

**MINUTES**  
**COMMUNITY DEVELOPMENT COMMITTEE**

**Monday, June 6, 2022, 6:30 PM**  
**Corporation of The Township of Edwardsburgh Cardinal**  
**Council Chambers, Spencerville Ontario**

PRESENT: Deputy Mayor Tory Deschamps  
Mayor Pat Sayeau  
Councillor Hugh Cameron  
Councillor Stephen Dillabough  
Councillor John Hunter  
Conor Cleary  
Greg Modler  
Chris Ward

REGRETS: Cody Oatway

STAFF: Dave Grant, CAO  
Rebecca Williams, Clerk  
Wendy VanKeulen, Community Development Coordinator  
Candise Newcombe, Deputy Clerk

Others Present Katie Nolan - GCFDC  
Steve Pentz - Novatech  
Jordan Jackson - Novatech

**1. Call to Order – Chair, Tory Deschamps**

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

**2. Approval of Agenda**

**Moved by:** Councillor Hunter

**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 Previous Committee Meeting Minutes (if any)**

Members confirmed that the discussions regarding the setback distance to quarries would continue from the May 16 meeting.

Members noted that the Centre St. MCR zoning discussions from the previous meeting minutes may not have captured the belatedness of the Centre St. issue.

## **5. Delegations and Presentations**

### **a. Katie Nolan, Grenville Community Futures Development Corporation**

Ms. Nolan introduced herself as the new director of the Grenville Community Futures Development Corporation (GCFDC). She highlighted business loans, business advice and community economic development assistance as the primary services offered by the corporation.

Ms. Nolan noted that the Grenville CFDC is federally funded by the Federal Economic Development Agency (FedDev) for Southern Ontario and is a non-profit corporation mandated to assist with growth in the local economy. Loans of up to \$300,000 with customized financing as well as knowledgeable staff to assist throughout the process were highlighted as a small portion of the services offered through the Grenville CFDC.

Committee inquired about current grant programs and if aid was extended to agricultural businesses. Ms. Nolan noted that there are no current grant programs offered and that the programs offered extend to agricultural businesses.

Ms. Nolan noted that the Grenville CFDC was accountable to a volunteer Board of Directors which was currently seeking members.

Committee thanked Ms. Nolan for her presentation and congratulated her on her new position.

### **b. Philip Bury, Alternate Proposal for Centre St., Spencerville**

Mr. Bury noted his disappointment following Committee's decision to maintain the proposed MCR zoning on Centre St. He noted the purpose of his delegation was to implore Committee to enforce stricter control over commercial development on Centre St.

Members inquired if Mr. Bury had received support from other members of the community. Mr. Bury conceded that he became aware of this issue late in the process and had not surveyed the community for support.

Committee discussed the reduction of the proposed MCR zoning, the use of a site plan control agreement and the possibility of imposing limitations on the MCR zoning. Mr. Pentz noted that limitations on the MCR zoning would ultimately create an alternate zone category. Committee briefly discussed increased traffic, parking concerns and added benefits of burying utility lines along Centre St.

Committee thanked Mr. Bury for his presentation.

## **6. Action/Information/Discussion Items**

a. Live: Land Use Planning

1. Comprehensive Zoning Bylaw Review, Proposed Final Draft

RLS Zone - Comments #83 & #93:

Committee discussed the accuracy of the International Boundary map provided and the proposed 10% lot coverage for the RLS zone. A brief history of past discussions surrounding the decision to change the lot coverage for the RLS zone was provided. Mr. Pentz reiterated the recommendation to limit lot coverage to 10% on waterfront properties. He noted the limited lot coverage in RLS zones was consistent with neighbouring municipal zoning bylaws and highlighted that the limited lot coverage was a positive contributing factor to the limited feedback received from SNC. Committee briefly discussed the implications of changing the lot coverage back to 20% and bringing private roads up to municipal standards. Committee reached consensus to keep the recommended 10% lot coverage in RLS zones.

Recreational Vehicles - Comment #84:

Committee noted the level of public interest on this topic and discussed the possibility of implementing a permit system to manage the range of time permitted for RV use on a residential property. There was discussion on the use of the burn permit system to issue parking or temporary occupancy permits to address and circumvent complaints of the use of RV's as residential dwellings.

Members discussed the implementation of an events bylaw that includes restricted times of the year, the benefits of outlining restrictions for events and the added burden this would present to the part-time Township BLEO. Committee reached consensus to maintain the provisions in the current draft zoning bylaw and discuss possible alternate options at a future meeting.

Centre St. Zoning - Comment #85:

Committee noted that this issue had been thoroughly discussed during the review process and during Mr. Bury's delegation presentation. Consensus was reached to maintain the current provisions in the zoning bylaw.

Adelaide St. Zoning - Comment #89:

Committee discussed options for the resident to apply for a zoning bylaw amendment (ZBA), changing the zoning to either CG or MCR and the implications of changing the zoning. Committee noted the possibility of implementing MCR zoning in the area as a compromise that would allow both commercial and residential

development. Members noted lot characteristics such as size and location that would not be congruent with the MCR zoning parameters. Conversely, it was noted that CG zoning would not allow for future residential development including renovations to existing residences without the appropriate Planning Act application and approval.

There was a brief discussion on rezoning the lots on County Road 22 within the village of Cardinal as MCR. It was noted that additional public feedback would be required as that change would affect several residences.

Members sought clarification about if residential uses were permitted in the CG zone. It was noted that commercial must be the primary use and a residential use is only allowed as an accessory use. Committee inquired if the resident who provided the comment was aware of the restrictions the CG zone placed on residential uses and the implications of the legal non-conforming status.

**Moved by:** Mayor Sayeau

**Seconded by:** C.Ward

That 41 Adelaide St. presently zoned R2 on the draft zoning bylaw be changed to CG subject to an agreement with the property owner.

Defeated

It was noted that the zoning bylaw was intended to blanket the entire municipality and highlighted the option for the resident to apply for a ZBA.

Residential Quarry Setbacks - Comment #92, #94 & #95:

Committee discussed possible addendums to the proposed quarries and pits setback and creating exception to permit existing landowners to build according to the provisions of the current 2012-35 zoning bylaw. It was noted that the recommended setbacks are a general provision outlined in the Provincial Policy Statement as well as the UCLG's Official Plan of which the Township must remain congruent.

Members discussed implications of obtaining a building permit under the current zoning bylaw and the length of time a building permit is valid for. It was noted that following the application for a building permit, progress in construction must be made within 6-months of the issuance or the permit is no longer valid.

Members discussed the zoning bylaw review process noting the Township has 3-years following the implementation of its Official Plan (OP) to review and update the zoning bylaw to bring it into

conformity with the OP. It was noted that the OP was approved by the UCLG in January 2020.

Committee discussed the possibility of reducing or waiving fees of future ZBA applications for residences affected by the setback change.

Committee reached consensus to adopt the 500m setback to ensure Township compliance and directed staff to consider the reduction of fees for future ZBA applications for affected properties.

A member of the public expressed concern regarding the quarries near Rock St. and Buckwheat Rd. It was noted that quarry and pit licenses are approved and managed by the Ministry of Northern Development, Mines, Natural Resources and Forestry, noting the resident may make a complaint/inquiry with the Ministry should they feel the parameters of the license are not being adhered to. It was noted that the Ministry contact information would be provided to the resident.

Agency Comments - Enbridge - Comment #86:

Committee reviewed the comments provided by Enbridge. No additional comments or concerns were raised.

Agency Comments - SNC - Comment #88:

Committee briefly discussed the reasoning for the increase to the required minimum lot size where a septic system is required. It was noted that the draft bylaw allows for the development of 1-acre lots in certain zones, with the possibility to reduce the size to 0.5 acres if supported by a servicing report. There was a brief discussion on the implications this change would have to the Township's partial servicing in Spencerville.

IO - Comment #91:

Committee reviewed the comment from IO and noted that there were no recommended changes.

It was noted that any new comments received regarding the new zoning bylaw will be provided at the Regular meeting of Council.

Committee noted the extensive process dedicated to reviewing the zoning bylaw and thanked all members involved in the process.

**Moved by:** Councillor Cameron

**Seconded by:** C. Cleary

That Committee recommend that Council adopt the final draft of the new Comprehensive Zoning bylaw, with the proposed revisions.

Carried

2. Proposed Bylaw to Regulate the Erection, Height and Maintenance of Boundary Fences

Committee reviewed the report and discussed the appropriate positioning of the fence to accommodate maintenance and permitted building materials. Members briefly discussed where the onus of fence placement rests and possible minimum setback of 12-inches to allow access to the side of the fence for maintenance. Members debated the implications of a 12-inch setback, specifically; loss of use of property, ease of access between the fence and neighbouring property, and maintenance.

**Moved by:** G. Modler

**Seconded by:** Councillor Hunter

That Committee recommend that Council adopt a bylaw to regulate the erection, height and maintenance of boundary fences, as attached.

Carried

3. Site Plan Control Approval Process and Delegation of Authority

Committee reviewed the report and noted that in the past the Province delegated authority to Council for site plan control approval (SPC) and Council is now being required to delegate to staff by bylaw as of July 1, 2022, to be able to continue the use of the SPC process. Members noted their confidence in staff to thoroughly execute this task, however, acknowledged this as an unnecessary intrusion on Council. Members requested monthly reports on all SPCA applications.

**Moved by:** G. Modler

**Seconded by:** Councillor Hunter

That Committee recommend that Council appoint the CAO as the authorized person to give site plan approval required by section 41(4.0.1) of the Planning Act and direct staff to provide monthly reports for all site plan control applications.

Carried

b. Work: Economic Development

1. Information Item: UCLG Tourism Strategy Virtual Consultation

Committee reviewed the report and suggested members promote public involvement in the program through social media.

c. Play: Recreation

None.

## 7. **Inquiries/Notices of Motion**

Councillor Hunter noted the 2022 Ride for Dad fundraiser that visited the Spencerville arena this past weekend. He noted the event organizers did a thorough job of ensuring all the attendee's needs were met, however, noted Township involvement was not as harmonious. Traffic flow and parking was unorganized resulting in some near misses. Enhanced preparations on the part of the Township for subsequent events were suggested through the use of road blockades and traffic directors.

Mr. Modler announced the upcoming Johnstown yard sale to be held on June 11 and the Johnstown pool opening on June 25.

Mr. Ward suggested building permit fee reductions be given consideration to support the affordable housing initiative.

## 8. **Question Period**

The following questions/comments were raised:

- Inquiries about implementing similar restrictions to the quarries on Rock Street as there are for Buckwheat Road.

**Moved by:** G. Modler

**Seconded by:** Mayor Sayeau

That Committee extend beyond the 10:00 p.m. curfew.

Carried

- Clarification was requested on how the setback distance from a quarry is measured.
- Clarification was requested on the timeline of validity of a building permit and if it is transferrable.

## 9. **Closed Session**

None.

## 10. **Adjournment**

**Moved by:** C.Ward

**Seconded by:** G. Modler

That Committee does now adjourn at 10:07 p.m.

Carried

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Chair

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Deputy Clerk