

MINUTES
COMMUNITY DEVELOPMENT COMMITTEE
MONDAY, MAY 7, 2018
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE

Present: Councillor Smail, Chair
Mayor Sayeau, Ex Officio
Councillor Morrell
Conor Cleary
Tory Deschamps
Heather Lawless
Greg Modler

Regrets: Tim Nason

Staff: Rebecca Williams, Deputy Clerk
Shelbi McFarlane, Community Development Coordinator

1. Call to Order

Councillor Smail called the meeting to order at 6:30pm.

Councillor Smail and Mayor Sayeau presented a certificate of youth recognition to Cole Tardif for his contributions to 2018 Earth Day in Edwardsburgh Cardinal.

2. Approval of Agenda

Moved by: H. Lawless seconded by: G. Modler that the agenda be approved as presented.

3. Disclosure of Pecuniary Interest & the General Nature Thereof – None

4. Business Arising from Community Development Committee Minutes – None

5. Delegations & Presentations

a) Official Plan Project Introduction – Novatech – Steve Pentz

Mr. Pentz and Mr. Shepherd, planning consultants with Novatech, provided Committee with a brief overview of the Novatech team members that would be involved with the developing Township's new official plan. Mr. Pentz outlined the rough timeframe and required public meeting consultations process that would be taking place in order for Novatech to gain a better understanding of the area while drafting the official plan. It was noted that the final draft of the official plan

that is approved by Township Council will then proceed to the UCLG for review and final approval. Mr. Pentz noted that the Township official plan is directed by the Provincial regulations and the UCLG official plan, both of which supersede the Township official plan if there are any conflicts or irregularities. Mr. Pentz noted that the zoning by-law is required to be updated within 3 years of approving a new official plan.

Members enquired if a new official plan would have any effect on other by-laws or programming, specifically with respect to the CIP for Cardinal and Spencerville. Committee confirmed that Novatech would liaise with UCLG planning staff and SNC before presenting the first draft document to Committee and the public. There was a general discussion with respect to the UCLG official plan and when they may be drafting their masterplan for aggregate resources and how that can affect the Township's official plan. There was a brief discussion with respect to the hierarchy of official plans and how the Township must conform with the UCLG official plan.

Committee thanked Mr. Pentz and Mr. Shepherd for the presentation and information.

6. Discussion Items – None

7. Action/Information Items

a) Downtown Signage Project – CIP/FICE Reports

Moved by: G. Morrell seconded by: T. Deschamps that Committee recommends:

1. Staff gather a firm inventory of type and number of signage required in each village.
2. Staff identify possible locations for any signage that is not already existing.
3. Staff assemble 2 or 3 sample signage packages for Committee to review at the next meeting. These packages will provide illustrations of each type of sign suggested.

Carried

b) King's Lock Distillery By-the-Glass Licence

Moved by: P. Sayeau seconded by: G. Modler that Committee recommends that Council support the King's Lock Craft Distillery in their application for a licence to offer their products served by-the-glass.

Carried

c) Burrell Rezoning – 720 & 722 County Rd 2

Committee reviewed the rezoning request and discussed the past parking issues raised by residents for other duplex properties in the village. There was a general

discussion with respect to the proposed setback of 12 meters as noted in the owner's sketch. Members noted that the minimum setback is 15 meters, which would allow for sufficient parking in front of the duplex.

Committee confirmed that there are currently 2 separate driveways for the duplex, which will remain separated after the rezoning. There was a brief discussion with respect to the property being rezoned from Community Commercial to Residential Second Density as opposed to rebuilding the duplex on its existing footprint under the grandfathering clause.

Moved by: G. Morrell seconded by: H. Lawless that Committee recommends that the Township proceed with scheduling a public meeting date, subject to receiving the requested information from the applicant, a public meeting notice will be prepared, together with a draft zoning amendment by-law.

Carried

d) Site Plan Control Application - Marshall

Moved by: C. Cleary seconded by: H. Lawless that Committee recommends that Council enter into a Site Plan Control Agreement with Tabitha and Lyndon Marshall.

Carried

8. Inquiries/Notices of Motion

Inquiries were raised with respect to the following:

- Tracking of severance applications and conditions through reporting
- Update on Grenville Mutual building

9. Question Period

Questions/comments were raised with respect to the following item(s):

- Draft site plan control minor staff changes/corrections

10. Closed Session – None

11. Adjournment

Moved by: G. Modler seconded by: G. Morrell that Committee does now adjourn at 7:33 pm.

Carried

These minutes were received in open Council this 28th day of May, 2018.

Chair

Deputy Clerk