

**MINUTES**  
**COMMUNITY DEVELOPMENT COMMITTEE**  
**MONDAY, FEBRUARY 4, 2019**  
**6:30 PM**  
**SPENCERVILLE MUNICIPAL OFFICE**

**Present:** Deputy Mayor Deschamps, Chair  
Mayor Sayeau, Ex Officio  
Councillor Dillabough  
Shannon Brown  
Conor Cleary  
Greg Modler  
Cody Oatway  
Chris Ward

**Staff:** Debra McKinstry, CAO/Clerk  
Rebecca Williams, Deputy Clerk  
Wendy Van Keulen, Community Development Coordinator  
Dave Grant, Director of Operations

1. Call to Order

Deputy Mayor Deschamps called the meeting to order at 6:30 pm. Committee members introduced themselves and stated why they wanted to join the Committee.

2. Approval of Agenda

**Moved** by: P. Sayeau seconded by: G. Modler that the agenda be approved as presented.

3. Disclosure of Pecuniary Interest & the General Nature Thereof

4. Business Arising from Previous Community Development Minutes (if any)

5. Delegations & Presentations

a) Rezoning of Mulders Machine & Welding

Mr. Mulder, proprietor of Mulders Machine & Welding shop informed Committee that a re-zoning application has been submitted to the Township to re-zone the property from main street commercial/residential to highway commercial in order to accommodate the requirements under the Planning Act. It was noted that a minor variance was given in the early 2000's and the Committee of Adjustments

placed a restriction on the property which wouldn't allow any further additions to the property without a proper re-zoning.

There was a general discussion with respect to the process and timelines involved in re-zoning and site plan control agreement amendments. Mr. Pentz outlined how the current property is non-conforming with zoning and what is required to make the property, with the new addition, conform to Township planning requirements.

Committee thanked Mr. Mulder and Mr. Selleck for the information with respect to the proposed re-zoning and amendment to the site plan control agreement for Mulders Machine & Welding business.

#### b) Official Plan Draft 3 Review

Mr. Pentz outlined that the third draft of the OP has incorporated information provided to Novatech from the comments/clarification questions raised by the UCLG Planner. Committee reviewed the changes noted in the third draft, and the following questions and discussions took place:

- OPA No. 2 (Beck's Pit)
  - It was noted that the original zoning bylaw amendment was appealed, which resulted in Beck's Pit being in limbo and never recognized in the OP. Mr. Pentz proposed to include Beck's Pit in the Township OP so when the Township OP is approved, Beck's Pit will also be included and approved through the UCLG.
  - There was a brief discussion with respect to the process of the original zoning appeal and if the same individuals may try to appeal the Township OP to hold up Beck's Pit from being recognized and approved. There was consensus from Committee to proceed with the proposed plan to include Beck's Pit in the Township OP.
- Planning Horizon
  - Noted that the planning horizon must conform with the timeline of the UCLG OP. It was noted that the Township OP planning horizon would be updated to match the UCLG OP for 2031 horizon.
- Community Core Areas
  - Mr. Pentz noted that the OP currently identifies Cardinal and Spencerville as Community Cores and the Committee should determine how the areas should be delineated, specifically if they should be identified as a specific area on a map, which could limit the OP in the future, or by a detailed description of the specific area. There was consensus from Committee to use the descriptive approach to outline the community cores.
  - Committee debated if Johnstown should be included as a community core, even though it doesn't have a specific "core" at the present time. Members suggested that Johnstown should be included as future

development may result in Johnstown eventually having a community core. There was a brief discussion with respect to the difference of true community core areas and areas that have other defined locations such as the Industrial Park in Johnstown. It was noted that all three locations (Cardinal, Johnstown and Spencerville) are recognized as settlement areas to promote growth in the three major locations.

- Rural Residential Development – Definition
  - It was noted that the planner will be working to rephrase the rural residential development section due to provincial regulations stating that rural residential development should be limited. Members requested that the planner provide tracked changes for the next review
- Mineral Aggregate – Tertiary Resources
  - Mr. Pentz noted that the mapping for aggregate is currently the same as the UCLG, until such time the UCLG OP is updated. Mr. Pentz explained the tertiary resources mapping (brown areas) and noted that if the Township OP identifies every area then it can be prohibitive of future severances and development. Mr. Pentz proposed to include a policy with respect to tertiary resources, and once the UCLG OP is updated then the Township can review and adopt a new policy in accordance with UCLG requirements. Mr. Pentz suggested that he could undertake a map review to apply a filter to the tertiary areas to make sure that they do not conflict with other possible developments. There was consensus from Committee to direct the planner to prepare mapping with the filter for the tertiary resources.
  - Mr. Pentz noted that not all tertiary areas would be considered viable future aggregate resources due to the location, quality/low grade of the available material and depth to reach the resource. It was noted that the mineral resources are considered a provincial interest, similar to agricultural land, and as a result must be identified and protected to a certain extent. Committee discussed how identifying all of the tertiary resources and wetlands may affect future severances, set back requirements, development areas etc.
- Petroleum Resources
  - It was noted that there are no petroleum resources in the Township so there is no need to address it in the OP or through a policy.
- County Roads Policies
  - Mr. Pentz noted that the current County Road policies in the Township OP are out of date and no longer required since the UCLG has their own policies. There was consensus from Committee to remove the County Road Policies.
- Intensification Targets
  - Provincial policy statement wants municipalities to have a target of 20% intensification for settlement areas. It was noted that the Township OP already identifies intensification targets, just not specifically limiting the Township to a 20% target.
- SNC Draft OP Review Comments

- It was noted that SNC will likely provide more detailed comments once the final draft goes back to UCLG for approval. Mr. Pentz noted that SNC will likely comment on the mapping of wetlands and review non-conforming areas with floodplains.
- Next Steps, Timelines & Next Meeting
  - Mr. Pentz noted that once Committee reviews the next draft an open house should be scheduled. There was a brief discussion with respect to if the Township OP could have a bigger “people” focus. It was noted that the OP addresses housing affordability and group homes, however specific cultural/people focused issues are addressed through economic development.
  - It was noted that if Committee can set a date for the open house within the prescribed planning notice requirements, staff could include a notice of an upcoming open house for the OP in the tax bill insert. Members confirmed that the Township has not received any public feedback to date. There was consensus from Committee to set the date of the open house for April 11, 2019 from 6:30 pm to 8:30 pm and for staff to include information in the tax bill insert.

6. Discussion Items

a) LG Small Business Trade Show

Committee reviewed the item and provided feedback with respect to different aspects of the Township that the Community Development Coordinator could incorporate into the booth. Committee members indicated their availability to attend the trade show at various times during the event.

The following suggestions were provided:

- Large stand alone Township posters
- Promote the Township as a great place to live, work and play
- Provide building statistics and available real estate within the Township
- Recreation/Facilities/Park features, such as arenas, pools, walking track, summer programming, library and the rental rates
- Testimonials from residents

7. Action/Information Items

a) Severance Application B-84-18 (Montroy)

Staff summarized the severance application and noted that even if the house is located behind other residences it would still be in compliance with the zoning.

**Moved** by: P. Sayeau seconded by: C. Ward that Committee recommends that Council recommend in favour of severance application B-84-18 (Montroy/Curry).

Carried

b) Severance Application B-131-18 (Mulder)

Staff summarized the severance application, highlighting that the severance is in compliance with zoning and by subdividing the lot, it would create an additional property within the settlement area. It was noted that a letter of objection has been received from a neighbouring property owner claiming that a previous application for the property was denied. Committee discussed the objector's letter, specifically with respect to the prior application pre-dating the installation of municipal sewer system services, quarries/landfills, and the possible right of way.

It was noted that a survey will need to be completed to determine if a "consensus right of way"/road allowance exists between the two properties, and if so then Council may be asked to close and convey the road allowance to the property owners.

**Moved** by: G. Modler seconded by: C. Oatway that Committee recommends that Council recommend in favour of severance application B-131-18 (Mulder).

Carried

c) Severance Application -2-19 (Killick)

Members noted that Committee reviewed a similar severance application with respect to agricultural zones and farm consolidation in 2018. Members confirmed that the retained land will be sold to a bona fide farmer.

**Moved** by: C. Cleary seconded by: S. Dillabough that Committee recommends that Council recommend in favour of severance application B-2-19 (Killick) conditional upon:

1. The agricultural lot to be retained must be sold to a bona fide farmer; and
2. A minor variance being granted to allow for the approximately 169ft frontage deficiency on the severed parcel; and
3. The agricultural lot to be retained must be rezoned to prohibit residential use of the property.

Carried

8. Inquiries/Notices of Motion

Mayor Sayeau noted that Environmental Review Tribunal released the decision with respect to ED19. Mayor Sayeau noted that he attended various delegations at the ROMA conference on behalf of the Township and UCLG.

Mr. Modler commented on the snow/slush buildup along County Road 2, specifically in the Industrial Park area and requested that the UCLG be informed about the poor road conditions.

- 9. Question Period – None
- 10. Closed Session - None
- 11. Adjournment

**Moved** by: C. Oatway seconded by: S. Brown that Committee does now adjourn at 9:02 pm.

Carried

These minutes were approved in open Council this 25<sup>th</sup> day of February, 2019.



Chair



Deputy Clerk