



**MINUTES**

**Public Meeting Under the Planning Act  
Thursday, August 15, 2024  
Council Chambers 10:00 a.m.**

**COUNCIL PRESENT:** All members of Council were in attendance with the exception of Councillor Brum, who sent his regrets.

**STAFF PRESENT:** Lindsey Lee, CAO/Clerk  
Angela Young, Deputy Clerk  
Anne McVean, County Planner

**MEDIA PRESENT:** Nil.

**1. Call to Order and Roll Call**

A Public Meeting under the Planning Act was held at 10:00 a.m. to consider a proposed amendment to the Zoning By-Law for the Township of McNab/Braeside in accordance with the provisions of Section 34 of the Planning Act, 1990.

Deputy Mayor Hoddinott stated We acknowledge that we are on the unceded territory of the Algonquin Anishinaabe people and that we are grateful to have the opportunity to be present in this territory.

**2. Declare Meeting Open**

Deputy Mayor Hoddinott stated that this is a Public Meeting held by Council under Section 34 of The Planning Act, 1990 and is declared open.

**3. Disclosure of Pecuniary Interest and the General Nature Thereof**

Members were asked to state any pecuniary interest and the general nature thereof before the item is discussed. No disclosures of pecuniary interest were declared at this time.

**4. Applicant**

Kaitlin Pierce & Daniel Hubert  
Part Lot 6, Concession B (Lots 1&2 Reg. Plan 39)  
5 Stadacona Street

**5. Information Circulated**

- 5.1 - Notice of Application and Public Meeting
- Zoning Sketch
- County of Renfrew Planning Report
- Draft By-Law

**6. Clerks Notice of Circulation in accordance with the Requirements of the Planning Act**

The public meeting is a requirement of the Planning Act. In accordance with the Planning Act, notice must be given at least 20 days before the public meeting is held. Deputy Mayor Hoddinott requested that the Clerk confirm the date the notice was circulated and calculate that we had the required 20 days notice.

The Deputy Clerk advised the notice was circulated to all property owners within 120m of the subject property on July 22nd, 2024 and a subsequent revised notice on July 25th, 2024. The Notice was sent to the agencies as required under the Planning Act. The Notice was also published on the Township website, Calendar, and Bulletin Board on July 22nd, 2024 and a subsequent revised notice July 29th, 2024 and posted at the property site by the Agent for the property owners on July 25th, 2024 and verified by the Township Chief Building Official.

Deputy Mayor Hoddinott stated that the 20 day notice having been given, declared the meeting properly constituted to transact its business.

Any person wishing to receive written notice of the approval or refusal of the amendment being considered at this meeting must leave their name and mailing address with the Township Clerk by leaving their contact information on the sheet located on the podium in Chambers.

Deputy Mayor Hoddinott stated that as required by Section 34 (14.5) of the Planning Act, Council is required to inform the public of who is entitled to appeal to the Ontario Land Tribunal, under Sections 34(11) and (19):

Under Section 34(11) - If Council decides to refuse an application or refuses or neglects to make a decision on an application within 120 days of the municipal clerk receiving the application, the applicant or the Minister of Municipal Affairs and Housing, may appeal to the Ontario Land Tribunal by filing an appeal with the clerk of the municipality.

Section 34 (19) – Not later than 20 days after the giving of notice of passing of the by-law, the applicant, any person, or public body who made oral submissions at the public meeting or made a written submission to Council, before the by-law was passed or the Minister of Municipal Affairs and Housing, may appeal to the Ontario Land Tribunal by filing an appeal with the clerk of the municipality.

Please note that third parties (anyone who is not a specified person or public body) do not have the right to appeal a decision for a zoning by-law amendment to the Ontario Land Tribunal.

**7. Clerks Reading of the Notice**

Deputy Mayor Hoddinott requested the Clerk give a description and location of the Proposed Amendment.

The Deputy Clerk read that the subject lands are Part of Lot 6, Concession B (Lots 1&2 Reg. Plan 39), Geographic Township of McNab, in the Township of McNab/Braeside, located at 5 Stadacona Street. The Notice further stated that the public meeting is to inform the public of the proposed zoning amendment to be held on Thursday August 15, 2024, at 10:00 a.m. at the Township's Municipal Office.

The purpose of this application is to rezone a portion of the property proposed to be severed to permit two new residential building lots, as follows:

- Lot one requires a reduced lot frontage from 45 metres to 25 metres, and a holding zone that will require the submission of a lot grading and drainage plan to the Township's satisfaction. For this lot, the lot frontage will be considered to be along Stadacona Street.
- Lot two will require a holding zone that will require the submission of a lot grading and drainage plan to the Township's satisfaction. For this lot, lot frontage will be considered to be along Colin Street.

The effect of the amendment is to rezone the two severed lots from Residential One to Residential One-Exception Fifty-Two-holding (R1-E52-h) and Residential One-Exception Fifty-Three-holding (R1-E53-h)

All other provisions of the Zoning By-law will apply.

This zoning is required as a condition of approval of consent applications consent applications B175/23(1) and B176/23(2).

The notice was dated July 25th , 2024, and signed by Deputy Clerk, Angela Young.

Additional information regarding the Zoning amendment was available for inspection upon request during regular office hours.

## **8. Correspondence/Comments Received**

- Agencies
- Planning Department
- Others

Deputy Mayor Hoddinott inquired if there were any written comments received.

The CAO/Clerk advised that written comments were received as follows:

Township Building Department – No comments or concerns.

Township Septic Inspector – No comments or concerns.

Township Director of Public Works – No comments or concerns.

Bell Canada – Will provide a response should any comments/input be required on the information in the circulation received.

Town of Arnprior – No comments or concerns.

Enbridge Gas- does not object to the proposed application however, reserves the right to amend or remove development conditions. Their response does not signify an approval for the site /development.

The County of Renfrew Planning Department's comments were included with the meeting documents that council received today and recommended THAT, subject to any additional concerns or information raised at the public meeting, it is recommended that the zoning by-law amendment be approved.

Council was advised there was no other written correspondence received either to object or to support the proposed application.

Deputy Mayor Hoddinott inquired if Ms. McVean wished to speak to the amendment.

Ms. McVean stated the zoning is required as a condition of a severance application that has received conditional approval. The County planning report submitted with the meeting documents outlined no concerns from the planning department and that this application is supported by staff as the rezoning is technical in nature and required to allow for the severance to proceed.

**9. Questions/Comments**

- Members of the Public
- Applicant/Agent
- Members of Council

Deputy Mayor Hoddinott inquired if any members of the public wished to speak to the amendment, which there were none.

Deputy Mayor Hoddinott inquired if the owner or agent wished to speak to the amendment.

The owner of the property Kaitlin Pierce and the Agent for the Property owner, Ms. Kathryn Curry (Jp2g Consultants Inc.) were in attendance, however, advised they did not wish to speak to the application unless council members had questions.

Deputy Mayor Hoddinott inquired if Council Members had any questions at this time, which there were none.

**10. Further Information Requests List**

Members of the public were requested to submit their name and contact information to the Clerk either on the sign in sheet on the podium or by e-mail should they wish to be notified with regards to the application.

**11. Adjournment**

Deputy Mayor Hoddinott advised that the Public Meeting process is now completed. Council will give careful consideration to the arguments for/and or against the zoning amendment. The By-law will be brought forward to August 27, 2024, regular meeting of council for consideration of passing.

Should the by-law be passed a notice of passing will then be circulated as required under the planning act and there would be a 20 day appeal period after the notice of passing is sent out.

Deputy Mayor Hoddinott thanked everyone for their attendance.

The Public meeting was declared closed.

The meeting adjourned at 10:11 a.m.

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DEPUTY MAYOR

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CAO/CLERK