

**MINUTES**  
**PUBLIC MEETING**

**Thursday, April 21, 2022, 6:30 PM**  
**Corporation of The Township of Edwardsburgh Cardinal**  
**Council Chambers, Spencerville Ontario**

**PRESENT:** Mayor Pat Sayeau  
Councillor Hugh Cameron  
Councillor John Hunter

**REGRETS:** Deputy Mayor Tory Deschamps  
Councillor Stephen Dillabough

**STAFF:** Dave Grant, CAO  
Wendy Van Keulen, Community Development Coordinator  
Candise Newcombe, Deputy Clerk

**PUBLIC:** Mr. Taric Baig  
Mr. Shahbaz Maqbool  
Mr. Phillip Bury  
Ms. Stephanie Summers  
Mr. Peter Davies  
Ms. Susanne Zorzella  
Mr. Conor Cleary

**1. Call Meeting to Order**

The Chair called the meeting to order at 6:30 p.m and requested that individuals please provide their name and address on the sign-in sheet if they had not already done so. He noted that the presence of the public will be recorded as part of the Public Meeting minutes.

**2. Welcome and Introductions**

The Chair welcomed Council, Staff, Novatech Planners and public members to the Public Meeting regarding a proposed general amendment to the Township's Official Plan and also a proposed new Comprehensive Zoning Bylaw for the Township of Edwardsburgh Cardinal.

The Chair invited the Community Development Coordinator to speak briefly about the proposed Official Plan Amendment and proposed new Comprehensive Zoning Bylaw.

**3. Proposed Official Plan Amendment and New Comprehensive Zoning Bylaw**

The Community Development Coordinator noted that a general amendment to the Township's Official Plan is proposed under Section 17 and 21 of the Planning Act. The purpose of the amendment is to revise the second unit policies in Section 6.2.1 by updating terminology and by revising the policy to permit an additional dwelling unit within a detached dwelling, semi-detached dwelling or townhouse dwelling and one additional dwelling unit in a detached accessory structure to a detached dwelling, semi-detached dwelling or townhouse dwelling. The effect of the amendment is to address provincial changes to the Planning Act and to be consistent with the United Counties of Leeds and Grenville Official Plan with respect to additional residential units.

A new Comprehensive Zoning Bylaw is proposed under Section 34 of the Planning Act. The draft Zoning Bylaw has been prepared to implement the Township's new Official Plan approved in 2020. The Zoning Bylaw will introduce various new or altered definitions, provisions, and zones for the purpose of prohibiting and regulating the use of land and the erection, location and use of buildings and structures. The bylaw will apply to all lands within the corporate limits of the Township of Edwardsburgh Cardinal and will repeal and replace existing Comprehensive Zoning Bylaw No. 2012-35 and all amendments thereto.

Novatech will present the proposed general amendment to the Township's Official Plan and the proposed new Comprehensive Zoning Bylaw. Following the presentation, anyone who wished to speak in favour of or contrary to either item was given the opportunity to do so. It was noted that a decision on these proposed documents would not be made at this meeting. Council will consider any comments made tonight or received in writing at a future meeting of Council before making a decision on these items. Upcoming meeting agendas can be viewed online at [twpec.ca](http://twpec.ca).

In accordance with sections 17 and 34 of the Planning Act, appeals cannot be made to the Ontario Land Tribunal in respect of Official Plan policies that authorize the use of Additional Residential Units, or of the parts of a bylaw that give effect to such policies.

Any person or public body who makes a verbal presentation at this public meeting or a written presentation before the bylaw is passed may appeal Council's passage of a zoning bylaw to the OLT within 20 days from the date the notice of the passage of the bylaw is given. The notice of appeal should be filed with the municipal clerk and must be accompanied by written reasons and the fee required by the Ontario Land Tribunal.

If you do not make an oral presentation tonight or a written submission to the Township of Edwardsburgh Cardinal before the bylaw is passed, you will not be entitled to appeal Council's decision on the proposed Comprehensive Zoning Bylaw to the Ontario Land Tribunal.

Additionally, you 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.

Also note that an Official Plan Amendment, once adopted by Council, is subject to the approval of the United Counties of Leeds and Grenville.

Novatech representatives reviewed the Township's Zoning Bylaw Amendment process to date and highlighted possible minor definition changes pertaining to additional residential units and zone changes. Next steps in the approval process for both the Zoning Bylaw and the Official Plan Amendment were provided.

#### **4. Public Comment**

The Chair noted that where questions are raised that are not answered at this meeting, Council may request that a final report is prepared in advance of making their decision, that would address comments relevant to the proposed Official Plan Amendment or draft new Zoning Bylaw.

The Chair welcomed anyone that wished to comment on the proposed amendment or draft Zoning Bylaw to raise their hand. When called upon, individuals were requested to provide their name and address to the Deputy Clerk before sharing comments. A friendly reminder was provided that all comments will be recorded in the meeting minutes and become public record.

Mr. Davies inquired about the deadline for written submissions. It was noted that this meeting would be the final opportunity for public input with comments requested before the Regular Council meeting scheduled for May 24.

Mr. Bury inquired about the review process of the written submissions. It was noted that all submissions received at the previous Zoning Bylaw Amendment Public Meeting have been included in the current meeting agenda. Comments received during this meeting will be reviewed and considered in correlation to previous public comments submitted to determine that all issues have been weighed.

The Chair reviewed the municipal/provincial relationships and the Municipal Act, the governing policy document that directs those relations. The process in which a municipality is responsible for updating its Official Plan to ensure congruency with both the United Counties of Leeds and Grenville Official Plan and the Province's Official Policy Statement was clarified. It was noted that the Zoning Bylaw sets the standards for additional residential units within the Township.

Ms. Zorzella inquired about the process following this meeting's public comments and if there would be an additional public meeting opportunity for comment. It was noted that this has been a 2-year process to date and highlighted the intention of having Council review the Zoning Bylaw Amendment for approval at the May meeting of Council. It was noted that following the passing of the bylaw, a public notice of passing is required to be administered. A 20-day appeal period will follow which allows for any individuals who spoke at the meeting or submitted a written comment to file an appeal.

Ms. Zorzella requested elaboration on the comment review process prior to Council reviewing the bylaw at the Council meeting. It was noted that comments

are reviewed and further considered should it be a new substantiated issue or additional information has been presented on a previous concern. The submission date of April 30 was determined for written comments.

Mr. Bury requested clarity on where he could view planner comments to his written submission. It was noted that all public comments were included in the public meeting agenda which can be publicly viewed on the Township website.

Mr. Pentz noted an excess of over 80 public comment submissions received during this process and noted that the Township has made all information received public should individuals wish to remain engaged in the process.

## **5. Adjournment**

The Chair adjourned the public meeting at 7:27 p.m.

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Clerk