

**MINUTES**  
**PUBLIC MEETING**  
**COMMITTEE OF THE WHOLE - COMMUNITY DEVELOPMENT**

**Monday, April 22, 2024, 6:00 PM**  
**South Edwardsburgh Community Centre**  
**24 Sutton Dr.**  
**Johnstown Ontario**

PRESENT: Councillor Chris Ward  
Mayor Tory Deschamps  
Deputy Mayor Stephen Dillabough  
Councillor Joe Martelle  
Councillor Waddy Smail

STAFF: Dave Grant, CAO  
Rebecca Crich, Clerk  
Sean Nicholson, Treasurer  
Wendy VanKeulen, Community Development Coordinator  
Candise Newcombe, Deputy Clerk

**1. Call Meeting to Order**

Councillor Ward called the meeting to order at 6:00 p.m. and reminded the members of the public present to sign in on the sheet provided to record their attendance as part of the public meeting minutes.

The Chair welcomed the applicant, staff and the public present at the meeting.

**2. Approval of Agenda**

**Moved by:** J. Martelle

**Seconded by:** S. Dillabough

That Committee approve the agenda as presented.

Carried

**3. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof**

None.

**4. Process and Information**

The Community Development Coordinator noted that the meeting is being held under section 34 of the Planning Act and was advertised in accordance with the requirements of the Planning Act.

The purpose of the meeting was noted to consider an application to amend the Zoning Bylaw for the property at 161-163 Shanly Rd.

The Community Development Coordinator noted that should anyone wish to speak to the proposed amendment, they will be given the opportunity to do so. It was requested that prior to sharing comments, individuals are to provide their names to the Clerk, as comments will be recorded in the meeting minutes and they become part of the public record.

It was noted that the applicant will be provided an opportunity to address any concerns related to the proposed amendment after the comments are heard.

Formal written comments were noted to be accepted and it was requested that written comments be addressed to Council. Individuals are directed to submit written comments to the Community Development Coordinator as soon as possible to give Council the appropriate time to consider the feedback.

The Community Development Coordinator noted that Committee members may make a recommendation to Council at this meeting, but this is not a meeting of Council and therefore a decision will not be made at this meeting. Taking into consideration comments heard tonight, Committee may also request that this application be brought to a future Committee meeting for further discussion by it's members, and they may request that staff prepare a follow-up report or provide additional information at that meeting.

If an individual does not make an oral presentation at this meeting or a written submission to the Township before the bylaw is passed, the individual will not be entitled to appeal Council's decision to the Ontario Land Tribunal.

Additionally, the individual may not be added as a party to a hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

If an individual would like to be notified of Council's decision, a request in writing must be made to the Community Development Coordinator. Without this written request, a notice of Council's decision will not be received.

## **5. Proposed Zoning Amendment for 161-163 Shanly Road**

### **a. Proposal Details**

The Community Development Coordinator outlined the purpose of the amendment, which is to change the zoning on approximately 0.12 ha of the property from General Commercial (CG) to General Commercial - Special Exception (CG-X) in order to permit an existing single dwelling as an additional use, increase lot coverage, establish minimum parking

requirements, and reduce the minimum required setback from a parking area abutting a residential zone to 0m.

The amendment also proposes to change the zoning on approximately 0.18 ha of the property from General Commercial (CG) to Residential Third Density - Special Exception (R3-X) in order to permit a 12-unit apartment building with surface parking on the property and establish site specific zone standards to accommodate the residential use including increase density, reduced lot frontage and to reduce the minimum required setback from a parking area abutting a residential zone to 0m.

The effect of the proposed amendment would be to fulfil a condition of consent approval which applies to the severed and retained lands of a severance application.

The Chair welcomed Senior Planner, David Nanton from Fotenn Planning + Design to share more details on the proposal.

Mr. Nanton provided a presentation, which is held on file, outlining the zoning bylaw amendment request and the proposal for both the retained and severed lots noting that the proposed amendment would conform with both the provincial Official Plan and the municipal Zoning Bylaw.

b. Public Comment

The Chair offered the opportunity for public comments on the proposed amendment.

Ms. Brenda Champagne inquired about fencing between the existing residential properties and the proposed development for privacy. Mr. Nanton noted that details such as screening/buffers, traffic, lights, fencing etc. will be addressed during the Site Plan Control phase.

Ms. Lyla Toupin expressed concerns regarding the increased traffic experienced in the area.

c. Recommendation to Committee

**Moved by:** W. Smail

**Seconded by:** J. Martelle

That Committee defer this item to the next Committee of the Whole - Community Development meeting on May 6th, and request that staff provide a draft bylaw for Committee's consideration that takes into account any comments heard at this meeting.

Carried

## 6. Next Steps

The Chair noted that the application will be considered at an upcoming Committee of the Whole - Community Development meeting scheduled for May 6th. Council will consider the Committee's recommendation and any comments from the public before making a decision on these applications at a future meeting of Council. For those that wish to attend, Committee and Council meetings and agendas are posted to the Council Calendar on [twpec.ca](http://twpec.ca). This may be a Special Meeting of Council because the regularly scheduled meeting would not meet the timeline required by the Planning Act.

Once the decision is made by Council and a notice of decision is mailed, there will be a 20-day appeal period.

The Chair reminded that should individuals wish to be notified of Council's decision, they must make a written request to the Township through the Community Development Coordinator.

## **7. Adjournment**

The Chair adjourned the meeting at 6:19 p.m.

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Deputy Clerk