

Property Standards Committee Meeting on Tuesday May 18th, 2021 at 7:00 p.m.

PRESENT:

CHAIR:	Councillor Wendy K. Weller
CO-CHAIR:	Councillor Bonita Culhane
COMMITTEE MEMBERS:	Daniel Cherrier Francine Plante
CLERK-TREASURER:	Karine Pelletier
CLERK-TYPIST/RECEPTIONIST:	Melanie Jensen
ABSENT WITH REGRET:	Bastiaan Koomans- By-Law Enforcement Officer
MEMBERS OF THE PUBLIC:	2 members

1. Call to Order

Chair Wendy K. Weller opened the meeting at 7:00 p.m. and thanked everyone for meeting online and thanked Melanie Jensen for setting up the online platform.

2. Appointment of Recording Secretary

**2021-07
Secretary**

Moved by Bonita Culhane
Seconded by Daniel Cherrier

THAT, Francine Plante be appointed record secretary for the Property By-Law Committee meeting of May 18th, 2021.

Carried

3. Additions/Deletions/Adoption of Agenda

**2021-08
Adoption**

Moved by Daniel Cherrier
Seconded by Bonita Culhane

THAT the agenda for the Property By-Law Committee of May 18th, 2021 be adopted as presented.

Carried

4. Disclosure of Conflict of Interest:

None

5. Adoption of Minutes of Previous Minutes

**2021-09
Minutes Nov 2019**

Moved by Daniel Cherrier
Seconded by Bonita Culhane

THAT the minutes of the meeting held on November 19th, 2019 be adopted.

Carried

Moved by Bonita Culhane
Seconded by Daniel Cherrier

**2021-10
Minutes March 2021**

THAT the minutes of the meeting held on March 21st, 2021 be adopted.

Carried

6. Matters Arising from the Minutes:

Councillor Bonita Culhane inquired if the letter received from a resident was addressed.
Chair Wendy K. Weller answered yes

Francine Plante inquired as to why is there resolution numbers on the 2021 minutes of the Property By-Law, is this new?

Councillor Wendy K. Weller replied she would look into it.

7. Deputations/Delegations:

The By-Law Enforcement Officer was unable to attend but did leave a list of properties that were flagged.

8. Correspondance

None

9. Committee members report

None

10. New Business

1. Terms of Reference

An example of Terms of reference from other municipalities was presented and there are some items that would be adaptable to our community and there are other items that would not be adaptable to our community. A suggestion was made that each member revise the documentation and that each member highlight key points that would pertain to our municipality. Afterwards gather all information from each member in order to form a Terms of Reference that would pertain to our municipality.

2. Animal Control Officer

We have one (1) advocate for the position of Animal Control Officer. We are in the process of getting the building (Kennel) inspected since the building has been closed for a few years. Repairs were needed in the past; therefore, an inspection will be made in order to re-instate the control of animals in our community.

3. Tennis Court

At one time there was an official plan for the grounds of the tennis court, but the plan is nowhere to be found at the moment. Chair Wendy K. Weller suggested that the committee directed the Enforcement By-Law Officer under the Clean & Clear By-Law to contact the owner of the ground and to look into who is responsible for the upkeep of the grounds. Find out if there is an agreement. At the present time the tennis court grounds are unsafe.

4. Temporary Shelters, Tempo By-Law

Chair Wendy K. Weller stated that the “temporary shelters, tempo By-Law was sent to Courts of Justice by the Clerk-Treasurer and has been approved by the Ontario Court of Justice which now officially gives the By-Law Enforcement Officer the legal right to fine residents that do not obey this By-Law. Chair Wendy K. Weller encouraged anyone that sees a tempo that is up in anyone front Corner yard or any tempo in bad order to report to the municipality.

5. Grass Cutting

This item is in regards to the Township cutting on property not owned by the Township.

30-day Letter- Resident receives a letter indicating that the grass needs to be cut as per the Clean and Clear By-Law.

14-day Letter- Resident receives a letter indicating if grass is not cut by a certain date the Township will proceed with the cutting of the grass and will then charge the resident a fee.

Chair Wendy K. Weller will prepare a report for the next council meeting in regards on how to proceed with the 14-day letter and the billing of residents. Co-Chair Bonita Culhane suggested that we find the fee schedule in order to proceed with the report. It was concluded that Bonita and Francine would do some By-Law research.

6. Clean and Clear By-Law

Chair Wendy K. Weller stated that the Clean and Clear By-Law was sent in by the Clerk-Treasurer has been approved by the Ontario Court of Justice which now officially gives the By-Law Enforcement officer the legal right to fine residents that do not obey the Clean and Clear By-Law.

It was suggested by the committee that the word “Abandoned” on the By-Law Enforcement Officers report be looked at. There are many listed properties that are listed abandoned but are not abandoned.

The word “Abandoned is not defined in our By-Law. Chair Wendy K. Weller will sit with the Clerk-Treasurer to determine a clear definition of “Abandoned”.

11. a) Submitted question

None

b) Audience questions

- There was discussion regarding the appeal of some houses that we have in our community do make our community look not clean. As long as the building is deemed structurally sound it cannot be demolished. Another key point discussion was regarding the cost of demolition that lies on the tax payers; therefore, it is essential to focus on the Clean and Clear of all properties in order to clean up our municipalities.
- Co-Chair Bonita Culhane stated that the committee should have a plan for example the plan would focus on cars, then grass, etc. also the By-Law Enforcement Officer should be attending the meeting to be able to further discuss matters.
- A resident stated that By-Law 2016-05 article 2-0 paragraph 8 note all information regarding good repairs and structures of the buildings.

- Discussion took place regarding structure that look unsafe but in reality, once inspected they are deemed safe. Chair Wendy K. Weller stated that the structures fall under the Building Code, so it is important that we work closely with the Building Inspector as he is the one deeming a structure unsafe.
- Clerk-Treasurer Karine Pelletier spoke in regards to her role and stated that it is not correct, she does not decide which houses come down and she does not define the definition of “Abandoned”. Chair Wendy K. Weller responded that meeting with the inspector is needed in order to clarify some confusion.

Question from a resident

- Since the By-Law Enforcement Officer is not present, will Chair Wendy K. Weller read the report?

Answer:

The report is the list of flagged properties and the list is confidential.

- Is the By-Law Enforcement Officer checking on properties when he patrols?

Answer:

Yes. Co-Chair Bonita Culhane stated that we have complaint forms at the Township Office and online but properties can also be flagged without receiving a complaint form, but again this matter will be discussed with the inspector.

12. Closed Meeting

None

13. Adjournment

Moved by Bonita Culhane
Seconded by Francine Plante

2021-11
Adjourned

THAT this meeting be adjourned at 7:51 p.m.

Carried

Next meeting at the call of the Chair.

Chair, Property Standards Committee

