

13

**MINUTES**  
**COMMUNITY DEVELOPMENT COMMITTEE**  
**MONDAY, OCTOBER 1, 2018**  
**6:30 PM**  
**SPENCERVILLE MUNICIPAL OFFICE**

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

**Regrets:** Councillor Smail

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

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: G. Morrell seconded by: G. Modler that the agenda be approved as presented.

Carried

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

4. Business Arising from Community Development Committee Minutes

Committee enquired about a status update with respect to the Shared Networks Canada site plan control agreement (SPCA) and when Committee will review the second draft of the Official Plan (OP). It was noted that staff had no new information or recent contact from Shared Networks with respect to the SPCA. It was noted that staff reviewed the list of follow-up questions from Committee with the planner and advised that the second draft will include tracked changes.

Committee discussed the process and timeframe for the OP review and noted that once Committee is comfortable with the draft it will be send to the UCLG for review. There was a general discussion with respect to what would happen if a new Council wanted to change portions of the OP. It was noted that any

changes would still require approval from the UCLG and if the changes do not follow the UCLG OP then the UCLG Planner would submit recommendations back to the Township to be reviewed and changed to fall in line with the UCLG OP. Members commented on the change in Provincial government and what happens if the new government decides to change policies/regulations that could affect the OP.

5. Delegations & Presentations – None

6. Discussion Items – None

7. Action/Information Items

a) Downtown Signage Project

Committee reviewed and discussed the design options for each type of sign. There was consensus from Committee that all signage would have the Township logo with a white background and a heavy blue border where applicable. There was consensus from Committee with the following selections:

Decorative Street Sign: Select design C with white logo and heavy border

Asset Identification Sign: Select design D with white logo and heavy border

Cardinal Area Kiosk: Select design D or sign, with design E for the wood frame

Larger Wayfinding Sign: Select design F with a white logo and the “welcome to (insert name of village/town/hamlet)”, wood frame, and gold arrows as shown in design C and D

Smaller Wayfinding Sign: Street sign with white logo, no logo on the below wayfinding signs, select design B with gold arrow and no circle around the arrows. No border required on the blue signs.

Small Map Sign: Select design B with heavy blue border

Committee discussed why the ECBA signs in Cardinal are not included in the project and confirmed that there will be signs indicating the downtown cores of Cardinal and Spencerville. Members discussed the need for an organization in the Cardinal area to create signage similar to the SBCC to support local businesses.

Members commented on the need for wayfinding and asset identification signage in the Johnstown area. Members noted that the grant funding available is specific to Cardinal and Spencerville directional signage for main street revitalization and additional signage for Johnstown would need to be budgeted.

**Moved** by: G. Modler seconded by: T. Deschamps that Committee recommends that Council direct staff to include a cost for wayfinding and asset identification signage in Johnstown into the draft 2019 budget for consideration.

Carried

There was a brief discussion with respect to installing small area maps near the railroad tracks near County Rd 21 to direct ATV's into Spencerville. Members noted their concerns with respect to directing ATV's into Spencerville due to the limitations of where ATV's can travel.

b) Site Plan Agreement Amendment – H&D Petroleum Inc (2025 County Rd 44)

Staff summarized the report and explained the drawing for each project. It was noted that a site plan outlining and compiling all four projects will be required for the agreement and by-law. There was a brief discussion with respect to the timeframe, specifically if the amendment will be ready for the October Council meeting. Members confirmed that additional lighting will not be a condition for the amendment.

**Moved** by: P. Sayeau seconded by: G. Morrell that Committee recommends that Council amend the existing site plan control agreement as presented once a satisfactory single all-encompassing site plan has been received and reviewed by staff.

Carried

c) Site Plan Agreement – Patenaude (2224 Jochem Rd)

Committee reviewed the report and asked for clarification with respect to the notification period. It was noted that everyone within a 210 metre radius was notified by Rogers, as per federal regulations. There was a brief discussion with respect to telecommunication towers being exempt from zoning by-laws through the radio communication and broadcasting antenna system protocol issued by the federal government. There was a brief discussion with respect to how the company will be accessing the tower. It was noted that even though the towers are exempt from zoning regulations, the Township requires the company to enter into a site plan control agreement, which will be registered on title of the property.

**Moved** by: G. Morrell seconded by: T. Nason that Committee recommends that Council enter into a site plan control agreement with Edmond Ivan Patenaude and Karen Lorraine Patenaude.

Carried

d) Rezoning Application – Pontbriand (921 County Rd 2)

Staff summarized the report, highlighting that the property requires a rezoning to highway commercial special exception due to the proposed use and location. It

was noted that the property will be used as a car sales and repair shop and will require a site plan control agreement to address parking and setback requirements. It was noted that a public meeting notice will be sent out and a meeting scheduled.

Committee briefly discussed the past uses of the property and noted the zoning and mapping areas that have led to the rezoning application. There was a brief discussion with respect to the speed limit along County Road 2.

**Moved** by: P. Sayeau seconded by: G. Morrell that Committee directs staff to proceed with scheduling a public meeting date.

Carried

e) Committee Term Information

Committee reviewed the information and asked if the new dates and terms of reference have been set out. It was noted that the dates and terms of reference will be reviewed and discussed with the new council. Members confirmed that they may submit their application to be on more than one Committee if they so wish.

8. Inquiries/Notices of Motion – None

9. Question Period

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

- Speed is not an issue along County Road 2 and shouldn't be reduced any further
- Economy of scale for additional future signage in Johnstown

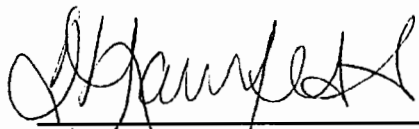
10. Closed Session – None

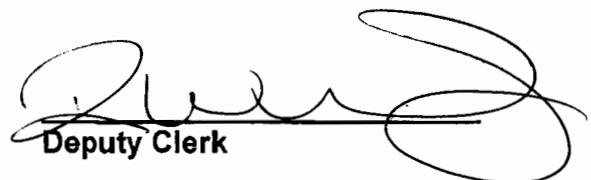
11. Adjournment

**Moved** by: T. Deschamps seconded by: G. Morrell that Committee does now adjourn at 7:46 pm.

Carried

These minutes were received in open Council this 29<sup>th</sup> day of October, 2018.

  
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Chair

  
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Deputy Clerk