

THE CORPORATION OF THE CITY OF BELLEVILLE

COUNCIL MEETING MINUTES

MARCH 20, 2020

9:00 A.M.
COUNCIL CHAMBER

1. CALL TO ORDER

1.1. ATTENDANCE

PRESENT	His Worship Mayor Panciuk
Councillor Carr	Councillor McCaw
Councillor Culhane	Councillor Sandison
Councillor Kelly	Councillor Thompson
Councillor Malette	Councillor Williams

(Matt MacDonald, City Clerk)

2. MOMENT OF REFLECTION

2.1 City Clerk, Matt MacDonald offered a Moment of Reflection

SUSPENSION OF THE RULES

His Worship Mayor Panciuk sought to Suspend the Procedural Rules regarding Committee of the Whole and suspension was granted. Mayor Panciuk remained in the Chair for the duration of the Council meeting.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Williams declared a pecuniary interest in Reports Item 8.a.4 (Airbnb Voluntary Collection Agreement) as he is the owner of a business in the hospitality industry and collects Municipal Accommodation Tax. He will therefore be refraining from discussion and voting on this matter in view of the possibility that a Pecuniary Interest may be involved.

Councillor McCaw declared an interest in Reports Item 8.a.3 (Meyer's Pier Patio & BBQ Inc.) as she owns a competing business. She will therefore be refraining from discussion and voting on this matter in view of the possibility that a Pecuniary Interest may be involved.

Councillor Sandison noted, but did not declare a formal conflict of interest with respect to items 8.b.1 and 8.b.2 (Part Lot Control By-laws in Settlers Ridge Subdivision) as he lives in that subdivision. He will therefore be refraining from discussion and voting on this matter.

His Worship Mayor Panciuk declared an interest in Reports Item 8.a.3 (Meyer's Pier Patio & BBQ Inc.) as he owns a competing business. He will therefore be refraining from discussion and voting on this matter in view of the possibility that a Pecuniary Interest may be involved.

4. PUBLIC MEETINGS

None.

5. READING AND CONFIRMATION OF MINUTES

There were no minutes for approval at this time.

6. DEPUTATIONS

There were no items under this section on today's Agenda.

7. CORRESPONDENCE

7.1 Letter of Non-objection from BDIA for Food Trucks for Alzheimer's Society Barbecue at Market Square

Moved by Councillor Thompson
Seconded by Councillor Carr

THAT the provision contained in Schedule J of By-law Number 2006-140 (a by-law to licence, regulate and govern certain businesses) that prohibits refreshment vehicles from operating within the Downtown Business Improvement Area be waived for the Alzheimer's Barbecue at Market Square being held Sunday, May 31, 2020.

- CARRIED -

7.2 Letter from The Royal Canadian Legion Belleville, Branch 99

Moved by Councillor Carr
Seconded by Councillor McCaw

THAT the letter from The Royal Canadian Legion Belleville, Branch 99 requesting assistance with relocation be received.

- CARRIED -

8. **COMMITTEE OF THE WHOLE**

Council did not go into Committee of the Whole.

8. a. **REPORTS**

8.a.1 **DELEGATION OF AUTHORITY – ACTS RELATED TO FINANCE & PLANNING**

Moved by Councillor Sandison
Seconded by Councillor McCaw

REC. NO. 147/20 THAT pursuant to the Director of Corporate Services/Clerk's Report No. DCS-2020-16, a by-law to approve the delegation of authority to the Chief Administrative Officer (CAO) or their designate for a period of ninety (90) days or until such time as Council rescinds the delegated authority for matters related to Purchasing and

Planning approvals be prepared for Council's consideration; and

THAT the CAO or their designate report to Council on any and all actions undertaken under this delegated authority.

- CARRIED -

8.a.2 **MUNICIPAL SOLID WASTE AND ORGANICS CURBSIDE COLLECTION, JOINT CONTRACT MUNICIPALITIES OF QUINTE WEST AND CITY OF BELLEVILLE**

Moved by Councillor Culhane
Seconded by Councillor Kelly

REC. NO. 148/20 THAT the tender submission from Environmental 360 Solutions Inc. be accepted for the provision of Waste Management Services for curbside collection and disposal/processing of collected material for the City of Belleville for the period of August 1, 2020 through July 31, 2025, including household waste, organics, and small/large bulky items at their submitted unit rates, and that the Mayor and City Clerk be authorized to sign the acceptance agreement on the behalf of the Corporation of the City of Belleville, and that the City Clerk be authorized to affix the Corporate Seal.

- CARRIED -

His Worship Mayor Panciuk and Councillor McCaw left the Council Chamber due to their previously declared pecuniary interest. Councillor Thompson assumed the Chair.

8.a.3 **MEYERS PIER PATIO & BBQ INC.**

Moved by Councillor Sandison
Seconded by Councillor Carr

149/20 THAT the Request for Proposal submission from Meyers Pier Patio & BBQ Inc. be accepted to provide food services at Meyers Pier in the amount of \$8,000 rent per year plus \$1,040 HST for a total amount of \$9,040 per year for a term of five years plus the option of a five year

renewal, this being the most qualified proposal received, and

THAT the Mayor and City Clerk be authorized to sign the Acceptance Agreement on behalf of The Corporation of the City of Belleville and that the City Clerk be authorized to affix the Corporate Seal; and that a formal lease agreement and by-law be prepared for Council's consideration.

- CARRIED -

His Worship Mayor Panciuk and Councillor McCaw returned to the Council Chamber and Mayor Panciuk assumed the Chair.

Councillor Williams then left the Council Chamber due to his previously declared pecuniary interest.

8.a.4 **AIRBNB VOLUNTARY COLLECTION AGREEMENT**

Moved by Councillor Culhane
Seconded by Councillor Carr

REC. NO. 150/20 THAT Manager of Economic and Strategic Initiatives Report No. ECDEV 2020-12 be received and approved; and

THAT a by-law be prepared for Council consideration which authorizes the execution of an agreement with Airbnb Ireland UC regarding the collection of the Municipal Accommodation Tax.

- CARRIED -

Councillor Williams returned to the Council Chamber.

8.a.5 **155 JAMIESON BONE ROAD RESTRICTIVE COVENANTS REMOVAL**

Moved by Councillor Kelly
Seconded by Councillor Carr

151/20 THAT pursuant to the Manager of Economic and Strategic Initiatives Report No. ECDEV 2020-11 be received and approved; and

THAT the Mayor and Clerk be authorized to sign the required documents to release the property described as 155 Jamieson Bone Road from certain existing covenants in favour of the City of Belleville, and that a by-law authorizing same, be prepared for Council's consideration.

- CARRIED -

8.a.6 **POP-UP SHOPS 2020**

Moved by Councillor Sandison
Seconded by Councillor Williams

REC. NO. 152/20 THAT Manager of Economic and Strategic Initiatives Report No. ECDEV 2020-13 regarding the plan for pop-ups in 2020 be received and approved as circulated.

- CARRIED -

8. b. **CONSENT ITEMS**

Moved by Councillor Kelly
Seconded by Councillor Carr

153/20 THAT the following Agenda items be approved with the exception of Items 8.b.3 and 8.b.4.

- CARRIED -

8.b.1 **PART LOT CONTROL EXEMPTION, SETTLERS RIDGE SUBDIVISION – PHASE 3, BLOCK 39, PLAN 21M-286 (75 & 77 FARMINGTON CRESCENT)
OWNER: MIRTREN BUILDERS LIMITED
FILE: ER-87**

154/20 THAT a by-law to exempt Block 39, Registered Plan 21M-286, City of Belleville, County of Hastings, from the provisions of Section 50(5) of the Planning Act, for a period of 12 months, be prepared for Council's consideration.

- CARRIED -

8.b.2 **PART LOT CONTROL EXEMPTION, SETTLERS RIDGE
SUBDIVISION – PHASE 2, BLOCK 82, PLAN 21M-271 (39 TO
45 KEMPTON AVENUE)
OWNER: SETTLERS RIDGE DEVELOPMENTS INC.
FILE: ER-77**

REC. NO. 155/20 THAT a by-law to exempt Block 82, Registered Plan 21M-271, City of Belleville, County of Hastings, from the provisions of Section 50(5) of the Planning Act, for a period of 12 months, be prepared for Council's consideration.

- CARRIED -

8.b.3 **CITY OF BELLEVILLE GRANT COMMITTEE**

Moved by Councillor Carr
Seconded by Councillor Williams

156/20 THAT Council approve the recommendations of the Grant Committee as outlined in the Director of Finance/Treasurer's Report No. DF-2020-09, City of Belleville Grant Committee.

- CARRIED -

8.b.4 **2020 FINAL TAX DUE DATES - REVISED**

Moved by Councillor Malette
Seconded by Councillor Carr

157/20 THAT By-law 2020-54, a by-law to establish the 2020 final tax due dates for the collection of taxes and the payment of taxes by instalment for all property classes in the City of Belleville, be amended as outlined in Report DOF-2020-12.

- CARRIED -

8.b.5 **MUNICIPAL BY-LAW ENFORCEMENT OFFICERS**

158/20 THAT a by-law to appointment Municipal By-law Enforcement Officers for the properties managed by Pinnacle Property Management be prepared for Council's consideration.

- CARRIED -

8.b.6 **MUNICIPAL BY-LAW ENFORCEMENT OFFICERS**

REC. NO. 159/20 THAT a by-law to appointment Municipal By-law Enforcement Officers for Maxama Protection Inc. be prepared for Council's consideration.

- CARRIED -

8. c. COUNCIL INFORMATION MATTERS

Moved by Councillor Carr
Seconded by Councillor McCaw

160/20 THAT the following Agenda items be received save and except Item 8.c.2.b.

8.c.1 **BUILDING SECTION MONTH END REPORT**

Report Period: February 2020

8.c.2 **REQUEST SUPPORT OF THE FOLLOWING LETTERS/RESOLUTIONS**

a) **Issues regarding the mapping of Provincially Significant Wetlands (PSWs)**

Letter from Office of the Mayor, Norfolk County

b) **Long-Term Care, Paramedic Services and Community and Human Services**

Letter to Premier of Ontario from County of Hastings, City of Belleville, City of Quinte West

- CARRIED -

With respect to Council Information Matters Item 8.c.2.b, the following resolution was approved.

Moved by Councillor Culhane
Seconded by Councillor Kelly

REC. NO. 161/20 THAT Belleville City Council supports the letter to the Premier of Ontario from County of Hastings, City of Belleville and City of Quinte West.

- CARRIED -

8. d. RISE AND REPORT

9. BY-LAWS

Councillor Williams left the Council Chamber due to his previously declared pecuniary interest.

Moved by Councillor Carr
Seconded by Councillor Sandison

162/20 THAT the following by-law be read a first time:

2020-70, a by-law to approve and authorize the execution of an Agreement between The Corporation of the City of Belleville and Airbnb Ireland UC for collection of the Municipal Accommodation Tax

- CARRIED -

Moved by Councillor Malette
Seconded by Councillor Thompson

163/20 THAT the following by-law be read a second time:

2020-70

- CARRIED -

Moved by Councillor Sandison
Seconded by Councillor Carr

REC. NO. 164/20 THAT the following by-law be read a third time:

2020-70, a by-law to approve and authorize the execution of an Agreement between The Corporation of the City of Belleville and Airbnb Ireland UC for collection of the Municipal Accommodation Tax

- CARRIED -

9. a. FIRST READING OF BY-LAWS

Moved by Councillor McCaw
Seconded by Councillor Malette

165/20 THAT the following by-laws be read a first time:

2020-60, a by-law to authorize the purchase of certain lands by The Corporation of the City of Belleville from Daniel Miller (Lane Crescent Point Anne)

2020-61, a by-law to exempt Block 82, Registered Plan 21M-271, City of Belleville, County of Hastings, from the provisions of Section 50(5) of the Planning Act, for a period of 12 months

2020-62, a by-law to exempt Block 39, Registered Plan 21M-286, City of Belleville, County of Hastings, from the provisions of Section 50(5) of the Planning Act, for a period of 12 months

2020-63, a by-law to amend By-law Number 2020-54, being a by-law to establish the 2020 final tax due dates for the collection of taxes and the payment of taxes by instalment for all property classes in the City of Belleville

2020-64, a by-law to appoint Municipal By-law Enforcement Officers for the purpose of enforcing The Corporation of the City of Belleville Animal Control By-laws

2020-65, a by-law to appoint Municipal By-law Enforcement Officers for the purpose of enforcing By-law Number 9457 and Part iii, Section 3 (Parking of Vehicles on Private Property) and Section 6 (Handicapped Parking Zones) of By-law Number 12967, as they affect the areas of land and premises managed by Pinnacle Property Management

2020-66, a by-law to appoint Municipal By-law Enforcement Officers with respect to certain by-laws of the City of Belleville (Maxama Protection Inc.)

2020-67, a by-law to approve and authorize the execution of a Licence Agreement between the Corporation of the City of Belleville and Ralph Townsend operating as "Herbert's Fresh Cut Fries"

2020-68, a by-law to approve and authorize the execution of a Licence Agreement between the Corporation of the City of Belleville and Marc Leroux operating as "Duffer's Chip Wagon"

2020-69, a by-law to delegate Council's authority to Chief Administrative Officer for The Corporation of the City of Belleville in response to Covid-19 pandemic

- CARRIED -

9. b. SECOND READING OF BY-LAWS AND DISCUSSION

Moved by Councillor Kelly
Seconded by Councillor Sandison

REC. NO. 166/20 THAT the following by-laws be read a second time:

2020-60 2020-66
2020-61 2020-67
2020-62 2020-68
2020-63 2020-69
2020-64
2020-65

- CARRIED -

9. c. THIRD READING OF BY-LAWS

Moved by Councillor Carr
Seconded by Councillor Kelly

REC. NO. 167/20 THAT the following by-laws be read a third time:

2020-60, a by-law to authorize the purchase of certain lands by The Corporation of the City of Belleville from Daniel Miller (Lane Crescent Point Anne)

2020-61, a by-law to exempt Block 82, Registered Plan 21M-271, City of Belleville, County of Hastings, from the provisions of Section 50(5) of the Planning Act, for a period of 12 months

2020-62, a by-law to exempt Block 39, Registered Plan 21M-286, City of Belleville, County of Hastings, from the provisions of Section 50(5) of the Planning Act, for a period of 12 months

2020-63, a by-law to amend By-law Number 2020-54, being a by-law to establish the 2020 final tax due dates for the collection of taxes and the payment of taxes by instalment for all property classes in the City of Belleville

2020-64, a by-law to appoint Municipal By-law Enforcement Officers for the purpose of enforcing The Corporation of the City of Belleville Animal Control By-laws

2020-65, a by-law to appoint Municipal By-law Enforcement Officers for the purpose of enforcing By-law Number 9457 and Part iii, Section 3 (Parking of Vehicles on Private Property) and Section 6 (Handicapped Parking Zones) of By-law Number 12967, as they affect the areas of land and premises managed by Pinnacle Property Management

2020-66, a by-law to appoint Municipal By-law Enforcement Officers with respect to certain by-laws of the City of Belleville (Maxama Protection Inc.)

2020-67, a by-law to approve and authorize the execution of a Licence Agreement between the Corporation of the City of Belleville and Ralph Townsend operating as “Herbert’s Fresh Cut Fries”

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2020-69, a by-law to delegate Council’s authority to Chief Administrative Officer for The Corporation of the City of Belleville in response to Covid-19 pandemic

- CARRIED -

10. NEW BUSINESS

His Worship Mayor Panciuk spoke about the actions the City of Belleville has taken in dealing with the effects of Covid-19:

- Transit passes have been extended and protective measures have been put in place such as access is only now through the center doors and fares are not being collected
- Parking passes have also been extended and enforcement has been reduced
- Garbage tags: collection of garbage will continue, any resident unable to obtain bag tags will still have their garbage collected
- Belleville Library is closed, late fees on overdue books will be waived
- Municipal services continue on-line (fees being waived)
- Property tax and water bill administration fees, late payment and interest charges will be waived during this time
- 2 month deferral on taxes 1st instalment and 1 month deferral on 2nd and 3rd (final) instalment of taxes
- Monthly P.A.Ps – residents can contact the City of Belleville Tax Department to make an adjustment

- Stressed deferrals are not waivers however the City of Belleville is trying to assist those in need
- No interest to be charged on parking fines
- No water disconnections
- Elexicon also will not disconnect during the crisis
- City of Belleville has workplace accommodations protocol during quarantines
- Delegation of Authority By-law so decisions can be made

Mayor Panciuk reminded residents to look out for one another during these uncertain times especially for our most vulnerable residents. He advised residents to monitor the City of Belleville website and the Public Health for information and updates.

Councillor Thompson asked about the leaf and yard waste site. His Worship Mayor Panciuk asked for an update from General Manager, Joe Reid. Manager Reid responded his department is looking into an earlier opening date than the standard date in mid-April.

Councillor McCaw recognized staff for work being done during this crisis. His Worship Mayor Panciuk agreed and encouraged Council to assist staff and concerned residents.

Councillor Williams asked for an update on dates for upcoming budget meetings. The Chief Administrative Officer, Rod Bovay responded that staff will continue to monitor the situation and once clear, new dates will be established. Councillor Williams suggested the option of a zero budget increase to accommodate the economic situation.

Councillor Culhane spoke about the situation at the Loyalist College residences where students have been forced to vacate and she expressed concern over the students' ability to find alternative accommodation. She also noted that portable washrooms and handwashing stations have been set up at the Salvation Army location on Pinnacle Street and also at the Gleaners Food Bank. These are both vital services that are continuing.

Councillor Kelly spoke about the Community Meals Program available at the Bridge Street United Church. He also asked that people reach out to neighbours to do mental and physical wellness checks. He commended Hastings and Prince Edward Public Health for their good work and also thanked His Worship Mayor Panciuk for his leadership.

11. MOTIONS

There were no items brought forward under this section on today's Agenda.

12. NOTICE OF MOTIONS

There were no items brought forward under this section on today's Agenda.

13. ANNOUNCEMENTS

His Worship Mayor Panciuk proclaimed the month of April as "Probus Club Month" in the City of Belleville. He also proclaimed April as "Be A Donor Month".

14. CONFIRMATORY BY-LAW

Moved by Councillor Culhane
Seconded by Councillor Malette

REC. NO. 168/20 THAT By-law Number 2020-71, a by-law to confirm the proceedings of Council at its meeting held on March 20, 2020, be read a first, second and third time and finally passed this 20th day of March, 2020.

- CARRIED -

His Worship Mayor Panciuk then took the opportunity to comment on the current situation. He ensured the City of Belleville will commit to continue to communicate with residents. He reassured that decisions are being made in a calm manner based on recommendations from Hastings Prince Edward Public Health. Mayor Panciuk encouraged residents to reference their website for information. He encouraged everyone to practice "social distancing" by maintaining a minimum of 2 metres (approximately 6 feet) from other people to decrease transmission. He encouraged everyone to work from home if possible – not only City staff but all residents. Mayor Panciuk encouraged people to frequently wash their hands and use hand sanitizers. On behalf of Council, he thanked first responders, health care professionals, grocery stores, delivery/truck drivers, plant and factory workers as well as City staff for their dedication. He assured residents that fire, police, EMS, water, electricity and telecommunications services will all be available during this time. He again thanked all for their assistance during this time and that this too shall pass.

15. ADJOURNMENT

Moved by Councillor Carr
Seconded by Councillor McCaw

THAT this session of Council be adjourned.

- CARRIED -

MAYOR

CLERK