

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

**Monday, July 4, 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  
Chris Ward

**REGRETS:** Greg Modler  
Cody Oatway

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

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

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

**2. Approval of Agenda**

**Moved by:** C.Ward

**Seconded by:** Councillor Cameron

That the agenda be approved as presented.

Carried

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

a. Councillor John Hunter

Councillor Hunter declared a conflict of interest on item 6 a.1. as he is the owner/applicant for severance. The appropriate paperwork for the disclosure was filed with the Clerk.

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

Committee sought clarification on the timeline of validity and transferability of a building permit. It was noted that in accordance with the Building Code Act, work must be initiated within 6 months of the building permit issuance. It was noted that further follow-up on the ability to transfer the permit from owner to owner was required.

Members sought clarification on what would be considered sufficient progress to extend the permit validity past the 6-month timeline. It was noted that the continuance of a building permit is at the discretion of the Chief Building Official.

## **5. Delegations and Presentations**

None.

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

### **a. Live: Land Use Planning**

#### **1. Application for Severance, 1902 Crowder Road (Hunter)**

Councillor Hunter declared a conflict on this item. (Councillor Hunter declared a conflict of interest on item 6 a.1. as he is the owner/applicant for severance. The appropriate paperwork for the disclosure was filed with the Clerk. ; ;)

Councillor Hunter did not participate in the discussion or vote on the matter.

Committee reviewed the report and noted SNC's recommendation to perform an environmental impact study. Members sought clarification on the delineation of the property's existing driveway and the proposed frontage of both the retained and severed lots. It was noted that the driveway is located on the retained lands which will have 100m of frontage. The proposed severed lot consists of 70m of frontage.

Committee inquired about the ownership of the road allowance with the centre commons lot between lots 18 and 19 and the location of the quarry entrance. It was noted that the road allowance was registered as owned by the Township at the Land Registry Office, however, the applicant claims ownership of this land. It was noted that there is an existing entranceway for the retained land. If not obtained already, an additional entranceway permit for the proposed severed lot would be required from the Counties as the road authority for County Road 21. Members inquired if the discrepancy regarding the unopened road allowance would be resolved if the UCLG grants the severance. It was noted that the UCLG have requested proof of ownership for this land from the applicant. A survey of the severed land will be required as a condition of severance approval, which may help to clarify the lot

boundary. A brief definition of what a centre common lot is was provided to Committee.

**Moved by:** Mayor Sayeau

**Seconded by:** Councillor Cameron

That Committee recommend that Council recommend in favour of severance B-84-22, with the condition that an Environmental Impact Assessment be submitted to the approval authority, to the satisfaction of the Conservation Authority.

Carried

Councillor Hunter spoke to a deed depicting himself as the owner of the center commons including the road allowance. He noted that it is not an identified road allowance, it is a private road that was built by his family years ago to access their quarry. It was noted that further exploration would be required to resolve the issue.

Councillor Hunter returned to the table.

2. Telecommunications Tower, 9066 County Road 44 (Stratus-Group Inc. o/b Xplornet Communications Inc.)

Committee reviewed the report and discussed the proximity of towers, various uses of towers and progress with past tower consultations. Members confirmed that there had been correspondence received from the land owner identifying Stratus Group Inc. as their agent. It was noted that Committee has no approval authority when it comes to telecommunication towers, however, consultation between the Township and the tower provider on the process is encouraged.

Committee requested that the Innovation, Science and Economic Development Canada (ISED) radiofrequency guidelines be provided to all members of Committee for review. Members noted the possibility of shared use of the towers should the grid system be set for use among all providers and subsequently limit the need for the number of towers installed. Members highlighted that 250 new towers were proposed to be built for the Eastern Ontario Regional Network (EORN) cell gap project.

**Moved by:** Councillor Hunter

**Seconded by:** Councillor Cameron

That Committee recommends that Council accept a letter of undertaking from Xplornet Communications Inc., as attached, regarding a telecommunications facility at 9066 County Road 44; and

That Council request that Xplornet Communications Inc. provide

the Township with a copy of any comments or concerns raised during the public consultation period; and

That provided no concerns are raised during the public consultation period, Council direct staff to provide a letter of concurrence to Xplornet Communications Inc.

Carried

b. Work: Economic Development

1. Community Improvement Project Areas

Committee reviewed the report and discussed the possibility of hiring a consulting firm to assess the Johnstown area for possible implementation of a Community Improvement Plan. Members identified a need to determine a Community Improvement Project area to include the settlement area of Johnstown, recognizing the minimal commercial properties that would be able to benefit from the current program template found in Cardinal and Spencerville. A framework of the scope and purpose of the desired CIP for Johnstown was recommended to be provided as guidelines for the consultant.

Committee inquired about a low-interest program offered by the Township for residential home improvements in the past and if the program was continuing to be offered at the UCLG. It was noted that the UCLG offers the Ontario Renovates Program to help with home renovations. Members sought clarification on the restrictions to applying for funding from a Township CIP program. It was noted that the maximum combined funding per property across the 6 programs is \$10,000.

c. Play: Recreation

None.

**7. Inquiries/Notices of Motion**

Councillor Cameron inquired about intentions for the sand located at Richardson Point following the recent Canada Day celebrations. It was noted that the intent was to level it off following the labour day festivities.

Members commended all involved with the Cardinal Canada Day celebrations noting a great job on the clean-up following the festivities.

Councillor Dillabough noted the additional effort made by Township part-time staff to address plumbing issues with the washrooms at the Cardinal waterfront canteen.

Councillor Hunter commented on the welcome addition of flower baskets throughout the village of Spencerville and thanked staff for the ongoing maintenance of the baskets.

Advisory Member Chris Ward noted the outstanding job on the roadside cutting.

Deputy Mayor Deschamps requested that consideration to include a youth citizen of the year award be discussed at the appropriate committee meeting.

Councillor Hunter inquired if the Township had submitted a nomination for the UCLG entrepreneur of the year.

The CAO made a note in relation to the earlier discussion regarding building permit validity. It was noted that Section 8 subsection 10 of the Building Code Act states revocation of a building permit will occur after 6 months if construction has not commenced.

Councillor Cameron noted the Stove Store's 50 years of service in the Township.

**8. Question Period**

None.

**9. Closed Session**

None.

**10. Adjournment**

**Moved by:** Councillor Hunter

**Seconded by:** C.Ward

That Committee does now adjourn at 7:43 pm.

Carried

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Chair

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Deputy Clerk