



**MINUTES**

**Public Meeting Under the Planning Act  
Tuesday, November 7, 2023  
Council Chambers 5:45 p.m.**

**COUNCIL PRESENT:** All members of Council were in attendance this evening.

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

**MEDIA PRESENT:** Nil.

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

A Public Meeting under the Planning Act was held at 5:45 p.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 that 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**

4.1 Richard Robertson  
1694 Burnstown Road/Calabogie Road  
Part Lots 17 & 18, Concession 2

**5. Information Circulated**

5.1 - Notice of Application and Public Meeting  
- Application Sketch  
- Draft By-Law

- County of Renfrew Planning Report

**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 October 4, 2023. 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 October 5, 2023 and posted at the property site by the property owners on October 2, 2023.

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.

**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 Lots 17 & 18, Concession 2, geographic Township of McNab, in the Township of McNab/Braeside, located at 1694 Burnstown Road/Calabogie Road The Notice further stated that the public meeting is to inform the public of the proposed zoning amendment to be held on Tuesday November 7, 2023 at 5:45p.m. at the Township's Municipal Office.

The purpose of the amendment is to rezone two parcels of land, one being 1.0 hectare in area and the other being 1.65 hectares in area to permit the creation of two residential lots.

The effect of the amendment is to rezone the first parcel from Rural (RU) to Rural-Exception-Forty Six (RU-E46) and the second parcel is from Rural (RU) and Rural Residential-Exception Two (RR-E2) to Rural Residential-Exception -Twenty Two (RR-E22) to reduce the minimum separation distance between a gravel pit, Extractive Industrial or Extractive Industrial Reserve Zone and a dwelling from 150 metres to 60 metres. Also, the application requests an increase of the eastern interior side yard setback to 60 metres for the second parcel. The retained lands will remain in the Rural (RU), Rural Residential-Exception Two (RR-E2), Extractive Industrial Reserve (EMR) and Environmental Protection (EP) Zones.

All other provisions of the Zoning By-Law shall apply.

This zoning is required as a condition of approval of consent applications B42/23(1) and B43/23(2).

The notice was dated October 5th, 2023, 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:

Public Works County of Renfrew – no comments or concerns.

Director of Public Works – Township of McNab/Braeside - no comments or concerns.

Enbridge Gas – Does not object to the proposed application, however, we reserve the right to amend our development conditions.

Telus - no comments or concerns.

Chief Building Official - will provide more detailed comments and/or conditions after a more thorough review at the permit stage.

Chief Building Official (Septic) - will provide more detailed comments and/or conditions after a more thorough review at the permit stage.

County of Renfrew Planning Department Comments and recommendations were circulated with the meeting package.

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

**9. Questions/Comments**

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

Deputy Mayor Hoddinott inquired if Ms. McVean wished to speak to the amendment. Ms. McVean gave a brief overview of the application and advised that the planning report submitted with the meeting documents outlined no concerns from the planning department and that this application is supported by staff.

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 agent for the applicant was in attendance. Kathern Currie – Jp2g introduced herself and advised that she would be happy to answer any questions council may have.

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 Regular Meeting of Council being held later this evening 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 5:53 p.m.

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DEPUTY MAYOR

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CAO/CLERK