

**MINUTES OF THE REGULAR MEETING OF THE  
PLANNING AND COMMUNITY AFFAIRS COMMITTEE**

**HELD MONDAY, MARCH 18, 2019 AT 6:30PM**

**IN COUNCIL CHAMBERS**

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**PRESENT:**

Mayor  
Regional Councillor  
Ward Councillors

Mrs. B. Drew  
Ms. W. Wotten  
Mr. L. Brown  
Ms. J. Guido  
Ms. D. Kiezebrink  
Mr. I. McDougall  
Mr. A. Ross

**ALSO PRESENT:**

CAO  
Director of Corporate Services/Clerk  
Director of Development Services  
Director of Public Works, Parks and Recreation  
Director of Emergency Services/Fire Chief  
Manager of Communications and Strategic Initiatives  
Planning Technician  
Recording Secretary

Mr. P. Allore  
Mr. J.P. Newman  
Mr. K. Heritage  
Ms. C. Coleman  
Mr. M. Berney  
Ms. L. Bowers  
Mrs. D. Knutson  
Ms. S. Frey

**1. CALL TO ORDER**

The Mayor called the meeting to order at 6:30PM.

**2. DISCLOSURE OF PECUNIARY INTEREST IN CLOSED SESSION**

**3. CLOSED SESSION**

**4. MOMENT OF SILENCE**

The Mayor asked all those present to stand and observe a moment of silence to reflect upon the tragic events in Christchurch last week.

**5. MATTERS FROM CLOSED SESSION**

**6. DISCLOSURE OF PECUNIARY INTEREST & NATURE THEREOF**

Councillor Brown declared a pecuniary interest in relation to Item 11.3, Staff Report COMS-2019-007, Seasonal Patio Update, the disclosure being that his stepson is an employee of Marwan's Global Bistro, who is a seasonal patio recipient.

**7. ANNOUNCEMENTS**

**Council Announcements:**

- Interfaith prayer vigil was held at Church of the Ascension on March 17, 2019
- 6<sup>th</sup> Annual Durham Regional Police Services "Gowns for Girls" takes place April 16 and 17, 2019 at Bobby Orr Public School; "Suits for Youth" is taking place on April 17 and 18, 2019 at the Oshawa Centre, Food Court Entrance

- Stephen Fearing to be featured at the Greenbank Folk Festival on March 23, 2019 at 7:30PM
- Durham Region Agricultural Advisory Committee meeting to be held at the Blackstock Recreation Complex on March 21, 2019 from 4:00PM to 6:00PM

8. **ADOPTION OF MINUTES OF PREVIOUS MEETING**

9. **PUBLIC MEETINGS**

9.1 **Public Meeting - Zoning By-Law Amendment  
Application No. Z/09/2018**

**PROPONENT**

Mike and Rose Pallotta

**AGENT**

Bob Clark, Clark Consulting Services, Agent for the Proponent

**LOCATION**

Part Lot 22, Concession 13, Ward 1

Vacant Land to the West of 2130 Regional Road 6 and 2130 Regional Road 6

**IN PERSON ATTENDANCE**

Mike Pallotta

Rose Pallotta

Hugh Stewart, Clark Consulting Services, Agent for the Proponent

**The Mayor outlined the following points for the benefit of those in attendance:**

This portion of the meeting has been set aside for a statutory public information meeting being held under Sections 34 of the *Planning Act* for a Zoning By-Law Amendment Application, submitted by Bob Clark of Clark Consulting Services, on behalf of Mike and Rose Pallotta, for property located at 2130 Regional Road 6, Seagrave.

It is important that the public express their views, either in person or in writing, prior to decisions being made by this Council.

If you wish to file an appeal of Council's decision to the Local Planning Appeal Tribunal (LPAT), you must first speak to the matter at this public meeting or provide a written submission before a Zoning By-law amendment is passed. If you do not, you will not be added as a party to a hearing by the LPAT, unless the Tribunal determines there are reasonable grounds to do so.

Public notice was served by the Township of Scugog in accordance with the requirements of the *Planning Act*.

**The Mayor called upon the Director of Development Services, Kevin Heritage, to review the application.**

The requested amendment is to:

- Rezone a portion of both parcels from AG-2 which presently permits two single detached dwellings on each parcel, to AG and AG Exception zones to only permit one single detached dwelling on each parcel, and address a lot area deficiency for the westerly parcel;
- Remove the Waste Disposal Assessment Area Holding (H) provision from the easterly parcel (2130 Regional Road 6).

**The Mayor called for questions from members of Council for the Director of Development Services. Mr. Heritage responded to questions from Council.**

**The Mayor then called upon the Applicant to present information.**

On behalf of the Applicant, Hugh Stewart, Clark Consulting Services, appeared in support of the application and concurred with the review brought forward.

**The Mayor called for questions from members of Council for the Agent for the Proponent. There were no questions from Council.**

**The Mayor then opened the meeting to the public to receive input concerning the subject report.**

Public comment to the application was received from Robert Boomhour, including but not limited to:

Robert Boomhour, 2010 Regional Road 6, Sunderland

- Provided written correspondence
- Has resided next door for three decades
- Concerned with continual trespassing by hunters from Pallotta business
- Safety for himself, cattle, and residents
- Has posted no trespassing signs and repairs fences
- Wants condition that there be fencing on adjacent properties to his, that no further dwellings be erected and consideration of fencing of the perimeter of the entire Pallotta property

**The Mayor called for questions from members of Council. Mr. Boomhour responded to questions from Council.**

Upon enquiring, the Mayor determined that there were no further public comments to be made either in support for or in opposition to the proposal.

**The statutory public information meeting concluded at 6:57PM**

With the consent of Council members, Mayor Drew brought forth Item 11.7, Staff Report DEV-2019-009, Zoning By-Law Amendment Application Z/09/2018, for consideration.

**11.7 DEV-2019-009  
Zoning By-Law Amendment Application Z/09/2018  
Mike and Rose Pallotta - 2130 Regional Road 6 (Part Lot 22, Conc. 13)  
Ward 1 Information Report  
Diane Knutson, Planning Technician**

**Recommendation #PCA-2019-001:**

**Moved by: Councillor Wotten  
Seconded by: Councillor Kiezebrink**

**THAT** Report DEV-2019-009 entitled "Zoning By-law Amendment Application Z/09/2018, Mike & Rose Pallotta – 2130 Regional Road 6 (Part Lot 22, Concession 13), Ward 1 – Information Report", be received; and

**THAT** Staff report back to Council with a recommendation on this application at the earliest opportunity.

**Carried**

**9.2 Public Meeting - Zoning By-Law Amendment  
Application No. Z/10/2018**

**PROPONENT**

Donauschwaben Park Waldheim Inc.

**AGENT**

Valerie Cranmer, Valerie Cranmer and Associates Inc.

**LOCATION**

2 Tannenweg, Blackstock

**IN PERSON ATTENDANCE**

Valerie Cranmer, Valerie Cranmer and Associates Inc.

**The Mayor outlined the following points for the benefit of those in attendance:**

This portion of the meeting has been set aside for a statutory public information meeting being held under Section 36 of the *Planning Act* for applications for a Zoning By-Law Amendment Application, submitted by Valerie Cranmer, Valerie Cranmer and Associates Inc., on behalf of Donauschwaben Park Waldheim Inc. to lift the Holding provision from the final seven (7) blocks in the plan of subdivision.

It is important that the public express their views, either in person or in writing, prior to decisions being made by this Council. Note that in this case, only the Applicant or their Agent may appeal a decision of Council to lift a Holding Provision.

Public notice was served by the Township of Scugog in accordance with the requirements of the *Planning Act*.

**The Mayor called upon the Director of Development Services, Kevin Heritage, to review the application.**

The purpose of the proposed amendment is to rezone seven (7) blocks within Donauschwaben Park Waldhiem Inc, (DS Park – Plan of Subdivision 40M-2455) by removing the Holding (H) symbol from the Rural Residential Exception One Holding (RR-1(H)) Zone to facilitate their transfer to individual ownership.

**The Mayor called for questions from members of Council for the Director of Development Services. Mr. Heritage responded to questions from Council.**

**The Mayor then called upon the Applicant to present information.**

Valerie Cranmer, Valerie Cranmer and Associates Inc., Agent for the Proponent, appeared in support of the application and concurred with the review brought forward.

**The Mayor called for questions from members of Council for the Agent for the Proponent. Ms. Cranmer responded to questions from Council.**

**The Mayor then opened the meeting to the public to receive input concerning the subject report.**

Upon enquiring, the Mayor determined that there were no public comments to be made either in support for or in opposition to the proposal.

**The Mayor called for further questions from members of Council. There were no questions from Council.**

**The statutory public information meeting concluded at 7:04PM**

With the consent of Council members, Mayor Drew brought forth Item 11.8, Staff Report DEV-2019-010, Zoning By-Law Amendment Application Z/10/2018, for consideration.

**11.8 DEV-2019-010  
Zoning By-law Amendment Application Z/10/2018  
Donauschwaben Park Waldheim Inc. (DS Park) (Part Lot 18,  
Concession 5, Blocks 55, 65, 91, 100, 103, 109 & 111, Plan 40M-2455),  
Cadmus, Ward 4 Information & Recommendation Report  
Diane Knutson, Planning Technician**

**Recommendation #PCA-2019-002:**

**Moved by: Councillor Kiezebrink  
Seconded by: Councillor Ross**

**THAT** Report DEV-2019-010 entitled “Zoning By-law Amendment Application Z/10/2018 - Donauschwaben Park Waldheim Inc. (DS Park) - (Part Lot 18, Concession 5, more particularly Blocks 55, 65, 91, 100, 103, 109 & 111, Plan 40M-2455), Cadmus, Ward 4 – Information & Recommendation Report”, be received; and

**THAT** the application to amend Zoning By-law No. 14-14 (Z/10/2018) submitted by Valerie Cranmer on behalf of DS Park, to rezone certain Blocks within the Plan of Subdivision, by removing the Holding (H) symbol to enable the parcels to be separately conveyed, be approved; and

**THAT** the draft Zoning By-Law amendment appended as Attachment 2 to this report be forwarded to Council for approval when the Township receives clearance from the Region’s Planning and Health Departments.

**Carried**

**10. PRESENTATIONS AND DELEGATIONS**

**10.1 Mr. Ivo Finotti and Ms. Sue Brain  
Lions Foundation Dog Guides - Port Perry Walk for Dog Guides**

Mr. Finotti and Ms. Brain provided a PowerPoint presentation to demonstrate the success of the first annual Port Perry Walk for Dog Guides held in 2018 and requested support from Council by means of proclamation of the event and a waiver of permit fees for the use of Palmer Park. A question period with members of Council followed.

**Recommendation #PCA-2019-003:**

**Moved by: Councillor Guido  
Seconded by: Councillor Ross**

**THAT** the delegation by Ivo Finotti, Port Perry Walk for Guide Dogs, be received.

**Carried**

**10.2 Mr. Steven Caldwell and Birgitta McLeod  
Oak Ridges Hospice of Durham Charity and Scugog Council for the  
Arts - Give a Hoot about Hospice**

Mr. Caldwell and Ms. McLeod advised Council of a street-long painting event by Oak Ridges Hospice of Durham and Scugog Council for the Arts to raise funds for the hospice and for the creation of a bursary in honour of Carley Caldwell. The organizers requested a waiver of fees for a Road Occupancy Permit and a Special Events Permit. A question period with members of Council followed.

**Recommendation #PCA-2019-004:**

**Moved by: Councillor Guido  
Seconded by: Councillor Brown**

**THAT** the delegation by Steven Caldwell and Birgitta McLeod, Oak Ridges Hospice of Durham Charity and Scugog Council for the Arts – Give a Hoot about Hospice, be received.

**Carried**

With the consent of Council members, Mayor Drew brought forth Item 11.6, Staff Report COMS-2019-011, Give a Hoot about Hospice Event, for consideration.

**11.6 COMS-2019-011  
Give a Hoot about Hospice Event  
Maegan Michel, Public Works and Parks Associate**

**Recommendation #PCA-2019-005:**

**Moved by: Councillor Guido  
Seconded By: Councillor Brown**

**THAT** Report COMS-2019-011, Give a Hoot about Hospice Event, be received; and

**THAT** subject to receiving approval from the Community Services Department, the road closure of Perry Street from Queen Street to North Street, be approved for the event.

**Carried**

**10.3 Strategic Plan Session Overview and Draft Strategy  
Lori Bowers, Manager of Communications and Strategic Initiatives**

Ms. Bowers provided Council with the results of the Strategic Planning Session and an overview of themes for the Vision, Mission and Values and draft Strategic Directions. A question period with members of Council followed.

**Recommendation #PCA-2018-006:**

**Moved by: Councillor McDougall  
Seconded By: Councillor Ross**

**THAT** the presentation by Lori Bowers, Manager of Communications and Strategic Initiatives, regarding the “Strategic Plan Session Overview and Draft Strategy”, be received.

**Carried**

**11.1 CAO-2019-003  
Strategic Plan Session Overview and Draft Strategy  
Lori Bowers, Manager of Communications and Strategic Initiatives**

**Recommendation #PCA-2018-007:**

**Moved by: Councillor Ross  
Seconded By: Councillor Brown**

**THAT** Report CAO-2019-003, Strategic Plan Session Overview and Draft Strategy, be received; and

**THAT** the draft Strategic Plan, Vision, Mission and Values be shared with the public for feedback through a public open house on April 10, 2019, posted online and via social media; and

**THAT** the plan be finalized, developed for production and ready for public release, by June 2019.

**Carried**

**11. REPORTS**

With the consent of Council members, Mayor Drew brought forth Item 11.9, Staff Report DEV-2019-011, Township-Initiated Zoning By-law Amendment Application Z/06/18, Source Protection Plan Implementation, for consideration.

**11.9 DEV-2019-011  
Township-Initiated Official Plan Amendment Application SOP/01/2018  
Township-Initiated Zoning By-law Amendment Application Z/06/18  
Source Protection Plan Implementation  
Kevin Heritage, Director of Development Services**

Planning Consultant, Jamie Robinson of MHBC Planning, provided an overview of the report, followed by questions from members of Council.

**Recommendation #PCA-2018-008:**

**Moved by: Councillor McDougall  
Seconded By: Councillor Guido**

**THAT** Report DEV-2019-011 entitled "Township-Initiated Official Plan Amendment Application SOP/01/2018 and Township-Initiated Zoning By-law Amendment Application Z/06/18 Source Protection Plan Implementation" be received;

**THAT** Township-Initiated Official Plan Amendment Application SOP/01/2018 be adopted in the general form as outlined in Attachment No. 1 to this Report to implement the policies contained within the applicable Source Protection Plans and be forwarded to the Region of Durham for approval;

**THAT** Township-Initiated Zoning By-law Amendment Application Z/06/18 be endorsed in the general form as outlined in Attachment No. 2 to this Report to include regulations regarding vulnerable areas in Zoning By-law 14-14, as amended, related to the applicable Source Protection Plans; and

**THAT** a Zoning By-law amendment to implement Township-Initiated Zoning By-law Amendment Application Z/06/18 be forwarded to Council for approval.

**Carried**

**11.2 COMS-2019-006**  
**Active Transportation Plan and Transportation Master Plan -**  
**Contract Award**  
**Carol Coleman, Director of Public Works, Parks and Recreation**

**Recommendation #PCA-2018-009:**

**Moved by: Councillor Wotten**  
**Seconded By: Councillor Brown**

**THAT** Report COMS-2019-006, Active Transportation Plan and Transportation Master Plan Contract Award, be received;

**THAT** the contract for the Active Transportation Plan and Transportation Master Plan, in the amount of \$51,302.00 (including HST), be awarded to Paradigm Transportation Solutions Limited; and

**THAT** additional funds from Development Charges be allocated for the Transportation Master Plan, in the amount of \$15,447.17.

**Carried**

Councillor Brown declared a pecuniary interest to Item 11.3, and did not partake in discussions, nor vote, on the following matter.

**11.3 COMS-2019-007**  
**Seasonal Patio Update**  
**Kevin Arsenault, Capital Project Technologist**  
**Lori Bowers, Manager of Communications and Strategic Initiatives**

**Main Motion:**

**Recommendation #PCA-2018-010:**

**Moved by: Councillor Guido**  
**Seconded By: Councillor Wotten**

**THAT** Report COMS-2019-007, Seasonal Patio Pilot Update, be received;

**THAT** based on the success of the pilot project and the positive feedback, the implementation of an annual Seasonal Patio program be approved;

**THAT** the Seasonal Patio Standards appended as Attachment 4 to Report COMS-2019-007, be approved;

**THAT** businesses interested in operating a Seasonal Patio be required to apply for a Road Occupancy Permit each year and pay the fee for a Road Occupancy – Major Permit as per the applicable Fees and Charges By-law (currently \$250);

**THAT** all Road Occupancy Permit applications for Seasonal Patios be reviewed by the Director of Public Works, Parks and Recreation or designate, for compliance with the Seasonal Patio Standards before being approved;

**THAT** a maximum of 2 parking spaces be used for each Seasonal Patio and that approvals for Seasonal Patios for the 2019 season

be limited to a maximum of 10 parking spaces within the Port Perry BIA district;

**THAT** applicants who have invested in the construction of an approved Seasonal Patio in 2018 be given first priority for a patio in 2019, provided that the applicant submits a Road Occupancy Permit application to the Township before May 1, 2019;

**THAT** in the event that the Township receives applications for more than 10 parking spaces being occupied in 2019, that the applications for new patios be prioritized based on the order that they are received by the Township;

**THAT** the Road Occupancy By-law appended as Attachment #5 to Report CORP-2019-006, be approved and adopted;

**THAT** the Road Occupancy By-law 36-05 be repealed; and

**THAT** the Fees and Charges By-law 67-18 be amended to include an annual Seasonal Patio fee of \$400 per parking space occupied as provided by the By-law appended as Attachment #6 to this report.

**Amendment to the Main Motion:**

**Recommendation #PCA-2018-011:**

**Moved by: Councillor Ross**  
**Seconded By: Councillor Kiezebrink**

**THAT** the last recommendation of the main motion be amended to read:

**“THAT** the Fees and Charges By-law 67-18 be amended to include an annual Seasonal Patio fee of \$400 as provided by the By-law, as amended, and appended as Attachment #6 to this report”.

**Motion Lost**

**Amendment to the Main Motion:**

**Recommendation #PCA-2018-012:**

**Moved by: Councillor Kiezebrink**  
**Seconded By: Councillor McDougall**

**THAT** recommendation 6 of the main motion be amended to read:

**“THAT** a maximum of 2 parking spaces be used for each Seasonal Patio and that approvals for Seasonal Patios for the 2019 season be limited to a maximum of 8 parking spaces within the Port Perry BIA district and that the BIA be asked for their recommendation for the use of 10 parking spaces;” and

**THAT** recommendation 8 of the main motion be amended to read:

**“THAT** in the event that the Township receives applications for more than 8 parking spaces being occupied in 2019, that the applications for new patios be prioritized based on the order that they are received by the Township;

**Carried**

**Main Motion as Amended:**

**Recommendation #PCA-2018-013:**

**Moved by: Councillor Guido**  
**Seconded By: Councillor Wotten**

**THAT** Report COMS-2019-007, Seasonal Patio Pilot Update, be received;

**THAT** based on the success of the pilot project and the positive feedback, the implementation of an annual Seasonal Patio program be approved;

**THAT** the Seasonal Patio Standards appended as Attachment 4 to Report COMS-2019-007, be approved;

**THAT** businesses interested in operating a Seasonal Patio be required to apply for a Road Occupancy Permit each year and pay the fee for a Road Occupancy – Major Permit as per the applicable Fees and Charges By-law (currently \$250);

**THAT** all Road Occupancy Permit applications for Seasonal Patios be reviewed by the Director of Public Works, Parks and Recreation or designate, for compliance with the Seasonal Patio Standards before being approved;

**THAT** a maximum of 2 parking spaces be used for each Seasonal Patio and that approvals for Seasonal Patios for the 2019 season be limited to a maximum of 8 parking spaces within the Port Perry BIA district and that the BIA be asked for their recommendation for the use of 10 parking spaces;

**THAT** applicants who have invested in the construction of an approved Seasonal Patio in 2018 be given first priority for a patio in 2019, provided that the applicant submits a Road Occupancy Permit application to the Township before May 1, 2019;

**THAT** in the event that the Township receives applications for more than 8 parking spaces being occupied in 2019, that the applications for new patios be prioritized based on the order that they are received by the Township;

**THAT** the Road Occupancy By-law appended as Attachment #5 to Report CORP-2019-006, be approved and adopted;

**THAT** the Road Occupancy By-law 36-05 be repealed; and

**THAT** the Fees and Charges By-law 67-18 be amended to include an annual Seasonal Patio fee of \$400 per parking space occupied as provided by the By-law appended as Attachment #6 to this report.

**Carried**

**11.4 COMS-2019-008**  
**Geotechnical Services – Contract Award**  
**Carol Coleman, Director of Public Works, Parks and Recreation**

**Recommendation #PCA-2018-014:**

**Moved by: Councillor Guido**  
**Seconded By: Councillor Wotten**

**THAT** Report COMS-2019-008, Geotechnical Services - Contract Award, be received;

**THAT** the contract for the Geotechnical Services be awarded to SAFFA Engineering Inc., in the estimated amount of \$62,681.10 (including HST) for a period of one year;

**THAT** Staff be authorized to renew the contract for an additional two - one year periods, pending satisfactory performance by the contractor.

**Carried**

**11.5 COMS-2019-009**  
**Victorian Village Storm Water Management Pond Cleanout**  
**Contract Award**  
**Carol Coleman, Director of Public Works, Parks and Recreation**

**Recommendation #PCA-2018-015:**

**Moved by: Councillor McDougall**  
**Seconded By: Councillor Guido**

**THAT** Report COMS-2019-009, Victorian Village Stormwater Management Pond Cleanout - Contract Award, be received; and

**THAT** the contract for the detailed design, contract administration and inspection of the Victorian Village Stormwater Management Pond Cleanout be awarded to CIMA Canada Inc., in the amount of \$63,845.00 (HST included).

**Carried**

**11.10 FIRE-2019-003**  
**Fire Department Establishing and Regulating By-Law Update**  
**Mark Berney, Director of Emergency Services/Fire Chief**

**Recommendation #PCA-2018-016:**

**Moved by: Councillor Ross**  
**Seconded By: Councillor McDougall**

**THAT** Report FIRE-2019-003, Fire Department Establishing and Regulating By-law Update, be received;

**THAT** By-law 62-05, Fire Department Establishing and Regulating By-law be repealed; and

**THAT** the Fire Department Establishing and Regulating By-law Update appended as Attachment 1 to Report FIRE-2019-003, be brought forward for adoption.

**Carried**

**12. CORRESPONDENCE**

- 12.1 Correspondence No. 32-19 received from Mike Myatt, Vice Deputy Mayor, Town of Saugeen Shores, providing their report and recommendation regarding the application process for Recreation and Culture Infrastructure funding under the “Investing in Canada Infrastructure Program”

**Recommendation #PCA-2018-017:**

**Moved by: Councillor Kiezebrink**  
**Seconded by: Councillor Wotten**

**THAT** Correspondence No. 32-19, regarding the Investing in Canada Infrastructure Program, be received and endorsed.

**Carried**

- 12.2 Correspondence No. 39-19 received from Sarah Penak, Legislative Services Department, Region of Durham, providing the City of Vancouver Single-Use Items Reduction Strategy Resolution that was approved by Regional Council on February 27, 2019

**Recommendation #PCA-2018-018:**

**Moved by: Councillor McDougall**  
**Seconded by: Councillor Brown**

**THAT** Correspondence No. 39-19, regarding the City of Vancouver Single-Use Items Reduction Strategy Resolution, be received and endorsed.

**Carried**

**13. CLOSED SESSION**

**14. ADJOURNMENT 9:32 PM**

**Recommendation #PCA-2019-016:**

**Moved by: Councillor Guido**  
**Seconded by: Councillor Kiezebrink**

**THAT** this meeting be adjourned.

**Carried**

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**MAYOR, Roberta A. Drew**

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**CLERK, John Paul Newman**