.2 Library Board - Coun. Osborne, Winter**

**9.1.3 Municipal Liaison Committee - Mayor Strathdee, Coun. Winter**

**9.1.4 Perth District Health Unit - Coun. Osborne**

**9.1.5 Police Services Board - Mayor Strathdee, Coun. Van Galen**

**9.1.6 Spruce Lodge Board - Coun. Pope, Van Galen**

**9.1.7 Upper Thames River Conservation Authority**

**9.2 Advisory and Ad-Hoc Committee Reports**

**9.2.1 Accessibility Advisory Committee - Coun. Hainer**

**9.2.2 Business Improvement Area - Coun. Pope**

**9.2.3 CBHFM - Coun. Hainer**

**9.2.4 Committee of Adjustment**

**9.2.5 Economic Development Committee - Coun. Pope**

**9.2.6 Heritage St. Marys - Coun. Pope**

Councillor Osborne declared a conflict on this item.

**9.2.7 Museum Board - Coun. Winter**

**9.2.8 Planning Advisory Committee - Coun. Craigmile, Van Galen**

**9.2.9 Heritage Conservation District Advisory Committee - Coun. Winter**

**9.2.10 Senior Services Board - Coun. Craigmile**

**9.2.11 Huron Perth Healthcare Local Advisory Committee - Coun. Hainer**

**9.2.12 St. Marys Lincolns Board - Coun. Craigmile**

**9.2.13 St. Marys Cement Community Liaison Committee - Mayor Strathdee, Coun. Craigmile**

**10. EMERGENT OR UNFINISHED BUSINESS**

None.

**11. NOTICES OF MOTION**

None.

**12. BY-LAWS**

**12.1 By-Law 72-2018 Site Alteration**

**Resolution 2018-08-28-34**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

**THAT** By-Law 72-2018, being a by-law to prohibit site alteration be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**13. UPCOMING MEETINGS**

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

Council recessed at 10:06pm.

Mayor Strathdee called the meeting back to order at 10:09pm.

**14. CLOSED SESSION**

**Resolution 2018-08-28-35**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

**THAT** Council move into a session that is closed to the public at 10:10pm as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees.

**CARRIED**

**14.1 Minutes of July 17, 2018 CLOSED SESSION**

**14.2 Minutes of July 24, 2018 CLOSED SESSION**

**14.3 COR 20-2018 CONFIDENTIAL Compliance Audit Committee – 2018  
Municipal Election**

**15. RISE AND REPORT**

Mayor Strathdee reported that a closed session has occurred and one matter was discussed. Council will now consider the matter.

**Resolution 2018-08-28-36**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

**THAT** Council rise from a closed session at 10:20pm.

**CARRIED**

**Resolution 2018-08-28-37**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

**THAT** the CAO / Clerk be directed to prepare the necessary by-law to confirm appointments for presentation to Council at the September 11, 2018 Council meeting.

**CARRIED**

**16. CONFIRMATORY BY-LAW**



**Resolution 2018-08-28-38**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pope

**THAT** By-law 73-2018, being a by-law to confirm the proceedings of August 28, 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**

**17. ADJOURNMENT**

**Resolution 2018-08-28-39**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Osborne

**THAT** this regular meeting of Council adjourn at 10:21pm.

**CARRIED**

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Al Strathdee, Mayor

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Brent Kittmer, CAO / Clerk