



**THE CORPORATION OF THE TOWNSHIP OF BONFIELD
REGULAR MEETING OF COUNCIL
May 13th, 2025**

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

STAFF PRESENT: Andrée Gagné, Deputy Clerk-Treasurer
Alex Hackenbrook, Public Works Manager
Nicky Kunkel, CAO Clerk-Treasurer
Simon Blakeley, Planning Administrator

1. Call to Order

Motion 1

Moved by Councillor Clark
THAT this meeting be opened at 7:00 p.m.

Seconded by Councillor Corbett

Carried

2. Adoption of Agenda

Motion 2

Moved by Councillor MacInnis
THAT the agenda presented to Council and dated the 13th day of May 2025, be adopted as presented.

Seconded by Councillor Featherstone

Carried

3. Disclosure of Pecuniary Interest

Mayor Paquette declared a conflict regarding materials for agenda items 8a, 8b, 8c, 10.b, 10.c, 10.d, 10.e and 10.f related to Zoning, RV/Trailers & Short-Term Rentals recommendations and by-laws. Her employer represents residents of the Municipality. She remained in her seat and abstained from participating in any discussions on the topic and did not partake in any votes.

Mayor Paquette declared a conflict regarding materials for agenda items 10a related to "Strong Mayors". She is the Mayor. She remained in her seat and abstained from participating in any discussions on the topic.

Councillor Clark declared conflict of interest on agenda item number 10.f, discussions on Short Term Rentals By-Law as there is community perceived conflict deviating from productive dialogue. She remained in her seat and abstained from participating in any discussions on the topic.

4. Adoption of Previous Minutes

Motion 3

Moved by Councillor Corbett
THAT the Minutes of the Regular Council meeting of April 22nd, 2025 be adopted as circulated.

Seconded by Councillor Clark

Carried



5. Presentation & Delegations

Debra Helm – Bonfield Farmers Market

Ms. Helm spoke to Council regarding the cost of insurance for the farmer's market. At times it is cost prohibitive for vendors to attend the market and she wondered if there was a special rider opportunity for the Township to cover the insurance costs for Market. She also discussed the fee for the outdoor rink when community events are being held and asked Council to reduce the fees.

Council requested that the CAO research different options for rental and insurance and this matter be brought forward at a later meeting.

6. Question Period – no questions were submitted

7. Staff Reports

7.a Report from Planning Administrator – Agri-Business Capacity Building Project

Motion 4

Moved by Councillor Clark

Seconded by Councillor Featherstone

THAT Council accepts this report as a project-based plan to support value-added capacity building in the Agri-Business Sector within the Township of Bonfield; AND FURTHER THAT Council authorizes the Planning Administrator to participate in the FCM-funded Local Leadership for Climate Adaptation (LLCA) initiative being delivered by reThink Green; AND THAT Council authorizes Township staff to work with partners to organize an Agri-Food Forum to take place within the Township of Bonfield between the Fall of 2025 and Spring 2026.

Carried

7.b Report from Office Clerk – Canada Day Entertainment

Motion 5

Moved by Councillor Corbett

Seconded by Councillor Clark

THAT Council allocate \$1,686.75 in funds for entertainment for our Canada Day celebrations.

Carried

7.c Report from Public Works Manager – Blanchard's Landing Dock Replacement

Motion 6

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

THAT Council accepts the report from the Public Works Manager on the Blanchard's Landing dock replacement as presented.

Carried



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
May 13, 2025

7.d Report from Office Clerk – Easter Egg Hunt

Motion 7

Moved by Councillor Clark

Seconded by Councillor Corbett

THAT Council accepts the report from the Office Clerk on the Easter Egg Hunt as information purposes.

Carried

7.e Report from Office Clerk – OAC Grant – Mural in Kaibuskong Park

Motion 8

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

THAT Council approves the appointment of Mique Michelle as the artist for the Kaibuskong Park mural project, funded through the Ontario Arts Council grant, to be completed by the end of May 2025, with the approved \$2,000 budget.

Carried

7.f Report from Planning Administrator – Proposed Perron Deeming By-Law

Motion 9

Moved by Councillor Clark

Seconded by Councillor Featherstone

WHEREAS Chris and Jenn Perron have requested that Council entertain a Deeming By-Law for their properties located on Hillside Avenue, Lots 67 & 68 on plan 36M510; BE IT HERBY RESOLVED THAT Council approves of this recommendation; AND FURTHER THAT Chris and Jenn Perron be responsible for all disbursements incurred by the Township of Bonfield and submit a deposit of \$500.00 to the Township prior to the file being forwarded to the Municipal Solicitor.

Carried

7.g Report from Fire Chief – 2025 Recruitment Plan

Motion 10

Moved by Councillor Corbett

Seconded by Councillor Clark

That the Fire Chief recommends to Council to accept the recruitment strategy for 2025 as presented.

Carried

8. Adoption of Committee Minutes/ Motions

Mayor Paquette vacated her Chair and Deputy Mayor Corbett chaired the meeting for Items 8a, 8b, 8c (Corporate Services)

Corporate Services

Motion 11

Moved by Councillor Featherstone

Seconded by Councillor Corbett

That Council accept this report and considers the information provided in their decision making for the proposed by-laws.

Carried



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
May 13, 2025

Motion 12

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

WHEREAS the Corporate Service Committee recommended to Council to amend the proposed 2025-11 by-law as follows:

a. That hunt camps be permitted on a minimum of 20 acres of land;

BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried

Motion 13

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

WHEREAS the Corporate Service Committee recommended to Council to amend the proposed 2025-11 by-law as follows:

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;

BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Defeated

Motion 14

Moved by Councillor MacInnis

Seconded by Councillor Corbett

WHEREAS the Corporate Service Committee recommended to Council to amend the proposed 2025-17 by-law 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 by-law being adopted (they will be priority);

BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried

Motion 15

Moved by Councillor Corbett

Seconded by Councillor Clark

WHEREAS the Corporate Service Committee recommended to Council that by-law 2025-16 for trailers be amended as follows:

To permit up to three (3) non-habitable, portable trailers on a licenced trailer property during the licencing period (example: boat trailer, ATV trailer);

BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried

Motion 16

Moved by Councillor Featherstone

Seconded by Councillor Corbett

WHEREAS Council for the Corporation of the Township of Bonfield have adopted Bylaw 2025-09 to permit the use of recreation vehicles and travel trailers in the rural zones; and

WHEREAS Council adopted 2025-16 to license recreation vehicles and travel trailers; and

WHEREAS Council understands that there are vacant properties in the Residential Limited Services zone where travel trailers have been placed on the vacant property prior to Council starting the discussion of the Trailer Bylaw.



THE CORPORATION OF THE TOWNSHIP OF BONFIELD

May 13, 2025

Now therefore Council directs staff to enter into a contract agreement with said property owners to allow the phasing out of long-standing trailers with a deadline for all trailers to be removed no later than September 15 2030; and

Further that this contract agreement between the property owner and the Township be legally binding with no possibility of extension; and

Further that during the phase out period of the contract agreement the property owner shall satisfactorily adhere to all conditions and requirements of Bylaw 2025-16 and that should there be more than two trailers on the property the trailers shall be immediately reduced to a maximum of two trailers per property and must be a minimum of 75 feet apart; and

Further that this does not make the trailers on vacant property in the Residential Limited Services, in the phase out program through a contract agreement legal non-conforming; and

Further that any affected vacant land property owner shall complete a Trailer Licence Application within the next 45 days to notify and signify to the Township that said property owner is interested in participating in the phase out contract agreement and shall by doing so indemnify the Township of any past, present or future legal action.

Carried

Deputy Mayor Corbett requested a recorded vote;

YEA: Councillor MacInnis, Councillor Clark, Councillor Featherstone, Deputy Mayor Corbett

Mayor Paquette resumed the Chair

Emergency Services Committee

Motion 17

Moved by Councillor Clark

Seconded by Councillor Corbett

WHEREAS the Fire Chief recommended to the Emergency Services Committee that the following four probationary firefighters be hired: Eric Aldridge, Justin Huywan-Anderson, Trevor Caudle and Keeghan Butler; BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried

Motion 18

Moved by Councillor Featherstone

Seconded by Councillor Clark

WHEREAS the Emergency Services Committee recommended to Council to accept the report from the Fire Chief to implement an enhanced Training Officer position on a three-year trial basis; BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
May 13, 2025

Planning Advisory Committee

Motion 19

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

WHEREAS the Planning Advisory Committee recommends to Council that Consent Application B3/2025, Hodgson - Land Severance, be approved; BE IT HEREBY RESOLVED THAT Council approves this recommendation along with the conditions and notes as set out on the attached Decision of Approval Authority Form.

Carried

Bonfield Medical Board

Motion 20

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

WHEREAS the Bonfield Medical Board recommends to Council to approve and adopt the Memorandum of Understanding between the Township and the Medical Centre; BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried

Motion 21

Moved by Councillor Featherstone

Seconded by Councillor Corbett

WHEREAS the Bonfield Medical Board recommends to Council to adopt the Terms of Reference for the Bonfield Medical Board; BE IT HEREBY RESOLVED THAT Council approves of this recommendation.

Carried

Motion 22

Moved by Councillor Clark

Seconded by Councillor MacInnis

THAT Council accepts the 2025 Bonfield Medical Centre as presented; AND THAT it be included in the 2025 Budget discussion

Carried

9. Items for Council Discussion – None for this session



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
May 13, 2025

10. Resolutions to be Considered for Adoption

Mayor Paquette vacated her Chair and Deputy Mayor Corbett chaired the meeting for Items 10.a, 10.b, 10.c, 10.d, 10.e and 10.f

10.a Town of Amherstburg - Opposition to Strong Mayor Powers

Motion 23

Moved by Councillor Featherstone

Seconded by Councillor Clark

WHEREAS Council for the Township of Bonfield strongly opposes the expansion of the Strong Mayors Powers; AND WHEREAS a growing number of municipalities and elected officials across Ontario are questioning the appropriateness of the Strong Mayor system and are calling for its reconsideration or repeal; THEREFORE Council for the Township of Bonfield requests that they are not included in any future list and fully supports any Municipalities requesting removal from the list.

Carried

Councillor MacInnis requested a recorded vote

YEA: Councillor MacInnis, Councillor Clark, Councillor Featherstone, Deputy Mayor Corbett

10.b By-Law 2025-09 Zoning Amendment 2012-49 By-law

Motion 24

Moved by Councillor Corbett

Seconded by Councillor Featherstone

THAT Council for the Township of Bonfield hereby adopts By-Law 2025-09, being a by-law to amend By-law 2012-49, as presented and is hereby considered read three times and passed this 13th day of May, 2025.

Carried

10.c By-Law 2025-10 Zoning Amendment 2018-06 By-law

Motion 25

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

THAT Council for the Township of Bonfield hereby adopts By-Law 2025-10, being a by-law to amend By-law 2018-06, as presented and is hereby considered read three times and passed this 13th day of May, 2025.

Carried

10.d By-Law 2025-11 Amendment to Zoning By-law 2012-49

Motion 26

Moved by Councillor Clark

Seconded by Councillor Featherstone

THAT Council for the Township of Bonfield hereby adopts By-Law 2025-11, being a by-law to amend By-law 2012-49, as presented and is hereby considered read three times and passed this 13th day of May, 2025.

Carried



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
May 13, 2025

10.e By-law 2025-16 – Trailers & RV By-Law

Motion 27

Moved by Councillor MacInnis

Seconded by Councillor Corbett

THAT Council for the Township of Bonfield hereby adopts By-Law 2025-16, being a by-law to licence, regulate and govern travel trailers and recreation vehicles and repeal By-law 2024-42, as presented and is hereby considered read three times and passed this 13th day of May, 2025.

Carried

10.f By-Law 2025-17 – Short Term Rental By-Law

Motion 28

Moved by Councillor MacInnis

Seconded by Councillor Corbett

THAT Council for the Township of Bonfield hereby adopts By-Law 2025-16, being a by-law to regulate and govern short-term rental accommodation and repeal By-law 2024-41, as presented and is hereby considered read three times and passed this 13th day of May, 2025.

Carried

Councillor Clark did not partake in the discussion of this item.

Mayor Paquette resumed the Chair

11. Correspondence

Motion 29

Moved by Councillor Corbett

Seconded by Councillor Featherstone

THAT Council receives the Correspondence circulated with the Agenda of May 13th, 2025.

Carried

12. Closed Session

Motion 30

Moved by Councillor Featherstone

Seconded by Councillor Corbett

THAT the Meeting of Council hereby proceeds to closed session in accordance with Section 239 of the Municipal Act, 2001, as amended, at 8:46 p.m. for the purpose of discussing matters pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

Carried

Motion 31

Moved by Mayor Clark

Seconded by Councillor Featherstone

THAT the Meeting of Council resumes open session at 9:03 p.m.

Carried



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
May 13, 2025

13. Confirmatory By-Law

Motion 32

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

THAT the Council for the Township of Bonfield hereby adopts By-Law 2025-23 to confirm the proceedings of Council from April 22nd, 2025 to May 13th, 2025, as presented and is considered read three times and passed this 13th day of May, 2025.

Carried

14. Adjournment

Motion 33

Moved by Councillor Corbett

Seconded by Councillor Clark

THAT this meeting be adjourned at 9:04 p.m.

Carried

MAYOR

CLERK