



**MINUTES**

**Public Meeting Under the Planning Act  
Tuesday, April 15, 2025  
Council Chambers 5:30 PM**

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

**STAFF PRESENT:** Angela Young, Deputy Clerk  
Mandy Cannon, Deputy Clerk/Executive Assistant  
Anne McVean, County Planner  
Nicole Moore, County Planner

**MEDIA PRESENT:** Nil.

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

A Public Meeting under the Planning Act was held at 5:30 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.

**Acknowledgement**

Deputy Mayor Brum 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 Brum 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 Peter & Christine Caletti  
Lot 27 & 28, Plan 217  
Lot 21, Concession B  
7 & 11 Bishop Road

**5. Information Circulated**

- 5.1 Notice of Application and Public Meeting
  - Application 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 Brum 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 March 12, 2025. 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 March 12, 2025, and posted at the property site by the property owner on March 6, 2025 and verified by the Township Chief Building Official.

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

The Deputy Clerk read that the subject lands are Part of Lot 21, Concession B, being Lots 27 and 28, Plan 217, geographic Township of McNab, in the Township of McNab/Braeside, located at 7 & 11 Bishop Road. The Notice further stated that the public meeting is to inform the public of the proposed zoning amendment to be held on Tuesday April 15th, 2025, at 5:30 p.m. at the Township's Municipal Office.

The purpose of this zoning by-law amendment is to rezone 850 square metres of land to remove zoning provisions to allow for a septic system replacement. The lands to be rezoned are 7 and 11 Bishop Road being Lots 27 and 28, on Plan 217. The current Rural-Exception Twenty (RU-E20) Zone permits the existing detached garage but prohibits a septic system.

The effect of the zoning by-law amendment is to rezone 7 and 11 Bishop Road (Lots 27 and 28, Plan 217) from Rural-Exception Twenty (RU-E20) to Rural (RU).

These same lands are proposed to be legally joined together with the abutting 15 Bishop Road (Lot 29, Plan 217) that is zoned as Rural (RU) and contains an existing dwelling and septic system. This is being requested by the owners of the lands involved to allow for a larger lot size that is required to replace the existing septic system that services the dwelling at 15 Bishop Road. The existing lot is too small to accommodate a new septic system that meets current standards. The three lots will be merged together through a separate, concurrent deeming process under the Ontario Planning Act. When the deeming by-law comes into effect, the three properties consisting of Lots 27, 28 and 29, Plan 217 will merge together as a larger, single legal lot. The resulting larger property will be entirely zoned as Rural (RU), contain the dwelling, garage and will allow the required septic system replacement.

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

The is zoning is being processed concurrently with a deeming by-law under Section 50 of the Planning Act, R.S.O. 1990, c. P.13.

The notice was dated March 12th, 2025, 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 Brum inquired if there were any written comments received.

The Deputy Clerk advised that written comments were received as follows:

Building Department (Septic) - no comments or concerns.

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Public Works Department – no comments or concerns.

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

There was an inquiry and clarifications requested by an adjacent property owner prior to the meeting that were responded to. This member of the public in attendance this evening.

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.

Deputy Mayor Brum inquired if Ms. McVean or Ms. Moore wished to speak to the amendment.

Ms. McVean summarized the zoning amendment as applied for in the application and explained the deeming by-law why the merging of these lots was required in order to accommodate a septic system.

## **9. Questions/Comments**

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

Deputy Mayor Brum inquired if any members of the public wished to speak to the amendment. Ms. Elizabeth Mosco was in attendance this evening and inquired if by merging all these lots together, does it permit the loft of the garage to have enough space for additional living quarters. Ms. McVean stated that lands merged as a single conveyable lot will be less than 4047 square metres (1 acre) in area and therefore does not meet the minimum required lot size on private services to qualify for an additional (secondary) dwelling unit.

Deputy Mayor Brum inquired if the owner or agent wished to speak to the amendment. The owner of the property was in attendance, however advised that he could respond to any questions council may have, but did not wish to speak to the amendment.

Deputy Mayor Brum 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 Brum 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 April 15th, 2025, 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 Brum thanked everyone for their attendance.

The Public meeting was declared closed.

The meeting adjourned at 5:45 p.m.

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DEPUTY MAYOR

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CAO/CLERK