

**MINUTES**  
**COMMITTEE OF THE WHOLE**  
**COMMUNITY DEVELOPMENT**

**Monday, April 15, 2024, 6:30 PM**  
**South Edwardsburgh Community Centre**  
**24 Sutton Dr.**  
**Johnstown Ontario**

**PRESENT:** Councillor Chris Ward  
Mayor Tory Deschamps  
Deputy Mayor Stephen Dillabough  
Councillor Joe Martelle  
Councillor Waddy Smail

**STAFF:** Dave Grant, CAO  
Sean Nicholson, Treasurer  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Wendy VanKeulen, Community Development Coordinator  
Rachel Porter, Recreation Coordinator

**1. Call to Order – Chair, Chris Ward**

Councillor Ward called the meeting to order at 6:30pm.

**2. Approval of Agenda**

**Moved by:** T. Deschamps

**Seconded by:** W. Smail

That the agenda be approved as amended with the removal of item 9d) Section 239(2)(f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; Specifically: Organizational Structure

Carried

**3. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof**

None.

**4. Business Arising from Previous Committee Meeting Minutes (if any)**

None.

## 5. Delegations and Presentations

None.

## 6. Action/Information/Discussion Items

### a. Live: Land Use Planning

#### 1. Site Plan Control Agreement, 2062 County Rd 22 (Markus)

Staff provided committee with background and an overview of the application. Staff noted that the site plan was approved on April 11 subject to certain conditions of which one was to enter into a site plan control agreement with the Township. Members expressed concern with the length of time the applicant has waited, the level of details required and the need to enter into a site plan control agreement. Members wished the applicant, who was in attendance, great success in the business venture.

**Moved by:** S. Dillabough

**Seconded by:** J. Martelle

That Committee recommend that Council enter into a site plan control agreement with the owner of 2062 County Rd 22, as attached.

Carried

#### 2. Zoning Bylaw Housekeeping Amendment

Staff outlined the process and steps involved in undertaking a housekeeping amendment. The main purpose and nature of the housekeeping amendment is to provide clarity and make minor error corrections to schedules. Any kind of policy changes would be outside the scope and intent of the housekeeping amendment. Members expressed concern about the cost associated with undertaking the amendment so soon after the comprehensive zoning bylaw was passed. Members felt they lacked adequate information and requested that more information be provided by staff or Novatech at an upcoming committee meeting.

#### 3. Discussion: Regulate the Use of Signs

There was a brief general discussion on the matter. This item was raised under Council inquiries/notice of motion section at a previous meeting. The intent of bringing forward this topic was primarily to bring awareness to members on the number, degree and type of signage that is present throughout the Township and to begin a bigger conversation. No direction was provided to staff.

4. Information: Proposed Changes to Regulations Under the Planning Act and Proposed New Provincial Planning Policy Instrument

An initial introduction was provided to Committee on the recently released proposed Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and the updated proposed Provincial Planning Statement. Staff are still working through a review of the recently released documents and comment period being April 10<sup>th</sup> to May 10<sup>th</sup>, 2024. Staff noted that upon initial glance, it appears the Province listened to Township comments and the proposed draft policy statement provides that partial services may be permitted in the rural settlement areas, where new development is serviced by individual on-site water services in combination with municipal sewer services. There was general consensus by members commenting on the proposed changes. There was no specific direction other than to prepare a draft letter for Council review.

b. Work: Economic Development

1. Discussion: Child Care Facilities and Directed Growth Strategy

Staff provided members with an update regarding assisting the Counties with possible locations within Edwardsburgh Cardinal. Although the primary area in need is Spencerville, followed by Cardinal, a potential opportunity may be available in Johnstown. Members discussed initial support for the possibility of having a facility constructed at the rear of the South Edwardsburgh Community Centre property.

Members sought clarification on the number of spaces and timing of filling the spaces in the County. The County has been allocated 397 spaces and the bulk of the spaces will be in 2025-2026. The County has requested an additional 240 spaces from the Ministry of Education and has not received any word back on this request.

There was general consensus among members for staff to work with the Counties to further the conversation.

2. Information: Community Improvement Plan Report 2023

Staff highlighted the report and noted some additional work either completed or in progress related to the goals and objectives of the Cardinal and Spencerville Plans. Members expressed the need to continue to support small business and extending the area of the Community Improvement Plan. An updating of the CIP is an item that should be placed on the radar.

3. Information: Recap of Digital Service Squad Activities

Members expressed both the political and local business will to see the program continue and the need for the Province to continue

support of the program. There was general consensus on the Mayor authoring a letter to the local MPP and Ministry of Red Tape Reduction advocating for continued financial support.

4. Information: Leeds Grenville Thousand Islands Rideau Lakes 2024 Business Survey Report

Members noted that 22 township businesses participated in the survey and 363 in total responded to the survey throughout the County. Members highlighted that the number one item that employers are looking for in hiring an employee is soft skills and not technical skills. The two largest gaps with existing employees are communication and customer service. Members received the report for information.

c. Play: Recreation

1. Information: Recreation Programming Update

Staff highlighted the summer programs and indicated that camp counselor positions were in good shape. Staff are still working on filling lifeguard positions and will be running a course. Members inquired about the ice being removed at both arenas at the end of March and if any rental requests had come forward. Minimal requests were received and directed to Prescott. It was noted that there will be (3) three sponsors this year for the pool and day camps; the sponsors being Greenfield Global, Ingredion and Giant Tiger. Members inquired about Aquafit classes and it was noted that they are being offered (4) nights a week between Johnstown and Cardinal. There was also a request for additional dog bag stations.

2. Cardinal Boat Launch Fee Schedule

Members discussed the proposed fee for non-residents and implementation timing. There was some discussion on implementing fees for the dive sites.

**Moved by:** W. Smail

**Seconded by:** J. Martelle

That Committee recommends that Council direct staff to create a Web Based registration form for non-residents with an annual fee of \$25.00 for the Cardinal boat launch and direct staff to update Schedule A of the recreation fee bylaw to reflect the new charge.

Carried

7. **Inquiries/Notices of Motion**

Deputy Mayor Dillabough inquired about the "No Wake Signs" and SERA clean-up day on Saturday April 20 between 9am and 11am.

Mayor Deschamps inquired if staff has reviewed Administrative penalties verses POA as UCLG is looking to move away from POA

Councillor Smail inquired about the sidewalk unit being transported by tow truck from Cardinal to Spencerville for sidewalk cleaning

**8. Question Period**

None.

**9. Closed Session**

Councillor Ward transferred the chair position to Mayor Deschamps prior to proceeding into closed session.

**Moved by:** C. Ward

**Seconded by:** S. Dillabough

That Committee of the Whole proceeds into closed session at 8:48pm in order to address a matter pertaining to:

- Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees: Specifically: Minutes of Closed Session dated June 5, 2024.
- Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees: Specifically: Administration.
- Section 239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Byers Rd Property

Carried

- a. Section 239(2)(b) Personal matters about an identifiable individual; including municipal or local board employees; Specifically: Minutes of Closed Session dated June 5, 2023
- b. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Administration
- c. Section 239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Byers Rd Property

**10. Report Out of Closed Session**

Mayor reported that under

Section b) Council received an update from staff; and reviewed the minutes of closed session dated June 5, 2023.

Section c) Council provided direction to the CAO

**Moved by:** C. Ward

**Seconded by:** S. Dillabough

That Committee approves the closed session meeting dated June 5, 2023.

Carried

**11. Adjournment**

**Moved by:** S. Dillabough

**Seconded by:** W. Smail

That Committee does now adjourn at 9:59pm.

Carried

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Chair

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Deputy CAO