

**The Corporation of the Municipality of
Chatham-Kent**

Chatham-Kent Council Meeting

Council Chambers, Chatham-Kent Civic Centre

June 18, 2018

4:30 P.M.

1. Call to Order

The Acting Mayor called the meeting to Order:

Present: Acting Mayor Pinsonneault, Councillors Authier, Canniff, Faas, Fluker, Herman, Leclair, B. McGregor, C. McGregor, Myers, Robertson, Sulman, Thompson, VanDamme, Vercouteren and Wesley

Absent: Mayor Hope and Councillor Bondy

**2. Disclosures of Pecuniary Interest
(Direct or Indirect) And the General Nature Thereof**

3. Supplementary Closed Session Agenda Items

**4. Recess to Closed Session – 4:30 p.m.
Councillor Carmen McGregor, Closed Session Chair**

That Council moved into a Closed Session Meeting of Council pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

- A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality and advice that is subject to solicitor-client privilege with regard to **Fibre Network Expansion and TekSavvy**. Section 239(2)(f) & (k), *Municipal Act, 2001*.

5. Adjournment of Closed Session

Resumption of Open Council Meeting – 6:00 p.m.

6. Playing of the National Anthem

7. Approval of Supplementary Agenda

The Municipal Clerk noted that the following item would be added to the agenda:

- 16(d) – Brad-Lea Meadows Limited Requests re: Richmond Street, Chatham

The Municipal Clerk also noted that Item 17(a) – Motion by Councillor VanDamme re Healthcare Strategy for Chatham-Kent was moved to the June 25, 2018 Council Agenda.

8. Disclosures of Pecuniary Interest (Direct or Indirect) for Open Session Agenda Items and the General Nature There Of

Councillor Sulman declared a conflict of interest with regard to the Closed Session item and Item 16(d) - Brad-Lea Meadows Limited Requests re: Richmond Street, Chatham due to a client.

Councillor Canniff declared a conflict of interest with regard to Item 16(c) – Vehicle for Hire By-law as he has a relative that operates a taxi business.

9. Recognition

(a) Chatham-Kent Agricultural Hall of Fame – 2018 Inductees

Lynn Girty, Chair of the Chatham-Kent Agricultural Hall of Fame announced the following 2018 Inductees:

- Robert Kerr
- Dr. Art Schaafsma
- George and Ruth Bieber

The group will be inducted into the Chatham-Kent Agricultural Hall of Fame on Tuesday, November 13, 2018 at Countryview Golf Course.

10. Planning

The procedure to be followed during the planning meeting was explained. It was noted 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.

Information on Council's actions would be published on the municipal website [Chatham-Kent website](#). 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) Applications for Consent & Deeming By-law PL201800062 Jose & Patricia Oliveira, Jeffrey & Janet Van Damme 124 Brownlee Crescent & 737 Murray Street Community of Wallaceburg

The Acting Mayor asked if any person from the public had an interest in the application. There were no members from the public noted as being present with an interest in the matter. The applicant was present at the meeting.

Councillor Wesley moved, Councillor C. McGregor seconded:

“That

- 1. Council approve Consent application B-36/18, to sever and convey a 121 sq. m (1302.5 sq. ft.) lot addition from 737 Murray Street (PIN:00554-0219) to 124 Brownlee Crescent (PIN:00554-0285), in Part of Block R, Plan 418, in the Community of Wallaceburg, shown as Part 1 on the applicants' sketch, subject to the following conditions:**

- a) that Deeming By-law application D-14 WA/20/18/O be approved and the implementing by-law be adopted;
- b) that the lot addition to be severed, shown on the applicants' sketch as Part 1, be conveyed to the owner of the abutting residential parcel (124 Brownlee Crescent / PIN:00554-0285) and Section 50(3 or 5) of the Planning Act applies to any subsequent conveyance of or transaction involving the parcel of land that is the subject of this consent;
- c) that a hard copy and AutoCAD.dwg version of the final reference plan projected to the NAD 83/UTM Zone 17N coordinate system be submitted to the Municipality; and
- d) that the necessary deed(s), transfer or charges be submitted in triplicate; signed and fully executed (no photo copies), prior to certification.

2. Council approve Deeming By-law application D-14 WA/20/18/W, to deem the subject property, Lot 12, Plan 714, in the Community of Wallaceburg, not to be on a Plan of Subdivision.”

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Myers	Yes
Bondy	Absent	Pinsonneault	Yes
Canniff	Yes	Robertson	Not Present
Faas	Yes	Sulman	Yes
Fluker	Yes	Thompson	Yes
Herman	Yes	VanDamme	Yes
Leclair	Yes	Vercouteren	Yes
B. McGregor	Yes	Wesley	Yes
C. McGregor	Yes	Mayor Hope	Absent

Yes Votes: 15
No Votes: 0

Motion Carried

Regular

11. Deputations

- (a) Deputation by Sgt. Peter Marshall and Sgt. Kulvir Deol re O.P.P. Services Presentation

Sgt. Peter Marshall and Stg. Kulvir Deol provided Council with an overview of the services provided by the O.P.P. including the following Community Programs by the Chatham-Kent O.P.P.:

- Auxiliary Policing Program (Essex)
- Lock it or Lose it
- Crime Stoppers
- Community Services Officer Program
- O.P.P. Marine Program
- Amber Alert Program
- Community Watch
- Safeguard Ontario
- Crime Abatement

- Operational Identification Program
- Protection your Property, Community, Safety Program
- O.P.P. Mental Health Strategy
- Elder Abuse Program
- United Way Program
- M.A.D.D. Program
- R.I.D.E. Program
- Accessibility Program
- Uniform Recruitment Program
- O.P.P. REACH Program
- Robbery Prevention Program
- Project Lifesaver
- Law Enforcement Torch Run for Special Olympics
- United Sirens Chatham-Kent
- Shop with a Cop
- Chatham-Kent Victim Services fundraising
- Labour Day Family Day
- O.P.P. Youth Development Fund

12. Deputations – items on current agenda - (requests received by 3:00 p.m.)

Council received the following deputation for an item on the current agenda:

- Evan Rogers spoke with regard to Item #13a(i) - LivingCK: CK^y Advisory Group

13. Consent Agenda

(a) Information reports

- (i) LivingCK: CK^y Advisory Group
- (ii) National Local Immigration Partnership Learning Event Update
- (iii) Emergency Repair of Manhole – 8 Elmwood St., Tilbury

(b) Routine Approvals

- (i) Dedication By-laws

(c) Council Meeting Minutes

- (i) Council Meeting minutes from its meeting held on January 31, 2018
- (ii) Council Meeting minutes from its meeting held on May 7, 2018
- (iii) Council Meeting minutes from its meeting held on May 28, 2018

Councillor B. McGregor requested that Item #13a(i) – LivingCK: CK^y Advisory Group be placed aside for discussion.

Councillor Thompson requested that Item #13a(ii) – National Local Immigration Partnership Learning Event Update be placed aside for discussion.

Councillor Vercooterren moved, Councillor Authier seconded:

“That the items listed on the Consent Agenda be approved as presented and that action be taken as required, excluding those items placed aside.”

13(a)(i) – LivingCK: CK^y Advisory Group

Municipality of Chatham-Kent
Community Human Services
Community Attraction and Leisure Services
Information Report

To: Mayor and Members of Council
From: Victoria Bodnar
Coordinator, Resident Attraction and Retention
Date: June 8, 2018
Subject: LivingCK: CK^y Advisory Group

Background

On April 16, 2018, an information report and presentation, entitled LivingCK: Resident Attraction and Retention Update, was received by Council. The report outlined the strategic direction and activities undertaken to address a declining population and to promote Chatham-Kent to young people, immigrants, and active retirees. This update included findings garnered from the Chatham-Kent to the Power of Young People – CK^y (aged 15-39) survey of June 2017. From these findings, the following motion was brought forward and passed by Council:

“Whereas attraction and retention of youth is a vitally important aspect of Chatham Kent’s resilience and success. And Whereas Over 1100 youth in Chatham Kent responded to the Chatham-Kent to the Power of Young People CK survey, with only 22% of those surveyed reporting they felt their contributions to the community were valued, and many reporting frustration over the lack of youth opinions being known, heard or acted upon. Be it Resolved that staff in Community Attraction and Promotion investigate and report back to Council by June 18th, on the requirements and potential benefits of creating a CK Advisory Group, the aim of which is to ensure that the voice of young people age 15-39 years is known, heard, considered, and acted upon in Council decision making.”

This report will provide information on the requirements and potential benefits of creating a CK^y Advisory Group and outlines ways in which the advisory group can complement other community work to engage young people (aged 15-39).

Comments

Data from Stats Canada for the 2016 Census shows the population breakdown of young people within the targeted demographic in Chatham-Kent as:

Age Cohort	15-19	20-24	25-29	30-34	35-39	Total 15-39	Total Population
Population	6,115	5,535	5,135	5,560	5,380	27,725	102,042
% of Total	6%	5.4%	5%	5.4%	5.3%	27.2%	100%

The aim of engaging young people in Chatham-Kent in municipal and community life is a long-standing one. Municipal efforts have included the Mayor's Youth Council Coordinator role which supported the Chatham-Kent Mayor's Youth Council (2002–2010) and the subsequent creation of a Coordinator, Youth Retention and Immigration position, now Coordinator, Resident Attraction and Retention, (2011–to date) Council has received regular updates on the Coordinator's work and activities.

Chatham-Kent Mayor's Youth Council

From 2002–2010, a Chatham-Kent Mayor's Youth Council (MYC), was established as a result of a recommendation contained in the Chatham-Kent Youth Recreation Development Strategy. This 10-15 person youth council represented the 14-24 youth demographic and worked to make Chatham-Kent more youth-friendly. This work culminated in Chatham-Kent gaining provincial Youth Friendly Community status based on youth programming. The mission of MYC was "to take ideas from the youth, make them a reality through the youth, to improve the quality of life for the youth." MYC developed its own Terms of Reference, election protocol, and participation expectations. Activities and programs of the MYC were financially supported through fundraising initiatives, including an annual Mayor's Golf Tournament. The MYC was responsible for engaging with youth in Chatham-Kent to plan and implement initiatives including the; Chatham-Kent Skate Park Implementation Project, the "EXPOSED Chatham-Kent through the eye of a camera" photo book; the Do It Yourself grant program; and the Youth Partnership Fund.

The Mayor's Youth Council Coordinator was an advocate for the youth of Chatham-Kent and supported the MYC by overseeing its on-going development and administration, including researching new initiatives, facilitating and attending regular, MYC subcommittee and capacity-building meetings, maintaining contact with other Youth Councils, and participating in youth-focused workshops/conferences. The role also sought to remain current on youth trends both municipally and globally.

Best Practices - Advisory Groups for Young People/Youth

Best practices from the Rural Ontario Institute's [Youth Council Toolkit](#) highlight that a "champion" is required to support members of the youth council as decision-makers, and to oversee the formation and sustainability of the group. Often this role is taken on by a staff member of the associated government, Council, or organization. The advisory groups researched are generally connected to a government body, or an elected official's office, with many having support from government staff to review applications for membership.

A sample of established advisory groups is set out below:

Name	Activities	Target Age	# Members
Leamington Youth Advisory Committee	Provide a voice for the youth of Leamington, while advising Council of important recreational and social issues concerning the Municipality's younger population.	13–18	<ul style="list-style-type: none"> • 8-12 Members
London's Youth Advisory Council	Exists to ensure that youth voices are integrated into local public policy decisions. We seek to reboot citizenship in London by encouraging youth to lead the charge against political apathy by playing a constructive role in the decision-making processes of the governments and institutions that influence our communities.	15–25	<ul style="list-style-type: none"> • 15 Members • 1 per ward • 1 Chair
Mayor's Youth Advisory Committee - Windsor	<ol style="list-style-type: none"> 1. To actively seek input from Windsor youth on matters being considered by Council or identified by the Mayor and to provide the Mayor with recommendations, based on the input received. 2. To identify issues affecting youth within the community, develop strategies that could be 	14–24	<ul style="list-style-type: none"> • 12 Members • 1 Chair • 1 Vice Chair

Name	Activities	Target Age	# Members
	<p>implemented by the City to address these issues and bring these issues and strategies to the attention of the Mayor.</p> <ol style="list-style-type: none"> 3. To develop a communications strategy to inform youth of events and matters affecting them and to solicit input from them. 4. To actively work towards increasing civic engagement by Windsor youth. 		
Mayor's Millennial Advisory Committee – Burlington	<p>Conduct outreach and make recommendations to help Burlington foster and retain millennial-age residents. Activities may include, but are not limited to:</p> <ol style="list-style-type: none"> 1. Delegating or submitting written documentation on behalf of the Millennial Advisory Committee to Burlington City Council and other Committees and Boards, 2. Participating in engagement opportunities at the City of Burlington and creating new engagement opportunities, 3. Organizing and participating in events that help to shape policy 4. Other initiatives, as determined by the group. 	18–35	<ul style="list-style-type: none"> • 26 Members • 1 Chair • 1 Vice Chair
Philadelphia Millennial Advisory Committee	<ol style="list-style-type: none"> 1. Advise the City on policies, programs, and actions affecting millennials 2. Help develop initiatives focused on attracting and keeping millennial residents 3. Connect this generation to engagement opportunities with the larger community 4. Create a mentorship model to help engage those new or returning to citizenship 	23–34	<ul style="list-style-type: none"> • 21 Members • 4 Executives
Philadelphia Youth Commission	<p>Youth Commission represents Philadelphia's youth in public hearings and gives testimony that reflects the youth perspective. We work with the City, non-profits, community organizations, schools, and private entities to develop strategies to improve the lives of Philadelphia's youth. The Commission also advises the Mayor, City Council, Philadelphia Schools, and other key decision makers inside and outside of city government.</p>	12–23	<ul style="list-style-type: none"> • 21 Members
Governor's Millennial Advisory Council - New Hampshire	<p>The Governor's Millennial Advisory Council shall provide recommendations, insight, suggestions, and feedback to the Governor on matters of New Hampshire state policy that directly impacts the attraction, retention, and engagement of young people.</p>	18–38	<ul style="list-style-type: none"> • 25 Members • 2 per county • 1 Chair

The size of and representation within the group varies by community, as shown above. The Youth Council Toolkit suggests that a typical Board or Council consists of 10 to 12 participants, but indicates that the recruitment of dedicated members is a more critical factor for success. Target ages of membership also vary based on community, but many strive to include young people studying and working in the community.

Outlook for Community Engagement with Young People in CK

Plans for enhanced engagement by community groups with young people across Chatham-Kent are encouraging.

The Chatham-Kent Chamber of Commerce is exploring the possibility of setting up a Young Professionals' Group in Chatham-Kent (aged 19–35) which will plan and facilitate networking opportunities, as well as form an advocacy body to work on issues related to economic prosperity. The formation of this group is being explored further, starting in late-Spring of 2018, and does not have a specified date for implementation.

The United Way of Chatham-Kent currently hosts a Youth Committee, made up of 25 Ambassadors from high schools throughout Chatham-Kent (aged 14–18). This Youth Committee is responsible for resource development and fundraising for United Way including the well-known Red Feather, community impact and outreach (through volunteering), and career development (through partnered mentorship with local employers). United Way of Chatham-Kent is exploring the possibility of setting up a NextGen Committee, similar to surrounding United Ways, made up of 20–40 year olds which will support fundraising and community engagement activities through a Cabinet (promoting United Way to their peers in workplaces and social circles) and through Ambassadors (who will co-chair community events). The formation of the NextGen Committee is being explored now with implementation aimed to start in the fall of 2018.

CK^y Advisory Group

Based on Council's motion, administration will create a "CK to the Power of Young People (CK^y) Advisory Group", consisting of young people in Chatham-Kent who will provide input to Council on the opinions of young people aged 15-39. The CK^y Advisory Group will be a Committee of Administration, which allows for information sharing in a less formal environment.

Benefits:

The creation of a CK^y Advisory Group will provide young people aged 15-39 with a formalized and structured mechanism to advise decision makers on the needs of young people.

One thousand one hundred and twenty-six (1,126) young people connected to Chatham-Kent (aged 15-39) responded to the Chatham-Kent to the Power of Young People (CK^y) survey in June, 2017. Only 22% of those surveyed reported they felt their contributions to the community were valued, and many spoke about the need for the opinions of young people to be listened to and acted upon. A CK^y Advisory Group will provide a structured framework for Municipal Council and CK young people to engage and discuss issues relevant to local young people, and ensure that Council is able to consider the views of young people when making decisions.

A CK^y Advisory Group will complement and supplement the work of community stakeholders to engage with young people. The United Way's engagement focuses on fundraising and volunteerism, and the CK Chamber of Commerce's Young Professionals Group will provide opportunities for networking and advocacy for economic prosperity.

The CK^y Advisory Group will provide an opportunity for local young people to become involved in broad-based discussions and provide input to decision-making at a Council level. This is a unique opportunity for young people to be engaged in issues that concern them, across sectors and from diverse viewpoints, and enables young people to help solve community problems in a structured way.

Creating the CK^y Advisory Group will show local young people that Council values the contributions they make and that Council wants to engage with them to meet their needs. This will help to build relationships across generations, facilitate mentorship between young people and political and community leaders, and foster greater connection between young people and the community to assist with retention efforts.

The CK^y Advisory Group differs from the former MYC in two key ways:

- First, the targeted age demographic of CK^y is 15-39 years compared to the MYC at 14-24 years.
- Second, the main objective of the CK^y Advisory Group will be to facilitate discussions amongst young people and provide feedback to Municipal Council on matters that impact the attraction, retention, and engagement of young people, compared to the MYC which planned and implemented youth programs. The CK^y Advisory Group will help Municipal Council to gain and consider the opinions of

young people when making decisions, and will help young people feel more valued and have a greater sense of ownership over their community's future.

Role of CK^y Advisory Group:

After establishment, the CK^y Advisory Group will:

- Determine a mandate, meeting schedule, Terms of Reference, and annual activities within one year of establishment.
 - Up to three in-person meetings will be scheduled a year and additional Skype meetings will be encouraged as needed
 - Determine engagement plan with Council

Potential Activities:

- Review of the CK^y (aged 15-39) Survey results, 2017, and the Chatham-Kent Survey of Young People (aged 15-39), 2012, survey results to gain insight to the needs and voices of other young people
 - Discuss the findings of the research and how to meet the needs of young people around employment and entrepreneurship, professional and personal development opportunities, leisure and recreation opportunities, health, affordability, safety, environment, ability to travel, education, digital access, public space, etc.
- Regular consultation with the broader CK community of 15-39 year olds to gain on-going insight from a broad spectrum of CK young people
- Provide written and verbal input to Council
- Attend Council meetings on topics of interest
- Host members of Council at CK^y Advisory Group meetings
- Identify community partnership opportunities and lead activities to meet the needs of young people, as identified in CK^y reports and through on-going consultation

A CK^y Advisory Group requires structure and support to become established, but also needs flexibility and direct input from young people in order to determine Terms of Reference reflective of the demographics' needs and capacity for participation.

A high level framework based on best practices from surrounding communities follows. It aims to be complementary to other stakeholders engaging young people in Chatham-Kent.

CK^y Advisory Group Proposed Framework:

The CK^y Advisory Group will consist of a leadership table of 12 members and one non-voting Municipal staff member, as well as additional working group members and expert advisors as requested by the leadership table. The age range for the CK^y Advisory Group will be 15-39 years to ensure broad input is gained in order to allow the Community Attraction and Promotion section to work to 'future-proof' Chatham-Kent.

(a) Leadership table:

- Consist of 12 community members, with two representatives from each of the six wards in Chatham-Kent
- Consist of one Chair as CK^y Advisory Group Lead and one Vice Chair
- Be between the ages of 15 and 39, with representation desired from each age cohort across the demographic (15–19, 20–24, 25–29, 30–34, and 35–39)
- Strive to be composed of a membership that is reflective of Chatham-Kent's population in terms of race, ethnicity, religion, gender identity and expression, sexual orientation, ability, and economic status
- Seek to represent diverse areas of knowledge, experience, and interest
- All members must work, live, or study in Chatham-Kent, regardless of citizenship status

(b) Municipal staff support:

- Community Attraction and Promotion staff member
- Serve as a non-voting support staff for the formation and sustainability of the CK^y Advisory Group
- To establish the CK^y Advisory Group, will review applications and conduct interviews for executive committee members, with assistance from relevant community partners and other municipal staff as needed,
- Lead the recruitment and training of CK^y Advisory Group members to establish the first Leadership Table, and participate in the recruitment and training of future members as support to the Leadership Table thereafter
- Serve as communication lead between the CK^y Advisory Group and Municipal administration, ensuring CK^y Advisory Group is kept abreast of relevant issues and helping to inform the CK^y Advisory Group agenda
- Responsible for reviewing the budget and ensuring reimbursement claims are processed for CK^y Advisory Group expenses

Staff will use social media channels to promote participation on the CK^y Advisory Group and will begin recruiting CK^y Advisory Group members, starting in the summer of 2018, with the first meeting scheduled for the fall of 2018.

Budget:

An annual budget of \$2,000 will be allocated to support the CK^y Advisory Group to address transportation and participation costs for the Leadership Table members. This budget will be funded from the existing Resident Attraction and Retention base operating budget.

Consultation

The recommendation outlined in this report has been identified by the Community Attraction and Promotion section, through the Resident Attraction and Retention area, following surveys, consultations with local stakeholders and best practices from other communities. Feedback from young people living in or connected to Chatham-Kent was gained through CK^y Surveys in 2012 and 2017. Consultations with community partners have included the Chatham-Kent Chamber of Commerce and United Way of Chatham-Kent, to help align the recommendations to activities occurring or planned within Chatham-Kent.

Financial Implications

There are no financial implications associated with the recommendations made within this report. The \$2,000 budget to assist with facilitating the CK^y Advisory Group meetings will be covered by the existing Resident Attraction and Retention operating budget.

Prepared by:

Reviewed by:

Victoria, Bodnar,
Coordinator,
Resident Attraction & Retention

Audrey Ansell, M.A. (Ec)
Manager,
Community Attraction and Promotion

Reviewed by

Reviewed by:

Evelyn Bish
Director,
Community Attraction and Leisure Services

April Rietdyk RN, BScN, MHS, PhD PUBH
General Manager,
Community Human Services

Councillor B. McGregor sought clarification on how citizens would apply to the committee and how the members would be selected. The Coordinator of Resident Attraction & Retention explained that the application will be posted on Living CK and shared regularly on the various social media platforms. Applications will be reviewed and members chosen by staff with the first meeting scheduled for September.

Councillor B. McGregor moved, Councillor C. McGregor seconded:

“That the report be received for information.”

Motion Carried

13a(ii) – National Local Immigration Partnership Learning Event Update

Municipality of Chatham-Kent

Community Human Services

Community Attraction & Leisure Services – Community Attraction & Promotion

Information Report

To: Mayor and Members of Council
From: Victoria Bodnar, Coordinator, Resident Attraction and Retention
Audrey Ansell, Manager, Community Attraction and Promotion
Date: May 28, 2018
Subject: National Local Immigration Partnership Learning Event Update

This report is for the information of Council.

Background

In March of 2018, Immigration, Refugees and Citizenship Canada (IRCC) hosted the first National Local Immigration Partnership Learning Event in Calgary, Alberta. The intent of the event was to contribute to IRCC’s ongoing policy and planning process in view of preparing a strategic plan to support Local Immigration Partnerships in the future. The Municipality of Chatham-Kent is the Contribution Agreement holder with IRCC for the Chatham-Kent Local Immigration Partnership (LIP). Council was notified at the March 5, 2018 Council Meeting that two staff members from Community Attraction and Leisure Services would be in attendance at the event.

Comments

LIPs were first introduced to the Canadian settlement landscape in Ontario 10 years ago. Over the past decade, the LIP model has expanded to other provinces and there are now 77 nationwide. Chatham-Kent’s LIP began in 2010 and has created and updated a local settlement plan that identifies immigrant newcomers and their needs in Chatham-Kent that then supports the coordination of settlement services for immigrants in the Municipality.

Learnings from the National LIP Learning Event:

- IRCC is considering extending the LIP funding cycle from three to five years in order to support long-term strategic planning.
- IRCC is developing a national performance measurement framework, using the Theory of Change model to assess performance measurement. The Theory of Change requires LIPs to use evolving indicators to measure success along short, medium, and long-term outcomes.

- IRCC presented the [Characteristics of a Welcoming Community](#), developed by Pathways to Prosperity Canada, which outlines 17 themes for LIPs to align efforts to and suggests performance indicators to use for measurement.
- LIPs are also being considered for leveraging communication between local communities and the federal ministry. LIPs have been invited to join the National Settlement Council (NSC) in order to provide feedback from community-level stakeholders outside the settlement sector on federal immigration policy. CK LIP will support the regional LIP representative at the NSC table and continue to share information both to and from CK community stakeholders.

In addition to the knowledge gained at the LIP Learning Event, Chatham-Kent staff contributed to the building of a community of practice, the refinement of the performance framework and outcome measurement tools, and shared best practices from Chatham-Kent.

Looking to the future and in preparation for responding to the next Call for Proposals (scheduled for release in early 2019), CK LIP has reviewed its local settlement strategy following the release of Census and National Household Survey information, and is currently using the Theory of Change to assess performance and update the Local Settlement Strategy within the 17 characteristics of the welcoming community framework. In relation to the framework, the priority welcoming characteristics for CK to work on in 2018 include improving outcomes for employment opportunities, fostering social capital, and accessible and suitable healthcare.

Financial Implications

There are no financial implications resulting from this Information Report. The costs associated with attending the National LIP Learning Event were 100% covered by IRCC

Prepared by:

Victoria Bodnar
Coordinator,
Resident Attraction and Retention

Prepared by:

Audrey Ansell, M.A. (Ec)
Manager,
Community Attraction and Promotion

Reviewed by:

Evelyn Bish
Director,
Community Attraction and Leisure Services

Reviewed by:

April Rietdyk, RN, BScN, PhD PUBH
General Manager,
Community Human Services

In response to a question by Councillor Thompson, the Coordinator of Resident Attraction and Retention noted that the major takeaways from the National LIP Learning Event were:

- There will be another funding period coming up for Local Immigration Partnerships for an elongated period of 3 to 5 years.
- Federal Ministry of Immigration, Refugees and Citizenship is advocating for the use of a Theory of Change Model which is a type of logic model for strategic planning and advocating for welcoming communities framework.

Councillor Thompson moved, Councillor B. McGregor seconded:

“That the report be received for information.”

Motion Carried

14. Notices of Motion

- (a) Presentation of new Notices of Motion

Councillor C. McGregor presented a notice of motion regarding the Dumping of Grass and Organic Yard Waste. The matter will be added to the June 25, 2018 Council Agenda for discussion and voting.

15. Tender Awards

- (a) Supply and Haul of Bulk Coarse Highway Salt Award

Municipality Of Chatham-Kent
Infrastructure and Engineering Services
Public Works

To: Mayor and Members of Council

From: Pat Bruette, Acting Director

Date: May 29, 2018

Subject: R18-186 - Supply and Haul of Bulk Coarse Highway Salt Award

Recommendations

It is recommended that:

1. The Request for Proposal R18-186 for the supply and haul of bulk coarse highway salt in the amount of \$76.49/tonne (excluding HST) for the 2018/2019 season, \$78.39/tonne (excluding HST) for the 2019/2020 season and \$80.34/tonne (excluding HST) for the 2020/2021 season plus an option to extend an additional two years be awarded to K+S Windsor Salt Ltd.
2. The Mayor and Clerk be authorized to sign the necessary agreement.

Background

The contract for the Supply and Haul of Bulk Coarse Highway Salt used for winter control was tendered on an annual basis from 1998 to 2012. The current contract was authorized in 2012 at a price of \$71.39/tonne delivered, and then extended twice until the current 2017/18 season.

In November 2017, K+S Windsor Salt Ltd. submitted a letter of consideration to extend the current contract for another three years (Appendix A). Upon review of the municipal purchasing policy, it was determined that the offer did not comply with the by-law and was therefore declined and a request for proposal (RFP) was let for competitive bidding.

Comments

The specification of the RFP covers the requirement to supply and haul solid sodium chloride for use in snow and ice control on municipal highways for three years with an option to extend for two additional years.

Proposals were received by the Purchasing Officer on Wednesday, April 11, 2018 and forwarded to the Public Works Division for review and evaluation by a committee. Three proposals were received and evaluated by the Director, Public Works and the Managers of Public Works North and South. The proposals were found to be in order and were submitted following the necessary two envelope submittal system.

The request for proposals were assessed based on proximity of source and stockpile (10%), stockpile capacity by location (10%), transportation capacity (10%), control of source of material and production (10%), bidders experience and supervisory staff (10%) and cost (50%). The results are noted in Table 1:

Table 1 - R18-186 - Supply and Haul of Bulk Coarse Highway Salt Proposals

Company	Proposal Assessment
K+S Windsor Salt	597.2 points
Detroit Salt Company	500.0 points
Compass Minerals Canada Corp	383.1 points

As Table 2 suggests, it is estimated that an average quantity of 21,000 tonnes per year would be required based on demand over the last eight winter seasons. Contractors are aware that quantities are approximate only and that the Municipality is not obligated to purchase the quantity estimated. However, the Municipality may purchase more if demand rises.

Table 1 - Historical Purchasing - Bulk Coarse Highway Salt

Season	Tonnes	Cost per Tonne	Cost
2009/10	15,613	\$69.22	\$1,080,732
2010/11	28,420	\$72.35	\$2,056,187
2011/12	11,971	\$69.49	\$831,865
2012/13	20,484	\$71.30	\$1,462,353
2013/14	31,988	\$71.38	\$2,283,623
2014/15	26,085	\$72.64	\$1,894,984
2015/16	16,726	\$73.73	\$1,233,312
2016/17	16,261	\$74.83	\$1,216,885
Average	20,994	\$71.81	\$1,507,493

It is therefore recommended that the RFP be awarded to K+S Windsor Salt.

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

The proposals were received, opened and distributed to the Public Works Division by the Purchasing Officer. Proposals were reviewed, evaluated and ranked by a panel consisting of the former Director of Public Works and the Managers of Public Works North and South.

The 2018 expenditures and current Winter Control Reserve balance was confirmed by the Director, Budget and Performance Services.

Financial Implications

Quantities in the tender are approximate only and do not obligate the Municipality to purchase the estimated quantity. This allows for administration to be flexible in the amount of salt purchased if winter weather conditions are mild, or to align salt use with annual budget allotments as directed by Council. Based on the annual purchasing average, the estimated total value of the three-year contract is \$5,820,989.34.

The 2018 Budget for salt is \$1,050,553. To-date \$1,552,276 has been spent. During the 2018 budget deliberations, administration requested a base budget increase of \$500,000 but it was not approved.

Currently there is \$3,240,000 in the Winter Control Reserve which is anticipated to be sufficient to cover this year's overage.

Prepared by:

Pat Bruette,
Acting Director, Public Works

Reviewed by:

Thomas Kelly, MBA, P.Eng.
General Manager
Infrastructure and Engineering Services

Consulted and confirmed the content of the consultation section of the report by:

Jennifer Scherle
Purchasing Officer, Financial Services

Gord Quinton
Director, Budget and Performance Services

Councillor Vercooteren moved, Councillor Leclair seconded:

“That

1. **The Request for Proposal R18-186 for the supply and haul of bulk coarse highway salt in the amount of \$76.49/tonne (excluding HST) for the 2018/2019 season, \$78.39/tonne (excluding HST) for the 2019/2020 season and \$80.34/tonne (excluding HST) for the 2020/2021 season plus an option to extend an additional two years be awarded to K+S Windsor Salt Ltd.**
2. **The Mayor and Clerk be authorized to sign the necessary agreement.”**

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Myers	Yes
Bondy	Absent	Pinsonneault	Yes
Canniff	Yes	Robertson	Yes
Faas	Yes	Sulman	Yes
Fluker	Yes	Thompson	Yes
Herman	Yes	VanDamme	Yes
Leclair	Yes	Vercooteren	Yes
B. McGregor	Yes	Wesley	Yes
C. McGregor	Yes	Mayor Hope	Absent

Yes Votes: 16
No Votes: 0

Motion Carried

16. Community Development

- (a) Application for Site Plan Control PL201800019 – 2368523 Ontario Limited, Curative Cannabis, 10078 Longwoods Road, Community of Chatham Township (North Kent)

Municipality Of Chatham-Kent

Community Development

Planning Services

To: Mayor and Members of Council

From: Bruce McAllister, MCIP, RPP
Director, Planning Services

Date: June 5, 2018

Subject: Application for Site Plan Control
PL201800019 – 2368523 Ontario Limited – Curative Cannabis
10078 Longwoods Road, Community of Chatham Township (North Kent)

Recommendation

It is recommended that:

1. Site Plan Control application File D-11 CH/01/18/O, to permit the construction of a 2,455 sq. m (26,425 sq. ft.) Marihuana for Medical Purposes Production Facility (now referred to as a Licensed Producer under the Access to Cannabis for Medical

Purposes Regulations), located at 10078 Longwoods Road and on the abutting farm parcel, as shown on the site plan drawings prepared by Cornerstone Builders Ltd., and dated April 11, 2018, be approved and that the site plan agreement be executed, subject to the following additional conditions:

- a) That the facility be equipped with an industrial grade multi-stage air treatment carbon filtration system, or similar technology, to reduce and/or treat the emission of pollen, dust and odours expelled from the facility and sized accordingly for the facility as designed by a qualified person.
- b) That the existing unused driveway and culvert be removed and the ditch restored to match the existing drainage swale along Longwoods Road.

Background

The subject lands are located on the south side of Longwoods Road between Caledonia Road and Centre Side Road, in the Community of Chatham (Township). The subject property is zoned Holding – Agricultural – 1301 (H-A1-1301) and designated Agricultural Area in the Chatham-Kent Official Plan. A key map of the subject lands is attached as Appendix A. Photographs of the subject property are attached as Appendix B.

A zoning by-law amendment was approved in March of 2018 that immediately allows for a marihuana for medical purposes production facility (now referred to as a Licensed Producer under the Access to Cannabis for Medical Purposes Regulations) on the property, up to a maximum of 2,787 sq. m (30,000 sq. ft.) in an enclosed building (Phase 1). It also allows for an additional 11,148 sq. m (120,000 sq. ft.) for a marihuana for medical purposes production facility, once certain conditions to remove the Holding Symbol have been met (Phase 2).

The applicant is proceeding with Phase 1 to demolish the existing structure located at 10078 Longwoods Road and replace it with a new 2,455 sq. m (26,425 sq. ft.) state-of-the-art facility, as shown on the site plans, attached as Appendix C and Appendix D.

Comments

Provincial Policy Statement

The proposal does not raise any issues of Provincial interest.

Official Plan

The proposal conforms with the policies contained in Section 2.7, Marihuana for Medical Purpose Production, of the Chatham-Kent Official Plan.

In support of the Site Plan application, the applicant has also submitted a number of supporting studies and technical documents, which have been reviewed and accepted by the Municipality:

- a) Detailed site plan drawing package
- b) Servicing brief
- c) Electrical Site Lighting Plan
- d) Detailed Stormwater Management Report
- e) Archaeological Assessment due to proximity to the Thames River

Zoning By-law

The subject property is zoned H-A1-1301, Holding – Agricultural -1301 which permits a marihuana for medical purposes production facility as an additional permitted use.

As noted, to accommodate the proposal, a zoning by-law amendment was approved by Council on March 26, 2018 to permit a marihuana for medical purposes production facility and establish additional zoning regulations to ensure the property is developed in a manner that coordinates the developer's needs as well as the interests of the public.

One of the main issues of concern that was raised by surrounding neighbours during the zoning amendment process was the potential of odour coming from the facility. While odour mitigation is regulated stringently by Health Canada, a condition has also been included in the site plan agreement that the facility be equipped with an industrial grade multi-stage air treatment carbon filtration system, or similar technology, to reduce and/or treat the emission of pollen, dust and odours expelled from the facility and sized accordingly for the facility as designed by a qualified person

The site plan complies with all other regulations of the Zoning By-law.

Conclusion

The proposed development conforms to the relevant policies of the Official Plan and complies with the Zoning By-law and the applicable regulations. Therefore, the application is being recommended for approval.

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

Internal

Technical Advisory Committee (TAC)

The Technical Advisory Committee supports the application.

Chatham-Kent Public Utilities Commission (CK-PUC)

- The CK-PUC requests that the applicant of any proposed development considered a large volume water user be required to complete and submit an

application for Water Rate-of-Flow Control Systems. The applications are reviewed to determine if the local distribution system has appropriate pressure, capacity and the request will not cause adverse effect to adjacent water customers. The applicant has been in contact with the PUC.

Community Development (CD)

- The site must meet all applicable provisions of the Ontario Building Code, including fire protection. A fire route has been provided and a new fire hydrant will be installed on site.

Infrastructure and Engineering Services (IES)

- In accordance with the Chatham-Kent Official Plan, all stormwater for the proposed development shall be managed onsite with facilities designed to manage stormwater quantity and quality. The Municipality requires the preparation and approval of a Stormwater Management Plan that takes into account the Ministry of the Environment and Climate Change (MOECC) Stormwater Planning and Design Manual. The applicant has submitted a Stormwater Management Plan, which has been reviewed and accepted by IES. An Environmental Compliance Certificate (ECA) from the MOECC is required.
- That the existing unused driveway and culvert be removed and the ditch restored to match the existing drainage swale along Longwoods Road. This is noted on the site plan drawing.

External

Lower Thames Valley Conservation Authority (LTVCA)

The LTVCA was circulated for comment as the subject lands fall within its jurisdiction. The property is in an LTVCA Regulated Area and a permit from their office will be required. The applicant has obtained the necessary permit from the LTVCA.

Ministry of Tourism, Culture and Sport (MTCS)

The subject property met one or more of the criteria for having archaeological potential. Therefore, an archaeological assessment report was completed and has been filed with the MTCS.

Financial Implications

There are no financial implications resulting from the recommendation.

Prepared by:

Reviewed by:

Greg Houston, CPT
Planner II, Planning Services

Bruce McAllister, MCIP, RPP
Director, Planning Services

Reviewed by:

John Norton
General Manager
Community Development

Councillor Leclair moved, Councillor Faas seconded:

“That

1. **Site Plan Control application File D-11 CH/01/18/O, to permit the construction of a 2,455 sq. m (26,425 sq. ft.) Marihuana for Medical Purposes Production Facility (now referred to as a Licensed Producer under the Access to Cannabis for Medical Purposes Regulations), located at 10078 Longwoods Road and on the abutting farm parcel, as shown on the site plan drawings prepared by Cornerstone Builders Ltd., and dated April 11, 2018, be approved and that the site plan agreement be executed, subject to the following additional conditions:**
 - a) **That the facility be equipped with an industrial grade multi-stage air treatment carbon filtration system, or similar technology, to reduce and/or treat the emission of pollen, dust and odours expelled from the facility and sized accordingly for the facility as designed by a qualified person.**
 - b) **That the existing unused driveway and culvert be removed and the ditch restored to match the existing drainage swale along Longwoods Road.”**

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Myers	Yes
Bondy	Absent	Pinsonneault	Yes
Canniff	Yes	Robertson	Yes
Faas	Yes	Sulman	Yes
Fluker	Yes	Thompson	Yes
Herman	Yes	VanDamme	No
Leclair	Yes	Vercouteren	Yes
B. McGregor	Yes	Wesley	Yes
C. McGregor	Yes	Mayor Hope	Absent

Yes Votes: 15
No Votes: 1

Motion Carried

- (b) **Downtown and Main Street Areas and Commercial Community Improvement Plans – Financial Incentive Funding**

Municipality Of Chatham-Kent

Community Development

Planning Services

To: Mayor and Members of Council

From: Bruce McAllister, MCIP, RPP
Director, Planning Services

Date: June 4, 2018

Subject: Downtown and Main Street Areas and Commercial
Community Improvement Plans – Financial Incentive Funding

Recommendation

It is recommended that:

1. The Municipality commit \$250,000 to the Commercial Community Improvement Plan and Downtown and Main Street Areas Community Improvement Plan Financial Incentive Program to be funded through the Strategic Development Reserve for the remainder of 2018.

Background

The Municipality implemented the Chatham-Kent Downtown and Main Street Areas Community Improvement Plan (DCIP) from 2004 to 2014. The DCIP affected the downtown and main street areas of Blenheim, Bothwell, Chatham, Dresden, Erieau, Highgate, Merlin, Morpeth, Ridgetown, Thamesville, Tilbury, Wallaceburg and Wheatley.

The DCIP put in place a framework of incentive programs to encourage downtown and main street neighbourhood improvements, and to facilitate public and private sector investment in Chatham-Kent's downtown and main street areas. A component of the plan allowed the Municipality to provide loans, grants and rebates as incentives to property owners undertaking improvements to their property.

In 2015, the budget for Community Improvement Plan grants was entirely dedicated to the implementation of the Commercial Community Improvement Plan (CCIP) Financial Incentive Programs. These grant programs apply to several commercial neighbourhoods across Chatham-Kent's Urban Centres outside of the downtown and main street areas. This funding decision refocused financial resources toward the CCIP, and away from the DCIP. At that time, it was anticipated that the uptake of new CCIP applications would exhaust the available annual budget for improvement grants.

Between 2014 and 2016 there was minimal uptake in the CCIP program and a reserve accumulated. In 2017, with the additional reserve available and many new downtown property owners, the DCIP was re-opened and property owners took advantage of the program submitting 11 DCIP applications in 2017 for nearly \$350,000 in grants, resulting in over \$2,000,000 in redevelopment of downtown and main street properties throughout Chatham-Kent. Four (4) CCIP applications were also received in 2017 for nearly \$70,000 in grants, accounting for over \$550,000 in redevelopment of properties in commercial areas throughout Chatham-Kent.

Comments

In 2018 to date, two (2) DCIP applications and one (1) CCIP application have been received. These projects have been allocated nearly \$155,000 resulting in over \$2,000,000 in construction costs. For every dollar contributed in improvement grants in 2018, private property owners will be investing approximately \$12.90.

The 2018 base budget dollars have now been allocated to projects; however, there is still a significant amount of interest in the CIP programs. It is anticipated that at least six additional CIP applications eligible for funding could move forward prior to year-end, but may not if CIP funds are not available. These projects are eligible for roughly \$250,000 in CIP grants resulting in over \$2,000,000 in construction costs. This would result in an approximately \$8 from private property owners for every dollar of municipal contribution for improvement grants.

Eligibility requirements and incentive programs are described in Appendix A.

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

Finance, Budget and Information Technology Services were consulted in preparation of this report.

Financial Implications

With a \$250,000 investment, Chatham-Kent would see over \$2,000,000 in redevelopment of commercial and downtown and main street properties.

There is currently no funds remaining in the base budget allocation for 2018 or in the CIP reserves; therefore, it is being recommended that funding be provided from the Strategic Development Reserve for the remainder of this year for up to \$250,000.

In 2017, Council approved that the current vacancy rebate program be phased out over a three (3) year period starting in 2018, with the complete elimination prior to the 2021 tax year and that the \$600,000 annual savings generated by 2021 with the elimination of the vacant unit rebate program be directed to community improvement plans, specifically for commercial businesses. This was recommended by Administration, based on the feedback received through public consultations, at the time, to potentially allow an increased number of owners with vacant properties access to CIP grants to improve their properties. By gaining access to CIP's, owners are able to increase the marketability of their properties, in turn potentially raising the assessment and taxes generated.

Therefore, in the 2019 budget, there will be a recommendation to reallocate \$200,000 from the vacancy rebate program to the CIP programs, ensuring a sustainable funding source for CIP programs.

Prepared by:

Reviewed by:

Greg Houston, CPT
Planner II, Planning Services

Bruce McAllister
Director, Planning Services

Reviewed by:

John Norton
General Manager
Community Development

Consulted and confirmed the content of the consultation section of the report by:

Mike Turner
General Manager
Finance, Budget and Information Technology Services

Councillor Fluker moved, Councillor Canniff seconded:

“That

- 1. The Municipality commit \$250,000 to the Commercial Community Improvement Plan and Downtown and Main Street Areas Community Improvement Plan Financial Incentive Program to be funded through the Strategic Development Reserve for the remainder of 2018.”**

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Myers	Yes
Bondy	Absent	Pinsonneault	Yes
Canniff	Yes	Robertson	Yes
Faas	Yes	Sulman	Yes
Fluker	Yes	Thompson	Yes
Herman	Yes	VanDamme	Yes
Leclair	Yes	Vercouteren	Yes
B. McGregor	Yes	Wesley	Yes
C. McGregor	Yes	Mayor Hope	Absent

Yes Votes: 16
No Votes: 0

Motion Carried

- (c) Vehicle for Hire By-law (presentation by Nancy Havens, Manager Licensing Services)

Municipality of Chatham-Kent

Community Development

Municipal Governance

To: Mayor and Members of Council
From: Nancy Havens, Manager, Licensing Services
Date: June 2, 2018
Subject: Vehicle for Hire By-law

Recommendations

It is recommended that:

1. The new Vehicle for Hire By-law be approved.
2. Taxi By-law 18-2013 and any amendments thereto be repealed.
3. The new Vehicle for Hire By-law proposed set fines be approved by Council with final approval given by the Ministry of the Attorney General's office.
4. The User Fee By-law No. 27-2018 be amended to include fees as indicated in the amending User Fee By-law.

Background

At the October 23, 2017 Council Meeting the following recommendation was approved: *"A Committee, including industry, public and internal staff from various departments, be formed to discuss all issues relating to the Taxi Industry and the use of Private Transportation Companies as part of the Chatham-Kent transit system, and to make recommendations to Council with respect to updating the Taxi By-law."*

Comments

The Review Committee recommends repealing the Taxi By-law and replacing it with the Vehicle for Hire By-law. The proposed draft Vehicle for Hire By-law is attached as Attachment A, and the proposed set fines schedule as Attachment B.

The Vehicle for Hire By-law provides for three categories:

1. Vehicle for Hire (such as taxicab, limousine etc.)
2. Private Vehicle for Hire
3. Private Transportation Company (such as Uber, Lyft etc.)

1. Vehicle for Hire

A vehicle for hire means a motor vehicle that is conveying or available for conveying one or more persons in exchange for a fare, fee or other consideration and includes without limitation a cab, accessible cab, limousine, private vehicle for hire and accessible private vehicle for hire, but does not include a private transportation company vehicle.

Taxicabs under the proposed by-law are permitted to do the following:

1. be hailed
2. cruise for fares
3. stand waiting for a fare
4. have a roof light
5. be dispatched by a two-way radio

Limousines have not been licensed for numerous years in Chatham-Kent. The proposed by-law requires limousines to be licensed. However, to the best of our knowledge, there are no limousine services operating in Chatham-Kent but there is a

market for this service. In order to ensure that the residents of Chatham-Kent have such services available, the proposed by-law exempts limousines licensed by another municipality as past history has been that this service is provided from businesses outside of Chatham-Kent.

In addition, there are specific regulations under the Accessibility for Ontario with Disabilities Act that must be adhered to by owners and operators of taxicabs.

Based upon feedback through the public consultation process, it was clear that there needed to be some difference between a Taxicab and a Private Vehicle for Hire.

2. Private Vehicle for Hire

A private vehicle for hire means a motor vehicle that is available for or providing a conveyance service but does not include a cab, accessible cab, limousine, or a private transportation company vehicle. This means an individual may use his/her own vehicle to provide rides provided they meet the requirements of the by-law, and obtain the required licence(s).

A private vehicle for hire cannot hail, cruise for fares, stand waiting for a fare, have a roof light or be dispatched by a two-way radio. A private vehicle for hire operates similar to an Uber or Lyft driver but is independent.

3. Private Transportation Company

A private transportation company means a person that offers, operates, or facilitates prearranged transportation services using a private transportation company platform that receives requests for transportation services from prospective passengers and connects such requests to a private transportation company driver.

The requirements set out in the proposed by-law regarding private transportation companies are standard regulations that are utilized by other municipalities across the province in which companies such as Uber or Lyft operate.

Other items considered during the review are:

Tariff Rates

For many years taxicab fares have been regulated in Chatham-Kent. The Municipal Act, 2001, S.C., says that a municipality “may” establish the rates or fares to be charged for the conveyance of property or passengers. The proposed by-law does not regulate fares. The Committee decision was to regulate only from a safety perspective for the following reasons:

- a. With the increase in minimum wage and rising insurance costs, it is getting very difficult for taxicab companies to be profitable. By allowing the market to dictate the price, we are allowing the taxicab operators to regulate themselves in a way to take into account their costs and profit margin while remaining competitive.
- b. Private transportation companies, such as Uber or Lyft, fares are not regulated so in order to put taxicab companies and private vehicles for hire on a level competitive playing field the Committee chose not to dictate the fares. The municipality does not regulate the fees or prices of any other business, allowing the market to dictate the price. Consumers will know the cost of the service before proceeding and will be able to make a decision if they are willing to pay the price.
- c. The main reason to regulate is from a public safety perspective for things such as insurance, police check, safety check, as consumers would not readily have access to this information when utilizing the service.

Zones

The main reason for zones in Chatham-Kent is because historically Wallaceburg taxicab fares were flat rate, and Chatham fares were calculated using meters. Since tariff

rates/fares are not being regulated under the proposed by-law there is no need for zones. Therefore, there are no zones in the proposed by-law.

Accessible Services

Accessible vehicles for hire and private accessible vehicles for hire have been added to the proposed By-law. For numerous years, there has not been an on-demand accessible taxicab service. Chatham Radio Cabs offered a pre-booked accessible taxicab service but unfortunately Chatham Radio Cabs closed December 31st, 2017. With the closure of Radio Cabs, there is no longer an accessible taxicab available in Chatham-Kent. The Review Committee was advised by multiple taxicab owners that it is very costly to provide accessible service and is not something they would be able to provide without a subsidy from the Municipality. In an effort to provide such a service within the municipality, the proposed by-law exempts accessible vehicles for hire licensed by another municipality. As well, by permitting private vehicles for hire, there is the possibility that an individual with an accessible vehicle could provide accessible conveyance services.

A further review of the need for on-demand accessible conveyance services and an analysis of how to feasibly provide such service, needs to be completed by the appropriate departments in conjunction with community partners, giving consideration to subsidizing the service provider or seeking funding sources from other levels of government and community partners.

Accessibility for Ontario with Disabilities Act (AODA) – Ontario Regulation 191/11

Every municipality shall consult its accessibility advisory committee to determine the proportion of on-demand accessible taxicabs required in the community. Members of the Review Committee met with Chatham-Kent Accessibility Advisory Committee to understand and assess the need for on-demand accessible taxicabs in the community. The information received confirms that there is a need for on-demand accessible taxicabs in the community. To determine the proportion, further study will have to be undertaken as part of the review mentioned above.

The AODA imposes certain conditions on the taxi industry such as:

- (a) owners and operators of taxicabs are prohibited from charging a higher fare or an additional fee for persons with disabilities than for persons without disabilities for the same trip; and
- (b) from charging a fee for the storage of aids or mobility assistive devices.

These requirements have been incorporated into the proposed by-law for not just taxicabs but all vehicles for hire.

Plate Limit

The current Taxi By-law limits plate. The limit was introduced in 2009. The Review Committee recommended removing the plate limit so as to open up the market.

Dispatch Company

The current Taxi By-law requires that a taxi establishment must have a dispatch company in the municipality. The Zoning By-law indicates the zones in which a taxi establishment is permitted. With modern technology and use of cellphones this requirements makes it restrictive. The Review Committee has removed the requirement for a dispatch company from the proposed By-law.

Broker

Dispatch Company was removed from the proposed By-law and Broker was added. The purpose of the addition of Broker is to keep a record of all drivers, vehicles and orders similar to the dispatch company requirements that are in the current Taxi By-law except a physical establishment is not required. A Broker licence is not required for a single private vehicle for hire. A broker licence is required when there is more than one vehicle for hire.

Licence fees

During the 2015 Service Review of Business Licensing the license fees were set at a rate that intended to recover the costs of required inspections, enforcement and issuance of the business licence was recovered (i.e. Fire, Building and Health Inspections).

Administration recommends that the fee structure for the current Taxi By-law be used for the new proposed by-law fees. Attachment C is the Amendment to the User Fee By-law. Having the fees affordable for implementation should encourage compliance with the by-law. Note that these fees are not full cost recoverable.

Division	Business	Issue	Proposed 2018 Fee
Municipal Governance	Licensing	Driver Licence - Cab, Accessible Cab, Limousine, Private Vehicle for Hire, Accessible Private Vehicle for Hire - annual	\$ 45.00
Municipal Governance	Licensing	Owner Licence - Cab, Limousine, Accessible Cab - per vehicle, Private Vehicle for Hire, Accessible Private Vehicle for Hire annually	\$ 85.00
Municipal Governance	Licensing	General Broker Licence - annually	\$ 45.00
Municipal Governance	Licensing	Replacement of Owner Plate	\$ 25.00
Municipal Governance	Licensing	Replacement of Driver, Owner, Broker Licence	\$ 10.00
Municipal Governance	Licensing	Vehicle-Broker Affiliation Change	\$ 30.00
Municipal Governance	Licensing	Owner Licence Transfer - (includes Estate Transfer)	\$ 30.00
Municipal Governance	Licensing	Vehicle Substitution/Replacement	\$ 30.00

A lump sum fee structure has been proposed for Private Transportation Companies. This is the fee structure which other municipalities have imposed and is the structure that a private transportation company would require in order to consider providing service in the community. So as to provide a regulatory scheme which will not deter private transportation companies from considering Chatham-Kent, the Review Committee opted to follow the standard lump sum fee structure.

Division	Business	Issue	Proposed 2018 Fee
Municipal Governance	Licensing	PTC annual fee 1-24 vehicles	\$ 1,500.00
Municipal Governance	Licensing	PTC annual fee 25-50 vehicles	\$ 3,000.00
Municipal Governance	Licensing	PTC annual fee 51 - 100 vehicles	\$ 5,500.00
Municipal Governance	Licensing	PTC annual fee 101+ vehicles	\$50 per vehicle

Public Input

On February 7, 2018 the Review Committee met with representatives from each of the local taxi cab companies namely Courtesy Cabs, Tam's Taxi and Ace Taxi.

A public meeting was held on April 18, 2018. The original draft by-law was posted to the Municipality's website since April 6th along with a list of FAQ's. Changes have been made to the by-law due to public input to address some of the concerns. A summary of the feedback received is attached as Attachment D.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

Legal Services was consulted in the preparation of this report.

A meeting was held on February 7, 2018 with representatives from each of the local taxi cab companies namely Courtesy Cabs, Tam's Taxi and Ace Taxi.

A public meeting was held on April 18, 2018.

Financial Implications

Administration does not foresee any financial implications to the budget with respect to the new by-law. However, should there be an increase in number of vehicle for hire administration will report to Council during the budget process.

Prepared by:

Reviewed by:

Nancy Havens
Manager, Licensing Services

Judy Smith, CMO
Director Municipal Governance/Clerk

Reviewed by:

John Norton
General Manager, Community Development

Consulted and confirmed the content of the consultation section of the report by:

Christine Jackson
Manager, Provincial Offences Court

Peter Mullins, Budget Analyst

Mary Alice Searles, Program Manager, Employment and Social Services

Chris Thibert, Director, Engineering and Transportation

Stuart McFadden, Acting Director, Economic Development

Paul Lacina, Director, Building Development Services

The Manager of Licensing Services provided Council with an overview of the changes to the Vehicle for Hire By-law.

Councillor Sulman expressed concern with the no set fee provision. If there is no competition for service, the providers can charge whatever they want. The Manager of Licensing Services explained that staff will be monitoring the situation and tracking complaints. If necessary administration would consider coming back to Council and requesting an amendment to the by-law to include set fee provisions.

Councillor Robertson moved, Councillor Herman seconded:

“That

- 1. The new Vehicle for Hire By-law be approved.**
- 2. Taxi By-law 18-2013 and any amendments thereto be repealed.**
- 3. The new Vehicle for Hire By-law proposed set fines be approved by Council with final approval given by the Ministry of the Attorney General’s office.**
- 4. The User Fee By-law No. 27-2018 be amended to include fees as indicated in the amending User Fee By-law.”**

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Myers	Yes
Bondy	Absent	Pinsonneault	Yes
Canniff	Conflict	Robertson	Yes
Faas	Yes	Sulman	Yes
Fluker	Yes	Thompson	Yes
Herman	Yes	VanDamme	Yes
Leclair	Yes	Vercouteren	Yes
B. McGregor	Yes	Wesley	Yes
C. McGregor	Yes	Mayor Hope	Absent

Yes Votes: 15
No Votes: 0

(d) Brad-Lea Meadows Limited Requests re: Richmond Street, Chatham

Municipality Of Chatham-Kent

Community Development

Legal Services

To: Mayor and Members of Council
From: Emily Crawford, Legal Officer, Legal Services
Date: June 7, 2018
Subject: Brad-Lea Meadows Limited Requests re: Richmond Street, Chatham

Recommendations

It is recommended that:

1. By-law 9799, being a by-law to permit the use of a sign upon Richmond Street in the City of Chatham, be repealed.
2. The Chief Legal Officer be authorized to execute any documents necessary in order to provide consent to Brad-Lea Meadows Limited to use its property at 571 Richmond Street, Chatham for office space.

Background

Repeal of Sign By-law 9799

Brad-Lea Meadows Limited is selling land located at the northeast intersection of Richmond Street and Keil Drive South in the Community of Chatham to Gateway Casinos and Entertainment Limited for the lands to be redeveloped as a gaming facility. Brad-Lea Meadows has advised the Municipality of the following two administrative items which need to be addressed by the Municipality in order for the sale to Gateway Casinos to be finalized and for construction on the gaming facility to begin.

On October 9, 1990, Council of the City of Chatham passed by-law 9799, attached hereto as Schedule "A", to permit Brad-Lea Meadows Limited to erect a sign upon Richmond Street in Chatham. This sign was to serve the Wheel Inn, which was previously located at 615 Richmond Street, Chatham.

The Wheels Inn has since been demolished, and the property is being sold to Gateway Casinos and Entertainment Limited to be redeveloped as a gaming facility. Gateway Casinos and Entertainment Limited has asked for the Municipality to repeal by-law 9799 at its earliest convenience as the signage permitted under the by-law is no longer required.

Consent to Change of Use at 571 Richmond Street, Chatham

The Municipality entered into an agreement with Brad-Lea Meadows Limited on October 22, 2010 regarding Brad-Lea Meadows' donation of land to the Municipality for the creation of the John D. Bradley Convention Centre. This agreement stipulated that Brad-Lea Meadows' buildings adjacent to the Bradley Centre could only be used for certain purposes, and that consent would be required from the Municipality should Brad-Lea Meadows wish to change the permitted use of any of its buildings.

Brad-Lea Meadows currently has office space located at 615 Richmond Street, Chatham. This building is being leveled and redeveloped as part of the gaming facility to be built by Gateway Casinos. Brad-Lea Meadows now desires to use its building located at 571 Richmond Street, Chatham for office space in its place.

As per the agreement with the Municipality, the building at 571 Richmond Street was only permitted to be used as a restaurant. As such, Brad-Lea Meadows requires the Municipality's consent to use its building located at 571 Richmond Street, Chatham for office space and has requested the Municipality provide this consent.

Administration is recommending that both requests from Brad-Lea Meadows Limited be approved.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

Planning Services and Infrastructure and Engineering Services were both consulted in preparation for this Report and agree with the recommendation that by-law 9799 should be repealed and deleted from title.

Financial Services was also consulted in preparation for this Report and foresaw no issues with consenting to Brad-Lea Meadow's request to change the use of the building at 571 Richmond Street, Chatham.

Financial Implications

There are no financial implications resulting from the recommendations.

Prepared by:

Reviewed by:

Emily Crawford
Legal Officer, Legal Services

David Taylor
Manager, Legal Services

Reviewed by:

John Norton
General Manager, Community Development

Consulted and confirmed the content of the consultation section of the report by:

Bruce McAllister
Director, Planning Services

Thomas Kelly
General Manager, Infrastructure and Engineering Services

Mike Turner
Chief Financial Officer
Finance, Budget, and Information Technology Services

Councillor Myers moved, Council Authier seconded:

“That

- 1. By-law 9799, being a by-law to permit the use of a sign upon Richmond Street in the City of Chatham, be repealed.**
- 2. The Chief Legal Officer be authorized to execute any documents necessary in order to provide consent to Brad-Lea Meadows Limited to use its property at 571 Richmond Street, Chatham for office space.”**

The Acting Mayor put the Motion

Councillor	Vote	Councillor	Vote
Authier	Yes	Myers	Yes
Bondy	Absent	Pinsonneault	Yes
Canniff	Yes	Robertson	Yes
Faas	Yes	Sulman	Conflict
Fluker	Yes	Thompson	Yes
Herman	Yes	VanDamme	Yes
Leclair	Yes	Vercouteren	Yes
B. McGregor	Yes	Wesley	Yes
C. McGregor	Yes	Mayor Hope	Absent

Yes Votes: 15
No Votes: 0

Motion Carried

17. Finance, Budget & Information Technology Services

- (a) Motion by Councillor VanDamme re Healthcare Strategy for Chatham-Kent

This item will be brought forward at the June 25, 2018 Council Meeting for discussion and voting.

18. Closed Session Reports

Council Closed Session Report

Monday, June 18, 2018

4:30 p.m. – 5:27 p.m.

Members Present: Chair C. McGregor, Councillors Authier, Canniff, Faas, Fluker, Herman, Leclair, B. McGregor, Myers, Pinsonneault, Robertson, Thompson, VanDamme, Vercouteren and Wesley

Not Present: Mayor Hope, Councillors Bondy and Sulman

Council directed administration on:

- A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality and advice that is subject to solicitor-client privilege with regard to Fibre Network Expansion and TekSavvy. Section 239(2)(f) & (k), Municipal Act, 2001.

Councillor C. McGregor moved, Councillor B. McGregor seconded:

“That the June 18, 2018 Closed Session Report be received.”

The Acting Mayor put the Motion

Motion Carried

19. Approval of Communication Items

(a) Approval of the June 18, 2018 Council Information Package

1. Staff Reports and Information

(a) Action items from the June 11, 2018 Council Meeting.

2. Resolutions

(a) Resolution from the Municipality of East Ferris dated May 8, 2018 re Bill 16 – Respecting Municipal Authority Over Landfilling Sites Act.

(b) Resolution from the Municipality of Killarney dated May 16, 2018 re Bill 16 – Respecting Municipal Authority Over Landfilling Sites Act.

(c) Resolution from the Town of Espanola dated May 24, 2018 re Bill 16 – Respecting Municipal Authority Over Landfilling Sites Act.

(d) Resolution from the City of Quinte West dated May 28, 2018 re Cannabis Grace Period Request.

Councillor Faas moved, Councillor Fluker seconded:

“That the June 18, 2018 Council Information Package be approved.”

The Acting Mayor put the Motion

Motion Carried

20. Non Agenda Business

Councillor VanDamme noted that the 43rd Annual Thamesville Threshing Festival is taking place this weekend in Thamesville.

Councillor Herman congratulated John Lawrence for being named Chatham-Kent Senior of the Year.

Councillor Herman expressed disappointment that the Church and Cemetery in North Buxton will no longer be available for community use. The British Methodist Episcopal Church of Canada have asked that the community vacate the church and hall and relinquish control of the cemetery. The church and cemetery are a big part of the community of North Buxton and the Underground Railroad. The Chief Administrative Officer noted that staff will investigate and report back to Council.

Councillor Myers requested a progress update on the Fifth Street Bridge. The General Manager of Infrastructure and Engineering Services noted that the bridge should be open by the end of the month.

Councillor Sulman noted that he has received complaints about the timing of the traffic light on Charing Cross Road as well as the condition of the road due to the increased traffic from the Highway 401 construction. The General Manager of Infrastructure and Engineering Services noted a traffic study is planned for Charing Cross Road when the traffic lights are transitioned from temporary to a permanent structure and this will address the timing issues. He further noted that the Municipality has an agreement with the MTO to bring any roads used as part of the Highway 401 detour route back to pre-construction condition.

21. Reading of By-law

(a) First Reading

Councillor Vercouteren moved, Councillor Herman seconded:

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

The Acting Mayor put the Motion

Motion Carried

(b) Second Reading

Councillor Vercouteren moved, Councillor Herman seconded:

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

The Acting Mayor put the Motion

Motion Carried

(c) Council to go into Committee, if Required, to Discuss By-law

(d) Resumption of Council

(e) Third and Final Reading

- i. By-law to Deem certain parts of a Registered Plan not to be Registered (Jose & Patricia Oliveira) (CityView #PL201800062)
- ii. By-law to dedicate certain lands for Highway Purposes as part of Croton Road, former Community of Dresden, now in the Municipality of Chatham-Kent
- iii. By-law to dedicate certain lands for Highway Purposes as part of Jane Road, former Community of Thamesville, now in the Municipality of Chatham-Kent

- iv. By-law to dedicate certain lands for Highway Purposes as part of Queens Line, former Township of Tilbury East, now in the Municipality of Chatham-Kent
- v. By-law to dedicate certain lands for Highway Purposes as part of Tecumseh Line, former Township of Tilbury East, now in the Municipality of Chatham-Kent
- vi. By-law to dedicate certain lands for Highway Purposes as part of Keil Drive South, former City of Chatham, now in the Municipality of Chatham-Kent
- vii. By-law to provide for the licensing, regulating and governing of vehicles for hire, including cabs, accessible cabs, limousines, private vehicles for hire and accessible vehicles for hire, owners and brokers
- viii. By-law to amend By-law 27-2018, a By-law to establish certain user fees
- ix. By-law to confirm proceedings of the Council of The Corporation of the Municipality of Chatham-Kent at its meeting held on the 18th day of June, 2018

Councillor Wesley moved, Councillor Authier seconded:

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

The Acting Mayor put the Motion

Motion Carried

22. Resolution Council in Closed Session & Adjournment

Councillor C. McGregor moved, Councillor B. McGregor seconded:

“That Chatham-Kent Council adjourn to its next Meeting to be held on Monday, June 25, 2018 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 Acting Mayor put the Motion

Motion Carried

The meeting adjourned at 7:44 p.m.

Acting Mayor – Steve Pinsonneault

Clerk – Judy Smith