



**AGENDA
COMMITTEE OF THE WHOLE
COMMUNITY DEVELOPMENT**

**Monday, November 4, 2024, 6:30 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario**

- 1. Call to Order – Chair, Chris Ward**
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof**
- 4. Business Arising from Previous Committee Meeting Minutes (if any)**
- 5. Delegations and Presentations**
 - a. South Grenville Students - Real World Learning Program
- 6. Action/Information/Discussion Items**
 - a. Live: Land Use Planning
 1. Zoning Considerations - Domestic Fowl Coops
 - b. Work: Economic Development
 - c. Play: Recreation
 1. 2024 Recreation Update and Upcoming Events
 - d. Restrictions to RV Camping - Cardinal Waterfront
- 7. Inquiries/Notices of Motion**
- 8. Member's Report**
- 9. Question Period**
- 10. Closed Session**
- 11. Adjournment**

MINUTES
COMMITTEE OF THE WHOLE
COMMUNITY DEVELOPMENT

Monday, October 7, 2024, 6:30 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario

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

REGRETS: Brody Fahngruber, Advisory Member

STAFF: Sean Nicholson, CAO
Rebecca Crich, Clerk
Mike Spencer, Manager of Parks, Recreation & Facilities
Wendy VanKeulen, Community Development Coordinator
Candise Newcombe, Deputy Clerk
Rachel Porter, Recreation Coordinator
Mary Tessier, Consultant
Tim Fisher, Planner

1. Call to Order – Chair, Chris Ward

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

2. Approval of Agenda

Moved by: J. Martelle

Seconded by: W. Smail

That the agenda be approved as presented.

Carried

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

None.

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

None.

5. Delegations and Presentations

a. Affordable Housing - Doug Poirier - Total Equity Construction

Mr. Poirier introduced himself and provided a summary of projects completed to date, his plan for affordable housing options, and an outline of the proposed houses and site plans.

Renderings of proposed affordable housing units were presented noting shared servicing and roads to reduce overall costs. Mr. Poirier noted the estimated price point of \$260,000.00 per house without land or servicing. He indicated the preferred use of a lifelong land lease due to the configuration of houses proposed, and likely management/maintenance fees for servicing such as snow removal, grass cutting, etc. to ensure consistency of the shared green space.

There was discussion regarding the requirement of Township zoning bylaw amendment to permit more than one residence per parcel of land, the proposed 1200 sq. ft size of the residences, the location of the developer's previously built developments, connected servicing options, and the request for municipal support in procuring discounted land for development.

There was discussion regarding affordable housing initiatives by larger development companies looking to contract smaller developers to build units from their catalogue of approved affordable housing designs.

b. Subdivision Agreement - David Simpson - Lockmaster's Meadow

Mr. Simpson indicated his concerns regarding the payment of the proposed subdivision securities. A summary of the sub-division agreement with the proposed securities payment options and the approval process was provided.

6. Action/Information/Discussion Items

a. Live: Land Use Planning

1. Development Agreement, 27 David Street (Broniszeski)

Committee reviewed the report and confirmed the intentions of developing a single dwelling on the parcel.

Moved by: S. Dillabough

Seconded by: J. Martelle

That Committee recommend that Council enter into a development agreement with the property owner, as attached, for the severed parcel of application B-38-23.

Carried

2. Subdivision Agreement, Lockmaster's Meadow (Edwardsburgh Developments Inc.)

Committee was provided with a summary of the application for subdivision to date and highlighted Mr. Simpson's request on July 22 to reduce the required securities amount of \$2 million outlined in the subdivision agreement.

There was discussion regarding regulations under the Provincial Policy Statement for sub-division securities, requirement of the noise berm, alternate financing options for securities, stewardship of taxpayer dollars, and options for reducing the proposed cost estimates. Members noted their support of the development of the subdivision, and suggested to defer the item to allow an opportunity for staff to explore alternative options for financial security requirements to present at the Council meeting scheduled for October 28.

Moved by: J. Martelle
Seconded by: W. Smail

That Committee defer the item and direct staff to bring forward alternate options for financial securities to be presented at the Council meeting scheduled for October 28.

Carried

b. Work: Economic Development

None.

c. Play: Recreation

1. Summer Day Camp - Year End Report

Committee was provided with a summary of the report.

2. Aquatics Program - Year End Report

Committee was provided with a summary of the report and discussed the following: the overall success of the summer programs, benefits of extended pool opening, uptake of the "boredom buster" trips, and the proposed 2025 reduction in pool hours in Johnstown on Friday nights based on attendance trends.

Discussion was held on: collaboration with all schools within the Township regarding participation in the June swimming programs and transportation considerations, as well as increased staff and/or training through social services in working with children with sensitivity and behavioural matters in 2025.

Members commended the financial contributions made to the Township in support of it's summer programming and local kids from local sponsors including Giant Tiger Distribution Center, Greenfield Global and Ingredion.

7. Inquiries/Notices of Motion

None.

8. Question Period

None.

9. Closed Session

None.

10. Adjournment

Moved by: S. Dillabough

Seconded by: W. Smail

That Committee does now adjourn at 7:47 p.m.

Carried

Chair

Deputy Clerk

NEWSLETTER

ISSUE #1 - NOVEMBER 2024

TWPEC Contact:

Township of Edwardsburgh
Cardinal
18 Centre St. PO Box 129
Spencerville, ON K0E 1X0
Tel: 613-658-3055
Toll Free: 1-866-848-9099
www.twpec.ca

FREE PUBLIC SKATING

No registration is required—just show up with your skates and enthusiasm!

Adult Public Skating
Ingredion Centre: Monday to Friday
Spencerville Arena: Wednesday, Thursday and Friday



Public Skating
Ingredion Centre: Friday
Spencerville Arena: Sunday
All ages welcome—don't miss out on a great way to enjoy the season!



A MESSAGE FROM MAYOR TORY DESCHAMPS



I'm excited to introduce the new Township of Edwardsburgh Cardinal newsletter, produced in partnership with local students from South Grenville District high School.

Through the school's Real World Learning program, students have the opportunity to apply classroom knowledge to practical projects that make a real impact on our community. The design of this newsletter is entirely in the hands of these creative students, and I am eager to see how their fresh perspectives will contribute to our community's narrative.

Last year, we witnessed the remarkable collaboration between Mr. East's Grade 10 history class and Mr. Chellew's construction class, resulting in an engraved bench that honors the last voyage of the Conestoga. Now positioned next to the shipwreck in Cardinal, this bench serves as a place of reflection for all who visit. Students also created a historical drawing of the Conestoga, which will be displayed at the Cardinal Public Library, and an electronic presentation on 1917 NHL star Rusty Crawford, a Cardinal native, which can be found at the Ingredion Centre arena today.

Together, as a Council and township staff, we are excited to work alongside these young innovators as we continue to build a brighter future for Edwardsburgh Cardinal.

Thank you, students, for your enthusiasm and dedication to making our Township an even better place to live, work and play. Your efforts inspire us all!

Edwardsburgh Cardinal, ON – The Township of Edwardsburgh Cardinal is pleased to announce that nominations for the prestigious Citizen of the Year and Youth Citizen of the Year Awards are now open! These awards aim to recognize individuals who have made significant contributions to our community, showcasing their exceptional dedication to improving the lives of others.

Volunteers play a vital role in enhancing our community's spirit, fostering connections, and creating a sense of belonging. Their unwavering commitment and selfless actions inspire others to contribute and uplift those around them. If you know someone whose efforts stand out in making a positive impact, you are encouraged to submit a nomination. This is an excellent opportunity to acknowledge and celebrate the remarkable individuals who work tirelessly to support and enrich our community.

Nominations must be submitted on the prescribed form, which is available through the municipal website, via email, or at the Township Office. Only individuals are eligible for this award; groups will not be considered. It is important to note that nominees must be residents of the Township of Edwardsburgh Cardinal.

Nominations for both the Citizen of the Year and Youth Citizen of the Year awards must be submitted by November 20, 2024. For more information and to access nomination forms, visit twpec.ca

The selected recipients will be honoured during the award presentation ceremony later this year, where their contributions will be celebrated in front of the community.

The contributions of volunteers and community members truly make a difference in Edwardsburgh Cardinal. Let us come together to celebrate these unsung heroes and ensure they receive the recognition they deserve!

For any inquiries or additional information, please contact: Rebecca Crich, Clerk
Email: rcrich@twpec.ca Phone: 613-658-3055 extension 105

TECH CLASSES FOR SENIORS



EDWARDSBURGH CARDINAL

Drop In and Learn! Are you ready to boost your tech skills and stay connected with the digital world? Join our Tech Classes for Seniors—a friendly and relaxed way to learn new skills!



When and Where:

**-->South Edwardsburgh Community Centre (24 Sutton Dr)
Wednesdays from October 23rd to November 27
6 PM – 8 PM**

**-->Ingredion Centre (4050 Dishaw St)
Thursdays from October 24 to November 28
10 AM – 12 PM at the**

No registration is required—just drop in!

What You'll Learn:

- Basics of Word and Excel
- Email setup and management
- Exploring iCloud and Google
- Tips for Internet Safety

Bring your curiosity, and let's explore technology together in a fun and supportive environment!

For more info, contact:

**Rachel Tremblay
Recreation Coordinator
613-802-6774
rtremblay@twpec.ca**



SMALL BUSINESS WEEK

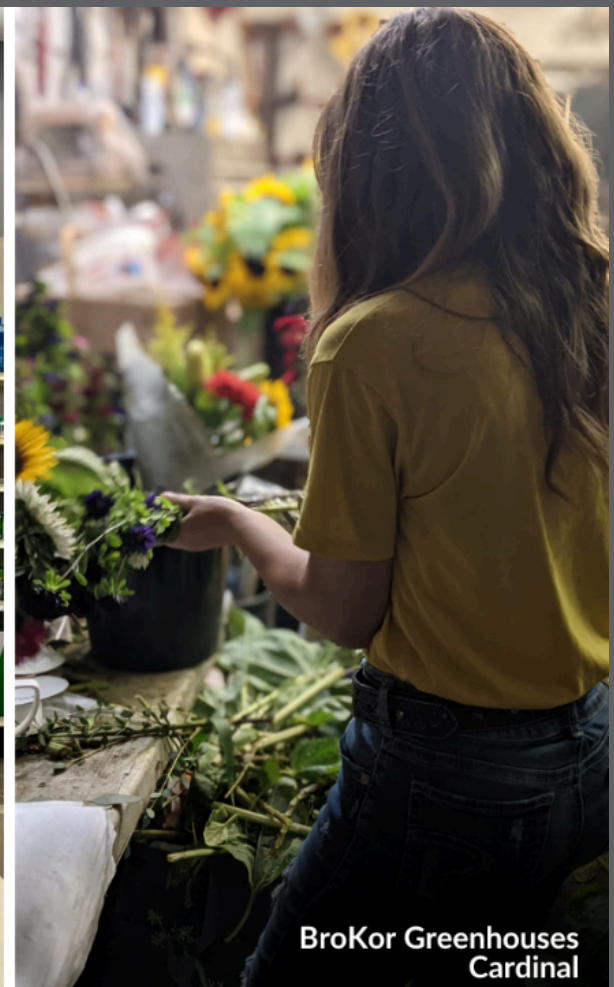
SCAN ME



Against The Grain Barbershop
Johnstown



Pharmasave
Spencerville



BroKor Greenhouses
Cardinal

The Township of Edwardsburgh Cardinal celebrated Ontario Small Business Week from October 20-26, 2024! This week highlights the importance of supporting local entrepreneurs and the unique value they bring to our community. From shopping locally to hiring local services, there are many ways residents can help small businesses thrive. Check out our tips and discover how you can make a big impact with small actions. For the full article and more ways to support, visit our webpage!

twpec.ca



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Committee of the Whole – Community Development

Date: November 4, 2024

Department: Community Development and Planning

Topic: Domestic Fowl Coop Review

Purpose: To review current zoning by-law provisions pertaining to the use and location of Domestic Fowl Coops and explore opportunities to expand the use to include all settlement areas in the municipality.

Background: Township staff was directed by the Committee of the Whole during the June 10th, 2024 committee meeting, to review the current zoning by-law provisions pertaining to the use of domestic fowl coops and if the use could be expanded to be permitted in settlement areas.

The attached report, prepared by Novatech dated October 30, 2024, reviews the Township of Edwardsburgh Cardinal's current zoning bylaw restrictions on domestic fowl coops, which are allowed in specific zones, subject to minimum lot size and setback distances.

The report suggests expanding permissions for these coops to additional residential zones, especially in settlement areas like Spencerville, Johnstown and Cardinal. It compares regulations from other municipalities and emphasizes the importance of setbacks to prevent water contamination, especially for lots with private wells and known Well Head Protection Areas.

Novatech's recommendation includes amending our zoning bylaw to permit coops in residential zones with continued restrictions and suggests that a licensing system could be considered that would require the owner of the property to provide the township with a site sketch showing the location of the domestic fowl coop, the location to any well on the subject property and its adjacent properties and to ensure that the required setbacks are adhered to.

Policy Implications: The Township of Edwardsburgh Cardinal Zoning By-Law Number 2022-37 defines a Domestic Fowl Coop in Section 2, while the use of Section 4.5, Hobby Farms and Keeping of Domestic Fowl provides the provisions of where such a use can be located and its required setbacks. Novatech's recommendation is in keeping with the general intent of the township's zoning by-law.

Strategic Plan Implications: Novatech's recommendation is in keeping with the Township of Edwardsburgh Cardinal Strategic Plan.

Financial Considerations: Novatech's recommendation to review and update Section 4.5 of the Townships Zoning By-Law related to Domestic Fowl Coops will not result in any financial implications for the Township. Further review of the permitting system for domestic fowl coops will be required.

Recommendation: That Committee direct staff to schedule a public meeting to consider the proposed zoning bylaw amendment, and further recommend that Council direct staff to draft a policy requiring permits for domestic fowl coops that will ensure compliance with setback requirements.



Tim Fisher, Municipal Land Use Planner

PLANNING REPORT

DATE: OCTOBER 30, 2024

TO: TOWNSHIP OF EDWARDSBURGH CARDINAL
C/O WENDY VAN KEULEN

FROM: NOVATECH

RE: TOWNSHIP OF EDWARDSBURGH CARDINAL DOMESTIC
FOWL COOP GENERAL ZONING BY-LAW AMENDMENT
BACKGROUND REPORT

The following Planning Report has been prepared in relation to the current Zoning By-law provisions regarding Domestic Fowl Coops. Domestic Fowl Coops are currently limited to the Hamlet Residential (HR) Zone, the Limited Services Residential (RLS) Zone, the Agriculture (A) Zone, and the Rural (RU) Zone. It is understood that Council has expressed interest in the potential for expanding permissions to permit the keeping of domestic fowl coops more broadly within the Township, and in particular, within its settlement areas of Spencerville and Cardinal.

Background

Township of Edwardsburgh Cardinal Zoning By-law 2022-37:

Domestic Fowl Coops are defined in the Township of Edwardsburgh Cardinal Zoning By-law 2022-37 as “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”.

Section 3.2 of the Zoning By-law states that the keeping of livestock is not permitted on a lot less than 5 hectares in size, except for hobby farms or the keeping of domestic fowl. Section 4.5 states that a domestic fowl coop is permitted accessory to a permitted residential dwelling in the Hamlet Residential (HR) Zone, the Limited Services Residential (RLS) Zone, the Agriculture (A) Zone, and the 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 of exterior side yard.
6. Runs shall be constructed to provide a minimum of 0.9 m² and a maximum of 2.3 m² of floor space per hen.

As written, the Zoning By-law would not permit a domestic fowl coop to be provided within most residential zones in the areas of Cardinal, Spencerville, and Johnstown or within other settlement areas in the Township.

Zoning By-laws from other Municipalities:

For the purposes of this report, four other municipalities have been reviewed as examples of municipal approaches used to regulate the keeping of domestic fowl. This is not meant as an exhaustive review, but rather, simply intended to inform Council with respect to other approaches that Council may wish to consider.

The Township of Front of Yonge Zoning By-law 20-08 permits the keeping of backyard poultry as an accessory use in the General Residential (RG) Zone and the Rural (RU) Zone, subject to the following provisions:

- The minimum lot area shall be 0.2 ha;
- The backyard poultry is housed in a building or structure specifically designed for such purpose;
- Any buildings or structures and manure storage used for the keeping of poultry shall be located a minimum of 15 m from any well or water body;
- The keeping of backyard poultry shall not be permitted on a lot located within a Wellhead Protection Area A or B;
- The keeping of backyard poultry on a lot located within a Settlement Area designation of the Official Plan shall be in accordance with the requirements of a Municipal By-law.

The Township of Front of Yonge has a separate by-law regulating the keeping of backyard poultry in the Village of Mallorytown, which provides additional regulation on the separation of hen coops from lot lines, wells, and surface bodies of water and sets a requirement for hen coop permits.

The City of Kingston Zoning By-law 2022-62 permits backyard hen coops and backyard hen runs as accessory buildings on any lot where the principal use of the lot is a dwelling unit or agricultural use. The City of Kingston Zoning By-law does not regulate hen coops based on lot area. The City of Kingston Animal Control By-law 2021-166 provides more detailed regulation on hen coops including setbacks and requires a hen coop permit to be applied for.

The Town of Carleton Place has a separate municipal by-law regulating the keeping of hens on residential properties. No more than six backyard hens are permitted on a residential property. Hen coops and runs are required to be setback 1.2 metres from rear lot lines and side lot lines. Specific setback requirements are provided for hen coops and runs from schools, churches, businesses, and the windows and doors of dwellings on abutting properties. Setback requirements are not specified from wells. Hen coops are restricted to residential properties with a single-detached or semi-detached dwelling and on residential properties with lot sizes greater than 325 square metres. A licence must be obtained for the hen coop.

The Township of West Nipissing prepared a draft by-law regulating the keeping of backyard chickens in the Residential One (R1), Residential Two (R2), Residential Three (R3), Shoreline Residential (SR), Rural Residential (RR), and Rural (RU) zoned properties under four hectares in area. The draft by-law aims to permit backyard chickens in the R1, R2, R3, SR, RR, and RU zones, subject to the following provisions:

- For properties greater than or equal to 4,000 m², the maximum number of hens is 10.
- For properties greater than or equal to 800 m², the maximum number of hens is 4.
- No hens may be kept on properties less than 800 m².

Specific regulations are provided on the number of enclosures permitted, size and location requirements for hen coops and outdoor runs, and setbacks. Hen enclosures are to be setback 15 metres from any well and a minimum of 3.0 metres from all property lines. Hen coops are required to be registered.

On the basis of this limited review, it is apparent that municipal approaches to regulate the keeping of domestic fowl vary across jurisdictions, including the use of zoning standards contained in a Zoning By-law as well as the use of municipal by-laws and licensing requirements, or a combination both. Minimum lot size standards tend to vary depending on whether lands are municipally serviced or serviced by private on-site sewer and water.

Servicing Limitations:

There are full municipal water and wastewater services in Cardinal, which is identified as an Urban Settlement Area in the Official Plan. The Township's villages and hamlets are primarily serviced by private well and septic systems. Some villages, such as New Wexford and Spencerville, have partial services. In Spencerville, development is serviced by individual private wells and municipal wastewater services. In New Wexford, development is serviced by municipal water services and individual private septic systems.

The MECP recommends a setback of 15 metres between a source of contaminants and a well with a watertight casing that is 6 or more metres deep. The existing zoning provisions requires domestic fowl coops and runs to be a minimum of 15 metres from any well. The Zoning By-law requirements in the Township of Front of Yonge provide the same minimum setback of 15 metres between buildings and structures used for keeping poultry and any well.

Lots that have full municipal services may be at less risk of potential water contamination as a result of domestic fowl coops than lots that utilize private servicing (particularly private wells). In addition to the 15 metre setback requirement, lots with private wells should have an adequate lot area to accommodate sufficient setbacks from wells and to ensure that domestic fowl coops do not become a source of water contamination.

For lots with private wells, a minimum lot area requirement for a domestic fowl coop is recommended. The current zoning provisions permit a domestic fowl coop subject to a minimum lot area of 0.4 hectares.

Recommendation

Domestic fowl coops are limited to select zones outside of settlement areas in the current Zoning By-law. Domestic fowl coops are permitted in these select zones subject to the performance standards outlined in Section 4.5 of the Zoning By-law, including a minimum lot area of 0.4 hectares, which precludes many lots within settlement areas.

The areas in the Township where domestic fowl coops are permitted can be expanded to include settlement areas. The current Zoning By-law permits domestic fowl coops in the HR Zone, the RLS Zone, the A Zone, and the RU Zone. The recommendation of this report is to amend Section 4.5 of the Zoning By-law to add the R1 Zone, the R2 Zone, and the R3 Zone to the list of zones where domestic fowl coops are permitted.

Section 4.5 could be amended to require a minimum lot area of 0.4 hectares where only private wells are available. This would ensure that adequate lot area is available to support a domestic fowl

coop in residential zones within settlement areas with partial servicing (Spencerville and New Wexford) and settlement areas with private services (Johnstown and most villages in the Township) while providing for sufficient space between potential sources of contamination and wells. This would also ensure that domestic fowl coops may be permitted in fully serviced settlement areas (Cardinal) without overly restrictive minimum lot area provisions that would preclude many residential lots in the Urban Settlement Area.

The existing 15-metre setback requirement for a domestic fowl coop from a well is proposed to be maintained for areas where only water service on the basis of private wells is available. The other existing performance standards, including minimum setbacks from lot lines and window/door openings and minimum/maximum floor areas per hen are proposed to be retained.


Other municipalities including the Township of Front of Yonge, the City of Kingston and Town of Carleton Place have separate municipal by-laws that require licences or permits to be obtained for Domestic Fowl Coops. A licensing requirement would allow the Township to require a site sketch that shows the location of the proposed coops and runs and keep track of whether permits have been issued for Domestic Fowl Coops. Council may wish to consider implementing a by-law that requires owners to obtain a domestic fowl coop permit.

For consideration, a draft by-law has been prepared to implement the proposed revisions to the Zoning By-law.

Please do not hesitate to contact the undersigned if you have any questions or wish to discuss.

Yours truly,

NOVATECH



Arjan Soor, M.PL
Planner

CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH CARDINAL

BY-LAW No. _____

BEING A BY-LAW TO AMEND ZONING BY-LAW No. 2022-37

**General Amendment to
Comprehensive Zoning By-law No. 2022-37**

WHEREAS By-law No. 2022-37, as amended, regulates the use of land and the use and erection of buildings and structures within the Township of Edwardsburgh Cardinal;

AND WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to amend By-law No. 2022-37, as amended, as hereinafter set forth;

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

1. The lands affected by this By-law include the entire corporate limits of the Township of Edwardsburgh Cardinal.
2. Section 4.5 (Hobby Farms and Keeping of Domestic Fowl) is hereby amended by deleting and replacing subsection 4.5.2 with the following:
 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 Residential First Density (R1), Residential Second Density (R2), Residential Third Density (R3), Hamlet Residential (RH), Limited Services Residential (RLS), Rural (RU), and Agriculture (A) zones, subject to the following provisions:**
 1. **Where only private water service (wells) are available:**
 - a. **The minimum lot area shall be 0.4 ha.**
 - b. **Domestic fowl coops and runs shall be a minimum of 15 m from any well.**
 2. **The keeping of backyard poultry shall not be permitted on a lot located within a Wellhead Protection Area Overlay (WHPA) or an Intake Protection Zone Overlay (IPZ).**
 3. **Domestic fowl coops and runs shall be a minimum of 3 m from rear and interior lot lines.**
 4. **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.**
 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 m² and a maximum of 2.3 m² of floor space per hen.**

3. The By-law shall become effective on the date of passing hereof, subject to the provisions of Section 34(21) of the *Planning Act*, R.S.O. 1990, as amended.

Read a first and second time this ____ day of _____, 2024.

Read a third time and adopted this ____ day of _____, 2024.

CORPORATE SEAL OF TOWNSHIP

Head of Council

Clerk



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole – Community Development

Date: November 4, 2024

Department: Recreation

Topic: Recreation Update and Upcoming Events

Senior Exercise Class

Senior Exercise class, run by the Senior Support Services, has begun for the fall on Wednesday mornings at the South Edwardsburgh Community Centre from 9:30 am to 10:30 am.

Tech Class for Seniors

Seniors tech class began on Wednesday October 23rd at the South Edwardsburgh Community Centre. This program will be offered on Wednesday evenings from 6 pm until 8 pm at the South Edwardsburgh Community Centre and Thursday mornings at the Ingression Centre from 10 am until 12 pm

Trunk Or Treat

On Sunday, October 27th, SERA (South Edwardsburgh Recreation Association) and the Cardinal Festival Committee both hosted a Trunk or Treat that was well attended by the community.

Kids Art Class

The Township's kid's art class program, in partnership with the Spencerville and District Optimist Club, has completed the first session, there were 15 participants, majority of which were children from past classes returning. The next session began on Thursday, November 28th, at the South Edwardsburgh Community Centre from 6 pm to 7:30 pm.

Adult Fitness Class

The adult fitness class began on October 1st for eight weeks from 6:30 pm to 7:30 pm on Tuesday evenings at the South Edwardsburgh Community Centre and will end in early December.

Holiday Cookie Decorating

On Sunday, December 8th, the Township will host a cookie decorating afternoon at the South Edwardsburgh Community Centre from 12 pm to 3pm. This event is for children of all ages, and registration is required. Registration is available on the Township website.



Recreation Coordinator



Facility Manager

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

BY-LAW NO. 2018-29

**“A BY-LAW TO PROVIDE FOR THE REGULATION OF PARKING WITHIN THE
TOWNSHIP OF EDWARDSBURGH CARDINAL”**

WHEREAS pursuant to the provisions of Part II Section 11 (3) and Section 11 (8) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may enact by-laws to regulate and govern parking of vehicles on highways or portions thereof;

AND WHEREAS Section 27 and Section 28 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes a municipality to pass by-laws in respect of a highway it has jurisdiction over;

AND WHEREAS Section 100 through 102 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes a municipality to pass by-laws prohibiting unauthorized parking on private or municipal property;

AND WHEREAS Municipal Act, 2001, S.O. 2001 provides that fines may be charged for breaches of by-laws passed pursuant to the powers set out therein and further provides for the removal, impounding or restraining or immobilizing of any vehicle parked on a highway or on municipal property in contravention of a by-law or of the Highway Traffic Act, RSO 1990, c.H8;

AND WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it desirable to enact a by-law to regulate and control the parking of vehicles in the Township of Edwardsburgh Cardinal;

NOW THEREFORE BE IT RESOLVED that the Council of the Township of Edwardsburgh/Cardinal enacts as follows:

SECTION 1 – DEFINITIONS

For the purposes of this by-law, the following definitions shall apply:

1. *Accessible Parking Permit*: means a permit issued under the Highway Traffic Act or a numbered license plate or other marker or device issued by another Provincial jurisdiction and recognized under the Highway Traffic Act.
2. *Authorized Emergency Vehicle*: means
 - a) A fire fighting vehicle while proceeding to or returning from a fire or emergency call;
 - b) A vehicle while used by a person in the lawful performance of his or her duties as a police officer or firefighter;
 - c) An ambulance or cardiac arrest emergency vehicle while responding to an emergency call or being used to transport a patient or injured person in an emergency; or
 - d) An emergency vehicle of a public or private utility, or Federal, Provincial or Municipal Department when such a vehicle is being used in the performance of emergency duties.
3. *Authorized Sign*: means any parking or traffic control device or traffic signal placed or erected on a highway under the authority of this by-law for the purpose of regulating, warning or guiding traffic and includes such signs as

described in the regulations made pursuant to the Highway Traffic Act, RSO 1990, c. H8, as amended.

4. ***Bicycle Path***: means a surfaced or non-surfaced area or trail designated and intended for the sole use of persons riding/operating non-motorized bicycles for pleasure purposes.
5. ***By-law Enforcement Officer***: means a By-law Enforcement Officer of the Township of Edwardsburgh Cardinal and any other officer authorized by the Township of Edwardsburgh Cardinal for the enforcement of by-laws in the Township of Edwardsburgh Cardinal. "Municipal Law Enforcement Officer" shall have a like meaning and interpretation.
6. ***Commercial Motor Vehicle***: includes a truck or highway tractor with a gross weight or registered gross weight of more than 4500 kg or a bus with the seating capacity for ten or more passengers. Exceptions are noted in subsection 16(1) of the HTA.
7. ***Council***: means the Council of the Corporation of the Township of Edwardsburgh Cardinal.
8. ***Designated Parking Space***: means a parking space designated by the Township for the sole use persons with disabilities.
9. ***Fire Department***: means the fire department established by the Township.
10. ***Fire Access Route***: means an access route required for use by the Fire Department provided by means of a roadway, street, parking lot, or yard.
11. ***Highway***: shall have the same meaning as roadway.
12. ***Intersection***: means the junction or point at which two or more roadways meet or cross each other, either in a perpendicular fashion or at an angle.
13. ***Motor Vehicle***: means any private or commercial car or truck, motorcycle, motorized farm vehicle, motor assisted bicycle, and any other road vehicle that requires a motor or engine to be moveable. This meaning does not include a road building machine within the meaning of the Highway Traffic Act, as amended. "Vehicle" shall have a like meaning and interpretation.
14. ***Officer***: means a member of the Ontario Provincial Police, or a person empowered by way of the Provincial Offences Act and authorized by the Council of the Township of Edwardsburgh Cardinal as By-law Enforcement Officer.
15. ***Park or Parking***: when prohibited, means the standing of a motor vehicle including a pleasure vehicle, whether occupied or not, except when standing temporarily for the purpose of and while engaged in loading or unloading merchandise or passengers.
16. ***Parking lot***: means an area of land that has been arranged, laid out or improved to provide for the parking of motor vehicles.
17. ***Person***: means a person, firm, organization, or corporation used in the normal context of the word.
18. ***Private Passenger Vehicle***: includes a personal use only car, truck, motorcycle or other like vehicle that requires a road licence and is used exclusively for the transportation of one or more persons.
19. ***Pleasure Vehicle***: includes a licenced off-road vehicle such as a snowmobile or all-terrain vehicle (ATV) that is dependent on an engine or motor to be moveable.

20. *Police Officer*: means a member of the Ontario Provincial Police.
21. *Provincial Offences Officer*: means a Police Officer, Peace Officer or other person lawfully appointed, pursuant to the Provincial Offences Act, to enforce the by-laws of the Corporation.
22. *Roadway*: includes a common or public highway, street, avenue, lane, bridge, overpass or thoroughfare, designed and intended for use by the general public for the passage of vehicles, but does not include the shoulder of same. Where a highway includes two or more separate roadways, the term roadway refers to any one roadway separately and not to all of the roadway collectively. Also includes descriptions found under Section 26 of the Municipal Act, S.O. 2001.
23. *Sidewalk*: means a surface area, adjacent to or separate from a street or roadway, that was constructed and designed for the sole purpose of foot travel. This meaning also includes a walking path surfaced or non-surfaced.
24. *Stop or Stopping*: when prohibited, means the halting of a motor vehicle, including pleasure vehicles, even momentarily, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of Law Enforcement Officer or other police officer or a traffic control sign or signal.
25. *Township*: means the Corporation of the Township of Edwardsburgh Cardinal.
26. *Trailer*: means any accessory non-motorized road licenced or unlicensed device, equipped with wheels, and which is dependent on a motorized vehicle to be moveable. This can also include a sleigh that is horse or tractor drawn.
27. *Vehicle*: shall have a like meaning as "motor vehicle" and "commercial motor vehicle" as previously described.
28. *Winter Maintenance Event*: means weather that is likely to require snow plowing, sanding, salting, snow removal, or other winter maintenance operations.

SECTION 2 – GENERAL REGULATIONS

1. Where any expression of time occurs or where any hour or other period of time is stated, the time referred to shall be the current local time.
2. The By-law Enforcement Officer and Roads Superintendent may prohibit or restrict parking of vehicles on one or both sides of any street(s) or road(s) for such a length of time as he/she may deem proper for snow removal, street repairs, funerals, parades, and other special occasions.
3. Subject to the other provisions of this by-law prohibiting parking or stopping, no commercial motor vehicle, attended or not, shall be parked or left standing on any street, other than for the purpose of loading or unloading cargo or performing work related to that zone, and then only for such a period as is reasonable necessary to load or unload same.
4. Any vehicle owned by the Township, utilities or subcontractors of either and any authorized emergency vehicle shall be permitted to park in any parking space, street, or roadway, provided that said vehicle displays on the exterior of the vehicle, a recognized symbol of the Township or wording displaying the ownership of the vehicle and is being used in the performance of municipal or emergency duties. This exemption also includes the personal vehicles of volunteer firefighters when on duty.

SECTION 3 – STOPPING AND PARKING REGULATIONS

1. Stopping or Parking – General

- a) No person shall park or stop any vehicle on any roadway or portion thereof where the stopping or parking of vehicles is prohibited by appropriate signage.
- b) No person shall park or stop any vehicle on any roadway so as to impede the travel of other vehicles proceeding in the same or opposite direction.
- c) Where there is a raised or rolled curb, all persons stopping or parking a vehicle on a roadway will do so in a manner that situates the vehicle as close and as parallel to the right-hand curb as possible. This provision, as it relates to “parallel”, does not apply to a street or roadway having a downgrade or upgrade and a raised or rolled curb.

In the case of a roadway with a downgrade, the front wheels of the vehicle may be directed toward or abut the curb, thus, the vehicle may not be completely parallel to the curb when stopped or parked.

In the case of a roadway with an upgrade, the rear wheels may be directed towards or abut the curb, thus, the vehicle may not be completely parallel to the curb when stopped or parked.

- d) Where there is no curb, the vehicle will be stopped or parked as near to the right-hand limit of the roadway as is practicable without stopping or parking on a sidewalk or footpath, or, on any part of the highway where grass is grown, or, any area that is not visibly intended or otherwise identified for the stopping or parking of vehicles.

2. Parking – General and Unsigned

No person shall, on a roadway, park a vehicle in any of the following places:

- a) The entrance of a driveway or lane way or so as to obstruct vehicles in the use of a driveway or lane way;
- b) Within three (3) meters from the point on the edge of the roadway and nearest a fire hydrant;
- c) Within nine (9) meters of an intersecting roadway;
- d) Within three (3) meters of any level crossing or railway;
- e) On any roadway having overall width of less than six (6) meters;
- f) In front of an entrance to or exit from any building or enclosed space in which persons may be expected to congregate in large numbers, such as hotels, theatres, church halls, community centres;
- g) Alongside the tracks of any railway;
- h) In such a position as will prevent the removal of any other vehicle previously parked;
- i) On any street when the vehicle is inoperable or derelict for periods in excess of twelve (12) hours;
- j) On any street outside of a garage while waiting for the vehicle to be taken in for repairs for periods in excess of twelve (12) hours;
- k) On any street for the purpose of making repairs or servicing the vehicle. The replacing of a defective tire or starting of a stalled vehicle is permitted;

- l) On any boulevard, median, sidewalk or property owned by the Township and in any public park or private roadway/property, except in areas designated for the parking of vehicles.
- m) In front of the entrance to an emergency services building.

3. Parking – Specific and Signed

Where appropriate signs are erected and are on display, no person shall park or cause to be parked, a vehicle on any roadway within the limits specified by those signs. **Parking shall also be prohibited as follows:**

- a) No person shall park or cause to be parked a vehicle on any roadway designated as a Fire Access Route or Fire Zone.
- b) **No person shall park or cause to be parked a vehicle on any municipal parking lot from 1:00 a.m. to 7:00 a.m.**
- c) No person shall park or cause to be parked a vehicle within any designated firefighter parking.

SECTION 4 – PERSONS WITH A DISABILITY PARKING PROVISIONS

1. The Township may establish parking areas on roadways, township parking lots, on Township owned or controlled lands or on private property which are to be used solely for the parking of vehicles which display an accessible parking permit.
2. Where appropriate signs are erected, parking spaces designated for the use of the handicapped/disabled shall be reserved for the exclusive use of those so qualifying.
3. No person, organization or corporation shall park, or permit to be parked, a vehicle in a designated accessible parking area unless said vehicle is equipped with an accessible parking permit.
4. No person, corporation or organization shall display an accessible parking permit in any vehicle unless that person, corporation or organization is operating a vehicle which is being used at that time for the pick up or transport of the holder of an accessible person parking permit.
5. No person shall:
 - a) Have in his/her possession an accessible parking permit that is fictitious, altered or fraudulently obtained;
 - b) Display an accessible parking permit other than in accordance with this by-law;
 - c) Fail or refuse to surrender an accessible parking permit in accordance with this by-law;
6. Every person having possession of an accessible parking permit shall, upon demand of a Police Officer or By-law Enforcement Officer surrender the permit for reasonable inspection to ensure that the provisions of this by-law are being complied with;
7. An officer to whom an accessible parking permit has been surrendered may retain it until disposition of the case if the officer has reasonable grounds to believe that the permit:
 - i. Was not issued under the Highway Traffic Act;
 - ii. Was obtained under false pretence;

- iii. Has been defaced or altered;
 - iv. Has expired or been cancelled;
 - v. Is being or has been used in contravention of this by-law.
8. A Police Officer or By-law Enforcement Officer upon discovery of any vehicle parking or left in contravention of this section, may cause it to be moved or taken to and placed or stored in a suitable place and all costs and charges for removing, care and storage thereof, if any, are a lien upon the vehicle which may be enforced in the manner provided by Part III of the Repair and Storage Liens Act, 1990.
9. Spaces shall be reserved as follows:
- a) Two signed spaces at the Spencerville Community Centre (Spencerville Arena) parking lot on the south side.
 - b) Two signed spaces at the South Edwardsburgh Community Centre parking lot on the west side.
 - c) Two signed spaces at the Spencerville Municipal Office parking lot on the west side and one signed space on the north side.
 - d) Four signed spaces at the Ingredion Centre (Cardinal Arena) parking lot on the south side.
 - e) One signed space at the Cardinal Public Library on the west side.
 - f) One signed space at the Spencerville Public Library on the north side.

SECTION 5 – FIRE ACCESS ROUTE

Fire access route signs shall be legible signs approved by the Fire Chief and shall be placed at intervals of not more than twenty (20) meters along a fire access route and shall display the following:

- a) Fire access route;
- b) Parking prohibited;
- c) Motor vehicles will be tagged and towed.

SECTION 6 – WINTER PARKING AND CLEANING

1. No person shall park or cause to be parked a vehicle to remain parked on any highway or roadway so as to interfere in any manner with the work of:
 - a) Removing snow or ice;
 - b) Clearing of snow; or
 - c) Cleaning operations, including sweeping
2. No person shall park, or permit to be parked any motor vehicle, trailer or other like device on any highway or roadway during the consecutive months of November, December, January, February, March and to the 15th of April between the hours of 1:00 a.m. and 7:00 a.m.
3. Notwithstanding the provisions of 6.1 and 6.2, a winter maintenance event may be declared at any time by the Roads Superintendent or his/her designate.
4. Where a winter maintenance event has been declared, no person shall park a motor vehicle or permit a motor vehicle to remain parked on any roadway or street between the hours of 1:00 a.m. and 7:00 a.m.

SECTION 7 – DEPOSIT OF SNOW/DIRT/DEBRIS

1. No person shall push, blow or otherwise deposit any snow, dirt or any other debris on or across any Township roadway, sidewalk or road allowance.

SECTION 8 – REMOVAL OF ILLEGALLY PARKED VEHICLE

1. A Police Officer, By-law Enforcement Officer or an officer appointed for carrying out the provisions of the Highway Traffic Act and this by-law, upon discovery of any vehicle parked or left in contravention of this by-law, may cause it to be moved or taken to and placed or stored in a suitable place and all costs and charges for removing, caring and storage thereof, if any, are a lien upon the vehicle which may be enforced in the manner provided by Part III of the Repair and Storage Liens Act, R.S.O. 1990, as amended.
2. The provisions of this section also apply to the Director of Operations and the Roads Superintendent for purposes of enforcing Section 6 – Winter Parking and Cleaning.
3. The Township will not be liable for damages that may occur to vehicles being moved under the provisions of Section 8.

SECTION 9 – ENFORCEMENT

The By-law Enforcement Officer of the Township of Edwardsburgh Cardinal shall enforce the provisions of this by-law as applicable, and/or, the Ontario Provincial Police.

SECTION 10 – PENALTIES

1. Every person who contravenes any provision of this by-law 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.
2. A By-law Enforcement Officer of the Township of Edwardsburgh/ Cardinal and the Ontario Provincial Police are authorized to enforce the provisions of this By-law.
3. A person who is convicted of an offence under this by-law is liable for each day or part of a day that the offence continues, where the minimum fine shall not exceed \$500.00 and a maximum fine of \$10,000.00 and the total of all daily fines for the offences is not limited to \$100,000.00 as provided for in Section 429(3) of the Municipal Act, SO 2001, c. 25, as amended.
4. Upon registering a conviction for a contravention of any provision of this By-law, the court in which the conviction has been entered, may in addition to any other remedy and to any penalty imposed by this By-Law, make an order prohibiting the continuation or repetition of the offence by the person convicted, pursuant to Section 431 of the Municipal Act 2001, SO 2001 as amended.
5. The driver of a vehicle, not being the owner, is liable to any penalty provided under this by-law.
6. The owner of the vehicle may be charged with and convicted of an offence under this by-law for which the driver of the vehicle is subject to be charged unless, at the time of the offence, the vehicle was in the possession of some person other than the owner without the owner's consent and on conviction the owner is liable to the penalty prescribed or provided for the offence.

SECTION 11 – OTHER

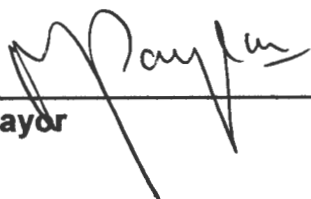
1. Where a provision of this By-law conflicts with a provision of another by-law enforced in the Township of Edwardsburgh Cardinal, the provisions that

established the higher standards shall prevail in order to protect the health, safety and welfare of the general public.

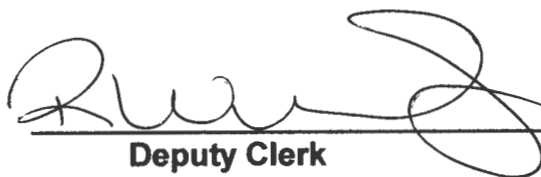
2. It is the declared intention of the Council of the Corporation of the Township of Edwardsburgh Cardinal that any section or part of this By-law which may subsequently be held to be illegal shall be severable from the remainder of the By-law and shall not be deemed to have persuaded or influenced the Council to pass the remainder of the By-law.
3. That Schedule "A" shall constitute part of this by-law.
4. That by-law 2018-29 will take effect on the 1st day of September, 2018 and will repeal and replace in its entirety by-law 2004-58 and by-law 2005-09, and all other by-laws previously passed that are inconsistent with the provisions of this by-law.

Read a first and second time in open Council this 28th day of May, 2018.

Read a third and final time, passed, signed and sealed in open Council this 28th day of May, 2018.



Mayor



Deputy Clerk

PROVINCIAL OFFENCES ACT

Part I

IT IS ORDERED pursuant to the provisions of the *Provincial Offences Act* and the rules for the Ontario Court of Justice, that the amount set opposite each of the offences in the schedule of offences under the Provincial Statutes and Regulations thereunder and Municipal By-law No. 2018-29 as amended of the Corporation of the Township of Edwardsburgh/Cardinal, attached hereto is the set fine for that offence. This Order is to take effect on September 18th, 2018.

Dated at Ottawa this 18th day of September 2018.



.....
Jean G. Legault, Regional Senior Justice
Ontario Court of Justice
East Region

PROVINCIAL OFFENCES ACT

Part II

IT IS ORDERED pursuant to the provisions of the *Provincial Offences Act* and the rules for the Ontario Court of Justice, that the amount set opposite each of the offences in the schedule of offences under the Provincial Statutes and Regulations thereunder and Municipal By-law No. 2018-29 as amended of the Corporation of the Township of Edwardsburgh/Cardinal, attached hereto is the set fine for that offence. This Order is to take effect on September 18th, 2018.

Dated at Ottawa this 18th day of September 2018.



.....
Jean G. Legault, Regional Senior Justice
Ontario Court of Justice
East Region

Schedule "A"
Township of Edwardsburgh Cardinal
Part II – Provincial Offences Act
By-law 2018-29, as amended by By-law 2018-42
Parking Regulations – Set Fines

ITEM	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	VOLUNTARY PAYMENT WITHIN 7 DAYS	SET FINE PAYMENT AFTER 7 DAYS
1	Park or Stop where prohibited by signage	S.3.1. a)	\$30	\$35
2	Park impeding traffic – either direction	S.3.1. b)	\$30	\$35
3	Stop impeding traffic -either direction	S.3.1. b)	\$30	\$35
4	Park facing wrong direction – curb (left hand side of roadway)	S.3.1. c)	\$30	\$35
5	Stop facing wrong direction – curb (left hand side of roadway)	S.3.1. c)	\$30	\$35
6	Park facing wrong direction – no curb (left hand side of roadway)	S.3.1. d)	\$30	\$35
7	Stop facing wrong direction – no curb (left hand side of roadway)	S.3.1. d)	\$30	\$35
8	Park obstructing driveway or lane way	S.3.2. a)	\$30	\$35
9	Park within 3 meters of a fire hydrant	S.3.2. b)	\$30	\$35
10	Park within 9 meters of an intersecting highway	S.3.2. c)	\$30	\$35
11	Park within 3 meters of a level crossing or railway	S.3.2. d)	\$30	\$35
12	Park on any roadway of less than 6 meters in width	S.3.2. e)	\$30	\$35
13	Park in front of an entrance/exit to assembly building	S.3.2. f)	\$30	\$35
14	Park alongside track of any railway	S.3.2. g)	\$30	\$35
15	Park blocking a parked vehicle	S.3.2. h)	\$30	\$35
16	Park inoperable, derelict vehicle on a street for more than 12 hours	S.3.2. i)	\$30	\$35
17	Park on street outside of garage for more than 12 hours	S.3.2. j)	\$30	\$35
18	Park to make repairs or servicing of vehicle	S.3.2. k)	\$30	\$35
19	Park on any boulevard, median, sidewalk, public park, property or private roadway/property not designated for parking	S.3.2. l)	\$30	\$35
20	Park in front of entrance to fire station	S.3.2. m)	\$45	\$50
21	Park within designated no parking zone	S.3.3	\$30	\$35
22	Park in designated Fire Access Route/Fire Zone	S.3.3 a)	\$30	\$35
23	Park on municipal parking lot from 1:00 a.m. to 7:00 a.m.	S.3.3 b)	\$30	\$35
24	Park within designated firefighter parking	S.3.3 c)	\$30	\$35
25	Park in designated accessible parking area – no permit	S.4.3	N/A	\$300

*Approved
Aryelle D
[Signature]*

26	Park - Interfere with removing snow or ice	S.6.1 a)	\$30	\$35
27	Park - Interfere with clearing of snow	S.6.1 b)	\$30	\$35
28	Park - Interfere with cleaning operations	S.6.1 c)	\$30	\$35
29	Park vehicle between hours 1:00a.m. to 7:00a.m from November 1 to April 15	S.6.2	\$50	\$55
30	Park vehicle between hours 1:00a.m. to 7:00a.m -winter maintenance event declared	S.6.4	\$30	\$35

Note: The general penalty sections for the offences indicated above is Section 10 of By-law 2018-29, as amended. A certified copy of which has been filed.

Schedule "B"
 Township of Edwardsburgh Cardinal
 Part I – Provincial Offences Act
 By-law 2018-29, as amended by By-law 2018-42
 Parking Regulations – Set Fines

ITEM	Column 1 SHORT FORM WORDING	Column 2 PROVISION CREATING OR DEFINING OFFENCE	Column 3 SET FINE
1	Possession of fictitious, altered or fraudulent permit	S.4.5 a)	\$300
2	Deposit snow/dirt/debris on Township roadway, sidewalk or road allowance	S 7.1	\$75

Note: The general penalty sections for the offences indicated above is Section 10 of By-law 2018-29, as amended, a certified copy of which has been filed.

*Approved
 [Signature]
 RST
 Aug 16/18*