

# Minutes

## Planning Advisory and Hearing Committee

**Meeting ID:** 2013-08  
**Meeting Date:** Mon November 18, 2013 07:00 PM  
**Location:** City Hall Council Chambers, 360 Pitt Street, Cornwall, Ontario,  
K6J 3P9  
**Chair:** CN=Glen G Grant/OU=CITYHALL/O=CityCornwall  
**Prepared By:** Ely Daniels, Administrative Assistant

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**Attendance Committee Members:**

André Rivette, Councillor  
Bernadette Clément, Councillor  
Glen Grant, Councillor  
Syd Gardiner, Councillor  
David Murphy, Councillor  
Denis Carr, Councillor  
Denis Thibault, Councillor  
Elaine MacDonald, Councillor  
Gerald E. Samson, Councillor

**Attendance Staff:**

Dana McLean, Programs Coordinator Planning  
Division  
Ely Daniels, Administrative Assistant  
Ken Bedford, Supervisor, Planning Division  
Stephen Alexander, General Manager, Planning,  
Parks and Recreation

**Regrets:**

Bob Kilger, Mayor  
Maurice Dupelle, Councillor  
Attendance Media:  
Greg Peerenboom  
Ed Allard  
Attendance Public:  
J.C. and Suzie Godard

**WELCOME AND CALL MEETING TO ORDER BY CHAIRMAN:**

Chairman Glen Grant called the meeting to order at 7:00 PM.

## **ADOPTION OF THE AGENDA - ADDITIONS AND DELETIONS:**

That the Agenda be approved as presented.

Moved By: Syd Gardiner, Councillor  
Seconded By: Gerald E. Samson, Councillor

**MOTION APPROVED**

## **ADOPTION OF THE MINUTES:**

### **1 October 21, 2013 Planning Advisory and Hearing Committee Meeting**

Click for detail --> 

That the Minutes of the Planning Advisory Committee Meeting (No.2013-07) dated Monday, October 21, 2013 be approved as presented.

Moved By: Bernadette Clément, Councillor  
Seconded By: Denis Thibault, Councillor

**MOTION APPROVED**

## **DECLARATION OF CONFLICT OF INTEREST:**

None

## **BUSINESS ARISING FROM THE MINUTES:**

PAC Secretary Ken Bedford provided a handout with respect to fundamental key points to be considered when looking at (C.I.P.) funding requests for HOTC, such as the Agape Centre and Brownfields applications. Ken Bedford described the analysis on how these types of applications are reviewed and stand on their own merit. He added that these programs are subject to change based on amendments and alterations which have occurred over the years. The key points suggested form the basis when PAC is looking at these types of programs.

Chair Glen Grant stated that the motion made at the October 15th Council meeting was that the matter of the Agape Centre be postponed, and referred back to P.A.C. for further clarification. He added that the key points provided this evening were needed for clarification purposes, and asked if there were any

questions.

Councillor Denis Thibault asked whether the CIP excerpt rationale was written for the private sector, to make a difference between those that pay taxes versus those that do not pay taxes.

PAC Secretary Ken Bedford replied that the original vision in starting the program was to assist in the development of a number of derelict buildings in the Downtown area, Le Village, and many Brownfield, industrial sites of which most are privately owned. The verbiage in the CIP excerpt infers that it is of a commercial nature, and is intended as a guideline. CPPEC has looked at a wider spectrum of land users, or types of property owners, but the original intent was to look at the traditional commercial land owners, but it was not to say that there can't be any flexibility.

Councillor Denis Thibault said that whatever decision PAC makes, it would have to state that it will provide the funding as an exception to the procedures or policies of the program. If the Committee was to follow the procedure by the word, it would not be able to approve this application, but as a Council, it would have the flexibility to make an exception.

PAC Secretary Ken Bedford replied that this was correct. He added that Dana McLean is the administrator who receives, processes and brings the applications forward to CPPEC. This Committee then uses the guidelines provided as its' criteria for analyzing whether there is a recommendation to deny or accept a request. PAC has the ability to have flexibility from that, and Council makes the final decision subsequent to both PAC recommendations and its' own deliberations. The plan is setup to allow for Council to use funding in a certain fashion. CPPEC does not like to move away from the guidelines, but as it goes through the decision-making process, it can certainly be a possibility.

Councillor Denis Thibault said if PAC was to agree to endorse this recommendation and send it to Council, it would be setting a precedent that would allow other similar organizations to make the same requests.

PAC Secretary Ken Bedford replied there have been some exceptions to this already, and Dana McLean will provide the information to Committee Members. All applications are based on individual analysis.

Councillor Gerald Samson said it was his understanding that in the past many service clubs have received funding through this program, and asked if this was true, and mentioned the Army Navy Club, etc.

PAC Secretary Ken Bedford stated that each application CPPEC reviews has its own circumstances, and asked Dana McLean to elaborate on the particular ones Councillor Samson mentioned. He reiterated that CPPEC does not allow/recommend for some applications to go through certain programs, based on their circumstances, whether they are paying taxes or not, located outside the priority area, etc.

Dana McLean replied that the RCAF building was provided funding for a feasibility study. The RCAF building had only a yearly lease with the Seaway Authority, and in order to establish a long-term lease, had to know the building's viability. With a long-term lease established, they could then apply to banks for loans to pay for needed renovations, but in order for that to happen, they required a structural analysis. With regards to the Boys and Girls Club, CPPEC felt the club was eligible for the funding as the building was no longer being used and in danger of becoming derelict, and located in Le Village priority area. Big Brother & Big Sister's Club were also situated in the Downtown priority area. The building had been donated to them, and they wished to remain there, however it was not insulated and the wiring had to be updated, so CPPEC agreed to provide the funds for those types of necessary renovations. She added that each of these scenarios are unique and individual, and funding has been provided not only for non-profit organizations but also for commercial ones such as the Port Theatre regarding their roof repair. Each of these respective organizations is not easily comparable one to the other, and all contribute differently to the tax base.

Councillor Gerald Samson wanted clarification as there is a misconception that Service Clubs do not pay any taxes.

Dana McLean replied that Service Clubs do pay taxes. She stated that the Army Navy, RCAF, and the Legion contribute some taxes to the community and are under the residential tax base, but by a Council By-law they only pay 50% of the tax amount. The Boys and Girls, Big Brother & Big Sister clubs also contribute to the tax base and are eligible for the residential tax rate and pay the full portion of it. There are very few that are exempt from the tax base, such as churches and schools.

Councillor Samson wanted clarification about the square mile coverage.

Dana McLean replied that when the original HOTC / CIP was established, it was based on the square mile of the old City of Cornwall but it does now extend over to the east side of Brookdale, down to McConnell and captures the Courtaulds property, as well as the south side of 9th Street.

Councillor David Murphy asked what are the present taxes paid by the Agape Centre.

Dana McLean replied that as per the Municipal Act they are exempt from tax as it relates to the poor, and only pay a small portion of commercial tax for the store.

Councillor Elaine MacDonald stated that non-profit organizations can also be privately owned enterprises, are complex and have many aspects. She asked whether at the next meeting, there could be a map of the City made available where the overlapping circles could be delineated. She asked what was the funding amount provided to the Boys & Girls Club.

Dana McLean said the Boys & Girls Club did a lot of interior renovations to their building and received some facade money, sign and design grant under Programs 2,3,4,5, and 6.

Councillor Andre Rivette asked what was the total estimated price from Grant Marion Construction for the proposed Agape project.

Dana McLean replied that the total estimated project cost was \$183,450. The \$ 10,000 is the amount available through the facade improvement and sign grant.

Councillor Elaine MacDonald wanted clarification as to whether the \$57,700 was strictly limited to the facade, steps, etc.

Dana McLean replied the \$57,000 was the maximum amount reached for all the programs; Program 2 for building restoration and improvement at \$30,000, Program 3 project design at \$2,000, Program 4 Facade and Sign Grant at \$10,000 and parking and landscape enhancement at \$15,700.

Councillor Denis Carr stated that CPPEC had gone through in excess of 160 applications over the course of the Program's existence. He clarified that the program was established when the Premier of the Ontario specifically requested the money (Cornwall Square Forgiven Loan) be used for Downtown Revitalization. He added that CPPEC is made up of 2 Council members, 4 Community At-Large members and some city staffers who review every application in great detail, and there is much discussion involved with these types of applications, their importance, and usage of their buildings as community centres. When it comes to churches, St. John's Church in the Downtown is a building who has stood the test of time, holds important architectural features to this Community, and has a huge history. This church would fall under the

Downtown Revitalization program and would qualify. With regards to the Agape Centre application, he stated they had already been given \$200,000 from the investment income from the Progress Fund, with the understanding that it was a one time deal. He added they also received some funding as an outside agency.

Chair Glen Grant said that from a process point of view there has to be a motion to either refer it back to CPPEC for them to bring another motion, or we reconsider our last motion made at the last meeting which was to deny the CPPEC recommendation. Now that we have received further clarification, Chair Glen Grant said he wanted direction as to how PAC wished to proceed.

Councillor Bernadette Clément said that from a process point of view, PAC needs to make a motion that it approves this application which would have to be seconded and debated, or referred back to CPPEC for review.

PAC Secretary Ken Bedford said that when PAC denied the denial of the CPPEC recommendation, Council rightly determined that it was not correct and very confusing, so they put it back to PAC to make a clear recommendation so that Council could make a final decision. He added that this evening's goal is to understand if PAC wants part, full or none of this application to go forward to Council for approval, and that it must be clear.

Chair Glen Grant said that any time you reconsider a motion, you need a two thirds majority. He added that from a process perspective, if we clarified that the denial of the CPPEC recommended denial meant, it was to approve the request, then a motion to that effect, and thus approving the Agape Centre submission would be the result.

Councillor Elaine MacDonald wanted clarification as to whether PAC was bound only to accept or reject what CPPEC brings forth.

PAC Secretary Ken Bedford replied that this committee could take into consideration what CPPEC brings forth but are not bound to absolutely accept or reject the recommendation(s). They can change and make another motion from that to Council, but there has to be clarity.

Chair Glen Grant asked for a motion to clarify what the denial of the original CPPEC recommendation meant, and then move on from there. For example, is there a motion accepting the application of the Agape Centre.

Following a further brief discussion, it was moved that:

**1 HOTC#2013-10 Agape Centre 40 Fifth St W**

Click for detail --> 

That HOTC#2013-10 funding request by Agape Centre at 40 Fifth St. W., be approved as follows:

Program 2: Building Restoration & Improvement Program-\$30,000

Program 3: Project Design Grant - \$2,000

Program 4: Facade Improvement and Sign Grant-\$10,000

Program 5: Municipal Planning/Development Fees Grant - actual

Program 6: Discretionary Municipal Tipping Fees Grant - actual

Program 7: Parking and Landscape Enhancement Program - \$15,700

Motion by: Councillor André Rivette

Seconded by: Councillor Bernadette Clément

**MOTION APPROVED**

**PRESENTATION(S):**

None

**REVIEW OF PUBLIC NOTICE REQUIREMENTS BY PAC SECRETARY:**

None

**PUBLIC MEETING ITEM(S) - PUBLIC HEARING:**

None

**PAC DISCUSSION OF PUBLIC MEETING ITEM(S):**

None

**OTHER / NEW BUSINESS:**

PAC Secretary Ken Bedford said that Dana McLean had 4 items that were recently discussed at CPPEC and would go through them during her PowerPoint presentation. He requested there be consideration for either, one motion for each individual application, or one motion for all of the HOTC applications as is usually the case.

Chair Glen Grant asked if there were any objections to Staff's request.

Then there was a

Motion by: Councillor Denis Thibault  
Seconded by: Councillor Gerald Samson

"That all the 4 new CPPEC items be considered under one motion."

----- **MOTION APPROVED**

Dana McLean reviewed her PowerPoint Presentation on the following matters.

**1 CPPEC Recommendation November 7, 2013 HOTC#2013-15 331 Water St E**

Click for detail --> 

Following a brief discussion, it was moved:

That HOTC#2013-15 funding request by MNG Real Estate Holdings Ltd at 331 Water St E, be approved as follows:

Program 2: Building Restoration & Improvement Program-\$16,288

Program 3: Project Design Grant - \$450

Program 4: Facade Improvement and Sign Grant-\$6,266

Program 5: Municipal Planning/Development Fees Grant - actual

Program 6: Discretionary Municipal Tipping Fees Grant - actual

Motion by: Councillor Denis Thibault  
Seconded by: Councillor Gerald Samson

----- **MOTION APPROVED**

**2 CPPEC Recommendation November 7, 2013 HOTC#2013-17 11 Second St W**

Click for detail --> 

Following a brief discussion, it was moved:

That HOTC#2013-17 funding request by Robert Csernyik at 11 Second St W, be approved as follows:



Program 4: Facade Improvement and Sign Grant-\$525  
Program 5: Municipal Planning/Development Fees Grant - actual

Motion by: Councillor Denis Thibault  
Seconded by: Councillor Gerald Samson

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MOTION APPROVED

**3 CPPEC Recommendation November 7, 2013 HOTC#2013-14 Addendum  
108 Second St E**

Click for detail --> 

Following a brief discussion, it was moved:

That HOTC#2013-14 Addendum funding request by Knox City Centre Inc at 108  
Second St E be approved as follows:

Program 1: HOTC Rehabilitation & Redevelopment Grant - \$1,617,341.78

Motion by: Councillor Denis Thibault  
Seconded by: Councillor Gerald Samson

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MOTION APPROVED

**4 CPPEC Recommendation November 7, 2013 HOTC#2012-17 Addendum  
353 Montreal Rd**

Click for detail --> 

Following a brief discussion, it was moved:

That HOTC#2012-17 Addendum funding request by Lori Ceasor at 353 Montreal  
Rd, be approved as follows:

Program 2: Building Restoration & Improvement Program-\$18,000 (interest-free  
loan)

Program 4: Facade Improvement and Sign Grant-\$10,000

Program 5: Municipal Planning/Development Fees Grant - actual

Program 6: Discretionary Municipal Tipping Fees Grant - actual

Motion by: Councillor Denis Thibault  
Seconded by: Councillor Gerald Samson

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MOTION APPROVED

**INFORMATION:**

PAC Secretary Ken Bedford advised that the province is undertaking comprehensive review of the Planning Process, Development Charges, and Appeal Procedures, and that Staff would be attending a workshop. This review will bring possible recommendations for change to the Planning Act in the next several years. The information is also available on the Ministry's website. He added that the Permits office will be holding a session for designers, architects and contractors with regards to permit issues and that the PAC items reviewed tonight would be brought forth to the November 25th Council Meeting.

Chair Glen Grant thanked J.C. Godard for his interest in the City of Cornwall.

**NEXT SCHEDULED MEETING:**

Monday, December 16, 2013.

**ADJOURNMENT:**

That the meeting be adjourned at 8:00 p.m.

Motion by: Councillor André Rivette

Seconded by: Councillor Denis Thibault

**MOTION APPROVED**

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Councillor Glen Grant, Chair

That the Minutes of the Planning Advisory Committee Meeting (No.2013-08) dated Monday, November 18, 2013 be approved as presented.

Moved By: Syd Gardiner, Councillor  
Seconded By: André Rivette, Councillor

**MOTION APPROVED**