



MINUTES Regular Council

June 23, 2020

6:00pm

Town Hall, Council Chambers

Council Present: Mayor Strathdee (in-person)
Councillor Craigmile (videoconference)
Councillor Edney (videoconference)
Councillor Luna (videoconference)
Councillor Hainer (videoconference)
Councillor Pridham (videoconference)
Councillor Winter (in-person)

Staff Present: **In-Person**
Brent Kittmer, CAO / Clerk
Jenna McCartney, Deputy Clerk

Conference Line
Richard Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Building and Development
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
Lisa Lawrence, Director of Human Resources
André Morin, Director of Finance / Treasurer

1. CALL TO ORDER

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

2. DECLARATIONS OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution 2020-06-23-01

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT the June 23, 2020 regular Council meeting agenda be accepted as presented.

4. PUBLIC INPUT PERIOD

None received.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Public Meeting - 480 Glass Street Re-Zoning Application

Resolution 2020-06-23-02

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT the June 23, 2020 regular Council meeting be adjourned at 6:02 pm to hold a statutory public meeting as required under the *Planning Act*; and

THAT a Public Meeting to consider a planning application for 480 Glass Street be opened at 6:02 pm.

CARRIED

Mayor Strathdee stated "This Public Meeting is being held in accordance with Section 34 of the *Planning Act*, RSO 1990. Please note that you can provide your comments and/or questions during the meeting by emailing clerksoffice@town.stmarys.on.ca. The purpose of the Public Meeting is to solicit the public's comments with respect to a proposed Zoning By-law Amendment by the applicant (being the Corporation of the Town of St. Marys). The purpose and intent of the Application is to change the zoning of the subject property from "Light Industrial Zone (M1-H)" to "General Industrial Zone (M2)" with special provisions. 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 contact the CAO / Clerk, Brent Kittmer, at clerksoffice@town.stmarys.on.ca by 12:00 pm on Wednesday, June 24, 2020.

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, CAO / Clerk, 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. Special instructions for

attending this online meeting and/or providing comments were provide in the notice and on the Town's Current Planning / Development Applications webpage. Options to participate in this meeting were provided including:

- Sending comments via regular mail to the Town's CAO-Clerk
- Emailing comments
- Leaving a voicemail message detailing comments
- Registering to be a delegation
- Providing comments and/or questions during the meeting by emailing the Clerk's office

The Town has not received any agency or public comments regarding this application prior to the meeting."

Mayor Strathdee asked Councillor Hainer to advise Council of the Planning Advisory Committee's recommendation with respect to the Application.

Councillor Lynn Hainer stated "At the May 25, 2020 meeting, the Planning Advisory Committee passed a motion endorsing, in principle, the Application for Zoning By-law Amendment for 480 Glass Street and recommended that Council proceed to a public meeting to consider the Application."

Mayor Strathdee called upon the Town's Planner to provide additional information regarding the proposed Application.

Mark Stone, Planner stated "The 1.32 hectare subject property fronts onto the south side of Glass Street and is designated "General Industrial" according to the Town's Official Plan.

Junction Station, built in 1858, is located on the property and is designated under the *Ontario Heritage Act*.

The sale of the Junction Station building, existing caboose and a portion of this property (approximately 0.35 hectares) will allow for the establishment of a micro-brewery industrial use with accessory uses including a tasting room.

In addition to changing the zoning of the subject lands to "General Industrial", special provisions are proposed to:

Limit permitted uses to:

- assembling, manufacturing, processing, preparing, fabricating, packaging, shipping, wholesaling, storing or warehouse conducted and wholly contained within an enclosed building;
- caterer's establishment, convenience business services establishment, laboratory or research facility, office support, repair shop, and wholesale establishment;
- micro-brewery;
- limited accessory food preparation and sales from the existing caboose for consumption in the tasting room or accessory patio, or off-site; and,
- accessory uses, buildings, and structures, including accessory office uses, tasting room, and retail sale of products manufactured, produced, processed or stored on the premises
- The proposed zoning will also reduce the minimum front yard setback from 15 metres to 7.5 metres
- Limit the size of the tasting room and retail sales to 600 ft²
- Permit an patio accessory to the tasting room function
- Require 1 parking space for every 25 m² of floor area for uses accessory to the main use"

Mayor Strathdee invited members of the public to provide input on the Application. Mayor Strathdee reminded those following the livestreamed proceedings could submit questions to email address clerksoffice@town.stmarys.on.ca

Staff confirmed that no questions or comments were submitted by telephone or dropbox at Town Hall prior to the meeting, and leading up to and including the meeting, email inquiries had not been submitted.

Mayor Strathdee asked members of Council if they had questions.

In response to Councillor Winter's inquiry whether CN Rail would require additional fencing along the property line of 480 Glass Street and the CN Rail property, Brent Kittmer stated that it would not be required as those details were set out in the original transfer agreement in 2008.

In response to Councillor Pridham's inquiry regarding the possible need for overflow parking, Mr. Leaman stated that overflow parking can be located on the grass if needed however, he has already put in place more parking spots that is required by the zoning by-law.

Staff confirmed that they had been monitoring the email inbox and no emails had been received during the meeting.

Mayor thanked those who participated in the meeting. Mayor Strathdee stated 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 2020-06-23-03

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT this Public Meeting be adjourned at 6:15 pm; and

THAT the June 23, 2020 regular Council meeting reconvene at 6:15 pm.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - June 9, 2020

Councillor Pridham noted that agenda item 9.2.6 be changed from Councillor Craigmile to Councillor Pridham.

Resolution 2020-06-23-04

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT the June 9, 2020 regular Council meeting minutes be approved as amended by Council and signed and sealed by the Mayor and the Clerk.

CARRIED

6.2 Strategic Priorities Committee - June 16, 2020

Resolution 2020-06-23-05

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT the June 16, 2020 Strategic Priorities Committee meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

CARRIED

6.3 Special Council - June 16, 2020

Resolution 2020-06-23-06

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT the June 16, 2020 Special Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

CARRIED

7. CORRESPONDENCE

7.1 Municipality of South Huron re: Letter of Support for UTRCA Appeal

Resolution 2020-06-23-07

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT the correspondence from the Municipality of South Huron regarding the UTRCA appeal be received.

CARRIED

7.2 Ministry of Municipal Affairs and Housing re: Recovery Plan Related to Planning Applications

Resolution 2020-06-23-08

Moved By Councillor Hainer

Seconded By Councillor Pridham

THAT the correspondence from the Minister of Municipal Affairs and Housing regarding the recovery plan for planning applications be received.

CARRIED

7.3 Randy Pettapiece, MPP re: St. Marys ServiceOntario

Resolution 2020-06-23-09

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT the correspondence from Randy Pettapiece, MPP regarding the St. Marys ServiceOntario facility be received.

CARRIED

8. STAFF REPORTS

8.1 Building and Development Services

8.1.1 DEV 34-2020 June Monthly Report (Building and Development)

Grant Brouwer presented DEV 34-2020 report and responded to questions from Council.

Mr. Brouwer spoke to an emergent issue that had arisen since the time of writing his report regarding patio extensions and approvals. Council was of the consensus that staff take the steps necessary to reduce red tape for patio approvals during the pandemic, and was comfortable with staff implementing a streamlined building permit process, the Town funding permit application costs from the COVID relief fund, and with staff implementing relaxed parking rules for during the pandemic.

Resolution 2020-06-23-10

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT DEV 34-2020 June Monthly Report (Building and Development) be received for information.

CARRIED

8.1.2 DEV 36-2020 - Application for Zoning By-law Amendment (Z01-2020) by the Corporation of the Town of St. Marys 480 Glass Street Part Lots 14 and 15, Concession 18 Blanshard

Mark Stone presented DEV 36-2020 report and responded to questions from Council.

Resolution 2020-06-23-11

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT DEV 36-2020 regarding an Application for Zoning By-law Amendment (Z01-2020) for 480 Glass Street be received;

THAT Council approve the Zoning By-law Amendment (Z01-2020) for 480 Glass Street if no significant concerns are raised by the public or members of Council at the statutory public meeting; and,

THAT Council enact Zoning By-law Z136-2020 for 480 Glass Street.

CARRIED

8.1.3 DEV 37-2020 Site Plan Agreement for 480 Glass Street (Broken Rail Brewing Inc.)

Grant Brouwer presented DEV 37-2020 report and responded to questions from Council.

Resolution 2020-06-23-12

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT DEV 37-2020 Site Plan Agreement for 480 Glass Street (Broken Rail Brewing Inc.) report be received; and

THAT Council approve By-law 56-2020 and authorize the Mayor and the Clerk to sign a Site Plan Agreement between the Town of St. Marys and Broken Rail Brewing Inc..

CARRIED

8.2 Community Services

8.2.1 DCS 16- 2020 June Monthly Report (Community Services)

Stephanie Ische presented DCS 16-2020 report and responded to questions from Council.

Resolution 2020-06-23-13

Moved By Councillor Craigmile

Seconded By Councillor Pridham

THAT DCS 16- 2020 June Monthly Report (Community Services) be received for information.

CARRIED

8.2.2 DCS 19-2020 Declaration of Compliance

Stephanie Ische presented to DCS 19-2020 report and responded to questions from Council.

Resolution 2020-06-23-14

Moved By Councillor Pridham

Seconded By Councillor Hainer

THAT DCS 18-2020 Declaration of Compliance for the South West Local Health Integration Network be received; and

THAT Council authorize the Chief Administrative Officer / Clerk to sign the South West Local Health Integration Network Form of Declaration of Compliance for the reporting period of April 1, 2019 to March 31, 2020.

CARRIED

8.2.3 DCS 17-2020 Quarry Reopening Options During COVID

Stephanie Ische presented DCS 17-2020 report and responded to questions from Council.

Resolution 2020-06-23-15

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT DCS 17-2020 Quarry Reopening Options During COVID report be received; and

THAT Council approve option 1 for reopening the Quarry operations opening July 6th, 2020 to September 7th, 2020.

Amendment

Resolution 2020-06-23-16

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT the following paragraph be added at the end of the main motion:

THAT Council approve an additional free swim daily for residents from 11:00 AM to 12:30 PM and the additional funds up to a maximum of \$15,000.00 be covered by the COVID-19 Relief Fund.

DEFEATED

Resolution 2020-06-23-15

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT DCS 17-2020 Quarry Reopening Options During COVID report be received; and

THAT Council approve option 1 for reopening the Quarry operations opening July 6th, 2020 to September 7th, 2020.

CARRIED

8.3 Finance

8.3.1 FIN 18-2020 June Monthly Report (Finance)

André Morin presented FIN 18-2020 report and responded to questions from Council.

Resolution 2020-06-23-17

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT FIN 18-2020 June Monthly Report (Finance) be received for information.

CARRIED

8.3.2 FIN 19-2020 2020 Municipal Insurance Renewal

André Morin presented FIN 19-2020 report and responded to questions from Council.

Resolution 2020-06-23-18

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT FIN 19-2020 2020 Municipal Insurance Renewal report be received; and

THAT the Town of St. Marys renew its 2020 Insurance contract with Frank Cowan Company for the term July 1, 2020 – June 30, 2021.

CARRIED

8.3.3 FIN 20-2020 COVID-19 Financial Relief – June 23 Update

André Morin presented FIN 20-2020 report and responded to questions from Council.

Resolution 2020-06-23-19

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT FIN 20-2020 COVID-19 Financial Relief – June 23 Update report be received;

THAT Council direct the Director of Finance/Treasurer to create a policy to assist taxpayers impacted by COVID-19 with relief from penalties and interest on a case-by-case basis; and

THAT Council support the Business Economic Support and Recovery Task Force recommendation to allocate up to \$20,000 for the “Safety” component of their strategy.

CARRIED

8.4 Fire and Emergency Services

8.4.1 FD 05-2020 June Monthly Report (Emergency Services)

Fire Chief Anderson presented FD 05-2020 report and responded to questions from Council.

Resolution 2020-06-23-20

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT FD 05-2020 June Monthly Report (Emergency Services) be received for information.

CARRIED

8.5 Human Resources

8.5.1 HR 06-2020 June Monthly Report (Human Resources)

Lisa Lawrence presented HR 06-2020 report and responded to questions from Council.

Resolution 2020-06-23-21

Moved By Councillor Pridham

Seconded By Councillor Luna

THAT HR 06-2020 June Monthly Report (Human Resources) be received for information.

CARRIED

8.6 Public Works

8.6.1 PW 37-2020 June Monthly Report (Public Works)

Jed Kelly presented PW 37-2020 report and responded to questions from Council.

Resolution 2020-06-23-22

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT PW 37-2020 June Monthly Report (Public Works) received for information.

CARRIED

8.7 CAO and Clerks

8.7.1 CAO 33-2020 June Monthly Report (CAO and Clerks)

Brent Kittmer and Jenna McCartney presented CAO 33-2020 report and responded to questions from Council.

Resolution 2020-06-23-23

Moved By Councillor Luna

Seconded By Councillor Winter

THAT Council send correspondence to Dr. Miriam Klassen, Huron Perth Public Health Medical Officer of Health, requesting that an Order be issued under Section 22 of the *Health Protection and Promotion Act* requiring residents to wear masks in public settings when physical distancing of 2 metres cannot be guaranteed, including in commercial establishments; and

THAT staff research and report back to Council on July 28, 2020 regarding the option of passing a by-law or municipal order to mandate the use of face masks in public settings in the Town of St. Marys when physical distancing of 2 metres cannot be achieved, including in commercial establishments.

CARRIED

Resolution 2020-06-23-24

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT CAO 33-2020 June Monthly Report (CAO and Clerks) be received for information.

CARRIED

8.7.2 CAO 34-2020 Community Grant Follow Up

Jenna McCartney presented CAO 34-2020 report and responded to questions from Council.

Council requested that staff solicit further information regarding the operations of the Station Gallery's operating plan for 2020 before a decision is made regarding their grant.

Resolution 2020-06-23-25

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT CAO 34-2020 Community Grant Follow Up report be received; and

THAT Council places the previously approved Community Grant funds for to The Stonetown Show Case, Homecoming 2020, St. Marys Kinsmen and The Front Porch Show back into reserve as these events have been cancelled or postponed, and instruct the applicants to re-apply in 2021;

THAT Council approves the release of \$5,000 in funds and \$2,000 in-kind to the Canadian Baseball Hall of Fame and Museum if the Induction Weekend event occurs in 2020;

THAT Council approves the distribution of funds to GOALS on a prorated basis if the program resumes prior to December 31, 2020;

THAT Council approves the release of \$550 in funds to the Giving Tuesday organizers if the event occurs in 2020;

THAT Council approves the distribution of funds to St. Marys Lincolns on a prorated basis if the program resumes prior to December 31, 2020;

THAT Council approves the distribution of funds to St. Marys Minor Soccer on a direct reimbursement basis, with the total not to exceed the approved amount of \$1,909;

THAT Council approves the release of \$2,250 in funds to the two local high school scholarship funds related to the Community Grant program.

CARRIED

8.7.3 CAO 36-2020 Community Transportation Project Update

Brent Kittmer presented CAO 35-2020 report and responded to questions from Council.

Resolution 2020-06-23-26

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT CAO 36-2020 Community Transportation Project Update be received; and

THAT the Town sends a joint letter with the County of Perth, Municipality of North Perth, and the City of Stratford to the Ministry of Transportation formally requesting an extension of the Community Transportation pilot project timeline past March 2023.

CARRIED

8.7.4 CAO 38-2020 St. Marys Lions 100th Anniversary in Canada Proclamation

Jenna McCartney presented CAO 38-2020 report and responded to questions from Council.

Resolution 2020-06-23-27

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT CAO 38-2020 St. Marys Lions 100th Anniversary in Canada Proclamation report be received; and

THAT Council proclaim Thursday, July 2, 2020 to Thursday, July 9, 2020 as the recognition of the 100th anniversary of the Lions Club's presence in Canada.

CARRIED

9. EMERGENT OR UNFINISHED BUSINESS

None.

10. NOTICES OF MOTION

None.

11. BY-LAWS

Resolution 2020-06-23-28

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT By-Laws Z136-2020, 54-2020, 55-2020 and 56-2020 be read a first, second and third time; and be finally passed by Council and signed and sealed by the Mayor and the Clerk.

CARRIED

11.1 Zoning By-law Z136-2020 480 Glass Street

11.2 By-Law 54-2020 To Repeal By-law 04 of 2016 Appointment

11.3 By-Law 55-2020 To Amend By-law 22-2020 Appointment

11.4 By-Law 56-2020 Site Plan Agreement with Broken Rail Brewing Inc. for 480 Glass Street

12. UPCOMING MEETINGS

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

13. CLOSED SESSION

Resolution 2020-06-23-29

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT Council move into a session that is closed to the public at 9:18 pm as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, (c) a proposed or pending acquisition or disposition of land by the municipality or local board.

CARRIED

13.1 Minutes CLOSED SESSION

13.2 CAO 35-2020 CONFIDENTIAL Interim Appointment to Committee of Adjustment

**13.3 CAO 37-2020 CONFIDENTIAL 480 Glass Street (Junction Station)
Agreement of Purchase and Sale**

14. RISE AND REPORT

Resolution 2020-06-23-30

Moved By Councillor Edney

Seconded By Councillor Luna

THAT Council rise from a closed session at 9:30 pm.

CARRIED

14.1 By-Law 53-2020 To Amend By-law 95-2018 Appointment

Resolution 2020-06-23-31

Moved By Councillor Winter

Seconded By Councillor Hainer

THAT Council appoint Clive Slade as an interim member to the Committee of Adjustment; and

THAT By-law 53-2020 be approved by Council to amend By-law 95-2018.

CARRIED

14.2 By-Law 57-2020 Agreement of Purchase and Sale for 480 Glass Street

Resolution 2020-06-23-32

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT By-law 57-2020 being a by-law to authorize an agreement of purchase and Sale for 480 Glass Street (Junction Station) be approved by Council.

CARRIED

Resolution 2020-06-23-33

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT By-Laws 53-2020 and 57-2020 be read a first, second and third time, and be finally passed by Council and signed and sealed by the Mayor and the Clerk.

CARRIED

15. CONFIRMATORY BY-LAW

Resolution 2020-06-23-34

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT By-Law 58-2020, being a by-law to confirm the proceedings of June 23, 2020 regular Council meeting be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

16. ADJOURNMENT

Resolution 2020-06-23-35

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT this regular meeting of Council adjourn at 9:35 pm.

CARRIED

Al Stratthdee, Mayor

Brent Kittmer, CAO / Clerk