

**MINUTES
COMMUNITY DEVELOPMENT COMMITTEE
MONDAY, NOVEMBER 5, 2018
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE**

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

Regrets: Councillor Smail

Staff: Debra McKinstry, CAO/Clerk
Rebecca Williams, Deputy Clerk
Shelbi McFarlane, Community Development Coordinator
Dave Grant, Director of Operations

1. Call to Order

Heather Lawless volunteered to chair the meeting in Councillor Smail's absence and called the meeting to order at 6:30 pm.

2. Approval of Agenda

Moved by: P. Sayeau seconded by: G. Modler that the agenda be reordered to address items 6, 7a) and 7b) before the Official Plan review.

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

4. Business Arising from Community Development Committee Minutes – None

6. Discussion Items – None

7. Action/Information Items

a) Severance Application B-104-18 (Spratt)

Committee reviewed the severance application request and discussed how the property may have unintentionally been merged in the past. It was noted that during the switch from the Land Registry to Land Titles there is a possibility that the merge may have occurred unbeknownst to the Township or affected land

owners. Members discussed how the land owner might try to separate the properties through legal action if they are able to prove that the properties were originally separate. It was noted that in other cases the Township would be able to review the case and determine if an exemption could be made, however due to the property size, capacity of onsite servicing and not conforming with the Building Code Act requirements the Township would not be able to recommend in favour of the application.

Committee commented on the concerns raised with respect to the two buildings sharing onsite services, and how due to the limited parcel size there would be concerns as to how the land owners could address and remedy the lack of services. It was noted that currently the cottages share a septic system and only one cottage is connected to hydro, which, if severed would result in additional concerns and Building Code compliance orders.

Moved by: P. Sayeau seconded by: G. Morrell that Committee recommends that Council supports the Community Development Committee recommendation to not recommend in favour of the severance application B-104-18 (Sprott).

Carried

b) CIP Application C-02-18 (Kinghorn)

Committee reviewed the application request and asked for clarification with respect to previous CIP funding and maximum allotment for each project. It was noted that in 2017 the Kinghorn's completed renovations to the upper story apartment with CIP funding. Staff clarified that the current application is for the façade and property improvement program portion of the CIP program which has a grant eligibility total of up to \$5000.

Moved by: G. Morrell seconded by: T. Deschamps that Committee approves the application C-02-18 (Kinghorn) for \$5000.

Carried

5. Delegations & Presentations

a) Official Plan Second Draft Review – Steve Pentz, Novatech

Mr. Pentz outlined that the second draft of the OP has incorporated information provided to Novatech from the comments/questions raised by the Committee and Township staff. Mr. Pentz noted that a letter from the Health Unit and information with respect to the Algonquin territory lands have been identified in the OP with updated schedules to reflect the changes. Mr. Pentz provided Committee with an explanation as to how the OP is the general guiding document to other Township documents, such as the zoning by-law.

Committee briefly discussed how the Committee should approach the review. There was consensus from Committee for Mr. Pentz to outline and review with Committee the notable revisions first and then discuss other issues and questions following the main review.

Mr. Pentz provided Committee the second draft OP for review which highlights and explains the changes made to the various sections of the first draft OP. Committee reviewed, and the following questions and discussions took place:

- Reviewed section 3.1, noting that the revisions are intended to identify areas that need increased settlement and development. Members discussed typographical changes and there was consensus from Committee that sentence “Accordingly, this Plan directs that the focus of residential growth...” be changed to “Accordingly, this Plan recognizes that the focus of residential growth...”
- Discussed the need for a broader identification of the Industrial Park land area to include the 401/416 corridor and other possible future land developments. There was consensus from Committee to amend #4 of the guiding principles to read: “We will continue to focus on our Industrial Park as an economic centre and actively seek out new opportunities for trade and development in an expanded industrial area.”
- There was a general discussion with respect to requirements and process to expand the Townships current Industrial Park area. It was noted that an expansion would require an amendment to the County OP and the County Council accepting such an amendment request. If the UCLG were to accept an amendment, the County OP amendment would then need to be reviewed and accepted by the Ministry for final approval. There was a brief discussion with respect to an amendment request timeframe and cost to the Township. There was consensus from Committee to remove “In conjunction with the comprehensive review of the UCLG Official Plan...” under section 3.2.3.6 to give the Township the leeway to consider an amendment to the Township OP without having to wait for the UCLG OP review to take place with amendments.
- There was consensus from Committee to remove “including marijuana production and processing facilities” from section 3.2.2.1 as it appeared to be somewhat redundant
- Members discussed the types of aggregates currently identified in the Township and the process for companies to keep their aggregate resources permits with the Ministry. It was noted that eventually the UCLG will research and prepare a master aggregate plan. There was consensus from Committee to identify and designate other known aggregate areas on the schedule, which do not have currently have Ministry approved permits, as “not permitted areas”.
- It was noted that section 4.5.3 was simplified due to the Township not having any abandoned mines or mineral resource operations.

- It was noted that section 6.2.3 – Garden Suites was removed from the draft OP and the Township does not have any garden suites and does not need to support the development of future garden suites.
- Members asked for clarification with respect to section 6.2.1.4. It was noted that 6.2.1.4 identifies that all second units are required to be connected to private services such as hydro, well and septic system in order to comply with the OP.
- Committee reviewed and discussed the reason why section 6.15.2 has been included, specifically with respect to why and when the Algonquins must be consulted for a known archaeological site and the site identification.
- Discussed if the Township is required to include section 6.15.2 and asked for clarification with respect to mapping of Algonquin territory in Township. It was noted that the mapping was taken directly from the Algonquin land territory website. It was noted that once the OP reaches the UCLG for review, section 6.15.2 will be required as the province sets out the parameters in case something is discovered during development. Members highlighted that since legislation already requires that the OP identify and recognize the Algonquin territory, there is no reason for the Township to try and delay dealing with the section.
- Mr. Pentz noted that section 6.15.2 and the attached schedule only recognizes the Algonquins traditional territory and will not affect the review of the OP. Members confirmed that Mr. Pentz will be able to credit the source of the map, without proving validity to the source. It was noted that both Elizabethtown-Kitley and Front of Yonge Township included a similar section in each of their OP's. Members asked for clarification as to why the Algonquin territory does not run along the riverfront. It was noted that the riverfront area was traditionally Mohawk territory.
- Members enquired if the existing by-laws that are linked or produced as a result of the OP continue or will new and updated by-laws be required. It was noted that the zoning by-law must be updated to conform with the OP within 3 years after the OP is approved.
- Members asked for clarification with respect to the OP and zoning of specific Cardinal waterfront areas. It was noted that the OP outlines the area as "settlement area", while the zoning by-law states that it is "open space" which may be used as parkland.
- Members required that Novatech include a statement within the OP to address potential future options of acquiring additional land from the land bank near the 400 series highway. It was noted that the OP cannot change the current designation of other areas, including the land bank, as it must comply with the Provincial regulations and County OP.
- Members asked for clarification with respect to section 3.1.6.3, specifically "...in Council's view, such would be better located in the Industrial Park designation." It was noted that by having a clause where Council may make the final decision, it allows for more flexibility, and doesn't restrict the Township in future Industrial Park policies.

- There was a brief discussion with respect to if tiny/affordable homes would affect the Township in subdivision agreements, specifically when setting a minimum home size. It was noted that the Township can accommodate tiny homes, as long as they conform with Building Code and Township requirements, particularly in regard to proper servicing.
- There was a general discussion with respect to how section 7.5 links with the Township CIP program, specifically if the new Council can select and identify which areas in the Township should be designated for the CIP program. It was noted that the Township currently offers the CIP program in Cardinal and Spencerville, and that it is up to Council to pass a by-law to expand or restrict the designated areas.

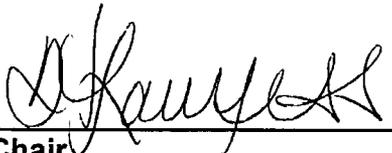
There was a brief discussion with respect next steps, specifically that Novatech must receive consensus from Committee to forward the draft OP to the UCLG for pre-review. It was noted that once the UCLG review the draft OP, 2 public consultations will be arranged for Novatech to discuss the draft OP with the public. There was consensus from Committee to hold a special meeting on November 22 to review changes and direct the Township and Novatech to move forward with the submission to the UCLG for pre-review.

8. Inquiries/Notices of Motion – None
9. Question Period – None
10. Closed Session – None
11. Adjournment

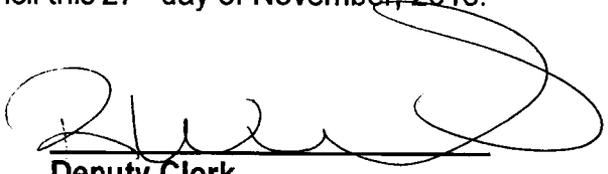
Moved by: T. Nason **seconded by:** T. Deschamps that Committee does now adjourn at 8:47 pm.

Carried

These minutes were approved in open Council this 27th day of November, 2018.



 Chair



 Deputy Clerk