

# Minutes

## Planning Advisory and Hearing Committee

**Meeting ID:** 2019-01  
**Meeting Date:** Tue February 19, 2019 06:00 PM  
**Location:** City Hall Council Chambers, 360 Pitt Street, Cornwall, Ontario, K6J 3P9  
**Chair:** Elaine MacDonald, Councillor  
**Prepared By:** Ely Daniels, Administrative Assistant

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**Attendance Committee Members:**

Bernadette Clément, Mayor  
Elaine MacDonald, Councillor  
Maurice Dupelle, Councillor  
Carilyne Hébert, Councillor  
Claude E. McIntosh, Councillor  
Justin Towndale, Councillor  
Dean Hollingsworth, Councillor  
Syd Gardiner, Councillor  
Todd Bennett, Councillor  
Ron Symington, Lay Member  
Amanda Brisson, Lay Member

**Attendance Staff:**

Ely Daniels, Administrative Assistant  
Karl Doyle, Senior Planner  
Mark A. Boileau, General Manager, Planning,  
Development and Recreation  
Mary Joyce-Smith, Division Manager, Planning

**Regrets:**

Eric Bergeron, Councillor  
Glen Grant, Councillor

**Attendance Media:** No media was present.

**Attendance Public:** One member of the public was present.

**WELCOME AND CALL MEETING TO ORDER BY PAC SECRETARY:**

PAC Secretary Mary Joyce-Smith welcomed members to the PAC's Inaugural Meeting and advised that the meeting would provide them an opportunity to hear a presentation with respect to orientation on Planning matters.

She advised she would run the first part of the meeting for the election of Chair and Vice-Chair; and once that was concluded; the meeting would be handed over to the Chair to carry on with the rest of the proceedings. She then opened the nominations for Chair of PAC.

Councillor Carilyne Hébert recommended Councillor Elaine MacDonald for Chair.

Councillor Elaine MacDonald agreed to have her name stand.

PAC Secretary Mary Joyce-Smith asked three times whether there were any other nominations for Chair of PAC. As none were declared, the nomination for Chair of PAC was closed and by acclamation, Councillor Elaine MacDonald became the new Chair of PAC.

PAC Secretary Mary Joyce-Smith then proceeded to open the nominations for the Vice-Chair position.

Councillor Claude McIntosh nominated Councillor Carilyne Hébert for Vice-Chair.

Councillor Carilyne Hébert agreed to have her name stand for Vice-Chair of PAC.

PAC Secretary Mary Joyce-Smith asked three times whether there were any other nominations for Vice-Chair of PAC. As none others were declared, the nomination for Vice-Chair of PAC was closed and by acclamation, Councillor Carilyne Hébert became the new Vice-Chair of PAC.

The meeting was then turned over to the new Chair, Councillor Elaine MacDonald who thanked the PAC for her nomination and support, and congratulated Councillor Carilyne Hébert on her Vice-Chair position.

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

That the Agenda be approved as presented.

Moved By: Syd Gardiner, Councillor

Seconded By: Maurice Dupelle, Councillor

Motion Carried

#### **ADOPTION OF THE MINUTES:**

**1 October 15, 2018 Planning Advisory and Hearing Committee Meeting**

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That the Minutes of the Planning Advisory and Hearing Committee Meeting (No. 2018-06) of Monday, October 15, 2018 be approved as presented.

Moved By: Bernadette Clément, Mayor  
Seconded By: Todd Bennett, Councillor

Motion Carried

**DECLARATION OF CONFLICT OF INTEREST:**

None

**BUSINESS ARISING FROM THE MINUTES:**

None

**PRESENTATION(S):**

PAC Secretary Mary Joyce-Smith advised that in order to allow new councillors a chance to acquaint themselves with Planning matters and legislation, Senior Planner, Karl Doyle would provide a brief overview of the numerous roles and responsibilities of the Planning Division, including that of PAC.

Senior Planner, Karl Doyle emphasized how Land Use Planning helps decide how the City will rebuild and how redevelopment will occur within its' boundaries. He spoke of PAC's roll to provide Council with recommendations specific to community planning matters, development applications and policies, as well as recommendations on a variety of planning applications such as plans of subdivision, condominiums, rezoning applications, and amendments to the Official Plan. He spoke of the Planning Act and its' requirements, key elements of the Provincial Policy Statement (PPS) and its' importance in promoting a policy led planning system that recognizes complex inter-relationships between environmental, economic and social factors in land use planning. He advised PAC of the City's new Official Plan, how all development matters must conform to it and be consistent with the PPS, and highlighted the introduction of the Urban Settlement Boundary Line. Karl explained that the Official Plan is key in providing a strategic direction and policy framework for Council, administration, developers and citizens for growth and Land Use designations, housing, park and recreation, waterfront planning, etc. He touched on the purpose and process of the Zoning By-Law, zoning trends for Residential and Commercial, and how Council is the approval authority for Subdivision / Condominium activity. He spoke of the City's Waterfront Plan and how it is a secondary plan (being one that provides specific policies for an area of the City where more detailed

direction is needed for matters beyond the general framework provided by the Official Plan) established to direct the future of one of Cornwall's greatest assets. He concluded that the Waterfront Plan is currently being updated and should be completed by early summer 2019.

Both Councillors McIntosh and Hollingsworth had questions with respect to height limitations on buildings in the City, specifically downtown Cornwall and how many storeys are permitted.

Senior Planner Karl Doyle responded that there are many variables that determine height limitations on buildings; zoning regulations, building type, etc., but for a Commercial/Manufacturing zone for example, the maximum height is 90 feet. He added that based on all criteria, Council can choose to approve/accept another height.

Councillor Syd Gardiner questioned whether PAC or Council has a say with respect to residents who reside in apartments converted into condominiums and their protection from being forced out due to the condo conversion.

Senior Planner Karl Doyle responded that those types of residents would be protected under the provisions in the Residential Tenancies Act.

Councillor Todd Bennett questioned whether it was cautious for the city to leave the Domtar lands zoned Manufacturing until a developer comes along with a plan, or whether the city should take measures to change the zoning to Commercial/Residential before an interested developer purchases the lands for manufacturing purposes.

PAC Secretary Mary Joyce-Smith replied that Planning staff is currently working with Fotenn to develop a plan which will be presented to PAC. She added that the new Official Plan sees the designated area as Comprehensive Redevelopment Area, and although it is zoned Manufacturing, she thought a Holding provision exists on the Domtar main site; but she would verify and confirm.

Councillor Dean Hollingsworth questioned whether a "Hold" provision exists on both sides of Second Street, vis-a-vis Domtar and whether it is also in place at the old CIL property.

Councillor Dean Hollingsworth also asked what would Council have to do to put a "Hold" provision on the CIL property. He added that he would like to make it as air tight as possible to ensure that Manufacturing does not occur there.

PAC Secretary Mary Joyce-Smith replied that PAC could direct Planning staff to look into it.

General Manager of the Planning, Development and Recreation Department, Mark Boileau added that through conversations with the owners, their intentions are consistent with the City's vision there. He added that it would be very difficult to meet the present standards from the Ministry of the Environment Separation Distances from that location, with residents living directly across the street.

Technically, if the area is currently zoned Manufacturing, the owner can sell it under the same Manufacturing zoning, stated PAC Lay Member Amanda Brisson.

General Manager of Planning, Development and Recreation Mark Boileau replied that the Comprehensive Redevelopment Area designation has very strong policy which includes various regulations today that a developer has to meet.

Mayor Bernadette Clement stated she wanted to follow up with respect to the "Hold" comments made by Councillor Hollingsworth and that the Hold provision is typically applied to mitigate any negative impacts. She also asked what are the next steps for the new Waterfront Plan.

PAC Secretary Mary Joyce-Smith replied that the Domtar Main Mill site has to be remediated and the City's designation for the area is Comprehensive Redevelopment Area; so the vision is moving away from Manufacturing. With respect to the new Waterfront Plan, there will be a presentation to PAC by the consultants on their progression and a third Open House in early April.

After a further brief discussion, there was a motion to receive the Planning Division's orientation presentation.

Moved By: Justin Towndale, Councillor  
Seconded By: Carilyne Hébert, Councillor

Motion Carried

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

No public meeting items were scheduled for this meeting.

**PUBLIC MEETING ITEM(S) - PUBLIC HEARING:** N/A

**PAC DISCUSSION OF PUBLIC MEETING ITEM(S):** N/A

**OTHER / NEW BUSINESS:**

PAC Secretary Mary Joyce-Smith advised that a brief overview with respect to the City's funding programs of the three existing Community Improvement Plans (CIP's); Renaissance, Brownfields and Heart of the City (HOTC) is included in the Agenda for review.

**INFORMATION:**

Key Planning documents (Official Plan and Data Book) were provided under separate cover to inform members on the requirements the City must fulfill to satisfy the Ontario Planning Act, and what the PAC will be dealing with over the next 4 years.

**NEXT SCHEDULED MEETING:**

The next regular public meeting of PAC is to be held on Monday, March 18, 2019.

**ADJOURNMENT:**

Motion to adjourn the meeting of the Planning Advisory & Hearing Committee at 6:40 PM.

Moved By: Amanda Brisson, Lay Member  
Seconded By: Carilyne Hébert, Councillor

Motion Carried

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**Elaine MacDonald, Chair**

