



**AGENDA**  
**REGULAR MEETING OF MUNICIPAL COUNCIL**

**Monday, June 27, 2022, 6:30 PM**  
**Council Chambers and by Zoom**  
**18 Centre Street, Spencerville ON**  
**Contact the Township Office to Register**  
**(613)658-3055**

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest & the General Nature Thereof**
- 4. Delegations & Presentations**
- 5. Minutes of the Previous Council Meetings**
  - a. Regular Council - May 24, 2022
  - b. Special - Tri-Council - May 30, 2022
  - c. Special Council - June 13, 2022
- 6. Business Arising from the Previous Council Meeting (if any)**
- 7. Committee Minutes**
  - a. Public Library Board - April 26, 2022
  - b. Port Management Committee - May 18, 2022
  - c. Committee of the Whole - Community Development - June 6, 2022
  - d. Combined Committee of the Whole - Administration & Finance / Public Works, Environmental Services & Facilities - June 20, 2022
- 8. Action and Information Items from Committees**
  - a. Update to 2022 PSAB Addendum
  - b. HFI Pyrotechnics Inc. - Hands Rd Safety Concerns
  - c. Port Investments
  - d. Interim Control Bylaw Planning Study
- 9. Correspondence**
- 10. Approval of Municipal Disbursements**
- 11. By-laws**
  - a. Comprehensive Zoning Bylaw  
Additional Resolution - Section 34, Planning Act Requirement
  - b. Stop Up, Close & Convey Unopened Road Allowance - Mallin
  - c. Site Plan Control Approval Process and Delegation of Authority Bylaw
  - d. Planning Fees Bylaw
  - e. Regulate the Erection, Height and Maintenance of Boundary Fences
  - f. Revise 2022 Budget Bylaw
  - g. Integrity Commissioner Bylaw
  - h. Disconnect from Work Policy

- i. Restrict Rate of Speed - Hands Rd
- j. Library Board Member Appointment

**12. CAO's Administrative Update**

**13. Councillor Inquiries or Notices of Motion**

**14. Mayor's Report**

**15. Question Period**

**16. Closed Session**

**17. Confirmation By-law**

**18. Adjournment**

**MINUTES  
MUNICIPAL COUNCIL**

**Tuesday, May 24, 2022  
6:30 PM  
Council Chambers and by Zoom  
18 Centre Street, Spencerville ON  
Contact the Township Office to Register  
(613)658-3055**

**PRESENT:** Mayor Pat Sayeau  
Deputy Mayor Tory Deschamps  
Councillor Hugh Cameron  
Councillor Stephen Dillabough  
Councillor John Hunter

**STAFF:** Dave Grant, CAO  
Rebecca Williams, Clerk  
Melanie Stubbs, Treasurer  
Gord Shaw, Director of Operations  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Candise Newcombe, Deputy Clerk

**PUBLIC:** Mr. Ian Murphy - MNP LLP

**1. Call to Order**

Mayor Sayeau called the meeting to order at 6:30 p.m.

**2. Approval of Agenda**

**Moved by:** T. Deschamps  
**Seconded by:** H. Cameron

That Municipal Council approves the agenda as presented.

Carried

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

None.

**4. Delegations & Presentations**

**a. Township Consolidated Financial Statements - MNP LLP**

Mr. Murphy of MNP LLP reviewed with Council the findings of the Auditor's Report and 2021 Consolidated Township Financial Statements ending on December 31, 2021. He noted there were no significant findings to bring to Council's attention at this time and that the Township is in a good financial position.

**b. Cory Lockwood - North Grenville Truck Routes Bylaw**

Mr. Lockwood provided a brief overview of the bylaw proposed by the Municipality of North Grenville to divert all heavy trucks off municipal roads except for a couple of identified municipal roads. Mr. Lockwood outlined the proposed alternate routes and highlighted the negative implications of added trucking costs to developers should the bylaw pass. An upcoming public meeting to be hosted in North Grenville on May 26 at 3:00 p.m. was noted, with Lockwood Bros Ltd. and Willis Kerr representatives planning to attend.

There was a brief discussion about the number of residents that would be affected on Jochem Road, the reasons prompting the proposed bylaw,

and the implications, if passed, the bylaw will have on neighbouring municipal roads within Edwardsburgh Cardinal.

**5. Minutes of the Previous Council Meetings**

- a. Special Council - April 21, 2022

**Decision:** 2022-165

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated April 21, 2022.

Carried

- b. Regular Council - April 25, 2022

**Decision:** 2022-166

**Moved by:** T. Deschamps

**Seconded by:** H. Cameron

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated April 25, 2022.

Carried

- c. Special Council - May 2, 2022

**Decision:** 2022-167

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated May 2, 2022.

Carried

**6. Business Arising from the Previous Council Meeting (if any)**

None.

**7. Committee Minutes**

- a. Port Management Committee - February 23, 2022, March 16, 2022 and April 20, 2022

**Decision:** 2022-168

**Moved by:** H. Cameron

**Seconded by:** J. Hunter

THAT Municipal Council receives the minutes of the Port Management Committee Meetings dated February 23, 2022, March 16, 2022 and April 20, 2022.

Carried

- b. Public Library Board - March 22, 2022

**Decision:** 2022-169

**Moved by:** H. Cameron

**Seconded by:** J. Hunter

THAT Municipal Council receives the minutes of the Public Library Board Meeting dated March 22, 2022.

Carried

- c. Public Meeting - Zoning Bylaw Amendment - Dobbie - April 20, 2022

**Decision:** 2022-170

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT Municipal Council receives and approves the minutes of the Public Meeting –Zoning Bylaw Amendment – Dobbie – April 20, 2022.

Carried

- d. Committee of the Whole - Community Development - May 2, 2022

**Decision:** 2022-171

**Moved by:** T. Deschamps

**Seconded by:** H. Cameron

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Community Development Meeting dated May 2, 2022.

Carried

- e. Public Meeting - Official Plan Amendment & Zoning Bylaw Review - April 21, 2022

**Decision:** 2022-172

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT Municipal Council receives and approves the minutes of the Public Meeting – Official Plan Amendment & Zoning Bylaw Review – April 21, 2022.

Carried

- f. Committee of the Whole - Administration and Finance - May 9, 2022

**Decision:** 2022-173

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Administration and Finance Meeting dated May 9, 2022.

Carried

- g. Committee of the Whole - Community Development - May 16, 2022

**Decision:** 2022-174

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Community Development Meeting dated May 16, 2022.

Carried

- h. Committee of the Whole - Public Works, Environmental Services and Facilities - May 16, 2022

**Decision:** 2022-175

**Moved by:** H. Cameron

**Seconded by:** J. Hunter

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Public Works, Environmental Services and Facilities dated May 16, 2022.

Carried

**8. Action and Information Items from Committees**

- a. 2021 Township Surplus

**Decision:** 2022-176

**Moved by:** T. Deschamps

**Seconded by:** H. Cameron

THAT Municipal Council approve the proposed 2021 surplus allocation of \$426,725.18 and direct the Treasurer to transfer \$345,000.00 to the Environmental Services- Storm Sewer Reserve (01-3525), \$74,254.94 to the Building Department Reserve (01-3519) and \$7,470.24 to the Public Works Capital Reserve (01-3520), as recommended by the Committee of the Whole – Administration & Finance.

Carried

- b. PSAB Addendum

**Decision:** 2022-177

**Moved by:** J. Hunter

THAT Municipal Council adopt the 2022 PSAB Budget Addendum Report which meets the requirements of Ontario Regulation 284/09, as recommended by the Committee of the Whole – Administration & Finance.

Carried

- c. Record Digitization Project

**Decision:** 2022-178

**Moved by:** T. Deschamps

**Seconded by:** H. Cameron

THAT Municipal Council:

1. Sole source the records digitization project with Image Advantage Solutions Inc.; and
2. Authorize reallocating the \$19,329.98 from the Township App project toward the record digitization project and cover the project cost of \$30,371.35 plus non-rebated HST from the MMAH Modernization reserve fund.

As recommended by the Committee of the Whole – Administration & Finance.

Carried

- d. 2022 Spencerville Lagoon Discharge Report

**Decision:** 2022-179

**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

THAT Municipal Council receive and review the 2022 Spencerville Lagoon Discharge Report and direct staff to submit the report to MECP prior to the June 30<sup>th</sup> due date, as recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

- e. County Road 2 Unopened Road Allowance Closure Request - Mallin

**Decision:** 2022-180

**Moved by:** T. Deschamps  
**Seconded by:** J. Hunter

THAT Municipal Council agree to stop up and close the unopened road allowances identified as PIN 68155-0232, PIN 68155-0234, PIN 68155-0236 and PIN 68155-0233 on Plan 15R12105 and that the land be conveyed to the owner of 2814 County Road 2, in accordance with the Municipal Act s. 35; and that the intended conveyance be publicized through the Township's website and local newspaper, as recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

- f. Spencerville & Johnstown Drainage Tender Award

**Decision:** 2022-181

**Moved by:** J. Hunter  
**Seconded by:** S. Dillabough

THAT Municipal Council:

1. Award the full scope of work tendered in Johnstown and Spencerville to Coco Paving Inc with both fully scoped projects reaching a total bid cost of \$3,214,881.80, less \$120,000.00 for the substitution of hydroseed instead of sod, plus 10% contingency; and
2. Award the contract administration to Greer Galloway to an upset limit of \$132,087.55.

As recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

- g. Financing Options for Storm Water Capital

Council reviewed the report and inquired about the parameters of the Infrastructure Ontario (IO) Construction loan. It was noted that the IO construction loan provided borrowing flexibility by granting up to 5 years to borrow to complete the project and the option to enter into a fixed-term loan or to re-pay the loan in full following the completion of the project. It was noted that the Township would have available cash flow if Council decided to utilize IO's loan option. The ability to more accurately determine the amount required to be borrowed was noted as an added benefit to the IO construction loan. It was noted that the project will likely span through 2022 into 2023 and therefore funding for a portion of the project cost could be included in the 2023 budget, lessening the amount the Township is required to borrow.

**Decision:** 2022-182

**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron

THAT Municipal Council authorize the Treasurer to make an application for a construction loan from Infrastructure Ontario to finance the 2022 storm water management projects.

Carried

h. 2021 Port of Johnstown - Financial Statements

**Decision:** 2022-183

**Moved by:** H. Cameron  
**Seconded by:** J. Hunter

THAT Municipal Council receives the 2021 Audit Findings Report and approves the 2021 Financial Statement for the Port of Johnstown, as recommended by the Port Management Committee.

Carried

i. 2021 Audit Report

**Decision:** 2022-184

**Moved by:** H. Cameron  
**Seconded by:** T. Deschamps

WHEREAS the Mayor and Councillor Cameron met on May 24, 2022 with MNP LLP, external auditors for the Township of Edwardsburgh Cardinal and Port of Johnstown; and

WHEREAS Ian Murphy from MNP LLP reviewed the Responsibility Letter, the Auditor Independent Letter, the Audit Findings Report, the Draft Audit Opinion, and the 2021 Draft Consolidated Financial Statements for the Township of Edwardsburgh Cardinal, for the year ending on December 31, 2021.

NOW THEREFORE BE IT RESOLVED THAT Municipal Council receives the 2021 Audit Report on the Consolidated Financial Statements of the Township of Edwardsburgh Cardinal, as provided by MNP LLP.

Carried

j. 2021 Township Financial Statements (Consolidated)

A brief explanation was provided on the outstanding information from Rideau St. Lawrence that is necessary to finalize the statements.

**Decision:** 2022-185

**Moved by:** T. Deschamps  
**Seconded by:** J. Hunter

WHEREAS the Audit Findings Report, the Management Letter, the Draft Township Financial Statements, the Responsibility Letter, the Auditor Independent Letter, and the Draft Audit Opinion were reviewed by the Mayor and Councillor Cameron on May 24, 2022 in advance of the Regular Council meeting.

NOW THEREFORE BE IT RESOLVED THAT Municipal Council receives the Audit Findings Report and Responsibility Letter and approves 2021 Draft Consolidated Financial Statements for the Township of Edwardsburgh Cardinal, subject to the finalization of Rideau St. Lawrence financial statement.

Carried

**9. Correspondence**

**Decision:** 2022-186

**Moved by:** H. Cameron

**Seconded by:** T. Deschamps

THAT Municipal Council receives the correspondence listings for the following dates as previously circulated:

- May 5, 2022
- May 11, 2022
- May 18, 2022

Carried

**10. Approval of Municipal Disbursements**

Council reviewed the report and sought clarification on a 2020 tires invoice and reiterated the importance of supporting local businesses by buying local.

**Decision:** 2022-187

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT Municipal Council approves payment of municipal invoices circulated and dated as follows:

• Report dated April 28 (2022-62)	\$141,310.26
• Report dated April 28 (2022-63)	\$109,436.86
• Report dated April 29 (2022-65)	\$2,000.00
• Report dated May 13 (2022-66)	\$51,013.92
• Report dated May 16 (2022-67)	\$160,197.97
• Report dated May 18 (2022-68)	\$165,859.49
<b>TOTAL:</b>	<b>\$629,818.50</b>

Carried

**11. By-laws**

- a. Adopt Engineer's Report - Newport Municipal Drain

**Decision:** 2022-188

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT a bylaw to provide for a Drainage Works in the Township of Edwardsburgh Cardinal in the County of Grenville, "Newport Municipal Drain", be now read a third time and finally passed, signed, sealed and numbered 2022--29.

Carried

- b. Official Plan Amendment - Additional Residential Units

**Decision:** 2022-189

**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron

THAT the mover be granted leave to introduce a bylaw being an adoption bylaw for Amendment No. 1 to the Official Plan for the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-190

**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron

THAT a bylaw being an adoption bylaw for Amendment No. 1 to the Official Plan for the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2022-30.

Carried

c. 2022 Tax Rates

**Decision:** 2022-191

**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron

THAT the mover be granted leave to introduce a bylaw to provide for the adoption of tax rates and to provide for penalty and interest in default of payment thereof for 2022, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-192

**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron

THAT a bylaw to provide for the adoption of tax rates and to provide for penalty and interest in default of payment thereof for 2022, be now read a third time and finally passed, signed, sealed and numbered 2022---31.

Carried

d. Municipal Highway Closures

**Decision:** 2022-193

**Moved by:** J. Hunter  
**Seconded by:** S. Dillabough

THAT the mover be granted leave to introduce a bylaw to adopt policies and procedures governing the closure and sale of municipal highways within the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-194

**Moved by:** J. Hunter  
**Seconded by:** S. Dillabough

THAT a bylaw to adopt policies and procedures governing the closure and sale of municipal highways within the Township of Edwardsburgh

Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2022---32.

Carried

- e. Extend Interim Control Bylaw

**Decision:** 2022-195

**Moved by:** S. Dillabough  
**Seconded by:** J. Hunter

THAT the mover be granted leave to introduce a bylaw to amend the Interim Control Bylaw 2021-33, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-196

**Moved by:** S. Dillabough  
**Seconded by:** J. Hunter

THAT a bylaw to amend the Interim Control Bylaw 2021-33, be now read a third time and finally passed, signed, sealed and numbered 2022---33.

Carried

- f. Part 8 Sewage System Management Agreement - SNC

**Decision:** 2022-197

**Moved by:** J. Hunter  
**Seconded by:** S. Dillabough

THAT the mover be granted leave to introduce a bylaw to authorize the mayor and clerk to execute a sewage system management agreement with the South Nation River Conservation Authority, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-198

**Moved by:** J. Hunter  
**Seconded by:** S. Dillabough

THAT a bylaw to authorize the Mayor and Clerk to execute a sewage system management agreement with the South Nation River Conservation Authority, be now read a third time and finally passed, signed, sealed and numbered 2022-34.

Carried

**12. CAO’s Administrative Update**

Council reviewed the CAO’s administrative update and discussed the following items:

- SNC fishing camp date set with possible breakfast to be held at Cardinal Legion.
- Inquired about the estimated timeline for installation of the Bell internet to Fire Station #1 in Spencerville.

**Decision:** 2022-199

**Moved by:** H. Cameron  
**Seconded by:** T. Deschamps

THAT Municipal Council receives the CAO's Administrative Report as presented.  
Carried

**13. Councillor Inquiries or Notices of Motion**

Deputy Mayor Deschamps noted resident complaints of safety concerns about renovations at the former grocery store building in Cardinal.

Deputy Mayor Deschamps noted a newspaper article indicating collaboration efforts between the Township of Augusta, Town of Prescott and the Township of Edwardsburgh Cardinal. There was a general discussion on the future of the Tri-Council meetings, terms of reference, and Municipal Act requirements for Council quorum and staff attendance.

Councillor Dillabough requested additional traffic control signage near Tuttle Point Rd and highlighted the SERA Johnstown clean-up day on May 21.

**14. Mayor's Report**

Mayor Sayeau reported on the following:

- Prysmian Distribution Centre official opening scheduled for June 14.

**Decision:** 2022-200

**Moved by:** T. Deschamps  
**Seconded by:** J. Hunter

THAT Municipal Council receives the Mayor's Report as presented.  
Carried

**15. Question Period**

Questions/comments were raised with respect to the following:

- Concern about increased truck traffic on Jochem Road due to the proposed North Grenville truck routes bylaw.

**Decision:** Verbal

**Moved by:** T. Deschamps  
**Seconded by:** H. Cameron

THAT Municipal Council extend the question period to provide for additional discussion with respect to North Grenville's proposed truck route bylaw.

Carried

Council discussed the implications of these changes to the residents of the Township of Edwardsburgh Cardinal, the number of residents that are directly affected by this change and individual intent to attend the public meeting in North Grenville.

**16. Closed Session**

None.

**17. Confirmation By-law**

**Decision:** 2022-201

**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2022-35.

Carried

**18. Adjournment**

**Decision:** 2022-202

**Moved by:** J. Hunter

**Seconded by:** S. Dillabough

THAT Municipal Council does now adjourn at 8:29 p.m.

Carried

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Mayor

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Deputy Clerk



**SPECIAL TRI-COUNCIL  
MINUTES  
May 30, 2022**

Present	<p>Township of Augusta: Mayor Doug Malanka, Deputy Mayor Jeff Shaver, Councillors Tanya Henry, and Michele Bowman</p> <p>Township of Edwardsburgh Cardinal: Mayor Pat Sayeau, Deputy Mayor Tory Deschamps, Councillors Hugh Cameron, Stephen Dillabough, and John Hunter</p> <p>Town of Prescott: Mayor Brett Todd, Councillors Leanne Burton, Teresa Jansman, Lee McConnell, Mike Ostrander, and Gauri Shankar.</p>
Regrets	<p>Councillor Schapelhouman and Councillor Ray Young</p>
Staff	<p>Township of Augusta: Steve MacDonald, CAO, Annette Simonian, Clerk</p> <p>Township of Edwardsburgh Cardinal: Dave Grant, CAO, Rebecca Williams, Clerk (attended virtually)</p> <p>Town of Prescott: Matthew Armstrong, CAO/Treasurer, Lindsey Veltkamp, Clerk, Dana Valentyne, Economic Development Officer, Kaitlin Mallory, Deputy Clerk</p>

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**1. Welcome and Introductions**

Mayor Todd welcomed everyone to the Tri-Council meeting.

**2. Call to Order**

Mayor Todd called the meeting to order 6:07 p.m.

**3. Approval of Agenda**

Motion: Deschamps, Ostrander

That the agenda for the Special Tri-Council meeting of the Township of Augusta, Township of Edwardsburgh Cardinal, and Town of Prescott be approved as presented.

Carried

**4. Declarations of Interest**

There were no declarations of interest expressed.

**5. Opening Statement from Mayor Malanka, Mayor Sayeau, and Mayor Todd**

Mayor Sayeau expressed his pleasure in being invited to the meeting, future discussions with his Council following the meeting, and potential opportunities. Members of Council from the Township of Edwardsburgh Cardinal provided opening statements.

Mayor Malanka spoke to hopes for future goals, the benefits of the Tri-Council partnership, and the needed inclusion of the Township of Edwardsburgh Cardinal, and successful partnerships. Members of Council from the Township of Augusta provided opening statements.

Mayor Todd spoke to potential opportunities and the hard work around the table. Members of Council from the Town of Prescott provided opening statements.

**6. Focused Discussion**

**6.1 Statement of Intent**

Matthew Armstrong, CAO of the Town of Prescott, spoke to a PowerPoint Presentation. A copy of the presentation is held on file. He provided an overview of the seven items listed on the Joint Press Release submitted by the Mayors of the three municipalities. He referenced the Joint Initiatives Task Force, the membership of the task force, and areas of focus the task force may wish to consider out of the seven items.



**EDWARDSBURGH  
CARDINAL**



Mayor Sayeau spoke to his interest in the Joint Initiatives Task Force, the collaboration between the Township of Augusta and Town of Prescott, and seeing where the Township of Edwardsburgh Cardinal fits in.

Mayor Malanka spoke to the work of the Joint Initiative Task Force, its current configuration, and hearing from other members of Council regarding the core areas.

Discussion was held regarding Doctor recruitment, collaboration with Economic Development departments, and creating a package to advocate for Doctors to move to the area.

Further discussion was held regarding tasks previously accomplished, successful programs in the County of Hastings and City of Belleville for physician recruitment, additional areas for collaboration, and aligning municipal Official Plans, Zoning By-laws, and opportunities for succession planning.

## **6.2 Steps Taken to Date**

Matthew Armstrong, CAO of the Town of Prescott, spoke to a PowerPoint Presentation. A copy of the presentation is held on file. He referenced the current collaborations to date, opportunities for the Township of Edwardsburgh Cardinal, and stated that staff would provide Edwardsburgh Cardinal with the recently created Recreation and Tourism Asset Inventory and the plan for the Developer Package for Lands west and north of Prescott.

Mr. Armstrong outlined areas where shared services are currently being utilized such as a shared By-Law Enforcement Officer, shared equipment, and shared contracts.

Discussion was held regarding the potential opportunities, current budget timelines, communication between municipalities, and the involvement of the public with the Recreation Committee.

Motion: Deschamps, Dillabough  
That the Township of Edwardsburgh Cardinal adopt the  
collaborative Vision and Mission Statement.

Carried

## **8. Roundtable**

There was no discussion held under the Round Table portion of the agenda.

**9. Closing Statement from Mayors**

Motion: Cameron, Henry

That the Municipal Drug Strategy be re-established in the South Grenville Area; and

That each municipal Council bring this motion forward for final discussion and consideration.

Carried

Discussion was held regarding possible meeting dates in June for the next Tri-Council meeting.

**10. Adjournment**

Motion: Burton, Shaver

That the meeting be adjourned.

Carried

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Mayor

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Clerk

**MINUTES**  
**SPECIAL MUNICIPAL COUNCIL**

**Monday, June 13, 2022**  
**6:30 PM**  
**Council Chambers and by Zoom**  
**18 Centre Street, Spencerville ON**  
**Contact the Township Office to Register**  
**(613)658-3055**

**PRESENT:** Mayor Pat Sayeau  
Deputy Mayor Tory Deschamps  
Councillor Hugh Cameron  
Councillor Stephen Dillabough  
Councillor John Hunter

**STAFF:** Dave Grant, CAO  
Gord Shaw, Director of Operations  
Mike Spencer, Manager of Parks, Recreation & Facilities

**1. Call to Order**

Mayor Sayeau called the meeting to order at 6:30pm.

**2. Approval of Agenda**

The primary purpose of the meeting was to further discuss the invitation extended by the Township of Augusta and Town of Prescott to explore opportunities to work together for mutual benefit.

**Decision:** 2022-203

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT Municipal Council approves the agenda as presented.

Carried

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

None

**4. Action and Information Items from Committees**

**a. Vision & Mission Statement**

Inquiry made on when further discussion on the letter of intent would be open for discussion. It was noted that the discussion would be best suited under Item 4b Joint Initiatives Taskforce.

**Decision:** 2022-204

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

WHEREAS Municipal Council adopted the principles of the Vision Statement and Mission Statement during the Tri-Council (Augusta, Edwardsburgh Cardinal and Prescott) meeting held on May 30, 2022;

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal reaffirms the adoption of the Vision Statement and Mission Statement.

AND FURTHER THAT the Vision Statement and Mission Statement be adapted to include the Township of Edwardsburgh Cardinal.

AND FURTHER THAT a copy of this resolution be forwarded to the Township of Augusta and the Town of Prescott.

Carried

b. Joint Initiatives Taskforce

The wording choice of "need" in the statement on page 4 of 34 in agenda was raised and it was noted that the Mayors of the three municipalities had already agreed and issued the statement as part of a media release. Members interpreted the joint initiatives taskforce as a non-decision making body and all items would return to individual councils for approval. Concerns were raised with the use of the word amalgamation during the tri-council meeting and clarification made on no interest in having those discussions.

**Decision:** 2022-205

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT Municipal Council participate in the Joint Initiatives Taskforce formerly established by the Township of Augusta and Town of Prescott to discuss opportunities and measure collaborative progress between the municipalities.

AND FURTHER THAT the Mayor, Deputy Mayor and CAO be the designated representatives on the Joint Initiatives Taskforce.

Carried

c. Joint Recreation Committee - Draft Terms of Reference

Members inquired on the status of the joint recreation committee and whether the Township of Augusta and Town of Prescott have appointed their representative to sit on the committee. It was noted that Augusta and Prescott have not yet appointed their representatives. Members agreed that the Manager of Parks, Recreation & Facilities would be the logical choice as the staff member representation on the committee.

Discussion and clarification was provided on the recreation and tourism asset inventory and that the township could put forward assets to complete the inventory. The concept would be to collaborate and cross-promote activities and events between the municipalities.

Members commented on the developer package and where the township fit into the equation. Examples were raised including the recent new fire hall builds in Prescott and Augusta and how that may assist the township with the future new station in Cardinal. It was also noted about the last renewal of the OCWA contract for Prescott to operate the treatment facilities and our own in-house staff as a possible future resource.

**Decision:** 2022-206

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT Municipal Council is supportive of the Draft Terms of Reference for the Joint Recreation Committee.

d. Joint Municipal Drug Strategy

Members briefly discussed the formation of the original committee back in 2016 and the financial contributions made at that time by the three member municipalities. It was confirmed that the township is the holder of the funds. Members indicated their comfort level with reactivating the committee however further discussion is needed on the structure, terms of reference and initiatives being focused on.

**Decision:** 2022-207

**Moved by:** H. Cameron

**Seconded by:** J. Hunter

WHEREAS in 2016 the Municipal Councils of Augusta, Edwardsburgh Cardinal and Prescott supported and formed a Municipal Drug Strategy group for South Grenville that provided a collaborative forum for the planning and implementation of a local municipal drug strategy; and

WHEREAS during the regular meeting of Municipal Council, held on May 24, 2016, Municipal Council by Resolution No. 2016-195, supported the Municipal Drug Strategy with a \$2,500.00 contribution funded by a transfer from the policing reserve; and

WHEREAS a Municipal Drug Strategy is a crucial part of the Community Safety and Wellbeing Plan, which has been adopted by the Municipal Councils of Augusta, Edwardsburgh Cardinal and Prescott;

NOW THEREFORE BE IT RESOLVED THAT Municipal Council is in support of reestablishing the Municipal Drug Strategy Committee and agrees to collaborate with Augusta and Prescott on the initiative.

Carried

e. Newport Municipal Drain - Proposal for Tender and Construction Services

Confirmation that council is aware of the reasons for awarding the services through a single source and the following wording will be placed on the resolution "single source contract as per briefing note".

**Decision:** 2022-208

**Moved by:** H. Cameron

**Seconded by:** S. Dillabough

THAT Municipal Council award the tender and construction services to Robinson Consultants to implement the proposed work on the Newport Municipal Drain at an upset cost of \$56,957.50 excluding non-rebated HST.

Carried

f. County Rd 2 Water/Sewer Project - Geotechnical Studies RFQ Award

Brief discussion on closeness of two of the low bids and company proximity to the township.

**Decision:** 2022-209

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT Municipal Council award the Geotechnical Studies RFQ to SNC Lavalin for \$56,044.50 plus non-rebated HST to have the additional work completed in order to finalize the design engineering for the County Rd 2 water/sewer project in Cardinal and; authorize the transfer of the required funds from the Cardinal Water Reserve Fund to finance the additional work.

Carried

**5. Councillor Inquiries or Notices of Motion**

Councillor Dillabough noted his attendance at the EOFA firefighter competition in Athens over the weekend and complimented the fire department on their performance.

**6. Mayor’s Report**

Mayor Sayeau reported on the following:

- JSC update - two meetings being scheduled; one at a staff level and one with Council. Expressed concern with being excluded from the staff meeting considering his involvement since the start of the process.
- Proposed Plan of Subdivision south of Spencerville - concerns raised with planning interpretation of PPS on partial servicing and MMAH response letter on review of PPS on partial servicing. A potential solution may exist with a communal or municipal water system. Members indicated general support to this type of approach as an option.

**Decision:** 2022-210

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT Municipal Council receives the Mayor's Report as presented.

Carried

**7. Question Period**

None

**8. Closed Session**

None

**9. Confirmation By-law**

**Decision:** 2022-211

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT a bylaw to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2022-36.

Carried

**10. Adjournment**

**Decision:** 2022-212

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT Municipal Council does now adjourn at 7:55 p.m.

Carried

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Deputy Clerk

## **Edwardsburgh Cardinal Public Library Board Meeting Minutes**

April 26<sup>th</sup>, 2022

**Present:** D. Robertson, A. Barratt, H. Cameron, T. Wilson, Tim East, Judy Cameron, Pat Tierney

**By Phone:** Max LaSalle.

**Regrets:**

**Staff:** M-A. Gaylord, D. Gladstone

**Special Guests:** None.

RECEIVED  
JUN 14 2022  
TOWNSHIP OF  
EDWARDSBURGH CARDINAL

**1. Call to order**

The Chair called the meeting to order at 5:03 pm.

**2. Disclosure of interest – None**

**3. Additions to agenda – Letter of Resignation – Michelle Clark**

Motion by Pat Tierney to approve the agenda, seconded by Anne Barrett.  
CARRIED

**4. Approval of minutes from previous meeting**

Motion by Tammy Wilson to accept the March 22nd, 2022 minutes as presented, seconded by Hugh Cameron. CARRIED

**5. Business arising from minutes NIL**

**6. Correspondence**

Ontario Library Service- Connecting Public Libraries

Thank you Card

**7. Treasurer's report**

Dave reported - all invoices have been delivered to the Township for input.

**8. CEO/Supervisor report attached**

**9. Policy Review – NIL**

#### **10. Report from Municipal Council – Councillor H. Cameron**

- Council approved the Budget with a tax increase of 2.81%
- May 7<sup>th</sup> is free tree pickup day. Must register through Township website to get a tree
- 32 building permits have been issued to date
- Spencerville Arena will be hosting Pickle Ball on Tuesday, Thursday and Saturday starting May 3<sup>rd</sup>. Courts must be booked and equipment will be available to borrow
- Cardinal pool filter and lines being installed and pool should be open in time for the summer swimming program
- Canteen at the river is scheduled to open early May
- Summer Camp registration will be open for registration on May 2<sup>nd</sup>
- Giant Tiger has donated \$25,000 for a play structure to be installed west of the Canteen and the Legion. The structure is scheduled to be installed in September
- Emergency Preparedness Week May 1-7<sup>th</sup> – BE PREPARED FOR ANYTHING
- Municipal Election nomination period will be open May 2<sup>nd</sup> to August 19<sup>th</sup> – Election will take place on October 24<sup>th</sup>, 2022
- River Route will continue to operate for the next 6 months with more discussion and decisions to be made at the end of the extension.

#### **11. New business/Community Activities**

The Board received Michelle Clark's letter of retirement. Michelle has been dedicated employee at the Cardinal Branch for the past 12 years. The Library Board wishes to extend their thanks for the years of service and dedication to the Library.

- The Board will have the May meeting at the Spencerville Branch.
- Open House in Spencerville date to be determined at next meeting

#### **12. Closed Session – Nil**

13. **Date of Next Meeting:** Tuesday May 31<sup>st</sup>, 2022 at 6pm. in Spencerville

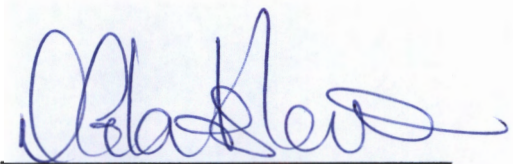
14. **Adjournment**

Moved by Max LaSalle, seconded Anne Barratt that the meeting of the Library Board does now adjourn at 5:59 pm. CARRIED

T ~ E 27

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Chair



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Recording Secretary

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# ONTARIO | LIBRARY SERVICE

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## **Congratulations!**

The library location you submitted via the Connecting Public Libraries Initiative (CLI) Site Survey has been selected to receive funding.

## **What does this mean for you?:**

- Capital costs for upgrades to broadband infrastructure will be fully covered through the CLI Fund
- Your library will be reimbursed for monthly internet connectivity costs of approximately \$159.99 for 50/10mbps speeds during the first twelve months of internet service with the selected internet service provider
- Your library is required to enter into a two year service agreement with the selected internet service provider

## **Next Steps:**

- Fill out this survey <https://www.surveymonkey.com/r/CPLIs> to update pertinent information on your current internet connection
- Read and sign this [agreement](#) with the Ontario Library Service

Once we have received your survey submission and signed agreement with the Ontario Library Service we will connect you with the internet service provider so that you can work out the details of your two year service agreement. Once the signed agreement is received, work toward the capital project can begin.

For further information on this opportunity please contact Bailey Urso-Mahy at [burso-mahy@olservice.ca](mailto:burso-mahy@olservice.ca).

# CEO REPORT

APRIL, 2022

## COVID-19 Update

We are giving out free rapid test kits at both Branches.

## Programming

March Break Take Home Kits – 4 kits were available for pickup. 181 kits went out with 48 participants. 240 total kit were prepared.

Easter Craft – in person program was a great success – stats will be available for next month's report.

May will be Butterfly month at the Library. A Mother's Day Craft will also be provided

June we will be having a Father's Day Craft and gearing up for the TD Summer Reading Program

## Friends

The Cardinal FOL garden tour will not take place this summer. Cardinal FOL have confirmed a date to have Maggie Wheeler (author) to speak during Library Week in October. Maggie will be speaking on October 17<sup>th</sup> more information will be forthcoming.

Cardinal Friends purchase the Library a laminator – we went through 2 inexpensive laminators during the peak time of printing and laminating vaccine passports.

The Spencerville FOL are getting ready to have their book sales start back up and have been busy organizing the space in the basement – the plan is to have the sale the end of May. They are also discussing having weekly sales during the summer months.

Both Friends group were successful in applying for and receiving funds to build a new Dyslexic Friendly Collection.

## Staff

Staff participated in Fire Extinguisher Training on Monday April 18<sup>th</sup> (five staff were able to attend)

## Both Branches

We have begun inventory at both branches. The process will take some time as we are doing the inventory during regular Library Hours.

We are planning to reach out to the Fire Department and the Police and Ambulance to invite them to both Branches during the summer reading program.

We are hoping we will be able to schedule something with the Train this year as well.

The Grade 2 students from Centennial Public School will be visiting the Library – weekly on Tuesday until June. We are looking forward to receiving the students back to the Library.

### March 2022 Stats

	Cardinal	Spencerville	Total
Persons Entering	310	156	466
WorkflowHolds	14	12	26
Email Inquires	3	3	6
Phone Inquires	40	34	74
In-person Inquires	0	3	3
ILL	0	10	10
PC Use	2	9	11
Wireless Use	1	5	6
Curbside Pick-up	17	3	20
Photocopying/Faxes	7	3	10
Programs	20	16	
Program Attendance	36	12	
Circulation	581	393	974
Overdrive	238	194	432
Overdrive Users	11	14	26
New Users		2	5
New Library Cards	6	3	9

### 255 Website Visits

### March 2021 Stats

	Cardinal	Spencerville	Total
Persons Entering	211	73	284
WorkflowHolds	11	21	32
Email Inquires	5	1	6
Phone Inquires	35	18	53
In-person Inquires	2	1	3
ILL	13	5	18
PC Use	7	1	8
Wireless Use	5	5	10
Curbside Pick-up	19	3	22
Photocopying/Faxes	7	5	12
Programs			
Program Attendance			
Circulation	508	320	828
Overdrive	297	170	467
Overdrive Users			26
New Users			5
New Library Cards	4	0	4

February 2022 Stats			
	Cardinal	Spencerville	Total
Persons Entering	188	109	297
WorkflowHolds	1	14	15
Email Inquires	3	1	4
Phone Inquires	41	33	74
In-person Inquires	3	2	5
ILL	8	5	13
PC Use	0	3	3
Wireless Use	0	1	1
Curbside Pick-up	17	0	17
Photocopying/Faxes	11	3	14
Programs	2	2	4
Program Attendance	9	9	18
	283	182	465
Circulation	402	346	748
Overdrive	218	160	378
Overdrive Users	9	12	21
New Users	1	1	2
New Library Cards	3	4	7

#### 195 Website visits

February 2021 Stats			
	Cardinal	Spencerville	Total
Persons Entering	63	43	106
WorkflowHolds	72	43	115
Email Inquires	15	2	17
Phone Inquires	27	15	42
In-person Inquires	7	2	9
ILL	1	0	1
PC Use	0	1	1
Wireless Use	12	3	15
Curbside Pick-up	51	15	66
Photocopying/Faxes	2	5	7
Programs	1	1	2
Program Attendance	10	2	12
	261	132	393
Circulation	418	226	644
Overdrive	85	34	119
Overdrive Users			57
New Users			2
New Library Cards			3

**MINUTES  
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE  
MUNICIPAL OFFICE – SPENCERVILLE  
WEDNESDAY, May 18, 2022  
6:30 PM**

Present: Mayor Patrick Sayeau, Chair  
Deputy Mayor Tory Deschamps  
Councillor Hugh Cameron  
Councillor Stephen Dillabough  
Councillor John Hunter  
Mr. Joe Hendriks  
Mr. Frank McAuley

Staff: Robert Dalley, General Manager  
Kevin Saunders, Operations Manager  
Rebecca Williams, Clerk  
Candise Newcombe, Deputy Clerk  
Rhonda Code, Port Office Manager

1. Call to Order

Mayor Sayeau called the meeting to order at 6:30 p.m.

2. Approval of Agenda

**Moved by:** H. Cameron

**Seconded by:** F. McAuley

That Committee approve the agenda as amended with the addition of discussion item 7 a) Port Loan to Township.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof – None

4. Delegations & Presentations – None

5. Minutes of the Previous POJ Committee Meeting

a) Regular Meeting – April 20, 2022

**Moved by:** F. McAuley

**Seconded by:** H. Cameron

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated April 20, 2022.

Carried

6. Business Arising from Previous PMC Minutes

Based on Committee's previous request for a summary of the Port's investments, Mr. McAuley provided a brief overview of the Port's One Investment accounts. Committee discussed the Port's equity folder, government bonds and management of the overall portfolio. Members reached consensus to have the Port General Manager and Mr. McAuley schedule an appointment to review the current state of the Port's investment account.

## 7. Discussion Items

### a) Port Loan to Township

Following Committee discussions at the Committee of the Whole meeting held on May 16 regarding the possibility of the Township borrowing funds from the Port, it was felt that the Port Management Committee should have a discussion on the feasibility of this option.

Members discussed the advantages/disadvantages of internal versus external borrowing, possible loan structures and appropriate terms for repayment. Members suggested the Township enter into a short-term loan agreement to avoid jeopardizing future funding requirements of the Port.

There was a brief discussion about the Port recently borrowing \$2.2 million from the bank at 3.2% interest and then lending money to the Township.

Outstanding infrastructure projects required by the Port were outlined and estimated costs were noted to range from \$10 million - \$20 million, exceeding the current Port reserve fund balance.

Members noted the \$4 million in revenue in 2021 and the \$3.7 million 2022 capital budget approved for the Port, highlighting the Township's marginal request for a loan of \$1 million to meet the Township's commitment to complete the Spencerville and Johnstown drainage projects in 2022. It was noted that the amount required for the project appeared to be higher than the \$1 million stated and closer to \$2 million based on bids received.

## 8. Action/Information Items

### a) Operation Manager's Report – Capital Report

Port staff provided an overview of the monthly operations report and highlighted the following areas: decrease in overall inventory levels, monthly traffic, additional hours worked, maintenance and electrical work completed, an overview of capital project progress and electrical savings from 2020 to present.

### b) General Manager's Report – Traffic Report

Port staff provided an overview of the monthly report and there was a general discussion on the following topics: monthly revenues versus year-to-date actuals, management fees to the Township, acquirement of the military contract, upcoming union negotiations, future tourism strategies to attract additional cruise ships to the Port and the traffic report.

c) Health & Safety Report

Committee reviewed the health and safety report.

**Moved by:** J. Hunter

**Seconded by:** H. Cameron

That Committee received and reviewed items 8a) Operation Manager's Report – Capital Report, 8b) General Manager's Report - Traffic Report and 8c) Health & Safety Report.

Carried

d) 2021 Audited Financial Statements

Committee reviewed the financial statements and clarified the pre-meeting date of May 24 at 4:00 p.m to meet with the auditor. It was noted that the Deputy Mayor would be unable to attend the meeting and opened the invitation to the members of Committee. It was noted that Councillor Cameron would attend the meeting alongside the Mayor.

**Moved by:** F. McAuley

**Seconded by:** H. Cameron

That the Port Management Committee receives, accepts, and approves the Port of Johnstown's financial statement for the year ending on December 31, 2021 as provided by MNP LLP chartered accountants.

Carried

9. Approval of Disbursements – Port Accounts

**Moved by:** S. Dillabough

**Seconded by:** J. Hendricks

That Committee approves payment of Port invoices as circulated.

Carried

10. Councillor Inquiries/Notices of Motion

Members commended Port staff on the coordination and management of the Ocean Explorer cruise ship docking.

11. Chair's Report

The Mayor reported the following:

- Partnership between the UCLG economic development department and Lakeshore Excursions marketing to attract additional cruise ship dockings to the area.
- County Road 2 unopened road allowance closure.

12. Question Period – Port Staff requested that the next Port meeting be moved to June 22 from the original June 15 date. There was consensus of Committee to schedule the upcoming meeting on June 22.
13. Closed Session – None
14. Adjournment

**Moved by:** S. Dillabough

**Seconded by:** J. Hendricks

That the Committee meeting adjourns at 8:24 p.m.

Carried

These minutes were approved by Port Management Committee this \_\_\_ day of \_\_\_\_\_, 2022.

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**Chair**

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**Deputy Clerk**

**MINUTES**  
**COMMUNITY DEVELOPMENT COMMITTEE**

**Monday, June 6, 2022, 6:30 PM**  
**Corporation of The Township of Edwardsburgh Cardinal**  
**Council Chambers, Spencerville Ontario**

**PRESENT:** Deputy Mayor Tory Deschamps  
Mayor Pat Sayeau  
Councillor Hugh Cameron  
Councillor Stephen Dillabough  
Councillor John Hunter  
Conor Cleary  
Greg Modler  
Chris Ward

**REGRETS:** Cody Oatway

**STAFF:** Dave Grant, CAO  
Rebecca Williams, Clerk  
Wendy VanKeulen, Community Development Coordinator  
Candise Newcombe, Deputy Clerk

**Others Present** Katie Nolan - GCFDC  
Steve Pentz - Novatech  
Jordan Jackson - Novatech

**1. Call to Order – Chair, Tory Deschamps**

Deputy Mayor Deschamps called the meeting to order at 6:30 p.m.

**2. Approval of Agenda**

**Moved by:** Councillor Hunter

**Seconded by:** G. Modler

That the agenda be approved as presented.

Carried

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

None.

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

Members confirmed that the discussions regarding the setback distance to quarries would continue from the May 16 meeting.

Members noted that the Centre St. MCR zoning discussions from the previous meeting minutes may not have captured the belatedness of the Centre St. issue.

## **5. Delegations and Presentations**

### **a. Katie Nolan, Grenville Community Futures Development Corporation**

Ms. Nolan introduced herself as the new director of the Grenville Community Futures Development Corporation (GCFDC). She highlighted business loans, business advice and community economic development assistance as the primary services offered by the corporation.

Ms. Nolan noted that the Grenville CFDC is federally funded by the Federal Economic Development Agency (FedDev) for Southern Ontario and is a non-profit corporation mandated to assist with growth in the local economy. Loans of up to \$300,000 with customized financing as well as knowledgeable staff to assist throughout the process were highlighted as a small portion of the services offered through the Grenville CFDC.

Committee inquired about current grant programs and if aid was extended to agricultural businesses. Ms. Nolan noted that there are no current grant programs offered and that the programs offered extend to agricultural businesses.

Ms. Nolan noted that the Grenville CFDC was accountable to a volunteer Board of Directors which was currently seeking members.

Committee thanked Ms. Nolan for her presentation and congratulated her on her new position.

### **b. Philip Bury, Alternate Proposal for Centre St., Spencerville**

Mr. Bury noted his disappointment following Committee's decision to maintain the proposed MCR zoning on Centre St. He noted the purpose of his delegation was to implore Committee to enforce stricter control over commercial development on Centre St.

Members inquired if Mr. Bury had received support from other members of the community. Mr. Bury conceded that he became aware of this issue late in the process and had not surveyed the community for support.

Committee discussed the reduction of the proposed MCR zoning, the use of a site plan control agreement and the possibility of imposing limitations on the MCR zoning. Mr. Pentz noted that limitations on the MCR zoning would ultimately create an alternate zone category. Committee briefly discussed increased traffic, parking concerns and added benefits of burying utility lines along Centre St.

Committee thanked Mr. Bury for his presentation.

## **6. Action/Information/Discussion Items**

a. Live: Land Use Planning

1. Comprehensive Zoning Bylaw Review, Proposed Final Draft

RLS Zone - Comments #83 & #93:

Committee discussed the accuracy of the International Boundary map provided and the proposed 10% lot coverage for the RLS zone. A brief history of past discussions surrounding the decision to change the lot coverage for the RLS zone was provided. Mr. Pentz reiterated the recommendation to limit lot coverage to 10% on waterfront properties. He noted the limited lot coverage in RLS zones was consistent with neighbouring municipal zoning bylaws and highlighted that the limited lot coverage was a positive contributing factor to the limited feedback received from SNC. Committee briefly discussed the implications of changing the lot coverage back to 20% and bringing private roads up to municipal standards. Committee reached consensus to keep the recommended 10% lot coverage in RLS zones.

Recreational Vehicles - Comment #84:

Committee noted the level of public interest on this topic and discussed the possibility of implementing a permit system to manage the range of time permitted for RV use on a residential property. There was discussion on the use of the burn permit system to issue parking or temporary occupancy permits to address and circumvent complaints of the use of RV's as residential dwellings.

Members discussed the implementation of an events bylaw that includes restricted times of the year, the benefits of outlining restrictions for events and the added burden this would present to the part-time Township BLEO. Committee reached consensus to maintain the provisions in the current draft zoning bylaw and discuss possible alternate options at a future meeting.

Centre St. Zoning - Comment #85:

Committee noted that this issue had been thoroughly discussed during the review process and during Mr. Bury's delegation presentation. Consensus was reached to maintain the current provisions in the zoning bylaw.

Adelaide St. Zoning - Comment #89:

Committee discussed options for the resident to apply for a zoning bylaw amendment (ZBA), changing the zoning to either CG or MCR and the implications of changing the zoning. Committee noted the possibility of implementing MCR zoning in the area as a compromise that would allow both commercial and residential

development. Members noted lot characteristics such as size and location that would not be congruent with the MCR zoning parameters. Conversely, it was noted that CG zoning would not allow for future residential development including renovations to existing residences without the appropriate Planning Act application and approval.

There was a brief discussion on rezoning the lots on County Road 22 within the village of Cardinal as MCR. It was noted that additional public feedback would be required as that change would affect several residences.

Members sought clarification about if residential uses were permitted in the CG zone. It was noted that commercial must be the primary use and a residential use is only allowed as an accessory use. Committee inquired if the resident who provided the comment was aware of the restrictions the CG zone placed on residential uses and the implications of the legal non-conforming status.

**Moved by:** Mayor Sayeau

**Seconded by:** C.Ward

That 41 Adelaide St. presently zoned R2 on the draft zoning bylaw be changed to CG subject to an agreement with the property owner.

Defeated

It was noted that the zoning bylaw was intended to blanket the entire municipality and highlighted the option for the resident to apply for a ZBA.

Residential Quarry Setbacks - Comment #92, #94 & #95:

Committee discussed possible addendums to the proposed quarries and pits setback and creating exception to permit existing landowners to build according to the provisions of the current 2012-35 zoning bylaw. It was noted that the recommended setbacks are a general provision outlined in the Provincial Policy Statement as well as the UCLG's Official Plan of which the Township must remain congruent.

Members discussed implications of obtaining a building permit under the current zoning bylaw and the length of time a building permit is valid for. It was noted that following the application for a building permit, progress in construction must be made within 6-months of the issuance or the permit is no longer valid.

Members discussed the zoning bylaw review process noting the Township has 3-years following the implementation of its Official Plan (OP) to review and update the zoning bylaw to bring it into

conformity with the OP. It was noted that the OP was approved by the UCLG in January 2020.

Committee discussed the possibility of reducing or waiving fees of future ZBA applications for residences affected by the setback change.

Committee reached consensus to adopt the 500m setback to ensure Township compliance and directed staff to consider the reduction of fees for future ZBA applications for affected properties.

A member of the public expressed concern regarding the quarries near Rock St. and Buckwheat Rd. It was noted that quarry and pit licenses are approved and managed by the Ministry of Northern Development, Mines, Natural Resources and Forestry, noting the resident may make a complaint/inquiry with the Ministry should they feel the parameters of the license are not being adhered to. It was noted that the Ministry contact information would be provided to the resident.

Agency Comments - Enbridge - Comment #86:

Committee reviewed the comments provided by Enbridge. No additional comments or concerns were raised.

Agency Comments - SNC - Comment #88:

Committee briefly discussed the reasoning for the increase to the required minimum lot size where a septic system is required. It was noted that the draft bylaw allows for the development of 1-acre lots in certain zones, with the possibility to reduce the size to 0.5 acres if supported by a servicing report. There was a brief discussion on the implications this change would have to the Township's partial servicing in Spencerville.

IO - Comment #91:

Committee reviewed the comment from IO and noted that there were no recommended changes.

It was noted that any new comments received regarding the new zoning bylaw will be provided at the Regular meeting of Council.

Committee noted the extensive process dedicated to reviewing the zoning bylaw and thanked all members involved in the process.

**Moved by:** Councillor Cameron

**Seconded by:** C. Cleary

That Committee recommend that Council adopt the final draft of the new Comprehensive Zoning bylaw, with the proposed revisions.

Carried

2. Proposed Bylaw to Regulate the Erection, Height and Maintenance of Boundary Fences

Committee reviewed the report and discussed the appropriate positioning of the fence to accommodate maintenance and permitted building materials. Members briefly discussed where the onus of fence placement rests and possible minimum setback of 12-inches to allow access to the side of the fence for maintenance. Members debated the implications of a 12-inch setback, specifically; loss of use of property, ease of access between the fence and neighbouring property, and maintenance.

**Moved by:** G. Modler

**Seconded by:** Councillor Hunter

That Committee recommend that Council adopt a bylaw to regulate the erection, height and maintenance of boundary fences, as attached.

Carried

3. Site Plan Control Approval Process and Delegation of Authority

Committee reviewed the report and noted that in the past the Province delegated authority to Council for site plan control approval (SPC) and Council is now being required to delegate to staff by bylaw as of July 1, 2022, to be able to continue the use of the SPC process. Members noted their confidence in staff to thoroughly execute this task, however, acknowledged this as an unnecessary intrusion on Council. Members requested monthly reports on all SPCA applications.

**Moved by:** G. Modler

**Seconded by:** Councillor Hunter

That Committee recommend that Council appoint the CAO as the authorized person to give site plan approval required by section 41(4.0.1) of the Planning Act and direct staff to provide monthly reports for all site plan control applications.

Carried

b. Work: Economic Development

1. Information Item: UCLG Tourism Strategy Virtual Consultation

Committee reviewed the report and suggested members promote public involvement in the program through social media.

c. Play: Recreation

None.

## **7. Inquiries/Notices of Motion**

Councillor Hunter noted the 2022 Ride for Dad fundraiser that visited the Spencerville arena this past weekend. He noted the event organizers did a thorough job of ensuring all the attendee's needs were met, however, noted Township involvement was not as harmonious. Traffic flow and parking was unorganized resulting in some near misses. Enhanced preparations on the part of the Township for subsequent events were suggested through the use of road blockades and traffic directors.

Mr. Modler announced the upcoming Johnstown yard sale to be held on June 11 and the Johnstown pool opening on June 25.

Mr. Ward suggested building permit fee reductions be given consideration to support the affordable housing initiative.

## **8. Question Period**

The following questions/comments were raised:

- Inquiries about implementing similar restrictions to the quarries on Rock Street as there are for Buckwheat Road.

**Moved by:** G. Modler

**Seconded by:** Mayor Sayeau

That Committee extend beyond the 10:00 p.m. curfew.

Carried

- Clarification was requested on how the setback distance from a quarry is measured.
- Clarification was requested on the timeline of validity of a building permit and if it is transferrable.

## **9. Closed Session**

None.

## **10. Adjournment**

**Moved by:** C.Ward

**Seconded by:** G. Modler

That Committee does now adjourn at 10:07 p.m.

Carried

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Chair

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Deputy Clerk

**MINUTES**  
**COMBINED COMMITTEE OF THE WHOLE**  
**ADMINISTRATION & FINANCE, PUBLIC WORKS, ENVIRONMENTAL SERVICES & FACILITIES**

**Monday, June 20, 2022, 6:30 PM**  
**Council Chambers and by Zoom**  
**18 Centre Street, Spencerville ON**  
**Contact the Township Office to Register**  
**(613)658-3055**

**PRESENT:** Deputy Mayor Deschamps  
Councillor Cameron  
Councillor Dillabough  
Councillor Hunter  
Mark Packwood, Advisory Member  
John Bush, Advisory Member

**REGRETS:** Mayor Sayeau

**STAFF:** Dave Grant, CAO  
Rebecca Williams, Clerk  
Gord Shaw, Director of Operations  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Candise Newcombe, Deputy Clerk

**1. Call to Order – Chair, Councillor Cameron**

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

**2. Approval of Agenda**

**Moved by:** J. Hunter

**Seconded by:** M. Packwood

That the agenda be approved as presented.

Carried

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

None.

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

None.

**5. Delegations and Presentations**

None.

**6. Discussion Items**

None.

**7. Action/Information Items**

**a. Update to Planning Fees Bylaw**

Committee reviewed the report and inquired if the proposed fee increases correspond with neighbouring municipal planning fees. It was noted that the increases aim to ensure all costs of processing the application are covered.

Members discussed increasing the telecommunication tower land use review fees, however, it was noted that the proposed \$500.00 fee is a standard administration fee. It was noted that any fees paid by the applicant that are not used in the process are refunded to the applicant.

Committee briefly discussed the implementation and purpose of a development agreement fee, noting the intent of the Township is to promote development. It was noted that development agreements are a tool used to ensure all additional conditions imposed, for example, following a severance that requires additional studies or restrictions, are registered on the title of the property for future public reference.

Members noted upcoming changes to SNC requirements for an ecological land assessment.

**Moved by:** T. Deschamps

**Seconded by:** M. Packwood

That Committee recommends to Council that a new Tariff of Planning Fees Bylaw be adopted as attached.

Carried

**b. Expansion of OMERS Pension to Part Time Employees**

Committee reviewed the report and sought clarification on the aspects of short-term pension contributions, particularly what happens following the termination of the summer student employment. It was noted that additional details of the OMERS contribution expansion will be provided by the Treasurer in a subsequent report.

**c. Revised 2022 Budget Estimates**

Committee reviewed the report and inquired if the adjustments reflected the full scope of the Spencerville/Johnstown drainage projects. It was noted that the adjusted budget reflected the full scope of both drainage projects, with a proposal that the remaining required funds be obtained through an application for an Infrastructure Ontario construction loan.

Members clarified that the proposed adjustments to the 2022 budget estimates did not result in an increase in the tax rate.

**Moved by:** J. Hunter

**Seconded by:** S. Dillabough

That Committee recommends Council approve the revised 2022 budget estimates and directs staff to draft an amendment to the Government Estimates Bylaw 2022-22.

Carried

d. Updated 2022 PSAB Addendum

Committee reviewed the report and confirmed that the contract administration fee was included in the total adjusted cost.

**Moved by:** T. Deschamps

**Seconded by:** J. Bush

That Committee recommends that Council adopt the updated 2022 PSAB Budget Addendum Report which meets the requirements of Ontario Regulation 284/09.

Carried

e. Integrity Commissioner Bylaw Update

Committee reviewed the report and clarified that the reporting and public disclosure process following an Integrity Commissioner investigation was included in the code of conduct for Council and Committee members bylaw.

**Moved by:** T. Deschamps

**Seconded by:** M. Packwood

That Committee recommends that Council repeal and replace the current Integrity Commissioner bylaw 2015-33 with the updated bylaw as attached.

Carried

f. Disconnect from Work Policy

Committee reviewed the report and sought clarification on the implications of the policy for elected officials. It was noted that the intent is to promote better work/home balance for employees and institute that there is no obligation to respond outside of scheduled work hours. Members noted concerns with the limited timeline from the agenda being available to Council and having time to review the package, highlighting a limited window to seek clarification prior to the Monday meetings.

Committee discussed reasonable expectations and the exemption of emergency situations. There was a general discussion on the slow progression of Canada to implement the disconnect from work policy, highlighting that many countries even enforce their policies with penalties.

**Moved by:** J. Hunter

**Seconded by:** S. Dillabough

That Committee recommends that Council adopt the Disconnect from Work Policy as attached.

Carried

g. 2022 Summer Programs Update

Committee reviewed the report and inquired about the rate of retention of lifeguards following the training provided by the Township in the 2021 season. It was noted that all but 2 individuals returned to work for the Township, noting that the 2 individuals who chose not to return pursued alternate fields of employment.

Members inquired about public uptake on the pickleball court times in the Spencerville arena. It was noted that on average 10-15 people participate each week. Committee members suggested additional advertising be pursued to better publicize the court times.

Donations for free swimming lessons from Ingredion Inc. and Greenfield Global Inc. were noted to have been received.

Members commended the recreation department staff on managing the interest in the summer programming, noting that 250 kids registered for the Township summer camps.

Committee suggested that a sign-in sheet be used to collect user information and obtain general feedback on the pickleball program. Members inquired about the target number of pickleball players per week to deem the program viable and possible contributors to the slow uptake of the program. It was noted that North Grenville recently started offering pickleball on the same nights and highlighted that a turn-out of 18-25 people per night on average would substantiate the provision of the courts.

h. Trans Northern Pipeline Maintenance Notice

Committee reviewed the report and inquired about the proposed date of the dig, highlighting the nature of an integrity dig. Due to added liability, it was noted that the restricted access in those areas would likely extend to ATVs and snowmobiles.

i. Frederick St. Rail Crossing Road Closure

Committee received and reviewed the report.

j. South Cell Lagoon Valve Bypass Event

Committee received and reviewed the report, commending the environmental services department on the quick handling of the situation.

k. Cardinal Sewer Force Main Break

Committee reviewed the report and clarified that an ORO was the overall responsible operator. Members inquired about the age of the pipe, suggesting the possibility of a faulty pipe causing the break. It was noted that the pipe was a DR26 high pressured pipe that should be able to withstand the pressures.

l. HFI Pyrotechnics Inc. - Hands Road Safety Concerns

Committee reviewed the report and noted reduced speed signs posted along Hands Rd. It was noted that HFI Pyrotechnics had posted 15km/hr signs based on the speed allowances throughout their facility.

Members discussed HFI employee driving habits, the process of installing new stop signs and impaired visibility due to overgrown brush west of the facility exit.

**Moved by:** S. Dillabough

**Seconded by:** J. Hunter

That Committee recommends that Council accept Option 1, direct staff to reduce the speed limit to 40kms/hr and install required signage, speedbumps and painting crosswalk as well as clear road side brush on the southeast/west side of the facility at a cost of approximately \$1400.00 + HST and the Township cover 100% of the costs.

Members sought clarification on required signage and the party responsible for the road side brush clean up. It was noted that the Township would undertake any road side brush cutting required on Township property. Clarification was provided on the required signage noted in option 1, highlighting that the signage outlined in option 1 did not include stop signs.

Committee discussed onus of costs and the 3-season limitation of the proposed speedbump measures. It was noted that past practice has not been to charge the business owner for Township safety signage.

Members suggested the intent of the original motion was to combine options 1 and 2 at 100% cost to the Township.

The original motion was withdrawn by the mover.

There was a brief discussion to clarify the parameters of the proposed motion.

**Moved by:** S. Dillabough

**Seconded by:** J. Hunter

That Committee recommends that Council accept Option 1, direct staff to reduce the speed limit on Hands Road to 40 kms/hr and install signage, install pedestrian crossing signs, create a pedestrian crossing by delineating an area with painted hash marks on the road surface, installing speed bumps and clear road side brush on the southeast/west side of the Township Road allowance near the facility at a cost of approximately \$1400.00 + HST with the Township covering 100% of the costs.

Carried

## **8. Councillor Inquiries/Notices of Motion**

Councillor Hunter noted a low-hanging tree branch over the northbound lane on Glen Smail Rd. and inquired about progress to roadside mowing. It was noted that the roadside mowing had begun.

Members inquired about the Mayors absence.

The CAO announced a late submission request for the temporary closure of Goodin Rd. for the annual soapbox races to be held by the Optimists Club on Saturday June 25 from 9:00 am - 12:30 pm. Members noted past requests of this nature and inquired if the same process would be followed as it was in prior years. It was noted that the intent was to run it similar to it was in the past, highlighting that residents on Goodin Road had already been notified by the event organizers.

**Moved by:** T. Deschamps

**Seconded by:** S. Dillabough

That Committee approve the temporary closure of Goodin Road, from Cleary Rd. to County Road 44, on Saturday June 25 from 8:30 am - 1:00 pm for the Optimist Club annual soapbox derby.

Carried

**9. Mayor's Report**

None.

**10. Question Period**

None.

**11. Closed Session**

Advisory members were excused from the closed session based on the sensitive nature of the topic.

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

That Committee proceeds into closed session at 8:45 pm 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: Library Board Appointment.

Carried

- a. Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Library Board Appointment

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT the closed meeting of Committee does now adjourn and the open meeting does now resume at 9:00 p.m.

Carried

**12. Report Out of Closed Session**

Committee met in closed session to discuss personal matters about an identifiable individual, including municipal or local board employees, specifically: Library Board Appointment.

**13. Adjournment**

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

That Committee does now adjourn at 9:02 pm.

Carried

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Chair

---

Deputy Clerk

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 27, 2022

Resolution Number: 2022- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council adopt the updated 2022 PSAB Budget Addendum Report which meets the requirements of Ontario Regulation 284/09, as recommended by the Combined Committee of the Whole – Administration & Finance, Public Works, Environmental Services & Facilities.

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

**Township of Edwardsburgh Cardinal**  
**2022 O Reg 284/09 PSAB Budget Addendum Report**

	<b>Budgeted Revenue</b>	<b>Budgeted Expenses</b>	<b>Budgeted Surplus/Deficit</b>
<b>2022 Budget Summaries:</b>			
Township	(11,914,174)	11,914,174	0
Spencerville Wastewater	(153,776)	153,776	0
Industrial Park Wastewater	(83,026)	83,026	0
Industrial Park Water	(166,240)	166,240	0
Low Lift Station Water	(321,457)	321,457	0
Cardinal Wastewater	(641,506)	641,506	0
Cardinal Water	(568,945)	568,945	0
Libraries	(149,160)	149,160	0
	<u>(13,998,284)</u>	<u>13,998,284</u>	<u>0</u>

**Total 2022 PSAB Adjustments:**

Less: Transfers From Reserves	1,475,974		
Less: Acquisitions of Capital Assets		(5,350,688)	
Less: Transfer To Reserves		(739,991)	
Less: Principal Payments on LTD		(261,476)	
<b>Subtotal before exclusions</b>	<u>(12,522,310)</u>	<u>7,646,129</u>	<u>(\$4,876,181)</u>

**Exclusions per O Reg 284-09 (Adjustments):**

Add: Amortization Expenses		1,747,822	
	<u>(12,522,310)</u>	<u>9,393,952</u>	<u>(\$3,128,358)</u>

**Consolidation to include equity from other sources:**

Add: Port of Johnstown -Budgeted 2022 Equity Adjustment		3,425,419	
Add: Rideau St. Lawrence Holdings - Estimated 2022 Equity Adjustment		27,000	
Township of Edwardsburgh Cardinal Budget Adjustment		<u>3,128,358</u>	
<b>Total Impact on Consolidated 2022 Budget Accumulated Surplus/Deficit</b>		<u><u>6,580,777</u></u>	

**Summary:**

Under PSAB reporting guidelines, the Township's accumulated surplus would be increased by \$ 6,580,777 because our revenues exceed our expenditures

It is important to note that the 2022 capital budget is being partially funded by \$748,000 in grant monies.

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 27, 2022

Resolution Number: 2022- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council accept Option 1, direct staff to reduce the speed limit on Hands Road to 40kms/hr and install signage, install pedestrian crossing signs, create a pedestrian crossing by delineating an area with painted hash marks on the road surface, install speed bumps and clear road side brush on the southeast/west side of the Township road allowance near the facility at a cost of approximately \$1400.00 plus HST, with the Township covering 100% of the cost, as recommended by the Combined Committee of the Whole – Administration and Finance/Public Works, Environmental Services and Facilities.

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 27, 2022

Resolution Number: 2022- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

That Municipal Council direct the Port General Manager to move the total amount in the Port of Johnstown's Royal Bank Trust Account #100-129-5 into a non-redeemable GIC for a 12 month period with a rate of 4% or best rate available, as recommended by the Port Management Committee.

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 27, 2022

Resolution Number: 2022- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council receive the Interim Control Bylaw 2021-33 Planning Study, in which the study recommends that the Township carry forward with no further amendments to the Official Plan as they relate to the subject lands, except as proposed in the draft Zoning Bylaw, as recommended by the Committee of the Whole – Community Development.

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		



Engineers, Planners & Landscape Architects

### Engineering

Land/Site  
Development  
  
Municipal  
Infrastructure  
  
Environmental/  
Water Resources  
  
Traffic/  
Transportation  
  
Recreational

### Planning

Land/Site  
Development  
  
Planning Application  
Management  
  
Municipal Planning  
  
Urban Design  
  
Expert Witness  
(LPAT)  
  
Wireless Industry

### Landscape Architecture

Streetscapes &  
Public Amenities  
  
Open Space, Parks &  
Recreation  
  
Community &  
Residential  
  
Commercial &  
Institutional  
  
Environmental  
Restoration



## Edwardsburgh Cardinal Interim Control By-law No. 2021-33 Planning Study

Prepared for: The Township of Edwardsburgh/Cardinal

# **Planning Study**

**For Lands Subject to  
Interim Control By-law No. 2021-33**

## **Township of Edwardsburgh Cardinal**

Prepared By:

**NOVATECH**

Suite 200, 240 Michael Cowpland Drive  
Ottawa, Ontario  
K2M 1P6

March 31, 2022

Novatech File: 121191  
Ref: R-2022-048

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## 1.0 INTRODUCTION

### 1.1 Background

Johnstown is a historic, industrial village located in eastern Ontario along the north shore of the St. Lawrence River, directly across from New York state. The village was first incorporated in 1850 as part of Grenville County's Edwardsburgh community, establishing itself over the following years as an industrial and multimodal freight distribution hub along the busy St. Lawrence Seaway and Windsor-Quebec City transportation corridor.

Today, Johnstown, located within the Township of Edwardsburgh Cardinal and the United Counties of Leeds and Grenville, is home to a small rural community, major border crossing, Township-owned deep-water seaport, and large industrial area known as the Johnstown Industrial Park (JIP). The river-side village is one the Township's designated Settlement Areas and serves as an important center of economic activity for the surrounding area. The JIP, which includes the only seaway draft port between Montreal and Toronto, serves as the Township's industrial center and primary employment area, as well as an intermodal port and gateway for domestic and foreign commerce. Situated at a major junction between Highways 401, 416, and the Ogdensburg-Prescott International Bridge, as well as along a major CN rail corridor and the St. Lawrence Seaway, Johnstown finds itself in a convenient and advantageous position to capitalize on the seamless access it has to high-capacity transportation infrastructures and the efficient connections they provide to local, regional, and international markets (Figure 1).



Figure 1: Johnstown's proximity to major transportation infrastructure and regional markets (Source: Invest Ontario).

In an increasingly globalized economy with expansive supply chains that rely on the efficient movement of goods, Township Councils, both past and present, have recognized the opportunity to leverage the JIP's strategic position to attract further industry and economic growth, and regularly

support such development through official Council endorsements. This is reflected in the Township's Official Plan (OP), which, through the flexible land use policies of the *Industrial Park Policy Area*, guides and accommodates a wide range of commercial and industrial development in the JIP. Further attracting and facilitating industry growth in the JIP is the park's status as a Certified Site in the Province's Investment Ready Program, a designation which signals to investors that lands are fully serviced (or readily serviceable), free of constraints, have undergone applicable archeological and environmental site assessments, and which, overall, are qualified and optimal for industrial development and operations.



Figure 2: Aerial image of the subject lands and surrounding area.

With the above factors driving interest and accelerating growth in the JIP over recent years, there is a desire from the Township to identify optimal and compatible uses of adjacent vacant lands, east of the Industrial Park, for the purpose of determining their suitability to accommodate future park expansion, and possibly other residential and non-residential uses as well.

Currently, much of the village's residential area is situated east of Highway 16, Johnstown's central north-south artery, consisting almost entirely of detached single-family homes laid out in a grid pattern. Immediately west of Highway 16 is the Prescott Port-of-Entry border facility for the Ogdensburg-Prescott International Bridge, which serves as one of three major border crossings in eastern Ontario. Further west are largely undeveloped, vacant lands and a handful of rural residential properties, most of which are clustered around the south end of the Johnstown Creek and the shoreline of the St. Lawrence River. It is the largely vacant lands located north of the above-mentioned rural residential cluster that are the subject of this study and herein referred to as the subject lands (Figure 2).

## 1.2 Purpose of the Study

In recognizing the significant locational attributes of the JIP, the future growth and continued success of the JIP is of paramount importance to the Council for the Township of Edwardsburgh Cardinal. Accordingly, in response to recent private developer interest in acquiring vacant development lands near the JIP, and in the absence of appropriate regulatory control, the Council for the Corporation of the Township of Edwardsburgh Cardinal passed Interim Control By-law No. 2021-33 on June 14<sup>th</sup>, 2021 (Appendix A).

An interim control by-law, authorized under Section 38 of the *Planning Act*, is a powerful tool that has the effect of ‘freezing’ development for a period of time to allow for a planning study to be undertaken. Section 7.2.4 of the Official Plan permits the use of Interim Control as follows:

- 7.2.4.1 *Interim Control By-laws may be passed by Council in accordance with the provisions of Section 38 of the Planning Act for the purpose of controlling the use of land, buildings and structures within specifically identified areas for a specific period of time (i.e. not exceeding one year in length with provision for extending the time period for a total time period of not more than two years).*
- 7.2.4.2 *Prior to passing an Interim Control By-law, it is first necessary for Council to pass a resolution directing that a review or study be undertaken in respect to land use planning policies in the Township or in any area or areas thereof. It is intended that any Interim Control By-law be passed in order to adequately control development in a designated area while the review or study is being completed. Where an Interim Control By-law ceases to be in effect, Council may not for a period of three years pass a further Interim Control By-law that applies to any lands to which the original Interim Control By-law applied.*

Council's passing of the Interim Control By-law No. 2021-33 is intended to provide time for this planning study to be undertaken. The subject lands of this study correspond to the defined area to which the By-law applies, specifically the area designated as the *Future Industrial Park Expansion Area* in the Township's OP, as well as the lands lying west of Highway 416 that are currently zoned *Rural*, as illustrated in Figure 4 and more particularly identified on Schedule A of ICB No. 2021-33.

During the period for which the ICB is in effect, the development of certain new land uses will be prohibited, except as permitted by Section 1 of ICB No. 2021-33, thereby protecting Council's interests in securing the viability of the future expansion lands. It is intended that the present study will inform the land use plan planning policies that are to be implemented for the lands subject to interim control.

## 2.0 PLANNING DOCUMENTS CONTEXT

### 2.1 Provincial Policy Statement

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest, including policies which promote building strong and healthy communities, managing resources, and protecting public health and safety. The PPS aims to encourage communities that are based on efficient land use, and which are economically strong, environmentally sound, and which foster social well-being.

Section 1.1 of the PPS sets out policies on directing land use to achieve efficient and resilient development patterns. Development is to be based on densities and a mix of uses which efficiently use land and resources, are appropriate for and efficiently use infrastructure, and are supportive of various modes of transportation. Section 1.2 policies provide direction on coordination between various agencies and levels of government in conducting planning, as well as guidelines in achieving optimal land use compatibility where possible. Upper-tier municipalities, in consultation with lower-tier municipalities, shall identify areas of growth and development where population, housing and employment are to be directed, while all planning authorities shall plan for land use compatibility that avoids and/or minimizes potential adverse effects between major facilities and sensitive land uses. Section 1.3 contains policies regarding the provision of an appropriate range and mix of employment, institutional and broader mixed uses to meet long term needs. The PPS states that planning authorities shall plan for, protect and preserve employment areas for current and future uses, and protect employment areas in proximity to major goods movement facilities and corridors for employment uses that require those locations.

Section 2 policies of the PPS pertain to the wise use and a management of resources for their economic, environmental and social benefits and Section 3 relates to the protection of public health and safety through policies which relate to both natural and human-made hazards.

As a whole, the PPS sets out a myriad of provincial interests that are to be considered at the local and regional planning level. All planning directions taken by municipalities shall be consistent with the policy directions set out in the PPS.

### 2.2 United Counties Official Plan

The Official Plan (OP) for the United Counties of Leeds and Grenville came into effect in 2015. The subject lands, which are generally located west of Charlotte Street, east of the Johnstown Industrial Park, south of Highway 401 and north of the residential area along County Road 2, encompass an area of approximately 116.6 ha (288 ac) and are designated *Rural Lands* on Schedule A of the OP (Figure 3). The Johnstown Industrial Park, located immediately west of the subject lands, is designated *Regionally Significant Employment Area* on Schedule A, while the lands to the south and east are designated *Rural Settlement Area* (Figure 3).

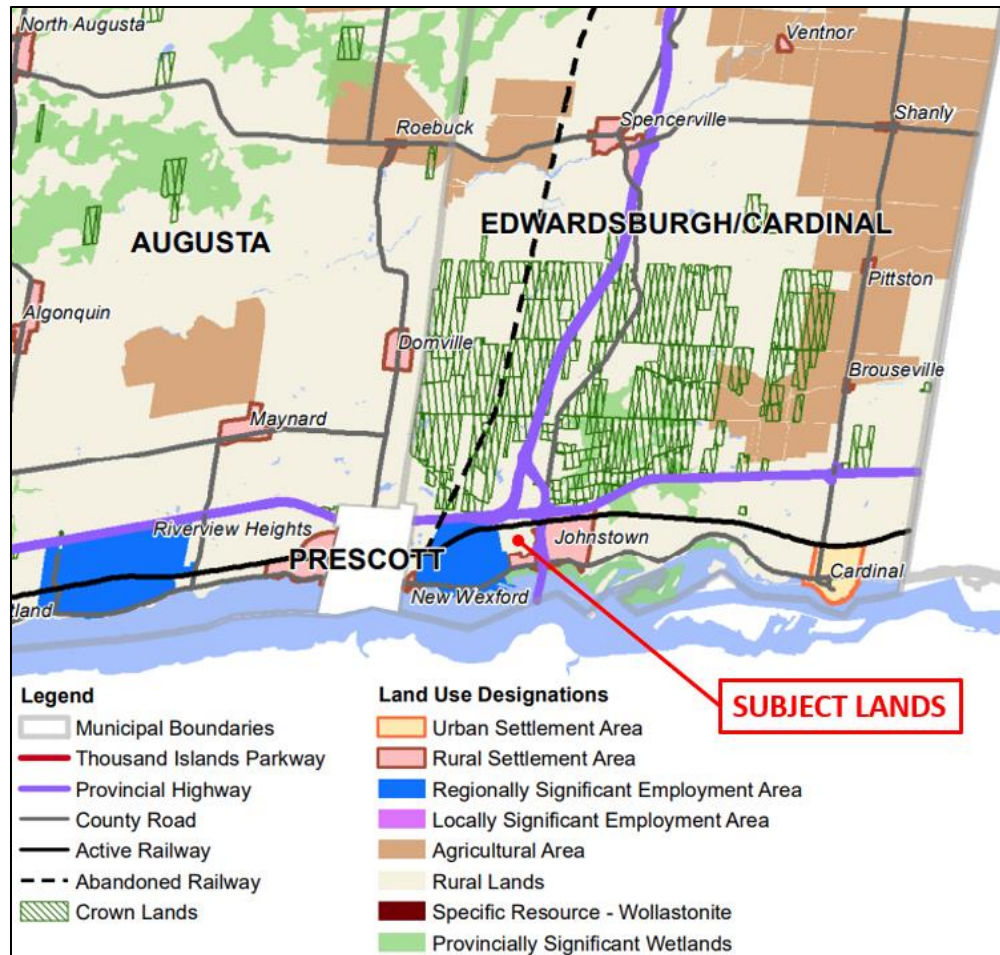


Figure 3: Schedule A extract of the United Counties of Leeds and Grenville Official Plan.

The *Rural Lands* designation generally encompasses non-prime agricultural and rural residential lands in the Counties. The policies of the designation are intended to protect natural amenities and the rural character of the area by constraining the range and scale of permitted uses while also promoting limited development of compatible residential, agricultural, resource-based, and tourist uses. Overall, the core objective of the *Rural Lands* policies is to encourage economic diversification without compromising the existing character of rural communities and long-term viability of agricultural and resource-based activities.

Comparatively, the *Rural Settlement Area* designation generally allows a higher intensity and mix of uses. The designation applies to the Counties' small villages and rural hamlets, including most of Johnstown's residential areas which lie to the south and east of the subject lands. The lands that fall under this designation, as per the policies of the OP, are intended to accommodate residential growth by way of limited intensification and greenfield development. The overarching objectives of the policies are to maintain the rural settlement character of the respective communities, and to enable them to evolve as service and residential centres for the surrounding rural areas, as appropriate. The range of permitted uses vary by area and are subject to the policies of the respective Townships' Official Plans.

The *Regionally Significant Employment Area* designation applies to the entirety of the JIP and other areas of major economic activity in the Counties. This designation is mostly subject to the *Economic Development* policies of the OP, which offer high level guidelines pertaining to the strategic planning, management, and development of employment areas. The policies of the foregoing OP section broadly aim to protect such employment areas for current and future economic activities, and to ensure that they have access to the necessary infrastructure to meet their long-term needs. As it relates more specifically to the JIP and corresponding *Regionally Significant Employment Area*, it is the policy of the OP that areas in proximity to major goods movement facilities and corridors, such as ports and highways, be protected for employment-related uses requiring those amenities. An appropriate mix of employment uses is further encouraged to increase the market competitiveness of those areas and to meet the long-term needs of the Counties. Altogether, the Counties OP recognizes the inherent value and finite nature of the lands contained within this designation given their proximity to major freight transportation facilities and corridors, and the importance of optimizing their use for the long-term benefit of the surrounding communities.

To that end, the Counties promote a proactive approach in managing the supply of land for the above-stated purposes. As stated in section 2.2 of the OP, it is the Counties' responsibility to allocate population and employment growth to the local municipalities based on growth trends, market demand, and their ability to accommodate growth, both from a land availability and servicing capacity standpoint. It is also the Counties' responsibility, along with local municipalities, to monitor growth and ensure that sufficient supply of land is maintained to accommodate it. Given the acceleration in investment, economic activity, and overall employment growth in the JIP over recent years, and the expected population increase that follows such growth, it is in the Counties' best interest to review evolving trends and update development control policies accordingly. Should a need be identified to convert the subject *Rural Lands* to *Rural Settlement Area* and/or *Regionally Significant Employment Area* for the purposes of accommodating employment and population growth, a Counties Comprehensive Review and Official Plan amendment may be triggered under sections 2.5.1 and 2.6.2 of the OP, and carried out in conjunction with a Township Official Plan amendment to implement the necessary changes.

## **2.3 Township Official Plan**

The Township of Edwardsburgh Cardinal Official Plan was approved in 2020. On Schedule A of the OP, the subject lands are designated *Future Industrial Park Expansion Area* and *Rural Policy Area*. The former generally encompasses the northwest area of the subject lands, adjacent to Highway 401 to the north and the JIP to the west, and the latter which covers the central, eastern, and southern portions of the subject lands (Figure 4). Bordering the subject area to the west and south are lands designated *Industrial Park Policy Area* and *Settlement Policy Area*, respectively, while both *Highway Commercial Policy Area* and *Settlement Policy Area* lands are located to the east along Highway 16 (Figure 4). Also bordering the subject lands to the south is the Johnstown Creek, which is designated a *Natural Heritage Resource Policy Area* (Figure 4).

The *Settlement Policy Area* designation applies to all of Edwardsburgh Cardinal's villages and hamlets. These areas, to varying degrees, are residential, employment, commerce, and recreational hubs that are largely characterized by their higher residential density relative to the surrounding rural lands. In Johnstown's case, this designation applies to the entirety of the developed area east of Highway 16, between Highway 401 to the north and the river to the south, and extends a few hundred meters eastward into undeveloped lands (Figure 4). It also includes small clusters of residential development on the west side of Highway 16, directly north of the

Prescott Port-of-Entry border facility, as well as along the banks of the St. Lawrence River and the southern portion of the Johnstown Creek (Figure 4). The OP policies of this designation, as outlined in section 3.0 of the Plan, allow for a range of densities and land uses, including residential, commercial, and industrial uses, subject to compatibility, and designate the lands as dedicated growth areas for the Township. Accordingly, as stated in section 3.1.2 of the OP, the Township aims to have 60% of new development occur in these areas. In promoting diverse uses in the *Settlement Policy Area*, the objectives of the designation's policies are to revitalize the villages and hamlets of the Township and facilitate the creation of sustainable mixed-use communities.

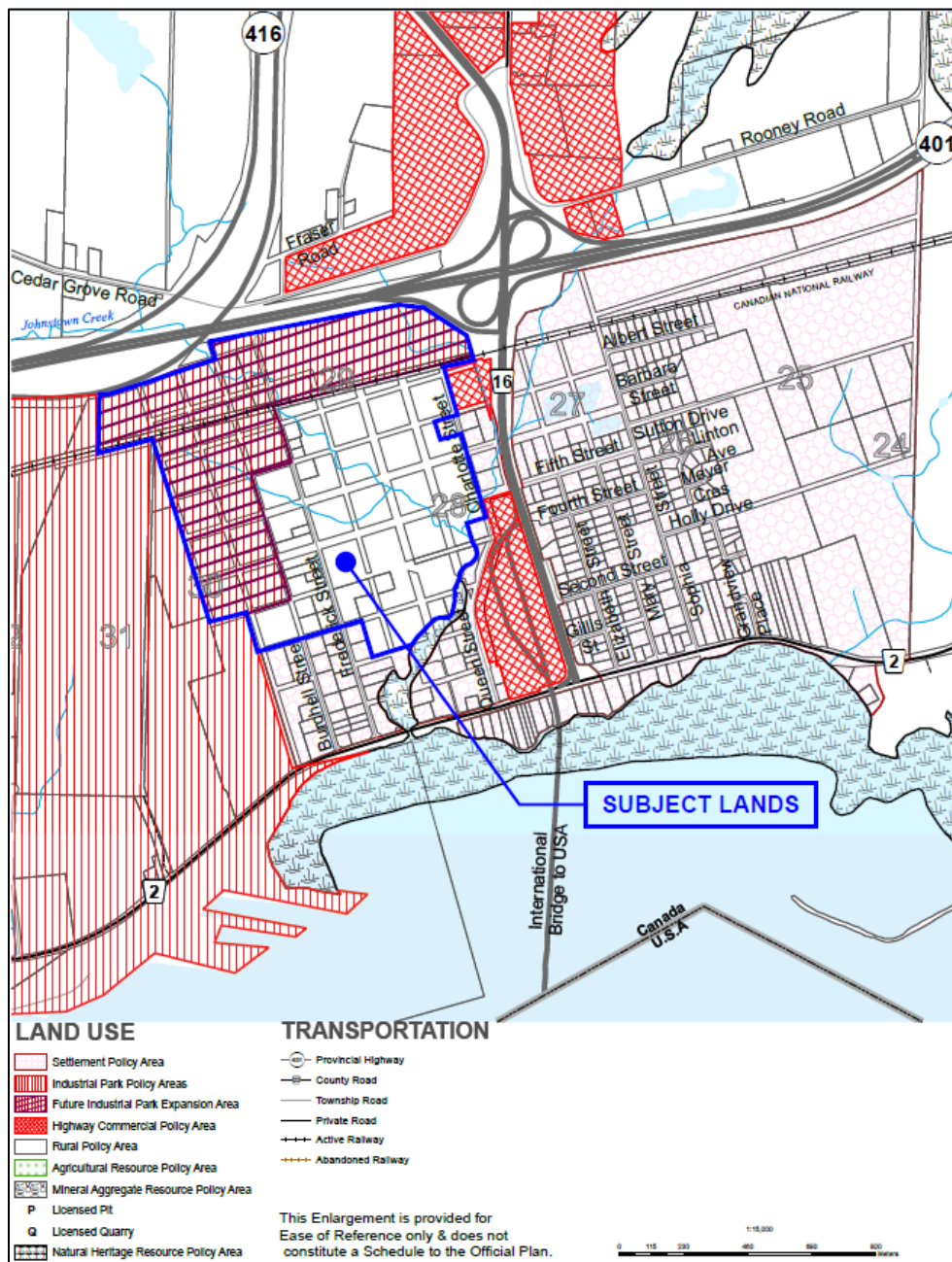


Figure 4: Subject lands within Schedule A of the Township of Edwardsburgh Cardinal Official Plan.

In contrast with other villages and hamlets in the Township, the Johnstown area also contains lands designated as *Highway Commercial Policy Area*, one of the few such areas in the entire municipality. This is mainly due to the village's location at the crossroads of Highways 401, 416, and the international bridge crossing, making it an ideal area for services geared towards local and regional travellers, including truck operators. These designated lands are mostly located immediately north of the Highway 401/16 interchange, with the remainder being a small parcel on the southwest side of the same interchange, as well as the border facility area further south (Figure 4). The policies of this designation, as specified in section 3.3 of the OP, allow for a range of commercial uses, namely uses oriented towards travellers, with the overarching goals of the policies being to optimize use of highway-adjacent lands for transportation-related services, and, by extension, to support local residents and prospective users.

Similarly, due to its unique position at a crossroads of major transportation infrastructure, the Johnstown area contains another distinctive designation: the *Industrial Park Policy Area*. This designation applies solely to the JIP area, located immediately east of subject lands between Highway 401 and the river (Figure 4). As the name of the designation alludes to, the OP generally only permits industrial uses in this area, as well as office and commercial uses that are complementary to, and compatible with, industrial operations. Shaping the policies and planning framework of the area, which can be found in section 3.2 of the OP, are its designation as the municipality's primary employment area, as well as the Township acknowledging that the JIP is in a prime position to attract industry in a growing and dynamic regional economy. As such, the OP's policies and planning framework are designed with flexibility to meet the everchanging needs of the industry and to continue expanding the municipality's employment base.

It is the anticipated growth of industry in the JIP that brought about the new *Future Industrial Park Expansion Area* designation. This designation was added to Schedule A during the 2019 review and update of the OP. The purpose of this new designation is to identify lands being considered for expansion of the *Industrial Park Policy Area* and to serve as an OP reference for the review and implementation of corresponding planning instruments to follow. As per policy 3.2.3.6 of the OP, the Township is to work closely with the Counties to expand the designation area, while uses in the designated lands are restricted to those permitted as of the OP's approval date, February 2020. Pursuant to OP policy 3.2.3.6, a holding zone will be implemented on the designated lands in the new Comprehensive Zoning By-law.

The remainder of the subject lands are designated *Rural Policy Area*, which, in accordance with the *Rural Lands* designation of the Counties' OP, generally only allows limited residential and non-residential development. This designation applies to the majority of lands within the Township and, as specified in section 3.4 of the OP, is intended to both preserve and enhance the rural character of the area through the promotion of complementary and compatible uses. This includes agricultural, conservation and resource-based uses, as well as low-density residential, commercial, and industrial uses. This designation's policies set out to achieve a balance between protection of the environment and its resources, preservation of the rural identity, and diversification of the rural economy. With approximately 55 ha (136 ac) of *Rural Policy Area* within the subject lands, enclosed on all sides by industrial, commercial and settlement areas, as well as by Highway 401 to the north, the consideration moving forward will be whether the *Rural Policy Area* designation remains appropriate and desired for the lands in question.

It is noted that a *Natural Heritage Resource Policy Area* designation lies immediately adjacent to and south of the subject lands. This designation applies to an area of provincially significant wetlands that are found along the St. Lawrence River shoreline, and which extends a short distance from the St. Lawrence River upstream along Johnstown Creek. While the designation does not extend onto the subject lands, it is recognized that the subject lands include localized wetlands areas associated with the Johnstown Creek corridor that bisects the area upstream of the wetland designation.

## **2.4 Zoning By-law No. 2012-35**

The Township's Comprehensive Zoning By-law No. 2012-35 was adopted in 2012 and provides the applicable zoning policies for the subject lands and surrounding area. An extract of Schedule D of the By-law is shown in Figure 5.

The entirety of the subject area is currently zoned *Rural (RU)*, including the lands designated as *Future Industrial Park Expansion Area* in the Township's OP. Under section 10.1 of the By-law, the RU zone permits agricultural and a range of residential uses, including detached dwellings, as well as a select few rural-oriented recreational, service, and commercial uses. The existing land use composition of the subject area is generally consistent with the zoning requirements, comprising mostly of cultivated lands and residential properties. The majority of the few residential properties in the area consist of single-detached dwellings on small rural lots that resemble some of the residential lots found in the Johnstown Settlement Area.

The adjacent lands to the south and east are generally zoned *Residential First Density (R1)* and *Highway Commercial (HC)*, with the exception being the southern portion of the Johnstown Creek, which is zoned *Environmental Protection – Wetland (EP-w)*. As detailed in section 6.1 of the By-law, the R1 zone is almost exclusively dedicated to residential uses, with lot size provisions varying based on the level of servicing (i.e., fully, partially, or privately serviced), while the HC zone, under section 7.3 of the By-law, fully prohibits residential uses and permits a wide range of service, commercial, office, light industrial and recreational uses.

Immediately west of the subject area, the JIP lands are mostly zoned both *Industrial Park (MP)* and *Highway Commercial (HC)*. As previously mentioned above, the HC zone is dedicated to a wide range of non-residential uses, while the MP zone, under section 8.2 of the By-law, permits a large variety of industrial uses, both small and large, as well as other compatible and complimentary service, commercial and office uses.

It is noted that the Comprehensive Zoning By-law No. 2012-35 predates the 2020 Official Plan, and as such, will be repealed when a new Zoning By-law is adopted by Council. The new zoning by-law will reflect the current Official Plan policies, strategies, and objectives.

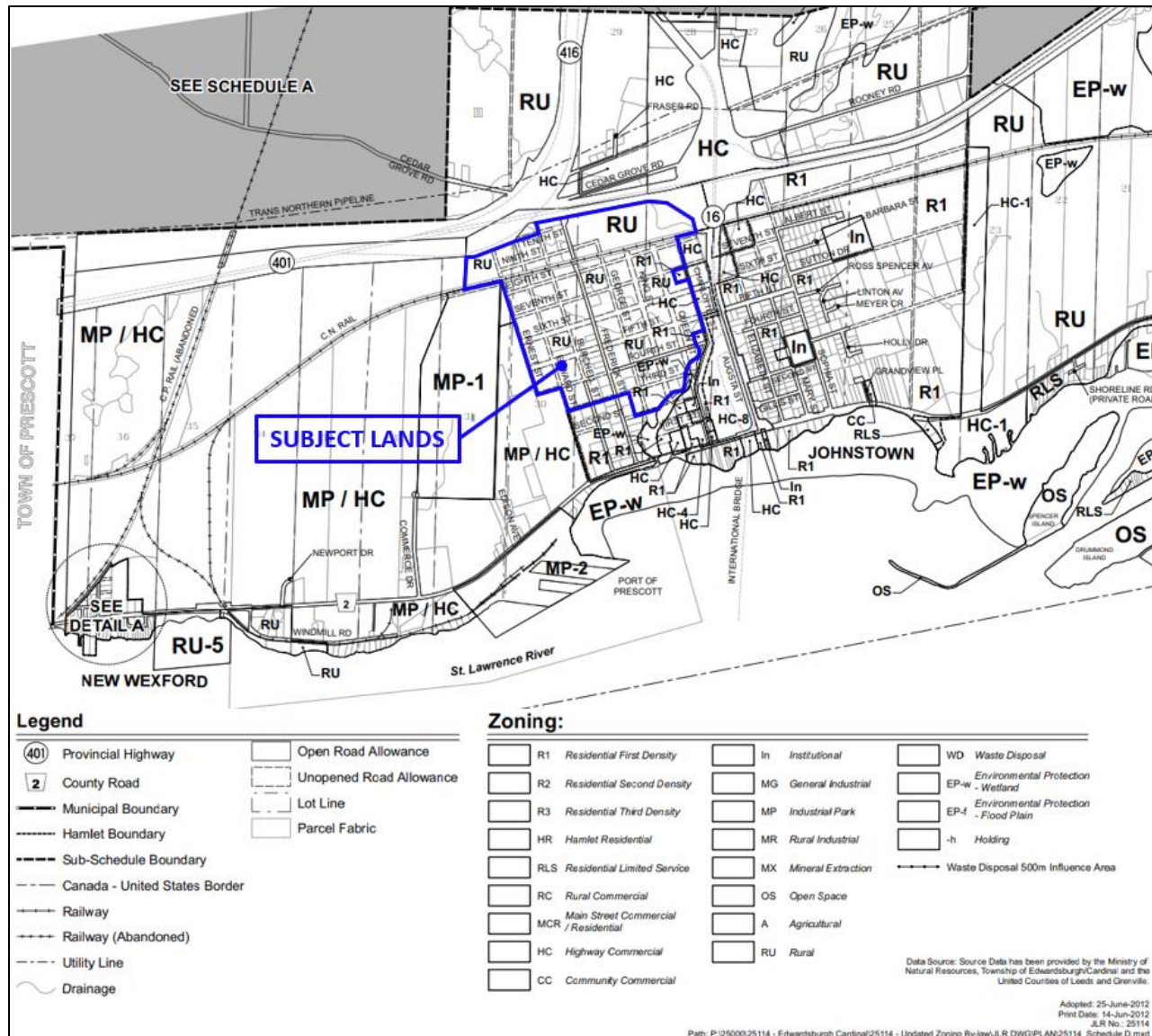


Figure 5: Subject lands within Schedule D of the Township of Edwardsburgh Cardinal's Zoning By-law No. 2012-35.

### 3.0 EXISTING CONDITIONS

#### 3.1 Land Uses and Lot Characteristics

The study's subject lands, amounting to over 116 hectares of land, is largely made up of undeveloped rural lands, comprising mostly of forested areas, idle rural lands and cultivated fields (Figure 6). The limited amount of developed land in the area is nearly all residential, all of which is situated along Frederick Street, a municipal street that extends northward from County Road 2 to a cul-de-sac near Highway 401 (Figure 6). In total, there are thirteen (13) residential properties fronting the road, each consisting of a single-detached dwelling and some of which also contain large accessory buildings, like detached garages (Figures 7 & 8). The dwelling typology profile along the road comprises of bungalows and two-storey homes that vary considerably in age, ranging from 19<sup>th</sup>-century farmhouses to post-war homes, similar to what is commonly found

throughout the Johnstown Settlement Area (Figures 7 & 8). An agricultural use property is also located on the subject lands, which, in addition to cultivated fields, contains a single-detached dwelling and accessory buildings, including a large livestock facility, all of which are setback more than 250 metres east of the road.



Figure 6: Existing conditions and use of the subject lands and adjacent areas.

The majority of lots in the subject area, including all the residential properties, are generally small-to-modest in size by rural standards, ranging from 0.15 to 1.70 hectares. The exceptions are the large 14.6-hectare lot located between Highway 401 and the CN Rail corridor, east of Frederick Street, and the irregularly shaped, 8.81-hectare lot known municipally as 35 Frederick Street. The odd shape of the 35 Frederick Street lot and the overall shape and size of most lots in the subject area are attributable to a previous plan of subdivision that established a grid layout over much of Johnstown, as can be seen in Figure 6. The plan, which never fully materialized into development, resulted in large swaths of vacant land being fragmented into a series of square lots, separated by municipally owned right-of-ways (ROW). The ROWs were intended to accommodate future roadways, but Frederick Street remains the only public road within the subject area to this day, while Burchell Street, Charlotte Street and 6<sup>th</sup> Street abut the subject lands, accounting for the only other roads in the immediate area (Figure 6).



Figure 7: Typical home with detached garage on east side of Frederick Street. Note adjacent field and forested area.



Figure 8: Typical residential dwelling on the west side of Frederick Street with forested area in the background.

The lands designated as *Future Industrial Park Expansion Area* in the Township's OP, which encompass the entirety of the lands north of the CN Rail corridor and the majority of lands west of Frederick Street in the subject area, are nearly all undeveloped, containing only two (2) of the above-mentioned residential properties (Figure 6). The two residences are located north of the CN Rail corridor on the west side of Frederick Street. The remainder of the future industrial lands are generally made up of forested areas, cultivated fields and idle rural lands.

Overall, the land use make up of the subject lands contrasts heavily with its surroundings, namely with regards to density and diversity of uses. The adjacent Settlement Area and Highway Commercial lands to the south and east contain clusters of residential dwellings and a few commercial uses along a handful of streets (Figure 6). Unlike most dwellings in the subject area, where only two (2) residential properties face each other, multiple residences in the adjacent Settlement Area simultaneously front both sides of the street. An even greater density of development can be found in the Settlement Area on the east side Highway 16, where a more expansive and contiguous set of residences permeate a larger network of public roadways, laid out in a similar grid pattern. This area also contains institutional and recreational uses, including a school, park and community centre. The Johnstown Industrial Park to the west of the subject area, on the other hand, differs greatly in terms of land use, as it mostly only contains a range of industrial

uses, including warehouses, a chemical plant, manufacturing plant and wastewater treatment plant on much larger lot sizes. The JIP lands, however, are similar to the subject area in that they contain vast amounts of undeveloped land.

### **3.2 Roads and Servicing**

Due to its sparse development, the subject area contains a very limited amount of municipal infrastructure. Only one public roadway, Frederick Street, bisects the area. It is also the only roadway with a dedicated railway crossing that provides access to the north side of the CN Rail Corridor. The road contains two paved lanes of traffic, one for each direction, and traverses the area in north-south fashion (Figure 6). There are no developed east-west roadways that traverse the subject lands. The eastern extremity of the subject area, however, is bordered by another public roadway, Charlotte Street, but it is currently only accessed by properties outside of the subject area (Figure 6). Similarly, the north end of Burchell Street abuts the subject area at its southwestern extremity, but it does not currently serve any developments within the subject lands. There are opportunities to make use of municipally-owned ROWs to construct new roads or to extend existing ones throughout the area. However, such development would be dependent on a number of factors, including the availability and allocation of capital funds, as well as approval from relevant authorities.

Currently, servicing infrastructure in the subject area is limited to overhead power lines that run along the Frederick Street ROW, which provide power to adjacent properties. There is no water, wastewater or stormwater servicing throughout both the subject lands and the Johnstown Settlement Area. Generally, all properties in the area are privately serviced by individual wells, septic systems and roadside ditches. Only developed lands in the Johnstown Industrial Park are fully serviced, as they are connected to the Town of Prescott's water and wastewater distribution system. There may be opportunities for future developments in and around the JIP area, including within the subject lands, to connect to those services, albeit at a substantial cost.

### **3.3 Natural Features**

The principle natural features in the subject lands are forested areas, localized wetlands and the Johnstown Creek. In fact, much of the dense vegetation and tree canopy are concentrated along the creek's shores and form part of its riparian zone. The creek traverses the lands in meandering fashion from the northwest corner of the area to its southwest corner, where it eventually flows into the St. Lawrence River (Figure 6). Prior to flowing into the River, the southern portion of the creek flows into a protected wetland area which directly borders the southwest extremity of the subject lands (Figure 6). The wetland area is designated as *Natural Heritage Resource Policy Area* in the Township's OP and is zoned *Environmental Protection – Wetland*.

## **4.0 ANALYSIS AND DISCUSSION**

### **4.1 Development Constraints**

#### **Road Network & Site Access**

A notable impediment to development in the subject lands is the lack of roadways for site access. Currently, Frederick Street is the only roadway that provides access to lands within the area, while Burchell Street and Charlotte Street provide limited access to lands along the southwestern and eastern peripheries. Large swaths of land within the subject area are located hundreds of metres from the nearest public road, thereby limiting development potential across much of the subject area. It is highly probable that the subject lands, particularly those designated for future industrial use, would require the extension of existing roads into and throughout the subject area and/or the development of new roads. Of important consideration for future development and planned road access is the potential for industrial uses to generate undesirable traffic along residential roadways, such as Frederick Street, Burchell Street and Charlotte Street. A new road dedicated to future industrial uses that bypasses nearby residential areas may be warranted.

#### **CN Rail Corridor & Highway 401**

Highway 401 and the rail corridor that traverses the subject area in east-west fashion present major barriers to site access for the lands north of the tracks. The railway, consisting of two tracks, is CN Rail's mainline between Toronto and Montreal, and is used for both freight operations and VIA Rail's passenger services, making it a busy rail corridor that hosts numerous trains per day. Together, Highway 401 and the CN Rail Corridor have the effect of severely limiting access to the lands that lie between them, as well as constraining the size of potential future developments. Currently, the Frederick Street grade-level crossing is the only dedicated rail crossing in the subject lands, with the Highway 16 overpass being the only other crossing in the surrounding area.

Although the Frederick Street crossing presents an opportunity to provide site access to future industrial developments north of the railway, the resulting traffic impacts along the street may conflict with the existing residential uses. As such, alternative access points and/or dedicated railway crossings may need to be considered as part of any future plans to develop the lands north of the railway for industrial purposes. It should also be noted that the implementation of a new railway crossing would require an agreement with CN Rail for construction and maintenance. In addition, Ministry of Transportation interests in protecting the highway corridor and associated permitting requirements with respect to development near Highway 401 corridor and the 401/416 interchange may limit the potential for access to the subject lands and future land use(s).

#### **Fragmented Lots**

The lot fabric in the subject area is largely made up of square lots, typically no larger than 1.65 ha, divided by a series of intersecting, municipally-owned ROWs that have the effect of limiting the geometry and size of prospective developments. This can pose considerable limitations for industrial developments that require extensive amounts of land, like those found in the JIP. Land assembly, including municipal ROW closures and the creation of a functional road system, would be necessary to support a practical and efficient use of land.

### **Land Use Compatibility**

Many of the residential properties within and near the subject lands are either within or adjacent to the future industrial lands. This may limit the type and extent of industrial operations possible, as certain facilities and operations may be incompatible with nearby residential uses, as well as other lands containing sensitive components.

Section 6.16.4.2 of the Township OP requires such developments to follow Ontario's Land Use Compatibility Guidelines. The provincial D-Series Guidelines, and specifically the D-6 series relating to industrial facilities, contains industrial categorization criteria that classifies industrial facilities according to their operations and outputs, and provides recommendations for buffers and separation distances between various sensitive and impactful land uses. Under the classification system, Class I facilities are designated as the least impactful and Class III as the most. Depending on the proximity of residences and other sensitive areas, certain segments of the industrial expansion lands in the subject area may be unsuitable for Class II and/or III facilities, or for industrial uses altogether. Further investigation would be required to determine the appropriateness and requirements of industrial development in the area. It should also be noted that additional residential development in the subject area's *Rural Policy Area* could further limit the nature of future industrial uses.

### **Servicing**

As noted in Section 3.2 above, there is no water and wastewater servicing in the subject lands, nor in the Johnstown Settlement Area. Servicing is only available towards the south end of the JIP, specifically around County Road 2 where development is concentrated. Without servicing in the subject area and, more specifically, in the future industrial lands, prospective developers will have to consider private well and septic systems that can meet capacity needs and be appropriately accommodated by hydrogeological conditions on site. However, subsurface conditions may not always be favourable for such systems, and thus have the potential to limit development. Should private servicing be considered, geotechnical and hydrogeological studies will need to determine the suitability of the lands for such solutions.

### **Natural Features**

The presence of watercourses and *Significant Woodlands* in the subject area are noted on Schedule B of the Township OP, particularly in the central, northwest and southwest areas of the lands. As such, development might be constrained in and around these natural features, unless Environmental Impact Studies (EIS) can demonstrate that proposed developments will not negatively impact the natural heritage features or their ecological functions.

### **Policy Constraints**

The type and amount of development currently possible in the subject lands is governed by standard development control policies implemented through Counties, and in large-part, local planning policies. Currently, the RU zone in the Township Zoning By-law that applies to the entirety of the subject lands limits the range of permitted uses. In addition, lot creation by consent is also limited by the Township Official Plan to a maximum of two (2) new lots per original lot, and the creation of three (3) or more lots is only possible through a plan of subdivision. In general, it would appear that future development within the subject lands is significantly constrained by both the

limited range of land uses permitted by the Zoning By-law and the limited opportunity for lot creation, which, given the existing lot and ROW configuration, severely limits any potential for new development.

It is noted that the future industrial expansion lands, however, are slated to be rezoned from *Rural (RU)* to *Business Park Industrial (MBP-h)* and placed in a 'holding zone' in the draft Zoning By-law that is currently underway. The holding zone, as proposed, would prohibit all land uses, except existing uses, and will remain in place until an Official Plan amendment to designate the lands to *Industrial Park Policy Area* is approved. Once the holding provision is removed, the proposed MBP zone will generally allow for industrial, commercial and accessory uses, similar to the MP zone in the current Zoning By-law. The remainder of the subject lands will remain in the RU zone.

Finally, the required redesignation of the future industrial expansion lands in the Township Official Plan from a *Rural Policy Area* to *Industrial Park Policy Area* would also require an amendment to the Counties' Official Plan to redesignate the lands as either *Locally* or *Regionally Significant Employment Area*. Similarly, should the subject lands, excluding the future industrial expansion lands, be considered for conversion to the *Settlement Area* designation, Section 2.5.1 of the Counties' Official Plan requires that a Comprehensive Review be undertaken as part of the designation process, demonstrating a need for expansion of settlement lands to accommodate growth.

## **4.2 Development Opportunities**

### **Right of Ways & Site Access**

Despite the ROWs in the industrial expansion lands being identified as potential development constraints in Section 4.1 above, they also present an opportunity to address the lack of roadways throughout the subject lands and to provide site access for future development. There are around a dozen protected ROWs in the subject area, all owned by the Township, that can be utilized to extend existing roads and/or develop new ones. Additionally, certain ROWs could provide the opportunity for new roads that could be dedicated to industrial development and positioned to avoid residential areas.

### **Extension of Services**

Developed lands in the JIP, which are concentrated towards the south end of the Park, have municipal water and wastewater services through an agreement with the neighbouring Town of Prescott. Although these services are fairly distant from the subject lands at the moment, it is possible that services could be extended closer over the coming years. As development in the JIP gradually extends northward and westward into undeveloped lands, as anticipated, water and wastewater infrastructure will likely follow to provide servicing for new facilities. Presumably, with infrastructure situated closer to the subject area, it will be more feasible to extend services into the future industrial expansion lands from the west, thereby supporting and facilitating new development.

## **Industrial Buffer Zones**

Although the presence of residential dwellings may pose land use compatibility issues for prospective industrial development in some areas, the majority of land parcels in and around the future industrial expansion lands are in fact undeveloped. The expansive swaths of cultivated fields and forested areas bordering the future industrial lands may act as useful buffer zones separating industrial development from nearby residential areas and lessen the potential for conflict between incompatible land uses.

## **4.3 Discussion**

### **Future Industrial Expansion Lands**

The lands designated as *Future Industrial Park Expansion Area* in the Township Official Plan generally appear to be well-suited for the future expansion of the JIP. The lands are directly adjacent to the Industrial Park and are nearly entirely undeveloped, making them ideal candidates to accommodate the JIP's eventual expansion. Supporting the case to redesignate and rezone the rural lands to industrial use is the general lack of competing land uses in the immediate and surrounding area, as well as the various compatible and complementary adjacent uses, such as Highway 416 and the rail corridor. Not only is it ideal logistics-wise and reflective of PPS requirements to situate industrial uses next to major goods movement corridors, but, like many industrial facilities, Highway 416 and the railway are also potential generators of considerable noise and air emissions, making their immediate surroundings ill-suited for sensitive land uses, such as residential uses. Further, the undeveloped rural lands to the south and east of the industrial expansion lands would collectively serve as a useful buffer area for industrial development, providing ample separation from the Settlement Area to the south and enabling a wider range of industrial facilities to be developed under the D-series guidelines.

The biggest limitations to industrial development in the area appear to be the lack of roadways and servicing, as well as the presence of some residences nearby along Frederick Street. Industrial development in the area would require new roads for site access and, depending on both groundwater conditions and the nature of development, possibly the provision of water and wastewater infrastructure as well. The various undeveloped municipal ROWs in the area, as well as existing services in the JIP could potentially support and facilitate the implementation of new roads and servicing. Development would also need to consider nearby residences and make plans to either avoid or mitigate impacts to those sensitive land uses, including mitigation of traffic generation along residential streets. Likewise, the presence of the Johnstown Creek and woodlands in the area would necessitate measures that minimize and/or mitigate negative impacts to natural features and their ecological functions.

Further investigation of the above-mentioned factors is required to understand the full potential, appropriateness and implications of industrial development in the industrial expansion lands. Additionally, an amendment to redesignate the lands from the current *Future Industrial Park* designation to an employment area designation in the Counties Official Plan may require evidence that the expansion lands are needed to accommodate employment growth over the planning horizon despite the amount of vacant land still available in the JIP.

It is worth noting that there appears to be a lack of direction in terms of how the remainder of the JIP will be developed to accommodate future growth, namely in terms of lot fabric and site access, particularly for those lands set further back from County Road 2 and which abut Highway 401 and the railway corridor. It is considered that the balance of the JIP lands, as well as the future industrial expansion lands would benefit from an overall master planning exercise for the area that would guide future development in an orderly fashion to ensure the efficient use of land and infrastructure for the JIP in general.

### **Rural Lands**

The subject lands that fall under the *Rural Policy Area* designation in the Township Official Plan may, in part or in their entirety, be suitable for redesignation to *Settlement Policy Area* at some point in the future. However, there does not appear to be a strong case to do so at the present time. An amendment to the Counties OP to expand the *Settlement Area* would trigger a Comprehensive Review and require evidence that sufficient opportunities to accommodate forecasted growth are not available within the existing settlement areas or identified regional market area. Currently, the Johnstown Rural Settlement Area and the neighbouring Cardinal Urban Settlement Area appear to have ample space in undeveloped greenfields, as well as through intensification and redevelopment opportunities, to accommodate growth. Further opportunities are also available throughout the Counties, including in settlement areas like Spencerville and nearby Kemptville, as well as neighbouring urban municipalities such as Prescott and Brockville, which are not part of the Counties, but which may be considered part of the regional market area.

It is acknowledged that the growth and development landscape in the Counties, as well as across much of Ontario, has undergone an unprecedented shift in recent years, with an acute uptick in housing demand occurring in small towns and communities outside of large metropolitan centres. This may lead to a significant change in the Counties growth forecasts in the coming years and make a stronger case for conversion of the subject rural lands to Settlement Area. However, as of the undertaking of this study, there is no indication that the existing settlement areas are insufficient to accommodate growth in the Counties. As such, given the above circumstances and policy requirements, it does not appear at this time that a Counties Official Plan amendment would be well-supported from a lands needs standpoint. Furthermore, it should also be noted that conversion of the subject rural lands to a settlement area could lead to additional land use compatibility issues for the industrial expansion lands, and potentially limit development options as a result. Thus, conversion of the subject rural lands to settlement area may not be desirable at the Township level, as it may conflict with Council's vision of the JIP's future growth.

## **5.0 RECOMMENDATIONS**

### **5.1 Official Plan & Zoning By-law**

Given the existing conditions of the subject lands, their context within the surrounding community and region, as well as the existing and proposed policy framework, it is the conclusion of this study that no further amendments are required at this time to the Township Official Plan to support the orderly development, long-term growth and vitality of the Johnstown Industrial Park and Settlement Area. The proposed rezoning of the *Future Industrial Park Expansion Area* from *Rural (RU)* to *Business Park Industrial (MBP-h)* with a holding zone, as proposed in the draft Zoning By-law, will effectively prohibit development in the future industrial lands until such time that an Official Plan

amendment is undertaken to redesignate the lands to *Industrial Park Policy Area*, at which point the holding zone could be lifted to enable the orderly growth and development of the JIP.

Additionally, expansion of the Johnstown Settlement Area is not recommended at this time, and therefore, neither is the redesignation of the remaining *Rural Policy Area* in the subject lands to *Settlement Policy Area*. The existing settlement area appears to contain sufficient opportunities to accommodate growth through greenfield development, intensification and redevelopment for the foreseeable future, as do other rural and urban settlement areas in the Counties. Any proposed expansions of the Settlement Area would require an Official Plan amendment and Comprehensive Review at the Counties level, as well as evidence that existing settlement areas in the Counties are insufficient to accommodate growth. It is also noted that conversion of the aforementioned rural lands in the subject area to Settlement Area could lead to land use compatibility issues and constrain development in the future industrial expansion area, which would be counter to Council's desire to protect the JIP's growth and employment prospects.

It is for the above reasons that this study recommends that the Township of Edwardsburgh Cardinal carry forward with no further amendments to the Official Plan as they relate to the subject lands, except as proposed in the draft Zoning By-law

## **5.2 Conceptual Development Plan**

In recognizing the strategic and economic value, as well as the finite nature of the existing JIP lands and the industrial expansion lands that are within the study area, it is further concluded that the remaining undeveloped industrial lands would benefit substantially from a conceptual plan for the development of the subject lands and the balance of the JIP in general. Due to lack of roads and servicing in both the existing and future JIP lands, as well as the variable and fragmented nature of the lot fabric, ad hoc development could potentially lead to the inefficient use of land, and therefore undermine the ultimate growth potential of the JIP.

Conceptual development plans, directed by the strategic direction and policies of Official Plans, seek to achieve the optimal use of land, and bring a more explicit and refined design framework that guide growth in an orderly fashion. They are valuable planning tools that provide tailored growth plans based on the unique context and fabric of a given area, as well as through stakeholder feedback, thereby providing valuable predictability and guidance for all those involved. As such, it is recommended that the Township of Edwardsburgh Cardinal consider undertaking the development of a conceptual development plan for the existing and future lands of the JIP.

**NOVATECH**

**Prepared By:**



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Planner



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## **Appendix A**

Interim Control By-law No. 2021-33

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2021-33**

**“BEING AN INTERIM CONTROL BYLAW PROHIBITING THE USE OF LAND,  
BUILDINGS AND STRUCTURES WITHIN A DEFINED AREA OF THE TOWNSHIP”**

**WHEREAS** Section 38 of the *Planning Act* authorizes Council, after having first authorized by by-law or resolution to direct that a review or study be undertaken in respect of land use planning policies in the municipality or any defined area, to pass an interim control by-law prohibiting the use of lands, buildings or structures within the municipality or defined area, except for such purposes as may be set out in the by-law; and

**WHEREAS** Section 7.2.4 of the Township of Edwardsburgh Cardinal Official Plan permits Council to consider the use of an interim control by-law after establishing a planning justification and demonstrating a need to conduct a review or study of land use planning policies in respect of a defined area; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal passed a resolution on June 14, 2021, directing the municipality to undertake a review of land use planning policies as they relate to all of the lands described on the attached Schedule “A” to this By-law, herein referred to as the “defined area”; and

**WHEREAS** the purpose of the planning study is to review and assess the land use context and to make recommendations to Council with respect to whether amendments to the Official Plan and/or its implementing Zoning By-law are necessary to reflect a different set of policies and related land uses for the defined area in order to accommodate the orderly development and to support the long-term growth and vitality of the Settlement Area and Johnstown Industrial Park; and

**WHEREAS** Council has determined that it is in the best interests of the municipality that it pass an interim control by-law to prohibit the use of all land, buildings, and structures within the defined area, except for such purposes as are set out in by-law, until Council has received and considered the results of the planning review and determined whether further amendments to the Official plan and Zoning By-law are necessary;

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follow:

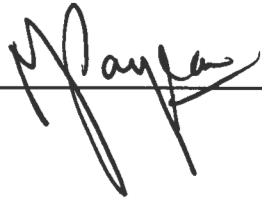
1. Notwithstanding the provision of the Township’s Comprehensive Zoning By-law No. 2012-35, as amended, to the contrary, no person shall use or cause or permit the use of any land, building or structure within the defined area shown on Schedule A for any purpose, except for the following:
  - Existing use, including any construction, alteration or enlargement related to a building or structure accessory to an existing use
  - Agricultural use, excluding buildings
  - Forestry use, excluding buildingsFor the purpose of this By-law, an existing use shall mean a use legally in existence as of the date of the passing of this By-law.
2. That this by-law shall be in effect from the date of its passing for a term of one (1) year unless extended or repealed by Council in accordance with the provisions of Section 38 of the *Planning Act*.
3. The Clerk of the municipality shall give notice of the passing of this by-law in the prescribed manner and to the persons and public bodies containing the prescribed information within thirty (30) days of its passing.

4. This by-law will come into force and take effect on its passing.

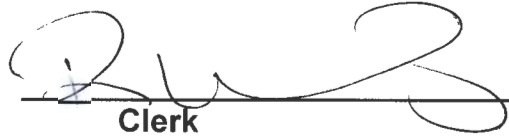
Read a first and second time in open Council this 14 day of June, 2021.

Read a third and final time, passed, signed and sealed in open Council this 14 day of June, 2021.

\_\_\_\_\_  
Mayor

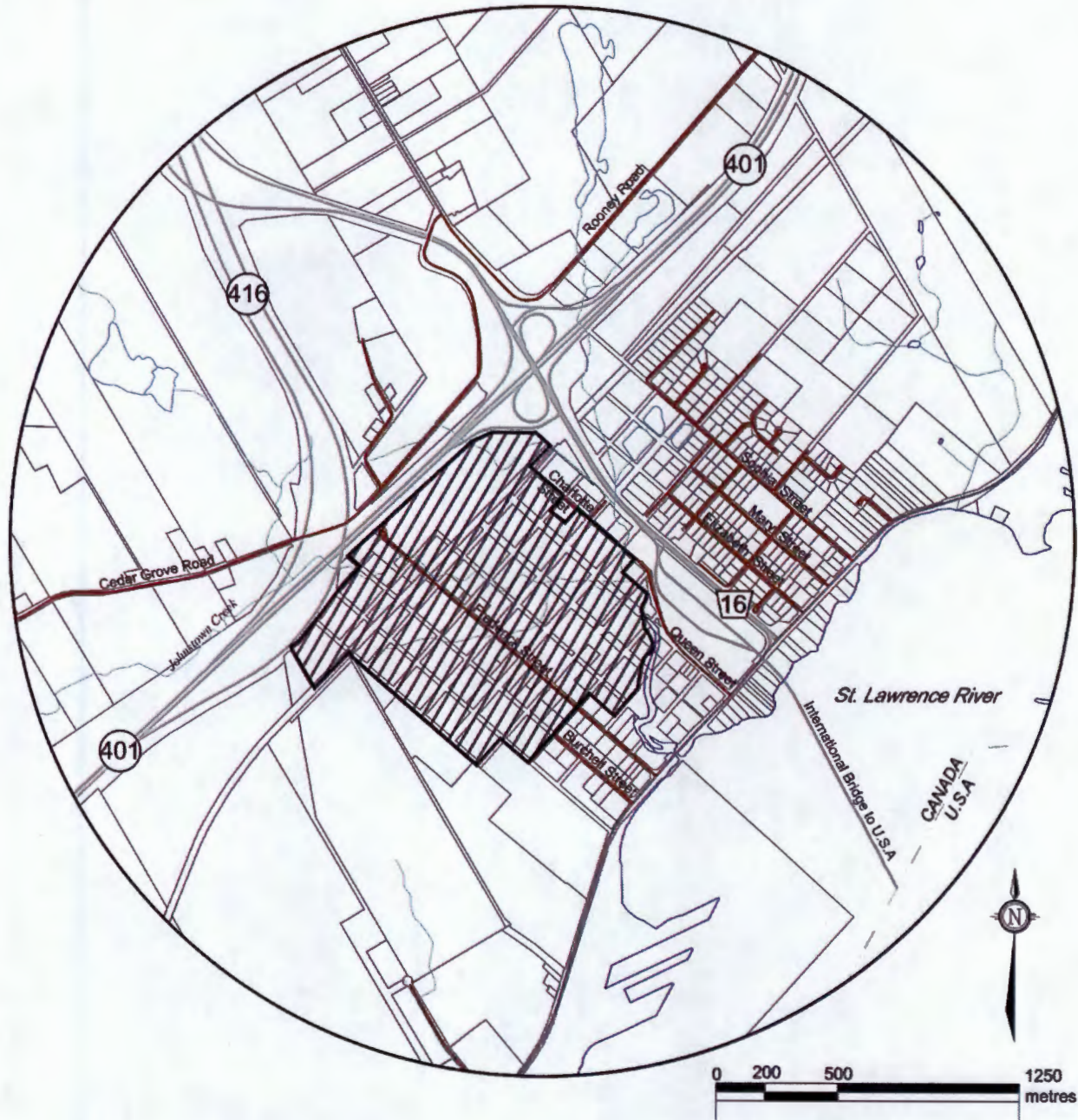


\_\_\_\_\_  
Clerk



**Schedule “A” to By-law No. 2021-33**  
**Township of Edwardsburgh Cardinal**

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# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 27, 2022

Resolution Number: 2022- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council receives the correspondence listings for the following dates as previously circulated:

- June 1, 2022
- June 8, 2022
- June 16, 2022
- June 22, 2022

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

# RESUMÉ

of *correspondence*

June 1<sup>st</sup>, 2022

FROM	DATE	SUBJECT
Municipality of Shuniah	May 25	Res: Rural and Northern Education Fund (RNEF)
Municipality of Shuniah	"	Res: Funding support for infrastructure projects
AMO	May 26	Nominations for 2022 – 2024 AMO board of directors
SNC	June 1	Storm aftermath clean up at SNC conservation areas
Health Unit	"	Media Release: Info for those recovering from effects of storm
eSolutions Group	"	Changes to Cludo account
AMCTO	"	Issue at a glance: Municipal Insurance
Health Unit	"	Media Release: Well water and septic health
UCLG	"	Economic Development eNews – May 31
AMO	"	Provincial Election Watch: Members' Update
City of Kitchener	"	Res: Energy Performance Tiers

# RESUMÉ

of *correspondence*

June 8<sup>th</sup>, 2022

FROM	DATE	SUBJECT
District of Muskoka	June 1	Res: Annual Emergency Exercise Exemption
Town of Fort Erie	"	Res: Federal Gov't plans to tax vacant foreign owned properties
Town of Fort Erie	"	Res: Bidding wars on apartment rentals
Town of Fort Erie	"	Res: Voluntary Russian sanction request
City of Cambridge	June 2	Res: Plan of action to address joint and several liability
Health Unit	"	Newly translated health unit resource – Russian/French
City of Cambridge	"	Res: Ontario must build it right the first time
UCLG	June 3	Social services relief fund – Lrg. Document avail. upon request
UCLG	"	SSRF– Program guidelines– Lrg. Document avail. upon request
Shadow Minister of RED	"	Issues facing economic development in rural community's forum
SBCC	June 6	Minutes of the SBCC meeting held June 2
Dr. Shankar	"	Anniversary of 30 years in business
Grenville CFDC	"	Newsletter – June 2022
Health Unit	"	Media Release: Preventing West Nile Virus Infections
SNC	June 7	Memorandum: SNC Septic program update for contractors
SG Chamber	"	Networking Mixer – 4 dates, 4 locations
MMAH	"	2022 AMO Delegation form
Health Unit	"	COVID-19 Vaccine Status Report – June 7

# RESUMÉ

of *correspondence*

June 16<sup>th</sup>, 2022

FROM	DATE	SUBJECT
AMO	June 8	Policy Update
Abby McIntyre	"	Proposal: Recognition Program for Junior Citizens of the Year
AMCTO	"	Advocacy Update: 2022 Provincial Election – Correction
AMO	June 10	Watchfile
UCLG	"	Notice of Decision – Official Plan Amendment
AMO	"	Online Training: Advanced Land Use Planning Training
Student Letter – Emma	June 15	Appreciation letter from Emma - Centennial '67 public school
Municipality of Killarney	June 16	Res: Support Ukraine
Trinkets Boutique	"	Grand Opening Launch for New Location – July 15 <sup>th</sup>
UCLG	"	Economic Development eNews – June 14
Health Unit	"	Media Release: Blue Green Algae Awareness
ROMA	"	Highlights: ROMA's June Board Meeting
Municipal Engineers Association	"	Retention of Professional Engineers at Ontario Municipalities
East Gwillimbury	"	Res: Summary and implications of Provincial Bill 109
Health Unit	"	Dr. Stewart's Retirement

# RESUMÉ

of *correspondence*

June 22<sup>nd</sup>, 2022

FROM	DATE	SUBJECT
Health Unit	June 16	In-Home Support Pilot Projects
City of Orillia	"	Res: Voluntary Russian Sanction Request
AMO	"	Watchfile
SGDSS	"	Social Media Tips
SNC	June 20	Environmental Impact Statement Guidelines

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 27, 2022

Resolution Number: 2022- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council approves payment of municipal invoices circulated and dated as follows:

• Report dated May 25 (2022-70)	\$339.00
• Report dated May 30 (2022-76)	\$172,687.53
• Report dated May 31 (2022-77)	\$229,803.21
• Report dated June 9 (2022-82)	\$145,000.00
• Report dated June 14 (2022-83)	\$184,820.92
• Report dated June 16 (2022-84)	\$235,935.68
• Report dated June 22 (2022-87)	\$187,052.68

**TOTAL: \$1,155,639.02**

☐ Carried    ☐ Defeated    ☐ Unanimous

**Mayor:** \_\_\_\_\_

**RECORDED VOTE REQUESTED BY:** \_\_\_\_\_

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

Report Date  
5/25/2022 1:08 PM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
As of 5/25/2022  
Batch: 2022-00070

Page 1

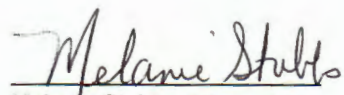
Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Bank Code: AP - REVENUE FUND

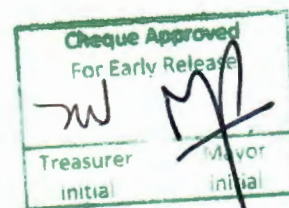
Proposed Payments:

Ch		<b>Barry Fawcett</b>			
	May 25, 2022		Refund 2 Food cyclor pur error	339.00	339.00
				Total for AP:	339.00

Certified Correct This May 25, 2022

  
Melanie Stubbs, Treasurer

  
Dave Grant, CAO



Report Date  
5/30/2022 10:01 AM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
As of 5/30/2022  
Batch: 2022-00076

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: EFT - electronic funds transfer</b>					
Proposed Payments:					
EFT		<b>Abell Pest Control Inc.</b> A4094095	contract pest control	78.25	78.25
EFT		<b>Black &amp; McDonald Limited</b> 70-12999970	wwtp - monthly PM	406.89	406.89
EFT		<b>Brandt Tractor Ltd</b> CS50044a	pw- T7- Short pd	0.60	
		CS50095	pw - oil filter change T19-04	1,389.29	
		CP193567	pw -fender washers/nuts	53.22	
		CP193588	pw - mud flap GI	85.97	
		CP193762	pw-hub caps T19-04	109.11	
		CS50449	pw-tail light repairs T6	424.06	2,062.25
EFT		<b>Brian Moore</b> May 2022	Fd- Cargo nets R1	42.28	42.28
EFT		<b>Burchell's Home Hardware</b> 42310	pw-safety boots, shop sup, gra	615.52	
		42319	rec-misc supplies	74.67	
		42335	wwtp- cleaning supplies	30.49	
		42375	rec- misc supplies	145.06	
		42405	rec - pool supplies	97.79	
		42483	fd - shelf brackets	11.28	
		42536	rec - dock repairs	500.19	1,475.00
EFT		<b>Caduceon Enterprises Inc.</b> 22-6634	ind park testing	548.42	
		22-6636	lagoon testing	3,554.96	
		22-6639	wtp - testing	2,750.14	
		22-6640	wwtp- testing	2,442.50	
		22-6641	rec - south centre testing	38.99	
		22-6642	fd - strn #1 - testing	38.99	
		22-6643	rec - Spen Lib - testing	38.99	
		22-6644	rec - Spen Arena Testing	38.99	
		22-6645	adm-twsp office testing	38.99	9,490.97
EFT		<b>Clean Water Works Inc.</b> W20230	wwtp/lagoon-lift station clean	2,021.34	2,021.34
EFT		<b>Drummond's Gas</b> 2444507	pw - fuel T19-01	108.27	
		2444512	pw - water	10.58	
		2444523	fd - fuel T2	132.00	
		2444524	fd - fuel	50.94	
		2444543	pw - fuel T19-01	110.00	
		2444511	fd - fuel T9	112.01	
		2444560	fd - fuel T8	65.63	
		2444559	fd -fuel P1	25.38	
		2445987	rec-truck fuel	125.65	
		2445990	fd - fuel T9	137.00	
		2445996	rec - truck fuel	109.87	

Report Date  
5/30/2022 10:01 AM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
As of 5/30/2022  
Batch: 2022-00076

Page 2

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		2446012	pw-fuel T19-01	154.00	1,141.33
EFT		<b>Emond Harnden LLP</b>			
		218975	Admin HR assistance	196.62	196.62
EFT		<b>Enviro-Guard Plus Inc.</b>			
		CAR037 2022a	south centre	79.17	
		CAR038 2022A	parks-waterfront pavillion	60.38	139.55
EFT		<b>Falcon Security Co.</b>			
		1000076839	wwtp/wtp-monthly monitor fees	983.10	983.10
EFT		<b>G T Automotive</b>			
		045810	pw-oil change/4 tires T19-01	1,363.55	1,363.55
EFT		<b>GFL Environmental Inc</b>			
		G90003251334	wwtp - biosolid removal	6,467.78	6,467.78
EFT		<b>Goldsmith Saw</b>			
		1980571	rec - blades	126.56	126.56
EFT		<b>Grand &amp; Toy</b>			
		S908806	Adm-Paper/Pens/notes	189.70	189.70
EFT		<b>Greer Galloway Consulting Eng</b>			
		25939	Ferguson Severance letter	1,040.49	
		25948	Storm-Spen Draingage design	4,052.11	
		25949	storm-J.Town Drainage desgin	4,078.17	
		25967	storm-Spen Drainage-water plan	1,695.00	10,865.77
EFT		<b>HGC Management Inc</b>			
		44082	w/d contract collection April	31,416.35	31,416.35
EFT		<b>Hach Sales &amp; Service Canada Lt</b>			
		284074	wtp- chlorine	557.11	557.11
EFT		<b>Hansler Smith Limited</b>			
		5697426	rec - cleaning supplies	96.50	
		5697670	rec -cleaning supplies	259.22	
		5698783	rec - garbage bags for parks	229.39	585.11
EFT		<b>Howard Campbell &amp; Sons Ltd.</b>			
		MR4599	portable rental transfer site	120.00	120.00
EFT		<b>Ideal Pipe</b>			
		453981	pw-culverts - stock	12,512.74	12,512.74
EFT		<b>Jay Simzer</b>			
		May 2022	Pw-Rd school exp & fuelT19-01	421.73	421.73
EFT		<b>Jeff Hopkins</b>			
		May 2022	Rec-pool chemicals/TH-Flowers	519.71	519.71
EFT		<b>Kenneth Sloan</b>			
		May 2022	pw-dz license upgrade	65.00	65.00
EFT		<b>Kyle Stephenson</b>			
		May 10, 2022	pw-road school expenses	195.68	
		May 2022	pw- K. Stephaneson expGlasses	323.94	519.62
EFT		<b>Limerick Environmental Svcs</b>			
		2021-4320	bin pickup transfer site	2,620.42	2,620.42
EFT		<b>Local Authority Services Ltd.</b>			

Report Date  
5/30/2022 10:01 AM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
As of 5/30/2022  
Batch: 2022-00076

Page 3

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		EPT003281	rec - LAS Membership	310.75	310.75
EFT		<b>Mac's Convenience Store Inc.</b>			
		137898	pw - fuel T1	103.00	
		137900	rec - truck Fuel	169.64	
		137902	rec - truck fuel	184.70	
		137904	pw-fuel T19-01	107.04	
		137906	wmpss-fuel	131.00	
		137905	pw - fuel T19-01	128.00	
		137907	rec pool pump fuel	30.10	
		137908	wwtp-fuel	115.24	
		137909	pw-fuel T19-01	107.00	
		137910	wtp fuel	127.42	
		137911	pw-fuel T1	128.01	
		137913	rec - truck fuel	137.29	
		137916	pw fuel T1	126.00	
		137917	pw - fuel T19-01 rec	135.00	
		137914	lagoon fuel	131.19	
		137915	wtp-fuel	139.01	
		137918	rec - truck fuel	205.01	
		137919	pw - fuel T1	100.02	2,304.67
EFT		<b>Marley Perrin</b>			
	May 2022	May 2022 Cleaning		750.00	750.00
EFT		<b>Martin &amp; Levesque</b>			
	2181005	fd- station gear		187.81	187.81
EFT		<b>O'Reilly's Independent Grocer</b>			
	08 7876	fd - admin mtg		56.51	56.51
EFT		<b>Ontario East Economic</b>			
	3175	OEEDC Membership -W.Vankeulen		310.75	310.75
EFT		<b>Postmedia Network Inc</b>			
	659213	Adm0 agenda advertising		452.00	452.00
EFT		<b>Purolator Courier Ltd.</b>			
	450389219	wwtp/admin - courier		19.22	
	450452476	adm/fd- courier chgs		20.00	39.22
EFT		<b>Robinson Consultants Inc</b>			
	0070150	Ag Drain - Newport Mun Drain		7,054.03	7,054.03
EFT		<b>SDR Electric Plumbing &amp;</b>			
	20220001698930	adm-pressure tank replacement		897.55	897.55
EFT		<b>Sani Gear Inc</b>			
	9745	fd - bunker gear rental		67.80	67.80
EFT		<b>Spencerville Home Hardware</b>			
	78322	pw- marking paint- locates		31.62	
	78330	rec - misc supplies		5.41	
	78358	adm-misc supplies		10.16	
	78410	rec - misc supplies		3.25	
	78407	wwtp-supplies		16.37	
	78421	rec - misc supplies		36.11	
	78447	rec - misc supplies		9.03	111.95

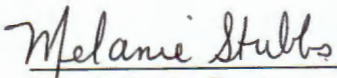
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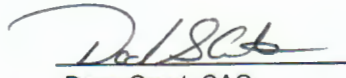
Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
As of 5/30/2022  
Batch: 2022-00076

Page 4

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
EFT		<b>Strongco Limited Partnership</b>			
		92170259	pw-control unit/software volvo	8,378.22	
		92170260	pw-investgate le headlight GII	1,221.64	9,599.86
EFT		<b>Ultramar</b>			
		03916792707296	pw 3500L dye diesel cty22	7,998.99	7,998.99
EFT		<b>United Counties Of Leeds &amp;</b>			
		INV 20051	fd- comm- debenture	7,051.90	7,051.90
EFT		<b>Universal Supply Group 3735</b>			
		964-381988	rec- lawn tractor battery	131.45	
		964-382058	pw - disposable wipes	151.37	
		964-382059	pw - LED marker shop supplies	43.96	
		964-382224	wwtp- compressor lube	91.94	418.72
EFT		<b>Upper Canada Elevators</b>			
		23299	rec - lift inspection	260.00	
		23332	adm-lift service call	373.00	633.00
EFT		<b>Waste Connections of Canada</b>			
		7150-0000396722	wwtp bin collector	207.84	
		7150-0000395923	w/d bins April	2,017.40	2,225.24
EFT		<b>Waterhouse Executive Search</b>			
		EC220512	Public Works-Waterhouse - PWM	22,035.00	22,035.00
EFT		<b>Weagant Farm Supplies Ltd.</b>			
		EB12237	pw- kubota chopper	19,888.00	19,888.00
EFT		<b>Willis Kerr Contracting Ltd.</b>			
		118890	pw - granular - buckwheat rd	1,871.05	1,871.05
EFT		<b>Xiliticx Inc.</b>			
		879	pw - patrol app	2,034.00	2,034.00
				Total for EFT:	172,687.53

Certified Correct This May 30, 2022

  
Melanie Stubbs, Treasurer

  
Dave Grant, CAO

Report Date  
5/31/2022 1:07 PM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
As of 5/31/2022  
Batch: 2022-00077

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: PAD - Preauthorized Debit</b>					
Proposed Payments:					
Ch		<b>Bell Canada</b>			
	658-2141 05-22	spencerville arena		118.87	
	658-3055 05-22	admin		445.69	
	658-3001 05-22	fd/pw- phone split		138.85	
	536626539 05-22	Cardinal Arena internet		56.44	
	538898923 05-22	Internet spencerville Arena		71.13	830.98
Ch		<b>Hydro One Networks Inc.</b>			
	03768 05-22	ball diamond		35.54	
	16052 05-22	johnstown pool		42.79	
	77395 05-22	south centre		195.13	
	64439 05-22	wwtp-3207 Windmill		1,466.08	
	10647 05-22	pw-Pittston Shop		686.94	
	14330 05-22	St Lights Var May 2022		950.80	
	19876 05-22	spencerville arena		18,896.12	22,273.40
Ch		<b>Pitney Bowes</b>			
	3201979453	Postage Machine Qtr LeaMar-Jun		440.53	440.53
Ch		<b>Receiver General For Canada</b>			
	PP 10 2022 PT	PP 10 2022 PT source deduction		2,417.10	
	PP 10 2022 FT	PP 10 2022 FTsource deductions		24,346.67	26,763.77
Ch		<b>Reliance Home Comfort</b>			
	4422619 05-22	rec hot water heater rentals		273.91	273.91
Ch		<b>Rideau St Lawrence</b>			
	502-00 04-22	ball diamond Cardinal		33.80	
	250-00 04-22	cardinal pool		37.50	
	290-00 04-22	parks-1700 Dundas		49.46	
	496-00 04-22	wwtp-417 Hwy2		57.85	
	501-00 04-22	fd stn 2		275.20	
	500-01 04-22	cardinal library		327.03	
	231-00 04-22	pw-4035 Dishaw		904.40	
	119-01 03-23	ind park water		7,550.18	
	435-00 04-22	wwtp-172 Henry		185.30	
	450-00 04-22	wtp-water tower		271.56	
	370-00 04-22	wwtp-adelaide		726.21	
	430-00 04-22	wtp-2000 Dundas		1,292.06	
	270-00 04-22	pw-cardinal streetlights		1,744.45	
	505-01 04-22	Rec - Dishaw W & H		14,793.20	
	464-00 04-22	wwtp-4000 John		5,511.22	33,759.42
Ch		<b>Royal Bank Visa</b>			
	5988 04-22	G Shaw RBC visa Apr 2022		388.45	
	3850-04-22	M. Stubbs - RBC Visa Apr 2022		115.88	
	2719 04-22	R.Williams RBC visa Apr 2022		12.00	
	2752 05-22	B. Moore RBC Visa May 2022		123.93	
	8584 05-22	M.Spencer RBC Visa - May 2022		3,374.91	
	2719 05-22	R.Williams RBC visa May 2022		2,931.85	6,947.02
Ch		<b>Scotiabank</b>			

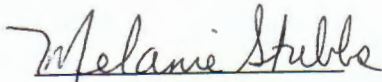
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Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
As of 5/31/2022  
Batch: 2022-00077

Page 2

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		May 16, 2022	Recreation Truck Loan Payment	476.46	
		May 30, 2022-	Recreation Truck Loan Payment	476.46	952.92
Ch		<b>Superior Propane</b> 38838548	5 Henderson St	171.76	171.76
Ch		<b>Telus Mobility</b> 16215291164	May 2022	1,950.93	
		39265058 05-22	adm-May 2022 Hot Spot Phone	193.59	2,144.52
Ch		<b>Township of Edwardsburgh/Cardi</b> PP 10 2022	PP 10 2022 Payroll Clearing	62,437.59	
		PP 11 2022	PP 11 2022 Payroll Clearing	64,857.29	127,294.88
Ch		<b>Union Gas Limited</b> 44825 1 04-22	Rec - 4050 Dishaw -Card Arena	2,349.64	2,349.64
Ch		<b>Workplace Safety &amp; Insurance</b> April 2022	Apr 2022 Premium	5,600.46	5,600.46
				Total for PAD:	229,803.21

Certified Correct This May 31, 2022

  
Melanie Stubbs, Treasurer

  
Dave Grant, CAO

Report Date  
6/09/2022 10:25 AM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
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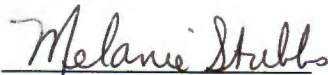
Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Bank Code: AP - REVENUE FUND

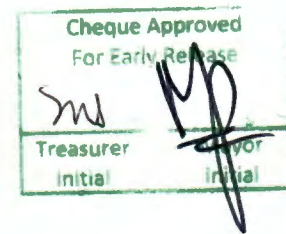
Proposed Payments:

Ch		Camions Helie 9001	Fd- Tanker Chassis	145,000.00	145,000.00
				Total for AP:	145,000.00

Certified Correct This June 9, 2022

  
Melanie Stubbs, Treasurer

  
Dave Grant, CAO



Report Date  
6/14/2022 9:03 AM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
As of 6/14/2022  
Batch: 2022-00083

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: EFT - electronic funds transfer</b>					
Proposed Payments:					
EFT		<b>Abell Pest Control Inc.</b> A41922774	Monthly pest control	75.89	75.89
EFT		<b>Beach Home Hardware</b> 977108	rec - Weed trimmer line	124.29	124.29
EFT		<b>Benson Pools</b> 8954	Rec - Prograss payment filter	6,215.00	
		8955	rec - Part 3 Progress Draw 2	99,406.10	105,621.10
EFT		<b>Brandt Tractor Ltd</b> CS50486	pw - PM - T7	269.10	269.10
EFT		<b>Brenntag Canada Inc.</b> 46514866	wmpgs - chemicals	4,493.32	4,493.32
EFT		<b>Brian Moore</b> May 5, 2022	OAFC Convention Dinners	177.69	
		May 27, 2022	fd - dz lic fee	23.75	201.44
EFT		<b>CIMCO Refrigeration</b> 90818318	rec-compressor 1 top end overh	2,198.97	2,198.97
EFT		<b>Cambridge Environmental</b> 284616	wwtp - filter glass	313.01	313.01
EFT		<b>Canadian Union Of Public</b> June 2022	May 2022 Union dues collected	680.00	680.00
EFT		<b>Compass Minerals Canada</b> 998709	pw-salt 2022-2023	23,155.97	23,155.97
EFT		<b>Coville Electric</b> 5593	adm-Sprin maint on generator	203.40	
		5594	rec - damaged wiring repaired	1,356.91	1,560.31
EFT		<b>Crane Supply</b> 14-247606	wtp - safety relief valves	206.56	206.56
EFT		<b>Current Systems Service Inc.</b> 13166	pw-annual hoisting cardinal	177.69	
		13167	pw-annual hoise insp Pittston	290.69	468.38
EFT		<b>Drummond's Gas</b> 2446022	fd - truck fuel T2	135.69	
		2446021	fd - Truck fuel T3	83.01	
		2446049	fd - truck fuel T9	77.00	
		2445881	rec - Truck fuel	145.00	
		2445882	rec - truck fuel	40.82	
		2445889	fd - truck fuel T9	146.00	
		2445906	fd - truck Fuel R1	120.00	747.52
EFT		<b>Eastern Ontario Water</b> 1136301	fd - drinking water	43.90	43.90
EFT		<b>Eastlink</b> 18315081	pw/fd phone	180.30	180.30
EFT		<b>Eric Wemerman</b>			

Report Date  
6/14/2022 9:03 AM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		May 26, 2022	wwtp- office supplies	9.97	9.97
EFT		<b>Evans Printing Ltd.</b> 30615	waste disp landfill punch card	197.75	197.75
EFT		<b>Express Impressions INC</b> 29013	fd - tee shirts	801.80	801.80
EFT		<b>Falcon Security Co.</b> 1000077851	wtp-camera repairs	111.31	111.31
EFT		<b>Future Office Products</b> FOP204170	admin copier contract Apr	519.27	519.27
EFT		<b>G T Automotive</b> 045916	wwtp-tire plugs	16.95	16.95
EFT		<b>Gordon Signs</b> 1927	pw - st sign replacment Holly	79.10	79.10
EFT		<b>Grand &amp; Toy</b> S940006	fd/wwtp/wtp-stationary	177.59	
		S950143	fd - dry erase markers	4.52	182.11
EFT		<b>Hansler Smith Limited</b> 5700253	rec - cleaning supplies	130.74	
		5700255	rec - safety glasses	90.12	
		5700741	rec - cleaning supplies	212.72	433.58
EFT		<b>Island City Training &amp; Service</b> 191	bylaw enforcement May 2022	1,830.60	1,830.60
EFT		<b>Jeff Hopkins</b> June 2022	Rec - Pool chemicals	1,734.57	1,734.57
EFT		<b>Joe Computer</b> 161940	May Internet Services	211.31	211.31
EFT		<b>Mac's Convenience Store Inc.</b> 137920	wmpaps-fuel	118.76	
		137921	Rec - Truck Fuel	125.01	
		137922	pw - fuel T19-01	123.00	
		137926	pw - fuel T1	163.09	
		137927	fd - fuel T8	60.30	
		137923	rec - gas for weed trimmer	20.08	
		137925	rec - truck Fuel	131.35	
		137924	wmpaps-fuel	144.00	
		137928	wtp-fuel	116.01	
		137929	fd - fuel T8	161.25	
		137931	rec - truck Fuel	32.63	
		137930	pw - fuel T19-01	113.00	
		137933	rec - truck fuel	128.87	
		137936	rec - truck fuel	189.15	
		137934	rec -gas for weed trimmer	20.84	
		137932	rec - truck fuel	214.01	
		137937	wtp- fuel	159.93	2,021.28
EFT		<b>Morrisburg Plumbing &amp; Heating</b> 22976	wwtp-sewerline blockage	367.25	

Report Date  
6/14/2022 9:03 AM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		23012	ind park meter replacement	291.54	658.79
EFT		<b>Novatech</b> 1032294	Planning - gen advice	2,803.25	2,803.25
EFT		<b>OnServe</b> 63456	IT contract services May	3,398.29	3,398.29
EFT		<b>Purolator Courier Ltd.</b> 45056063	admin-registrar general	14.13	14.13
EFT		<b>Rideau St. Lawrence Utilities</b> 22-027	w/s billing Apr-June 2022	11,399.06	11,399.06
EFT		<b>Roger Huttman</b> May 2022	May 2022 Mileage	525.77	525.77
EFT		<b>Selleck Truck &amp; Trailer Repair</b> 122306	fd- brake chamber leaking T3	73.05	73.05
EFT		<b>Smartcell Communications Inc</b> KINBIIN2365	pw-Public works staff upgrade	367.22	367.22
EFT		<b>South Grenville Chamber of</b> 455	Profesional Membership	180.00	180.00
EFT		<b>Spencerville Home Hardware</b> 78515	Rec - safety glasses	16.94	
		78584	rec - potting soil	54.21	
		78598	rec - top soil	54.21	125.36
EFT		<b>Stephen Campbell</b> May 5, 2022	glasses self	300.00	300.00
EFT		<b>T.A.S. Communications</b> 0000363693	Rec - call in service	152.78	152.78
EFT		<b>Tenaquip Ltd.</b> 14617701-00	wwtp-latex gloves	188.28	
		14619361-00	fd - batteries	160.47	348.75
EFT		<b>United Counties Of Leeds &amp;</b> INV 20073	adm-Emergency preparedness	121.60	
		June 6, 2022	POA Jon Levett 704-045-07007	380.00	501.60
EFT		<b>Vicki Cucman</b> Apr 2022	fd - gear repairs	8.00	8.00
EFT		<b>Vincera Kennels</b> 486664	May 2022 Pound fees	1,400.00	1,400.00
EFT		<b>Weagant Farm Supplies Ltd.</b> IB49539	rec- misc parts for all 4 mach	2,038.47	
		IB49649	rec- misc supplies tractor	241.31	
		IB49719	rec - tractor parts	77.12	2,356.90
EFT		<b>Willis Kerr Contracting Ltd.</b> 119030	pw-entrance culverts	2,086.39	
		119063	pw - replace culvet - dewitt	1,870.17	
		119103	pw-entranceway culvert-Bernie	527.49	4,484.05
EFT		<b>eSolutions Group Limited</b> 723000244	admin - IT services	7,234.26	7,234.26

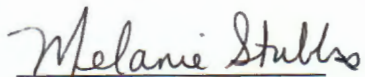
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Township of Edwardsburgh/Cardinal  
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
				Total for EFT:	184,820.92

Certified Correct This June 14, 2022

  
Melanie Stubbs, Treasurer

  
Dave Grant, CAO

Report Date  
6/16/2022 10:02 AM

Township of Edwardsburgh/Cardinal  
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Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: PAD - Preauthorized Debit</b>					
Proposed Payments:					
Ch		<b>B &amp; T MacFarlane Ottawa Ltd.</b>			
	May 31, 2022		Rec - New Tractor	35,796.14	35,796.14
Ch		<b>Bell Canada</b>			
	657-4468 05-22		wtp-water plant May 2022 Phone	107.46	
	925-5822 05-22		south centre J.Town	112.60	
	657-3210 05-22		cardinal arena	118.82	
	657-4606 05-22		pw-Pittston shop	124.21	
	657-4850 05-22		wwtp-John St	164.21	
	657-3765 05-22		wwtp-John st	321.77	949.07
Ch		<b>Canadian National Railway Co.</b>			
	91628836		pw - crossing maintenance	653.00	653.00
Ch		<b>Hydro One Networks Inc.</b>			
	18196 05-22		lagoon-2301 RD 21	222.86	
	84483 05-22		pw- Sophia St	8.14	
	62670 05-22		wwtp-flett st	52.01	
	53082 05-22		lagoon 2803 CR 21	55.51	
	32562 05-22		lagoon 4 Charles	55.77	
	24430 05-22		ball diamonds	86.79	
	25495 05-22		spencerville library	172.82	
	71283 05-22		lagoon- 1 Spencer	538.05	
	03696 05-22		fd stn 1	603.75	
	27613 05-22		admin-townhall	705.27	
	41324 05-22		parks-CR44 clock	50.11	2,551.08
Ch		<b>LBC Capital</b>			
	2041302		Jun-Jul 2022 copier lease	183.06	183.06
Ch		<b>Minister Of Finance</b>			
	June 2022		May 2022 EHT premium	5,503.78	5,503.78
Ch		<b>MuniSoft</b>			
	2022-23-01243		adm-receipt counter paper	77.47	77.47
Ch		<b>Ontario Municipal Employees</b>			
	May 2022		May 2022 contributions	47,447.28	47,447.28
Ch		<b>RBC Loan 21655469008</b>			
	June 9, 2022		JR-DR drain loan	1,331.00	1,331.00
Ch		<b>Receiver General For Canada</b>			
	PP 11 2022 PT		PP 11 2022 PT source deduction	2,362.66	
	PP 11 2022 FT		PP 11 2022 FTsource deductions	25,819.09	28,181.75
Ch		<b>Rideau St Lawrence</b>			
	270-00 05-22		pw-cardinal streetlights	1,597.50	
	496-00 05-22		wwtp-417 Hwy2	51.69	
	501-00 05-22		fd stn 2	215.93	
	231-00 05-22		pw-4035 Dishaw	906.86	
	502-00 05-22		ball diamond Cardinal	33.77	
	290-00 05-22		parks-1700 Dundas	38.24	
	250-00 05-22		cardinal pool	57.46	

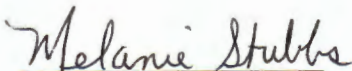
Report Date  
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Township of Edwardsburgh/Cardinal  
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		500-01 05-22	cardinal library	283.97	
		119-01 05-22	ind park water	8,323.81	
		504-00 06-22	parks 1800 Dundas	143.08	11,652.31
Ch		<b>Scotiabank</b>			
	June 13, 2022		Recreation Truck Loan Payment	476.46	476.46
Ch		<b>Sun Life Financial</b>			
	June 2022		Jun 2022 Monthly Premiums	21,002.20	21,002.20
Ch		<b>Superior Propane</b>			
	39109182		rec - 4050 Dishaw St	19.78	19.78
Ch		<b>TNT Dynamite Signs</b>			
	336278		Covid 19 Sign Rental	508.50	508.50
Ch		<b>Township of Edwardsburgh/Cardi</b>			
	PP 12 2022		PP 12 2022 Payroll Clearing	72,622.83	72,622.83
Ch		<b>Union Gas Limited</b>			
	72598 5 05-22		Library - 618 Cty Rd 2	98.32	
	44825 1 05-22		Rec - 4050 Dishaw -Card Arena	1,207.10	
	69531 2 05-22		fd- 4035 Dishaw St.- stn 2	69.30	
	72687 6 05-22		es-70 Adelaide St	35.34	
	72780 5 05-22		pw-4035 dishaw card shop heat	110.10	
	21619 4 05-22		24 Sutton Drive - Jtown	126.19	
	44787 6 05-22		wtp-2000 Dundas natural gas	2,000.34	
	53951 1 05-22		wwtp-4000 John natural gas	3,333.28	6,979.97
				Total for PAD:	235,935.68

Certified Correct This June 16, 2022

  
Melanie Stubbs, Treasurer

  
Dave Grant, CAO

Report Date  
6/22/2022 9:10 AM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
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Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - REVENUE FUND</b>					
Proposed Payments:					
Ch		<b>416 Courier</b> 1490	Water sample courier	211.54	211.54
Ch		<b>A.J. Stone Co. Ltd</b> 0000167408	fd- rescue Tools	596.00	596.00
Ch		<b>Ault &amp; Ault In Trust</b> 10624	adm-legal housing dev lien	749.80	749.80
Ch		<b>Blue Imp Products</b> 0000034195	rec-cardiPool Playstructur Rep	10,170.00	10,170.00
Ch		<b>Chemtrade Chemicals Canada Ltd</b> 93338574	wwtp-sulfate (alum)	6,200.16	6,200.16
Ch		<b>Cleary Feed &amp; Seed</b> 366	rec - field makrer - Ball Diam	104.47	104.47
Ch		<b>Cole International</b> 2290	fd -t-shirts	166.11	166.11
Ch		<b>Conseil Scolaire Catholique de</b> 2nd Qtr 2022	2nd Qtr 2022	14,983.68	14,983.68
Ch		<b>Dan Cook</b> 06/13/2022	Refund on Instructor Class	170.00	170.00
Ch		<b>Donna Lynne Clement</b> May 1, 2022	Walker House 2022	25.00	25.00
Ch		<b>FireFixx</b> 1397	fd - fuel Small engine	894.97	894.97
Ch		<b>Fluent Information Management</b> INV-6797	fd-who's repsonding fire-annu	1,356.00	1,356.00
Ch		<b>HW Supplies</b> 52948	pw - bungee straps	52.66	
		53146	pw-hyd oil and hose T19-04	285.69	338.35
Ch		<b>Homewood Health Inc.</b> H506339	fd - EAP - June 22-May23	1,084.80	1,084.80
Ch		<b>Hugh Cameron</b> April 2022	Apr 2022 Mileage	146.51	
		May 2022	May 2022 Mileage	117.65	264.16
Ch		<b>Image Advantage</b> 1185	pw manager filehold user licen	368.38	368.38
Ch		<b>Industrial Electrical</b> 2641	wwtp - pump issue	143.23	143.23
Ch		<b>Jewell Engineering</b> 00115690	wtp-prof services-Cty rd 2 Apr	23,003.13	23,003.13
Ch		<b>Khal Ottway</b> June 21, 2022	Duplicate pd entrance permit	800.00	800.00
Ch		<b>Knapps Yamaha Racing</b> June 1, 2022	Rec - Trash Pump for Pool	452.00	452.00

Report Date  
6/22/2022 9:10 AM

Township of Edwardsburgh/Cardinal  
**List of Accounts for Approval**  
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Page 2

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Ch		<b>Kyle Goodlad</b>			
	May 20, 2022		refund Bldg Dep #2021-146	1,000.00	1,000.00
Ch		<b>Kyle Goodman</b>			
	May 17, 2022		Over pd of water/sewer aug2021	1,061.60	1,061.60
Ch		<b>Lloyd McMillan Equipment Ltd.</b>			
	32152		w/d clay- Scott Rd landfill	226.00	226.00
Ch		<b>Madison Mulder Enterprises</b>			
	June 15, 2022		Refund Dep Bldg P #2021-047	2,000.00	2,000.00
Ch		<b>Minister of Finance</b>			
	32152		2022 OPP credit - Jan-Mar	2,714.56-	
	302405221343045		fd - program reg Jan-Mar 2022	260.00	
	302505221033051		Apr 2022 OPP billing	96,371.00	93,916.44
Ch		<b>Ministry of Transportation</b>			
	Jan/Feb/Mar		MTO ARIS	49.50	49.50
Ch		<b>Municipal Equipment</b>			
	4318		wtp- fire hose	260.37	260.37
Ch		<b>Ontario Municipal</b>			
	22-821		adm-2022 OMMI Membership	60.00	60.00
Ch		<b>Patrick Sayeau</b>			
	Jan-May 2022		Jan-May 2022 Mileage & mtg exp	604.81	604.81
Ch		<b>Paul Kingston</b>			
	2037		pw-beaver trapping-dewitte/ric	610.20	
	2038		pw-beaver control Rooney Rd	576.30	1,186.50
Ch		<b>Prescott Towing</b>			
	086015		Rec-Tow fee for disabled truck	113.00	113.00
Ch		<b>Realtax Inc.</b>			
	84455		First Notice R#701-040-05500	694.95	
	84517		adm-TR#07 01 701 010 17800	565.00	1,259.95
Ch		<b>Robert Granger</b>			
	June 6, 2022		Overpayment permit # 2022-052	95.00	95.00
Ch		<b>Safedesign Apparel Ltd.</b>			
	259064		fd- bunker gear	20,741.90	
	259165		fd-gear trousers B/O	1,149.21	21,891.11
Ch		<b>South Grenville Beacon</b>			
	516		wtp-hydrant flushing/w/d-brush	267.81	267.81
Ch		<b>Vista Radio Ltd</b>			
	366593-1		adm- EP Week ads	108.48	108.48
Ch		<b>Walkerton Clean Water Centre</b>			
	3064956		wtp- service taps course	429.40	
	3065025		wtp - course expense Lefebvre	429.40	858.80
Ch		<b>Watts' Small Engines</b>			
	27516		Rec - Equipment	11.53	11.53
				Total for AP:	187,052.68

Report Date  
6/22/2022 9:10 AM

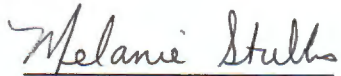
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
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Certified Correct This June 22, 2022

  
Melanie Stubbs, Treasurer

  
Dave Grant, CAO

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-**

**“A BY-LAW TO REGULATE THE USE OF LANDS AND THE CHARACTER,  
LOCATION AND THE USE OF BUILDINGS AND STRUCTURES IN THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL”**

**WHEREAS** the Planning Act, R.S.O., 1990, Chapter P.13, as amended, provides that the council of a municipal corporation may pass bylaws to regulate the use of land and the character, location, density, size and use of buildings and structures; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal passed Bylaw 2019-81 during the regular meeting of Council held on November 25, 2019 to adopt the Official Plan for the Township of Edwardsburgh Cardinal; and

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the existing Zoning Bylaw of the Township of Edwardsburgh Cardinal, as adopted by Bylaw 2012-35, during the regular meeting of Council held on June 25, 2012, and any and all amendments approved thereto, shall be of no force or effect upon the approval of the attached Zoning Bylaw.
2. That the Zoning Bylaw of the Township of Edwardsburgh Cardinal, consisting of the attached text and Schedules “A”, “B”, “C”, and “D”, is hereby adopted and shall form part of this bylaw.
3. That this Bylaw shall come into force and take effect on the day of the final passing thereof.

Read a first and second time in open Council this 27 day of June, 2022.

Read a third and final time, passed, signed and sealed in open Council this 27 day of June, 2022.

---

**Mayor**

---

**Clerk**

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 27, 2022

Resolution Number: 2022- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

**WHEREAS** Council of the Township of Edwardsburgh Cardinal has passed a new Zoning By-law under Section 34 of the *Planning Act*, being Zoning By-law No. 2022-37 and covering the whole of the Township; and

**WHEREAS** Section 34 (10.0.0.2) of the *Planning Act* allows Council, by resolution, to permit an application or applications to amend the Zoning By-law prior to the second anniversary of the date on which the Zoning By-law was passed.

**NOW THEREFORE BE IT RESOLVED** that, pursuant to Section 34 (10.0.0.2) of the *Planning Act*, the Council of the Corporation of the Township of Edwardsburgh Cardinal shall permit all applications to amend the Zoning By-law No. 2022-37.

☐ Carried    ☐ Defeated    ☐ Unanimous

**Mayor:** \_\_\_\_\_

**RECORDED VOTE REQUESTED BY:** \_\_\_\_\_

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

# M E M O R A N D U M

**DATE:** JUNE 22, 2022

**TO:** TOWNSHIP OF EDWARDSBURGH CARDINAL - COUNCIL

**FROM:** NOVATECH

**RE:** FINAL ZONING BY-LAW APPROVAL

## Background

The Township of Edwardsburgh Cardinal Official Plan was approved, as a new Plan, by the United Counties of Leeds and Grenville in January 2020. Section 26(9) of the *Planning Act* requires that no later than 3 years after an official plan review, the Council shall amend all zoning by-laws to ensure conformity with the official plan. The Township's current Zoning By-law No. 2012-35 has been in effect since June 25, 2012.

Novatech began working with Council and the Community Development Committee in July 2020 to prepare a new Zoning By-law. Throughout the Zoning By-law review process there has been significant input provided by Township Staff, Committee, Council, the public and prescribed agencies.

This report has been prepared to provide an overview of the zoning by-law process, public consultation, policy implications and provides a recommendation for Councils consideration to approve the final Zoning By-law.

## Public and Agency Consultation Summary

A draft of the proposed By-law was first circulated to the Community Development Committee for review and input before a first official draft was released to the public and prescribed agencies for review and comment. Several meetings were held with the Committee to gather input on items of local interest. The first draft was made available in May 2021 for review and comment.

In August 2021, a series of open houses (**Table 1**) both in-person at various locations within the Township and virtual were held for the public to review the proposed zoning by-law and to gather feedback or ask questions.

Table 1: Open House Attendance			
Date	Time	Location	Approx. No. of Attendees
Wednesday August 4, 2021	3:00pm – 5:00pm	Cardinal Legion 105 Legion Way, Cardinal	24 registered 19 attended
	6:30pm – 8:30pm	South Edwardsburgh Community Centre 24 Sutton Drive, Johnstown	25 registered 24 attended
Thursday August 5, 2021	10:00am – 12:00pm	Municipal Office 18 Centre Street, Spencerville	17 registered 11 attended
	1:00pm – 3:00pm	Virtual via Individual Zoom Meeting	7 registered 4 attended

A number of comments were received on the proposed draft which were presented to the Committee in November 2021 for review, discussion and guidance on how to address comment submissions and to make any necessary revisions to the draft By-law. A second draft of the Zoning By-law was released in March 2022.

A statutory public meeting was held on Thursday April 21, 2022 in the Council Chambers (18 Centre Street, Spencerville ON). A total of 5 members of the public attended the public meeting. Following the meeting, Novatech met with the Committee on May 13, 2022 to review any new comments received on the latest draft of the Zoning By-law.

Throughout the review process a total of 96 written submissions were received on the proposed drafts of the Zoning By-law, both from members of the public and prescribed agencies. Delegations at Committee/Council meetings were also made by members of the public on specific zoning by-law provisions outside of statutory public consultation requirements on the draft By-law, with written submissions provided to Township staff following. Novatech and Township staff also worked with various agencies to prepare and revise provisions of the By-law applicable to their jurisdiction and mandates.

**Attachment A** includes the summary tables presented to Committee of comments received on the various drafts of the proposed new Zoning By-law. It should be noted that the Public Meeting Summary table has been revised since last presented to Committee on June 6, 2022 as an additional comment from the public was received (Comment #96). No amendments to the Zoning By-law are recommended with regards to this additional comment received.

## **Final Zoning By-law Draft**

A final draft of the new Zoning By-law was presented to the Committee of the Whole – Community Development on June 6, 2022. At this meeting Committee reviewed public comments received and the draft By-law. The outcome of this meeting was a Committee recommendation to Council to approve the new Zoning By-law.

Minor grammatical or formatting changes were made to the final By-law since June 6, 2022. Minor revisions were also made to Section 3.24 to clarify servicing requirements for lands within the rural area and the Village of Johnstown and the RH-2 zone was revised to clarify servicing requirements in New Wexford. Further, Section 3.27 was revised to clarify setbacks of permitted encroachments to property lines.

A final Zoning By-law and four Schedules are attached to this report for Council's consideration to approve as the final new Zoning By-law. The proposed Zoning By-law is a new By-law which establishes new definitions, general provisions, use-specific provisions and various zone categories and related zone standards.

## **Planning Policy Implications**

### Planning Act

As noted, Section 26(9) of the *Planning Act* requires that no later than 3 years after an official plan review, the Council shall amend all zoning by-laws to ensure conformity with the official plan. The proposed new Zoning By-law has been prepared to meet the *Planning Act* requirements following approval of the Township's Official Plan in January 2020. The *Planning Act* also establishes

requirements for public and agency consultation and notification requirements which were implemented during the zoning by-law review process.

Section 34(10.0.0.1) of the *Planning Act* states that if Council carries out the requirements of Section 26(9) by simultaneously repealing and replacing all the zoning by-laws in effect in the municipality, no person or public body shall submit an application for an amendment to any of the by-laws before the second anniversary of the day on which the council repeals and replaces them.

Further, Section 34(10.0.0.2), states that the above-noted section does not apply if council has declared by resolution that such zoning amendment applications are permitted. The resolution may be made in respect of a specific application, a class of applications or in respect of such applications generally.

It is likely that a development proposal will come forward that may need to amend the zoning by-law within the two-year anniversary of Council passing the new Zoning By-law. It is recommended that Council pass a resolution to allow future applications to amend the new Zoning By-law within the two-year period. This provides the opportunity to accommodate proponents of future development proposals without the need to request site-specific resolutions of Council to file an application going forward.

#### Township of Edwardsburgh Cardinal Official Plan

During the Zoning By-law review process, Official Plan Amendment No. 1 was approved by the United Counties of Leeds and Grenville on June 9, 2022 which permits additional residential units within the Township. The final Zoning By-law includes additional residential unit provisions to implement this Official Plan amendment. It should be noted that in accordance with Section 34(19.1) of the *Planning Act* there is no appeal in respect of parts of a by-law that give effect to permitting additional residential units. The final Zoning By-law has been prepared to conform with the Township's Official Plan.

#### Township of Edwardsburgh Cardinal Zoning By-law No. 12-35

Should the final Zoning By-law be approved, Zoning By-law No. 12-35 and all related amendments will be repealed and will no longer be in effect. The new Zoning By-law will take effect once the appeal period has passed, and no appeals have been filed, in accordance with Section 34(21) the *Planning Act*.

### **Next Steps**

Council may choose to approve the proposed final new Zoning By-law. Following approval, notice of passing will need to be sent in accordance with the *Planning Act* and a 20-day appeal period follows.

### **Recommendation**

It is recommended that Council approve the proposed new Zoning By-law, which will repeal Zoning By-law No. 12-35, as amended. It is further recommended that Council pass a resolution under Section 34(10.0.0.2) of the *Planning Act* in order to allow zoning by-law amendment applications within the two-year period following approval.

Sincerely,

**NOVATECH**



Jordan Jackson, MCIP, RPP  
Project Planner

**Attachment A**  
**Summary of Public & Agency Comments**

**Attachment A**  
**Township of Edwardsburg Cardinal New Comprehensive Zoning By-law Review**  
**Public & Agency Comment Summary**  
**(Draft 1- May 2021 – Open House)**

Comment #	Source	Comment Received Summary*	Comment Response
<b>Public Comments</b>			
1+	S. Summers	Suggestion that fencing setbacks be addressed in the Zoning By-law. Suggestion for minimum of 2 spaces required for new residential buildings. Suggestion for MCR lots when severed be designated as R2.	<ul style="list-style-type: none"> <li>The draft Zoning By-law does not provide provisions to address setbacks for fences. Section 3.27 (Yard and Water Setback Encroachments) would permit a fence as an encroachment into any yard. Often times fencing standards are best addressed in a separate Township By-law.</li> <li>The draft Zoning By-law requires a minimum of 1 parking space per dwelling unit and a minimum of 1.25 spaces per dwelling unit in an apartment dwelling (Section 3.14.1 Parking Requirements). Any new dwellings in the Township will be required to meet this minimum standard.</li> <li>See Schedule C of the draft Zoning By-law, the zone boundaries for the MCR have been revised.</li> </ul> <p><b>No recommendations are proposed to the draft Zoning By-law with regards to the comments provided.</b></p>
2+	C. Marcellus	Opposed to a By-law change to restrict the right to use a recreational vehicle on private property, restricts freedom of assembly.	<b>See Recreational Vehicle response and discussion in report.</b>
3+	S. Lawrence	Opposed to a By-law change to restrict the right to use a recreational vehicle on private property, restricts freedom of assembly.	<b>See Recreational Vehicle response and discussion in report.</b>
4+	M. McDowell	Opposed to a By-law change to restrict the right to use a recreational vehicle on private property, restricts freedom of assembly.	<b>See Recreational Vehicle response and discussion in report.</b>
5+	C. Hunt N. Hunt	Opposed to a By-law change to restrict the right to use a recreational vehicle on private property, restricts freedom of assembly.	<b>See Recreational Vehicle response and discussion in report.</b>
6+	K. McDonald	Opposed to a By-law change to restrict the right to use a recreational vehicle on private property, restricts freedom of assembly.	<b>See Recreational Vehicle response and discussion in report.</b>
7+	C. Jones	Opposed to a By-law change to restrict the right to use a recreational vehicle on private property, restricts freedom of assembly.	<b>See Recreational Vehicle response and discussion in report.</b>
8+	T.	Opposed to a By-law change to restrict the right to use a recreational vehicle on private property, restricts freedom of assembly.	<b>See Recreational Vehicle response and discussion in report.</b>

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9 <sup>+</sup>	E. Moore S. Momy	Opposed to a By-law change to restrict the right to use a recreational vehicle on private property, restricts freedom of assembly.	<b>See Recreational Vehicle response and discussion in report.</b>
10 <sup>+</sup>	E. Moore S. Momy	Opposed to a By-law change to restrict the right to use a recreational vehicle on private property, restricts freedom of assembly.	<b>See Recreational Vehicle response and discussion in report.</b>
11 <sup>+</sup>	K. Hubbard	Opposed to any proposal to prohibit short term use of recreational vehicles on private property for short term and weekend use.	<b>See Recreational Vehicle response and discussion in report.</b>
12 <sup>+</sup>	K. Graham	Concerns expressed regarding being permitted to park a recreational vehicle on private property.	<b>See Recreational Vehicle response and discussion in report.</b>
13 <sup>+</sup>	C. Copeland	Request for additional information on By-law changes for rural living.	N/A
14 <sup>+</sup>	A. Hutchinson	Concerns expressed regarding livestock animals near residential uses. Request made that the Fencing By-law be reviewed.	<ul style="list-style-type: none"> <li>The Zoning By-law does not provide the means to control where livestock animals roam on a particular property that permits an agricultural use or a hobby farm.</li> <li>Section 3.15, Section 4.4.3, Section 12.1.3.2, and Section 13.1.3.4 of the draft By-law ensure that any new or expanding livestock facilities and new residential dwellings are separated from one another in accordance with the appropriate MDS formula issued by the Ontario Ministry of Agricultural, Food and Rural Affairs.</li> </ul> <p><b>No recommendations are proposed to the draft Zoning By-law with regards to the comments provided.</b></p>
15 <sup>+</sup>	P. Grant	Concerns raised regarding well construction, building permit and consent process. Minimum of 50-foot (15m) street frontage per well.	<ul style="list-style-type: none"> <li>Some of these concerns are not directly related to the draft Zoning By-law review process.</li> <li>The draft Zoning By-law establishes minimum lot area and frontage provisions for a variety of zones. For residential uses, the minimum lot area and frontage standards vary depending on the dwelling type proposed and the services available.</li> <li>Section 3.24 of the draft Zoning By-law outlines the servicing connections required for development within the Village of Spencerville.</li> </ul>

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			<b>No recommendations are proposed to the draft Zoning By-law with regards to the comments provided.</b>
16*	R. Villeneuve	Concerns expressed regarding being permitted to park and use a recreational vehicle on private property; should be permitted for special circumstances.	<b>See Recreational Vehicle response and discussion in report.</b>
17*	Marcellus	Concerns expressed regarding being permitted to park and use a recreational vehicle on private property; do not create by-laws that further restrict the use, should be permitted during spring, summer and fall and remove trailer from definition of 'structure'.	<b>See Recreational Vehicle response and discussion in report.</b>
18*	R. Lafontaine	Tuttle Point should be given special consideration in the draft Zoning By-law due to environmental context. Area is experiencing new development and use of trailers.	<ul style="list-style-type: none"> <li>Majority of properties fronting onto Tuttle Point are proposed to be zoned RLS. Provisions of the RLS zone are proposed to restrict overdevelopment of lands adjacent to the river and that have limited services (access to a public road).</li> <li>Properties along Tuttle Point are also located adjacent to a Provincial Significant Wetland and susceptible to Flood Plain hazards. Section 3.16 of the draft By-law provides provisions regarding development adjacent to environmental protection and natural heritage resources. Section 5.7.1 also provides provisions regarding development within the flood plain over lay zone.</li> </ul> <b>See Residential Limited Services (RLS) response and discussion in report.</b>
19*	C. Cleary	Concerns expressed regarding proposed Domestic Fowl Coop zone provisions and provided recommended changes; by-law should not limit to specific type/sex of fowl. Concerns expressed regarding definition of Hobby Farm, permit sale of farm products produced. Recommended changes to definition of Livestock Units and Hobby Farm zone provisions.	<ul style="list-style-type: none"> <li>During the November 2020 Development Committee Meeting these comments were brought forward for the Committee's consideration. The Committee agreed not to change the provisions regarding the proposed Domestic Fowl Coop, Hobby Farm and Livestock Unit definitions.</li> <li>The definition of Hobby Farm in the draft By-law permits farm gate sales of agricultural products provided they are produced on the hobby farm.</li> </ul> <b>No recommendations are proposed to the draft Zoning By-law with regards to the comments provided.</b>
20*	P. Grant	Concerns expressed regarding development in rural, village and hamlet areas. Comments provided on vision of Township's Official Plan.	<b>No recommendations are proposed to the draft Zoning By-law with regards to the comments provided.</b>

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21 <sup>+</sup>	P. Bury	Request for information on public meeting timing.	N/A
22 <sup>+</sup>	R. Perrin	Opposed to by-law that would penalize personal use of recreational vehicles on private property.	<b>See Recreational Vehicle response and discussion in report.</b>
+Refers to a public comment received on a preliminary draft of the Zoning By-law prepared for Community Development Committee discussion (prior to the release of Draft 1 – May 2021 issued for public review and comment).			
23	D. Walker	Permit camping on private property.	<b>See Recreational Vehicle response and discussion in report.</b>
24	T. Gilligan	Section 3.12.3 is too restrictive. By-law should be revised to permit occasional use of recreational vehicles to 5 consecutive nights on a residential property.	<b>See Recreational Vehicle response and discussion in report.</b>
25	A. Hutchinson	By-law should require a specific distance between livestock and residential dwellings/wells, referring to Brouseville.	<ul style="list-style-type: none"> <li>The Zoning By-law does not provide the means to control where livestock animals roam on a particular property that permits an agricultural use or a hobby farm.</li> <li>Section 3.15, Section 4.4.1.3, Section 12.1.3.2, and Section 13.1.3.4 of the draft ensure that any new or expanding livestock facilities and new residential dwellings are separated from one another in accordance with the appropriate MDS formula issued by the Ontario Ministry of Agricultural, Food and Rural Affairs.</li> <li>Properties within the Brouseville settlement area are zoned Hamlet Residential (RH). Section 4.4.2 of the draft Zoning By-law provides provisions to permit a domestic fowl coop on these properties provided the provisions of Section 4.4.2 are met.</li> </ul> <p><b>No recommendations are proposed to the draft Zoning By-law with regards to the comments provided.</b></p>
26	L. Temple	Concerns expressed regarding being permitted to park and use a recreational vehicle on private property; should be permitted. Concerns expressed regarding shipping container provisions, shipping containers support tiny home movement and affordable housing.	<p><b>See Recreational Vehicle response and discussion in report.</b></p> <ul style="list-style-type: none"> <li>Section 4.8 of the draft By-law includes provisions for Additional Dwelling Units. The intent of these provisions is to implement Official Plan policies and provide affordable and alternative housing forms throughout the Township.</li> <li>Section 4.10 of the draft By-law includes provisions to make it clear where shipping containers are permitted to be used for storage purposes within the Township.</li> </ul>

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			<ul style="list-style-type: none"> <li>Section 4.11 of the draft By-law includes provisions to make it clear that tiny homes are permitted as a single dwelling where a residential use is a permitted principal use. Depending on the merits of a building permit that is issued, shipping containers may be included in the construction materials associated to establishing a permitted single dwelling. Shipping Containers and Single Dwellings are defined as two separate uses within the draft Zoning By-law</li> </ul> <p><b>No recommendations are proposed to the draft By-law with regards to the comments provided regarding shipping containers, tiny homes and affordable housing.</b></p>
27	C. Wilson	Concerns expressed regarding being permitted to park and use a recreational vehicle/tent on private property; should be permitted.	<b>See Recreational Vehicle response and discussion in report.</b>
28	A. Roth	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, suggestion to 1 per property or limited to a certain number of days per year.	<b>See Recreational Vehicle response and discussion in report.</b>
29	D. & B. Byrd	Request to end phone calls.	N/A
30	C. Barton	Opposed to making it illegal to allow friends to camp on property, suggestion for minimum lot size requirement. Confusion regarding zoning on a property.	<p><b>See Recreational Vehicle response and discussion in report.</b></p> <ul style="list-style-type: none"> <li>178 Shanly Road is zoned on Schedule B of the Draft 1 – May 2021 Comprehensive Zoning By-law as R1. A revised draft can consider labeling placing of other exceptions zone more appropriately to avoid interpretation confusion.</li> </ul>
31	D. Bessette	Concerns expressed regarding Additional Dwelling Units Section 4.8 provisions; properties with frontage on both a private road and public road permitted? Are existing second dwellings on private road exempt from the new By-law?	<ul style="list-style-type: none"> <li>Any existing structures that were lawfully constructed before the passing of the proposed new Zoning By-law would be permitted to continue. Section 3.11 of the draft By-law includes provisions regarding non-conforming and non-complying uses, buildings or structures.</li> <li>Section 4.8.1.1 of the draft by-law requires that a second dwelling unit and/or second dwelling must be located on a lot where access is provided by an improved street. This provision is in place to implement Section 6.2.1.2 of the Official Plan where it states second units are not permitted in relation to residential uses where access is obtained by private roads.</li> </ul>

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			<ul style="list-style-type: none"> <li>Reviewing Schedule A of the draft Zoning By-law, properties on Riddell Road are zoned RLS. The zoning on some of these properties may change as a result of a thorough review with staff.</li> <li>Section 6.5.3.2 of the RLS zone provisions does not permit a Second Dwelling Unit or Second Dwelling regardless of how access is provided to a property.</li> </ul> <p><b>See Additional Dwelling Unit response and discussion in report.</b></p> <p><b>See Residential Limited Services (RLS) zone response and discussion in report.</b></p>
32	L. Wilson	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted. Council should be concerned with the maintenance of buildings.	<b>See Recreational Vehicle response and discussion in report.</b>
33	F. Mulholland	Opposed to a By-law that does not permit Tiny Homes or Shipping Containers as homes due to economic and environmental benefits.	<ul style="list-style-type: none"> <li>Section 4.10 of the draft Zoning By-law includes provisions to make it clear where shipping containers are permitted to be used for storage purposes within the Township.</li> <li>Section 4.11 of the draft Zoning By-law includes provisions to make it clear that tiny homes are permitted a single dwelling where a residential use is a permitted principal use on the property. Depending on the merits of a building permit that is issued, shipping containers may be included in the construction materials associated to establishing a permitted single dwelling. Shipping Containers and Single Dwellings are defined as two separate uses within the draft Zoning By-law</li> </ul> <p><b>No recommendations are proposed to the draft By-law with regards to the comments provided.</b></p>
34	K. McAndrew	See Schedule Comments #24 – provided below.	
35	B. Salmon	Concerns expressed regarding being permitted to use a recreational vehicle on private property (vacant lots); should be permitted but with specific parameters i.e. number of recreational vehicles, length of stay, number of individuals permitted.	<b>See Recreational Vehicle response and discussion in report.</b>
36	K. McDonald	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, permit in any zone for weekends	<b>See Recreational Vehicle response and discussion in report.</b>

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		and short stays (less than a month) for personal use of property owner and family. Remove Section 3.12.3 of By-law and reinstate Section 4.32(c) (incorrectly noted as Section 3.22 in comment) of current By-law.	
37	L. Schenck	Concerns expressed regarding being permitted to use a recreational vehicle/tent on private property; should be permitted. Comments provided on dogs/cats running at large.	<b>See Recreational Vehicle response and discussion in report.</b>
38	W. Douglas	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, suggestion for a limited time and no use of AC units.	<b>See Recreational Vehicle response and discussion in report.</b>
39	K. Graham	Camping on property should be permitted, not living in a recreational vehicle.	<b>See Recreational Vehicle response and discussion in report.</b>
40	B. Byrd	Overnight camping should be permitted on private property.	<b>See Recreational Vehicle response and discussion in report.</b>
41	G. Knapp	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, permit in any zone for weekends and short stays (less than a month) for personal use of property owner and family. Remove Section 3.12.3 of By-law and reinstate Section 4.32(c) of current By-law and define seasonal.	<b>See Recreational Vehicle response and discussion in report.</b>
42	M. Craddock	Concerns and confusion expressed regarding being permitted to use a recreational vehicle/tent on private property.	<b>See Recreational Vehicle response and discussion in report.</b>
43	C. Egan	Concerns expressed regarding being permitted to use a recreational vehicle/tent on private property; should be permitted.	<b>See Recreational Vehicle response and discussion in report.</b>
44	A. Locke	Concerns expressed regarding being permitted to use and camp on private property; should be permitted.	<b>See Recreational Vehicle response and discussion in report.</b>
45	B. Byrd	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted.	<b>See Recreational Vehicle response and discussion in report.</b>

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46	T. Byrd	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, suggestion for permitting system and use of trailers should not be for profit.	<b>See Recreational Vehicle response and discussion in report.</b>
47	A. Gilmer	Concerns expressed regarding being permitted to use a recreational vehicle on private property; enforcement concerns, suggestions for permit system; should be permitted.	<b>See Recreational Vehicle response and discussion in report.</b>
48	D. Moulton	Concerns expressed regarding being permitted to use a recreational vehicle/bunkie on private property; should be permitted.	<b>See Recreational Vehicle response and discussion in report.</b> <ul style="list-style-type: none"> <li>Section 3.12 (Occupancy Restrictions) of the draft Zoning By-law would not permit an accessory structure to be used as a 'Bunkie'.</li> </ul>
49	R. Moulton	Concerns expressed regarding being permitted to use a recreational vehicle/tent on private property; should be permitted.	<b>See Recreational Vehicle response and discussion in report.</b>
50	D. Starkey	Comments provided on Section 3.22, suggest wording to cease use of recreational vehicle since permitted to park and clarify whether use of Section 3.22 applies to building renovations. Clarify 'approved onsite sewage disposal system'. Domestic Fowl Coops are allowed in (RU) (A) and (HR). Does that mean they are not permitted in (R1) (R2) (R3) and (LRS)?	<b>See Recreational Vehicle response and discussion in report.</b>  <b>See Domestic Fowl Coops response and discussion in report.</b>
51	S. Zorzella P. Davies	Provided comments and recommendations on the RLS provisions including definition of limited services, water setbacks, yard requirements, lot size, floor space index and lot coverage.	<b>See Residential Limited Services (RLS) Zone response and discussion in report.</b> <ul style="list-style-type: none"> <li>Section 6.18.2 of the Official Plan requires that development or site alteration shall generally occur a minimum distance of 30m from the normal high water mark of any waterbody. The Official Plan also includes policies to limit development within the 30m water setback. Section 3.25 (Water Frontage and Water Setbacks) is meant to implement the policy direction for development adjacent to waterbodies. A 30m setback to a watercourse for buildings or structures is a current provision in the Township's current Zoning By-law. The intent of the water setback provision is to prevent the disturbance of the shoreline areas or the removal of the soil mantle and natural vegetation (Section 6.18 of Official Plan).</li> </ul>

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			<b>No recommendations are proposed to the draft By-law with regards to the comments requesting that the 30m water setback not apply to properties on Tuttle Point.</b>
52	M. Ault	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, permit in any zone for weekends and short stays (less than a month) for personal use of property owner and family. Remove Section 3.12.3 of By-law and reinstate Section 4.32(c) of current By-law, define seasonal.	<b>See Recreational Vehicle response and discussion in report.</b>
53	S. Marcellus	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, permit in any zone for weekends and short stays (less than a month) for personal use of property owner and family. Remove Section 3.12.3 of By-law and reinstate Section 4.32(c) of current By-law, define seasonal.	<b>See Recreational Vehicle response and discussion in report.</b>
54	D. & R. Dulmage	Concerns expressed regarding being permitted to park and use a recreational vehicle on private property; should be permitted.	<b>See Recreational Vehicle response and discussion in report.</b>
55	J. Philiban	Concerns expressed regarding being permitted to use a recreational vehicle on private property.	<b>See Recreational Vehicle response and discussion in report.</b>
56	R. Corey	Remove Section 3.12.3 of By-law, reductions from 3 months to 30 days acceptable.	<b>See Recreational Vehicle response and discussion in report.</b>
57	D. Poaps	Opposed to Section 3.12.3 of the draft By-law.	<b>See Recreational Vehicle response and discussion in report.</b>
58	F. Menard	Reinstate old by-law to apply weekend and week stays in an recreational vehicle, suggestion for 1 month.	<b>See Recreational Vehicle response and discussion in report.</b>
59	T. Rae	Opposed to Section 3.12.3 of the draft By-law. Reinstate Section 4.32(c) of current By-law.	<b>See Recreational Vehicle response and discussion in report.</b>
60	B. Marcellus	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, permit in any zone for weekends	<b>See Recreational Vehicle response and discussion in report.</b>

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		and short stays (less than a month) for personal use of property owner and family. Remove Section 3.12.3 of By-law and reinstate Section 4.32(c) of current By-law, define seasonal.	
61	K. Bartlett	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, permit in any zone for weekends and short stays (less than a month) for personal use of property owner and family. Remove Section 3.12.3 of By-law and reinstate Section 4.32(c) of current By-law, define seasonal.	<b>See Recreational Vehicle response and discussion in report.</b>
62	L. Schenck	Should be permitted to sleep in a tent or trailer on private property.	<b>See Recreational Vehicle response and discussion in report.</b>
63	P. Arruda	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted.	<b>See Recreational Vehicle response and discussion in report.</b>
64	L. Peterson	Concerns expressed regarding being permitted to use a recreational vehicle on private property. Opposed to any By-law changes that further restrict free use of personal property.	<b>See Recreational Vehicle response and discussion in report.</b>
65	B. Peck	Concerns expressed regarding being permitted to use a recreational vehicle on private property. Remove Section 3.12.3 of draft by-law.	<b>See Recreational Vehicle response and discussion in report.</b>
66	P. Bury	Property is zoned MCR, does this mean a gas station could be established next door or across the street?	<ul style="list-style-type: none"> <li>The draft MCR zone only permits an existing Automobile Service Station. If a property is zoned MCR, a new Automobile Service Station would not be permitted.</li> </ul> <b>No recommendations are proposed to the draft By-law with regards to the comments provided.</b>
67	P. Davies	List of properties provided with recommended zone changes (RU/RLS) based on lot sizes.	<b>See Residential Limited Services (RLS) response and discussion in report.</b>
68	P. Grant	Comments provided on open storage definition.	<b>See Recreational Vehicle response and discussion in report.</b>

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		Comments provided on Section 3.12 and Section 3.13.2 of By-law. Suggestion that recreational vehicles may not be stored or parked on a vacant lot.	
69	M. Hamilton	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, suggestion provided to limit the number of days and stays per year to use a residential vehicle and permit requirements.	<b>See Recreational Vehicle response and discussion in report.</b>
70	G. Thorburn	Rural people will have no voice.	N/A
71	S. Summers	Comments provided on the MCR zone applied to properties between Centre Street and Sloan Street in Spencerville. Concerns expressed that this would allow higher density residential development.	<b>No recommendations are proposed to the draft By-law with regards to the comments provided.</b>
72	C. Marcellus	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, permit in any zone for weekends and short stays (less than a month) for personal use of property owner and family. Remove Section 3.12.3 of By-law and reinstate Section 4.32(c) of current By-law, define seasonal.	<b>See Recreational Vehicle response and discussion in report.</b>
73	A. Clarke	Comments provided are in relation to the Township's Interim Control By-law. Concerns that Frederick Street is not the best location and concerns over water shed.	<b>No recommendations are proposed to the draft By-law with regards to the comments provided.</b>
74	D. Bessette	Seeking clarification regarding Additional Dwelling Units and requirement for access on an improved road for a specific property that has frontage on both a private road and improved street.	<ul style="list-style-type: none"> <li>13 Riddell Road is zoned RLS in the draft Zoning By-law. Additional Dwelling Units (Second Dwelling Units and/or Second Dwellings) would not be permitted on this property per Section 6.5.2.1 of the draft Zoning By-law regardless of the road frontage the property may have.</li> <li>13 Riddell Road has frontage on an improved street, the zoning on this property may change in a future draft of the By-law following review with staff.</li> </ul> <p><b>See Residential Limited Services (RLS) zone response and discussion in report.</b></p> <p><b>See Additional Dwelling Unit response and discussion in report.</b></p>

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75	A. Hutchinson	Concerns expressed regarding zoning for livestock uses and residential areas, referring to Brouseville.	<ul style="list-style-type: none"> <li>The Zoning By-law does not provide the means to control where livestock animals roam on a partial property that permits an agricultural use or a hobby farm.</li> <li>Section 3.15, Section 4.4.1.3, Section 12.1.3.2, and Section 13.1.3.4 of the draft Zoning By-law ensures that any new or expanding livestock facilities and new residential dwellings are separated from one another in accordance with the appropriate MDS formula issued by the Ontario Ministry of Agricultural, Food and Rural Affairs.</li> <li>Properties within the Brouseville settlement area are zoned Hamlet Residential (RH). Section 4.4.2 provides provisions to permit a domestic fowl coop on these properties provided the provisions of Section 4.4.2 are met.</li> </ul> <p><b>No recommendations are proposed to the draft By-law with regards to the comments provided.</b></p>
76	A. & D. Murphy	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, permit in any zone for weekends and short stays (less than three months) for personal use of property owner and family. Remove Section 3.12.3 of By-law and reinstate Section 4.32(c) of current By-law, define seasonal.	<b>See Recreational Vehicle response and discussion in report.</b>
77	D. Dulmage	Clarity provided on recreational vehicle use on personal property at open house.	N/A
78	G. McDonald	Opposed to RLS zone provision change from 20% to 10% lot coverage as it would impact properties and development opportunities. Propose new limit is for new severances only.	<b>See Residential Limited Services (RLS) Zone response and discussion in report.</b>
79	S. Zorzella P. Davies	Comments provided regarding definitions and use of recreational vehicles, use of recreational vehicles during construction, summary of challenges with RVs during construction, boats. Discussion paper also provided on recreational vehicles.	<b>See Recreational Vehicle response and discussion in report.</b>
80	H. Ardley	Concerns expressed regarding being permitted to use a recreational vehicle on private property; should be permitted, permit in any zone for weekends	<b>See Recreational Vehicle response and discussion in report.</b>

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**(Draft 1- May 2021 – Open House)**

		and short stays (less than three months) for personal use of property owner and family. Remove Section 3.12.3 of By-law and reinstate Section 4.32(c) of current By-law, define seasonal.	
<b>Agency Comments</b>			
81	MHBC o/b TransCanada PineLines Limited (TCPL)	Comments provided to revise Section 3.17 (Setbacks from Natural Gas Pipelines) to conform to current TCPL standards.	<b>See TransCanada PipeLines response in report.</b>
82	South Nation Conservation Authority	<p>Recommend new definitions for ‘Development’, ‘Regulated Area’, ‘Site Alterations’ be added to the By-law.</p> <p>Recommend amendments to the definitions of ‘Conservation Use’, ‘Partial Service’, ‘Site Alteration’ and ‘Watercourse’.</p> <p>Recommend amendments related to setbacks to watercourses, Environmental Protection zones,</p> <p>Recommendation to include provisions related to fish habitat and steep slopes/erosion hazards setbacks.</p> <p>Recommendation to clarify wording in Section 3.2 (Existing Undersized Non-Complying Lots) and Section 3.25 (Water Frontage and Water Setbacks).</p>	<b>See Attachment B.</b>
<b>Schedule Comments</b>			
30	C. Barton	Concerns expressed regarding zone category on property, referring to Schedule B.	<ul style="list-style-type: none"> <li>178 Shanly Road is zoned on Schedule B of the Draft 1 – May 2021 Comprehensive Zoning By-law as R1. A revised draft can consider labeling placing of other exceptions zone more appropriately to avoid interpretation confusion.</li> </ul>
34	K. McAndrew	Clarify zone boundary for property with Cardinal KOA, referring to Schedule A.	<ul style="list-style-type: none"> <li>It is our understanding that 609 Pittston Road has contained the KOA campground use for a number of years and has legal non-conforming rights as the property is currently zoned Agricultural (A).</li> </ul>

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			<b>It is recommended that the entire property of 609 Pittston Road be zoned CT for the existing KOA campground use.</b>
51	S. Zorzella P. Davies	Recommended zone boundary changes for RLS and RU zones.	<b>It is recommended that the boundaries of the RLS and RU zone be refined with assistance from Township Staff.</b>
82	South Nation Conservation Authority	Recommended that watercourses be added to the legend. Recommended changes to floodplain overlay of Schedule B and D. Recommend clarifying boundaries of Official Plan reference on schedules.	<b>It is recommended that the Conservation Authorities comments on the Zoning By-law Schedules be implemented, see Attachment B.</b>

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**(Draft 2 – February 2022 – Public Meeting)**

**Revision 2 – June 14, 2022**

<b>Comment #</b>	<b>Source</b>	<b>Comment Received Summary*</b>	<b>Comment Response</b>
<b>Public Comments</b>			
83	P. Davies	Comments are provided regarding the use and application of the RLS zone within the new Zoning By-law.  Concerns expressed that the RLS zone and private roads are not appropriately defined.	<b>See Limited Services Residential (RLS) zone response and discussion in report.</b>
84	V. Cameron	Concerns expressed regarding being able to park a recreational vehicle on private property.  Suggestions provided to implement a permitting system to permit various uses for recreational vehicles.	Section 3.14.11.1 (Parking and Storage of Recreational Vehicles) permits a recreational vehicle to be stored as an accessory use to a permitted residential use and establishes provisions regarding the location of where the recreational vehicles may be parked/stored. The intent of this provision is to address public comments received throughout the public consultation to permit the storage of a recreational vehicle on a residential property.  Section 3.22 (Temporary Uses) allows a recreational vehicle to be occupied on a temporary basis during the course of construction of a new dwelling or during the major renovation of an existing dwelling and establishes provisions regarding the location, time period and servicing requirements to permit this use.  <b>No recommendations are proposed to the draft By-law with regards to this additional comment.</b>
85	P. Bury	Request that within the Village of Spencerville, Centre Street (from 18 & 13 Centre Street to the Western Village boundary) be rezoned from MCR to R1 to reflect the current residential uses.  Reasons for the requested change are also proposed.	<b>See Centre Street Zoning response and discussion in report.</b>  <b><i>On May 16, 2022, CDC decided to maintain the MCR zone as proposed in the Draft 2 - February 2022 Zoning By-law.</i></b>
87	R. Perrin J. Sheldrick-Perrin	Request made to be notified of Township decisions on proposed Official Plan and Zoning By-law amendment.	<b>No recommendations are necessary with respect to this comment.</b>
89	R. Perrin J. Sheldrick-Perrin	Opposed to proposed amendment to rezone 41 Adelaide Street from Community Commercial (CC) to Residential Second Density (Schedule B).	41 Adelaide Street are currently zoned Community Commercial (CC) on Schedule B of the Township's current Zoning By-law.

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		Request made for property to continue to be zoned as Community Commercial.	<p>41 Adelaide Street is proposed to be zoned Residential Second Density (R2) on Schedule B of the Township's Draft 2 Zoning By-law, consistent with many other properties in this area as discussed previously with the Committee.</p> <p>41 Adelaide Street is presently developed with a single dwelling and detached garage (residential use). The current Community Commercial (CC) zone does not include a single dwelling as a permitted use. The proposed R2 zone would recognize and permit the current use on the property. Any future commercial uses would require a site-specific Zoning By-law amendment.</p> <p>Many properties in the Village of Cardinal along Shanley Road are proposed to be rezoned Residential Second Density (R2) while others are proposed to be zoned General Commercial (CG). Zoning of these properties is proposed to change to reflect the current residential or commercial nature of a property. It should be noted that property values are not a provincial interest identified under the <i>Planning Act</i>.</p> <p><b>No recommendations are proposed to the draft By-law with regards to the comments provided.</b></p>
90	P. Bury	<p>Request that within the Village of Spencerville, Centre Street (from 18 &amp; 13 Centre Street to the Western Village boundary) be rezoned from MCR to R1 to reflect the current residential uses.</p> <p>Reasons for the requested change are also proposed.</p>	<p><b>See Centre Street Zoning response and discussion in report.</b></p> <p><b><i>On May 16, 2022, CDC decided to maintain the MCR zone boundaries as proposed in the Draft 2 - February 2022 Zoning By-law.</i></b></p>
92	M. Mootrey	<p>Request that a vacant property adjacent to 5067 Rock Street (roll number: 070170103511150) be exempt from the 500m setback requirement for a new dwelling from a quarry (Tackaberry Quarry).</p> <p>The property was created by consent in 2008.</p>	<p>The vacant property (roll number: 070170103511150) is presently zoned Rural (RU) which permits a single dwelling.</p> <p>Section 4.37(i) (Pits and Quarries) of the Township's current Zoning By-law No. 2012-35 requires a minimum separation distance between a sensitive land use (i.e a dwelling) of 300m from the licensed limit of excavation of a quarry.</p> <p>Section 3.15 (Residential Separation Distances from Other Land Uses) of the Draft Zoning By-law requires a setback of 500m from a quarry for a new dwelling or second dwelling.</p>

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			<p>The Township's Official Plan approved in January 2020 establishes a 500m influence area around quarries.</p> <p>The proposed setback change from 300m to 500m is to implement policies of the Township's Official Plan which implements policies from the United Counties of Leeds and Grenville's Official Plan and Provincial Policy Statement to limit land uses that may preclude or hinder the establishment or expansion of mineral aggregate operations such as pits and quarries and to protect sensitive land uses.</p> <p><b>No recommendations are proposed to the draft By-law with regards to the comments provided as there may be other properties throughout the Township where this new setback of 500m would impact development opportunities.</b></p> <p><b><i>On May 16, 2022, CDC decided to maintain the proposed setbacks of 500m for dwellings near quarries as proposed in the Draft 2 - February 2022 Zoning By-law.</i></b></p>
93	P. Davies S. Zorzella	<p>Request that the RLS zone be removed from the By-law.</p> <p>If RLS is not removed request the following amendments to the Zoning By-law:</p> <ul style="list-style-type: none"> <li>• Maintain RLS Lot Coverage at 20%</li> <li>• Remove access by private road restriction for additional residential units</li> <li>• Define minimum road standards for emergency service access on private roads</li> </ul> <p>Request amendments to the Zone Schedules:</p> <ul style="list-style-type: none"> <li>• Correct USA border</li> <li>• RH zones are different than the Settlement Area boundaries in the Official Plan</li> </ul>	<p><b>See Limited Services Residential (RLS) zone response and discussion in report.</b></p> <p>With respect to Zone Schedule amendments, the USA border was provided through data release agreement with the Counties. Schedule A uses the most recent data available from Provincial databases for the USA border.</p> <p>RH zone boundaries indicated on the draft Schedule A are shown to be consistent with the current Zoning By-law 2012-35. Schedule A has been updated to revise the RH zones to reflect the Official Plan Settlement Area boundaries and parcel mapping.</p>
94	L. Chapenskie D. Chapenskie	Concerns expressed that they will be unable to build on a vacant lot within the 500m influence area of a quarry.	<b>See response provided for Comment #92.</b>

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		<p>Recommend that existing lots be grandfathered in to permit a dwelling on a lot that is within the new 500m influence area.</p> <p>Recommend that second dwellings such as tiny homes or in-law dwellings be allowed to be build within the influence areas.</p> <p>By-law No. 93-88 was referenced with questions provided related to an OMB decision and conditions from 1990.</p>	<p><b><i>On May 16, 2022, CDC decided to maintain the proposed setbacks of 500m for dwellings near quarries as proposed in the Draft 2 - February 2022 Zoning By-law.</i></b></p> <p><b>See response provided for Comment #96.</b></p>
95	M. Mootrey	<p>Concerns provided regarding the need to apply for a building permit application.</p> <p>Recommend that existing lots be grandfathered in to permit a dwelling on a lot that is within the new 500m influence area.</p>	<p><b>See response provided for Comment #92.</b></p> <p><b><i>On May 16, 2022, CDC decided to maintain the proposed setbacks of 500m for dwellings near quarries as proposed in the Draft 2 - February 2022 Zoning By-law.</i></b></p>
96	S. Irving L. Marcil-Irving	<p>Concerns provided regarding the possibility of a concrete or asphalt batching plant operating at the Tackaberry Quarry on Rock Street.</p> <p>By-law No. 93-88 was referenced with questions provided related to an OMB decision and conditions from 1990.</p>	<p>By-law No. 93-88 is a by-law to authorize Council to execute an agreement with G. Tackaberry &amp; Sons Construction Company Limited. By-law No. 93-88 is not a By-law related to an Official Plan or Zoning By-law amendment for the quarry property. The By-law references conditions to an OMB decision that would be related to the issuance of a license from the Ministry of Northern Development, Mines, Natural Resources and Forestry.</p> <p>No changes to the Tackaberry Quarry are proposed as the new By-law proposes to carry forward the zoning [current zone: Mineral Extraction (MX); proposed zone: Mineral Aggregate Extraction (MX)] on the subject lands to permit a quarry.</p> <p><b>No recommendations are proposed to the draft By-law with regards to the comments provided.</b></p>
<b>Agency Comments</b>			
86	Enbridge	<p>Request that Enbridge pipelines be included on the Official Plan and Zoning Maps.</p> <p>Request made for policy inclusion that Enbridge be circulated and consulted on new development applications within 200m of pipeline infrastructure.</p>	<p>Section 3.17 (Setbacks from Natural Gas Pipelines) of the draft Zoning By-law includes zone provisions for principal and accessory structures be setback a certain distance from natural gas pipeline rights-of-way, as set out in the Official Plan.</p> <p><b>Schedule A has been updated to include pipeline data as received from the United Counties.</b></p>

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		<p>Request made that new development within 30m of a pipeline right-of-way seek written consent from the pipeline right-of-way.</p> <p>Request that development setbacks be implemented in the Official Plan and Zoning By-law.</p> <p>Additional information was provided regarding development requirements with Enbridge.</p>	<p><b>Section 3.17 has been revised to prohibit buildings or structures on natural gas or liquid pipeline right-of-ways and to establish a 30m setback from the centre of a liquid pipeline to address the comment provided by Enbridge Pipelines.</b></p>
88	South Nation Conservation Authority	<p>Recommends the Zoning By-law includes provides that identify when an SNC permit may be required.</p> <p>Provides recommendations on the minimum lot area requirements for private and partial serviced lots, expressing concerns regarding private septic system capacity and the need for a water quantity assessment. A lot area of 0.4 ha per dwelling unit is recommended where a private septic system is required.</p>	<p><b>No recommendations are proposed to the draft By-law with regards to the permit identification comment.</b></p> <p>There may be other agencies where a permit may be required for a development project or application. It is recommended that the Township's development information page be updated to include additional information to assist project proponents with understanding development approval requirements.</p> <p>The comments regarding minimum lot area provisions for private and partial services has been discussed with the Conservation Authority. The following revisions have been made to the draft By-law to address the comment received with input from the Conservation Authority:</p> <ul style="list-style-type: none"> <li>• <b>The draft Zoning By-law has been revised to require a minimum lot area 0.4 ha per dwelling unit where private or partial servicing requires a septic system.</b></li> <li>• <b>A provision has also been included noting that the minimum lot area per dwelling unit may be reduced, provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, approved to the satisfaction the Township addressing private sewage disposal and/or private water supply requirements for a reduced lot area but no less than 0.2 ha.</b></li> </ul> <p>The above noted revisions apply to the proposed R1, R2, R3, HR, CG, MC, MCR, CG, CH, MG and I zones.</p>

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91	Infrastructure Ontario	Request that current uses permitted in the Rural, Environmental Protection, Highway Commercial and Agricultural zones in current Zoning By-law 2012-35 continue in the current Zoning By-law.	<p>The draft Zoning By-law includes new definitions and new general provisions. Further, the permitted uses included in the proposed Rural, Environmental Protection, Highway Commercial, and Agricultural zones, are in large part consistent with the current by-law.</p> <p><b>No recommendations are proposed to the draft By-law with regards to the comments provided.</b></p>
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**TOWNSHIP OF EDWARDSBURGH CARDINAL**  
**ZONING BY-LAW NO. 2022-37**

Approved by Council on \_\_\_\_\_, 2022

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**THE CORPORATION OF  
TOWNSHIP OF EDWARDSBURGH CARDINAL  
BY-LAW NO. 2022-37**

**A by-law to regulate the use of lands and the character,  
location and the use of buildings and structures in Township of Edwardsburgh Cardinal**

**WHEREAS** the *Planning Act, R.S.O., 1990, Chapter P.13*, as amended, provides that the council of a municipal corporation may pass by-laws to regulate the use of land and the character, location, density, size and use of buildings and structures;

**NOW THEREFORE**, the Council of the Corporation of Township of Edwardsburgh Cardinal enacts as follows:

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**THE CORPORATION OF  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-37**

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## SECTION 1 – APPLICATION AND INTERPRETATION

### 1.1 Title of By-law

This By-law may be cited as the “Zoning By-law” of the Township of Edwardsburgh Cardinal.

### 1.2 Scope of By-law

1. The provisions of this By-law shall apply to all lands within the geographic limits of the Corporation of Township of Edwardsburgh Cardinal, as shown on Schedule A, B, C & D attached hereto. This By-law shall also apply to any lands not shown on the Schedule created through the filling of water bodies, alteration of shorelines or other means, as well as to any portion of the bed of any water body where a license of occupation or lease has been issued by a relevant approval authority. Such areas shall not be used for any purpose other than a conservation use unless the Corporation has zoned such areas through an amendment to this By-law, regardless of whether or not required approvals from the relevant approval authorities have been obtained.
2. No building or structure shall hereafter be erected, altered or enlarged, nor shall the use of any building, structure or lot hereafter be changed, in whole or in part, except in conformity with the provisions of this By-law.
3. Nothing in this By-law shall prevent the use of any lot, building or structure for any purpose prohibited by this By-law if such lot, building or structure was lawfully used for such purpose on the date of passing of this By-law, provided that it continues to be used for such purpose.
4. Nothing in this By-law shall prevent the erection of any building or structure for a purpose prohibited by this By-law if the building permit for such building or structure was issued by the Chief Building Official prior to the date of passing of this By-law, provided that:
  - When the building or structure is erected, it continues to be used for the purpose for which the building permit was issued; and
  - Provided that the building permit has not been revoked.
5. This By-law shall not be effective to reduce or mitigate any restrictions imposed by a governmental authority having jurisdiction to make such restrictions and, without limiting the generality of the foregoing, shall include conservation authorities.
6. All references to Provincial Acts or Regulations shall refer to the current Act or Regulation. All references to the *Planning Act* shall refer to the *Planning Act, R.S.O., 1990, Chapter P.13*, as amended.

### 1.3 Interpretation of By-law

1. In this By-law, unless the context requires otherwise, words used in the singular shall include the plural and words used in the plural shall include the singular.
2. In this By-law, the word “shall” is mandatory and “may” is permissive.

3. In this By-law, unless the context requires otherwise, the word “used” shall include “designed to be used” and “arranged to be used”, and the word “occupied” shall include “designed to be occupied” and “arranged to be occupied”.

#### **1.4 Schedules to By-law**

The following schedules which are attached hereto are hereby incorporated into and are declared to form part of this By-law to the same extent as if fully described herein:

- Schedule A
- Schedule B
- Schedule C
- Schedule D

#### **1.5 Zoning Administrator**

This By-law shall be administered by the Zoning Administrator.

#### **1.6 Issuance of Building Permits, Certificates and Licenses**

1. Notwithstanding any provisions of the Building By-law or any other by-law of the Corporation to the contrary, no building permit, certificate or license shall be issued where the proposed building, structure or use would be in violation of any of the provisions of this By-law.
2. Notwithstanding the generality of (1) above, where the approval of another agency or authority is required, this shall mean that the approval of such shall be obtained by the applicant and submitted to the Zoning Administrator at such time as an application is made for a building permit.

#### **1.7 Certificate of Occupancy**

No change shall be made in the type of use of land, buildings or structures within any zone without first obtaining a Certificate of Occupancy from the Corporation, pursuant to any Township Occupancy Permit By-law that may be enacted.

#### **1.8 Request for Amendment to Zoning By-law**

Every request for an amendment to this Zoning By-law shall be accompanied by the Corporation's application form, which shall be completed in full and accompanied by the required application fee, as well as such supporting materials as may be determined through consultation with the Corporation.

#### **1.9 Inspection**

The Zoning Administrator, the Chief Building Official or any other officer or employee of the Corporation acting under the direction of Council is hereby authorized to enter at all reasonable hours upon any property or premises for the purpose of carrying out their duties under this By-law. Notwithstanding the foregoing, a dwelling unit shall not be entered without the consent of the occupant except under the authority of a search warrant.

### **1.10 Violations and Penalties**

Any person convicted of a breach of any of the provisions of this By-law shall be liable to a fine in accordance with the provisions of the *Planning Act* and every penalty shall be recoverable under the *Provincial Offences Act*.

### **1.11 Remedies**

Where any building or structure is to be erected or altered, or any part thereof is to be used, or any lot is to be used, in contravention of this By-law, such contravention may be restrained by action at the instance of any ratepayer or of the Corporation pursuant to the provisions of the *Planning Act* or the *Municipal Act*.

### **1.12 Validity**

If any section, clause or provision of this By-law, including anything contained in Schedule A, B, C and D attached hereto, is for any reason declared by a court of competent jurisdiction to be invalid, this shall not affect the validity of the By-law as a whole or any part thereof, other than the section, clause or provision(s) declared to be invalid. It is hereby declared to be the intention that all the remaining sections, clauses or provisions of this By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

### **1.13 Typographical and Formatting Modifications**

No amendment to this By-law shall be required in order for the Corporation to make:

- Typographical or formatting modifications such as spelling, grammar, punctuation and section numbering changes where, in the opinion of the Corporation, such modifications do not affect the intent of the By-law;
- Deletions, additions or revisions to technical information on Schedule A, B, C and D that do not affect the intent with respect to the zoning of lands.

### **1.14 Existing By-laws**

All other by-laws of the Corporation enacted pursuant to Section 34 or predecessors thereof of the *Planning Act* are hereby repealed and, without limiting the generality of the foregoing, existing by-laws that are repealed include:

- Township of Edwardsburgh Cardinal Comprehensive Zoning By-law No. 2012-35;
- All by-laws which amend the foregoing by-law.

## SECTION 2 - DEFINITIONS

For the purpose of this by-law, the definitions and interpretations in this section shall govern.

**ABATTOIR** shall mean a slaughter house designed for the purpose of killing animals, skinning, dressing and cutting up of carcass, wrapping for sale for human consumption with cooler and freezer storage and includes indoor confinement of animals while awaiting slaughter but shall not include any cooking or process related to processing plants such as smoking, curing or the manufacturing of meat by-products or any process related to rendering plants such as the manufacture of tallow, grease, glue, fertilizer or any other inedible product.

**ACCESSORY** shall mean a use, building or structure which is incidental, subordinate and exclusively devoted to a main use and located on the same lot therewith.

**ADULT ENTERTAINMENT PARLOUR** shall mean any premises or part thereof in which is provided, in pursuance of a trade, calling, business or occupation, live entertainment or services appealing or designed to appeal to erotic or sexual appetites or inclinations, and includes a body rub parlour.

**AGGREGATE PROCESSING OPERATION** shall mean a facility that processes material derived from a pit or quarry and shall include activities such as screening, washing, crushing and associated storage of raw or processed material, as well as the recycling of construction products such as asphalt and concrete that are manufactured using aggregates.

**AGRICULTURAL PRODUCTS PROCESSING FACILITY** shall mean an establishment engaged in the storage, grading, processing and wholesale distribution of agricultural products such as meat, fish, poultry, eggs and dairy, vegetable, fruit, honey, wool, fur, lumber or wood products. This definition shall not include a cannabis production or processing facility, as herein defined.

**AGRICULTURAL USE** shall mean the use of land, buildings or structures for:

- Growing crops, including all related activities such as fertilizing, planting, spraying, irrigating, harvesting and the storage and sale of crops produced;
- Raising, breeding, boarding, training, keeping and/or sale of livestock, including the raising and sale of fish;
- Collection, production, storage and sale of animal products such as milk, eggs, wool, fur or honey;
- Greenhouse or nursery garden, including storage and sale of products produced;
- Planting, harvesting and sale of forest products, including maple syrup;
- Use and storage of all equipment related to the foregoing activities, including the occasional use of a portable sawmill; and
- Farm-gate sales of any of the above products, provided they are produced on the farm.

Agricultural use shall not include commercial or industrial activities such as abattoirs, tanneries, kennels or manufacturing activities involving crops, animal products, lumber or wood products. An agricultural use shall include cannabis production licensed by a Federal Agency for both cultivation outdoors and indoors within a greenhouse or a similar growing environment but shall not include a cannabis production and processing facility, as defined herein.

**ALTER** when used in reference to a building or part thereof, shall mean to change any one or more of the internal or external dimensions of such building or to change the type of construction

of the exterior walls or roof thereof. When used in reference to a lot, the word “alter” shall mean the change to the width, depth or area thereof or to change the width, depth or area of any required yard, open space or parking area or to change the location of any boundary of such lot with respect to a public highway or laneway, whether such alteration is made by conveyance or alienation of any portion of said lot, or otherwise. The words “altered” and “alteration” shall have a corresponding meaning.

**AMENITY AREA** shall mean an area on a lot provided for the purpose of personal or shared recreation space designed for the use of residents of a residential building. An amenity area may include both passive and active recreation means such as walkways, open spaces, patios, balconies and play structures.

**ANIMAL HOSPITAL** – see **Veterinary Clinic**

**ANTIQUE SHOP** shall mean a retail store offering antiques, second hand goods and used collectable items.

**ASPHALT PLANT** shall mean a facility designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material, and includes stockpiling and storage of bulk materials used in the process.

- **PORTABLE ASPHALT PLANT** shall mean an asphalt plant which is not of permanent construction, but which is to be dismantled at the completion of the construction project.

**ATTACHED**, when used in reference to the relationship of a deck, porch or stairs to a main building or structure shall include any deck, porch, or stairs that is unattached but is situated within 1 m of the main building or structure.

**AUTOMOBILE BODY SHOP** shall mean a building or part of a building used for the painting or repairing of vehicle bodies and chassis, provided that all activities shall be undertaken within an enclosed building, and provided further that it shall not include a salvage yard as defined herein.

**AUTOMOBILE SERVICE STATION** shall mean a building or place where automotive fuels, lubricants or parts are kept for sale and/or where mechanical repairs to vehicles are performed and/or where vehicles are washed or cleaned, but it shall not include a salvage yard or automobile body shop as defined herein.

**BANK** shall mean an establishment where money is deposited, kept, lent or exchanged or where other retail financial services are provided and includes a chartered bank, trust company or similar financial institution.

**BASEMENT** shall mean that portion of the building between two floor levels which is partly underground but, which has at least one-half (1/2) of its height from finished floor to finished ceiling above adjacent finished grade.

**BED AND BREAKFAST** shall mean a business conducted in a single dwelling in which the owner resides in the dwelling and supplies for financial gain a maximum of four (4) guest bedrooms with or without meals for the purpose of providing temporary lodging on a daily basis to the travelling public and shall not include a lodging establishment as herein defined.

**BOARDING HOUSE** shall mean a single dwelling in which the proprietor supplies for financial gain, lodging with or without meals to a maximum of three (3) boarders, but it does not include a

bed and breakfast, hotel, hospital, foster home, home for the aged or other establishment otherwise classified or defined in this By-law. A boarding house may only be permitted through an amendment to this by-law.

**BOATHOUSE** shall mean an accessory building or structure that is intended to shelter, house or protect a boat or other watercraft and which is located such that more than 50% of the building or structure is beyond the high water mark over the bed of the water body, and shall not contain a dwelling unit or any facilities for human habitation.

**BUILDING** shall mean any structure consisting of walls or columns and a roof which is used for the shelter, accommodation or enclosure of persons, animals, goods or chattels.

- **ACCESSORY BUILDING** shall mean a building customarily incidental and subordinate to the main building and located on the same lot with such main building and not used for human habitation.
- **MAIN BUILDING** shall mean a building serving the principal or primary uses for which the lot was purchased, leased or rented.
- **TEMPORARY BUILDING** shall mean a building or structure intended for removal or demolition within a prescribed time as set out in a building permit.

**BUILDING LINE** shall mean a line within a lot drawn parallel to a lot line and establishing the minimum distance between that lot line and any building or structure which may be erected.

**BUILDING SUPPLY CENTRE** shall mean an establishment engaged in the selling or installing of building supplies including lumber, millwork, siding, roofing, flooring, windows, doors, plumbing, electrical, heating, air conditioning and similar items.

**CABIN** – See **Lodging Establishment**

**CAMPGROUND** shall mean any parcel of land which is used to provide temporary accommodation for the public or members of an organization in tents, trailers, tourist trailers or recreational vehicles.

**CANNABIS PRODUCTION AND PROCESSING FACILITY** shall mean a building or structure licensed by a Federal Agency which is authorized to cultivate, process, test, destroy, package, store and ship cannabis and cannabis related products. This definition shall not include an agricultural products processing facility, as defined herein.

**CARPORT** shall mean an attached or detached structure which is accessory to a dwelling and which is covered but open on at least two sides and used for the sheltering of permitted vehicles and storage of household equipment incidental to the residential occupancy.

**CATERING ESTABLISHMENT** shall mean a place where food is prepared in large quantities and is then delivered and consumed elsewhere.

**CELLAR** shall mean that portion of a building between two floor levels, which is partly underground and which has more than one-half (1/2) of its height from finished floor to finished ceiling below finished grade.

**CEMETERY** shall mean land used as a place of interment for human remains within the meaning

of the *Funeral, Burial and Cremation Services Act*.

**CHIEF BUILDING OFFICIAL** shall mean the officer or employee of the Corporation charged with the duty of enforcing the provisions of the Building by-law of the Corporation.

**CHIP WAGON** – see **Refreshment Vehicle**

**CLINIC** shall mean a building or part thereof where health services are provided to the public in the form of medical, paramedical, dental, surgical, physiotherapeutic or other human health services including associated technician and laboratory facilities, and may also include an incidental pharmaceutical outlet for the sale of prescription and therapeutic drugs and medication and other drug store products, and optical equipment.

**COMMERCIAL PARKING LOT** shall mean the use of a vacant lot for parking as the principal or main use.

**COMMERCIAL STORAGE** shall mean lands rented and used on a temporary basis for the open storage of household items, vehicles, equipment and/or commercial goods or materials but does not include any business operation or use associated with the storage. This definition shall not include a self-storage facility as herein defined.

**COMMUNICATIONS TOWER** shall mean a guyed or self-supporting structure the main purpose of which is to accommodate antennas and/or other equipment used to transmit, receive, and/or relay wireless video, voice and/or data communications for commercial purposes.

**COMMUNITY SERVICE** shall mean the use of land, buildings or structures by a not-for-profit, non-commercial body or society such as a service club or charitable organization for promoting athletic, cultural, educational, environmental, health, recreational, social, philanthropic or other similar objectives.

**CONCRETE PLANT** shall mean a facility designed to mix cementing materials, aggregate, water and admixtures to produce concrete, and includes stockpiling and storage of bulk materials used in the process.

- **PORTABLE CONCRETE PLANT** shall mean a concrete plant which is not of permanent construction, but which is to be dismantled at the completion of the construction project.

**CONSERVATION USE** shall mean research, observation, education, preservation, improvement and enhancement with respect to natural resources or the natural environment, as well as passive outdoor recreation activities such as hiking that do not involve alteration to the landform that have a negative impact on the natural vegetative and/or aquatic characteristics of the land and/or a watercourse.

**CONTRACTOR'S YARD** shall mean a yard, including any accessory buildings or structures, where materials, equipment and vehicles are stored in association with any building trade or contractor such as excavators, road builders, roofers, landscapers, snow removal and similar contractors, but shall not include a salvage yard.

**CORPORATION** shall mean the Corporation of the Township of Edwardsburgh Cardinal.

**CORRECTIONAL FACILITY** shall mean a place of secure detention or secure custody and includes a secure custody group home.

**COUNCIL** shall mean the Council of the Corporation of Township of Edwardsburgh Cardinal.

**COUNTY** shall mean the United Counties of Leeds and Grenville.

**CUSTOM WORKSHOP** shall mean a business in which an artist or craftsperson produces, repairs and sells goods such as jewellery, leatherwork, artistic wood, metal and glass crafts or pottery, or fine art such as paintings, photographs and sculptures, in small quantity or on a custom order basis. A custom workshop does not include any establishment where mass production of goods is carried on nor any shop or factory otherwise defined in this by-law.

**DAY CARE OR DAY NURSERY** shall mean a day care facility licensed under the *Child Care and Early Years Act* and which provides care for six (6) or more children.

**DOMESTIC FOWL COOP** shall mean an accessory residential structure consisting of a coop and run and intended to securely house a maximum of five (5) female egg laying chickens or five (5) female ducks.

**DWELLING** shall mean a building occupied or capable of being occupied as the home or the residence of one or more persons. This definition shall not include any vehicle defined herein.

- **ACCESSORY DWELLING** shall mean a single dwelling which is accessory to a permitted non-residential building which is located on the same lot therewith and is occupied either by the family of the owner or by the family of a person employed on the lot where such dwelling is located.
- **APARTMENT DWELLING** shall mean a dwelling, other than a townhouse dwelling, containing three or more dwelling units. Dwelling units may be divided horizontally and/or vertically.
- **CONVERTED DWELLING** shall mean a dwelling originally constructed as a single dwelling that has been altered or converted into not more than four dwelling units.
- **DUPLEX DWELLING** shall mean a dwelling which is divided horizontally into two dwelling units.
- **SECOND DWELLING** shall mean an accessory building which contains one or more habitable rooms designed and occupied as an independent dwelling in which living, kitchen and bathroom facilities are provided and which is located on the same lot as a single dwelling, semi-detached dwelling or townhouse dwelling, as defined herein.
- **SEMI-DETACHED DWELLING** shall mean a dwelling which is divided vertically into two dwelling units.
- **SINGLE DWELLING** shall mean a dwelling which contains only one dwelling unit and may include a Tiny House.
- **TOWNHOUSE DWELLING** shall mean a dwelling which is divided vertically into three or more dwelling units, each of which has a separate entrance and fully independent front and rear yards.

**DWELLING UNIT** shall mean one or more habitable rooms designed for use and occupied by persons in which separate kitchen and sanitary facilities are provided for the exclusive use of such persons with an independent entrance from outside the building or from a common hallway or stairway inside the building.

- **ACCESSORY DWELLING UNIT** shall mean a dwelling unit which is part of, and accessory to, a permitted non-residential building and which is occupied by the owner of such non-residential building or by a person employed on the lot where such dwelling unit is located.
- **SECOND DWELLING UNIT** shall mean one or more habitable rooms designed and occupied as an independent dwelling in which living, kitchen, and bathroom facilities are provided and which is located entirely within a single dwelling, semi-detached dwelling or townhouse dwelling, as defined herein.

**ENVIRONMENTAL IMPACT STUDY** shall mean an environmental impact assessment completed in accordance with the provisions of the Official Plan.

**EQUIPMENT RENTAL OUTLET** shall mean the use of land and buildings for the rental of equipment, machinery, furniture and fixtures which are primarily of a size and type which would be used for home improvement or household purposes and which would generally be transportable by the general public.

**ERECT** shall mean build, construct, reconstruct or relocate and shall include any preliminary physical operations such as cutting, grading, excavating, filling, or draining or any altering of an existing building by an addition, extension or other structural change or the doing of any work for which a building permit is required under the building by-laws of the Corporation. The words “erected” and “erection” shall have a corresponding meaning.

**EXISTING** shall mean existing as of the date of passing of this By-law.

**FARM SUPPLY SALES** shall mean the sale of farm supplies which may include feed, seed, agricultural chemicals, hardware, farm working apparel and similar items associated with farming operations.

**FLEA MARKET** – See **Open Market**

**FLOOD CONTROL STRUCTURE** shall mean a structure, improvements and/or a combination thereof that are generally designed to provide defense against floods, storm surges, and other hazardous events by altering or controlling the flow and/or volume of water. Without limiting the generality of the foregoing, these may include dikes, spurs, levees, seawalls, weirs, flow splitters, and/or dams.

**FLOOD LINE** shall mean the line showing the limit of the flood plain.

**FLOOD PLAIN** shall mean the area adjoining a water body or watercourse that has been or may be subject to flooding hazards, such hazards having been determined on the basis of the 1:100 year flood level, plus an allowance for wave uprush and other water-related hazards, as applicable.

**FLOOR AREA** shall mean:

- For a dwelling or dwelling unit, the total area of the storeys contained within the exterior walls of the dwelling or dwelling unit, exclusive of any garage, carport, unenclosed porch or deck, unfinished attic, unfinished basement or unfinished cellar where such basement or cellar has a height of less than 2.1 metres measures between its floor surface and the underside of the joists of the storey above it;
- For a building other than a dwelling or dwelling unit, the total area of all floors contained within the exterior walls of the building.

**FORESTRY USE** – See **Agricultural Use**

**FUEL STORAGE FACILITY** shall mean an establishment primarily engaged in the bulk storage and distribution of petroleum, gasoline, fuel oil, gas or other similar products in fuel storage tanks.

**FUNERAL HOME** shall mean an establishment with facilities for the preparation of the dead for burial or cremation, for the viewing of the body, and for holding funeral services.

**GARDEN CENTRE** shall mean an establishment primarily used for the retail sale of gardening equipment, products and planting materials, including greenhouses for the cultivation of such materials.

**GARDEN SUITE** shall mean a portable detached dwelling that is located on the same lot as the principal dwelling which provides housing needs of the family residing in the principal dwelling and for which a temporary use by-law has been adopted, pursuant to the provisions of the *Planning Act*, but does not include a mobile home, travel trailer or any other type of recreational vehicle.

**GOLF COURSE** shall mean a public or private area operated for the purpose of playing golf and includes a driving range, a mini putt and accessory uses such as a club house, a restaurant, an indoor driving range, a putting green and similar uses.

**GRADE** shall mean the median elevation between the highest and lowest points of the finished surface of the ground (measured at the base of the building or structure), but exclusive of any embankment in lieu of steps.

**GROUP HOME** shall mean a single, semi-detached or duplex dwelling which is occupied by three (3) to ten (10) residents who require a supervised living arrangement. A group home may be occupied as the residence by the staff or receiving residents. A group home does not include foster homes, boarding houses, a secure custody group home, or other uses defined herein.

**HEAVY EQUIPMENT SALES OR RENTAL ESTABLISHMENT** shall mean an establishment having as its main use the sale, rental, leasing, servicing, and accessory storage of heavy vehicles, farm equipment and/or excavation or construction equipment.

**HEIGHT**, when used with reference to a building, shall mean the vertical distance between grade and:

- The highest point of the roof surface on a flat roof;
- The deck line on a mansard roof;
- The mean level between the eaves and ridge of a gable, hip or gambrel roof.

**HIGH WATER MARK** shall mean the mark made on the shore or bank of a water body through the action of water, which action has continued over such a long period of time that it has created

a difference between the character of the vegetation or soil below the mark and that above the mark, except in the case of the St. Lawrence River, the high water mark shall be the upper controlled water elevation.

**HOBBY FARM** shall mean a lot used primarily for residential purposes where accessory uses may include small market gardening and/or the keeping of farm animals for the personal use of the residents thereon. A hobby farm may include limited farm-gate sales of agricultural products, provided that they are produced on the hobby farm.

**HOME-BASED BUSINESS** shall mean an occupation, trade, business, profession or craft conducted as an accessory use to the use of a dwelling by the dwelling occupant(s) and includes the following:

- Instruction of students;
- Respite care or day care, provided that no residential accommodation is provided;
- Occupations in the areas of a personal service, a service outlet or a tradesperson's establishment, all as defined in this By-law;
- Food catering business;
- Pet grooming;
- Office for conducting a business or profession;
- Studio of an artist, artisan or craftsperson.

**HOTEL** – See **Lodging Establishment**

**HUNTING OR FISHING CAMP** shall mean a building or structure, but shall not include a recreational vehicle or trailer, that includes an approved sewage disposal system and that is used on an occasional basis as a base for hunting, fishing, or similar outdoor activities, and which may provide sleeping accommodations, but shall not include a dwelling or a dwelling unit as defined in this By-law.

**INDUSTRIAL FACILITY** shall mean an establishment not otherwise defined in this By-law that is primarily engaged in the assembly, fabrication, manufacturing, processing, treatment, recycling or packaging of articles, components, materials or products. This definition shall not include a cannabis production and processing facility, as defined herein.

**INSTRUCTIONAL FACILITY** shall mean a business that provides instruction or training in an art, hobby, skill, or trade and includes programs in exercise, dance, music, arts and crafts, computer operation, driving, and other similar activities.

**INTAKE PROTECTION ZONE (IPZ)** shall mean areas of land and water near and upstream of a municipal drinking water intake where human activities may need to be regulated to protect the quality and quantity of surface water that supplies the intake.

**KENNEL** shall mean a building or structure where animals other than livestock, such as dogs or cats, are bred, boarded or trained for financial compensation. Grooming may be conducted as an accessory use. This definition shall include a Humane Society Shelter.

**LANE** shall mean a driveway providing access from within a property to a public street.

**LAUNDROMAT OR DRY CLEANERS** shall mean a building or part of a building in which the business of washing, and/or dry cleaning of clothes and other fabrics is carried on and includes

both self-service and full-service facilities.

**LIVESTOCK FACILITIES** shall mean livestock and/or poultry barns, buildings or structures where agricultural animals are housed and shall include feed lots and associated manure storage.

**LIVESTOCK SALES OUTLET** shall mean a building or structure where livestock such as cattle, goats, sheep, horses or the young thereof are bought and sold.

**LIVESTOCK UNIT**

- **LARGE LIVESTOCK UNIT**, for the purpose of this By-law, shall mean one of the following: cattle, horses, donkeys, alpacas, llamas, or similar.
- **MEDIUM LIVESTOCK UNIT**, for the purpose of this By-law, shall mean one of the following: sheep, goats, pigs, or similar.
- **SMALL LIVESTOCK UNIT**, for the purposes of this By-law, shall mean one of the following: chickens, ducks, turkeys, geese, rabbits, or similar.

**LOADING SPACE** shall mean a space or bay located on a lot which is used or intended to be used for the temporary parking of any commercial vehicle while loading or unloading goods, merchandise or materials used in connection with the use of the lot or any building thereon.

**LODGING ESTABLISHMENT** shall mean an establishment which provides temporary accommodation in one or more buildings for members of the public or organizations who are vacationing or travelling and shall include a seasonal camp, a cabin, a hotel, a lodge and a motel.

- **SEASONAL CAMP** shall mean an establishment which provides meals, sleeping accommodation and recreational opportunities to individuals and groups who are under the supervision of camp staff and shall include children's camps, church camps, scouting movement camps, YM/YWCA camps and other similar uses.
- **CABIN** shall mean an establishment designed to accommodate one or more persons in a detached or semi-detached building
- **HOTEL** shall mean an establishment containing four or more guest rooms served by a common entrance. Accessory uses may include accommodation for staff, dining rooms, meeting rooms, recreational amenities and similar uses.
- **MOTEL** shall mean an establishment containing four or more guest rooms each of which has a separate entrance directly from outside the building. Accessory uses may include dining rooms, meeting rooms, recreational amenities and similar uses.

**LONG TERM CARE HOME – See Public Use**

**LOT** shall mean a parcel or tract of land which is capable of being legally conveyed in accordance with the provisions of the *Planning Act*.

- **CORNER LOT** shall mean a lot situated at the intersection of two streets of which two adjacent sides that abut the intersecting streets contain an angle of not more than 135 degrees.

- **INTERIOR LOT** shall mean a lot situated between adjacent lots and which has frontage on one street.
- **ISLAND LOT** shall mean a waterfront lot that consists of an island or part of an island.
- **THROUGH LOT** shall mean a lot, other than a corner lot as defined herein, with frontage on more than one street.
- **WATERFRONT LOT** shall mean a lot which abuts a shoreline but which does not abut an improved street or a street which will become an improved street pursuant to provisions in, and financial security associated with, a subdivision agreement registered on the title to the lot.

**LOT AREA** shall mean the total horizontal area within the lot lines of a lot, excluding any lands below the high water mark on a waterfront lot.

**LOT COVERAGE** shall mean that portion of the area of a lot covered by all main and accessory buildings, porches, decks and similar features, but excluding automobile service station pump island canopies, entrance canopies for non-residential buildings, and balconies and overhanging eaves which are more than 2.5 m above finished grade.

**LOT FRONTAGE** shall mean the width of a lot measured between the intersections of the side lot lines with a line that is continuously 6 m back from and parallel to the front lot line.

**LOT LINE** shall mean any boundary of a lot or the vertical projection thereof.

- **FRONT LOT LINE** shall mean the following:
  - In the case of an interior lot, the line dividing the lot from the street;
  - In the case of a corner lot or through lot, the shorter lot line abutting a street, or where access is gained to the lot regardless of the length of the line.
  - In the case of a waterfront lot, the high water mark shall be deemed to be the front lot line.
- **REAR LOT LINE** shall mean in the case of a lot having four or more lot lines, the lot line farthest from and opposite to the front lot line. If a lot has less than four lot lines, there shall be no rear lot line.
- **SIDE LOT LINE** shall mean a lot line other than a front or rear lot line.

**MARINA** shall mean an establishment or premises located on a water body and containing facilities where boats and boat accessories are berthed, stored, serviced, repaired, maintained or kept for sale or rent and where facilities for the sale of marine fuels and lubricants, as well as the parking of customers' vehicles, may be provided. The incidental sale of convenience food and personal items, camping and outdoor recreation accessories and fishing gear is included as an accessory use.

**MARINE FACILITY** shall mean an accessory building or structure which is used to place a boat into or out of a water body, or used to moor, berth or store a boat. This definition shall include a boat launching ramp or equivalent, boat lift, dock, boathouse, boatport or slip, but shall not include

any building used for human habitation nor any marina or boat service, repair or sales facility.

**MICROBREWERY** shall mean a building used for making beer, cider or spirits on a small scale and may include tasting and dining facilities and the retail sale of related items.

**MOBILE HOME** shall mean a prefabricated building which bears a CSA Z240 approval and which is designed to be towed on its own chassis (notwithstanding that its running gear is or may be removed), designed and equipped for year round occupancy and containing therein facilities for cooking or for the installation of cooking equipment, as well as sanitary facilities including a flush toilet and shower or bathtub. This definition shall not include a travel trailer or tent trailer or trailer otherwise defined in this By-law.

**MOTEL** – See **Lodging Establishment**

**NON-COMPLYING** when applied to a use, building or structure shall mean a use, building or structure which is listed as a permitted use in the zone in which it is located but which contravenes one or more of the provisions of this By-law for the zone in which it is located, as of the date of the passing of this By-law.

**NON-CONFORMING** shall mean a use, building or structure which, on the date of the passing of this By-law, is not within the list of permitted uses for the zone in which it is located.

**OFFICIAL PLAN** shall mean the *Official Plan of the Township of Edwardsburgh Cardinal*, as amended.

**ON-FARM DIVERSIFIED USE** shall mean uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products, but shall not include a cannabis production and processing facility, as defined herein.

**OPEN MARKET** shall mean a building or open air facility where individual vendors operating from stalls, booths or other defined areas offer the following for sale: Fresh fruit, vegetables and herbs, poultry, fish, meat, eggs, cheese, honey, cider, maple products, cut flowers, bedding plants, shrubs and trees, baked foodstuffs, second hand furniture and other items, handicrafts and other hand-made products.

**OPEN SPACE** shall mean unoccupied space open to the sky on the same lot with the building.

**OPEN STORAGE** shall mean the storage of goods, merchandise or equipment outside a building or structure on a lot or portion thereof, but does not include the outdoor display of a limited number of samples of the goods, merchandise or equipment for the purposes of sales and advertisement, nor does it include the open storage of a limited quantity of operative or licensed vehicles and equipment that are normally associated with residential occupancy.

**PARK** shall mean an area consisting largely of open space, which may include a recreational area, playground, playing field, tennis courts, lawn bowling greens, skating rinks, athletic field, picnic areas, swimming pools, day camps, community centres or other similar use, but it shall not include a mobile home park or campground.

- **PUBLIC PARK** shall mean a park owned or controlled by the Corporation or by any ministry, board, commission or authority established under any statute of Ontario or

Canada.

- **PRIVATE PARK** shall mean a park other than a public park.

**PARKING AREA** shall mean a lot or lots or portions thereof required in accordance with the provisions of this by-law for the temporary parking of motor vehicles and includes any related aisles, parking spaces, entrance and exit lanes, but, it shall not include any part of a public street.

**PARKING SPACE** shall mean an area for the temporary parking or storage of motor vehicles.

**PERSON** shall mean an individual, an association, a chartered organization, a firm, a partnership or a corporation.

**PERSONAL SERVICE** shall mean an establishment where a personal service related to the grooming or health of persons is provided, or where the maintenance or repair of personal wardrobe articles is performed. A personal service may include a hair stylist, an aesthetician, a tailor, a shoe repair shop or similar use.

**PET CEMETERY** shall mean land used as a place of interment for the dead remains of domestic pets.

**PIT** shall mean any open excavation made for the removal of any soil, earth, clay, marl, sand, gravel or unconsolidated rock or mineral in order to supply material for construction, manufacturing or industrial purposes but, it shall not include an excavation incidental to the erection of a building or structure for which a building permit has been granted by the Corporation, or an excavation incidental to the construction of any public works.

- **CLASS B PIT** shall mean a pit with a licence pursuant to the *Aggregate Resources Act, R.S.O., 1990, as amended*, to remove 20,000 tonnes or less annually.
- **WAYSIDE PIT** shall mean a temporary pit opened and used by or for a public road authority solely for the purpose of a particular project or contract of road construction.

**PLACE OF ASSEMBLY** shall mean a building or structure used for the operation of arts and craft shows, trade fairs, fashion shows, public meetings, banquets, community activities or events, conferences, auctions and similar activities.

**PLACE OF WORSHIP** shall mean a building dedicated to religious worship.

**PRESCRIBED INSTRUMENT** shall mean an instrument defined in Ontario Regulation 287/07 for which a decision to issue, create or amend must confirm with significant threat policies set out in the Source Protection Plan.

**PRIVATE GARAGE** shall mean an attached or detached building which is accessory to a dwelling and which is fully enclosed and designed or used for the sheltering of permitted vehicles and storage of household equipment incidental to the residential occupancy.

**PRIVATE RIGHT-OF-WAY (PRIVATE STREET or PRIVATE ROAD)** shall mean a legal right of passage over a lot for the purpose of providing vehicular access for two or more other lots.

**PRINTING ESTABLISHMENT** shall mean a business primarily engaged in the reproduction or duplication of printed materials and/or the production of books, newspapers and similar

publications.

**PROFESSIONAL OR BUSINESS OFFICE** shall mean a building or part of a building in which any business is conducted or profession is practiced, but which does not include any establishment otherwise defined herein.

**PUBLIC USE** shall mean the use of land, buildings or structures for the supply of public services by the Corporation, the United Counties of Leeds and Grenville, the Governments of Ontario or Canada, any agencies, boards commissions or authorities thereof, and any company providing electricity, natural gas, wired or wireless communications or rail transportation. Without limiting the generality of the foregoing, among other uses, this shall include correctional institutions, hospitals, and long term care homes.

**QUARRY** shall mean any open excavation made for the removal of consolidated rock or mineral including limestone, sandstone or shale in order to supply material for construction, industrial or manufacturing purposes.

- **WAYSIDE QUARRY** shall mean a temporary quarry opened and used by or for a public road authority solely for the purpose of a particular project or contract of road construction.

**RECREATIONAL ESTABLISHMENT** shall mean any building or part of a building used for the purposes of a bowling alley, curling rink, skating rink, billiard parlour, health or athletic club, swimming pool, theatre or other similar use.

**RECREATIONAL VEHICLE** shall mean a vehicle or trailer that is designed to be towed or propelled by a mobile vehicle or self-propelled which is capable of being used on a short-term basis for living, sleeping or eating accommodations. A recreational vehicle may include motor homes, tent trailers, travel trailers or similar.

**REFRESHMENT VEHICLE** shall mean a trailer or vehicle, licensed by the Corporation that is designed to be made mobile from which food is prepared and offered for sale to the public for immediate consumption on site or off the premises. Where stated as a permitted use, a refreshment vehicle shall only be permitted as an accessory use to the principal use.

**RESEARCH AND DEVELOPMENT FACILITY** shall mean a building or part thereof used for systematic research, data collection and manipulation, or technical or scientific development of information or new products, and may include a research laboratory.

**RESIDENTIAL CARE HOME** shall mean a residence for the elderly which provides ancillary health and social services to the residents of the home and has communal dining and recreational facilities.

**RESTAURANT** shall mean a building or part of a building where food and beverages are sold to the public for immediate consumption on or off the premises, but shall not include a refreshment vehicle, as herein defined.

**RETAIL STORE** shall mean a building or part of a building where goods, wares, merchandise, substances, articles or things are offered or kept for sale at retail and includes rental of consumer goods and storage of limited inventory on or about the store premises.

**RISK MANAGEMENT OFFICIAL** shall mean a person appointed by the Corporation that is responsible for the enforcement of Part IV of the *Clean Water Act*, and who has the qualifications

prescribed in Ontario Regulation 287/07, as may be amended.

**SALVAGE YARD** shall mean a junk yard, an automobile wrecking yard or premises and premises where goods, wares, merchandise or articles are processed for further use or for the sale, storage, keeping or abandonment of junk including scrap metals or other scrap material from the dismantling, demolition or abandonment of vehicles or machinery parts.

**SAWMILL** shall mean lands, buildings or structures where timber is cut or sawed on a permanent basis, either to finished lumber products or as an intermediary step.

**SCHOOL** shall mean an educational establishment as defined in the *Education Act*, and includes any other facility which has a body of students and teachers and which provides primary, elementary, and secondary or adult education courses of study authorized or approved by the Minister of Education for the Province of Ontario. This definition includes schools under the jurisdiction of a Board of Education, as well as other private schools that provide such course of study, which may also provide other specialized training or instruction, whether such private schools are operated for profit or not-for-profit.

**SELF-STORAGE FACILITY** shall mean a building which is divided into spaces which may be rented for the purpose of storing goods, wares, merchandise, equipment or materials, but shall not include the storage of hazardous materials such as paint or other flammable, corrosive or explosive substances. A self-storage facility may include accessory outdoor storage of a limited quantity of operable vehicles as herein defined.

**SERVICE OUTLET** shall mean an establishment where articles, goods or materials, excluding vehicles, may be repaired or serviced.

**SEWAGE DISPOSAL SYSTEM** shall mean a privy, a greywater system, a cesspool, a leaching bed system, a holding tank or any other privately-owned individual or communal system for the on-site holding and/or treatment of sanitary sewage.

## **SEWAGE AND WATER SYSTEMS**

- **FULL SERVICE** shall mean piped sewage and water services that are connected to a centralized water and wastewater treatment facility that is operated by a public authority.
- **PARTIAL SERVICE** shall mean connection to either piped public water or sewage and the other connection to a private service.
- **PRIVATE SERVICE** shall mean individual autonomous water supply and sewage disposal systems, that are privately owned, managed and operated by the owner of the property upon which the system is located on and which does not service more than five residential dwelling units.

**SHIPPING CONTAINER** shall mean an article of transportation equipment, including one that is carried on a chassis, that is strong enough to be suitable for repeated use and is designed to facilitate the transportation of goods by one or more means of transportation and includes, but is not limited to, intermodal shipping containers, body of transport trailer or straight truck box, with or without wheels, but does not include a motor vehicle.

**SHORELINE** shall mean any lot line or portion thereof which is the shore of a water body.

**SIGHT TRIANGLE** shall mean the triangular space formed by the street lines of a corner lot and a line drawn from a point in one street line to a point in the other street line, each such point being 9 m from the point of intersection of the street lines, measured along the street lines. Where two street lines do not intersect at a point, the point of intersection of the street lines shall be deemed to be the intersection of the projection of the street lines or the intersection of the tangents to the street lines.

**SITE ALTERATION** shall mean site grading, excavation and the placement of fill.

**SIGN** shall mean a name, identification, description, device, display or illustration which is affixed to a building, structure or lot which directs attention to an object, product, place, activity, person, institute, organization or business and which does not contravene any by-law or regulation of the Corporation, the County, the Province of Ontario or Government of Canada.

**SOURCE PROTECTION PLAN** shall mean the Raisin-South Nation Source Protection Plan prepared pursuant to the *Clean Water Act, 2006*.

**SPECIALTY FOOD STORE** shall mean a retail store specializing in a specific type of food and may include a bakery, butcher, delicatessen or other similar use.

**STOREY** shall mean that portion of a building other than a cellar, basement or attic included between the surface of any floor level and the surface of the floor, ceiling or roof above it.

**STREET** shall mean a public thoroughfare under the jurisdiction of the Corporation, the County or the Province of Ontario. This definition does not include a lane, a private road or private right-of-way.

- **IMPROVED STREET** shall mean a street which has been assumed by the Corporation, the County or the Province and is maintained on a regular, year-round basis.

**STREET ACCESS** shall mean, when referring to a lot that such lot has a lot line or portion thereof which is also a street line.

**STREET LINE** shall mean the limit of the road or street allowance and is the dividing line between a lot and a street.

**STREET SETBACK** shall mean with reference to a street, the distance between the centreline of a street allowance and the nearest building line.

**STRUCTURE** shall mean anything constructed or erected, the use of which requires location on the ground or attached to something having its location on the ground and, without limiting the foregoing, includes a trailer or a mobile home.

**TRADESPERSON'S ESTABLISHMENT** shall mean a building or part of a building which, in addition to or as well as serving as an office, serves as a storage facility for the materials and equipment of, and/or a workshop for the undertaking of repairs, the preparation of materials, or the production of items on a custom order basis by, one of the following tradespersons: Heating and cooling systems specialist, cabinet maker, carpenter, chimney sweep, drywaller or plasterer, electrician, exterminator, fence installer, furniture refinisher, general building contractor, glass installer, grounds maintenance person and landscaper, handyman, janitor, mason, painter, plumber, printer, snow plough operator, upholsterer, welder, window cleaner and similar tradespersons whose activities are not otherwise defined in this By-law.

**TRANSPORTATION DEPOT** shall mean an establishment where more than two commercial vehicles are kept for hire, stored or parked and/or dispatched and may include accessory loading and warehouse uses and truck or bus fuelling and repair facilities.

**UNENCLOSED**, when used in relation to an attached or detached porch, deck or other structure, shall mean open except for a roof, supporting columns, safety railings, screens, curtains or shades. The word unenclosed shall exclude partial or full solid walls or other solid materials such as glass and synthetic glass substitutes normally intended to provide protection from the elements.

**USE**, when used as a noun, means the purpose for which a parcel of land, lot, building or structure or any combination thereof is designed, arranged, occupied or maintained and “uses” shall have a corresponding meaning. “Use” when used as a verb, or “to use” shall also have a corresponding meaning.

**VEHICLE** shall mean an all-terrain vehicle, an automobile, a boat, a commercial motor vehicle, a mobile home, a motorcycle, a snowmobile, a recreational vehicle or a trailer. This definition shall also include any agricultural implements driven or towed.

**VEHICLE SALES OR RENTAL ESTABLISHMENT** shall mean an establishment having as its main use the sale, rent, or leasing of vehicles. Accessory uses may include the repair and maintenance of such vehicles.

**VETERINARY CLINIC** shall mean a building where one or more licensed veterinarians and any associated staff provide medical, surgical, grooming or similar services to animals, but does not include boarding services except those essential to recovery from medical treatment.

**WAREHOUSE** shall mean a building used for the bulk storage of commodities, goods, materials, merchandise or wares.

**WASTE DISPOSAL SITE** shall mean a place where garbage, refuse, domestic or industrial waste is disposed of or dumped and shall include a sewage treatment plant, lagoon or sludge disposal area.

**WASTE RECYCLING FACILITY** shall mean an operation engaged in the processing and recycling of non-hazardous solid wastes including but not limited to wood, drywall, cardboard, metal and other construction wastes. Radioactive, pathological and/or asbestos-contaminated materials or any other hazardous materials are not permitted to be processed.

**WASTE TRANSFER FACILITY** shall mean an operation wherein waste materials collected from surrounding areas are stored on a temporary basis entirely within a building and then shipped to the appropriate disposal site.

**WATER BODY** shall mean any bay, lake, river, watercourse, canal or municipal drain pursuant to the *Drainage Act*, but excluding a drainage or irrigation channel.

**WATER FRONTAGE** shall mean, in the case of a lot which abuts a water body, the width of such lot measured between the intersections of the side lot lines with a line that is continuously 6 m back from and parallel to the high water mark.

**WATER SETBACK** shall mean, in reference to a water body, the horizontal distance between

the high water mark and the nearest building line.

**WATERCOURSE** shall mean a natural drainage channel that contains water either permanently or intermittently, including creeks and streams.

**WELLHEAD PROTECTION AREA ZONE (WHPA)** shall mean the area of land surrounding a municipal well, where human activities may need to be regulated to protect the quality and quantity of ground water that supplies the well.

**WHOLESALE ESTABLISHMENT** shall mean a business engaged in the bulk storage and sale of commodities, goods, materials, merchandise or wares for resale or business use.

**YARD** shall mean an open, uncovered space appurtenant to a building or structure.

- **FRONT YARD** shall mean a yard extending across the full width of the lot between the front lot line and the nearest part of any main building or structure on the lot.
- **REAR YARD** shall mean a yard extending across the full width of the lot between the rear lot line and the nearest part of any main building or structure on the lot.
- **SIDE YARD** shall mean a yard extending from the front yard to the rear yard between the side lot line and nearest part of any main building or structure on the lot.
- **EXTERIOR SIDE YARD** shall mean a side yard abutting a street.
- **INTERIOR SIDE YARD** shall mean a side yard other than an exterior side yard.

**ZONE** shall mean:

- A land use category as defined and regulated in this By-law; or
- A designated area of land shown on the zoning schedules to this By-law.

**ZONING** shall mean the demarcation of an area into zones and the establishment of regulations to govern the use of the land within these zones and the location, bulk, height, shape, use and coverage of structures within each zone. The terms “zone provisions” and “zone requirements” shall have a corresponding meaning.

**ZONING ADMINISTRATOR** shall mean the officer or employee of the Corporation charged with the duty of enforcing the provisions of this By-law.

## SECTION 3 - GENERAL PROVISIONS

### 3.1 Accessory Uses

Except as otherwise set out in this section, accessory uses, buildings or structures shall be permitted in any zone, provided that:

1. Accessory buildings or structures shall not be used for human habitation, except as specifically permitted elsewhere in this By-law.
2. Accessory buildings shall be included for the purposes of compliance with maximum lot coverage provisions.
3. There shall be no minimum yard or water setback provisions applicable to a marine facility, except that the minimum side yard shall be 4.5 m.
4. The minimum separation distance between a detached accessory building and any other building shall be 2 m.
5. Any building or structure that is attached to the main building shall not be considered as accessory.
6. Buildings or structures accessory to a residential use shall be subject to the following provisions:

1. In a Residential zone:

- The lot coverage of all accessory buildings or structures shall not exceed 10%.
- The maximum height of an accessory building or structure shall be 5.5 m and shall not contain more than 1 storey.

2. In a Residential, Rural, or Agriculture zone:

Notwithstanding the yard provisions of this By-law to the contrary, an accessory building or structure may be located in a required interior side or rear yard, provided that the minimum yard shall be:

- Lots in Settlement Policy Area in Official Plan      1 m
- All other lots      3 m

7. Except as otherwise provided in this section, accessory buildings and structures shall conform to the zone provisions applicable to main buildings.

### 3.2 Existing Undersized Non-Complying Lots

1. Where, on the date of passing of this By-law, an existing lot has less than the minimum lot frontage, water frontage and/or lot area required by this By-law, or is increased in lot frontage, water frontage and/or lot area but is still undersized, such non-complying lot may be used and a building or structure may be erected, altered or used for a purpose permitted in the zone in which it is located on the date of the passing of this By-law without the requirement to obtain relief from the applicable lot frontage, water

frontage and/or lot area provisions of this By-law. This provision shall not be construed as granting relief from any other provisions of this By-law.

2. Notwithstanding Subsection 3.2.1 above, an agricultural use that includes the keeping of livestock shall not be permitted on a lot of less than 5 ha in lot area, except in the case of hobby farms and the keeping of domestic fowl, as permitted in Section 4.5 of this By-law.

### **3.3 Front Yard Reduction Within a Settlement Policy Area**

Notwithstanding any minimum front yard requirement of this By-law to the contrary, on a lot within the **Settlement Policy Area** designation of the Official Plan, the front yard may be reduced to the average of the front yards of existing main buildings located on the two immediately adjacent lots.

### **3.4 Frontage on an Improved Street**

No lot shall be used and no building or structure shall be erected on a lot in any zone unless such lot has sufficient frontage on an improved street to provide driveway access directly onto the street. Notwithstanding the foregoing, this provision shall not apply to:

- A non-residential building or structure accessory to an agricultural, mineral aggregate or conservation use;
- A lot on a registered plan of subdivision and with frontage on a street which will become an improved street pursuant to provisions in, and financial security associated with, a subdivision agreement that is registered on the title to the lot;
- A lot used for a hunting or fishing camp;
- A lot located in a Limited Services Residential (RLS) zone;
- A lot located on an island.

### **3.5 Height Exceptions**

The maximum height restrictions of this By-law shall not apply to the following:

- Air conditioning, heating or similar mechanical equipment
- Antenna
- Barn
- Belfry, spire or dome associated with a place of worship
- Chimney
- Clock tower
- Communications Tower
- Electrical supply structure
- Elevator or mechanical penthouse
- Farm implement storage building
- Flag pole
- Grain elevator
- Lightning rod
- Silo
- Solar collector
- Water tower
- Wind turbine

### 3.6 Loading Space Requirements

#### 1. Number of Loading Spaces Required

Any commercial, institutional or industrial use which involves the transfer of goods, wares, merchandise or raw materials to and from the site shall provide and maintain loading facilities on the lot in accordance with the following regulations:

<u>Floor Area of Building</u>	<u>Number of Loading Spaces</u>
less than 200 m <sup>2</sup>	0
200 m <sup>2</sup> - 1,000 m <sup>2</sup>	1
over 1,000 m <sup>2</sup>	2 plus 1 additional loading space per each 1,000 m <sup>2</sup> of floor area or part thereof

#### 2. Loading Space Size

A required loading space shall be a minimum of 9 m long, 3.5 m wide, have vertical clearance of at least 4.5 m and driveway access that is a minimum of 3.5 m in width.

#### 3. Loading Area Surface

A loading area shall be maintained with a stable surface such as concrete, asphalt, gravel or crushed stone.

#### 4. Cumulative Loading Requirements

Where a lot, building or structure accommodates more than one use, the loading space requirement shall be calculated on the basis of the total floor area of all commercial and industrial uses.

#### 5. Exception for MC/MCR Zones

Permitted uses of the Main Street Commercial (MC) and Main Street Commercial/Residential (MCR) zones shall not be required to provide loading spaces in accordance with the provisions of Section 3.6.1.

### 3.7 Lots Containing More Than One Use

Where a lot accommodates more than one use and the provisions of this By-law for the uses are different, the more restrictive provisions shall apply.

### 3.8 Lots Divided For Freehold Unit Ownership

Notwithstanding the division of a lot or block for the purpose of freehold ownership of an existing dwelling unit and its associated parcel of land, zoning provisions shall continue to apply on the basis of the entire lot or block.

### **3.9 Lots Divided Into More Than One Zone**

Where a lot is divided into more than one zone such that it has split zoning, each portion of the lot shall be used in accordance with the provisions of this By-law for the zone where such portion of the lot is located. In no case shall split zoning be interpreted to allow more dwellings or dwelling units on the lot than would otherwise be permitted by the least restrictive of the applicable zones.

### **3.10 Moving of Buildings**

No building or structure shall be moved into the Township or onto any lot unless its use and location comply with this By-law, and then only after a permit has been obtained from the Chief Building Official.

### **3.11 Non-Conforming Uses and Non-Complying Uses, Buildings and Structures**

#### **1. Buildings Accessory to Non-Conforming Uses**

An accessory building may be erected for an existing legal non-conforming use, provided it complies with the provisions of this By-law relating to accessory uses, buildings and structures.

#### **2. Change of Non-Conforming Use**

A non-conforming use shall not be changed to another use unless it is to a permitted use in the zone in which it is located. Pursuant to the provisions of the *Planning Act* and the Official Plan, a non-conforming use shall only be changed to another non-conforming use with the permission of the Committee of Adjustment.

#### **3. Repair, Restoration and Reconstruction of Non-Conforming Uses or Non-Complying Uses, Buildings or Structures**

A legal non-conforming or non-complying use, building or structure shall only be repaired, restored or reconstructed in accordance with the rights conveyed to legal non-conforming uses pursuant to the applicable provisions of the *Planning Act*, provided that the height, size and volume of the building or structure shall not be increased except in accordance with Sections 3.11.5 and 3.11.6 below, as applicable.

#### **4. Replacement of Non-Complying Sewage Disposal Systems**

Notwithstanding any provision of this By-law to the contrary, a sewage disposal system which was legally constructed under the regulations governing sewage disposal systems that were in force and effect at the time of such construction but that is non-complying with respect to the water setback provisions, shall be replaced such that the minimum water setback is the setback of the existing sewage disposal system or as set out in the *Ontario Building Code*, whichever is greater.

#### **5. Enlargements of Non-Conforming Uses**

A non-conforming use shall not be enlarged or extended, except with the permission of the Committee of Adjustment for the Township, pursuant to the provisions of the *Planning Act* and the Official Plan.

## **6. Enlargements of Non-Complying Uses, Buildings or Structures**

A non-complying use, building or structure shall not be enlarged, except in compliance with all applicable provisions of this By-law.

### **3.12 Occupancy Restrictions**

None of the following shall be used as a dwelling or for the purposes of human habitation:

1. Any truck, bus, coach, railway or streetcar body or shipping container;
2. Any marine facility or building or structure accessory to a residential use;
3. Any recreational vehicle, except in a tourist campground or as a temporary use in accordance with Section 3.22 of this By-law.
4. Any dwelling unit the entirety of which is located in a cellar.

### **3.13 Open Storage**

Open storage shall be permitted as an accessory use to a permitted use within any zone other than a Residential, Institutional, Open Space, General Commercial, Main Street Commercial / Residential or Main Street Commercial zones, provided that:

1. No part of an open storage area shall be located within a front yard or any minimum required side or rear yard or water setback required by this By-law;
2. Open storage shall not occupy any driveway or parking or loading area required by this By-law;
3. Where open storage that is not accessory to an agricultural use is situated less than 30 m from a Residential zone, a street or a dwelling on another lot, a continuous buffer strip consisting of a berm, fence or landscaping having a minimum combined height of 1.5 m shall be provided so as to screen the open storage area from the street or dwelling. Such buffer strip shall be broken only by a driveway or walkway from the street.

### **3.14 Parking Requirements**

#### **1. Number of Parking Spaces Required**

In any zone, the owner or occupant of any lot or building or structure erected, enlarged or changed in use after the passing of this By-law, shall provide off-street parking in accordance with the following:

<u>Type of Use</u>	<u>Number of Parking Spaces Required</u>
Apartment Dwelling	1.25 parking spaces per dwelling unit
All other Dwellings	1 parking space per dwelling unit

Campground	1 parking space per site
Group home	1 parking space in addition to the applicable dwelling requirement
Boarding house, Residential care home	1 parking space, plus 1 parking space per 3 rooming units
Home-based business	1 parking space in addition to the applicable dwelling requirement
Bed and breakfast	1 parking space per guest room in addition to the applicable dwelling requirement
Lodging Establishment	1 parking space per guest room or cabin plus 1 parking space per 20 m <sup>2</sup> of floor area devoted to dining or meeting uses
Long-term care home	1 parking space per 0.25 beds
Restaurant, specialty food store, banquet hall	1 parking space per 12 m <sup>2</sup> of floor area
Place of worship or assembly	1 parking space per 12 m <sup>2</sup> of floor area devoted to public assembly
Recreational use, Instructional Facility	1 parking space per 4 persons design capacity or 1 parking space per 20 m <sup>2</sup> of floor area, whichever is greater
Retail store, personal service, merchandise service outlet	1 parking space per 20 m <sup>2</sup> of floor area
Clinic	1 parking space per 20 m <sup>2</sup> of floor area
Marina	1 parking space for each boat docking space, plus 1 parking space for every 25 m <sup>2</sup> of marina floor area. Where individual boat docking spaces are not clearly identifiable, the length of a space shall be deemed to be 8 m.
Automobile service station or Automobile body shop	2 parking spaces per service bay; minimum of 3 spaces
Commercial use not defined	1 parking space per 20 m <sup>2</sup> of floor area
Professional or business office	1 parking space per 25 m <sup>2</sup> of floor area
School - elementary	1.5 parking spaces per classroom

School - secondary	4 parking spaces per classroom
Institutional or public use	1 parking space per 40 m <sup>2</sup> of floor area
Industrial, warehouse or storage use	1 parking space per 70 m <sup>2</sup> of floor area

## **2. More than One Use on a Lot**

Where a building or lot accommodates more than one use, the number of parking spaces required shall be the sum of the requirements for each of the uses.

## **3. Parking Space Size and Access**

1. Each parking space shall have minimum dimensions of 2.75 m by 6 m. A parking space shall have unobstructed access, except where tandem parking is specifically permitted by this By-law.
2. Where a barrier free parking space is required by Section 3.14.4, the following barrier free parking space types and provisions shall be provided:
  1. Type A barrier free parking space shall have a minimum width of 3.4 m and a minimum length of 6 m.
  2. Type B barrier free parking space shall have a minimum width of 2.4 m and a minimum length of 6 m.
  3. Where an even number of barrier free parking spaces is required, an equal number of Type A and Type B barrier free parking spaces shall be provided.
  4. Where an odd number of barrier free parking spaces is required, an equal number of Type A and Type B barrier free parking spaces shall be provided, where the additional barrier free parking space may be a Type B barrier free parking space. A minimum of one Type A barrier free parking space shall be provided.
  5. Barrier free parking spaces shall be provided with hard surface materials such as concrete or asphalt and shall be located as close as possible to an accessible building entrance.
  6. Where a barrier free parking space is provided an access aisle of 1.5 m by 6 m is required and where two barrier free parking spaces are adjacent to each other the required access aisle may be shared. The required access aisle shall be hard surfaced with concrete or asphalt and marked with high tonal contrast diagonal lines.
  7. Barrier free parking spaces shall provide designated signage and where a Type A barrier free parking space is provided, 'van accessible' signage must be provided a minimum of 1.5 m above grade.

## **4. Barrier Free Parking Space Requirements**

Included in the number of parking spaces by Section 3.14.1, except for parking required for a single dwelling, semi-detached dwelling, duplex dwelling, freehold townhouse dwelling, second dwelling, second dwelling unit and accessory dwelling unit, barrier free parking spaces shall be provided in accordance with the following provisions, rounded up to the nearest whole number:

<u>Total Number of Parking Spaces Provided</u>	<u>Minimum Number of Barrier Free Spaces</u>
1 - 12	1
13 - 100	4% of total parking provided
101 – 200	1 + 3% of total parking provided
201 – 1,000	2 + 2% of total parking provided
1,001+	11 + 1% of total parking provided

## 5. Driveway Access to Parking Areas

The maximum width of any driveway shall be 9 m, measured at the street line.

Driveways designated for two-way traffic shall have a minimum width of 6 m. One-way driveways and driveways serving only one dwelling unit shall have a minimum width of 3 m. For portions of a driveway that directly abut a parking space, the minimum driveway width shall be as follows:

<u>Angle of Parking Space to Driveway</u>	<u>Minimum Driveway Width</u>
0 degrees	3 m
30 degrees	3.4 m
45 degrees	3.7 m
60 degrees	5.4 m
90 degrees	6 m

## 6. Driveway Provisions for a Residential Use

1. For lots used exclusively for a residential use, with the exception of single dwellings and apartment buildings, a maximum of one driveway per dwelling unit having a private entrance at grade shall be provided.
2. The maximum number of driveways per lot used for a single dwelling shall be one (1) for every 30 m of frontage.
3. The maximum number of driveways per lot used for an apartment building shall be two (2).
4. The minimum distance between a driveway and intersection street lines, measured along the street line intersected by such driveway, shall be 8 m.

## 7. Parking Area Surface

A parking area shall be maintained with a stable surface such as concrete, asphalt, gravel or crushed stone.

## **8. Parking Area Location**

1. All required parking shall be provided on the same lot as the use.
2. Uncovered parking areas are permitted in any yard in accordance with the following provisions:
  1. Where located in the front or exterior yard, parking areas shall be no closer than 1.5 m to any street line, with the exception of parking provided in a driveway to a residential use.
  2. Where located in a side or rear yard, parking areas shall be no closer than 3 m to any property line that abuts a residential zone.
3. Notwithstanding the provisions above, in the case of an apartment dwelling or any use of the MC/MCR zones, the required parking area shall not be located in the front yard.

## **9. Parking Requirements for Additions to Existing Buildings**

1. Where an existing building or structure has insufficient parking spaces to comply with the provisions of this By-law, this By-law shall not be interpreted to require that the deficiency be made up prior to the construction of any addition, provided that no addition may be built and no change of use may occur within the existing building or structure, the effect of which would be to increase the extent of such deficiency.
2. Notwithstanding any provision of this By-law to the contrary, within any lands designated Settlement Policy Area in the Official Plan, an existing building the use of which is being changed to a new use with a greater parking space requirement than the previous use shall not be required to provide any additional parking, provided that any parking deficiency shall not be increased by more than 10 parking spaces.

## **10. Parking Exceptions for Main Street Commercial (MC) and Main Street Commercial/Residential (MCR) Zones**

1. Notwithstanding the parking requirements of subsection 3.14.1, a minimum of one parking space shall be provided per dwelling unit and the minimum number of parking spaces required for a non-residential use shall be reduced by 50%, provided a minimum of one parking space is provided for the non-residential use.
2. Notwithstanding uses located within the MC and MCR zones, parking spaces may be provided on another lot, provided the lot is within 100 m of the use and the dedicated parking spaces are under an agreement in favor of the property requiring the parking spaces.

## **11. Parking and Storage of Recreational Vehicles**

1. Any recreational vehicle shall be permitted to be stored as an accessory use to a permitted residential use provided it is parked in a permitted parking space or is

located in an internal side yard or rear yard in accordance with the accessory use yard requirement provisions of this By-law.

### **3.15 Residential Separation Distances from Other Land Uses**

Notwithstanding any other provisions of this By-law, any new dwelling or second dwelling permitted by Section 4.1 shall be located minimum distances from certain zones or land uses on other lots as follows:

- From a Class B pit with no excavation below the water table 150 m
- From any other pit or concrete plant 300 m
- From a quarry or asphalt plant 500 m
- From land zoned Mineral Aggregate Reserve (EXR) 300 m
- From land zoned Salvage Yard Industrial (MS) 300 m
- From land zoned Disposal Industrial (MD) 500 m
- From livestock facilities
  - As per the Minimum Distance Separation I (MDS I) formula, as issued by the Ontario Ministry of Agriculture, Food and Rural Affairs, except that MDS 1 shall not apply to new non-agricultural uses to be located on an existing lot of less than 1 ha in lot area.
- From a rail line right-of-way 30 m

### **3.16 Setbacks from Environmental Protection (EP-PSW and EP-ANSI) Zones and Natural Heritage Resource Policy Area Designations in the Official Plan**

Notwithstanding any other provisions of this By-law, the minimum setback of any building or structure from lands zoned Environmental Protection in this By-law or designated Natural Heritage in the Official Plan shall be as follows:

- From the Environmental Protection - PSW (EP-PSW) zone or Natural Heritage Resource Policy Area designation in the Official Plan
  - 120 m, or such lesser setback as recommended in an Environmental Impact Study undertaken to the satisfaction of the Township that demonstrates no negative impacts on natural features or ecological functions, provided that such lesser setback shall not be less than 30 m.
- From the Environmental Protection - ANSI (EP-ANSI) zone
  - 120 m, or such lesser setback as recommended in an Environmental Impact Study undertaken to the satisfaction of the Township that demonstrates no negative impacts on natural features or ecological functions.

### **3.17 Setbacks from Natural Gas or Liquid Pipelines**

Notwithstanding any other provisions of this By-law, buildings or structures shall not be permitted within a natural gas or liquid pipeline right-of-way and the minimum setback of any building or structure shall be as follows:

- From a natural gas pipeline right-of-way:

- Main building or structure 7 m
- Accessory or temporary building or structure 3 m
- From the centre of a liquid gas pipeline:
  - All buildings or structures 30 m

### **3.18 Sewage Disposal Systems and the Applicability of this By-law**

Except in relation to water setbacks of Section 3.25 and setbacks from Environmental Protection (EP) zones, sewage disposal systems shall not be subject to the provisions of this By-law.

### **3.19 Sight Triangles**

Notwithstanding any provisions of this By-law to the contrary, within any area defined as a sight triangle, the following uses shall be prohibited:

- A building, structure or use which would obstruct the visions of motorists;
- A fence or any vegetation of a height which is more than 1 m above the elevation of the centrelines of abutting streets;
- A parking or loading area.

### **3.20 Shoreline Area Occupancy**

Notwithstanding any provisions of this By-law to the contrary, on any lot abutting a water body and used for purposes other than a marina, a maximum of 20% or 15 m of the shoreline area, whichever is lesser, shall be occupied by marine facilities, pump houses, stairs, decks, patios, and gazebos. For the purposes of this section, the shoreline area shall include that portion of the lot lying within 3 m of the high water mark.

### **3.21 Street Setbacks**

The following setbacks shall be required:

- Provincial Highway in accordance with the requirements of the Ministry of Transportation
- County Street 13.1 m from the centre line of the street plus the minimum required yard for the appropriate zone, except in the case of County Road No. 2, in which case the setback shall be 15.25 m from the centreline of the street plus the minimum required front yard for the appropriate zone
- Township Street 10 m from the centre line of the street plus the minimum required yard for the appropriate zone
- Private right-of-way 6 m from the limit of the right-of-way

### **3.22 Temporary Uses**

The following shall be permitted in any zone, except Environmental Protection (EP) zones:

- Construction facilities such as sheds, scaffolds and other structures incidental to the construction on the premises for so long as the work is in progress;
- A temporary real estate sales and/rental office;
- A recreational vehicle occupied on a temporary basis during the course of construction of a new dwelling or during the major renovation of an existing dwelling on the same lot, provided that:
  - Temporary connection to an approved on-site sewage disposal system is provided;
  - A building permit for a dwelling has been issued and remains in force;
  - The recreational vehicle is located in accordance with the required yards and water setbacks applicable to a dwelling;
  - In no event shall the recreational vehicle be located on the lot for a period exceeding two years from the date of issuance of the building permit.

### **3.23 Through Lots**

On a through lot, the minimum front yard requirement shall apply to each yard abutting a street.

### **3.24 Water and Sewage Disposal Services**

1. No building permit shall be issued for any building or structure unless appropriate sewage and water systems are provided, in accordance with the following:
  1. On lands shown on Schedule A and D, development shall be serviced by private service sewage and water systems, except as noted in Section 6.4.4.2 and Section 9.2.3.4.
  2. On lands shown on Schedule B, development shall be serviced by full service sewage and water systems.
  3. On lands shown on Schedule C as being north of the South Nation River, development shall be serviced by partial service sewage and water systems (i.e. private water and municipal sewage), except where municipal sewage services are not available, development shall be serviced by private service sewage and water systems.
  4. On lands shown on Schedule C as being south of the South Nation River, development shall be serviced by private service sewage and water systems.
2. Notwithstanding the foregoing, this provision shall not apply to lands on Schedule A-D where water and sewage services are not required by the Building Code.

### **3.25 Water Frontage and Water Setbacks**

1. Except as otherwise provided by Section 3.2, the minimum water frontage for any lot abutting a water body shall be 60 m, except for lands located on Schedule B.
2. Except as otherwise permitted by Sections 3.1, 3.11, 3.20 and 3.27 of this By-law, the

minimum water setback shall be 30 m for all buildings and structures, including sewage disposal systems but excluding the following:

- Decks, hot tubs and gazebos which are unattached to a main building;
- Marinas, pump houses, stairs, marine facilities and roof decks situated on marine facilities.

### **3.26 Wayside Pits, Wayside Quarries, Portable Asphalt Plants and Portable Concrete Plants**

Any lands may be used for the purposes of wayside pits, wayside quarries, portable concrete plants and portable asphalt plants, except the following:

- Lands zoned as EP-PSW, EP-ANSI, Open Space (OS) and any Residential zone;
- Lands designated as Settlement Policy Area in the Official Plan;
- Lands situated within 150 m of an existing dwelling.

### **3.27 Yard and Water Setback Encroachments**

Notwithstanding the yard and setback provisions of this By-law, the following encroachments are permitted:

- Sills, belt courses, chimneys, cornices, eaves, gutters, parapets, bay windows and other ornamental features may project into any required yard or water setback by not more than 0.6 m, provided that they shall not be located closer than 0.4 m to any lot line;
- Attached unenclosed porches, open patios, decks, balconies, exterior stairs and landings may project from the main building into any minimum required yard or water setback by not more than 3 m, but not closer than 1 m to a side or rear lot line, and 4.5 m to a front lot line or lot line abutting a street. In the case where an existing main building is non-complying in relation to the required water setback, an open and unroofed porch, deck, exterior stairs or landing may project into the existing water setback by a maximum of 1.5 m;
- Open at-grade patios, awnings, clothes poles, flag poles, garden trellises, fences, plant materials, accessible ramps and similar accessory structures shall be permitted in any required yard or water setback;
- Swimming pools, including all related equipment, shall be permitted in any required yard, except for a required front or exterior side yard, and shall not be located closer than 1.5 m to any lot line or encroach into the required 30 m water setback.

## **SECTION 4 – SPECIFIC USE PROVISIONS**

### **4.1 Additional Residential Units**

Notwithstanding any provision of this By-law to the contrary, where a single dwelling, a semi-detached dwelling or a townhouse dwelling is permitted as a principal use in a zone, a second dwelling unit and/or second dwelling, as defined herein, are permitted on the same lot in accordance with the following provisions.

#### **1. General**

1. The second dwelling unit and/or second dwelling shall be located on a lot where driveway access is provided from an improved street.
2. The second dwelling unit and/or second dwelling shall comply with the provisions of the *Building Code Act*.
3. The second dwelling unit and/or second dwelling shall be connected to the same water supply and sewage disposal systems as the principal dwelling.
4. Prior to obtaining a building permit for a second dwelling unit and/or a second dwelling on a lot with a private sewage disposal system, the applicant shall obtain a septic system approval.
5. The maximum floor area of the second dwelling unit and/or second dwelling shall not exceed 50% of the floor area of the principal dwelling, to a maximum of 80 m<sup>2</sup> in the Residential Zone and 95 m<sup>2</sup> in the Rural and Agriculture Zones.
6. The second dwelling unit and/or second dwelling shall share the driveway entrance to the lot with the principal dwelling.
7. A minimum of one parking space shall be provided for the second dwelling unit and/or second dwelling, in addition to the minimum parking requirements for the principal dwelling. Tandem parking shall be permitted to accommodate minimum parking requirements.
8. The second dwelling unit and/or second dwelling shall be included in the calculation of lot coverage.

#### **2. Additional Provisions for Second Dwelling Unit**

1. The second dwelling unit shall share two of the following with the principal dwelling:
  - building entrance
  - parking area
  - outdoor amenity space
2. No enlargement or extension to the principal dwelling shall be permitted unless the enlargement or extension conforms to all other applicable provisions of this By-law.

### **3. Additional Provisions for Second Dwelling**

1. An existing accessory building may be partially or fully converted to a second dwelling, except that no habitable room window shall face an interior side lot line or a rear lot line unless the existing accessory building conforms to the minimum side lot line setback and rear lot line setback as is required for the principal dwelling, as the case may be.
2. A new accessory building may be constructed as a second dwelling provided that it conforms to all applicable provisions for the principal dwelling.
3. The maximum permitted height of a new second dwelling shall be 6 m.
4. A new accessory building which is constructed as a second dwelling shall be separated by less than 6 m from the principal dwelling on a lot zoned Rural (RU) or Agriculture (A).

#### **4.2 Bed and Breakfast Establishments**

A bed and breakfast, as herein defined, shall be a permitted use within a single dwelling that is permitted as a principal use in the zone in which it is located, except in the Limited Services Residential (RLS) Zone.

#### **4.3 Cannabis Production and Processing Facilities**

Notwithstanding any other provision of this By-law to the contrary, where a cannabis production and processing facility, as defined herein, is listed as a permitted use, such use shall be subject to the following provisions:

1. The following setbacks shall be required:
  - 300m from a residential use on another lot, a vacant lot in a residential zone, any Open Space zone, Institutional zone, or any lands designated Settlement Policy Area in the Official Plan.
2. A building or structure used for security purposes may be located in the required front yard.

#### **4.4 Group Homes**

Group homes, as defined herein, shall be permitted in any zone where a single detached, semi-detached or duplex dwelling is permitted as a principal use in the zone in which it is located. Group homes within a semi-detached or duplex dwellings shall only be permitted where both units are occupied by one group home operation.

#### **4.5 Hobby Farms and Keeping of Domestic Fowl**

1. Notwithstanding the provisions of this By-law to the contrary, a hobby farm, as defined herein, shall be permitted on a lot in any Rural (RU) or Agriculture (A) zone, provided that such livestock are housed in a building or structure specifically designed for such purpose, and subject to the following provisions:

1. On a lot having an area of 1.6 ha up to 3.2 ha, a maximum of eight (8) small livestock units or their equivalent in any combination shall be permitted.
2. On a lot having an area greater than 3.2 ha up to 5.0 ha, a maximum of twelve (12) small livestock units or their equivalent in any combination shall be permitted.
3. On a lot having an area greater than 5.0 ha, a maximum of five (5) nutrient units, as defined by the Minimum Distance Separation Formulae, shall be permitted. For six (6) or more nutrient units, a hobby farm shall be subject to the setbacks determined by the Minimum Distance Separation Formulae developed by the Ontario Ministry of Agriculture, Food and Rural Affairs.
4. For this purpose of calculating livestock units, the following shall apply:
  - 2 small livestock units equals 1 medium livestock unit
  - 4 small livestock units equals 1 large livestock unit
  - 2 medium livestock units equals 1 large livestock unit
2. Notwithstanding the provisions of Section 3.1, a domestic fowl coop, as defined herein, shall be permitted accessory to a permitted residential dwelling in the Hamlet Residential (HR), Limited Services Residential (RLS), Agriculture (A), and Rural (RU) zone, subject to the following provisions:
  1. The minimum lot area shall be 0.4 ha.
  2. Domestic fowl coops and runs shall be a minimum of 3 m from rear and interior lot lines.
  3. Domestic fowl coops and runs shall be a minimum of 10 m from any window or door opening of a dwelling on an adjacent lot.
  4. Domestic fowl coops and runs shall be a minimum of 15 m from any well.
  5. Domestic fowl coops and runs shall not be located in any front or exterior side yard.
  6. Runs shall be constructed to provide a minimum of 0.9 m<sup>2</sup> and a maximum of 2.3 m<sup>2</sup> of floor space per hen.

#### **4.6 Home-Based Businesses**

A home-based business, as defined herein, shall be permitted as an accessory use to a permitted residential use in accordance with the following provisions:

1. No more than 30% or 50 m<sup>2</sup> of the floor area of the dwelling unit, whichever is lesser, shall be used for the home-based business.
2. There shall be no visible indication from the exterior of the building of the presence of the home-based business other than one non-illuminated sign not larger than 1 m<sup>2</sup>.
3. There shall be no open storage of inoperative or unlicensed motor vehicles or other materials, or outdoor animal enclosures.

4. There shall be no storage of hazardous materials such as paint or other flammable, corrosive or explosive substances.
5. There shall be no direct retail sale of goods other than those produced on the premises or those which are clearly incidental to a personal service or service outlet home-based business.
6. Where instruction, respite care or day care is provided, there will be no more than six persons, other than the instructor or caregiver, in attendance at any one time. In the case of all other home-based businesses, not more than one individual client or customer shall be served at any one time.
7. A maximum of two persons in addition to the dwelling occupant(s) may be employed in the home-based business, provided that the maximum number of persons employed in the home-based business shall not exceed three. For the purposes of this subsection, the number of persons shall be calculated on the basis of full-time equivalence.
8. Except in the case of lots not designated Settlement Policy Area in the Official Plan, up to 50 m<sup>2</sup> of floor area within an accessory building may be used for the home-based business, provided that:
  1. The accessory building shall be located a minimum of 15 m from the closest dwelling on another lot.
  2. The combined total floor area used for the home-based business within the accessory building and dwelling unit shall not exceed 60 m<sup>2</sup>.
9. Not more than one commercial vehicle related to the home-based business shall be kept on the premises, with the exception of lots not designated as Settlement Policy Area in the Official Plan in which case the maximum number of commercial vehicles shall be two.
10. The home-based business shall not, in the opinion of the Township, change the predominantly residential character of the property or create or become a public nuisance with regard to noise, odours, vibration, heat, traffic, lighting or other annoyance.

#### **4.7 Mobile Homes**

Mobile homes, as defined herein, shall be prohibited in all zones, except:

- In the Agriculture zone, in accordance with the corresponding provisions; and,
- Where specifically permitted on a site-specific basis by way of an exception zone.

#### **4.8 Public Uses**

1. Except in the case of lands zoned EP-PSW and EP-ANSI, any land may be used and any building or structure erected or used for the purpose of a public use, provided that lot coverage, setback and yard requirements of the zone in which such land, building or structure is located shall be complied with, except in the case of towers, poles, lines

and transmission facilities for natural gas, electricity, cable, water, storm and sanitary sewage and wired and wireless communications.

2. Where a public use is to be located in the Flood Plain Overlay Zone, Section 5.7.1 shall apply and, further, no public use that includes institutional uses or essential emergency services or the disposal, manufacture, treatment or storage of hazardous substances shall be permitted.

#### **4.9 Refreshment Vehicles**

A refreshment vehicle, as herein defined, may be permitted in accordance with the provisions set out in the Township's Refreshment Vehicle By-law. A refreshment vehicle shall only be permitted as an accessory use to the principal use. In the case of a property that is developed with non-residential buildings or structures not currently occupied, a refreshment vehicle shall be a permitted use.

#### **4.10 Shipping Containers as Storage Containers**

Notwithstanding any provision of this By-law to the contrary, a shipping container, as herein defined, shall be permitted as an accessory structure to a permitted use subject to the following provisions:

1. In a Rural (RU) or Agriculture (A) zone:
  1. A maximum of four (4) shipping containers shall be permitted;
  2. The shipping container shall not be located in the front yard;
  3. Where a shipping container abuts a Residential zone, the minimum required yard shall be 10 m, and in the case of any other zones, the requirements for accessory buildings shall apply;
  4. Where a shipping container is situated on a lot abutting a residential use, a continuous buffer strip consisting of a berm, fence or landscaping having a minimum combined height of 1.5 m shall be provided so as to screen the shipping container from the street or dwelling.
2. A shipping container shall not be permitted on any lot zoned RLS, or on any lands identified on Schedule B, Schedule C, or Schedule D, except in the case of a CH and CT zone, in which case a maximum of one (1) shipping container shall be permitted and the provisions of Section 4.10.1.2, 4.10.1.3 and 4.10.1.4 shall apply;
3. In an CH, CT, MG, MBP, MR, or EX zone, the requirements for accessory buildings shall apply.

#### **4.11 Tiny Houses**

A tiny house is permitted as a single dwelling in all zones where a residential use is a permitted principal use, provided that the applicant shall obtain a sewage system approval and that the tiny house meets all of the zone standards of the applicable zone and all of the provisions of the Ontario Building Code.

## SECTION 5 - ZONES

### 5.1 General

For the purposes of this By-law, the land area of the Township is divided into various generalized and specific zones to which the provisions and regulations herein shall apply.

### 5.2 Zones and Zone Symbols

<u>Zone Name</u>	<u>Symbol</u>
Residential Zones	
• Residential First Density	R1
• Residential Second Density	R2
• Residential Third Density	R3
• Hamlet Residential	RH
• Limited Services Residential	RLS
Village Core Zones	
• Main Street Commercial	MC
• Main Street Commercial / Residential	MCR
Commercial Zones	
• General Commercial	CG
• Highway Commercial	CH
• Tourist Commercial	CT
Industrial Zones	
• General Industrial	MG
• Business Park Industrial	MBP
• Rural Industrial	MR
• Salvage Yard Industrial	MS
• Disposal Industrial	MD
Institutional Zones	
• Institutional	I
Open Space Zones	
• Open Space	OS
Rural Zones	
• Rural	RU
Agriculture Zones	
• Agriculture	A
Mineral Resource Zones	
• Mineral Aggregate Extraction	EX
• Mineral Aggregate Reserve	EXR

#### Environmental Protection Zones

- |                                   |         |
|-----------------------------------|---------|
| • Environmental Protection - PSW  | EP-PSW  |
| • Environmental Protection - ANSI | EP-ANSI |

### 5.3 Boundaries of Zones

The location and boundaries of the zones established by this By-law and certain requirements applicable to such zones are shown on the maps hereto attached as Schedule A, B, C & D. Where any uncertainty as to the boundary of any zone as shown on the zoning schedule, the following provisions shall apply:

1. Where a zone boundary is indicated as following and is within the boundary of a street, lane, railway right-of-way, other right-of-way or watercourse, the boundary shall be the centre of such street, lane, railway right-of-way, right-of-way or watercourse.
2. Where a zone boundary is indicated as approximately following lot lines on a registered plan of subdivision, deposited reference plan or original Township survey, the boundary shall follow such lot lines. No amendment to the By-law shall be required for minor adjustments to zone boundaries shown on Schedule A, B, C & D where, in the opinion of the Township, such adjustments are merely for the purpose of more accurately reflecting surveyed information.
3. Where a zone boundary is indicated as following a shoreline of a watercourse, the boundary shall follow such shoreline and in the event that the shoreline changes, the boundary shall be taken as having moved with the shoreline.
4. Where any uncertainty exists as to the Flood Plain Overlay boundary, the boundary shall be the 1:100 year flood line as identified on the relevant maps of the Conservation Authority.
5. Where any uncertainty exists as to the Environmental Protection – PSW (EP-PSW) and Environmental Protection – ANSI (EP-ANSI) zone boundaries, the boundaries shall be as identified on the relevant maps of the Ontario Ministry of Natural Resources and Forestry.
6. Where any street, lane, right-of-way, railway right-of-way or watercourse as shown on the Schedules is closed or diverted, the object of such closure or diversion shall be included within the zone of the abutting property on either side thereof.
7. Where any zone boundary is left uncertain after the application of clauses (1) through (5) above, the boundary shall be determined by scale from the original full-size zoning Schedule.
8. Wherever it occurs, the municipal boundary is the limit of the zone adjacent to it.

### 5.4 Holding Zones

Where a zone symbol is followed by a hyphen and the letter “h”, this denotes a holding zone. Within such zones, only existing uses shall be permitted unless specifically stated otherwise in the By-law, until the “h” has been removed. The removal of the holding provision shall require an amendment to the By-law. Such amendment shall only be passed by Council when any applicable servicing, phasing or financial conditions or

agreements for the lands have been satisfied in accordance with the requirements of the Official Plan.

Holding zones in force and effect are as follows:

1. **MBP-h** (Johnstown Industrial Park Future Expansion Area)

On the lands zoned MBP-h, the 'holding' provision denotes a future expansion of the Johnstown Industrial Park and shall only be removed upon approval of an Official Plan amendment to designate the lands Industrial Park Policy Area. Only existing uses shall be permitted until such time that the holding provision has been removed.

2. **R2-h** (Cardinal)

On the lands zoned R2-h, only existing uses shall be permitted until such time that the Municipality deems that there is sufficient capacity to provide municipal services to the site.

## 5.5 Special Zones

Where a zone symbol is followed by a hyphen and a letter or a number other than "-h", (for example, "-x" or "-1"), the lands so zoned shall be subject to all the provisions of the zone represented by such symbol except as otherwise provided by the special provisions of that zone.

## 5.6 Temporary Zones

Where a temporary zone is established for the purpose of accommodating a temporary use pursuant to the provisions of the *Planning Act*, the lands so zoned shall be subject to all the provisions of the zone, except that a temporary use shall be permitted for a certain limited period of time. The zone symbol shall be followed by a hyphen, the letter "T" and a letter or a number other than "-h", (for example, "-Tx" or "-T1").

Temporary zones in force and effect are as follows:

- a) **A-T1** (1302 Brouseville Road, Concession 3, Part of lot 13, Part 3 on Reference Plan No. 15R9136, Township of Edwardsburgh/Cardinal)

Notwithstanding the provisions of Section 13.1.1 to the contrary, a second dwelling shall be an additional permitted use from March 25, 2013 until March 24, 2023, as provided by the provisions of Section 39.1 of the *Planning Act*, R.S.O., 1990. Upon expiry of said period, this subsection and the associated A-T1 zoning on Schedule 'A' are repealed.

## 5.7 Overlay Zones

Where an overlay zone applies to lands within the Township, additional provisions shall take precedence over the underlying zones. Within the Township, the following overlay zones apply:

1. **Flood Plain Overlay Zone**

The Flood Plain Overlay Zone denotes lands located within the 1:100 year flood plain, and are subject to natural hazard risks. Such lands shall be subject to all of the provisions of the underlying zone in which the lands are located, except as may be otherwise provided below:

1. Permitted uses shall be limited to the following:
  - legally existing use as of the date of passing this By-law
  - legally existing agricultural use, excluding buildings
  - conservation use, excluding buildings
  - marine facility
  - flood control structures
2. No development or site alteration shall be permitted without the written approval of the relevant Conservation Authority.
3. No building or structure shall be erected, altered or used except with the written approval of the relevant Conservation Authority.

## **2. Source Water Protection Overlay Zone**

The Intake Protection Zones, IPZ-1 and Well Head Protection Zones, WHPA-A, WHPA-B and WHPA-C, are overlay zones as defined by the Source Protection Plan. These overlay zones are designated for the purposes of Sections 57, 58 and 59 of the *Clean Water Act* to restrict land uses within vulnerable areas. Notwithstanding any provisions of the underlying zones to the contrary, the following provisions shall take precedence:

1. All development applications and building permit applications for land uses within the IPZ-1, WHPA-A, WHPA-B and WHPA-C overlay zones, shall apply for notice under Section 59 of the *Clean Water Act* from the Risk Management Official and may require a risk management plan prepared to the satisfaction of the Risk Management Official. If an applicant can demonstrate to the satisfaction of the Township that a significant water threat activity will not occur, notice under Section 59 of the *Clean Water Act* is not required.
2. In the IPZ-1 overlay zone, the following land uses and activities may be regulated (subject to a risk management plan or prescribed instrument) where they would be a significant drinking water threat:
  - Agricultural use which includes pasturing and grazing
  - Application and storage of agricultural source material and non-agricultural source material

In the IPZ-1 overlay zone, the following land uses and activities may be prohibited where they would be a significant drinking water threat:

- De-icing of aircraft
- Application of septage
- Sewage treatment bypass, sewage treatment effluent, industrial effluent discharges, combined sewer discharge, stormwater management facility

3. In the WHPA-A overlay zone, the following land uses and activities may be regulated (subject to a risk management plan or a prescribed instrument) where they would be a significant drinking water threat:

- Agricultural uses including pasturing and grazing
- Application and storage of agricultural source material, non-agricultural source material, and storage of commercial fertilizer
- Sanitary sewer or related pipes
- On-site sewage systems and holding tanks
- Application of pesticides

In the WHPA-A overlay zone, the following land uses and activities may be prohibited where they would be a significant drinking water threat:

- Waste disposal site, as defined herein, including hazardous, municipal, and solid non-hazardous industrial or commercial waste disposal, land-farming petroleum waste, storage, treatment, and discharge of mine tailings, liquid industrial waste injection into a well, PCB waste storage, application of hauled sewage to land and other waste
- Sewage treatment effluent, stormwater management facility and storage of sewage
- De-icing of aircraft
- Storage of pesticides
- Storage of road salt and storage of snow
- Handling and storage of dense nonaqueous phase liquids (DNAPLs) and organic solvents
- Storage and handling of fuel

4. In the WHPA-B overlay zone, the following land uses and activities may be regulated (subject to a risk management plan or a prescribed instrument) where they would be a significant drinking water threat:

- Agricultural use which includes pasturing and grazing
- Application and storage of agricultural source material, non-agricultural source material, and storage of commercial fertilizer
- Onsite sewage systems and holding tanks
- Sanitary sewer or related pipes
- Application of pesticides

In the WHPA-B overlay zone, the following land uses and activities may be prohibited where they would be a significant drinking water threat:

- Waste disposal site, as defined herein, including hazardous, municipal, and solid non-hazardous industrial or commercial waste disposal, storage, treatment and discharge of mine tailings, land-farming petroleum waste, liquid industrial waste injection into a well, PCB waste storage and application of hauled sewage of land and other waste
- Sewage treatment effluent, stormwater management facility, and storage of sewage
- De-icing of aircraft

- Storage of pesticides
  - Storage of road salt and storage of snow
  - Storage and handling of dense nonaqueous phase liquids (DNAPLs) and organic solvents
  - Storage and handling of fuel
5. In the WHPA-C overlay zone, the following land uses and activities may be prohibited where they would be a significant drinking water threat:
- Waste disposal site, as defined herein, including hazardous, municipal, and solid non-hazardous industrial or commercial waste disposal, and liquid industrial waste injection into a well
  - Handling and storage of dense nonaqueous phase liquids (DNAPLs)
  - Storage of sewage

## SECTION 6 - RESIDENTIAL ZONES

### 6.1 Residential First Density (R1)

#### 1. Permitted Uses

single dwelling

#### 2. Zone Provisions

- Lot Area (minimum)
  - Full Service 465 m<sup>2</sup>
  - Partial Service(a) 0.4 ha
  - Private Services 0.4 ha
- Lot Frontage (minimum)
  - Full Service 15 m
  - Partial Service 18 m
  - Private Service 30 m
- Yards (minimum)
  - Front
    - Full or Partial Services 6 m
    - Private Service 7.5 m
  - Exterior Side
    - Full or Partial Services 6 m
    - Private Service 7.5 m
  - Interior Side
    - Full or Partial Services (b) 2 m or 3 m
    - Private Service 3 m
  - Rear 7.5 m
- Building Height (maximum) 10 m
- Lot Coverage (maximum) 30%
- Dwellings per Lot (maximum) 1

#### Footnote(s)

- (a) The minimum lot area may be reduced provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, is approved to the satisfaction of the Township addressing private sewage disposal and/or private water supply requirements for the proposed reduced lot area but the minimum lot area shall be no less than 0.2 ha.
- (b) The minimum interior side yard shall be 3 m on one side and 2 m on the other side, except where a garage or carport is attached to the main dwelling or the lot is a corner lot in which case the minimum interior side yard shall be 2 m.

#### 3. Additional Provisions

##### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### 4. **Special Exception Zones**

1. **R1-1** (Part of Lots 414 and 415, Plan 25, Village of Cardinal)

Notwithstanding the provisions of Section 6.1.1 to the contrary, on lands zoned R1-1, two existing single dwellings shall be permitted.

2. **R1-2** (Lot 5, Concession 1, Village of Cardinal)

Notwithstanding the provisions of Section 3.15 to the contrary, on lands zoned R1-2, no new dwelling shall be permitted within 15 m of the right-of-way of a rail line.

## 6.2 Residential Second Density (R2)

### 1. Permitted Uses

converted dwelling, in accordance with the provisions of the R1 zone  
 duplex dwelling, in accordance with the provisions of the R1 zone  
 semi-detached dwelling  
 single dwelling, in accordance with the provisions of the R1 zone

### 2. Zone Provisions

- Semi-detached Dwelling
  - Lot Area per dwelling unit (minimum)
    - Full Service 230 m<sup>2</sup>
    - Partial or Private Service (a) 0.4 ha
  - Lot Frontage per dwelling unit (minimum)
    - Full 9 m
    - Partial or Private Service 15 m
  - Yards (minimum)
    - Front
      - Full or Partial Services 6 m
      - Private Service 7.5 m
    - Exterior Side
      - Full or Partial Services 6 m
      - Private Service 7.5 m
    - Interior Side (b)(c)
      - Full or Partial Service 1.5 m or 3 m
      - Private Service 3 m
    - Rear 7.5 m
  - Building Height (maximum) 10 m
  - Lot Coverage (maximum) 30%
  - Dwellings per Lot (maximum) 1

#### Footnote(s)

- (a) The minimum lot area per dwelling unit may be reduced provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, is approved to the satisfaction of the Township addressing private sewage disposal and/or private water supply requirements for the proposed reduced lot area but the minimum lot area per dwelling unit shall be no less than 0.2 ha.
- (b) The minimum interior side yard shall be 3 m on one side and 1.5 m on the other side, except where a garage or carport is attached to the main dwelling or the lot is a corner lot in which case the minimum interior side yard shall be 1.5 m
- (c) The minimum side yard between semi-detached dwelling units shall be 0 m.

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### **4. Special Exception Zones**

##### **1. R2-1 (Lot 5, Concession 1, Village of Cardinal)**

Notwithstanding the provisions of Section 3.15 to the contrary, on lands zoned R2-1, no new dwelling shall be permitted within 15 m of the right-of-way of a rail line.

## 6.3 Residential Third Density (R3)

### 1. Permitted Uses

apartment dwelling  
 converted dwelling, in accordance with the provisions of the R1 zone  
 duplex dwelling, in accordance with the provisions of the R1 zone  
 semi-detached dwelling, in accordance with the provisions of the R2 zone  
 single dwelling, in accordance with the provisions of the R1 zone  
 townhouse dwelling

### 2. Zone Provisions

- Townhouse dwelling
  - Lot Area per dwelling unit (minimum)
    - Full Service 230 m<sup>2</sup>
    - Partial or Private Service (a)(b) 0.4 ha
  - Lot Frontage per dwelling unit (minimum)
    - Full 6 m
    - Partial or Private Service 15 m
  - Yards (minimum)
    - Front
      - Full or Partial Services 6 m
      - Private Service 7.5 m
    - Exterior Side
      - Full or Partial Services 6 m
      - Private Service 7.5 m
    - Interior Side (c)
      - Full or Partial Service 1.5 m
      - Private Service 3 m
    - Rear 7.5 m
- Apartment Dwelling
  - Lot Area (minimum)
    - Full Service (d) 700 m<sup>2</sup>
    - Partial or Private Service (a) 0.4 ha
  - Lot Frontage
    - Full or Partial Service 30 m
    - Private Service 45 m
  - Yards (minimum)
    - Front 6 m
    - Exterior Side 6 m
    - Interior Side 3 m
    - Rear 7.5 m
- Building Height (maximum) 14 m
- Lot Coverage (maximum) 40%
- Dwellings per Lot (maximum) 1

Footnote(s)

- (a) The maximum number of dwelling units in an apartment dwelling or townhouse dwelling serviced by partial or private services shall be 5.
- (b) The minimum lot area per dwelling unit may be reduced provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, is approved to the satisfaction of the Township addressing private sewage disposal and/or private water supply requirements for the proposed reduced lot area but the minimum lot area per dwelling unit shall be no less than 0.2 ha.
- (c) The minimum side yard between townhouse dwelling units shall be 0 m.
- (d) The maximum density shall be one dwelling unit per 230 m<sup>2</sup> of lot area.

### **3. Additional Provisions**

#### **1. General Provisions**

In accordance with Section 3 & 4 hereof.

#### **2. Amenity Area Requirements for Apartment Dwellings**

- 1. Amenity Area shall be provided for an apartment dwelling at a rate of 10 m<sup>2</sup> per dwelling unit.
- 2. Amenity Area must be provided on the same lot as the use for which it is provided.
- 3. Amenity Area shall not be located in the required front or exterior side yard.

### **4. Special Exception Zones**

#### **1. R3-1 (45 William Street, Lot 266, Plan 25, Village of Cardinal)**

Notwithstanding the provisions of Section 6.3.1 to the contrary, on lands zoned R3-1, permitted uses shall be limited to a single dwelling, duplex dwelling, converted dwelling and triplex dwelling.

#### **2. R3-2 (211 Shanly Road, Village of Cardinal)**

Notwithstanding the provisions of Section 6.3.1 to the contrary, on lands zoned R3-2, an apartment dwelling, limited to 4 units, shall be a permitted use.

In addition, screened amenity area consisting of 16 m<sup>2</sup> shall be provided.

#### **3. R3-3 (2039 Dundas Street South, Lot 281, Plan 25, Village of Cardinal)**

Notwithstanding the provisions of Section 6.3.1 to the contrary, on lands zoned R3-3, an apartment dwelling, limited to 4 units, shall be a permitted use.

#### **4. R3-4 (3000 Walker Street, Village of Cardinal)**

Notwithstanding the provisions of Section 6.3.2 to the contrary, on the lands

zoned R3-4 the following provisions shall apply:

a) Townhouse Dwelling

- Lot Area (per dwelling unit) (minimum) 250 m<sup>2</sup>
- Rear Yard (minimum) 6 m
- Interior Yard (minimum) 3 m

b) Apartment Dwelling

- Lot Area (minimum) 1,000 m<sup>2</sup> for the 1<sup>st</sup> four units and 50 m<sup>2</sup> for each additional unit
- Lot Frontage (minimum) 20 m
- Rear Yard (minimum) 6 m

Notwithstanding the provisions of Section 3.1.6.1 and Section 3.1.6.2 the following provisions shall apply to accessory buildings or structures:

- Front Yard (minimum) 6 m
- Rear Yard (minimum) 6 m
- Interior Yard (minimum) 3 m
- Exterior Yard (minimum) 6 m

5. **R3-5** (3000 Walker Street, Cardinal)

Notwithstanding the provisions of Section 6.3.2 to the contrary, on the lands zoned R3-5 the following provisions shall apply to a townhouse dwelling:

- Lot Area (per dwelling unit) (minimum) 250 m<sup>2</sup>
- Rear Yard (minimum) 6 m
- Interior Yard (minimum) 3 m

Notwithstanding the provisions of Section 3.1.6.1 and Section 3.1.6.2 the following provisions shall apply to accessory buildings or structures:

- Front Yard (minimum) 6 m
- Rear Yard (minimum) 6 m
- Interior Yard (minimum) 3 m
- Exterior Yard (minimum) 6 m

For the purposes of this By-law, the lot line abutting Walker Street shall be considered the front lot line and the lot lines abutting the private right-of-way and a County Road shall be considered an exterior lot line.

6. **R3-6** (32 David Street, Village of Spencerville)

Notwithstanding the provisions of Section 6.3.1 and Section 6.3.2 to the contrary, on lands zoned R3-6, permitted uses shall be limited to a townhouse dwelling and the following provisions shall apply:

- Lot Area (per dwelling unit) (minimum) 219 m<sup>2</sup>
- Lot Frontage (per dwelling unit) (minimum) 6 m

- Front Yard (minimum) 5.9 m
- Rear Yard (minimum) 5.2 m
- Interior Side Yard (minimum) (a) 1.7 m

(a) The minimum side yard between townhouse dwelling units shall be 0 m.

Notwithstanding the provisions of Section 6.3.2, maximum lot coverage shall not apply.

## 6.4 Hamlet Residential (RH)

### 1. Permitted Uses

converted dwelling  
duplex dwelling  
existing cemetery  
existing commercial use  
existing place of worship  
semi-detached dwelling  
single dwelling

### 2. Zone Provisions

- Converted dwelling, Duplex dwelling, Single dwelling
  - Lot Area (minimum) 0.4 ha
  - Lot Frontage (minimum) 30 m
- Semi-detached dwelling
  - Lot Area per dwelling unit (minimum) 0.4 ha
  - Lot Frontage per dwelling unit (minimum) 30 m
- Yards (minimum)
  - Front 6 m
  - Exterior Side 6 m
  - Interior Side (a) 3 m
  - Rear 7.5 m
- Building Height (maximum) 10 m
- Lot Coverage (maximum) 30%
- Dwellings per Lot (maximum) 1

Footnote(s)

(a) The minimum side yard between semi-detached dwelling units shall be 0 m.

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 & 4 hereof.

### 4. Special Exception Zones

#### 1. RH-1 (Lot 6, Concession 5, Pittston)

Notwithstanding the provisions of Section 6.4.1 and 3.25 to the contrary, on lands zoned RH-1, a self-storage facility shall be an additional permitted use, in accordance with the following:

- Setback from tributary of South Branch River 15 m

Notwithstanding the foregoing, all natural soil and vegetation shall be maintained within the setback.

2. **RH-2** (New Wexford)

Notwithstanding the provisions of Section 6.4.2 to the contrary, on lands zoned RH-2, the provisions of Section 6.2 shall apply.

Furthermore, development shall be permitted to occur on private or partial services.

## 6.5 Limited Services Residential (RLS)

In the Limited Services Residential (RLS) zone, there is no intent by Council of the Township of Edwardsburgh Cardinal to maintain private right-of-ways or private roads. Township services or other public services may not be available or may be restricted, and there is no intent by Council to upgrade such levels of services.

### 1. Permitted Uses

single dwelling

### 2. Zone Provisions

• Lot Area (minimum)	1.0 ha
• Lot Frontage (minimum)	45 m
• Yards (minimum)	
• Front	7.5 m
• Exterior Side	7.5 m
• Interior Side	3 m
• Rear	7.5 m
• Building Height (maximum)	10 m
• Lot Coverage (maximum)	10%
• Dwellings per Lot (maximum)	1

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### 2. Additional Residential Units

Second Dwellings or Second Dwelling Units shall not be permitted.

### 4. Special Exception Zones

*(reserved)*

## SECTION 7 – VILLAGE CORE ZONES

### 7.1 Main Street Commercial (MC) Zone

#### 1. Permitted Uses

apartment dwelling unit(s) in upper storey of a non-residential building  
 antique shop  
 bank  
 catering establishment  
 clinic  
 commercial parking lot  
 community service  
 custom workshop  
 day nursery  
 existing automobile service station  
 funeral home  
 hotel  
 instructional facility  
 laundromat or dry cleaners  
 microbrewery  
 motel  
 open market  
 personal service  
 place of assembly  
 place of worship  
 professional or business office  
 recreational establishment  
 retail store  
 restaurant  
 service outlet  
 specialty food store  
 veterinary clinic

#### 2. Zone Provisions

- Lot Area (minimum)
  - Full Service 465 m<sup>2</sup>
  - Partial Service (a)(b) 0.4 ha
- Lot Frontage (minimum)
  - Full Service 15 m
  - Partial Service 18 m
- Yards (minimum)
  - Front 1 m
  - Exterior Side 1 m
  - Interior Side 0 m
  - Rear 6 m
- Yards (maximum)
  - Front 6 m
  - Exterior Side 3 m
  - Interior Side 3 m

- Building Height (maximum) 15 m
- Lot Coverage (maximum) No Maximum

## Footnote(s)

- a) The maximum number of dwelling units in the upper storeys of a non-residential building serviced by partial services shall be 5.
- b) The minimum lot area per dwelling unit may be reduced provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, is approved to the satisfaction of the Township addressing private sewage disposal and/or private water supply requirements for the proposed reduced lot area but the minimum lot area per dwelling unit shall be no less than 0.2 ha.

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 & 4 hereof.

### 4. Special Exception Zones

#### 1. MC-1 (205 Bridge Street East, Lot 316, Plan 25, Village of Cardinal)

Notwithstanding the provisions of Section 7.1.1 and 7.1.2 to the contrary, on lands zoned MC-1, a vehicle sales or rental establishment, limited to not more than 10 vehicles, is a permitted use subject to the following provision:

- Rear Yard (minimum) 9 m

## 7.2 Main Street Commercial / Residential (MCR) Zone

### 1. Permitted Uses

all permitted uses in the MC zone

all permitted uses in the I zone

all permitted uses in the R3 zone, in accordance with all provisions of Section 6.3

### 2. Zone Provisions

- Lot Area (minimum)
  - Full Service 465 m<sup>2</sup>
  - Partial or Private Service (a)(b) 0.4 ha
- Lot Frontage (minimum)
  - Full Service 15 m
  - Partial Service 18 m
  - Private Service 30 m
- Yards (minimum)
  - Front 1 m
  - Exterior Side 1 m
  - Interior Side 0 m
  - Rear 6 m
- Yards (maximum)
  - Front 6 m
  - Exterior Side 3 m
  - Interior Side 3 m
- Building Height (maximum) 15 m
- Lot Coverage (maximum) 45%

#### Footnote(s)

- (a) The maximum number of dwelling units in the upper storeys of a non-residential building serviced by private or partial services shall be 5.
- (b) The minimum lot area may be reduced provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, is approved to the satisfaction of the Township addressing private sewage disposal and/or private water supply requirements for the proposed reduced lot area but the minimum lot area shall be no less than 0.2 ha.

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### 2. Amenity Area Requirements for Apartment Dwellings

1. Amenity Area shall be provided for an apartment dwelling at a rate of 10 m<sup>2</sup> per dwelling unit.

2. Amenity Area must be provided on the same lot as the use for which it is provided.
3. Amenity Area shall not be located in the required front or exterior side yard.

#### 4. **Special Exception Zones**

1. **MCR-1** (323 Walter Street East, Lot 337, Plan 25 Village of Cardinal)

Notwithstanding the provisions of Section 7.2.1 to the contrary, on lands zoned MCR-1, the following provisions shall apply:

Permitted uses shall include the commercial uses permitted in the MC Zone, three residential dwelling units above the commercial use and two residential dwelling units on the ground level. Parking may be accommodated off-site with a long-term lease agreement for as long as the building is used for residential purposes.

2. **MCR-2** (51 Centre Street, Part Lot 27, Concession 6, Spencerville)

Notwithstanding the provisions of Section 7.2.1 to the contrary, on lands zoned MCR-2, permitted uses shall be limited to the existing welding shop and open storage of materials accessory to a welding shop.

## SECTION 8 - COMMERCIAL ZONES

### 8.1 General Commercial (CG) Zone

#### 1. Permitted Uses

accessory dwelling  
 accessory dwelling unit  
 antique shop  
 automobile service station  
 bank  
 building supply centre  
 catering establishment  
 clinic  
 commercial parking lot  
 community service  
 custom workshop  
 day nursery  
 equipment rental outlet  
 funeral home  
 garden centre  
 hotel  
 instructional facility  
 laundromat or dry cleaners  
 microbrewery  
 motel  
 open market  
 personal service  
 place of assembly  
 printing establishment  
 professional or business office  
 recreational establishment  
 restaurant  
 residential care home  
 retail store  
 service outlet  
 specialty food store  
 tradesperson's establishment  
 vehicle sales or rental establishment  
 veterinary clinic

#### 2. Zone Provisions

- Lot Area (minimum)
  - Full Service 465 m<sup>2</sup>
  - Partial or Private Service (a) 0.4 ha
- Lot Frontage (minimum)
  - Full or Partial 20 m
  - Private Service 40 m
- Yards (minimum)
  - Front 7.5 m

• Exterior Side	7.5 m
• Interior Side	3 m
• Rear	10 m
• Building Height (maximum)	11 m
• Lot Coverage (maximum)	30%
• Accessory Dwellings or Dwelling Units per Lot (maximum)	1

#### Footnote(s)

- (a) The minimum lot area may be reduced provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, is approved to the satisfaction of the Township addressing private sewage disposal and/or private water supply requirements for the proposed reduced lot area but the minimum lot area shall be no less than 0.2 ha.

### **3. Additional Provisions**

#### **1. General Provisions**

In accordance with Section 3 & 4 hereof.

#### **2. Automobile Service Station Pump Islands and Canopies**

Notwithstanding any other provisions of this By-law to the contrary, the minimum front or exterior side yard for an automobile service station pump island or canopy shall be 4.5 m.

### **4. Special Exception Zones**

#### **1. CG-1 (173 Shanly Road, Lots 394-395, Plan 25 Village of Cardinal)**

Notwithstanding the provisions of Section 8.1.1 to the contrary, on lands zoned CG-1, permitted uses shall be limited to the following:

- Day Nursery
- Laundromat
- Restaurant
- Retail store
- Service Outlet

#### **2. CG-2 (6 Beverly Street, Part of Lot 29, Concession 6)**

Notwithstanding the provisions of Section 8.1.1 to the contrary, on lands zoned CG-2, the sales and service of heating and air conditioning equipment and hot water heaters shall be an additional permitted use.

#### **3. CG-3 (2140 Dundas Street)**

Notwithstanding the provisions of Section 8.1.1 to the contrary, on lands zoned CG-3, permitted uses shall be limited to the following:

- Accessory Dwelling Unit
- Farmers' Market
- Office
- Place of Assembly
- Specialty Food Establishment

For the purposes of this By-law, a Specialty Food Establishment shall be defined as a business engaged in the processing, packaging, warehousing and sale of honey and honey-related products, and may include an office, retail outlet and warehouse space.

For the purposes of this By-law, a Farmers' Market shall be defined as an establishment or premises where local agricultural products, artisan, and similar homemade and/or hand-crafted goods are offered for retail sale in an open area or enclosed building.

In addition, permitted uses shall be limited to the existing building as existed on December 14, 2020, with the exception of temporary structures in relation to an outdoor Farmers' Market and Place of Assembly.

# **8.2 Highway Commercial (CH) Zone**

## **1. Permitted Uses**

accessory dwelling  
 accessory dwelling unit  
 antique shop  
 automobile service station  
 bank  
 building supply centre  
 catering establishment  
 clinic  
 commercial parking lot  
 community service  
 contractor's yard  
 custom workshop  
 day nursery  
 equipment rental outlet  
 fuel storage facility  
 funeral home  
 hotel  
 garden centre  
 instructional facility  
 laundromat or dry cleaners  
 microbrewery  
 motel  
 open market  
 personal service  
 place of assembly  
 printing establishment  
 professional or business office  
 recreational establishment  
 retail store  
 restaurant  
 self-storage facility  
 service outlet  
 specialty food store  
 transportation depot  
 vehicle sales or rental establishment  
 veterinary clinic  
 warehouse  
 wholesale establishment

## **2. Zone Provisions**

- Lot Area (minimum)
  - Full Service 465 m<sup>2</sup>
  - Partial Service (a) 0.4 ha
  - Private Service 1 ha
- Lot Frontage (minimum)
  - Full or Partial Service 20 m

• Private Service	60 m
• Yards (minimum)	
• Front	7.5 m
• Exterior Side	7.5 m
• Interior Side	6 m
• Rear	10 m
• Building Height (maximum)	11 m
• Lot Coverage (maximum)	35%
• Accessory Dwellings or Dwelling Units per Lot (maximum)	1

Footnote(s)

- (a) The minimum lot area may be reduced provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, is approved to the satisfaction of the Township addressing private sewage disposal and/or private water supply requirements for the proposed reduced lot area but the minimum lot area shall be no less than 0.2 ha.

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### 2. Automobile Service Station Pump Islands and Canopies

Notwithstanding any other provisions of this By-law to the contrary, the minimum front or exterior side yard for an automobile service station pump island or canopy shall be 4.5 m.

### 4. Special Exception Zones

#### 1. CH-1 (2025 County Road 21)

Notwithstanding the provisions of Section 8.2.1 to the contrary, on lands zoned CH-1, permitted uses shall be limited to the following:

- Accessory Dwelling
- Custom Workshop
- Tradesperson's Establishment

#### 2. CH-2 (Part of Lots 11 and 12, Plan 6, Edwardsburgh)

Notwithstanding the provisions of 8.2.2 to the contrary, on lands zoned CH-2, the following provisions shall apply to a self-storage facility:

- All yards (minimum) 13 m

In addition, the storage of petroleum products (oils and fuels), petroleum solvents, pesticides, herbicides, fungicides, chemicals or hazardous substances is prohibited.

3. **CH-3** (632 Pittston Road)

Notwithstanding the provisions of Section 8.2.1 to the contrary, on lands zoned CH-3, a vehicle sales or rental establishment shall be permitted in accordance with the following:

- Office Floor Area (maximum) 11.15 m<sup>2</sup>

Notwithstanding the provisions of this By-law, no more than 5 vehicles may be stored or parked on this property with the intent to sell at any time.

4. **CH-4**

Notwithstanding the provisions of Section 8.2.1 to the contrary, on lands zoned CH-4, an accessory dwelling or an accessory dwelling unit shall be prohibited.

5. **CH-5** (921 County Road 2)

Notwithstanding the provisions of Section 8.2.1 to the contrary, on lands zoned CH-5, permitted uses shall be limited to a vehicle sales or rental establishment, and automobile service station, limited to repairs only.

In addition, the display of vehicles for sale shall be permitted in the front and side yards, provided that a 3 m strip of landscape open space shall be provided along the interior lot lines.

6. **CH-6** (3005 County Road 21)

Notwithstanding the provisions of Section 8.2.1 to the contrary, on lands zoned CH-6, permitted uses shall be limited to the following:

- Automobile Service Station
- Bakery
- Bank
- Contractor's Yard
- Clinic
- Laundromat or dry cleaners
- Funeral Home
- Community Service
- Personal Service
- Printing Establishment
- Restaurant
- Retail Store
- Wholesale Establishment
- Vehicle sales or rental establishment

Notwithstanding the provisions of Section 8.2.1 to the contrary, on lands zoned

CH-6, no residential uses are permitted.

7. **CH-7** (Part of Lot 19, Concession 6)

Notwithstanding the provisions of Section 8.2.1 to the contrary, on lands zoned CH-7, permitted uses shall be limited to agricultural machinery sales and service.

8. **CH-8** (3018 County Road 21)

Notwithstanding the provisions of Section 8.2.1 to the contrary, on lands zoned CH-8, the following additional uses shall be permitted:

- Apartment Dwelling Unit(s) in upper storey of a non-residential building (maximum 5 dwelling units)
- Farm Supply Sales

### 8.3 Tourist Commercial (CT) Zone

#### 1. Permitted Uses

accessory dwelling  
 accessory dwelling unit  
 antique shop  
 campground  
 community service  
 custom workshop  
 golf course  
 lodging establishment  
 marina  
 marine facility  
 open market  
 park  
 restaurant

#### 2. Zone Provisions

- Lot Area (minimum)
  - Tourist Campground 2 ha
  - Other uses 1 ha
- Lot Frontage (minimum) 60 m
- Yards (minimum)
  - Front 7.5 m
  - Exterior Side 7.5 m
  - Interior Side 6 m
  - Rear 10 m
- Building Height (maximum) 10 m
- Tourist Campground Site (minimum) 230 m<sup>2</sup>
- Lot Coverage (maximum) 20%
- Accessory Dwellings or Dwelling Units per Lot (maximum) 1

#### 3. Additional Provisions

##### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### 4. Special Exception Zones

##### 1. CT-1 (Lot 23, Concession 1)

Notwithstanding the provisions of Section 8.3.1 to the contrary, on lands zoned CT-1, permitted uses shall be limited to the following:

- Campground
- Lodging establishment
- Marine facility, excluding the winter storage of boats

- Recreational establishment, including miniature golf
- Restaurant

Permitted uses south of County Road 2 within Grenville Park which provide for accommodation, shall only be used on a seasonal basis and no over-wintering or storage of recreational vehicles shall be permitted (i.e., October 30 to April 1). This shall not prevent the occasional use (seven days or less) of a permitted use during the fall-winter season.

Permitted uses north of County Road 2 within Grenville Park which provide for accommodation, may be used during any season provided that between October 30 and April 1, occupancy of any permitted use providing accommodation shall be occasional only (i.e., limited to seven days or less).

## SECTION 9 - INDUSTRIAL ZONES

### 9.1 General Industrial (MG) Zone

#### 1. Permitted Uses

accessory dwelling  
 accessory dwelling unit  
 agricultural products processing facility  
 automobile body shop  
 automobile service station  
 building supply centre  
 commercial parking lot  
 commercial storage  
 community service  
 contractor's yard  
 custom workshop  
 equipment rental outlet  
 farm supply outlet  
 fuel storage facility  
 garden centre  
 heavy equipment sales or rental establishment  
 industrial facility  
 microbrewery  
 professional or business office  
 printing establishment  
 recreational establishment  
 retail store accessory to a permitted MG use, other than a warehouse or self-storage facility  
 service outlet  
 tradesperson's establishment  
 transportation depot  
 vehicle sales or rental establishment  
 veterinary clinic  
 warehouse  
 wholesale establishment

#### 2. Zone Provisions

- Lot Area (minimum)
  - Full Service 465 m<sup>2</sup>
  - Partial Service(a) 0.4 ha
  - Private Service 1 ha
- Lot Frontage (minimum)
  - Full or Partial Service 20 m
  - Private Service 30 m
- Yards (minimum)
  - Front 7.5 m
  - Exterior Side 7.5 m
  - Interior Side 10 m
  - Rear 15 m

- |   |      |
|---|------|
| • Building Height (maximum)                               | 15 m |
| • Lot Coverage (maximum)                                  | 35%  |
| • Accessory Dwellings or Dwelling Units per Lot (maximum) | 1    |

Footnote(s)

- (a) The minimum lot area may be reduced provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, is approved to the satisfaction of the Township addressing private sewage disposal and/or private water supply requirements for the proposed reduced lot area but the minimum lot area shall be no less than 0.2 ha.

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### 2. Automobile Service Station Pump Islands and Canopies

Notwithstanding any other provisions of this By-law to the contrary, the minimum front or exterior side yard for an automobile service station pump island or canopy shall be 4.5 m.

#### 3. Increased Yard Requirements

Where an MG zone abuts a lot in a Residential zone, the interior side yard or rear yard, as applicable, shall be increased by 7.5 m.

### 4. Special Exception Zones

#### 1. **MG-1** (Ingredion, Village of Cardinal)

Notwithstanding the provisions of Section 9.1.1 to the contrary, on lands zoned MG-1, permitted uses shall be limited to parking of passenger vehicles, accessory to an industrial use on abutting lands.

In addition, a planting strip consisting of a hedge of coniferous trees shall be provided around the perimeter of the site and along the abutting residential use.

## 9.2 Business Park Industrial (MBP) Zone

### 1. Permitted Uses

accessory dwelling  
 accessory dwelling unit  
 agricultural products processing facility  
 automobile body shop  
 automobile service station  
 building supply centre  
 catering establishment  
 commercial parking lot  
 commercial storage  
 community service  
 contractor's yard  
 custom workshop  
 equipment rental outlet  
 farm supply outlet  
 fuel storage facility  
 garden centre  
 heavy equipment sales or rental establishment  
 industrial facility  
 instructional facility  
 light industrial use  
 laundromat or dry cleaners  
 microbrewery  
 place of assembly  
 printing establishment  
 recreational establishment  
 retail store accessory to a permitted MBP use, other than a warehouse or self-storage facility  
 research and development facility  
 restaurant  
 sawmill  
 self-storage facility  
 service outlet  
 tradesperson's establishment  
 transportation depot  
 vehicle sales or rental establishment  
 veterinary clinic  
 warehouse  
 waste recycling facility  
 wholesale establishment

### 2. Zone Provisions

- |                          |       |
|--------------------------|-------|
| • Lot Area (minimum)     | 1 ha  |
| • Lot Frontage (minimum) | 45 m  |
| • Yards (minimum)        |       |
| • Front                  | 7.5 m |
| • Exterior Side          | 7.5 m |

• Interior Side	10 m
• Rear	15 m
• Building Height (maximum)	15 m
• Lot Coverage (maximum)	35%
• Accessory Dwellings or Dwelling Units per Lot (maximum)	1

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### 2. Automobile Service Station Pump Islands and Canopies

Notwithstanding any other provisions of this By-law to the contrary, the minimum front or exterior side yard for an automobile service station pump island or canopy shall be 4.5 m.

#### 3. Increased Yard Requirements

Where an MBP zone abuts a lot in a Residential zone, the interior side yard or rear yard, as applicable, shall be increased by 7.5 m.

#### 4. Municipal Services

All uses in the MBP zone shall only be permitted if the appropriate arrangements are made for servicing with full sewage and water systems.

#### 5. Existing Residential Land Uses on Leased Land along the St. Lawrence River

Notwithstanding the permitted uses listed in Section 9.2, approval from Council is required prior to any expansion, extension, addition or renovation of buildings or structures used for residential purposes existing on the day of passing of this By-law.

### 4. Special Exception Zones

#### 1. MBP-1 (Industrial Park)

Notwithstanding the provisions of Section 9.2.1 and 9.2.2 to the contrary, on the lands zoned MBP-1, the following additional uses shall be permitted in accordance with the following provisions:

- ethanol facility, including but not limited to a grain receiving and storage (stockpiling) area, a processing plant for the fermentation of corn to produce ethanol, a product storage and out-loading area, including a tank farm, a distiller grain dryer and thermal oxidizer/heat recovery steam generator area
- carbon dioxide plant

- administration and maintenance facilities
- utilities and services such as storage tanks, cooling towers, emergency fire suppression equipment, a rail spur line, loading facilities, employee parking, stacking lanes, a storm water retention pond, a purge water retention pond
- accessory uses, buildings and structures to the foregoing permitted uses

**Zone Requirements:**

- Lot Frontage (minimum) 30 m
- Building Height (maximum) 68.5 m

In addition, the following provisions shall prevail:

- Number of Loading Spaces (minimum) 5
- Number of Parking Spaces (minimum) 30
- Separation distance from the nearest property line of any sensitive use to the nearest incompatible industrial component 300 m

**2. MBP-2 (Port of Johnstown)**

Notwithstanding the provisions of Section 9.2.1 to the contrary, on lands zoned MBP-2, the following additional uses shall be permitted:

- All of the uses in the CH zone
- Grain Elevator
- Shipping Terminal
- Storage of Goods

**3. MBP-3 (Part 3 on 15R-11762, County Road 2, Johnstown)**

Notwithstanding the provisions of Section 9.2.1 and 9.2.2 to the contrary, on the lands zoned MBP-3, a Cannabis Production and Processing Facility shall be an additional permitted use and the following additional provisions shall apply:

- Lot Area (minimum) 0.6 ha
- Lot Frontage (minimum) 60 m
- Yard Requirements:
  - All Yards 10m
- The front lot line shall be considered the lot line abutting Newport Drive.
- Open storage shall not be permitted within any required front yard or exterior side yard, within 10 m of any rear lot line or within 5m of any side lot line.
- The provisions of Section 4.3 shall not apply for a permitted Cannabis Production and Processing Facility.

## 9.3 Rural Industrial (MR) Zone

### 1. Permitted Uses

abattoir  
 accessory dwelling  
 accessory dwelling unit  
 agricultural products processing facility  
 automobile body shop  
 automobile service station  
 building supply centre  
 contractor's yard  
 custom workshop  
 equipment rental outlet  
 farm supply outlet  
 fuel storage facility  
 heavy equipment sales or rental establishment  
 livestock sales outlet  
 printing establishment  
 sawmill  
 self-storage facility  
 service outlet  
 tradesperson's establishment  
 transportation depot  
 veterinary clinic  
 warehouse

### 2. Zone Provisions

• Lot Area (minimum)	1 ha
• Lot Frontage (minimum)	60 m
• Yards (minimum)	
• Front	10 m
• Exterior Side	10 m
• Interior Side	10 m
• Rear	10 m
• Building Height (maximum)	15 m
• Lot Coverage (maximum)	35%
• Accessory Dwellings or Dwelling Units per Lot (maximum)	1

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 hereof.

#### 2. Automobile Service Station Pump Islands and Canopies

Notwithstanding any other provisions of this By-law to the contrary, the minimum front or exterior side yard for an automobile service station pump

island or canopy shall be 4.5 m.

### **3. Increased Yard Requirements**

Where an MR zone abuts a lot in a Residential zone, the interior side yard or rear yard, as applicable, shall be increased by 7.5 m.

### **4. Special Exception Zones**

#### **1. MR-1 (3307 Hands Road)**

Notwithstanding the provisions of Section 9.3.1 to the contrary, on lands zoned MR-1, a business engaged in the manufacture of pyrotechnic products and the on-site testing of these products shall be additional permitted uses.

All materials stored on the subject lands shall be approved and stored in accordance with the requirements of the appropriate public body having jurisdiction. All buildings and structures located on the subject lands shall be located in accordance with the Revised British Quantity-Distance Tables or other such tables of separation distances as may from time to time be approved by the appropriate public body having jurisdiction.

#### **2. MR-2 (1026 County Road 26)**

Notwithstanding the provisions of Section 3.13, a buffer strip consisting of a berm, fence or landscaping having a minimum combined height of 3 m shall be provided to screen outdoor open storage areas from public streets.

## 9.4 Salvage Yard Industrial (MS) Zone

### 1. Permitted Uses

accessory dwelling  
accessory dwelling unit  
salvage yard

### 2. Zone Provisions

• Lot Area (minimum)	2 ha
• Lot Frontage (minimum)	60 m
• Yards (minimum)	
• Front	15 m
• Exterior Side	15 m
• Interior Side	15 m
• Rear	15 m
• Building Height (maximum)	12 m
• Lot Coverage (maximum)	20%
• Accessory Dwellings or Dwelling Units per Lot (maximum)	1

### 3. Additional Provisions

#### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### 2. Minimum Separation Distance for a Salvage Yard

• From a residential use on another lot or a Residential zone	300 m
• From a non-residential use on another lot	100 m
• From a watercourse or water body	300 m

### 4. Special Exception Zones

*(reserved)*

# **9.5 Disposal Industrial (MD) Zone**

## **1. Permitted Uses**

portable asphalt plant  
waste disposal site  
waste recycling facility  
waste transfer facility

## **2. Zone Provisions**

- Lot Area (minimum) 2 ha
- Lot Frontage (minimum) 60 m
- Yards (minimum)
  - Front 30 m
  - Exterior Side 30 m
  - Interior Side 30 m
  - Rear 30 m
- Building Height (maximum) 12 m
- Lot Coverage (maximum) 20%

## **3. Additional Provisions**

### **1. General Provisions**

In accordance with Section 3 & 4 hereof.

### **2. Minimum Separation Distance for a Waste Disposal Site**

- From a residential use on another lot or a Residential zone 500 m
- From a non-residential use on another lot 200 m
- From a watercourse or water body 500 m

## **4. Special Exception Zones**

*(reserved)*

## SECTION 10 – INSTITUTIONAL ZONES

### 10.1 Institutional (I) Zone

#### 1. Permitted Uses

accessory dwelling  
 accessory dwelling unit  
 cemetery  
 community service  
 day nursery  
 instructional facility  
 library  
 long term care home  
 park  
 place of assembly  
 place of worship  
 public use  
 school  
 residential care home

#### 2. Zone Provisions

- Lot Area (minimum)
  - Full Service 500 m<sup>2</sup>
  - Partial Service(a) 0.4 ha
  - Private Service 1 ha
- Lot Frontage (minimum)
  - Lots designated **Settlement Policy Area** in Official Plan 20 m
  - All other lots 45 m
- Yards (minimum)
  - Front 7.5 m
  - Exterior Side 7.5 m
  - Interior Side 6 m
  - Rear 10 m
- Building Height (maximum) 12 m
- Lot Coverage (maximum) 30%
- Accessory Dwellings or Dwelling Units per Lot (maximum) 1

#### Footnote(s)

- (a) The minimum lot area may be reduced provided a Servicing Report, inclusive of a hydrogeological assessment and/or terrain analysis, prepared by a qualified licensed professional engineer/geoscientist, is approved to the satisfaction of the Township addressing private sewage disposal and/or private water supply requirements for the proposed reduced lot area but the minimum lot area shall be no less than 0.2 ha.

#### 3. Additional Provisions

**1. General Provisions**

In accordance with Section 3 & 4 hereof.

**4. Special Exception Zones**

*(reserved)*

## SECTION 11 - OPEN SPACE ZONES

### 11.1 Open Space (OS) Zone

#### 1. Permitted Uses

accessory dwelling  
accessory dwelling unit  
conservation use  
golf course  
marine facility  
park

#### 2. Zone Provisions

• Lot Area (minimum)	None
• Yards (minimum)	15 m
• Building Height (maximum)	12 m
• Lot Coverage (maximum)	20%
• Accessory Dwellings or Dwelling Units per Lot (maximum)	1

#### 3. Additional Provisions

##### 1. General Provisions

In accordance with Section 3 & 4 hereof.

#### 4. Special Exception Zones

*(reserved)*

## SECTION 12 - RURAL ZONES

### 12.1 Rural (RU) Zone

#### 1. Permitted Uses

accessory dwelling  
 accessory dwelling unit  
 agricultural use  
 conservation use  
 existing cemetery  
 hunting or fishing camp  
 kennel  
 on-farm diversified use  
 existing place of worship  
 single dwelling

#### 2. Zone Provisions

- Lot Area (minimum)
  - Agricultural use that includes the keeping of livestock 1.6 ha
  - Other permitted uses 1 ha
- Lot Frontage (minimum) 70 m
- Yards (minimum)
  - Front 7.5 m
  - Exterior Side 7.5 m
  - Interior Side 6 m
  - Rear 7.5 m
- Dwelling Height (maximum) 10 m
- Lot Coverage (maximum) 20%
- Dwellings or Accessory Dwellings or Dwelling Units per Lot (maximum) 1

#### 3. Additional Provisions

##### 1. General Provisions

In accordance with Section 3 & 4 hereof.

##### 2. Minimum Separation Distance for a New or Expanding Livestock Facility from a Dwelling and Sensitive Land Uses

Notwithstanding any other provisions of this By-law, new or expanding livestock facilities shall comply with the Minimum Distance Separation II (MDS II), as issued by the Ministry of Agriculture, Food and Rural Affairs.

##### 3. Minimum Separation Distance for a Kennel

- From a residential use on another lot, a vacant lot in a Residential zone or any lands designated Settlement Policy Area in the Official Plan 300 m

#### 4. Hunting or Fishing Camp Provisions

Notwithstanding any provisions of Section 12.1.2 to the contrary, the following provisions shall apply to a hunting or fishing camp:

- The maximum floor area of a hunting or fishing camp shall be 60 m<sup>2</sup>;
- All yards shall be a minimum of 100 m.

#### 4. Special Exception Zones

##### 1. RU-1 (3518 County Road 2)

Notwithstanding the provisions of Section 12.1.1 to the contrary, on lands zoned RU-1, a marina shall be an additional permitted use.

##### 2. RU-2 (Pt Lot 35 and Lot 36, Concession 5)

Notwithstanding the provisions of Section 12.1.1 to the contrary, on lands zoned RU-2, residential land uses shall be prohibited.

##### 3. RU-3 (2039 County Road 44, Part of Lot 27, Concession 2)

Notwithstanding the provisions of Section 12.1.1 to the contrary, on lands zoned RU-3, the existing building containing 7 dwelling units shall be a permitted use.

##### 4. RU-4 (2010 Totem Ranch Road)

Notwithstanding the provisions of Section 12.1.1 to the contrary, on lands zoned RU-4, permitted uses shall be limited to the following:

- Accessory Dwelling
- Custom Workshop
- Tradesperson's Establishment

##### 5. RU-5 (2913 County Road 21)

Notwithstanding the provisions of Section 12.1.1 to the contrary, on lands zoned RU-5, an auction hall shall be an additional permitted use.

## SECTION 13 – AGRICULTURE ZONES

### 13.1 Agriculture (A) Zone

#### 1. Permitted Uses

accessory dwelling  
accessory dwelling unit  
agricultural use  
conservation use  
existing cemetery  
existing place of worship  
hunting or fishing camp  
on-farm diversified use  
single dwelling

#### 2. Zone Provisions

• Lot Area (minimum)	40 ha
• Lot Frontage (minimum)	70 m
• Yards (minimum)	
• Front	7.5 m
• Exterior Side	7.5 m
• Interior Side	6 m
• Rear	7.5 m
• Dwelling Height (maximum)	10 m
• Lot Coverage (maximum)	20%
• Dwellings per Lot (maximum)	1

#### 3. Additional Provisions

##### 1. General Provisions

In accordance with Section 3 & 4 hereof.

##### 2. Requirements for Residential Lots Created by Consent

Notwithstanding the zone provisions of Section 13.1.2 to the contrary, where an existing dwelling is deemed surplus to an agricultural use and is severed for residential purposes, such severed lot may be used for a single dwelling in accordance with the zone provisions of Section 6.1.2 and, further, the retained lot shall not require relief from the minimum lot area provision of Section 13.1.2 in the event that the effect of the severance has been to render it non-complying.

##### 3. Hunting or Fishing Camp Provisions

Notwithstanding any provisions of Section 13.1.2 to the contrary, the following provisions shall apply to a hunting or fishing camp:

- The maximum floor area of a hunting or fishing camp shall be 60 m<sup>2</sup>;

- All yards shall be a minimum of 100 m.

4. **Minimum Separation Distance for a New or Expanding Livestock Facility from a Dwelling and Sensitive Land Uses**

Notwithstanding any other provisions of the By-law, new or expanding livestock facilities shall comply with the Minimum Distance Separation II (MDS II), as issued by the Ministry of Agriculture, Food and Rural Affairs.

5. **Mobile Home Alternative to a Dwelling**

Notwithstanding any provisions of this By-law to the contrary, a maximum of one mobile home shall be permitted as an alternative to a dwelling, provided it is located on an operating farm which has a minimum lot area of 40 ha.

4. **Special Exception Zones**

1. **A-1 (624 Chambers Road)**

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-1, a transportation depot shall be an additional permitted use.

2. **A-2 (3707 County Road 21, Part of Lots 36 and 37, Concession 6)**

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-2, a petting zoo shall be an additional permitted use.

For the purpose of this By-law a petting zoo shall mean lands, buildings or structures for the purposes of public exhibition and interaction with live domesticated farm animals.

3. **A-3 (903 County Road 21, Part of Lot 8, Concession 6)**

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-3, the existing apartment building shall be an additional permitted use.

4. **A-4 (917 Crowder Road)**

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-4, residential land uses shall be prohibited.

5. **A-5 (Part of Lots 3 and 4, Concession 4)**

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-5, residential land uses shall be prohibited.

6. **A-6 (East Half of Lot 2, Concession 8)**

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-6, residential land uses shall be prohibited.

7. **A-7 (Part of Lot 14 & 13, Concession 8, Ventnor Road)**

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-7, residential land uses shall be prohibited.

8. **A-8** (Part of Lot 13, Concession 8, Ventnor Road)

Notwithstanding the provisions of Section 13.1.2, and 13.1.3.4 to the contrary, on lands zoned A-8, the following provisions shall prevail:

- Interior Side Yard (min) for Buildings or Structures related to an Egg Conveyor System 0 m
- Interior Side Yard (min) for a Livestock Facility Related to Egg Production 10 m

9. **A-9** (Part of Lot 13, Concession 8, Ventnor Road)

Notwithstanding the provisions of Section 13.1.1, 13.1.2 and 13.1.3.4 to the contrary, on lands zoned A-9, residential uses shall be prohibited. In addition, the following provisions shall prevail:

- Interior Side Yard (min) for Buildings or Structures related to an Egg Conveyor System 0 m

10. **A-10** (Part of Lot 13, Concession 8, Ventnor Road)

Notwithstanding the provisions of Section 13.1.2 and 13.1.3.4 to the contrary, on lands zoned A-10, the following provisions shall prevail:

- Interior Side Yard (min) for Buildings or Structures related to an Egg Conveyor System 0 m

11. **A-11** (Part Lot 9, East Half of Lot 10, Concession 6)

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-11, residential land uses shall be prohibited.

12. **A-12** (Part Lot 6 & 7, Concession 7, Dobbie Road)

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-12, residential land uses shall be prohibited.

13. **A-13** (Part Lot 1, Concession 8, Dobbie Road)

Notwithstanding the provisions of Section 13.1.1 to the contrary, on lands zoned A-13, residential land uses shall be prohibited.

## SECTION 14 – MINERAL RESOURCE ZONES

### 14.1 Mineral Aggregate Extraction (EX) Zone

#### 1. Permitted Uses

aggregate processing operation  
agricultural use, excluding buildings  
asphalt plant  
concrete plant  
conservation use, excluding buildings  
pit  
quarry

#### 2. Zone Provisions

- Yards (minimum)
  - Front 30 m
  - Exterior Side 15 m
  - Interior Side 15 m
  - Rear 15 m

#### 3. Additional Provisions

##### 1. General Provisions

In accordance with Section 3 & 4 hereof.

##### 2. Minimum Separation Distance From a Dwelling on Another Lot

- Class B pit, with no excavation below the water table 150 m
- Any other pit or a concrete plant 300 m
- Quarry or asphalt plant 500 m

#### 4. Special Exception Zones

##### 1. EX-1 (2408 Buckwheat Road)

Notwithstanding the provisions of Section 14.1.1 to the contrary, on the lands zoned EX-1, an asphalt plant and concrete plant shall not be permitted.

**14.2 Mineral Aggregate Reserve (EXR) Zone**

**1. Permitted Uses**

agricultural use, excluding buildings  
conservation use, excluding buildings  
existing uses which were established prior to the passing of this By-law

**2. Zone Provisions**

- Yards (minimum)
  - Front 30 m
  - Exterior Side 15 m
  - Interior Side 15 m
  - Rear 15 m

**3. Additional Provisions**

**1. General Provisions**

In accordance with Section 3 & 4 hereof.

**4. Special Exception Zones**

*(reserved)*

## **SECTION 15 – ENVIRONMENTAL PROTECTION ZONES**

### **15.1 Environmental Protection - PSW (EP-PSW) Zone**

#### **1. Permitted Uses**

existing agricultural use  
conservation use, excluding buildings

#### **2. Zone Provisions**

All Yards (minimum) 15 m

#### **3. Additional Provisions**

##### **1. General Provisions**

In accordance with Section 3 & 4 hereof.

##### **2. Special Provisions**

No site alteration shall occur and no building or structure shall be erected, altered or used.

#### **4. Special Exception Zones**

*(reserved)*

**15.2 Environmental Protection – ANSI (EP-ANSI) Zone**

**1. Permitted Uses**

existing use  
conservation use, excluding buildings

**2. Zone Provisions**

All Yards (minimum) 15 m

**3. Additional Provisions**

**1. General Provisions**

In accordance with Section 3 & 4 hereof.

**2. Special Provisions**

No building or structure shall be erected, altered or used except in accordance with the recommendations of an Environmental Impact Study undertaken to the satisfaction of the Township that demonstrates no negative impacts on natural features or ecological functions, and a permit from the relevant Conservation Authority, where required.

**4. Special Exception Zones**

*(reserved)*

## **SECTION 16 - APPROVAL**

This By-law shall become effective on the date of approval hereof.

This By-law given its first reading on DATE, 20XX.

This By-law given its second reading on DATE, 20XX.

This By-law given its third and final reading and passed under the Corporate Seal on DATE, 20XX.

CORPORATE SEAL OF TOWNSHIP

---

Patrick Sayeau  
Mayor

---

Rebecca Williams  
Clerk

## Metric Conversion Chart

Imperial Units	Multiplied By	Equals Metric Units	Metric Units	Multiplied By	Equals Imperial Units
<b>L E N G T H</b>					
Inches	2.54	Centimetres	Centimetres	0.3937	Inches
Feet	0.3048	Metres	Metres	3.2808	Feet
<b>A R E A</b>					
Square feet	0.0929	Square metres	Square metres	10.764	Square feet
Acres	0.4047	Hectares	Hectares	2.471	Acres

## Sample Conversions

### AREA

Metric	Imperial
10 m <sup>2</sup>	107.6 sq ft
12 m <sup>2</sup>	129.2 sq ft
14 m <sup>2</sup>	150.6 sq ft
20 m <sup>2</sup>	215.3 sq ft
25 m <sup>2</sup>	269.1 sq ft
40 m <sup>2</sup>	430.6 sq ft
70 m <sup>2</sup>	753.5 sq ft
75 m <sup>2</sup>	807.3 sq ft
200 m <sup>2</sup>	2,152.8 sq ft
230 m <sup>2</sup>	2,475.7 sq ft
700 m <sup>2</sup>	7,534.7 sq ft
4050 m <sup>2</sup>	43,593.8 sq ft
1 ha	2.47 acres
2 ha	4.94 acres
40 ha	98.84 acres

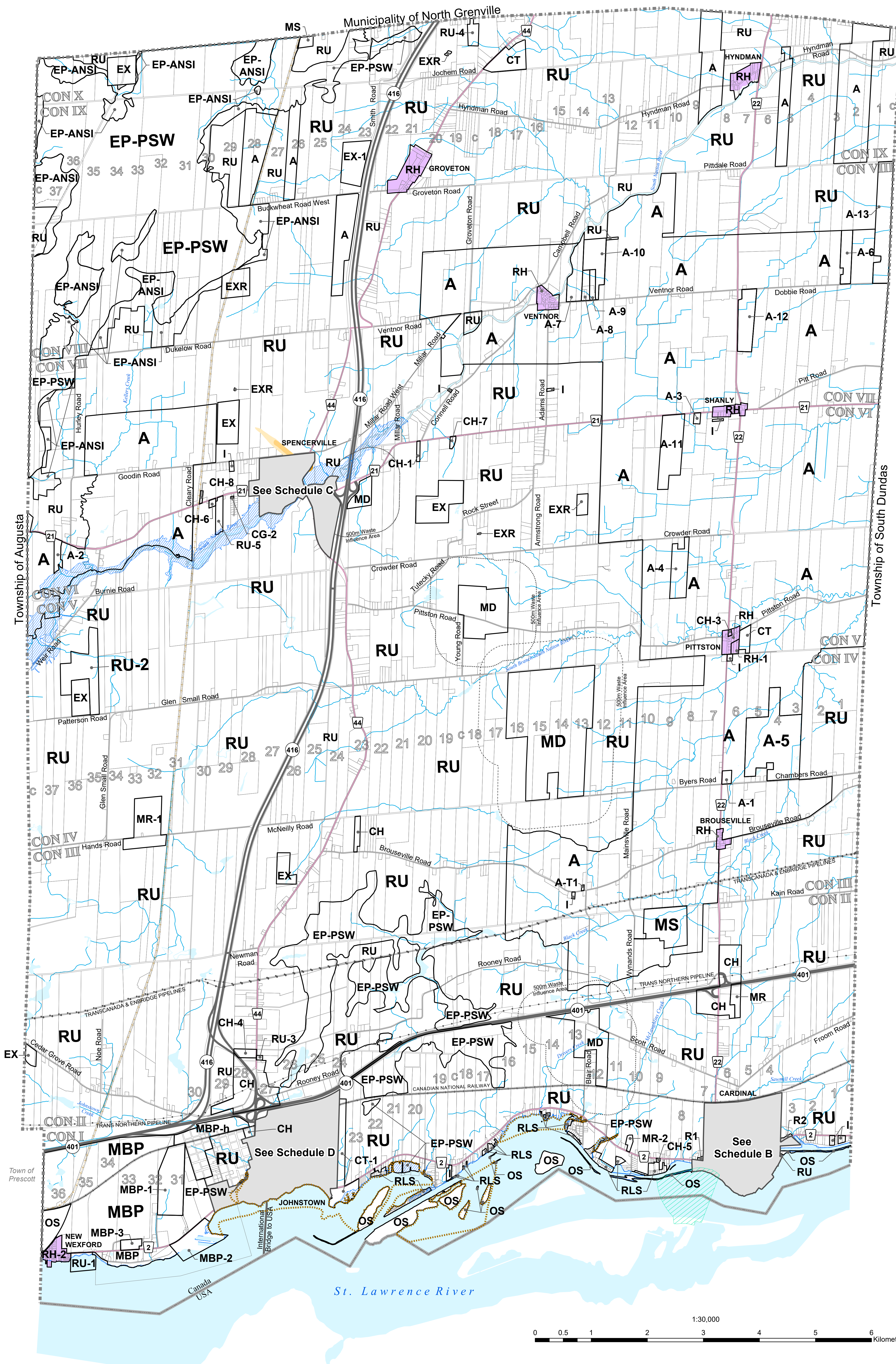
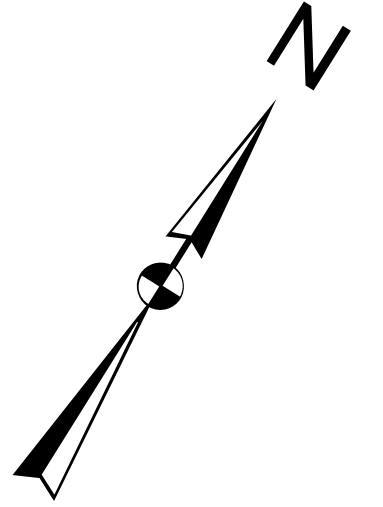
### LENGTH

Metric	Imperial
1 m	3.28 ft
2.75 m	9.02 ft.
3 m	9.84 ft
4.5 m	14.76 ft
6 m	19.69 ft
7.5 m	24.61 ft
9 m	29.53 ft
10 m	32.81 ft
15 m	49.21 ft
20 m	65.62 ft
30 m	98.43 ft
45 m	147.64 ft
60 m	196.85 ft
120 m	393.7 ft
150 m	492.1 ft
300 m	984.3 ft
500 m	1,640.4 ft

***The foregoing metric conversion chart and sample conversions provide approximate conversions for the convenience of the reader and do not form part of the Zoning By-law.***

# ZONING BY-LAW NO. 2022-37 SCHEDULE A

Township of Edwardsburgh Cardinal



## ZONING

R1	Residential First Density
R2	Residential Second Density
R3	Residential Third Density
RH	Hamlet Residential
RLS	Limited Services Residential
MCR	Main Street Commercial / Residential
MC	Main Street Commercial
CG	General Commercial
CH	Highway Commercial
CT	Tourist Commercial
MG	General Industrial
MR	Rural Industrial
MBP	Business Park Industrial
MS	Salvage Yard Industrial
MD	Disposal Industrial
I	Institutional
OS	Open Space
RU	Rural
A	Agriculture
EX	Mineral Aggregate Extraction
EXR	Mineral Aggregate Reserve
EP-PSW	Environmental Protection - PSW
EP-ANSI	Environmental Protection - ANSI

## Overlay Zones

	Flood Plain Overlay
	Source Water Protection Overlay
	Intake Protection Zone Overlay (IPZ-1)
	Wellhead Protection Area A Overlay (WHPA-A)
	Wellhead Protection Area B Overlay (WHPA-B)
	Wellhead Protection Area C Overlay (WHPA-C)
	Settlement Policy Area
	Waterbody
	Watercourse

Within these areas certain Zoning By-law Provisions require that reference be made to the Official Plan

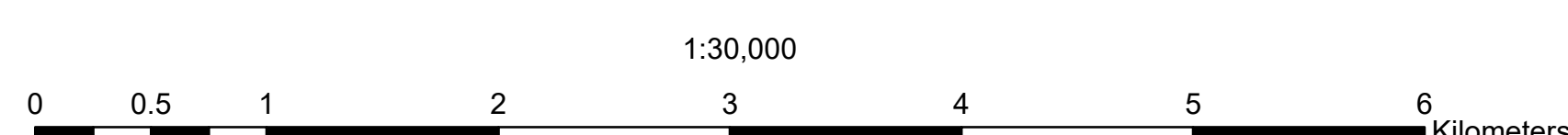
## TRANSPORTATION

	Provincial Highway
	County Road
	Township Road
	Private Road
	Active Railway
	Abandoned Railway

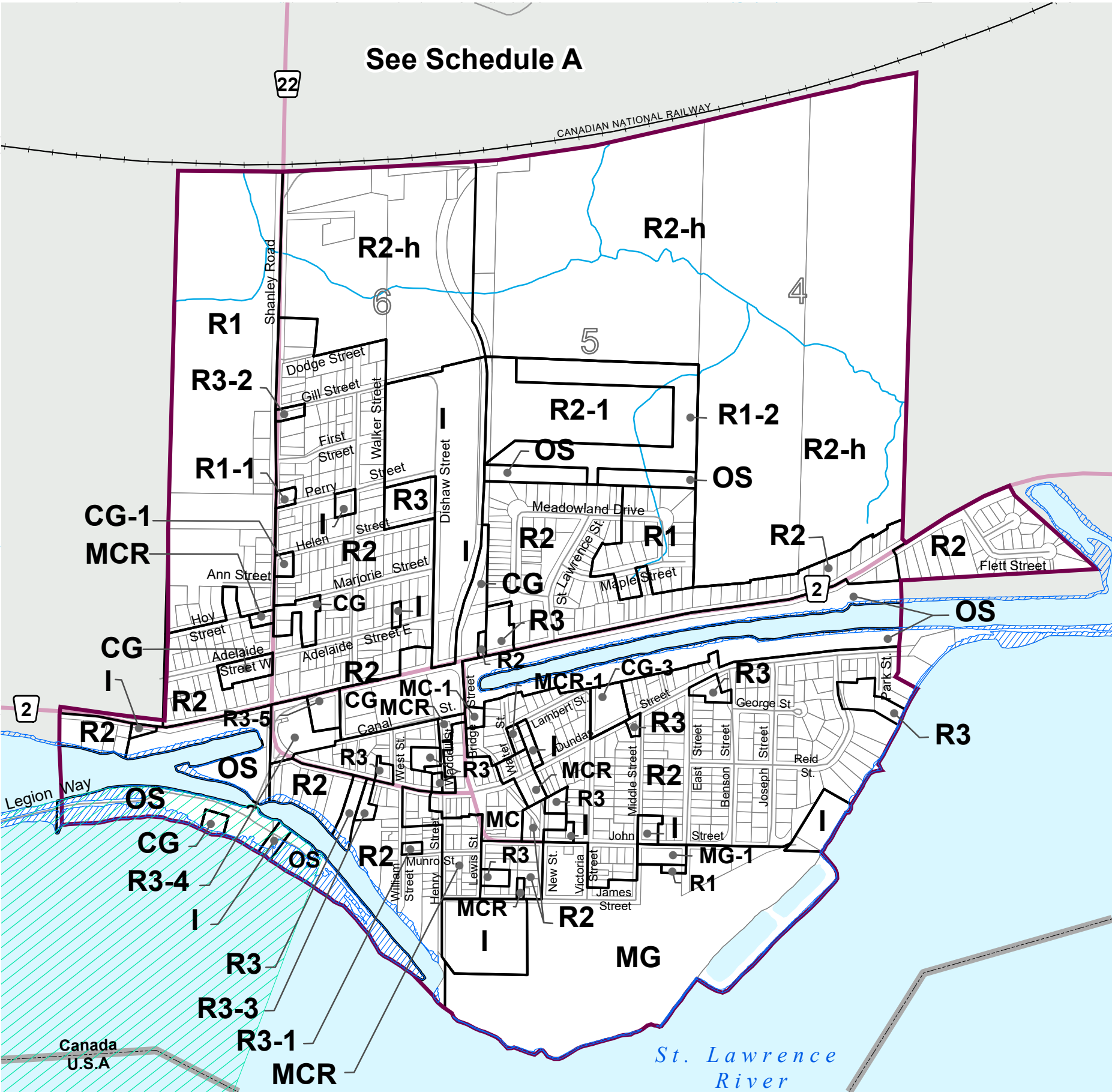
ISSUE DATE: JUNE, 2022

**NOVATECH**  
Engineers, Planners & Landscape Architects  
Suite 200, 2400 Highway 401 East  
Oshawa, Ontario, Canada  
L1G 4L6  
Phone: (905) 238-8843  
Fax: (905) 238-8844  
www.novatech-eng.com

THIS PLAN IS BASED UPON INFORMATION OBTAINED IN JUNE 2018 THROUGH A DIGITAL DATA RELEASE AGREEMENT WITH THE UNITED COUNTIES OF LEEDS & GRENVILLE AND INCLUDES DATA FROM THE PROVINCE OF ONTARIO'S ONTARIO GEOSPATIAL DATA EXCHANGE DATABASE (LAND INFORMATION ONTARIO). MUNICIPAL PROPERTY ASSESSMENT CORPORATION AND TERANET INC. AND ALSO INCLUDES DATA OWNED AND/OR USED UNDER AGREEMENTS WITH SOUTH NATION CONSERVATION AUTHORITY.  
JOB# 120067



ZONING BY-LAW  
NO. 2022-37  
SCHEDULE B  
Village of Cardinal

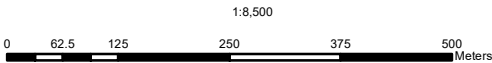


ZONING

R1	Residential First Density	MCR	Main Street Commercial / Residential	MG	General Industrial	I	Institutional
R2	Residential Second Density	MC	Main Street Commercial	MR	Rural Industrial	OS	Open Space
R3	Residential Third Density	CG	General Commercial	MBP	Business Park Industrial	RU	Rural
RH	Hamlet Residential	CH	Highway Commercial	MS	Salvage Yard Industrial	A	Agriculture
RLS	Limited Services Residential	CT	Tourist Commercial	MD	Disposal Industrial	EX	Mineral Aggregate Extraction

TRANSPORTATION

- Provincial Highway
- County Road
- Township Road
- Private Road
- Active Railway
- Abandoned Railway



- EXR Mineral Aggregate Reserve
- EP-PSW Environmental Protection - PSW
- EP-ANSI Environmental Protection - ANSI
- Overlay Zones
  - Flood Plain Overlay
- Source Water Protection Overlay
  - Intake Protection Zone Overlay (IPZ-1)
  - Wellhead Protection Area A Overlay (WHPA-A)
  - Wellhead Protection Area B Overlay (WHPA-B)
  - Wellhead Protection Area C Overlay (WHPA-C)
- Waterbody
- Watercourse

Within these areas certain Zoning By-law Provisions require that reference be made to the Official Plan

ISSUE DATE: JUNE, 2022

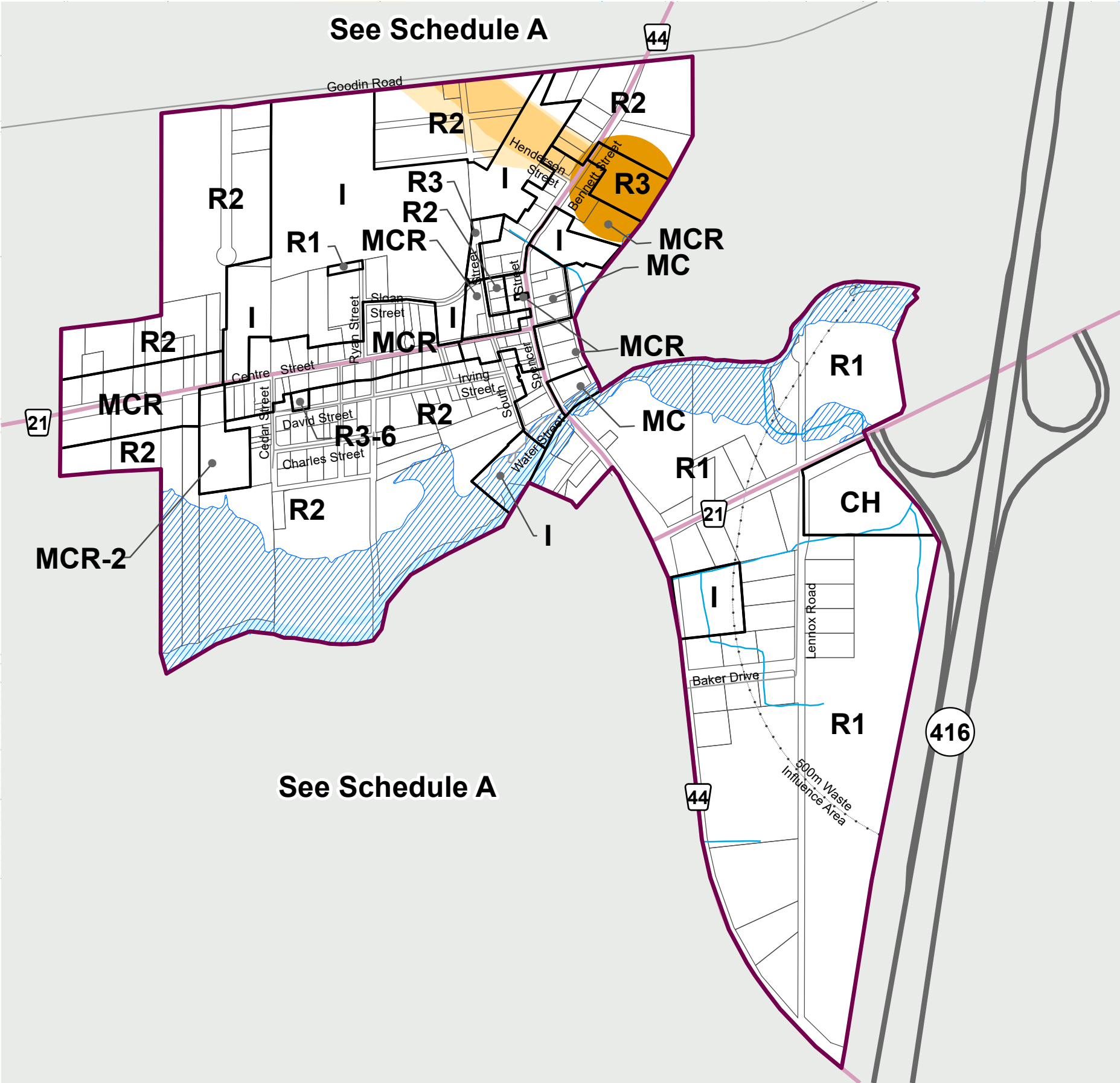
**NOVATECH**

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Ottawa, Ontario, Canada K2M 1P6  
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Facsimile (613) 254-5867  
Website www.novatech-eng.com

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JOB# 120067

ZONING BY-LAW  
NO. 2022-37  
SCHEDULE C  
Village of Spencerville

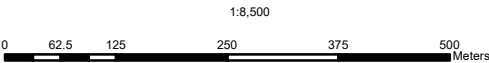


ZONING

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RH	Hamlet Residential	CH	Highway Commercial	MS	Salvage Yard Industrial	A	Agriculture
RLS	Limited Services Residential	CT	Tourist Commercial	MD	Disposal Industrial	EX	Mineral Aggregate Extraction

TRANSPORTATION

- Provincial Highway
- County Road
- Township Road
- Private Road
- Active Railway
- Abandoned Railway



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Within these areas certain Zoning By-law Provisions require that reference be made to the Official Plan

ISSUE DATE: JUNE, 2022

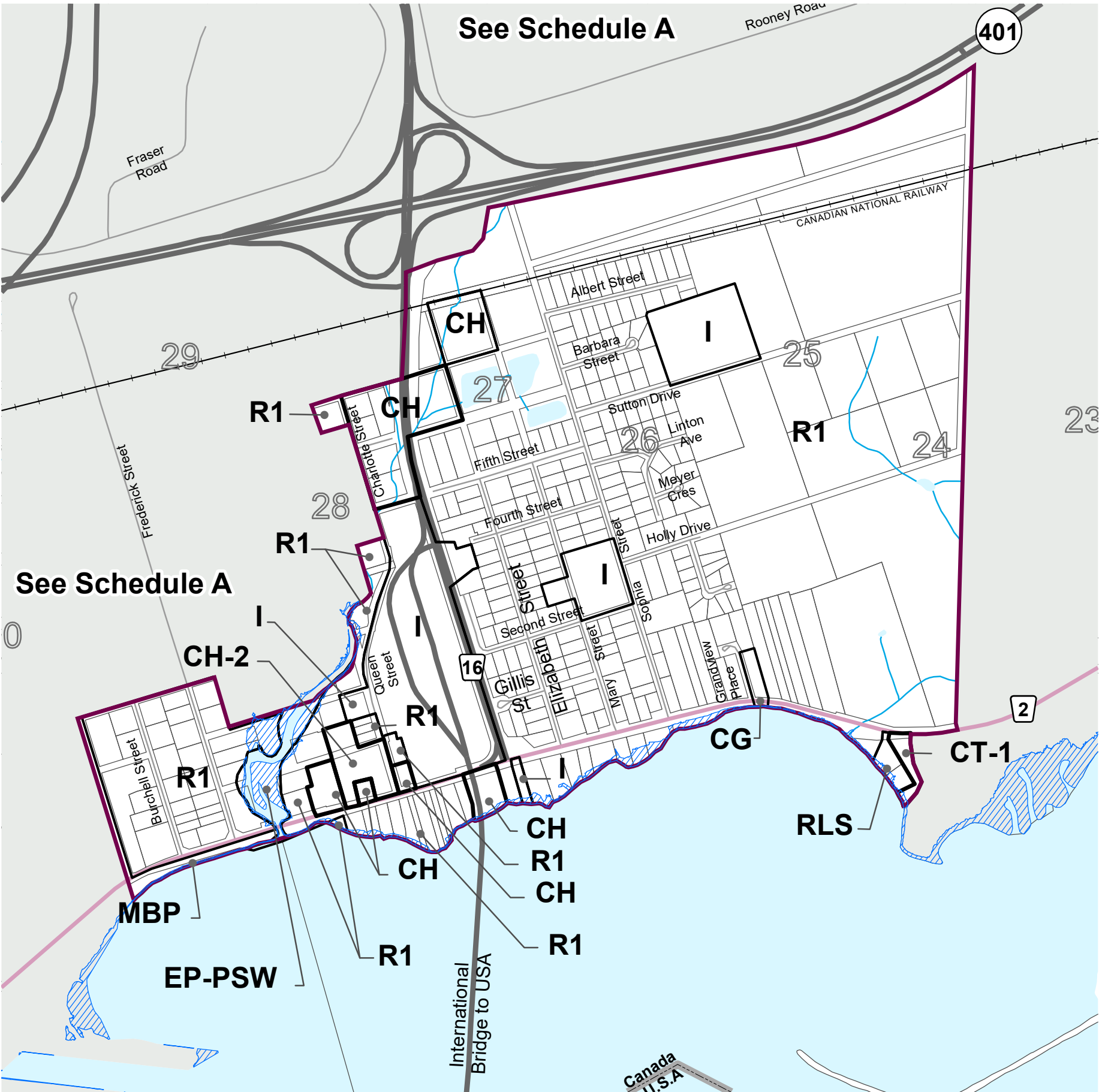
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JOB# 120067

ZONING BY-LAW  
NO. 2022-37  
SCHEDULE D  
Village of Johnstown

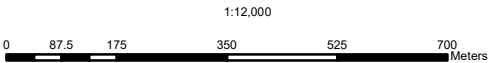


ZONING

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TRANSPORTATION

- Provincial Highway
- County Road
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- Abandoned Railway



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Within these areas certain Zoning By-law Provisions require that reference be made to the Official Plan

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**JOB# 120067**

**THE CORPORATION OF THE TOWNSHIP OF  
EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-**

**“A BY-LAW TO STOP UP, CLOSE AND CONVEY UNOPENED ROAD  
ALLOWANCES BEING:**

**EDWARD ST, PLAN 6, BETWEEN SECOND ST AND THIRD ST (PIN 68155-0232 LT),  
EDWARD ST, PLAN 6, BETWEEN FIRST ST AND SECOND ST (PIN 68155-0233 LT),  
EDWARD ST, PLAN 6, BETWEEN WATER ST AND FIRST ST (PIN 68155-0234 LT), AND  
FIRST ST, PLAN 6, BETWEEN PART 1, 15R7184 AND PR53235 (PIN 68155-0236 LT);  
IN THE GEOGRAPHIC TOWNSHIP OF EDWARDSBURGH, TOWNSHIP OF  
EDWARDSBURGH CARDINAL, COUNTY OF GRENVILLE”**

**WHEREAS** Section 27(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, empowers a municipality to pass by-laws in respect of a highway over which it has jurisdiction; and

**WHEREAS** Section 28(2)(b) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, gives local municipality jurisdiction over all road allowances, streets and lanes shown on a registered plan of subdivision; and

**WHEREAS** Section 34(1) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a by-law permanently closing a highway does not take effect until a certified copy of the by-law is registered in the proper land registry office; and

**WHEREAS** Municipal Council deems it expedient that the unopened road allowances, known as Edward St, Plan 6, Between Second St and Third St (PIN 68155-0232 LT), Edward St, Plan 6, Between First St and Second St (PIN 68155-0233 LT), Edward St, Plan 6, Between Water St and First St (PIN 68155-0234 LT), and First St, Plan 6, Between Part 1, 15R7184 and PR53235 (PIN 68155-0236 LT); in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville in the Registry Office for the Land Titles Division of Grenville be stopped up, closed and conveyed to Rock Mallin;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the road allowance, as set out and described in Schedule “A” attached be stopped up and closed.
2. That the road allowance as set out and described in Schedule “A” be conveyed to adjacent owner, Rock Mallin.
3. That the conveyed road allowances be registered on title in the exact same name in which the abutting land is registered.
3. That the Mayor and Clerk are hereby authorized to execute such documents as are necessary to affect such closure and conveyance.
4. That this by-law will come into force and effect upon passing.

Read a first and second time in open Council this 27 day of June, 2022.

Read a third and final time, passed, signed and sealed in open Council this 27 day of June, 2022.

**Mayor**

**Clerk**

**Schedule “A” to By-law 2022-**

Parcels of land, being portions of road allowances, Edward St, Plan 6, Between Second St and Third St (PIN 68155-0232 LT), Edward St, Plan 6, Between First St and Second St (PIN 68155-0233), Edward St, Plan 6, Between Water St and First St (PIN 68155-0234), and First St, Plan 6, Between Part 1, 15R7184 and PR53235 (PIN 68155-0236); in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville.

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-**

**“A BY-LAW TO DELEGATE APPROVAL AUTHORITY TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR SITE PLAN CONTROL APPROVALS FOR THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL”**

**WHEREAS** Section 41(2) of the Planning Act, R.S.O. 1990, c. P. 13 as amended, provides where in an official plan an area is shown or described as a proposed site plan control area, the council of the local municipality in which the proposed area is situated may, by bylaw, designate the whole or any part of such area as a site plan control area; and

**WHEREAS** Section 41(3) of the Planning Act, R.S.O. 1990, c. P. 13 as amended, provides that a bylaw passed under subsection (2) may designate a site plan control area by reference to one or more land use designations contained in a bylaw passed under Section 34 of the Planning Act; and

**WHEREAS** Section 41(4) of the Planning Act, R.S.O. 1990, c. P. 13 as amended, provides that no person shall undertake any development in an area designated under subsection (2) unless the authorized person referred to in subsection (4.0.1) has approved one or both, as the authorized person may determine prescribed requirements as set out on Section 41(4) 1 and 2; and

**WHEREAS** Section 41(4.0.1) of the Planning Act, R.S.O. 1990, c. P. 13 as amended, provides that a council that passes a bylaw under subsection (2) shall appoint an officer, employee or agent of the municipality as an authorized person for the purposes of subsection (4) of the Planning Act; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it expedient to delegate approval authority to the Chief Administrative Officer for site plan control approvals within the Township of Edwardsburgh Cardinal.

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the Chief Administrative Officer, is hereby delegated authority to approve site plan controls on behalf of the Township of Edwardsburgh Cardinal.
2. That this bylaw shall come into force and effect on July 1, 2022.

Read a first and second time in open Council this 27 day of June, 2022.

Read a third time and finally passed, signed and sealed in open Council this 27 day of June, 2022.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-**

**“A BY-LAW TO PRESCRIBE A TARIFF OF FEES FOR THE PROCESSING OF  
APPLICATIONS MADE IN RESPECT OF PLANNING MATTERS”**

**WHEREAS** Section 69 of the Planning Act, RSO 1990, permits the Council of the Municipality to prescribe by by-law, a tariff of fees for the processing of applications made in respect of planning matters; and

**WHEREAS** Council deems it desirable to prescribe a tariff of fees that meets the anticipated cost to the municipality, or to the Committee of Adjustment constituted by the Council of the Township of Edwardsburgh Cardinal, of applications respecting planning matters;

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. This by-law shall be known as the “Township of Edwardsburgh Cardinal Tariff of Planning Fees By-law”.
2. The following processing fees for individual applications respecting planning related matters shall apply:

a)	Application to amend the Official Plan	\$3,000.00
b)	Application to amend the Zoning By-law	\$2,500.00
c)	Draft plan of subdivision, pit or quarry license	\$5,000.00
d)	Consent application	\$ 500.00
e)	Committee of Adjustment application	\$ 650.00
f)	Site Plan approval application (amendment or minor development)	\$1,000.00
g)	Site Plan approval application (major development)	\$1,750.00
h)	Issuance of compliance reports	\$ 100.00
i)	Development Agreement	\$1,000.00
j)	Telecommunication Tower Land Use Review	\$ 500.00
3. Notwithstanding the required fees stated in Section 2, any portion of the fees not used for the processing of an application or for an Ontario Land Tribunal hearing may be refunded to the applicant. Where the cost of processing of an application exceeds the fees stated in Section 2, the municipality may issue an itemized invoice of those costs, including an administration fee of \$500.00, and the applicant is required to remit the payment. Invoices issued under this provision will be subject to the municipality’s interest and collection policies. Fees not paid may be added to the tax roll of the subject property in accordance with Section 398(2) of the Municipal Act, SO 2001, c.25.
4. In addition to the fees arising out of Section 2 above, all legal fees associated with processing any application shall be charged in addition to the applicant fee.
5. Notwithstanding the required fees stated in Section 2 and Section 9, Council or the Committee of Adjustment may reduce or waive an application fee or Ontario Land Tribunal (OLT) hearing costs where Council or the Committee of Adjustment is satisfied that it would be unreasonable to require payment in accordance with the tariff.

- 6. Notwithstanding the required fees stated in Section 2 and Section 9, Council or the Committee of Adjustment may reduce or waive an application fee or OLT hearing costs for not-for-profit agencies where such agency has provided a written request.
- 7. Any person who is required to pay a fee for the processing of an application as stated in Section 2 or fees as set out in Section 9 may pay the amount of the fee under protest and thereafter appeal to the OLT in the manner described in the Planning Act.
- 8. The consent application fee shall be payable to the Township of Edwardsburgh Cardinal to cover a review by the municipality.
- 9. In addition to the fees arising out of Section 2 above, in those situations where an application respecting a planning matter is referred to the OLT or other courts, the applicant shall pay to the Township, only if the Township is in agreement with the application, a fee of \$1,000.00.
- 10. Notwithstanding the planning application fees as herein set out in Section 2, or Section 9 of this by-law, Council shall require an applicant to enter into an agreement wherein the estimated costs are anticipated to substantially exceed those prescribed, such agreement being attached as Schedule “A” and forming part of this by-law.
- 11. All fees as herein prescribed are due and payable to the Township of Edwardsburgh Cardinal upon application or as set out by the agreement pursuant to Section 10.
- 12. That bylaw 2019-75 and all other bylaw previously passed that are inconsistent with the provisions of this bylaw are hereby repealed in their entirety.
- 13. This bylaw shall come into force and take effect on the final passing thereof.

Read a first and second time in open Council this 27 day of June, 2022.

Read a third and final time, passed, signed and sealed in open Council this 27 day of June, 2022.

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**

**REVIEW AND PROCESSING AGREEMENT FOR PLANNING APPLICATIONS**

**THIS AGREEMENT**

MADE IN TRIPLICATE THIS \_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_.

**BETWEEN:** \_\_\_\_\_  
Hereinafter called the "Owner"

**OF THE FIRST PART**

**AND:** The Corporation of the Township of Edwardsburgh/Cardinal  
Hereinafter called the "Township"

**OF THE SECOND PART**

**WHEREAS** the Owner, or the authorized agent, has submitted a planning application to the Township of Edwardsburgh/Cardinal;

**AND WHEREAS** in order to undertake the review and processing of such an application or applications, the Township may be required to engage and retain surveyors, legal counsel, planning consultants or other professional services;

**AND WHEREAS** the Owner agrees to reimburse the Township for such expenditures incurred, including administration staff time and other associated expenses required to carry out the review and the processing of the application or applications in question;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that, in consideration of the mutual covenants and conditions hereinafter expressed, the parties hereby agree as follows:

1. The Owner shall, notwithstanding whether the said application receives approval, reimburse the Township an amount equal to all incurred expenditures for the review and processing of the said application or applications.
2. The Owner shall deposit with the Treasurer of the Township the required fee as specified in By-law 2022-\_\_\_\_, known as the Tariff of Planning Fees By-law, upon execution of the Agreement. The monies deposited shall be applied against the expenditures incurred by the Township for the review and processing of planning applications.
3. The Council of the Township may, by written notification to the Owner within (30) days of the execution of this Agreement, require that the Owner submit additional financial security in order to meet the anticipated costs to the Township. The amount requested, including the form of the financial security to be provided, shall be determined by the Township upon the recommendation of their counsel and/or planning consultants.
4. Where the required deposit pursuant to paragraph 1 of this Agreement does not cover incurred costs, and where no additional form of security has been requested within the prescribed period pursuant to paragraph 3 of this Agreement, the Township shall provide an itemized statement of account with supporting documentation to date, less the amount of the prescribed fee, and the Owner shall pay to the Township the amount due within thirty (30) days from the date of invoice. All past due accounts will be charged interest and subject to the Township's collection policies.

- 2 -  
Schedule "A"  
By-law 2022-\_\_\_\_

- 5. It is further agreed that should the said application be referred to the Local Planning Appeal Tribunal, the owner will deposit the required fees as set out in By-law 2022-\_\_\_\_. Where additional costs are anticipated or incurred by the Township, the provisions of paragraph 3 or 4 shall apply.
- 6. The Owner may stop the processing of said application at any time by notifying the Clerk of the Township by registered mail.
- 7. Within thirty (30) days of the date of final approval or cessation of the review process, the Township shall provide an itemized statement of account with supporting documentation to date, including any financial security utilized, and shall remit the balance, including any form of financial security on hand.
- 8. The Owner hereby agrees to indemnify and save harmless, the Corporation of the Township of Edwardsburgh/Cardinal, including its officers, of all liability which may result from the review and the processing of the said application.
- 9. This Agreement and everything herein contained shall be binding on the parties hereto, their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the Owner has hereunto set his hand and seal, and the Township has hereunto affixed its corporate seal by the hands of its proper signing officers authorized in that behalf this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

SIGNED, SEALED AND DELIVERED	)
IN THE PRESENCE OF	) _____
	)
_____	)
Witness	) _____
	)
	I have the authority to bind the Corporation
THE CORPORATION OF THE TOWNSHIP	)
OF EDWARDSBURGH/CARDINAL	) _____
	) Per: Mayor
	)
	) _____
	) Per: Clerk

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-**

**“A BY-LAW TO REGULATE THE ERECTION, HEIGHT AND MAINTENANCE OF  
BOUNDARY FENCES WITHIN THE TOWNSHIP OF EDWARDSBURGH  
CARDINAL”**

**WHEREAS** Section 8(1) of the Municipal Act, 2001, S.O. 2001, c 25, as amended, states that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues; and

**WHEREAS** Section 8(2) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, states that in the event of ambiguity, the ambiguity shall be resolved so as to include, rather than exclude, municipal powers that existed before the Municipal Act, 2001 came into force; and

**WHEREAS** Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, gives the municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this Act; and

**WHEREAS** Section 11 (3), paragraph 7 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may pass bylaws respecting structures including fences; and

**WHEREAS** Section 425 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may create offences for the contravention of bylaws; and

**WHEREAS** Municipal Council deems it advisable to regulate the erection, height and maintenance of boundary fences within the Township of Edwardsburgh Cardinal.

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

**1. DEFINITIONS**

For the purpose of this bylaw, the following definitions apply:

- 1.1 “Agricultural Use” shall mean the use of land, buildings or structures for:
- a) Growing crops, including all related activities such as fertilizing, planting, spraying, irrigating, harvesting and the storage and sale of crops produced;
  - b) Raising, breeding, boarding, training, keeping and/or sale of livestock, including the raising and sale of fish;
  - c) Collection, production, storage and sale of animal products such as milk, eggs, wool, fur or honey;
  - d) Greenhouse or nursery garden, including storage and sale of products produced;
  - e) Planting, harvesting and sale of forest products, including maple syrup;
  - f) Use and storage of all equipment related to the foregoing activities, including the occasional use of a portable sawmill; and
  - g) Farm-gate sales of any of the above products, provided they are produced on the farm.

Agricultural use shall not include commercial or industrial activities such as abattoirs, tanneries, kennels or manufacturing activities involving crops, animal products, lumber or wood products. An agricultural use shall include cannabis production licensed by a Federal Agency for both cultivation outdoors and

indoors within a greenhouse or a similar growing environment but shall not include a cannabis production and processing facility.

1.2 “Fence” shall mean any barrier or structure other than a building, erected at grade on privately owned property, which is erected for the purpose of screening, safeguarding, enclosing property or delineating property lines, but does not include a hedge.

1.3 “Inspector” shall mean and include the following:

- a) Chief Building Official
- b) Building Inspector
- c) Bylaw Enforcement Officer

1.4 “Residential Use” shall mean a property that is being used or is intended to be used for residential purposes, but does not include properties where the residential use is accessory to another use.

1.5 “Township” means the Corporation of the Township of Edwardsburgh Cardinal.

1.6 “Yard” shall mean an open, uncovered space appurtenant to a building or structure:

1.6.1 “Front Yard” shall mean a yard extending across the full width of the lot between the front lot line and the nearest part of any main building or structure on the lot.

1.6.2 “Rear Yard” shall mean a yard extending across the full width of the lot between the rear lot line and the nearest part of any main building or structure on the lot.

1.6.3 “Side Yard” shall mean a yard extending from the front yard to the rear yard between the side lot line and nearest part of any main building or structure on the lot.

1.6.3.1 “Exterior Side Yard” shall mean a side yard abutting a street.

1.6.3.2 “Interior Side Yard” shall mean a side yard other than an exterior side yard.

## **2. EXEMPTIONS**

2.1 The provisions of this bylaw do not apply to:

- a) a fence erected on lands used for an agricultural operation;
- b) a fence constructed as per the Township’s Animal Control Bylaw;
- c) noise attenuation barriers or screening required by the Township as per a Site Plan Control Agreement;
- d) temporary boarding and fencing erected around construction sites as per the Township’s Building Bylaw; and
- e) pool enclosures as per the Township’s Building Bylaw.

## **3. GENERAL PROVISIONS**

3.1 Fences or similar barriers constructed in any side or rear yard in any residential use property shall be no higher than 1.83 m (6 ft), with the exception of a fence or similar barrier constructed in any side or rear yard in any residential use property adjacent to the St. Lawrence River where a fence or similar barrier shall be no higher than 1.2 m (4 ft) within 15.2 m (50 ft) of the water’s edge.

3.2 Fences or similar barrier constructed in any front yard in any residential use property shall be no higher than 0.91 m (3 ft).

- 3.3 Barbed wire, spire tips, sharp objects, electrically charged fences or any other fence material which poses a safety hazard shall not be on or adjacent to any residential use property.
- 3.4 Every person who erects a fence or causes a fence to be erected shall keep such fence:
- a) in good repair;
  - b) in a safe and structurally sound condition; and
  - c) free from accident hazards.
- 3.5 Fences may be erected on the property line. It is the responsibility of the property owner erecting the fence to determine and demonstrate the property line. Boundary line disputes must be resolved by the owners themselves. Consultation with an Ontario Land Surveyor may be required.
- 3.6 Despite provision 3.5 to this bylaw, no fence shall be erected within 45cm (18 in) of a public highway or sidewalk.
- 3.7 Nothing in this bylaw shall prevent the continued use and maintenance of a fence if such fence was lawfully erected prior to the effective date of this bylaw.

#### **4. ENTRY AND INSPECTION**

- 4.1 Every Inspector shall be authorized to enforce the provisions of this bylaw.
- 4.2 An Inspector or their designate may at any time, enter onto a property without notice and without consent of the owner in order to determine whether this bylaw is being complied with and to monitor compliance progress.

#### **5. ENFORCEMENT AND PENALTIES**

- 5.1 No person shall obstruct or hinder or attempt to obstruct or hinder an Enforcement Officer, or other authorized employee or agent of the Township in the exercise of a power or the performance of a duty under this bylaw.
- 5.2 Every person who contravenes any provision of this bylaw is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended.
- 5.3 Upon registering a conviction for a contravention of any provision of this bylaw, the court in which the conviction has been entered, may in addition to any other remedy and to any penalty imposed by this bylaw, make an order prohibiting the continuation or repetition of the offence by the person convicted, pursuant to Section 431 of the Municipal Act, 2001, as amended.
- 5.4 Where a person fails or defaults to carry out any direction or action required by the Township as authorized by this bylaw, upon reasonable and written notice, the Township may proceed to do such things or carry out such actions as directed at the expenses of the person and such expenses may be recovered by the Township in a like manner as taxes in accordance with the provisions of Section 326 of the Municipal Act, 2001, as amended.

#### **6. VALIDITY AND SEVERABILITY**

- 6.1 If any section, subsection, clause, paragraph or provision of this bylaw or parts thereof are declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of Municipal Council to enact, such section, subsection, clause, paragraph, provision or parts thereof shall be deemed to be severable and shall not effect the validity or enforceability of any other provisions of the bylaw as a whole or part thereof and all other sections

of the bylaw shall be deemed to be separate and independent there from and enacted as such.

6.2 Whenever any reference is made under this bylaw to a statute or regulation of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statute or regulation and all successor legislation to such legislation.

6.3 That this bylaw shall come into force and take effect on its passing.

Read a first and second time in open Council this 27 day of June, 2022.

Read a third and final time, passed, signed and sealed in open Council this 27 day of June, 2022.

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**Mayor**

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**Clerk**

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL  
BY-LAW NO. 2022-**

**“BEING A BYLAW TO AMEND BYLAW 2022-22 TO ADOPT THE GENERAL  
GOVERNMENT ESTIMATES FOR SUMS REQUIRED DURING THE YEAR”**

**WHEREAS**; the Municipal Act 2001, S.O. 2001, c. 25 Subsection 290, as amended, provides that the Council of a local municipality shall in each year prepare and adopt a budget, including estimates of all sums required during the year for the purposes of the municipality; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal has prepared estimates setting out the amounts required to be used for lawful municipal purposes and the amounts required to be raised by taxation in 2022 and passed bylaw 2022-22 at the regular meeting of Council held on April 25, 2022; and

**WHEREAS** Council deems it advisable to amend said bylaw;

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. The estimates of the 2022 Revenues and Expenses known as Schedule “A” is hereby deleted and replaced with the amended Schedule “A” attached hereto.
2. That the amended Schedule “A” shall be hereby adopted and shall form part of this bylaw.
3. That all other provisions of bylaw 2022-22 shall remain in force and effect.
4. That this bylaw shall come into force and take effect on the date of passing.

Read a first and second time in open Council this 27 day of June, 2022.

Read a third and final time, passed, signed and sealed in open Council this 27 day of June, 2022.

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**Mayor**

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**Clerk**

**Schedule "A" to By-law 2022-**

	<b>REVENUE</b>	<b>EXPENDITURES</b>	<b>TO BE RAISED FROM TAXES</b>
<b>OPERATING BUDGET</b>			
Council	0	112,230	112,230
Administration	224,325	1,223,341	999,016
Fire Department	43,262	599,250	555,988
Police Services	0	1,156,455	1,156,455
Conservation Authority	0	57,001	57,001
Cemeteries	15,100	20,000	4,900
Protective Services	4,900	21,615	16,715
Building Inspection	213,325	213,325	0
Bylaw Enforcement	4,500	44,370	39,870
Public Works	49,900	2,004,714	1,954,814
Johnstown Water	9,000	15,500	6,500
Storm Water Management	0	77,185	77,185
Waste Disposal	17,500	156,120	138,620
Waste Collection	387,395	414,975	27,580
Recreation	646,370	1,829,216	1,182,846
Library	0	135,850	135,850
Planning	16,000	141,855	125,855
Economic Development	14,617	99,500	84,883
Agricultural & Drainage	2,500	39,505	37,005
<b>Total Operating</b>	<u>1,648,694</u>	<u>8,362,007</u>	<u>6,713,313</u>
<b>Less:</b>			
Supplementary Taxes	80,000	0	-80,000
Grants In Lieu	279,675	0	-279,675
Provincial Grant (OMPF)	667,800	0	-667,800
Port of Johnstown	792,980	0	-792,980
	<u>3,469,149</u>	<u>8,362,007</u>	<u>4,892,858</u>
 Transfers to Reserves			
Dedicated Capital Reserve Fund	0	34,640	34,640
Administration	0	0	0
Fire Department	0	145,000	145,000
Public Works	0	307,000	307,000
Storm Water Management	0	65,000	65,000
Recreation	0	55,000	55,000
Total Transfers to Capital Reserves & Reserve F	<u>0</u>	<u>606,640</u>	<u>606,640</u>
 <b>CAPITAL BUDGET</b>			
Administration	350,000	350,000	0
Fire Department	122,250	372,250	250,000
Public Works	1,042,253	1,252,105	209,852
Storm Water Management	2,513,805	2,591,331	77,526
Waste Disposal	18,600	18,600	0
Recreation	73,500	303,500	230,000
<b>Total Capital</b>	<u>4,120,408</u>	<u>4,887,786</u>	<u>767,378</u>
 <b>GRAND TOTAL</b>	<u><u>7,589,557</u></u>	<u><u>13,856,433</u></u>	<u><u>6,266,876</u></u>

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-**

**“A BY-LAW TO APPOINT AND ESTABLISH THE POSITION AND DUTIES OF  
THE INTEGRITY COMMISSION OF THE TOWNSHIP OF EDWARDSBURGH  
CARDINAL”**

**WHEREAS** Section 11(2) of the Municipal Act 2001, S.O 2001, c. 25, as amended, authorizes a municipality to pass by-laws regarding the accountability and transparency of the municipality and its operations; and

**WHEREAS** Section 223.3 (1) of the Municipal Act 2001, S.O 2001, c. 25, as amended, authorizes a municipality to appoint an Integrity Commissioner who reports to council and who is responsible for performing in an independent manner the functions assigned by the municipality with respect to:

1. The application of the code of conduct for members of council and committee;
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards;
3. The application of section 5, 5.1 and 5.2 of the Municipal Conflict of Interest Act to members of council and of local boards;
4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member;
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members;
6. Requests from members of council and of local boards for advice respecting their obligations under the Municipal Conflict of Interest Act;
7. The provisions of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the Municipal Conflict of Interest Act; and

**WHEREAS** the municipality deems it advisable that all requests for an investigation be undertaken in the public interest by an appointed independent and impartial investigation (the Integrity Commissioner);

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

**1. DEFINITIONS**

In this bylaw,

“Council” means the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal.

“Integrity Commissioner” means the Integrity Commissioner for the Township of Edwardsburgh Cardinal. The Integrity Commissioner is responsible for providing advice, complaint resolution and education to members of Council and local boards (restricted definition) on the application of the municipality's codes of conduct, the Municipal Conflict of Interest Act (MCIA) and other bylaws, policies and legislation governing ethical behaviour. The Integrity Commissioner also provides policy recommendations to Council, local boards and staff.

“Township” means the Township of Edwardsburgh Cardinal.

## **2. ESTABLISHMENT OF THE POSITION – INTEGRITY COMMISSIONER**

- 2.1 The position of Integrity Commissioner for the Township is hereby established for the purposes of Part V.1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, with the statutory duties and functions as set out in Part V.1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, and in this bylaw.

## **3. APPOINTMENT OF INTEGRITY COMMISSIONER**

- 3.1 Andrew Tremayne is hereby appointed as the Integrity Commissioner for the Township of Edwardsburgh Cardinal to provide services in accordance with the Part V.1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.
- 3.2 The CAO and Clerk shall have authority to negotiate, finalize and execute any necessary extensions to the Integrity Commissioner’s contract and any subsequent renewals, subject to Council approval.
- 3.3 The Integrity Commissioner may report to Council on an annual basis. In their report, they shall report on complaints received and their disposition (including complaints deemed not to be within the jurisdiction of the Integrity Commissioner).
- 3.4 The appointment of a person to the position of Integrity Commissioner may be suspended or revoked only by a two-thirds majority vote of all members of Municipal Council.

## **4. RESPONSIBILITIES**

- 4.1 The Integrity Commissioner is appointed as the Integrity Commissioner in accordance with Section 223.3 of the Municipal Act, 2001.
- 4.2 The Integrity Commissioner shall have all the powers and duties of the Integrity Commissioner set out in Part V.1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, bylaws respecting the Code of Conduct for Members of Council and Committee, Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50, and as otherwise assigned by the Township.

## **5. MEETINGS INVESTIGATOR**

- 5.1 The Integrity Commissioner is appointed as the Meetings Investigator in accordance with Section 239.2 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended. As Meeting Investigator, the Integrity Commissioner is independent of the Township administration and may report to Council on an annual basis.
- 5.2 The Integrity Commissioner has the powers and duties of the Meetings Investigator as set out in Section 239.2 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended

## **6. ACCESS TO INFORMATION**

- 6.1 In accordance with subsection 223.4 (4) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the Integrity Commissioner is entitled to have free access to all books, accounts, financial records, electronic data processing records, reports, files and all other papers, things or property belonging to or used by the municipality or a local board that the Commissioner believes to be necessary or an inquiry.

## **7. DUTY OF CONFIDENTIALITY**

- 7.1 The Integrity Commissioner and any person acting under their instructions shall be subject to the duty of confidentiality provided in Section 223.5 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.

**8. IMMUNITY FROM TESTIMONY**

- 8.1 Neither the Integrity Commissioner nor any person acting under the instructions of the Integrity Commissioner is a competent or compellable witness in a civil proceeding in connection with anything done under Part V.1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, or of this bylaw.

**9. INDEMNITY**

- 9.1 The Township shall indemnify and save harmless the Integrity Commissioner or any person acting under the instructions of the Integrity Commissioner for any and all liabilities, losses, expenses, costs, demands, damages, suits, judgements, penalties, expenses and liabilities of any kind or nature whatsoever reasonably incurred by either of them in connection with the defense of a proceeding if the proceeding relates to: an act done in good faith in the performance or intended performance of a duty or authority under the Municipal Act, 2001, and/or under this bylaw; an alleged neglect or default in the performance in good faith of the duty or authority; or, any procedural defect or other alleged breach of the relevant statutory or bylaw provisions.

**10. GENERAL**

- 10.1 That Bylaw 2015-33 and all other by-law previously passed that are inconsistent with the provisions of this by-law are hereby repealed.
- 10.2 That this by-law shall come into force and take effect on the date of passing.

Read a first and second time in open Council this \_\_\_\_ day of \_\_\_\_\_, 2022.

Read a third and final time, passed, signed and sealed in open Council this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-20**

**“BEING A BY-LAW TO ADOPT A DISCONNECT FROM WORK POLICY”**

**WHEREAS** the Working for Workers Act, 2021 S.O. 2021, c.35 amended the Employment Standards Act, 2000, S.O. 2000, c. 41 to include Part VII.0.1 where Section 21.1.2 provides that an employer who employs 25 or more employees, before March 1 of that year, ensure it has a written policy in place for all employees with respect to disconnecting from work policy; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it necessary to adopt a disconnect from work policy for the Township of Edwardsburgh Cardinal.

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the Disconnect from Work Policy, as outlined in Schedule “A” attached hereto shall form part of this by-law, is approved.
2. That this by-law shall come into force and effect upon passing.

Read a first and second time in open Council this 27 day of June, 2022.

Read a third and final time, passed, signed and sealed in open Council this 27 day of June, 2022.

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**Mayor**

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**Clerk**

**Schedule “A”  
2022-  
Disconnect from Work Policy**

**1. Preamble**

The Township is committed to fostering a safe and healthy work environment for all employees and recognizes the importance of employees maintaining a balance between their work and personal lives. Time spent away from work related tasks can lead to overall improved employee health (physical, mental, and emotional) and increased organizational productivity. The Township encourages employees to disconnect from work where/when possible.

**2. Purpose**

The purpose of this policy is to provide a strategy and outline the procedures, requirements, roles and expectations for the right to Disconnect from Work process and ensure compliance with the applicable legislation.

**3. Application**

This policy applies to all Township employees, as defined in the Collective agreement, Employment and Personnel Policy and by the *Ontario Employment Standards Act*, regardless of their place of work.

**4. Definition**

- a) **Disconnecting from work:** is defined in the ESA to mean not engaging in work-related communications, including emails, video calls or sending or receiving other messages, to be free from the performance of work.
- b) **ESA:** refers to the Ontario Employment Standards Act, 2000
- c) **Township:** refers to the Township of Edwardsburgh Cardinal

**5. Employer Obligations**

The Township will make reasonable efforts to ensure that its employees, regardless of their place of work, are:

- a) informed of what their normal working hours are reasonably expected to be and are informed of the general circumstances in which they may be expected to engage in work-related communications outside their normal working hours.

- b) able to take applicable meal, rest periods and hours free from work as required by law, contract and/or applicable collective agreement language.
- c) able to take vacation or other leave entitlements as required by law, contract and/or applicable collective agreement language.

## **6. Employee Obligations**

The Township expects all employees to comply with the following in the course of their work. Employees will:

- a) cooperate fully with any applicable mechanism utilized by the Township to record working time or update their working status (e.g., out-of-office messages).
- b) be mindful of colleagues', customers/clients', vendors' and other third parties' working hours.
- c) ensure that they take ownership of their work and meet operational needs.
- d) obtain prior approval before performing overtime work for any non-management level.
- e) Speak with their supervisor or manager if unable to manage their workload during their regularly scheduled hours.
- f) Use their accrued entitlements (vacation, personal, float, banked) in full every year, excluding eligible carryover entitlements. Notify supervisor or manager of any entitlement they were unable to exercise and the reasons why.

## **7. Ability to Disconnect from Work**

- a. An employee's ability to disconnect from work depends on the Township's operational needs and the duties and obligations of the employee's position, subject to an employee's employment contract, applicable collective agreement and/or their minimum statutory entitlements under the ESA.

- b. This Policy does not afford employees a “right to disconnect” beyond what is within their individual employment contract, applicable collective agreement and/or their minimum statutory entitlements under the ESA, which may include rights or entitlements speaking to: normal hours of work and hours free from work, overtime pay, meal and/or rest periods, public holidays and public holiday pay, and vacation.
- c. Nothing in this Policy is intended to amend or supersede any grievance procedure or other aspect of any applicable collective agreement.
- d. The Township understands that employees may want or need to work outside their normal hours to meet a time-sensitive deadline, to attend to an urgent matter, or due to unforeseen circumstances; however, employees should not regularly or frequently work outside their scheduled hours to complete or catch up on work without previous authorization from their supervisor or manager.

## **8. Reporting Concerns**

- a. All employees **are expected to** report any concerns or issues they may have which they feel is impacting their ability to disconnect-from-work.
- b. Employees are encouraged to report such concerns or issues to their immediate supervisor. If that is not appropriate or the matter cannot be resolved by doing so, employees should direct their concerns or issues to the CAO.
- c. Employees will not be subject to reprisal for reporting such concerns as outlined above.

## **9. Posting, Notice and Retention**

- a. The Township shall provide notice of this Policy to employees of the Township within 30 calendar days of implementation. Should any changes be made to the Policy after its implementation, the Township shall provide notice to employees of the revision within 30 days of the changes being made.
- b. The Township shall advise all new employees of this Policy within 30 calendar days of the employee commencing employment with the Township.

## **10. Communication**

- a. Employees may feel obligated to send or respond to messages when not working. The Township may on occasion send general communication to employees when they are not working, but will do their best to ensure that they are not sending communication that requires immediate response from employees. Employees are not expected to respond to any company communication when not at work, except for unforeseen circumstances, such as an emergency.
- b. Employees must also respect others and avoid direct communication like sending emails, messages (through their phone or other communication/messaging apps) or calling other employees or clients outside their regularly scheduled working hours, during breaks, or during an employee's time off, such as regular day off or vacation.
- c. The Township understands that it may be necessary to send communication to a group of employees, such as an entire department, or forward important information to an employee who is not working. If the Township/employees/Council do send communication to others who are not at work, they should not expect a response until the employee returns. If the matter is urgent or there is an emergency and requires an immediate response, the employee/Council member should contact the employees supervisor or manager.
- d. If the Township/employee(s)/Council member(s) sends communication outside of working hours, others may be more likely to feel obligated to respond or assume the person sending the communication will be available during those hours. If it is necessary to compose messages or communication outside of regular hours, use a scheduling tool to send the message at a specific time during regular working hours.

## **11. Health Support**

- a. The Township recognizes that the workplace plays a significant role in managing and supporting mental health and understands that deterioration of mental health and wellness can be triggered by excess pressures at work or at home and result in lowered work performance and harm to one's physical and mental health.
- b. The Township will support mental health by:
  - i. Minimizing work-related sources of stress;
  - ii. Addressing internal factors that contribute to burnout;

- iii. Regularly assessing workload and expectations;
- iv. Promoting work-life balance;
- v. Helping employees recognize the signs and symptoms or health issues;
- vi. Having an open door policy for communication and ensure employees are comfortable talking to their supervisor or manager about health concerns;
- vii. Treating mental health with the same level of importance as physical health and safety;
- viii. Providing employees with the assistance and access to resources they need to support their mental health.

## **EVALUATION**

The policy will be reviewed on a regular basis using the four-part questionnaire that will evaluate the following items:

- Did the legislation change;
- Was the goal of the standard met;
- Were the requirements of the standard met; and
- Were there problems or concerns meeting the standard?

Applicable training needs will also be reviewed and provided as needed to keep the policy current.

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-**

**“A BY-LAW TO RESTRICT THE RATE OF SPEED FOR  
MOTOR VEHICLES ON THE MUNICIPAL ROADWAY KNOWN  
AS HANDS ROAD”**

**WHEREAS** the Highway Traffic Act, R.S.O. 1990, Chapter H.8 Section 128(2) as amended, authorizes the municipality to prescribe a lower rate of speed for motor vehicles on a highway or a portion of a highway under its jurisdiction;

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the prescribed rate of speed for motor vehicles travelling along the municipal roadway known as Hands Road shall not be in excess of 40 kilometers per hour in any section.
2. That this bylaw shall be effective from the date and time of the posting of the prescribed signs pursuant to Regulation 615 under The Highway Traffic Act, R.S.O. 1990, Chapter H.8 as amended.

Read a first and second time in open Council this 27 day of June, 2022.

Read a third and final time, passed, signed and sealed in open Council this 27 day of June, 2022.

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**Mayor**

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**Clerk**

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-**

**“TO AMEND BYLAW 2018-78 TO APPOINT MEMBERS OF THE  
EDWARDSBURGH CARDINAL PUBLIC LIBRARY BOARD”**

**WHEREAS** Bylaw 2018-78, being a bylaw to appoint members of the Edwardsburgh Cardinal Public Library Board was passed by Municipal Council at its regular meeting of December 10, 2018;

**AND WHEREAS** it is deemed desirable to amend said bylaw;

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That Section 1 of Bylaw 2018-78 is amended by deleting the following appointment:  
  
Pat Tierney
2. That Section 1 of Bylaw 2018-78 is amended by adding the following appointment:  
  
Paula Kielstra
2. That all other provisions of Bylaw 2018-78 as amended shall remain in force and effect.
3. That this bylaw shall come into force and take effect upon passing.

Read a first and second time in open Council this 27 day of June, 2022.

Read a third and final time, passed, signed and sealed in open Council this 27 day of June, 2022.

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**Mayor**

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**Clerk**

## CAO's ADMINISTRATIVE UPDATE TO COUNCIL

### ADMINISTRATION / ECONOMIC DEVELOPMENT

Senior Management Team	Annual reviews are in progress. Team is registered and will be working through a political acumen accelerator series over the coming months focused on situational awareness and collaboration.
Interim Control Study	The Interim Control Study for the Johnstown Industrial Park was reviewed by the Committee of the Whole – Community Development in April and is before Council tonight to be received.
Digital Service Squad	Our Digital Service Squad has invited local businesses to a webinar on July 13th to discuss eligibility and application requirements for the \$2500 Digital Transformation Grant and the ShopHere website building program. The squad will also be helping to administer the new Canada Digital Adoption Program, which includes a grant of up to \$2,400 to help businesses with costs related to adopting e-commerce, supported by a network of e-commerce advisors.
Lockmaster Meadows Subdivision	Staff are working closely with Edwardsburgh Developments as they work to complete their conditions of draft plan approval for the Lockmaster's Meadows subdivision.
Building	There have been 75 permits issued to date. SNC hosted a contractor's meeting for the OBC Part 8 septic program transition on June 9. It was a worthwhile event with solid attendance and good discussion.
Bylaw	The BLEO continues to identify areas within the Township that require compliance efforts, focusing on clean yards, derelict vehicles and animal control. Bylaw maintains open communication with the office of the prosecutor POA for regular updates respecting trials for outstanding summons.
Upcoming meeting schedule <b>Time – 6:30pm unless noted otherwise</b>	Wednesday June 29 – Tri-Council Meeting <b>6pm Maitland Fire Hall</b> Monday, July 4 – Committee of the Whole, Community Development Monday, July 11 – Committee of the Whole, Admin/Finance Monday July 18 – Committee of the Whole, PW/ES/F Wednesday, July 20 – Port Management Committee Monday, July 25 – Regular Council

### TREASURY

2021 FIR	The 2021 FIR was filed on June 14 following receipt of the final 2021 consolidated financial statements
Safe Restart	Final report has been submitted prior to the July 29 due date
Cash Handling Procedure	Treasurer is drafting a cash handling procedure in response to the auditor's recommendation

## FACILITIES/RECREATION

Cardinal Pool	Benson Pools completed their work. Pool passed Health Unit inspection on June 23. Pool opens to the public on June 25
Johnstown Pool	Passed Health Unit inspection on June 15. SEPS students attended the pool during the days of June 22 and 23. Pool opens to the public on June 25th
Staff Training	All full-time operators, guards and camp councilors have completed their online WHMIS training.
Structural Review – Spencerville Arena	The 5year structural review was completed on June 22. Engineer found no serious issues at the time of inspection and a full report will be available and presented to council in August or September.

## OPERATIONS – PUBLIC WORKS

Staff	Started 4day work week (M-Th - 10hr. days) this month.
Gravel Maintenance Program	Approximately 7220 tonne of gravel was applied over 25km of various Township Roads. Dust suppressant application in progress, delayed by rain events.
Roadside mowing	Approximately 150 lane km of Township roadside mowed.
Entrance and road cross culverts	6 entranceway culverts installed.
Storm/Sewer repair	Assisted in excavation and repairs with force main break. Installed new expander rings under John St. Manhole cover.
Roadside weed spraying	Roadside weed spraying program through Counties completed.
Hardtop maintenance	Crack sealing on hardtop roads is complete. Approximately 15 tonne of cold patch material applied to hardtop roads.
Spencerville Drainage project	Kick-off meeting held with GGG, CoCo paving and staff. The tentative start date is June 28. Construction signage installed in the project area.
Johnstown Drainage project	The draft ECA has been issued and is under review by staff. Kick-off meeting held with GGG, CoCo paving and staff. The tentative start date for the project is July 13.
Cty Rd. 2 project.	The 60% progress meeting by Jewell is scheduled for June 30 <sup>th</sup> . The geotechnical study for the project has been awarded to SNC Lavallin.
New/John Street repairs	The New/John Street paving partnership between the TWP and Ingredion was completed on June 17 <sup>th</sup> .
Road sweeping	Road sweeping in Cardinal and Spencerville is underway.

## OPERATIONS – ENVIRONMENTAL SERVICES

Cardinal Wastewater Treatment Plant	ESA annual electrical inspections completed. Routine maintenance completed.
Cardinal Water Plant	HACH completed annual servicing of lab equipment. Replaced filter media in Filter 1B (capital project completed). ESA annual electrical inspections completed. DWQMS annual 3 <sup>rd</sup> party audit scheduled for June 28 <sup>th</sup> . Routine maintenance completed.
Cardinal Distribution System	Repaired water meters in Cardinal. Semi-annual fire hydrant flushing completed.
Industrial Park Water System	Semi-annual fire hydrant flushing completed. DWQMS annual 3 <sup>rd</sup> party audit scheduled for June 28 <sup>th</sup> . Routine rounds completed.
Windmill Pumping Station	Hydro One upgraded electrical transformers. ESA annual electrical inspections completed. Routine rounds completed.
Spencerville Wastewater System	Temporary repairs were completed on the south lagoon sluice gate valve. Pulled pump at Station # 3 and repaired (plugged). Repaired check valve at station # 3. ESA annual electrical inspections completed. Routine rounds completed.
Cardinal Sewer and Storm Collection System	Rideau St Lawrence repaired transformer connection at the Henry St. Pumping Station. Falcon Security repaired DSL communicator at Henry St. Pumping Station. Sewer force main break in easement north of 304 Walter Street. ESA annual electrical inspections completed. Routine rounds completed.

## OPERATIONS – MUNICIPAL DRAINS

Ferguson Drain	The Twp's Drain Superintendent is preparing to tender the Ferguson drain culvert replacements off Dobbie Road.
Newport Drain	Robinson Consultants is preparing a tender for the Newport Drain project work east of New Wexford.

## FIRE DEPARTMENT

Training	June training consisted of firefighter survival and rapid intervention team evolutions and a practice run for our tanker shuttle test scheduled on October 15. There is no department training scheduled in July.
HR	Information session scheduled July 12 to kick off this year's firefighter recruitment. One firefighter has accepted a position in NS and will be relocating there in the near future. Fire Department family BBQ scheduled on August 13 at the South Centre. Staff continue to report any unavailability due to illness and/or isolation requirements. This number has dropped to < 1/month.
Facilities	Bell internet installation was completed at station 1 resulting in a dramatic improvement in performance.
Fleet	Tanker chassis arrived at Helie Fire Trucks on June 10, now awaiting delivery of pump components. Jaws of life tools were serviced by Hurst factory technician and are in excellent condition.
Fire Prevention	A station tour and fire extinguisher training was provided to residents and staff of I Have a Chance Support Services. Fireworks safety information included in South Grenville Beacon jointly sponsored with Prescott and Augusta fire departments.
Other	Edwardsburgh Cardinal will host the Eastern Ontario Firefighters Association competition on June 17, 2023. A kick-off meeting was held with fire department organizers.

## EMERGENCY MANAGEMENT

Annual Emergency Exercise	We will be participating with UCLG on an exercise this year. The date is set for September 13.
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Councillors are reminded to please forward or cc sent/received email correspondence that is a municipal record to [councilmail@twpec.ca](mailto:councilmail@twpec.ca)

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2022-**

**“A BY-LAW TO ADOPT, CONFIRM AND RATIFY MATTERS DEALT WITH BY  
RESOLUTION”**

**WHEREAS** Section 5(3) of the Municipal Act 2001, SO 2001, Chapter 25, as amended, provides that the powers of a municipality shall be exercised by by-law;

**AND WHEREAS** in many cases, action which is taken or authorized to be taken by the municipality does not lend itself to the passage of an individual by-law;

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the actions of the Township of Edwardsburgh Cardinal, at its meeting held on June 27, 2022 in respect of recommendations contained in the reports of committees considered at the meeting and in respect of each motion, resolution and other action taken by the Township of Edwardsburgh Cardinal at its meeting are, except where the prior approval of the Ontario Municipal Board or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Mayor and the appropriate officials of the Township of Edwardsburgh Cardinal are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Township of Edwardsburgh/Cardinal referred to in the preceding section.
3. That except as otherwise provided, the Mayor and Clerk are authorized and directed to execute all documents necessary on behalf of the Township of Edwardsburgh Cardinal.

Read, passed, signed and sealed in open Council this 27 day of June, 2022.

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**Mayor**

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**Clerk**