

# Minutes

## Planning Advisory and Hearing Committee

**Meeting ID:** 2017-01  
**Meeting Date:** Tue February 21, 2017 07:00 PM  
**Location:** City Hall Council Chambers, 360 Pitt Street, Cornwall, Ontario,  
K6J 3P9  
**Chair:** Maurice Dupelle, Councillor  
**Prepared By:** Ely Daniels, Administrative Assistant

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### **Attendance Committee Members:**

Leslie O'Shaughnessy, Mayor  
André Rivette, Councillor  
Bernadette Clément, Councillor  
David Murphy, Councillor  
Elaine MacDonald, Councillor  
Maurice Dupelle, Councillor  
Carilyne Hébert, Councillor  
Claude E. McIntosh, Councillor  
Justin Towndale, Councillor

### **Attendance Staff:**

Dana McLean, Development Coordinator  
Ely Daniels, Administrative Assistant  
Ken Bedford, Supervisor, Planning Division  
Mark A. Boileau, General Manager, Planning,  
Development and Recreation

### **Regrets:**

Mark A. MacDonald, Councillor  
Denis Carr, Councillor

### **Attendance Media:**

**Greg Peerenboom, Standard Freeholder**

### **Attendance Public:**

**There were 6 gallery members present.**

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

Chair Maurice Dupelle called the meeting to order at 7:00 p.m. and welcomed new members, Mr. Ronald Symington and Mr. Jack Lindsay to PAC.

## **ROLL CALL:**

Roll call was conducted by Recording Secretary, Ely Daniels.

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

PAC Secretary Ken Bedford advised that there was one additional item for consideration by PAC. A request received by the Seaway Seniors Citizen Club to make a presentation to PAC prior to the CPPEG items being presented by Staff with respect to CPPEG Recommendation Item # 7, under Other Business in the Agenda. As a non-public meeting item, any such requested presentation would be at the pleasure and concurrence of PAC.

The Chair then asked for input from PAC, in order that the Club be able to present. There was full concurrence of PAC to allow the Seaway Seniors Citizen Club to make the subject presentation.

Motion to adopt the Agenda as amended.

Moved By: André Rivette, Councillor

Seconded By: Bernadette Clément, Councillor

Motion Approved

## **ADOPTION OF THE MINUTES:**

Motion to endorse the following Minutes as presented.

### **1 October 17, 2016 Planning Advisory and Hearing Committee Meeting**

Click for detail --> 

Moved By: Carilyne Hébert, Councillor

Seconded By: Claude McIntosh, Councillor

Motion Approved

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

Councillor Justin Towndale declared a conflict with respect to CPPEG Items #10 & #11, 110 and 112 Pitt Street, as he is a partner and rents a business at that location.

Councillor Bernadette Clément declared a conflict with respect to CPPEG Item #

6, as she is the Chair of Maison Baldwin House.

Both Councillors Towndale and Clément will remove themselves when the aforementioned items are presented and voted on.

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

There is no business arising from the Minutes.

### **PRESENTATION(S):**

PAC Secretary Ken Bedford advised that Mr. Ray Lapointe from the Seaway Seniors Citizen Centre will be providing a presentation to PAC.

Mr. Ray Lapointe thanked the PAC for accepting the Seaway Seniors Citizen Centre's request to present to PAC. He introduced two board members that were also present with him this evening; Elizabeth Flynn, Immediate Past President and now Chair of Entertainment, and Ron Boyd, now Vice-President of their organization and Chair of Property. He advised that they had been notified by CPPEG regarding their HOTC funding program application, with respect to their building project at the corner of Fifth and Pitt Streets. He added that they had budgeted for their initial estimated costs, including funding from the HOTC which totalled approximately \$50,000. They are now moving forward with their project and are incurring additional costs due to additional structural changes recommended by the City's Building Inspection Department. These amendments will entail some substantial costs and their funding is limited. They relied on the funding from HOTC to move this project forward. They have submitted estimated costs with respect to the CPPEG (Building Restoration and Improvement Program) totalling \$27,674, and under the guidelines they were working from, they estimated a 50% grant from the Program which would have given them \$13,837.00, however, the recommended sum of funds that will be provided by CPPEG is now reduced to \$6,918.59. He added that if this pattern continues throughout the balance of their development (estimated costs and actual costs incurred), they are going to run into a shortfall of a considerable amount of money in the neighbourhood of \$20 to \$25 K. He concluded that they are in need of the funding available to bring this project to a conclusion in a satisfactory manner which will meet all the Building Code requirements. They are now asking PAC to review and reconsider the recommendation made by CPPEG and grant them the entitlement they had anticipated under the CPPEG guidelines which would give them the amount originally budgeted for of \$13,837.00.

A motion was made to receive the Seaway Seniors Citizen Centre's presentation.

Moved By: André Rivette, Councillor  
Seconded By: David Murphy, Councillor

Motion Approved

Chair Maurice Dupelle advised that questions would follow after the presentation from Ms. Dana McLean.

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

None

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

None

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

N/A

**OTHER / NEW BUSINESS:**

**1 CPPEG Recommendation December 8, 2016 HOTC#2016-10 900 Montreal Rd**

Click for detail --> 

This was an application by Mihyun Park at 900 Montreal Road for HOTC funding assistance in an amount up to \$2,000 to assist with the design fees for a building permit submission as per the requirements under the Ontario Building Code. Following a brief discussion by CPPEG, it was moved:

That HOTC#2016-10 funding request by Mihyun Park at 900 Montreal Road, be approved as follows:

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

Program 5 - Municipal Planning/Development Fees Grant - actual

Program 6 - Discretionary Municipal Tipping Fees Grant - actual

**2 CPPEG Recommendation December 8, 2016 HOTC#2016-11 36 Second St E**

Click for detail --> 

Dana McLean advised that this was an application by Food Cycle Science at 36 Second Street East for HOTC funding assistance for \$22,025 for interior renovations and design grant. Following a brief discussion by CPPEG, it was moved:

That HOTC#2016-11 funding request by Food Cycle Science at 36 Second Street East, be denied as this specific request for interior renovation does not meet the rehabilitation requirements of the Heart of the City CIP.

Dana McLean added that she had recently heard from the applicant who confirmed they had decided to purchase the building next door instead. They are going to see if there is any HOTC funding available for this new site. She added that although they were denied in their initial application, they may qualify to receive funding for this new location.

### **3 CPPEG Recommendation December 8, 2016 BR#2016-01 900 Montreal Rd**

Click for detail --> 

Dana McLean advised that this was an application by 862699 Ontario Limited at 900 Montreal Road for Brownfields funding assistance in an amount up to \$5,000 to assist with the Environmental Site Assessment Phase II, to take soil samples along the eastern perimeter of the property. Following a brief discussion by CPPEG, it was moved:

That BR#2016-01 funding request by 862699 Ontario Limited at 900 Montreal Road, be approved as follows:

Program 2 - Environmental Site Assessment Grant - \$5,000

### **4 CPPEG Recommendation December 8, 2016 BR#2016-02 910 Montreal Rd**

Click for detail --> 

Dana McLean advised that this was an application by Durbacon at 910 Montreal Road for Brownfields funding assistance in an amount up to \$80,500 to assist with the remediation of the site to generic standards as per the requirements of the Ministry of the Environmental & Climate Change. Following a brief discussion by CPPEG, it was moved:

That BR#2016-02 funding request by 862699 Ontario Limited at 900 Montreal Road, be approved as follows:

Program 2 - Environmental Site Assessment Grant - \$15,000

Program 2 - Project Feasibility Study Grant- \$7,500

Program 4 - Municipal Planning/Development Fees Grant - Planning Fees only (Permit fees will be added to Program 1)

Program 5 - Discretionary Municipal Tipping Fees Grant - \$58,000

## **5 CPPEG Recommendation December 8, 2016 HOTC#2011-05 Addendum 118 Pitt St**

Click for detail --> 

Dana McLean advised that this was an addendum application by Gina Roach at 118 Pitt Street for HOTC funding assistance in an amount up to \$18,000 as an interest free loan. This will assist with the building restoration of the roof, as the applicant has previously accessed funding for interior renovations and facade. Following a brief discussion by CPPEG, it was moved:

That HOTC#2011-05 Addendum funding request by Gina Roach at 118 Pitt Street be approved as follows:

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

Due to a declared conflict of interest, Councillor Bernadette Clément removed herself from the following CPPEG Item #6 and left the Chambers during discussion and voting.

## **6 CPPEG Recommendation February 9, 2017 HOTC#2017-01 331 Second Street West**

Click for detail --> 

Dana McLean advised that this was an application by Maison Baldwin House at 331 Second Street West for HOTC funding assistance requesting an amount up to \$300 for Engineered plans for permit submission and \$1,888 for a new freestanding sign. Following a brief discussion by CPPEG, it was moved:

That HOTC#2017-01 funding request by Maison Baldwin House at 331 Second Street West, be approved at 50% of the original request due to being outside the Priority Area, as follows:

Program 3 - Project Design Grant- \$150

Program 4 - Facade Improvement & Sign Grant- \$944

Program 5 - Municipal Planning/Development Fees Grant - 50% of the actual fee

Following a brief discussion by PAC,

There was a motion to approve the funding request at 100% of the original request being for a Not-for-Profit group and contrary to the 50% CPPEG recommendation, to reflect the following:

Program 3 - Project Design Grant- \$300

Program 4 - Facade Improvement & Sign Grant- \$1,888

Program 5 - Municipal Planning/Development Fees Grant - actual fee

Moved By: Mayor Leslie O'Shaughnessy

Seconded By: Elaine MacDonald, Councillor

Motion Carried

Councillor Clément re-entered the Chambers at this time.

## **7 CPPEG Recommendation February 9, 2017 HOTC#2016-01 Addendum 502-506 Pitt St**

Click for detail --> 

Dana McLean advised that this was an addendum application by Seaway Senior Citizens at 502 - 506 Pitt Street for HOTC funding assistance requesting an amount up to \$13,838 for interior renovations to the first floor to accommodate the space for the senior programming requirements. Following a brief discussion by CPPEG, it was moved:

That HOTC#2016-01 addendum funding request by Seaway Senior Citizens at 502-506 Pitt Street be approved at 50% of the original request due to being outside the Priority Area as follows:

Program 2 - Building Restoration & Improvement Program - \$6,919

Program 5 - Municipal Planning/Development Fees Grant - 50% of the actual fee

Following a brief discussion by PAC,

There was a motion to approve the funding request at 100% of the original request being for a Not-for-Profit group and contrary to the 50% CPPEG recommendation, to reflect the following:

Program 2 - Building Restoration & Improvement Program - \$13,838

Program 5 - Municipal Planning/Development Fees Grant - actual fee

Moved By: Mayor Leslie O'Shaughnessy



Seconded By: André Rivette, Councillor

Motion Carried

## **8 CPPEG Recommendation February 9, 2017 HOTC#2014-06 Addendum 139-141 Pitt St**

Click for detail --> 

Dana McLean advised that this was an addendum application by Kevin & Lesley Ouderkirk at 139-141 Pitt Street for HOTC funding assistance in an amount up to \$6,500 for the design fees for a building permit submission as per the requirements under the Ontario Building Code for renovations to the second floor to expand the existing commercial retail. Following a brief discussion by CPPEG, it was moved:

That HOTC#2014-06 Addendum funding request by Kevin & Lesley Ouderkirk at 139-141 Pitt Street be approved as follows:

Program 3 - Project Design Grant- \$6,500

## **9 CPPEG Recommendation February 9, 2017 HOTC#2016-10 Addendum 900 Montreal Rd**

Click for detail --> 

Dana McLean advised that this was an addendum application by Mihyun Park at 900 Montreal Road for HOTC funding assistance in an amount up to \$26,540. This will assist with the renovations to the first floor of the existing business. Following a brief discussion by CPPEG, it was moved:

That HOTC#2016-10 Addendum funding request by Mihyun Park at 900 Montreal Rd, be approved as follows:

Program 2 - Building Restoration & Improvement Program - \$21,540

Program 3 - Project Design Grant- \$250

Program 4 - Facade Improvement & Sign Grant - \$4,750

Program 5 - Municipal Planning/Development Fees Grant - Actual

Program 6 - Discretionary Municipal Tipping Fees Grant - Actual

Due to a declared conflict of interest, Councillor Justin Towndale removed himself from CPPEG Items #10 and #11 and left the Chambers during discussion and voting.

**10 CPPEG Recommendation February 9, 2017 HOTC#2014-02 Addendum  
110 Pitt St**

Click for detail --> 

Dana McLean advised that this was an addendum application by Tammy Davidson at 110 Pitt Street for HOTC funding assistance in an amount up to \$725. This will assist with the addition of exterior lighting on the facade. Following a brief discussion by CPPEG, it was moved:

That HOTC#2014-02 Addendum funding request by Tammy Davidson at 110 Pitt Street, be approved as follows:

Program 4 - Facade Improvement Grant- \$725

Following a brief discussion by PAC,

There was a motion that PAC approve the CPPEG recommendation as presented.

Moved By: André Rivette, Councillor  
Seconded By: Mayor Leslie O'Shaughnessy

Motion Carried

**11 CPPEG Recommendation February 9, 2017 HOTC#2012-21 Addendum  
112 Pitt St**

Click for detail --> 

Dana McLean advised that this was an addendum application by Tammy Davidson at 112 Pitt Street for HOTC funding assistance in an amount up to \$1,025. This will assist with the addition of exterior lighting on the facade. Following a brief discussion by CPPEG, it was moved:

That HOTC#2012-21 Addendum funding request by Tammy Davidson at 112 Pitt Street be approved as follows:

Program 4 - Facade Improvement Grant- \$1,025

Following a brief discussion by PAC,

There was a motion that PAC approve the CPPEG recommendation as presented.

Moved By: André Rivette, Councillor  
Seconded By: Mayor Leslie O'Shaughnessy

Motion Carried

Councillor Towndale re-entered the Chambers at this time.

Following a further brief discussion by PAC,

There was a motion that PAC approve the other aforementioned seven CPPEG recommendations #1, #2, #3, #4, #5, #8 and #9 as presented.

Moved By: André Rivette, Councillor

Seconded By: Bernadette Clément, Councillor

Motion Carried

## **12 Waterfront Committee Motion for Proposed Naming of the Park Location Known as Pointe Maligne.**

Click for detail --> 

Motion to receive the report.

Moved By: Carilyne Hébert, Councillor

Seconded By: Elaine MacDonald, Councillor

Motion Approved

### **INFORMATION:**

A summary report listing detailing the file activity of the Committee of Adjustment (CofA) for 2016 was provided to PAC members.



Summary Report - 2016 COA Activity.pdf

Motion to receive the report.

Moved By: Carilyne Hébert, Councillor

Seconded By: Elaine MacDonald, Councillor

Motion Approved

### **NEXT SCHEDULED MEETING:**

The next scheduled PAC Meeting will be held on Monday, March 20th, 2017.

### **ADJOURNMENT:**

Motion to adjourn the PAC Meeting at 7:55 pm.

Moved By: André Rivette, Councillor

Seconded By: Mayor Leslie O'Shaughnessy

Motion Approved