

**THE CORPORATION OF THE MUNICIPALITY OF  
CHATHAM-KENT**

**CHATHAM-KENT COUNCIL MEETING**

**COUNCIL CHAMBERS, CHATHAM-KENT CIVIC CENTRE**

**February 14, 2011**

**4:00 P.M.**

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**1. CALL TO ORDER**

The Mayor called the meeting to Order.

Present were: Mayor Randy Hope, Councillors Bondy, Brown, Crew, Faas, Fluker, Gilbert, Herman, King, Myers, Leclair, Parsons, Pinsonneault, Robertson, Stirling, Sulman, Vercooteren, and Wesley

**2. DISCLOSURES OF PECUNIARY INTEREST  
(DIRECT OR INDIRECT) AND THE GENERAL NATURE THEREOF**

**3. RECESS TO CLOSED SESSION**

**4. ADJOURNMENT OF CLOSED SESSION**

**5. APPROVAL OF SUPPLEMENTARY AGENDA**

The Clerk noted that administration was requesting that Item #14(f) be postponed to a later date pending further information from administration.

Councillor Pinsonneault moved, Councillor Stirling seconded:

**“That Item #14(f) be postponed to a later date pending further information from administration.”**

The Mayor put the Motion

**Motion Carried**

**6. DISCLOSURES OF PECUNIARY INTEREST (DIRECT OR  
INDIRECT) AND THE GENERAL NATURE THEREOF**

Councillor Brown declared a pecuniary interest with regard to Items 12(a) and 14(f).

**7. RECOGNITION**

- (a) Recognition of Deb Veccia, Supervisor, Chatham Parks by the Accessibility Advisory Committee for her Dedication to Accessibility

Ralph Rholes, Chair of the Accessibility Advisory Committee presented Deb Veccia with

a certificate of recognition for her dedication to accessibility.

## 8. PLANNING SERVICES

The Clerk reviewed the procedure to be followed during the planning meeting. Mr. Robert Brown, Storey Samways Planning Ltd. explained for members of the public that if any person or public body that files an appeal of a decision of The Corporation of the Municipality of Chatham-Kent in respect of a proposed planning application does not make any oral submission at the public meeting or any written submission to The Corporation of the Municipality of Chatham-Kent before the proposed Zoning By-law Amendment is approved, the Ontario Municipal Board may dismiss all or part of the appeal.

He also advised that information on Council's actions would be published on the municipal website ([www.chatham-kent.ca](http://www.chatham-kent.ca)). All persons receiving notice of this meeting will receive a Notice of the Passing of a By-law, relating to any of the planning applications presented here tonight, if approved, including appeal procedures. Any other person who wishes to receive a Notice of Passing or a Notice of Council's decision must submit a written request to the Municipal Clerk.

- (a) Zoning By-law Amendment (File D-14 CA/16/10/V)  
Vanroboys Enterprises Ltd.  
12853 Longwoods Road  
Part of Lot 10, Concession A  
Community of Camden (East Kent)
- Presentation by Administration/Planning Consultant
  - Public Input
  - Presentation by Applicant
  - Discussion
  - Action by Council

The Mayor asked if any person from the public had an interest in the application. There was one member from the public noted as being present with an interest in the matter. The applicant was present at the meeting.

The consultant presented the application.

Councillor Sulman questioned how close the nearest residential building is and if the stockpile is visible from that residence. Mr. Brown explained that the closest residence is approximately 175 meters from the location of the stockpile, and based on the site visit one of the residences might be able to see the stockpile until the structure is completed.

### Brenda Neuts, 12854 Longwoods Road

Ms. Neuts explained that numerous recycling activities have taken place on this property since 1987. They have recycled everything from newspapers to human waste. She further noted that recycling activities have been mismanaged and investigated by the Ministry of the Environment. Ms. Neuts expressed concern with the number of transports parked on the narrow rural road.

Councillor Leclair questioned if the stockpile will be left out in the elements and the direction of the water course in relation to the stockpile. Mr. Brown explained that the stockpile is left outside until it is processed. He further explained that he was not aware of any concerns about the runoff from the stockpile affecting any nearby drainage.

Council Leclair questioned if an environmental farm plan is needed to spread this product on farm land. Mr. Brown explained that all farms require nutrient management plans and this product would have to be factored into their nutrient management plan.

In response to a question by Councillor Crew, Mr. Brown explained that the LTVCA was included on the circulation of this application and no concern was expressed.

Councillor Crew questioned if the Municipality would be informed of any past or ongoing environmental issues related to this application. Mr. Brown explained that this was the first he was aware of any environmental issues. Councillor Crew questioned who polices any issues with the nutrient management plan. Mr. Brown explained that the Ministry of the Environment would investigate any issues with the nutrient management plan.

Ms. Neuts explained that the most recent concern was with metal drums containing toxic waste located on the property. She noted that she could provide the card of the investigator for the Ministry that was looking into this issue.

Councillor Crew questioned how the Municipality would be made aware of any Ministry investigation. Mr. Brown explained that the Municipality would not be informed of any environmental orders until they were directly involved. Councillor Crew expressed concern with there being potential environmental issues and noted that she would need further clarification from the Ministry of the Environment in order to approve this application.

#### Steve Vanroboys (applicant)

Mr. Vanroboys noted that this application was made in good faith and he has complied with all the necessary regulations and contacted all the proper authorities. He further noted that there are no outstanding issues with the Ministry of the Environment and he has no idea what Ms. Neuts was referring to regarding drums with toxic material.

Mr. Vanroboys explained the recycling process that will take place on the property.

Councillor Gilbert noted that any approvals from the Ministry of the Environment about this application would be good information to append to this report.

Councillor Stirling questioned if it would be possible to approve the application with the condition that there be no outstanding orders with the Ministry of the Environment. Mr. Brown explained that it would not be possible to put that condition on the application.

Councillor Crew moved, Councillor Gilbert seconded:

**“That**

**Report 8(a) be referred to administration for additional information from the Ministry of the Environment and come back to the March 21, 2011 meeting.”**

The Mayor put the Motion to Refer

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy		X	Parsons		X
Brown		X	Pinsonneault		X
Crew	X		Robertson		X
Faas		X	Stirling		X
Fluker		X	Sulman		X
Gilbert	X		Vercouteren		X

Herman		X	Wesley		X
King		X	Mayor Hope		X
Leclair		X	<b>Total</b>	<b>2</b>	<b>16</b>
Myers		X			

**Motion to Refer Failed**

Councillor Pinsonneault moved, Councillor Brown seconded:

“That

**Council approve zoning application D-14 CA/16/10/V to rezone the subject lands to add greenhouse grow material recycling as an additional permitted use.”**

The Mayor put the Motion

Councillor	Yes	No	Councillor	Yes	No
Bondy	X		Parsons	X	
Brown	X		Pinsonneault	X	
Crew		X	Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	
Gilbert	X		Vercouteren	X	
Herman	X		Wesley	X	
King	X		Mayor Hope	X	
Leclair	X		<b>Total</b>	<b>17</b>	<b>1</b>
Myers	X				

**Motion Carried**

- (b) Combined Application for Plan of Condominium (36 CDM-10503),  
Zoning By-law Amendment (File D-28 C/41/10/O) & Site Plan Approval  
2136615 Ontario Ltd.  
113, 115, 117, 119, 121, 123, 125, & 127 King Street West  
Pt. of Lot A, Old Survey, Part 5, RP 24R 3825, Exc. Part 43, RP 24R 3682,  
Part 40 & 42, RP 24R 3682 & Part 1 & 2, RP 24R 6874  
Community of Chatham (City)
- Presentation by Administration/Planning Consultant
  - Public Input
  - Presentation by Applicant
  - Discussion
  - Action by Council

The Mayor asked if any person from the public had an interest in the application. There was one member from the public noted as being present with an interest in the matter. The applicant was present at the meeting.

The consultant presented the application.

Councillor Fluker sought clarification on how this application will affect Simcoe Lane. Mr. Brown explained that the application will have minimal effect on Simcoe Lane. There may be a decrease of a few parking spaces.

Councillor Fluker questioned if the LTVCA expressed any concerns regarding the flood hazard of the parking structure. Mr. Brown explained that the LTVCA has granted the permit for the parking structure, however they did not that flood advisories are issued

from time to time for this area.

Councillor Gilbert questioned where the parking will be for the check-in process for the hotel. Mr. Brown explained that a drop off area will be designed on King Street to accommodate the hotel.

Councillor Gilbert noted the congestion of the intersection. She questioned if the traffic study identified a need for a left turn lane due to the traffic increase from this application. Mr. Brown explained that the traffic study did not identify that left turn lanes were necessary.

In response to a question by Councillor Gilbert, Mr. Brown explained that the onsite parking is enough to accommodate the hotel and the residents of the property. Councillor Gilbert expressed concern with the parking needs of the conference rooms located in the building. Mr. Brown explained that the conference rooms are intended to be used by guests of the hotel; therefore no additional parking would be required.

Councillor Sulman questions what control Council has to ensure that the artist's rendering of the building is met in the end result. Mr. Brown explained that by attaching the artist's renderings to the site plan the applicant is agreeing to build what is depicted. Mr. Brown also noted that the applicant will have to adhere to the design guidelines.

Councillor Sulman sought clarification on how the parking spots break down between the hotel and the condominiums.

Councillor Robertson expressed concern regarding King Street being blocked off during construction and restricting the flow of traffic to other downtown businesses. Mr. Brown explained that the construction foreman will liaise with the BIA to notify them of any road closures and to reduce any potential impact to the local businesses.

### **Lisa Gilbert, Heritage Committee Chair – 11768 Bates Drive**

Mrs. Gilbert brought forward the concerns of the Heritage Committee regarding the lack of an archeological assessment on this property. She provided Council with an overview of the history of the property. She requested that Council consider conducting a Phase I Archeological Assessment on the property. If that was not an option, she requested that the applicant retain the services of an archeologist to oversee the excavation.

Councillor Bondy noted that this property has already been developed felt that any items of archeological significance should have already been discovered. Mrs. Gilbert explained that there is still the possibility that artifacts could be discovered.

Councillor Gilbert requested that the developer work with the Heritage Committee to erect a story board on the history of the property.

The applicant did not wish to address Council.

Councillor Stirling moved, Councillor Myers seconded:

**“That**

- 1. That Council adopt zoning amendment D-28 C/41/10/O which adds site specific provisions to the existing zoning to:**
  - i) increase the permitted density from 74 units per hectare to 247 units per hectare;**

- ii) to decrease the required on-site parking spaces from 119 spaces to 87 spaces;
  - iii) add the “H” - Holding Zone to the subject property.
2. That Council approve site plan application D-28 C/41/10/O for the construction of a nine storey, mixed use commercial/residential building to consist of 64 residential condominium units, a hotel, main level commercial space and two underground parking levels, in the Community of Chatham (City), subject to the following conditions;
- i) that the Owner enter into a Site Plan Agreement with the Municipality to provide for the installation, construction and maintenance of the parking areas, driveways, landscaping, grading and drainage, and other facilities shown on the attached plan, along with any necessary service connections, at the owner’s expense;
  - ii) that all drawings, elevations, cross-sections, floor plans and renderings attached to this report form part of the site plan and are to be attached to the site plan agreement;
  - iii) that all on-site works, as shown on the site plan, be completed to the satisfaction of the Municipality, prior to occupancy or the applicant submit securities equal to the cost of the uncompleted on-site works to the Municipality;
  - iv) that the Owner agree to provide a letter of credit in the full amount of any required off-site works, the amount to be determined by the Municipality once the final design of those works is determined;
  - v) that the applicant provide a stormwater management plan acceptable to the Municipality;
  - vi) that damage resulting from construction of the proposed development to abutting municipal road allowances, including but not limited to sidewalks, curb and gutter, and road surfaces shall be restored to a condition satisfactory to the Municipality;
  - vii) that all construction staging areas shall be approved by the Municipality and maintained in accordance with the Property Standards By-law;
  - viii) that the Owner obtain all necessary road encroachment permits prior to construction;
  - ix) that any temporary road closures shall require a minimum 48 hour notice to the Municipality prior to closure and the cost associated with temporary road detours are the responsibility of the Owner;
  - x) that the Owner establish a liaison between the Municipality and construction foreman to facilitate communication on the status and timelines of the construction to minimize or eliminate impact on day-to-day business operations on King Street West and on any annual events planned in the downtown;

- xi) that the Owner shall agree to provide the Lower Thames Valley Conservation Authority (LTVCA) with a copy of the final approved stormwater management report;
  - xii) that the Owner shall agree to comply with all LTVCA regulations as they relate to the necessary floodproofing requirements outlined in the LTVCA permit;
  - xiii) that, if necessary, the Owner convey a one foot square from any of the subject parcels to the Municipality, free of charge and clear of all encumbrances, to affect the consolidation of the subject lands into one lot;
  - xiv) that if a building permit is not issued prior to November 4, 2012, the Owner must obtain the necessary permit renewal from the LTVCA;
  - xv) that the Owner provide a final amended copy of the Traffic Impact Study reflecting the requested technical amendments outlined in the HDR/iTrans peer review.
3. Council approve draft plan of condominium 36 CDM-10503, for the property located at 113, 115, 117, 119, 121, 123, 125 & 127 King Street West, in the Community of Chatham (City), subject to the conditions set out in Schedule "A" attached, and:
- a) That the Mayor and Clerk be authorized by by-law to sign the Draft Plan of Condominium;
  - b) That the Mayor and Clerk be authorized to execute the Condominium Agreement;
  - c) That upon satisfaction of all conditions of draft approval, the Mayor and Clerk be authorized to sign the Final Plan of Condominium.

Councillor Stirling moved an amendment, Councillor Myers seconded:

**"That the owner retain the services of an archaeologist to oversee the excavation."**

The Mayor put the Amendment

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy		X	Parsons		X
Brown		X	Pinsonneault		X
Crew		X	Robertson		X
Faas		X	Stirling	X	
Fluker		X	Sulman		X
Gilbert	X		Vercouteren	X	
Herman		X	Wesley		X
King		X	Mayor Hope		X
Leclair		X	<b>Total</b>	<b>4</b>	<b>14</b>
Myers	X				

**Amendment Failed**

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons	X	
Brown	X		Pinsonneault	X	
Crew	X		Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	
Gilbert	X		Vercouteren	X	
Herman	X		Wesley	X	
King	X		Mayor Hope	X	
Leclair	X		<b>Total</b>	<b>18</b>	<b>0</b>
Myers	X				

**Motion Carried**

**9. DEPUTATIONS - ITEMS ON CURRENT AGENDA  
(requests must be received by 3:00 p.m.)**

**10. CONSENT AGENDA**

- (a) Reports to Council
  - (i) Tile Drainage Loan Debenture By-law and Inspections
- (b) Information Reports
  - (i) Civic Centre Patio as Seasonal Special Event Venue – Addendum
  - (ii) 2010 Municipal Election Expense and Summary
- (c) Routine Approvals
  - (i) Application for Liquor Licence – Chatham-Kent John D. Bradley Convention Centre
- (d) Committee Reports
  - (i) Chatham-Kent Board of Health minutes from its meeting held on December 15, 2010 *(to be received)*

Councillor Stirling requested that Item 10(b)(i) be set aside as discussed separately.

Councillor Herman requested that Item 10(b)(ii) be set aside as discussed separately.

Councillor Herman moved, Councillor Stirling seconded:

**“That the items on the consent agenda be approved as presented and that action be taken as required, excluding any items placed aside.”**

The Mayor put the Motion

**Motion Carried**

**10(b)(i) Civic Centre Patio as Seasonal Special Event Venue – Addendum**

**MUNICIPALITY OF CHATHAM-KENT**

**COMMUNITY DEVELOPMENT AND PLANNING SERVICES**

**COMMUNITY SERVICES – PARKS, CEMETERIES AND HORTICULTURE**

**INFORMATION REPORT**

**TO:** Mayor and Members of Council

**FROM:** Ashley White  
Special Events Coordinator

**DATE:** January 27, 2011

**SUBJECT:** Civic Centre Patio as Seasonal Special Event Venue - Addendum

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This report is for the information of Council.

**BACKGROUND**

At the March 23, 2009 Council meeting, the following Notice of Motion was approved:

“That Council instruct staff to develop a business plan to market the Civic Centre patio as a seasonal venue for special events such as festivals, concerts, weddings, etc., and that such a plan include, among other things:

- Appropriate market research to determine the community interest
- Necessary facility improvements and estimated costs
- Insurance and staff requirements
- Potential rental income (rates and anticipated revenue)
- Advertising needs”

At the July 19, 2010 meeting, administration brought forward the report which outlined the background research from user groups, existing facility booking procedures, insurance and staff requirements, current infrastructure restraints, and suggested upgrades from event organizers. Council approved the following recommendations:

1. The Chatham-Kent Civic Centre patio be added to the existing list of municipal parks and facilities available for public use, and subject to all relevant municipal policies and procedures.
2. The rental of the Civic Centre patio be at no cost to the public.

Councillor Art Stirling requested an addendum be brought before Council after the 2010 municipal election, which would include the financial estimates for the suggested patio upgrades.

**COMMENTS**

Both event organizers and municipal staff were consulted regarding a) the Civic Centre patio as a special event venue and b) the available amenities and conditions for use that restrict the size and type of events held at this venue.

The following listing of suggested patio upgrades for future consideration would enable the Civic Centre patio to become a venue for larger events and enable it to be used

more frequently.

1. New access ramp: replace the interlocking brick with concrete in order to bear heavier loads and allow direct vehicle access to the patio from King Street. Construction is estimated between \$6,000 and \$8,000.
2. Upgrade Boater Washrooms: increase the number of stalls in both the male and female washrooms to three, and make both washrooms wheelchair accessible. By increasing the number of stalls available for public use, the maximum attendance at an event hosted on the patio could increase to 300 persons per Public Health requirements. As there is currently not enough space in the existing footprint to allow for any additional stalls or to comply with the accessibility standards, the renovations are estimated to cost between \$40,000 and \$50,000.
3. Install cover for inclement weather: as the venue is seasonal in nature and there is currently no protection from the elements, a permanent canopy would allow for an increased number of users. Although a permanent structure limits the creative use of space, it provides necessary cover while addressing the restrictions of installing temporary tents. As the cement floor of the patio is also the catacomb ceiling of the underground parking garage, tent hooks are not allowed to be drilled into the cement, thus limiting the size and type of tent allowed on the patio. The design and construction of a permanent 1,000 square foot, high-tension fabric patio canopy, is estimated to cost \$70,000.
4. Increase in power access: increased power access is not necessary. A separate power line from the main source was routed to the patio for an event in approximately 2004. This power box can provide enough voltage to power a music concert with light show, and will accommodate the majority of event users.

## **CONSULTATION**

The Building Maintenance Coordinator was consulted regarding current patio limitations and available power access to the patio.

The Manager of Municipal Assets provided the financial estimates for the suggested infrastructure upgrades.

Soper Fabric Products Ltd. provided an estimate for the cost of designing and constructing a high tension fabric patio canopy.

## **FINANCIAL IMPLICATIONS**

There are no financial implications resulting from the information contained in this report.

Prepared by:

Reviewed by:

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Ashley White  
Special Events Coordinator  
Parks, Cemeteries and Horticulture

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Evelyn Bish  
Director  
Community Services

Reviewed by:

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Don Shropshire  
General Manager  
Community Development and Planning Services

Councillor Stirling questioned if any grants were available to offset some of the costs for the upgrades referenced in the report. The Special Events Coordinator noted that staff will be investigating any grant opportunities.

Councillor Stirling moved, Councillor Robertson seconded:

**“That the suggested upgrades be referred to staff to be prioritized in the appropriate lifecycle budgets.”**

Councillor Brown expressed concern with putting these projects in the lifecycle budget.

Councillor Wesley felt that these upgrades should be referred to the next budget deliberations so it can be stacked up against all the other projects.

Councillor Parsons noted that lifecycle is used to replace items that are already in place and therefore the motion is inappropriate.

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons		X
Brown		X	Pinsonneault		X
Crew	X		Robertson	X	
Faas		X	Stirling	X	
Fluker	X		Sulman		X
Gilbert	X		Vercouteren	X	
Herman		X	Wesley		X
King	X		Mayor Hope		X
Leclair	X		<b>Total</b>	<b>10</b>	<b>8</b>
Myers	X				

**Motion Carried**

**10(b)(ii) 2010 Municipal Election Expense and Summary**

**MUNICIPALITY OF CHATHAM-KENT**

**CORPORATE SERVICES**

**MUNICIPAL GOVERNANCE**

**INFORMATION REPORT**

**TO:** Mayor and Members of Council

**FROM:** Judy Smith  
Clerk, Manager Municipal Governance

**DATE:** February 1, 2011

**SUBJECT:** 2010 Municipal Election Expense and Summary

This report is for the information of Council.

## **BACKGROUND**

The Chatham-Kent Municipal Election was held on Monday, October 25, 2010.

## **COMMENTS**

The Chatham-Kent 2010 municipal election was conducted using the status quo method of voting by paper ballot however vote tabulators were used to tally the votes.

Overall, the 2010 Municipal election, due largely to the dedicated staff and poll personnel involved, ran smoothly. Staff from various departments within the Municipality demonstrated teamwork by assisting in the process whenever and wherever needed.

## **Candidates**

There were 50 nominated candidates in the campaign for 18 council positions. An additional 16 school board candidates ran for the 12 positions spread out over four different school boards.

## **Polling Subdivisions/Voting Locations**

Chatham-Kent was previously divided into 330 polling subdivisions being housed in approximately 100 voting locations throughout Chatham-Kent. The vote tabulators allowed administration the opportunity to reduce the number of polling subdivisions to 193 located within 25 voting locations.

## **Voter Turnout**

	<b>Chatham-Kent 2006 Election</b>	<b>Chatham-Kent 2010 Election</b>
<b>Eligible Electors</b>	82,334	81,135
<b>Cast their vote</b>	37,565	32,396
<b>Voter Turnout</b>	45.63%	39.93%
<b>Provincial Average</b>	41.33%	42.03%

## **Chatham-Kent Ward Voter Turnout for 2010**

	<b>Registered voters</b>	<b>Voter turnout</b>	<b>Percentage</b>
<b>Ward 1</b>	8834	2126	24.1%
<b>Ward 2</b>	13142	4499	34.2%
<b>Ward 3</b>	9263	3471	37.5%
<b>Ward 4</b>	10335	3962	38.3%
<b>Ward 5</b>	7876	3078	39.1%
<b>Ward 6</b>	31685	12253	38.7%
<b>Total Advance</b>		3007	
<b>TOTALS</b>	81135	32396	39.9%

## **Chatham-Kent Ward Voter Turnout for 2006 (for comparison purposes)**

	<b>Registered voters</b>	<b>Voter turnout</b>	<b>Percentage</b>
<b>Ward 1</b>	8910	2721	30.5%
<b>Ward 2</b>	13030	5546	43.3%
<b>Ward 3</b>	9340	4206	45.0%
<b>Ward 4</b>	10138	4686	46.2%
<b>Ward 5</b>	8366	3640	43.5%
<b>Ward 6</b>	32550	12718	39.1%
<b>Total Advance</b>		3948	
<b>TOTALS</b>	82334	37565	45.6%

## **Voters' List**

A significant effort was undertaken throughout 2010 to produce a more accurate voters' list. Voterview software was used by staff at the Municipal Centres and Call Centre to remove deceased and duplicate names from the voters' list. Address accuracy, a feature of Voterview, ensured the Voter Identification Notices were delivered correctly.

Applications to amend the voters' list were completed before, during and after the election and have been entered into Voterview and forwarded to MPAC to continue our efforts to cleanse the voters' list. We will continue to use the Voterview software over the next four years to add, delete and amend information to work towards producing an accurate voters' list for the 2014 municipal election.

The following data from Voterview is a summary of the revisions to the Voters' List. These revisions could include address, school board, or other changes.

<b>Properties and Electors</b>			
<b>Properties</b>	<b>Electors</b>	<b>Electors Per Household</b>	
40,783	80,652	1.98	
<b>Electors Changed</b>			
<b>Added</b>	<b>Deleted</b>	<b>Changes</b>	<b>Total</b>
1,993	4,286	4,277	10,556

During Advance Polls, Deputy Returning Officers (DROs) were equipped with laptops to allow them to strike off the on-line voters' list to record electors who had voted. After entering a voter name, the DROs checked the 'voted' box and the elector's name was then crossed off the list. This made it easier to print the voters' list for election day more efficiently and accurately. Consideration to utilize this program in 2014 for all advance and election day polls will be examined.

### **Election Signs**

The current by-law states election signs may be placed on public property for the period commencing 60 days before voting day and ending on the 5<sup>th</sup> day after voting day for a Municipal Election. The current by-law does not regulate signs on private property.

For the most part, election signs were not a huge issue over the election period and complaints were handled as they were received. The Public Works Supervisors were helpful to remove signs that were located in inappropriate areas according to the by-law.

### **Polling Staff**

In the 2006 election there were 707 polling staff hired. In 2010, there were 322 polling staff hired. The reduced number of polling staff is due to the reduction in the number of polling locations and the implementation of vote tabulators.

### **Method of Voting – Tabulators**

The first year using vote tabulators proved to be a success. Results were reported within two hours of the polls closing. This allowed for a shorter day for polling staff although their shift was still approximately 12 hours long. Administration intends to continue with vote tabulators in future elections.

Administration has been advised by Dominion Voting that the Municipalities of Burlington, Peterborough, Prince Edward County, Belleville and Port Hope used internet voting during the 2010 election. This was done in conjunction with other methods of voting.

Administration will monitor other methods of voting throughout the upcoming 2-3 years and will bring a report back to Council in early 2014 suggesting what method(s) of voting

should be used for the 2014 municipal election.

### **Advance Polls**

Advance voting took place on Saturday, October 9 as the Shop and Vote at the Downtown Chatham Centre and was very successful. Future consideration will be to expand this type of advance voting in other communities.

In addition, three consecutive advance poll dates were set on October 14, 15 and 16 (Thursday, Friday and Saturday). Previously there were 3 advance poll dates. In 2010 an additional date was added however administration did not find this advantageous.

In 2006, 3,948 electors used the advance polls. In 2010, 3,007, a 25% reduction of electors, showed up during advance polls although one more advance poll date was available.

### **Accessibility**

Both the Wallaceburg Municipal Centre and the Chatham Civic Centre had Ballot Marking Devices (BMD) through the advance polls and election day. These locations were very convenient especially for users of the Handi-Bus.

Overall, there were no accessibility issues that occurred during the election. Administration recognizes the low voter turnout utilizing the accessible voting devices and will attempt to improve this process cost-effectively in future elections. Accessibility will continue to be monitored and accommodated in the future.

### **Website**

The Chatham-Kent website provided a Candidate Profile section. In addition, a Candidate Information Resource section was provided for nominated candidates to assist them in preparing for discussions or questions from the constituents.

This year the election results were posted onto the website once received on Election night. This proved to be a great asset throughout the Municipality because it allowed the public to view results immediately.

## **CONSULTATION**

Information Technology Services were part of the post mortem. Their expertise and support during the entire election process was invaluable. Observations were made and noted for follow up in the 2014 election process.

Budget & Performance Services were contacted regarding the financial portion of this report in regards to the Election reserve account.

Administration has contacted the Association of Municipal Clerks and Treasurers of Ontario (AMCTO) and requested a copy of the results of a survey that was circulated to all municipalities following the 2010 municipal elections. AMCTO has indicated the results of the survey are in the final stages of preparation and the analysis and reports should be ready for circulation by early April.

Administration intended to include the survey in this report in response to Councillor Myer's Notice of Motion. However, at the time this report to Council was completed the survey was not available to be attached therefore administration intends to include it in the information package once it has been received.

## **FINANCIAL IMPLICATIONS**

At the beginning of 2010, the Municipal Election reserve account was \$260,351. Each year, money is put into the reserve account to prepare for the next upcoming election. In 2010, \$147,000 was put into the reserve account accumulating to a total of \$407,351. The actual cost for the 2010 election was \$379,695 as noted in the table below.

<b>Description</b>	<b>Actual</b>
Wages & labour burden (3 staff)	\$ 109,564
Overtime -Full Time	\$ 5,565
Polling Staff	\$ 87,123
Building Rental	\$ 5,694
Expense travel-phone	\$ 3,339
Purchase of Service	\$ 7,374
Advertising	\$ 4,308
Postage	\$ 38,928
Materials	\$ 3,847
Ballots/Tabulators	\$ 114,993
	<b>\$ 380,735</b>
Revenue	\$ 1,040
<b>Total Costs</b>	<b>\$ 379,695</b>

The balance of \$27,656 will remain in the municipal election reserve account to assist with upcoming elections.

Prepared by:

Reviewed by:

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Judy Smith, CMM III  
Clerk/ Manager  
Municipal Governance

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Gerry Wolting, B. Math, CA  
General Manager  
Corporate Services

Councillor Herman questioned if the vote tabulators will be used for the next election and if vote by mail will be investigated again. She further questioned if the number of polling stations will be changed. The Municipal Clerk noted that the tabulators were very effective and will be considered for use again in the next election. She further noted that she will be monitoring what voting procedures used by other municipalities to determine what should be investigated for use in Chatham-Kent. The location of polling stations will be reevaluated prior to the next election.

Councillor Sulman felt that there was a direct correlation between the decrease in voter turnout and the decrease in polling stations.

Councillor Herman moved, Councillor Stirling seconded:

**“That the report be received for information.”**

The Mayor put the Motion

**Motion Carried**

## 11. NOTICES OF MOTION

- (a) Presentation of New Notices of Motion

There were no new notices of motion.

## 12. CHIEF ADMINISTRATIVE OFFICE

- (a) Community Partnership Fund – 2011 Funding Recommendations

### MUNICIPALITY OF CHATHAM-KENT

#### CHIEF ADMINISTRATIVE OFFICE

#### PARTNERSHIP DEVELOPMENT SERVICES

**TO:** Mayor and Members of Council

**FROM:** Christine Dudley  
Community Development Analyst

**DATE:** January 20, 2011

**SUBJECT:** Community Partnership Fund – 2011 Funding Recommendations

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### **RECOMMENDATIONS**

It is recommended that:

1. 21 applications (Table 1) – as endorsed by the 2011 Community Partnership Fund (CPF) Review Committee - be approved under the CPF *Mainstream* component for a total of \$125,000.00 in funding against gross project costs of \$567,357.85.
2. 20 applications (Table 2) – as endorsed by the 2011 CPF Review Committee – be approved under the CPF *Festivals & Events* component for a total of \$91,101.50 in funding against gross project costs of \$548,325.00.

### **BACKGROUND**

The Community Partnership Fund (CPF) was established by Council in 2000. It is a grant program which uses matching funding to promote community development projects within Chatham-Kent. The annual CPF program consists of two components – Mainstream and Festivals & Events. Since its inception in 2000 the CPF has leveraged \$2,248,861.64 in municipal investment into \$9,090,981.72 worth of community development projects (inclusive of the projects referred to in this report), and has encouraged widespread civic engagement and community improvement.

The 2011 round of the CPF has a total base budget amount of \$175,000 comprised of \$125,000 for the Mainstream component and \$50,000 for the Festivals and Events component. The grant limit is \$10,000 for Mainstream and \$5,000 for Festivals and Events.

### **COMMENTS**

The 2011 round of the CPF opened October 18, 2010 with a widely advertised call for applications. The application deadline was set for December 17, 2010. By the expiry of

that deadline 64 applications had been received, 32 under the Mainstream component and 32 under Festivals & Events. In total, those 64 applications sought \$337,611.47 in funding against gross project costs of \$1,410,412.21.

On January 17 and 19, 2011 the CPF Review Committee (CPFRC) met to review and consider each application received. As a result of that review 41 applications are recommended for funding (as set out in more detail below).

In conducting its review of the applications received and making the funding recommendations set out in this report the CPFRC proceeded on the assumption that it had a total of \$230,095.94 available for distribution. This sum is broken down as follows:

- \$125,000 in base funding for the Mainstream component
- \$50,000 in base funding for the Festivals & Events component
- \$13,994.44 in Social Assistance Restructuring (SAR) funding, applied to both Mainstream (2) and Festivals and Events (1) Projects and
- \$41,101.50 in accumulated roll-overs, all of which was applied to the Festivals and Events component

All told, \$138,000 was available for distribution under the Mainstream component (comprised of \$125,000 in base funding and \$13,000 in SAR funding) and \$92,095.94 was available for distribution under the Festivals & Events component (comprised of \$50,000 in base funding, \$994.44 in SAR funding and \$41,101.50 in accumulated roll-overs), and the funding recommendations made in this Report are based on those amounts.

The CPFRC recommends the 21 projects set out in Table 1 below for funding under the Mainstream component (exclusive of SAR-funded projects) for a total of \$125,000 in funding against gross project costs of \$567,357.85.

Table 1

CPF Mainstream Funding Recommendations

No.	Name of Organization	Name Project	Project Budget (Gross)	Grant Recommended
				CPF Base Budget (\$)
<b>WARD 1</b>				
1	Tilbury & District Historical Society	Lanoue House Restoration	\$78,800.00	\$10,000.00
2	Merlin Parks and Recreation	Table Replacement	\$3,904.26	\$1,952.13
3	Tilbury & District Chamber of Commerce/Tilbury BIA	Tilbury Parkette, Gateway and Downtown Revitalization	\$33,185.00	\$10,000.00
4	Merlin Senior Citizens Friendship Club	Suspended Ceiling in Art/Craft Room, new lighting fixture and wall repair	\$5,500.00	\$2,750.00
5	Royal Canadian Legion Branch 206 Tilbury	Refrigerator Cooler Project	\$3,411.36	\$1,705.68
6	Talbot Trail Theatre Company	Portable Lighting System	\$11,983.62	\$5,991.81
7	Wheatley Minor Soccer	Wheatley Area Minor Soccer Project 2011	\$2,655.00	\$1,327.50
<b>Ward 1-Total Projects</b>		<b>SUBTOTALS:</b>	<b>\$139,439.24</b>	<b>\$33,727.12</b>

		<b>WARD 2</b>		
8	Erieau Partnership Association	Erieau LED Community Sign	\$8,667.67	\$4,333.83
	<b>Ward 2 Total Projects:</b>	<b>SUBTOTALS:</b>	<b>\$8,667.67</b>	<b>\$4,333.83</b>
		<b>WARD 3</b>		
9	Bothwell Senior Citizens	Senior Centre Improvement Project	\$1,692.00	\$846.00
10	East Kent Vintage Equipment Club	Purchase of Picnic Tables and Bleachers	\$10,395.30	\$5,000.00
11	Scouts Canada-Chatham-Kent Area	Camp Cataraqui Longhouse Renovation	\$125,000.00	\$10,000.00
12	Ridgetown and Area Adult Activity Centre	Accessibility & Renovation Project	\$26,377.96	\$10,000.00
13	Ridgetown Golf and Country Club	Handicap Accessible Men's Washroom	\$15,633.58	\$6,742.60
	<b>Ward 3-Total Projects:</b>	<b>SUBTOTALS:</b>	<b>\$179,098.84</b>	<b>\$32,589.05</b>
		<b>WARD 4</b>		
	<b>Ward 4-Total Projects:</b>	<b>SUBTOTALS:</b>	<b>\$0</b>	<b>\$0</b>
		<b>WARD 5</b>		
14	Kinsmen Club of Wallaceburg	Suspended ceiling and new lighting in Kinsmen Club Community Hall	\$51,224.22	\$10,000.00
	<b>Ward 5-Total Projects:</b>	<b>SUBTOTALS:</b>	<b>\$51,224.22</b>	<b>\$10,000.00</b>
		<b>WARD 6</b>		
15	Friends of the Chatham Cultural Centre	Seating and Sound Equipment Upgrades to the Kiwanis Theatre	\$105,000.00	\$10,000.00
16	United Way of Chatham-Kent	Teaching Kitchen at "the 425"	\$29,597.45	\$10,000.00
17	Chatham Y Pool Sharks Swim Team	Chatham Y Sharks Timing System	\$6,234.43	\$3,000.00
	<b>Ward 6-Total Projects:</b>	<b>SUBTOTALS:</b>	<b>\$140,831.88</b>	<b>\$23,000.00</b>
		<b>ALL WARDS</b>		
18	Rotary Club of Chatham Sunrise	Bike Racks	\$10,000.00	\$5,000.00
19	Theatre Kent	TK Sings	\$2,700.00	\$1,350.00
20	Chatham-Kent Community Health Centre	Re-Active Project	\$25,311.00	\$10,000.00
21	Active Communities Steering Committee	Active Communities Free Skates	\$10,085.00	\$5,000.00
	<b>All Wards-Total Projects:</b>	<b>SUBTOTALS:</b>	<b>\$48,096.00</b>	<b>\$21,350.00</b>
	<b>Total Projects:</b>	<b>SUBTOTALS:</b>	<b>\$567,357.85</b>	<b>\$125,000.00</b>

Next, the CPFRC recommends the 20 projects set out in Table 2 below for funding

under the Festivals & Events component, for a total of \$91,101.50 in funding against gross project costs of \$548,325.00.

Table 2

CPF Festivals & Events Funding Recommendations

No.	Name of Organization	Name Project	Project Budget (Gross)	Grant Recommended
				CPF Base Budget (\$)
<b>WARD 1</b>				
1	Wheatley Two Creeks Association	Two Creeks Summer Music Festival	\$15,000.00	\$3,000.00
2	Wheatley District Optimist Club	8 <sup>th</sup> Annual Wheatley Fish Festival	\$18,780.00	\$5,000.00
<b>Ward 1 Total Projects:</b>		<b>SUBTOTALS:</b>	<b>\$33,780.00</b>	<b>\$8,000.00</b>
<b>WARD 2</b>				
3	Buxton Historical Society	Homecoming 2011	\$29,370.00	\$5,000.00
4	Blenheim BIA	Cherryfest 2011	\$13,000.00	\$5,000.00
5	Blenheim & District Ministerial Association	Canada Day in the Park	\$12,400.00	\$4,000.00
<b>Ward 2 Total Projects:</b>		<b>SUBTOTALS:</b>	<b>\$54,770.00</b>	<b>\$14,000.00</b>
<b>WARD 3</b>				
6	South East Kent Health & Community Services Inc.	Mary Webb Centre Concert Series	\$57,500.00	\$5,000.00
<b>Ward 3-Total Projects:</b>		<b>SUBTOTALS:</b>	<b>\$57,500.00</b>	<b>\$5,000.00</b>
<b>WARD 4</b>				
7	Selkirk History Faire	Selkirk History Faire	\$14,383.00	\$5,000.00
8	Dresden Sidestreets Youth Centre	8th Annual Community Street Dance	\$1,400.00	\$700.00
9	Dresden Agricultural Society	Dresden Exhibition	\$13,622.00	\$3,401.50
10	Dresden Agricultural Society	Dresden Jamboree 2011	\$12,500.00	\$5,000.00
<b>Ward 4-Total Projects:</b>		<b>SUBTOTALS:</b>	<b>\$41,905.00</b>	<b>\$14,101.50</b>
<b>WARD 5</b>				
11	Wallaceburg Knights of Pythias	Wallaceburg Canada Day Celebrations	\$23,150.00	\$5,000.00
<b>Ward 5-Total Projects:</b>		<b>SUBTOTALS:</b>	<b>\$23,150.00</b>	<b>\$5,000.00</b>
<b>WARD 6</b>				
12	Polkas in the Park	Polkas in the Park 2011	\$15,600.00	\$5,000.00
13	Optimist Club of Chatham	CK Youth Festival	\$16,200.00	\$5,000.00
14	Historic Downtown Chatham BIA	Retrofest	\$42,500.00	\$5,000.00
15	CK On the Edge	CK On the Edge Festival	\$130,000.00	\$5,000.00
16	CK Dances	Dances in the Park	\$10,000.00	\$5,000.00
17	Cultural Coalition of Chatham-Kent on behalf of the Canada D'eh Organizing Committee	Canada D'eh	\$35,000.00	\$5,000.00
<b>Ward 6-Total Projects:</b>		<b>SUBTOTALS:</b>	<b>\$249,300.00</b>	<b>\$30,000.00</b>
<b>ALL WARDS</b>				
18	Kent Historical Society	2011 Doors Open Chatham-Kent	\$10,000.00	\$5,000.00
19	Chatham-Kent & Lambton Children's Water Festival	5th Annual Chatham-Kent & Lambton Children's Water Festival	\$50,920.00	\$5,000.00

20	Drug Education Alliance of Kent Essex Inc.	Aboriginal Day of Celebration	\$27,000.00	\$5,000.00
	<b>All Wards Total Projects</b>	<b>SUBTOTALS:</b>	<b>\$87,920.00</b>	<b>\$15,000.00</b>
	<b>Total Projects</b>		<b>\$548,325.00</b>	<b>\$91,101.50</b>

Finally, as referred to above, \$13,994.44 from the Social Assistance Restructuring (SAR) fund was added to the funds available for distribution under both the Mainstream and Festivals and Events components. The SAR is a provincially administered program intended to assist low income families and children. Three applications, which meet both the CPF criteria and the SAR program parameters, are being funded from the SAR program, for a total of \$13,994.44 in funding against gross project costs of \$42,988.88 as set out in Table 3 below.

Table 3

CPF Mainstream and Festivals and Events Funding Recommendations (SAR)

No.	Name of Organization	Name Project	Project Budget (Gross)	Grant Recommended
				SAR (\$)
1	Chatham-Kent & Lambton Children's Water Festival	Community Outdoor Classroom	\$25,000.00	\$5,000.00
2	Kenesserie Camp Inc.	Accessibility Upgrade and Relocation of Camper Cabins	\$16,000.00	\$8,000.00
3	Chatham-Kent Block Parent Program Inc.	Glow Necklace Signature Project	\$1,988.88	\$994.44
	<b>Total Projects:</b>	<b>SUBTOTALS:</b>	<b>\$42,988.88</b>	<b>\$13,994.44</b>

## COMMUNITY STRATEGIC PLAN

The recommendations in this report have the potential to support all of the objectives and strategic directions of the Community Strategic Plan.

## CONSULTATION

These recommendations were reviewed and are supported by the 2011 CPF Review Committee. The 2011 CPF Review Committee consists of the following members:

1. Community Development Analyst, Partnership Development, Chief Administrative Office (Chair)
2. Coordinator, Community Strategic and Corporate Plans, Chief Administrative Office
3. Director, Ontario Works, Health and Family Services
4. Manager, Culture, Community Development and Planning Services
5. Supervisor, Recreation Facilities, Community Development and Planning Services
6. Supervisor, Chatham Parks, Community Development and Planning Services
7. Supervisor, Horticulture, Community Development and Planning Services
8. Communities In Bloom Coordinator, Community Development and Planning Services
9. Coordinator, Branch and Children's Services, Community Development and Planning Services
10. Director, Public Works North, Infrastructure and Engineering Services
11. Manager, Business Development, Community Development and Planning Services

12. Manager, Licensing Services, Community Development and Planning Services

**FINANCIAL IMPLICATIONS**

The financial implications of the recommendations made in this report are fully discussed in the Comments section above.

Prepared by:

Reviewed by:

\_\_\_\_\_  
Christine E. Dudley  
Community Development Analyst

\_\_\_\_\_  
Rob Browning  
Chief Administrative Officer

Councillor Parsons declared a conflict of interest due to his involvement with the Kinsmen Club of Wallaceburg and removed himself from discussion and voting on the matter.

The Community Development Analyst requested that Council refer Item 15 in Table 1 to a later date.

Councillor Pinsonneault move, Councillor Stirling seconded:

**“That Item 15 in Table 1 be referred to a later date.”**

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons	Conflict	
Brown	Not Present		Pinsonneault	X	
Crew	Not Present		Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	
Gilbert	X		Vercouteren	X	
Herman	X		Wesley	X	
King	Not Present		Mayor Hope	X	
Leclair	X		<b>Total</b>	<b>14</b>	<b>0</b>
Myers	X				

**Motion Carried**

Councillor Herman moved, Councillor Fluker seconded:

**“That**

- 1. 21 applications (Table 1) – as endorsed by the 2011 Community Partnership Fund (CPF) Review Committee - be approved under the CPF *Mainstream* component for a total of \$115,000.00 in funding against gross project costs of \$557,357.85.**
- 2. 20 applications (Table 2) – as endorsed by the 2011 CPF Review Committee – be approved under the CPF *Festivals & Events* component for a total of \$91,101.50 in funding against gross project costs of \$548,325.00.”**

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons	Conflict	
Brown	Not Present		Pinsonneault	X	
Crew	Not Present		Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	
Gilbert	X		Vercouteren	X	
Herman	X		Wesley	X	
King	Not Present		Mayor Hope	X	
Leclair	X		<b>Total</b>	<b>14</b>	<b>0</b>
Myers	X				

**Motion Carried**

### 13. CORPORATE SERVICES

(a) Amendments to Deputy Clerk By-law

#### MUNICIPALITY OF CHATHAM-KENT

#### CORPORATE SERVICES

#### MUNICIPAL GOVERNANCE

**TO:** Mayor and Members of Council

**FROM:** Judy Smith  
Clerk, Manager Municipal Governance

**DATE:** January 19, 2011

**SUBJECT:** Amendments to Deputy Clerk By-law

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#### **RECOMMENDATIONS**

It is recommended that:

1. By-law # 84-2006 be amended to add the following as Deputy Clerk:

Cadotte, Meredith  
Wolting, Gerry
2. By-law # 84-2006 be amended to remove the following as Deputy Clerk:

Jaques, Donna  
Smith, Judy

#### **BACKGROUND**

Section 227 of the Municipal Act, R.S.O., 2001 states:

It is the role of the officers and employees of the municipality,

- (a) to implement council's decisions and establish administrative practices and procedures to carry out council's decisions;
- (b) to undertake research and provide advice to council on the policies and programs of the municipality; and
- (c) to carry out other duties required under this or any Act and other duties assigned by the municipality.

**COMMENTS**

By-laws are passed regularly by Council to provide for staff appointments for the Municipality of Chatham-Kent. Due to a staff change and retirement, administration requires amendments to the above noted by-law to provide sufficient staff backup to the Clerk.

**COMMUNITY STRATEGIC PLAN**

The recommendations in this report do not support, negatively or positively, a specific objective of the Community Strategic Plan. It is a neutral issue.

**CONSULTATION**

The administrative staff for the department affected by the by-law confirmed the names of staff that should be included and removed for their area.

**FINANCIAL IMPLICATIONS**

There are no financial implications resulting from the recommendation.

Prepared by:

Reviewed by:

\_\_\_\_\_  
 Judy Smith, CMM III  
 Clerk, Manager Municipal Governance

\_\_\_\_\_  
 Gerry Wolting, B. Math, CA  
 General Manager Corporate Services

Councillor Vercouteren moved, Councillor Bondy seconded:

**“That**

- 1. By-law # 84-2006 be amended to add the following as Deputy Clerk:  
 Cadotte, Meredith  
 Wolting, Gerry**
- 2. By-law # 84-2006 be amended to remove the following as Deputy Clerk:  
 Jaques, Donna  
 Smith, Judy**

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons	X	
Brown	X		Pinsonneault	X	
Crew	X		Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	

Gilbert	Not Present	Vercouteren	X	
Herman	X	Wesley	X	
King	Not Present	Mayor Hope	X	
Leclair	X	<b>Total</b>	<b>16</b>	<b>0</b>
Myers	X			

**Motion Carried**

## 14. COMMUNITY DEVELOPMENT AND PLANNING SERVICES

- (a) Chatham-Kent Accessibility Advisory Committee 2010 – 2011 Accessibility Report and Terms of Reference

### MUNICIPALITY OF CHATHAM-KENT

#### COMMUNITY DEVELOPMENT AND PLANNING SERVICES

##### COMMUNITY SERVICES – RECREATION FACILITIES

**TO:** Mayor and Members of Council

**FROM:** Jane McGee, Facilities Supervisor  
Recreation Facilities

**DATE:** January 25, 2011

**SUBJECT:** Chatham-Kent Accessibility Advisory Committee  
2010 - 2011 Accessibility Report and Terms of Reference

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#### **RECOMMENDATION**

It is recommended that:

1. The Chatham-Kent Accessibility Advisory Committee's 2010 - 2011 Accessibility Report be approved.

#### **BACKGROUND**

On December 2, 2002, Council approved the creation of an Accessibility Advisory Committee. The Committee has been working to address issues related to accessibility and to meet the responsibilities and requirements of the Act.

On June 13, 2005, the Accessibility for Ontarians with Disabilities Act was given Royal Assent.

The legislation is: "An Act respecting the development, implementation and enforcement of standards relating to accessibility with respect to goods, services, facilities, employment, accommodation, buildings and all other things specified in the Act for persons with disabilities."

The Act is designed so that municipalities, hospitals, schools boards, colleges and universities, public transportation providers, government ministries and agencies, the private sector and people with disabilities can take part in making Ontario a more accessible province.

There are a number of municipal obligations under the Act including the following:

- All municipalities are required to prepare accessibility plans, make them available to the public, and consult with persons with disabilities.
- Municipalities of 10,000 or more residents are required to establish accessibility advisory committees and the majority of members must have a disability.

## **COMMENTS**

Barriers for people with disabilities take many forms. The Municipality recognizes that the growth and prosperity of the community are founded on the diversity of its economy and vibrancy of its people – this includes people with varying abilities. The Committee, along with Council’s leadership and the assistance of municipal staff, work together to understand the broad range of disabilities that exist. This includes knowledge of the barriers that are present for people with varying abilities. Making Chatham-Kent accessible is an on-going process. The Municipality works within its resources and priorities to eliminate or identify accessibility barriers in municipal buildings.

Administration reviewed and updated the 2010 - 2011 Accessibility Report found in Attachment A, which reflects the initiatives that have been completed and future steps to be taken by municipal departments to remove and prevent barriers in municipally-owned facilities. The Committee created Terms of Reference to define the parameters of its responsibilities to fulfill the aims of the Act found in Attachment B.

Creating a community that is barrier-free benefits all residents and visitors to Chatham-Kent. The investment of time, resources, and funds that the Municipality makes toward the elimination of barriers will benefit the community today and tomorrow. A copy of previous year’s accessibility achievements is found in Attachment C.

## **COMMUNITY STRATEGIC PLAN**

The recommendation in this report supports the following objectives and strategic directions:

A: Health - We are a healthy community

A1: Provide sufficient capacity to sustain community health and economic growth

### **Desired Outcomes/Proposed Activities**

Provide safe, accessible, convenient and efficient public transportation

The recommendation in this report will not adversely impact on the remainder of the Community Strategic Plan.

## **CONSULTATION**

The chairperson of the Chatham-Kent Accessibility Advisory Committee has reviewed the Terms of Reference and Accessibility Report.

All municipal departments reviewed the Accessibility Report and updated the initiatives in their specific departments.

## **FINANCIAL IMPLICATIONS**

There are no financial implications resulting from the approval of the Chatham-Kent Accessibility Report. The accessibility of municipally-owned buildings will be further researched and the projects that are identified will be brought back to Council for consideration.

Prepared by:

Reviewed by:

Jane McGee, Facilities Supervisor  
Recreation Facilities

Evelyn Bish, Director  
Community Services

Reviewed by:

Don Shropshire, General Manager  
Community Development & Planning Services  
Councillor Crew moved, Councillor Robertson seconded:

“That

1. **The Chatham-Kent Accessibility Advisory Committee’s 2010 – 2011 Accessibility Report be approved.”**

The Mayor put the Motion

Councillor	Yes	No	Councillor	Yes	No
Bondy	X		Parsons	X	
Brown	X		Pinsonneault	X	
Crew	X		Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	
Gilbert	Not Present		Vercouteren	X	
Herman	X		Wesley	X	
King	Not Present		Mayor Hope	X	
Leclair	X		<b>Total</b>	<b>16</b>	<b>0</b>
Myers	X				

**Motion Carried**

- (b) Wallaceburg Minor Lacrosse Association Payment Proposal

**MUNICIPALITY OF CHATHAM-KENT**

**COMMUNITY DEVELOPMENT AND PLANNING SERVICES**

**COMMUNITY SERVICES – RECREATION FACILITIES**

**TO:** Mayor and Members of Council

**FROM:** D. Jane McGee  
Facilities Supervisor, Recreation Facilities

**DATE:** January 25, 2011

**SUBJECT:** Wallaceburg Minor Lacrosse Association Payment Proposal

**RECOMMENDATIONS**

It is recommended that:

1. The Wallaceburg Minor Lacrosse Association interest free payment plan agreement in the amount of \$1,000 per month, until the debt is paid, starting December 15, 2010 be approved.
2. Should a default of the payment plan take place, interest will then accumulate at the municipal rate of interest, 1.25% per month on the outstanding principle until the account is paid in full.

## **BACKGROUND**

As a result of recent financial problems, the Wallaceburg Minor Lacrosse Association (WMLA) is presently unable to pay in full the invoice amount of \$13,062.66 from the Municipality of Chatham-Kent for floor time used at the Wallaceburg Memorial Arena for the 2010 season.

## **COMMENTS**

Criminal charges have been laid against the person(s) allegedly responsible for embezzling funds from the Wallaceburg Minor Lacrosse Association.

A group of executive members have formed a finance committee responsible for the fundraising efforts of WMLA. Its task is to establish a payment plan and fundraising initiatives to ensure the debts of the Association are paid. Registrations have been held for the 2011 program and other initiatives such as the "Fundraising Gala" taking place on February 19, 2011, are being implemented to assist in covering the debt owed to the Municipality. It was anticipated that there would be a surplus of funds entering the 2011 season until this unfortunate event.

The first payment of \$1,000 was received by the Municipality on December 10, 2010. A second cheque was received for the January 15, 2011 instalment.

As noted in the WMLA Proposal, other than enrolment of children for the 2011 season, paying the Municipality's invoice for the 2010 season is the highest priority. Waiving of the interest penalty charge on the outstanding amount would greatly assist the organization in meeting this financial obligation.

Minor Lacrosse had 250 children registered in both the 2009 and 2010 seasons. It is anticipated that the registration numbers will remain at the same level for the 2011 season.

## **COMMUNITY STRATEGIC PLAN**

The recommendations in this report support the following objectives and strategic directions.

A: Health – We are a healthy community

A3: Promote healthy lifestyles

A4: Foster a safe and caring community

### **Desired Outcomes/Proposed Activities**

- Promote wellness, improve lifestyle choices and expand upon healthy behaviours to build a sustainable health system
- Improve health and safety statistics

The recommendations in this report will not adversely impact on the remainder of the Community Strategic Plan.

**CONSULTATION**

Todd Shepley, President, Wallaceburg Minor Lacrosse Association forwarded a letter requesting that the Municipality enter into a payment plan agreement with the Association that included the interest charges being forgiven.

The Collections Officer of Corporate Services was consulted and provided the outstanding amount owing by the Wallaceburg Minor Lacrosse Association.

Legal Services was consulted and have reviewed the agreement.

**FINANCIAL IMPLICATIONS**

The Wallaceburg Minor Lacrosse Association’s current debt to the Municipality is \$11,062.66 after the two one thousand dollar payments were applied. The payment plan would be complete by January 2012.

Prepared by:

Reviewed by:

\_\_\_\_\_  
D. Jane McGee, Facilities Supervisor  
Recreation Facilities

\_\_\_\_\_  
Evelyn Bish, Director  
Community Services

Reviewed by:

\_\_\_\_\_  
Don Shropshire, General Manager  
Community Development & Planning Services

Councillor Parsons moved, Councillor Wesley seconded:

**“That**

- 1. The Wallaceburg Minor Lacrosse Association interest free payment plan agreement in the amount of \$1,000 per month, until the debt is paid, starting December 15, 2010 be approved.**
- 2. Should a default of the payment plan take place, interest will then accumulate at the municipal rate of interest, 1.25% per month on the outstanding principle until the account is paid in full.”**

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons	X	
Brown	X		Pinsonneault	X	
Crew	X		Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	
Gilbert	Not Present		Vercouteren	X	
Herman	X		Wesley	X	
King	Not Present		Mayor Hope	X	

Leclair	X		<b>Total</b>	<b>16</b>	<b>0</b>
Myers	X				

**Motion Carried**

(c) Heritage Chatham-Kent 2010 Year End Report and 2011 Goals and Objectives

**MUNICIPALITY OF CHATHAM-KENT**  
**COMMUNITY DEVELOPMENT AND PLANNING SERVICES**  
**PLANNING SERVICES**

**TO:** Mayor and Members of Council

**FROM:** Ryan Jacques  
Planning Technician, Planning Services

**DATE:** January 26, 2011

**SUBJECT:** Heritage Chatham-Kent 2010 Year-End Report and  
2011 Goals and Objectives

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**RECOMMENDATION**

It is recommended that:

1. Heritage Chatham-Kent's 2011 Goals and Objectives be accepted.

**BACKGROUND**

The *Ontario Heritage Act* (the Act) provides a framework within which municipalities can act to identify and conserve properties of historical and/or architectural significance. Under the Act, Council has established the Heritage Chatham-Kent Committee (the Committee) to advise Council on heritage matters. In accordance with its Terms of Reference, the Committee has submitted its annual report outlining its activities and accomplishments for 2010, as well as its goals and objectives for 2011.

**COMMENTS**

The Committee's activities and accomplishments for 2010 and goals and objectives for 2011 are attached as Appendix "A".

**COMMUNITY STRATEGIC PLAN**

The recommendation in this report supports the following objectives and strategic directions:

D: Culture – We are a cultural community

- D1: Celebrate and support heritage, arts, and cultural events and programs
- D2: Protect and promote our diverse natural and historical areas and resources
- D3: Provide recognition to people and organizations that make significant contributions to our heritage, arts and culture.

**Expected Results**

- Enhancement of our historical/cultural/environmental assets
- Increase in media coverage of events related to historical and natural assets including print material
- Increase in the number of heritage properties/areas
- Establish standards and ensure that properties don't fall below a minimum standard of care
- Increase in preserved and maintained buildings
- Increase in recognition for good stewardship
- Increase in the number of people actively working on stewardship
- Establish annual citizen and volunteer awards
- Increase in public recognition and awareness of what people are contributing to the community

The recommendation will not adversely impact on the remainder of the Community Strategic Plan.

### **CONSULTATION**

All members of the Heritage Chatham-Kent Committee and Councillor Myers, who serves as Council representative to the Committee, have reviewed the report and approve of its content. The Committee consists of the following 13 members: Brock Gerrard, Lisa Gilbert (chair), Gene Lusk, Les Mancell, Marion Matt, Lee O'Neil, Patricia Pook, Bill Scott, Stan Sharpe, Bill Stephen, John Taylor, Hans VanderDoe (vice-chair), and Ron Vanrabaeyns.

The Heritage Coordinator, Community Development and Planning Services supports the contents of this report.

### **FINANCIAL IMPLICATIONS**

The base budget described in the attached report outlines planned spending for 2011. A major project in 2011 is the researching and writing of designation reports for fifteen properties. This work is being undertaken by the University of Waterloo Heritage Resources Centre and is funded through encumbered funds for this purpose.

Prepared by:

Reviewed by:

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Ryan Jacques, CPT  
Planning Technician  
Reviewed by:

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Ralph Pugliese, MCIP, RPP  
Director, Planning Services

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Don Shropshire  
General Manager  
Community Development and Planning Services

### **Appendix "A"**

### **MUNICIPALITY OF CHATHAM-KENT**

### **HERITAGE CHATHAM-KENT (Municipal Heritage Committee)**

**TO:** Mayor and Members of Council  
**FROM:** Lisa Gilbert, Chair, Heritage Chatham-Kent Committee  
**DATE:** January 20, 2011  
**SUBJECT:** Heritage Chatham-Kent Year-End Report 2010

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### **RECOMMENDATION**

It is recommended that:

1. Council accept Heritage Chatham-Kent's 2011 Goals and Objectives as proposed.

### **BACKGROUND**

Our inheritance of architecture and cultural landscapes is an irreplaceable asset and resource. Conservation of these resources helps create community pride and identity, and attracts new residents and tourism, all of which have positive economic impacts on our communities. The importance of protecting and promoting our heritage resources clearly emerged as one of the six basic strategies of the Community Strategic Plan. Implementing these strategic directions is essential to achieving our community vision. Heritage Chatham-Kent is identified in the Plan as one of the primary partners responsible for implementing the identified heritage objectives.

The Ontario Heritage Act provides a framework with which municipalities can act to identify and conserve properties of historical and/or architectural significance. Under the Act, Council is authorized to establish a Municipal Heritage Committee to advise Council on heritage matters.

Council appoints members to the Municipal Heritage Committee (known as Heritage Chatham-Kent). The members are expected to serve their local community interests as well as the interests of the balance of the Municipality. In 2002 the Committee developed a Terms of Reference that was adopted by Council. The Terms of Reference defines the responsibilities of the committee. These responsibilities cover both legislative (Ontario Heritage Act) and non-Legislative responsibilities (heritage education, awareness, and promotion). Section 1.2.7 of the Terms of Reference states that *an annual report will be submitted to Council at the beginning of each new year outlining the Municipal Heritage Committee's accomplishments in the previous twelve months.*

#### **Heritage Chatham-Kent Activities and Accomplishments in 2010:**

- 1) The Municipal Heritage Register was approved by Council on January 18, 2010, with a total of 266 properties included in the final list. Through the year, the Committee has been working with the Planning and the Building Departments to come up with a process for dealing with listed properties that is understood and acceptable to all parties. We have also discussed the need for a set of property standard guidelines to specifically deal with both listed and designated properties, in order to be more proactive with properties that are in need of repair, etc. Our first test of the process came early in the year, as it came to our attention that a demolition permit had been applied for, for a listed property at 128 Main St., in Ridgetown. We have worked with the owner of that property, and are in the final stages of working out a move for that building, to a property in Morpeth. Thanks to the Heritage Coordinator, the Planning Department and the Building Department for facilitating that complicated process.

- 2) The Mayor's Heritage Awards for 2009 were presented on February 8, 2010. Honourees were presented with their awards by the Mayor at the regular Council meeting that evening, and then award-winners and committee members retired to the Jazzbah for a reception afterwards. The 2010 campaign for these awards has also been carried out and plans for a reception are in the works. We are still talking about expanding and enhancing these awards, and hope to have those plans in place for 2011.
- 3) Chatham-Kent was chosen as the location for the official kick-off of Heritage Week 2010, by the Ontario Heritage Trust. As such local historical groups were invited to put together displays, to be presented at the historic Armoury in Chatham on February 12, 2010. The Committee was present at this event, with a display of 'then and now' photographs of several properties around Chatham-Kent. Approximately 150 people attended this event, which was also covered by local and provincial media.
- 4) *Doors Open* was presented on May 8, 2010, the fifth time for this event. This province-wide program helps communities to promote their 'hidden gems' of architecture, and is co-ordinated by the Ontario Heritage Trust. The local event, which is sponsored in part by the Committee and the Kent Historical Society, saw approximately 4000 people visit 23 different properties, focusing on the eastern part of the municipality. The *Doors Open* Steering Committee, chaired by Sheila Gibbs, has worked tirelessly to see that each year the event runs successfully. *Doors Open* is a free event, a requirement of the Ontario Heritage Trust, and therefore their committee is required each year to raise approximately \$15,000. Our Committee pays the fee required for participating in the program, which is \$1500.00. The 2011 event is currently being planned, now with the help of Create CK, and will take place on May 7. Thanks to all the volunteers who plan this worthwhile event each year.
- 5) Two members of the Committee, also members of the Chatham-Kent branch of the Architectural Conservancy of Ontario, acted as chair and co-chair for the 2010 Provincial ACO/CHO Conference, which was held from June 11-13 at the Ridgetown campus of the University of Guelph. The theme for the conference was "Rural Roots, Rural Routes", and speakers and workshop leaders came from all over Ontario, as well as Missouri and Colorado to present topics based largely on that theme. Approximately 150 people attended the conference, which was also financially successful. It was an excellent forum to show people from other parts of Ontario the depth and breadth of the architectural heritage we have to offer in Chatham-Kent, and all reports we received were favourable.
- 6) The Heritage Property Tax Relief program was put together by the Heritage Resource Centre at the University of Waterloo, in conjunction with the Planning Department, in particular, Albert Frootman, Senior Planner. It was presented to Council on June 14, and was accepted in principle. This program will give owners of designated properties the opportunity to apply for tax relief, and should serve to provide more of an incentive for people to apply for heritage designation, and to properly maintain their designated properties. It certainly has appeared to do the former, as requests for designation have increased many times over.
- 7) Now that we have the first phase of listed properties on the Municipal Heritage Register, the Committee worked towards developing its first Top 10 list of properties, taken from the Register, which it will work towards designating. We have been successful with two of the properties on the list being presented for designation in 2010.
- 8) Although it was a stated goal for 2010 to see more properties designated, unfortunately this was not the case. Only one property, Tecumseh Park, which

had been on the books for a few years, was actually approved by Council for designation in March. Several other properties, including many cemeteries, as well as the Adams Block, on Queen St. in Chatham have been waiting since at least 2009. In addition, the committee approved the designation reports for the McCrae House, at 7407 Riverview Line (March), the Van Horne Cemetery, at 10290 River Road, Harwich (March), the Traxler Cemetery, 9775 River Road, Harwich (March), the Tye Block, B's Hive, at 9 Victoria Ave., Thamesville (April), the former Highgate United Church, at 87 Main St. W., in Highgate (December), as well as the Wallace Family Burial Grounds, at Lot 16, Conc. B, in Camden (December) in 2010, and so a sizeable number of properties are waiting for Council to consider them. This list, in addition to the long list of requests for designation from property owners throughout Chatham-Kent, which the Committee is currently working on, points out the dire need for a new Senior Planner to join the Planning Department.

- 9) Albert Flootman, who joined the Committee in September of 2009, left on June 15, 2010. We were very sad to see him go, but we certainly wish him the best in his future endeavours. We are still waiting for a permanent replacement for him, but in the mean time, Ryan Jacques, Planning Technician has been filling in very capably, as well as he can, given the vacancies in the Planning Department.
- 10) Because of the proposed Heritage Tax Relief program, we had 22 requests from property owners for us to consider designation. Because of the overwhelming number, the Committee decided to hire the Heritage Resource Centre to research and write up designation reports for fifteen of these properties. This work is currently in progress, and is expected to go before Council sometime in the next few months.
- 11) We bid good-bye to members Mary Lou Little and Arthur Pegg in December, as well as Adam Cooke, Eileen Crouch and Gwen Robinson, who had resigned earlier. We appreciate the work they have done for the Committee during their tenure, and wish them well in their future endeavours.
- 12) The Committee has also been watching the restoration work in progress at the Lanoue House in Tilbury, with pleasure and admiration for their dedicated efforts. We heartily approved the revision of the designation for that building, necessitated by the discovery of an original window opening, after removing the siding. We wish them the best in their continued restoration work.
- 13) The Committee has also been monitoring the work of the Promised Land Project, and in particular, has agreed to partner with them in their development of a program to preserve burial sites of early Black settlers in Chatham-Kent. Thanks to Hans Vanderdoe for his work as a liaison to this project.

## **COMMENTS**

The following are Heritage Chatham-Kent's goals and objectives for 2011:

- 1) The Committee will work with the Heritage Resource Centre to complete the process for researching and writing designation reports for the fifteen properties that they have been tasked to do. In addition to this, the Committee will complete the work needed to process the additional properties that have requested designation, which are not part of the consultants' contract at this time.
- 2) The Committee will continue to work with the Planning Department and the Building Department to develop and then implement the Heritage Tax Relief program, should it be approved by Council.

- 3) Develop a questionnaire, to be given to any property owners who, in the future, request designation for their property. This questionnaire will explain the process of designation to the property owner, and will aid us in deciding whether or not to proceed with designation; in addition, it will provide the Committee with valuable information needed to complete the designation report.
- 4) The Committee, in conjunction with any individual or corporation we might hire, given the funds we have requested for 2011, will begin working on the second phase of the Municipal Heritage Register.
- 5) We will welcome, in January, six new members to the Committee. We will be working on imparting the necessary information and skills to our members in short training sessions, which will precede the meetings for the first part of 2011.
- 6) The Committee will also develop an information session for key staff and Council, to be presented in the first part of 2011.
- 7) While we are certainly happy that so many new people have agreed to serve on the Committee, we are cognizant of the fact that there are still areas of the Municipality that are under-represented on our Committee. We will continue to work at recruiting new members for these areas.
- 8) The Mayor's Heritage Awards have been in place for six years now. We are certainly pleased that we have been able to recognize property owners who have worked diligently to restore their properties using best heritage preservation practices, but the Committee feels it is time to revise and revamp the process by which these awards are given, as well as expand the idea of the awards. To that end, we hope to partner with the Chatham-Kent Heritage Organizations group that is chaired by Dave Benson, to do this. Perhaps, for example in the future, we could also be giving out a Mayor's Heritage Award to the best local publications in the area of heritage, to the volunteers who have given the most to the heritage community, or to groups or individuals who preserve other things than houses,. We also believe that, given the right organization and marketing, a bigger, gala event to celebrate these achievements could be successful. We hope that 2011 will see the realization of this expanded vision for the Mayor's Heritage Awards.
- 9) The Committee will continue to work, in conjunction with the Planning Department and the Heritage Coordinator, to expedite the process for designating properties, in order that we might see more designations complete in 2011, and into the future.
- 10) The Committee will continue to partner with the *Doors Open* committee to present that worthwhile event in 2011, and into the future.
- 11) The Committee will be encouraged to attend more workshops, seminars and/or conferences in order to update and improve the knowledge base of members. In 2010, no-one on the Committee did so.
- 12) The Committee will, in conjunction with any individual or corporation we might hire, given the funds we requested, work to update the several existing designation by-laws which are too vague, and do not fit the requirements of the latest (2006) Heritage Act provisions for them.
- 13) The Committee will begin to devise an archaeological management plan. We will begin to familiarize ourselves with archaeologically significant properties in Chatham-Kent. We will also endeavour to understand the process for ensuring

that those properties are protected and, if necessary when being developed, at least have an archaeological survey done before construction begins.

- 14) The Committee will begin to look at the idea of a plaquing program, one which both honours our designated properties, while educating the general public about the history and the architecture of the plaqued property.

### **BUDGET FOR 2011**

Committee Expenses (meals, mileage, etc., inc. CHO membership)	\$4000.00
Mayor's Heritage Awards (inc. cost of bus for committee)	\$500.00
Doors Open	\$1500.00
Training	\$1500.00

### **COMMUNITY STRATEGIC PLAN**

The activities of Heritage Chatham-Kent throughout 2010 support the Community Strategic Plan through the following:

D: Culture – We are a cultural community

- D1: Celebrate and support heritage, arts, and cultural events and program
- D2: Protect and promote our diverse natural and historical areas and resources
- D3: Provide recognition to people and organizations that make significant contributions to our heritage, arts and culture.

### **CONSULTATION**

All members of Heritage Chatham-Kent have reviewed this report and approve of its contents.

The Development Planner and Planning Technician, Planning Services and the Heritage Coordinator, Community Services, have provided ongoing assistance to the Committee throughout the year and have assisted in the development of this report, and support its contents.

Prepared by:

Reviewed by:

\_\_\_\_\_  
Lisa Gilbert  
Chair  
Heritage Chatham-Kent

\_\_\_\_\_  
Hans VanderDoe  
Vice Chairman  
Heritage Chatham-Kent

Councillor Myers moved, Councillor Crew seconded:

**“That**

- 1. Heritage Chatham-Kent’s 2010 Year End Report and the 2011 Goals and Objectives be accepted.”**

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons	X	
Brown	X		Pinsonneault	X	
Crew	X		Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	
Gilbert	X		Vercouteren	X	
Herman	X		Wesley	X	
King	Not Present		Mayor Hope	X	
Leclair	X		<b>Total</b>	<b>17</b>	<b>0</b>
Myers	X				

**Motion Carried**

(d) Appointment to Heritage Chatham-Kent Committee

**MUNICIPALITY OF CHATHAM-KENT**  
**COMMUNITY DEVELOPMENT AND PLANNING SERVICES**  
**PLANNING SERVICES**

**TO:** Mayor and Members of Council

**FROM:** Ryan Jacques  
Planning Technician, Planning Services

**DATE:** January 26, 2011

**SUBJECT:** Appointment to Heritage Chatham-Kent Committee

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**RECOMMENDATION**

It is recommended that:

1. Ron McLean be appointed to the Heritage Chatham-Kent Committee.

**BACKGROUND**

Following the municipal elections in the fall of 2010, citizens were able to submit applications to serve on committees of Council. Mr. McLean submitted an application to serve on the Heritage Chatham-Kent Committee; however, the application was misdirected and therefore was not included with the list of nominees.

**COMMENTS**

Mr. McLean has been attending Heritage Chatham-Kent Committee meetings as an affiliate member for the last two years. The Committee still has vacancies as the terms of reference specify up to eighteen members. The addition of Mr. McLean would bring total membership to fifteen. Mr. McLean will be a valued addition to the Committee representing Ward 5 - Wallaceburg.

**COMMUNITY STRATEGIC PLAN**

The recommendation in this report does not support, negatively or positively, a specific objective of the Community Strategic Plan. It is a neutral issue.

## **CONSULTATION**

The Heritage Coordinator has reviewed this report and agrees with the recommendation.

The Chair of Heritage Chatham-Kent has reviewed this report and agrees with the recommendation.

## **FINANCIAL IMPLICATIONS**

There are no financial implications resulting from the recommendations.

Prepared by:

Reviewed by:

\_\_\_\_\_  
Ryan Jacques, CPT  
Planning Technician, Planning Services

\_\_\_\_\_  
Ralph Pugliese, MCIP, RPP, DPA  
Director, Planning Services

Reviewed by:

\_\_\_\_\_  
Don Shropshire  
General Manager  
Community Development and Planning Services

Councillor Myers moved, Councillor Parsons seconded:

**“That**

**1. Ron McLean be appointed to the Heritage Chatham-Kent Committee.”**

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons	X	
Brown	X		Pinsonneault	X	
Crew	X		Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	
Gilbert	X		Vercouteren	X	
Herman	X		Wesley	X	
King	Not Present		Mayor Hope	X	
Leclair	X		<b>Total</b>	<b>17</b>	<b>0</b>
Myers	X				

**Motion Carried**

(e) Mayor's Heritage Preservation Awards 2010

## **MUNICIPALITY OF CHATHAM-KENT**

### **COMMUNITY DEVELOPMENT AND PLANNING SERVICES**

## PLANNING SERVICES

**TO:** Mayor and Members of Council

**FROM:** Ryan Jacques  
Planning Technician, Planning Services

**DATE:** January 26, 2011

**SUBJECT:** Mayor's Heritage Preservation Awards 2010

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### **RECOMMENDATION**

It is recommended that:

1. The Mayor's Heritage Preservation Awards be presented to the following award winners:
  - Tynne Hogan and Peggy Bates for 453 Centre Street, Community of Dresden
  - Brad Eagen for Buxton Train Station, Community of North Buxton
  - Paul Haslip for 7137 Creek Line, Community of Pain Court
  - Congregation of St. Andrews United Church for St. Andrew's United Church, Community of Chatham (City)
  - Deanna Bell-Fast and David Paulovics for 325 Wellington Street, Community of Chatham (City)
  - John and Shirley Carpenter for 8890 Talbot Trail, Community of Harwich (People's Choice Award)

### **BACKGROUND**

In 2004, Chatham-Kent Council approved the establishment of the Mayor's Heritage Preservation Awards in order to:

- Publicly recognize acts of good property stewardship
- Educate the public on best practices of heritage preservation/restoration/renovation
- Ultimately encourage increased heritage stewardship
- Raise the profile of the community's heritage assets in general, both within Chatham-Kent and among visitors/tourists
- Raise the profile of Heritage Chatham-Kent and the role that this committee plays in the community

The awards are intended to reward property owners that demonstrate 'best practice' preservation, restoration, or renovation work on their heritage properties. The properties themselves do not need to be designated or be of historical importance as the purpose of the awards is to encourage a methodology that can apply to any older building or property.

As approved by Council, this is a program of Heritage Chatham-Kent (Municipal Heritage Committee). Heritage Chatham-Kent partnered with the Chatham-Kent Museum in the administration and organization of the program. Nomination forms were made available online and throughout Chatham-Kent at municipal centres, libraries and museums. Nominations were received between July and October 2010. Award winners are to be announced in February, 2011.

### **COMMENTS**

Heritage Chatham-Kent has received eleven nominations for the Mayor's Heritage

Preservation Awards. The nominees are all excellent representatives of the spirit and intent of these awards, having carried out excellent heritage preservation work on their respective properties. As well, there was good representation from across the Municipality with nominees in Dresden, Blenheim, Pain Court, North Buxton, Thamesville, Harwich Township, and Chatham. All eleven nominees are featured on the Municipal web site.

Heritage Chatham-Kent has reviewed the nominations and is presenting the following six selected award winners to Council for approval:

- Tyyne Hogan and Peggy Bates for 453 Centre Street, Community of Dresden
- Brad Eagen for Buxton Train Station, Community of North Buxton
- Paul Haslip for 7137 Creek Line, Community of Pain Court
- Congregation of St. Andrews United Church for St. Andrew's United Church, Community of Chatham (City)
- Deanna Bell-Fast and David Paulovics for 325 Wellington Street, Community of Chatham (City)
- John and Shirley Carpenter for 8890 Talbot Trail, Community of Harwich (People's Choice Award)

People were able to view the nominees on the municipal web site and vote on-line for their favorite nominee. On line voting for the "people's choice award" ended December 31, 2010. Winners of the Mayor's Heritage Preservation Award will be notified upon Council's approval of this report.

Photographs of the award winning properties are attached as Appendix "A".

## **COMMUNITY STRATEGIC PLAN**

The recommendation in this report supports the following objectives and strategic directions:

D: Culture – We are a cultural community

- D1: Celebrate and support heritage, arts, and cultural events and program
- D2: Protect and promote our diverse natural and historical areas and resources
- D3: Provide recognition to people and organizations that make significant contributions to our heritage, arts and culture

### **Expected Results**

- Enhancement of our historical/cultural/environmental assets
- Increase in media coverage of events related to historical and natural assets including print material
- Increase in the number of heritage properties/areas
- Establish standards and ensure that properties don't fall below a minimum standard of care
- Increase in preserved and maintained buildings
- Increase in recognition for good stewardship
- Increase in the number of people actively working on stewardship
- Establish annual citizen and volunteer awards
- Increase in public recognition and awareness of what people are contributing to the community

The recommendation will not adversely impact on the remainder of the Community Strategic Plan.

## **CONSULTATION**

The Heritage Chatham-Kent Committee developed the Heritage Awards program and supports the recommendation of this report.

The Heritage Coordinator, Community Services assisted with the marketing and organization of the program and the preparation of this report, and supports the recommendation of this report.

Winners of the Mayor's Heritage Preservation Award will be notified upon Council's approval of this report.

## **FINANCIAL IMPLICATIONS**

There are no financial implications resulting from the recommendations.

Prepared by:

Reviewed by:

\_\_\_\_\_  
Ryan Jacques, CPT  
Planning Technician, Planning Services

\_\_\_\_\_  
Ralph Pugliese, MCIP, RPP, DPA  
Director, Planning Services

Reviewed by:

\_\_\_\_\_  
Don Shropshire  
General Manager  
Community Development and Planning Services

Councillor Myers moved, Councillor Vercoouteren seconded:

**“That**

**1. The Mayor's Heritage Preservation Awards be presented to the following award winners:**

- **Tyney Hogan and Peggy Bates for 453 Centre Street, Community of Dresden**
- **Brad Eagen for Buxton Train Station, Community of North Buxton**
- **Paul Haslip for 7137 Creek Line, Community of Pain Court**
- **Congregation of St. Andrews United Church for St. Andrew's United Church, Community of Chatham (City)**
- **Deanna Bell-Fast and David Paulovics for 325 Wellington Street, Community of Chatham (City)**
- **John and Shirley Carpenter for 8890 Talbot Trail, Community of Harwich (People's Choice Award)”**

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons	X	
Brown	X		Pinsonneault	X	
Crew	X		Robertson	X	
Faas	X		Stirling	X	

Fluker	X		Sulman	X	
Gilbert	X		Vercouteren	X	
Herman	X		Wesley	X	
King	Not Present		Mayor Hope	X	
Leclair	X		<b>Total</b>	<b>17</b>	<b>0</b>
Myers	X				

**Motion Carried**

- (f) Ontario Heritage Act Designation – Highgate United Church Property, Mary Webb Cultural and Community Centre

This report was deferred at the beginning of the meeting.

## 15. CLOSED SESSION

### COUNCIL CLOSED SESSION REPORT February 8, 2011

In attendance: Chair Herman, Mayor Hope, Councillors Bondy, Crew, Faas, Fluker, Gilbert, King, Leclair, Myers, Parsons, Pinsonneault, Robertson, Stirling, Sulman, Vercouteren and Wesley.

Not in Attendance: Councillor Brown.

A conflict was declared by Councillor Brown, re his business.

During Closed Session of February 8, 2011, Council would report the following for approval:

1. Council directed administration on a potential litigation matter.

### COUNCIL CLOSED SESSION REPORT February 10, 2011

In attendance: Chair Herman, Mayor Hope, Councillors Crew, Faas, Fluker, Gilbert, Leclair, Myers, Parsons, Pinsonneault, Robertson, Stirling, Sulman, Vercouteren and Wesley.

Not in attendance: Councillors Bondy, Brown, King.

A conflict was declared by Councillor Brown, re his business.

During Closed Session of February 10, 2011, Council would report the following for approval:

1. Council directed administration on a potential litigation matter.

### COUNCIL CLOSED SESSION REPORT February 14, 2011

In attendance: Chair Herman, Mayor Hope, Councillors Bondy, Crew, Faas, Fluker, Gilbert (arrived at 4:21 p.m.), King, Leclair, Myers, Parsons, Pinsonneault, Robertson, Stirling, Sulman (arrived at 4:10 p.m., Vercouteren and Wesley.

A conflict was declared by Councillor Brown on the potential litigation matter, re his business.

During Closed Session of February 14, 2011, Council would report the following for approval:

1. Appointments to Committee of Court of Revision

That Council appoints Jim Kovacs and Chris Mason to the Committee of Court of Revision for the 2010-2014 term.

2. Senior Advisory Committee

1. The revised Terms of Reference for the Seniors Advisory Committee (SAC) which broadens the membership to the general public, associations and/or other senior citizen organizations be approved.
2. The following four members of the public who applied to be members of the Seniors Advisory Committee – Margaret Reed, Tilbury; Florence Crowder, Chatham; Joanne Boland, Chatham, and Cathy Telfer, President of the Retired Teachers of Ontario (District 33) – be approved to become members of the Committee of Council, as recommended by the Senior Advisory Committee for a four year term.
3. The following twelve people selected by their respective senior centre also be approved for a four year term:

Senior Centre	Representative	Alternate
Active Lifestyle Centre, Chatham	Sue Williams	Carol Stokley
Blenheim & Community Senior Citizens Group	Linda Stonehouse	Catherine McCrae
Bothwell Senior Citizens	Walter Matt	Leroy Carther
Dresden Leisure Hours Centre	Vacant	Vacant
Le Club de l'Amitie (Friendship Club), Pain Court	Madeleine Pinsonneault	Francois Caron
Merlin Senior Citizens Friendship Club	George Darnley	Marg Darnley
Morpeth Heritage Club	Bill Mardling	George Prins
Ridgetown & Area Adult Activity Centre	Sharon Benishek	Vacant
Thamesville Happy Club	Don Wright	Frank Trainor
Tilbury Leisure Centre (Tilbury & District Senior Adult Centre Assoc.)	Bunnie DeJong	Pat Bellaire
Wallaceburg Senior Citizens Club Inc.	Peter Hensel	Marlene Rabideau
Wheatley & District Friendship Club	Linda Wigfield	Alma Edsall

3. Council directed administration on:

- labour relations issues

- a litigation matter
- a potential litigation matter

4. Council requested to meet in Closed Session on Wednesday, February 16, 2011 at 4:00 p.m.

Councillor Herman moved, Councillor Stirling seconded:

**“That the February 8, 10 and 14, 2011 Closed Session reports be received as given.”**

The Mayor put the Motion

<b>Councillor</b>	<b>Yes</b>	<b>No</b>	<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Bondy	X		Parsons	X	
Brown		CONFLICT	Pinsonneault		X
Crew	X		Robertson	X	
Faas	X		Stirling	X	
Fluker	X		Sulman	X	
Gilbert	X		Vercouteren	X	
Herman	X		Wesley	X	
King		NV	Mayor Hope	X	
Leclair	X		<b>Total</b>	<b>15</b>	<b>1</b>
Myers	X				

**Motion Carried**

## **16. READING OF BY-LAWS**

### **(a) FIRST READING**

Councillor Vercouteren moved, Councillor Sulman seconded:

**“That the By-laws be taken as read for the first time.”**

The Mayor put the Motion

**Motion Carried**

### **(b) SECOND READING**

Councillor Vercouteren moved, Councillor Sulman seconded:

**“That the By-laws be taken as read for the second time.”**

The Mayor put the Motion

**Motion Carried**

### **(e) COUNCIL TO GO INTO COMMITTEE, IF REQUIRED, TO DISCUSS BY-LAWS**

### **(f) RESUMPTION OF COUNCIL**

### **(g) THIRD AND FINAL READING**

- i. By-law imposing special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act.
- ii. By-law to amend Zoning By-law 216-2009 of the Municipality of Chatham-Kent (Vanroboys Enterprises Ltd.)(Hansen #6573)
- iii. By-law to amend Zoning By-law 216-2009 of the Municipality of Chatham-Kent (2136615 Ontario Ltd.)(Hansen #6504)
- iv. By-law to provide staff appointments of Deputy Clerks for the Corporation of the Municipality of Chatham-Kent
- v. By-law to confirm proceedings of the Council of The Corporation of the Municipality of Chatham-Kent at its meeting held on the 14<sup>th</sup> day of February, 2011

Councillor Faas moved, Councillor Pinsonneault seconded:

**“That the By-laws be taken as read for a third and finally passed.”**

The Mayor put the Motion

**Motion Carried**

## **17. APPROVAL OF COMMUNICATION ITEMS**

### **(a) Approval of the February 14, 2011 Council Information Package**

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#### **1. Staff Reports and Information**

- (a) Action Items from the February 7<sup>th</sup>, 2011 Council Meeting.

#### **2. Correspondence From**

- (a) Lettter from Philip Alexander, President, North American Black Historical Museum to the Mayor and Members of Council dated February 1<sup>st</sup>, 2011 re Municipal Funding.
- (b) Communication from Bob Bedggood, Chair, Source Protection Committee to the Municipal Clerk dated January 14, 2011 re St. Clair Region Amended Proposed Assessment Report (CD available in the Municipal Clerk’s Office.)
- (c) Two letters from Deanna Totten, Regional Manager, Muscular Dystrophy Canada to Mayor Randy Hope dated January 28, 2011 re Fundraising – Chatham-Kent Bothwell, Station 9 and Chatham South, Station 7, Fire Services.

#### **3. Routine Approvals Delegated to Administration**

- (a) Corporate Services
  - (i) Letter to Jim Kennedy, Executive Director, Mechanical Contractors Association of Windsor from Judy Smith, Municipal Clerk dated February 4, 2011 re World Plumbing Day – March 11, 2011.
  - (ii) Letter to Cameron Davidson, Royal Canadian Air Cadets, 294 Chatham Kinsmen Squadron from Maggie Downey, Municipal Governance dated February 7, 2011 re Tag Days, April 14-17, 2011.

#### **4. Invitations**

- (a) Invitation to Council to attend the Chatham-Kent Children’s Safety Village Second Annual Valentine’s Ball, hosted by C-K Emergency Services, on Saturday, February 12, 2011.

**5. News Letters/News Releases/Advisory/Announcements/Media Releases/Articles**

- Media Release from the LTVCA dated February 2, 2011 re 50<sup>th</sup> Anniversary
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Councillor Sulman moved, Councillor Crew seconded:

**“That the February 14, 2011 Council Information Package be approved.”**

The Mayor put the Motion

**Motion Carried**

**18. NON AGENDA BUSINESS**

Councillor Crew noted that she along with Councillors Parsons and Leclair and Don Shropshire will be participating in the Do the Math Challenge.

**19. RESOLUTION COUNCIL IN CLOSED SESSION & ADJOURNMENT**

Councillor Herman moved, Councillor Sulman seconded:

That Chatham-Kent Council adjourn to its next Meeting to be held at 400 p.m. on **Wednesday, February 16, 2011** and that Chatham-Kent Council authorize itself to meet in closed session on that day to discuss any matters permitted by The Municipal Act.

The Mayor put the Motion

**Motion Carried**

The meeting adjourned at 8:50 p.m.

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MAYOR – Randy R. Hope

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CLERK – Judy Smith