



The Corporation of The Township of Bonfield

AGENDA FOR CORPORATE SERVICES COMMITTEE TO BE HELD June 11, 2025 AT 6:00 P.M.

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Disclosure of Pecuniary Interest and General Nature Thereof**
- 4. Adoption of Previous Minutes**
 - a. Corporate Services Committee Meeting: April 21, 2025
- 5. Presentations and Delegations**
- 6. Items for Discussion / Staff Reports**
(all materials available at meeting only)
 - a. Report from CBO regarding building fees with ADUs
 - b. Draft 2025 Budget
- 7. Resolutions to be Considered for Adoptions**
- 8. Correspondence -None**
- 9. Adjournment**

THE CORPORATION OF THE TOWNSHIP OF BONFIELD
CORPORATE SERVICES COMMITTEE MEETING
April 21, 2025 @ 7:00 pm
MINUTES

Attendance: Chair Dan MacInnis Donna Clark
Steve Featherstone Jason Corbett
Narry Paquette

Staff Present: Nicky Kunkel, CAO Clerk-Treasurer; Alex Hackenbrook, Public Works Manager

Declaration of Interest:

1. Member Narry Paquette declared a conflict on the meeting materials for agenda item No. 5 due to her employer's firm representing community members on the proposed bylaws. She left the meeting at 7:05 and returned at 9:09 pm.
2. Member Donna Clark declared a conflict regarding materials for agenda item 6.a related to short term rentals. She remained in her seat and abstained from participating in any discussions on the topic.

No. 1 Moved by: J. Corbett Seconded by: D. Clark
THAT the Corporate Services Committee meeting be opened at 7:03 p.m. Carried

No. 2 Moved by: D. Clark Seconded by: S. Featherstone
THAT the agenda for the Corporate Services Committee meeting for April 21, 2025 be approved as presented. Carried

No. 3 Moved by: S. Featherstone Seconded by: J. Corbett
THAT the minutes of the Corporate Services Committee meeting held March 24, 2025 be adopted as presented. Carried.

Delegations – Christine Nickel of Thomas Davis Law presented a letter submitted to the committee on behalf of her client regarding the proposed bylaws. The Committee received the letter and it was considered during the discussion for amending the bylaws.

The Committee then discussed and reviewed the frequently asked questions from the pause of the bylaws for further consultation. The FAQ was read through and it was communicated that it was posted on the municipal website. The discussion resulted in changes below and requesting the CAO to obtain further advice on proposed changes.

No. 4 Moved by: D. Clark Seconded by: J. Corbett
That Corporate Service Committee recommends to Council to amend the proposed 2025-11 bylaw as follows:
a. That hunt camps be permitted on a minimum of 20 acres of land

- b. That shipping containers 8'x20' be acceptable for storage sheds with a licenced trailer provided the other zoning and building code regulations permit such storage.
Carried.

No. 5 Moved by: S. Featherstone

Seconded by: J. Corbett

That Corporate Service Committee recommends to Council to amend the proposed 2025-17 bylaw regarding short term rentals as follows:

- a. The licence fee be reduced (from \$1,200) to \$1,000 with the applicant to pay additional cost of any required inspections above two
- b. That the annual renewal fee be reduce to \$700.00
- c. That all applications with bookings in 2025 submit an application within 30 days of the bylaw being adopted (they will be priority).
Carried.

NOTE: Councillor Clark had a conflict and did not participant in the discussions or the vote.

No. 6 Moved by: J. Corbett

Seconded by: S. Featherstone

That Corporate Service Committee recommends to Council that bylaw 2025-16 for trailers be amended as follows:

- a. To permit up to three (3) non-habitable, portable trailers on a licenced trailer property during the licencing period (example: boat trailer, ATV trailer)
 - b. That to reflect fairness to proven long-existing trailers, (on vacant RLS lots) the creation of a program for temporary use, to a maximum of ten (10) years under a site-specific bylaw and the applicant enters into a binding agreement acknowledging the temporary use with the following conditions (not exhaustive):
 - i. existing properties with two (2) trailers will be permitted under the temporary use program provided the trailers are a minimum of 75 feet apart; and
 - ii. responsible septic management must be approved and completed by October 31, 2025; and
 - iii. the annual fee for each trailer on site must be paid in full to continue the agreement; and
 - iv. the agreement is non-transferable; and
 - v. the existing trailer can be replaced within the 10-year period but like for like only.
- Carried.

Discussion on this also included properties with more than 2 trailer on the property would have be to reduced to only one or two trailers and there would be not special occasion permits issued under the temporary use program.

NOTE: N. Paquette returned to meeting after all discussions on the bylaws at 9:09 pm.

No. 7 Moved by: J. Corbett

Seconded by: N. Paquette

That the meeting adjourned at 9:09 pm. Carried.

Chair

Secretary