

**MINUTES
COMMUNITY DEVELOPMENT COMMITTEE
MONDAY, JULY 2, 2019
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE**

Present: Deputy Mayor Deschamps, Chair
Councillor Dillabough
Shannon Brown
Conor Cleary (left at 8:28pm)
Greg Modler
Chris Ward

Regrets: Mayor Sayeau, Ex Officio
Cody Oatway

Staff: Rebecca Williams, Deputy Clerk
Wendy Van Keulen, Community Development Coordinator

1. Call to Order

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

2. Approval of Agenda

Moved by: C. Ward seconded by: S. Brown that the agenda be approved as presented.

Carried

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

4. Business Arising from Previous Community Development Minutes

There was a brief discussion with respect to the proposed tri-municipal meeting, specifically if community development and recreation would be discussed.

5. Action/Information Items

Live: Land Use Planning

a) Application for Site Plan Amendment: H&D Petroleum

Committee reviewed the report and asked for clarification with respect to the level 1 risk and safety management plan to be approved by the Fire Chief and if

the Township fire department would respond to calls. It was noted that the level 1 plan would be approved by the Township Fire Chief and that it would be the Township fire department responding to calls.

Committee noted that the majority of Members were concerned about the location of the proposed retail propane tank dispenser, specifically with respect to its proximity to County Road 44 and the lack of a stop sign on County Road 44. Members further discussed why County Road 44 should have a stop sign when approaching the truck stop and Highway 416 turn off, noting that additional traffic control measures near a propane and diesel/gas dispenser would increase safety.

Moved by: G. Modler seconded by: S. Dillabough that Committee recommends that Council adopt a by-law to amend the existing site plan control agreement for 2025 County Road 44 to replace the existing site plan and allow the installation of a bulk retail propane dispenser.

Carried

b) Application for Severance: B-35-19 (Grainger)

Moved by: C. Ward seconded by: S. Brown that Committee recommends that Council recommend in favour of severance B-35-19 (Grainger).

Carried

c) Application for Severance: B-39-19 & B-40-19 (Barton)

Committee reviewed the report and asked for clarification with respect to the total acreage and portions to be severed. It was noted that both lots to be created are just over 3 acres, with over 20 acres being retained. Members briefly discussed the provincial policy which directs that 60% of more of growth should be directed to settlement and employments areas.

Moved by: S. Dillabough seconded by: C. Ward that Committee recommends that Council recommend in favour of severance B-39-19 and B-40-19 (Barton), with the condition that an Environmental Impact assessment be completed, that demonstrates to the satisfaction of the Township, that there will be no negative impacts on the natural features or the ecological functions for the area.

Carried

d) Application for Severance: B-41-19 (Adams)

Committee reviewed the report and confirmed that the Water St unopened road allowance will not affect the severance. Members confirmed that the storage garage was within setback requirements.

Moved by: G. Modler seconded by: S. Dillabough that Committee recommends that Council recommend in favour of severance B-41-19 (Adams).

Carried

Work: Economic Development

e) Application for CIP Grant: 14 Spencer St

Committee reviewed the application and confirmed that the application met all requirements within the CIP program. Members noted that the grant application is in line with the FICE review. There was consensus from Committee to request staff to provide the Committee with the FICE reports for Cardinal and Spencerville.

Members commented on the lack of accessibility into the building and if a ramp could be installed. Members discussed if the Committee could include an additional CIP program requirement with respect to public accessibility into private business locations. It was noted that the CIP program did not address accessibility as a requirement. There was consensus from Committee to direct staff to review AODA requirements for private businesses.

Moved by: C. Cleary seconded by: C. Ward that Committee approves the CIP application S-01-19 (Vacchio) for \$1,751.50.

Carried

f) Updates to Top 10 Priorities

The Community Development Coordinator presented Committee with an update for the Top 10 priorities from the Economic Development Strategy. The Committee discussed the following priority items:

Priority 1: Industrial/Commercial Land Strategy

- Township constantly working to promote and grow its industrial/commercial base
- Discussed possible future opportunity with the Ontario Job Site Challenge
- There was consensus from Committee to discuss and work towards forming an industrial/commercial land strategy

Priority 2: Policies to ensure proceeds from sales of Township owned commercial/industrial land are used to offset the cost of securing additional industrial/commercial lands

- Confirmed that the Township has a policy in place, with \$2,068,268.00 in the industrial park reserve fund

Priority 3: Ontario Investment Ready Certified Site Designation

- Members noted that the Township achieved site certification for the lands now owned by Giant Tiger.
- Discussed possible requirements if the Ontario Job Site Challenge selects the Township as a future location for an automotive sector business
- Noted that the Mayor and CAO met with the Assistant Deputy Minister for Open for Business

Priority 4: Business Visitation Program

- Hosted the Meet Your Council event which provided feedback from local businesses and community organizations
- Updated the general Township brochure, as well as the CIP program brochure and recreation listings
- Noted that the UCLG Economic Development department organizes a business directory which is linked to the Township website

Priority 5: CIP Program

- Noted the new Township brochures as positive marketing material
- Members suggested that the Township brochures could be included and promoted further on the Township social media to be easily “shareable”
- There was a brief discussion with respect to what is considered a downtown core area within the Township and if the Committee wants to consider expanding the CIP program areas in the future

Priority 6: Coordinate Township’s tourism assets with the different events to ensure maximum tourism spending in the communities.

- Members noted that the Township advertising should be more focused on website/social media base instead of paper
- Discussed if the Township could prepare a “mailout” page to outline what is happening in the Township. Members noted that the Township currently promotes events through social media.
- Members noted that community organizations and businesses that create/organize events can contact the Township to include the event information on the community calendar and promote their advertisements through the Township social media. It was noted that the Township is willing to provide the support, however staff do not create posters/event pages etc. for the organizations and businesses hosting the events

Priority 7: Continue expanding the Township’s communications/marketing program, to include a value proposition and residential attraction program.

- Noted that the Township Community Information Guide brochure was recently updated along with banners and trade show booth signage
- Received funding through the Main Street Revitalization Fund to update the Township asset and street signage with the new Township branding
- Newly installed Highway 401 and 416 signage

Priority 8: Continue to work with local internet service providers, the Edwardsburgh Cardinal business community and funding partners to ensure accessible and affordable high-speed broadband is available to the entire Township.

- There was consensus from Committee that there is a need for improved broadband services in the Township, specifically rural areas
- Discussed the Eastern Ontario Wardens Caucus and EORN work to increase broadband services. Members noted that EORN confirmed that the federal and provincial governments have committed in total \$142 million to help fill gaps in mobile broadband coverage.
- Members noted that increased high-speed internet and mobile broadband will promote safety and home-based businesses

Priority 9: Continue to work towards creating a united Edwardsburgh Cardinal by undertaking a Community Development Strategy (CDS) process.

- Members commented on the perceived ongoing divide within different areas of the Township and how the divide may be difficult to address
- Committee discussed the provincial government's push to a more regional approach. Members discussed the possible tri-municipal meeting between Edwardsburgh Cardinal, Augusta and Prescott and how the 3 Councils may address issues and ideas of efficiency
- Members noted that before the Committee dives into developing a CDS, they must first determine a vision and mission statement. Members noted that the Committee and Council needs to determine what the public sees for the future of the Township

Priority 10: Undertake a waterfront plan to explore and incorporate the best and most effective use of Edwardsburgh Cardinal's waterfront.

- Members requested a copy of the report that discussed uses, specifically camping and boating at the Legion/Galop Canal park area
- Members suggested that a roundtable to further discuss the priorities with the public may be considered in the future

Moved by: G. Modler seconded by: S. Brown that Committee requests staff to present the updated Top 10 Priorities presentation to Council as an educational tool.

Carried

Play: Recreation

g) Discussion Item: Recreational Roundtable

Committee reviewed the draft invitation and discussed if a survey should be included as part of the RSVP process. Members suggested that the meeting should be held at one of the recreation facilities. There was consensus from Committee for the following:

- that the recreation roundtable would be held at the Johnstown Community Centre
- that the invitation would not include a survey
- that the RSVP deadline date be set – September 15th

Members suggested that an information booth be set up and manned during the Spencerville fair to provide general Township information and collect suggestions to be discussed during the recreation roundtable. Members noted that the booth could be set up similar to the trade show events.

Moved by: S. Brown seconded by: C. Ward that Committee recommends that Council:

1. Direct staff to research the cost of a booth at the Spencerville Fair and report back to the Community Development Committee.

Carried

h) Updated List of Recreational Activities in TWPEC

Members noted the updates to the list and how other organizations can access the list as an information tool.

6. Inquiries/Notices of Motion

Members requested that staff review the AODA requirements for private businesses, such as restaurants, and if the CIP program could fund accessibility upgrades. It was noted that building accessibility improvements are currently listed as an eligible project under the CIP program.

Members noted that other Townships are paying more for lifeguards and other summer student positions. It was noted that staff will be reviewing best practices and preparing a report for the Committee of the Whole – PW/ES/F in the fall with respect to summer student wages.

7. Question Period – None


8. Closed Session – None

9. Adjournment

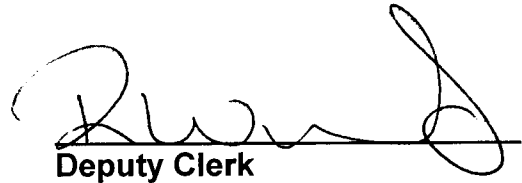
Moved by: S. Dillabough seconded by: S. Brown that Committee does now adjourn at 9:18 pm.

Carried

These minutes were approved in open Council this 22nd day of July, 2019.

A handwritten signature in black ink, consisting of a large, stylized 'D' followed by several loops and a long horizontal stroke extending to the left.

Chair

A handwritten signature in black ink, featuring a large, stylized 'R' followed by several loops and a long horizontal stroke extending to the right.

Deputy Clerk