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**MINUTES  
COMMUNITY DEVELOPMENT COMMITTEE  
TUESDAY, SEPTEMBER 3, 2019  
6:30 PM  
SPENCERVILLE MUNICIPAL OFFICE**

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

**Regrets:** Conor Cleary  
Cody Oatway

**Staff:** Debra McKinstry, CAO/Clerk  
Rebecca Williams, Deputy Clerk  
Wendy Van Keulen, Community Development Coordinator

1. Call to Order

Deputy Mayor Deschamps called the meeting to order at 6:30 pm.

2. Approval of Agenda

**Moved** by: G. Modler seconded by: C. Ward that the agenda be approved as presented.

Carried

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

4. Business Arising from Previous Community Development Minutes

Members confirmed that the Edwardsburgh Cardinal Fire Department is the first responders for Angelo's truck stop in Johnstown.

5. Action and Information Items

**Live:** Land Use Planning

a) Application for Severance: B-60/61-19 (Roddick)

Committee reviewed the application and briefly discussed the provincial policy which directs that 60% of growth should be directed to settlement and employments areas. Members enquired if the Township tracks where development is taking place based on the severances being issued and if staff could provide an annual tracking sheet to show the number of severances and percentage that is within the settlement and employment areas. There was consensus from Committee to request staff to provide a tracking sheet with respect to the number of severances and percentage within specific areas. It was noted that the Township does not likely meet the 60% provincial policy guideline.

**Moved** by: C. Ward seconded by: S. Brown that Committee recommends that Council recommend in favour of severances B-60-19 and B-61-19 (Roddick).  
Carried

b) Application for Site Plan Control Amendment: Shore Line Rail Group

Committee reviewed the report and noted the conditions provided by the UCLG, specifically with respect to left hand turns, traffic volume, turn lanes, and traffic signals. Committee enquired if the Township is obligated to attach the UCLG conditions to the amendment. It was noted that the Township does not have the expertise to comment or object to the UCLG conditions and that they are the road authority in this instance. It was noted that the conditions have been provided to Shore Line Rail Group, and they have not objected to the outlined conditions.

Members noted their concern about the various products currently stored at the rail yard that may be hazardous and enquired if the length of time for product storage has been addressed in the agreement. It was noted that the storage of products was addressed during Phase 1 of the site plan control development. There was a brief discussion with respect to insurance premiums in case of an accident. It was noted that the site plan control agreement stipulates a \$5million insurance coverage along with risk mitigation and controls in place.

**Moved** by: P. Sayeau seconded by: S. Dillabough that Committee recommends that Council adopt a by-law to amend the existing Site Plan Control Agreement for 3518 County Rd 2 to include Phase III development (Greenery addition), as attached, with the condition that the United Counties' requirements for an entranceway permit are met.

Carried

c) Application for Rezoning: African Bronze Honey

Committee reviewed the report and asked for clarification with respect to how Main Street Commercial (MC) and Community Commercial (CC) differ. It was noted that Community Commercial allows for residential use on the main floor of

building(s) while Main Street Commercial restricts residential use to the second floor, above commercial/retail space. Members asked to review the planner's recommendation at the October meeting before making a decision with respect to the rezoning of the property. It was noted that the staff recommendation would provide approval in principle to allow staff to prepare information for a public meeting once the planner has provided his report to Committee. There was a brief discussion with respect to the possible additional retail building and storage building, specifically with respect to Committee preferring that the property be rezoned to Main Street Commercial.

Committee asked for clarification with respect to the amount of parking needed on site to accommodate the proposed buildings and the amount of honey being imported and transported to the property. It was noted that parking needs can be addressed in the future site plan control agreement. Staff advised that the proponent had indicated a relatively small amount of honey.

There was consensus from Committee that the applicant be informed that the Committee prefers that the property be rezoned to Main Street Commercial.

**Moved** by: P. Sayeau seconded by: S. Dillabough that Committee recommends to Council that the Township proceed with scheduling a public meeting date, subject to receiving the requested additional information from the applicant.  
Carried

**Work:** Economic Development

d) Application for CIP Funding: African Bronze Honey

Committee reviewed the report and asked for clarification with respect to CIP funding criteria and process of a business receiving funding towards planning and consultation fees. Staff confirmed that both planning and consulting fees are approved funding options within the CIP criteria. It was noted that the Township would not refund the planning or consulting fees until after a final decision was made on the property rezoning. Committee noted that the new business will generate tax revenue for the Township and will help to improve and promote business within Cardinal.

**Moved** by: S. Dillabough seconded by: C. Ward that Committee approves the application C-01-19 (African Bronze Honey) to refund 100% of the planning fees, plus 50% of consultation fees for a specialized professional engaged by the applicant to undertake a detailed review of the property, as required to complete a zoning by-law amendment, to a maximum of \$5,000.

Carried

e) First Impressions Community Exchange Report

Committee reviewed the report and commented on the number of items that have already been addressed through various initiatives to improve the villages, such as the installation of wayfinding/asset/directional signage. It was noted that the SBCC reviewed the Spencerville FICE report and used different aspects from the report to help focus their grant application to make improvements to the waterfront along Water St in Spencerville.

**Play: Recreation**

f) Meet Me on Main Street Events in North Dundas

Committee discussed the success of the Meet Me on Main St events held in North Dundas and how the Township may be able to host similar events. Committee discussed the need for community and volunteer involvement in order for the events to be a success, specifically if groups such as SBCC, CCAC and SERA would be interested to spearheading the events with Township assistance.

Members suggested that Meet Me on Main Street could be tied into other events organized by the groups such as the Art Ramble and Johnstown pool party. Members suggested that Augusta and Prescott could be contacted to consider a tri-municipal event. There was consensus from Committee that the information be circulated to SBCC, CCAC, and SERA.

g) Recreation Roundtable Discussion

Committee suggested the following possible topics and information be provided and discussed during the roundtable:

- List of facilities within the Township to promote events and attractions, such as the walking track and ice rental availability
- New ideas from the public
- Concerns and future wants/needs for the community
- Recruiting volunteers
- Demographic of users
- Challenges to access recreation
- What support could the Township provide to others
- Travel time and location of facilities
- Recreation budget summary
- Current recreation/facility use statistics
- Recreation Coordinator position
- How changes may affect the tax rate

There was consensus from Committee that Committee members Shannon Brown and Chris Ward would facilitate the discussion. There was a brief discussion with respect to including Recreation staff in the meeting. There was consensus from Committee that the invitation be sent to all of Township Council,

local school principals, and the Township of Augusta and the Town of Prescott recreation representatives.

6. Inquiries/Notices of Motion

Ms. Brown noted the lack of signage coming off of the 416 northbound Spencerville exit with respect to where fuel is available.

7. Question Period

Questions/comments were raised with respect to the following:

- Township recreation staff presence at roundtable meeting
- Fuel signage at 416 exits
- Budget discussions and possible requests for increased services during roundtable

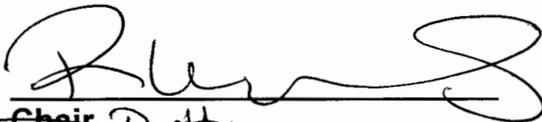
8. Closed Session – None

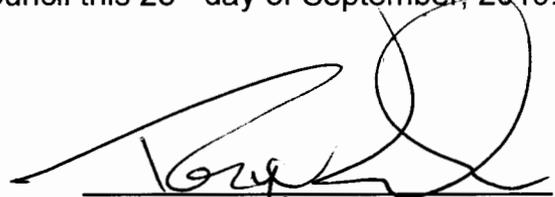
9. Adjournment

**Moved** by: S. Dillabough seconded by: C. Ward that Committee does now adjourn at 8:26 pm.

Carried

These minutes were approved in open Council this 23<sup>rd</sup> day of September, 2019.

  
~~Chair~~ Deputy

  
~~Deputy Clerk~~ Chair