



The Corporation of the Township of Scugog
Planning and Community Affairs Committee Meeting Minutes

December 9, 2024
Open Session at 6:30PM
Council Chambers, Municipal Building
181 Perry Street, Port Perry

Members Present: Mayor Wilma Wotten
Regional Councillor Ian McDougall
Councillor David LeRoy
Councillor Janna Guido
Councillor Robert Rock
Councillor Harold Wright
Councillor Terry Coyne

Staff Present: Chief Administrative Officer Warren Mar
Director of Corporate Services / Clerk Blair Labelle
Director of Finance / Treasurer Laura Barta
Director of Community Services Lori Bowers
Director of Development Services Kevin Heritage
Director of Public Works and Infrastructure Services Grant Taylor
Manager of Planning Valerie Hendry
Acting Deputy Clerk Ashley MacDougall
Recording Secretary Christy Harrison
Principal Planner Vanessa Reusser

1. Call to Order

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

2. Disclosure of Pecuniary Interest and Nature Thereof in Closed Session

3. Closed Session

There was no closed session.

4. Rise from Closed Session

Planning and Community Affairs Meeting Minutes – December 9, 2024

5. **Call Open Session to Order, Moment of Silence and Land Acknowledgment**

The Mayor called the meeting to order at 6:30PM and asked everyone to observe a moment of personal reflection.

The Mayor acknowledged the traditional territories of the Mississaugas of Scugog Island First Nation and recognized the contributions of First Nations, Metis, and Inuit peoples to the community, the province and the country.

The Clerk confirmed attendance to verify a quorum was present.

6. **Disclosure of Pecuniary Interest and Nature Thereof**

Regional Councillor Ian MacDougall stated he may declare a conflict on Section 10 item 10.2, if the Delegation from Robert McDonald, Comfort Inn was to proceed.

7. **Matters from Closed Session**

There was no closed session.

8. **Announcements from Council and Staff**

- Council extended their Congratulations to the Scugog Chamber of Commerce for putting together a fantastic, successful Santa Claus Parade in Port Perry. The parade occurred on Saturday, December 9, 2024 and was extremely well attended.
- Residents were encouraged to remember those in need at this time of the year and give if able. In Scugog there is Operation Scugog accepting food, personal care items and gift card donations to help those in need during the holiday season.

9. **Public Meetings**

9.1 **Public Meeting regarding Proposed Official Plan Amendment and Zoning By-law Amendment for Additional Dwelling Units**

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

This portion of the meeting has been set aside for a public meeting held under Section 16 and 34 of the *Planning Act* to consider municipal-initiated amendments to the Township Official Plan and Zoning By-law for additional dwelling units.

Planning and Community Affairs Meeting Minutes – December 9, 2024

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

The notification of this public meeting provided residents with options on how to be added to this meeting however written comments can still be submitted to the Township's Planning Staff at any time prior to a decision on the proposed amendment. The notice for this public meeting was given in accordance with the provisions of the Planning Act.

If you do not speak at this public meeting or provide written comments before the Township of Scugog makes a decision on the proposed Official Plan and Zoning By-law Amendments, you may not be entitled to appeal those decisions or be added as a party to a hearing by the Ontario Land Tribunal, unless the Tribunal determines there are reasonable grounds to do so.

The Mayor called upon the Township's Planning Consultant, Jamie Robinson of MHBC, to provide information regarding these proposed amendments and an overview of the staff information report included in this agenda.

Jamie Robinson, Planning Consultant of MHBC provided a PowerPoint presentation which outlined the proposed amendment and summarized the information provided in the related staff report, providing background information on the proposed amendments regarding additional dwelling units, and an overview on the criteria for ADU's, zoning provisions for detached ADU's, and steps to establish an ADU.

Director of Development Services Kevin Heritage clarified two points from the presentation. Director Heritage noted that one of the changes being incorporated within the proposed zoning amendment is an increase for one of the R3 Zones from 35% to 45% in compliance with the legislation. Another change that was included within the proposed amendment was dealing with frosted windows, in terms of being incorporated on a second storey, only with an urban area, (the settlement area) when its overlooking adjacent properties. Director Heritage concluded by clarifying that the recommendation dealing with the frosted windows came from staff, not the housing advisory committee.

The Mayor then opened the meeting to the public to receive input concerning a Proposed Official Plan Amendment and Zoning By-Law

Planning and Community Affairs Meeting Minutes – December 9, 2024

Amendments for Additional Dwelling Units in the Township of Scugog.

Comments were provided in person, including, but not limited to:

Janice Hamilton-Dicker, 17 Castle Harbour Drive, Port Perry ON

- Express opposition to the proposed Official Plan Amendment and Zoning By-law Amendment for additional dwelling units (ADUs), specifically regarding the property on the south side of Castle Harbour Drive owned by Avenu Properties
- These amendments represent significant changes that could adversely affect the character of community
- Proposed amendments may dramatically increase density, potentially increasing the previously approved 20 homes into 60 or more units to the Avenu Castle Harbour approved density
- Questioning why the Castle Harbour lands are within the urban Port Perry boundary if it lacks essential services
- Questioning why increase development on a such sensitive site
- Concerned with lack of public transit for new residents, increasing traffic hazards on Castle Harbour Drive
- Concerned with existing infrastructure, roads, schools, fire and medical facilities, already stressed

Mardi Proper, Representing Scugog Seniors Coalition

- Suggested that the frosted windows should be clear windows and that they face the property involved rather than the adjacent property. Asked for staff to consider this suggestion;
- Look at uptake of ADU's in other Regions who have already implemented this structure, the uptake is quite small, because of extreme costs of the blueprints etc. and the cost of bringing in services, wondering if the government is going to subsidize bringing in of services in anyway;
- Combustible toilets would ease the load on the works department, have these been considered;
- A comment on behalf of the Scugog Seniors Coalition, really disappointed that ADU's did not include the use of trailers because

Planning and Community Affairs Meeting Minutes – December 9, 2024

other municipalities have had no by-law against these previously, asks that trailers can be considered as an ADU.

Valerie Hendry, Manager of Planning, advised that individuals are encouraged to provide their email addressed to the Planning Department at planning@scugog.ca to be contacted when this matter comes back to Council for recommendation.

John Powell, 3140 Hwy 7A, Blackstock

- Table 8.2 amended as follows, it refers to ORM/RR, would like staff to precisely identify the borders for me pertaining to the Oak Ridges Moraine
- Asked the CBO about the Oak Ridges Moraine in the past, noted that the boundaries seem to move around a lot
- Important that precision be provided within the By-Law and Official Plan boundaries moving forward

The Mayor called for any other members of the public wishing to speak and seeing no further speakers, she thanked all participants for attending and providing their input into this statutory public information meeting. Written comments can still be provided to Planning staff.

The statutory public information meeting concluded at 7:11PM.

At this juncture of the meeting, with the leave of the Committee, Mayor Wotten brought forth the associated staff report, item 11.1, DEV-2024-041 - Proposed Official Plan Amendment and Zoning By-Law Amendment for Additional Dwelling Units, for consideration.

11. Reports

11.1 DEV-2024-041 - Proposed Official Plan Amendment and Zoning By-law Amendment for Additional Dwelling Units

Valerie Hendry, Manager of Planning with assistance from MHBC Planning

Committee posed various questions for follow up and clarification purposes to Jamie Robinson, Planning Consultant from MHBC on the presentation and to Manager of Planning Valerie Hendry on the associated staff report.

Recommendation PCA-2024-070

Planning and Community Affairs Meeting Minutes – December 9, 2024

Moved by: Regional Councillor Ian McDougall

Seconded by: Councillor Robert Rock

1. **THAT** Public Meeting Report DEV-2024-041, Proposed Official Plan Amendment and Zoning By-law Amendment for Additional Dwelling Units, be received; and
2. **THAT** staff be directed to prepare the recommendation report for Council's consideration of the proposed Official Plan and Zoning By-law Amendments to implement the Planning Act changes regarding Additional Dwelling Units, based upon the draft Amendment by-laws attached in Report DEV-2024-041 and addressing any public comments arising from the Public Meeting, as appropriate, and bring the report to the future Council meeting for decision.

Carried

9. Public Meetings

9.2 Public Meeting regarding Proposed Official Plan Amendment for Delegation of Authority for Removal of Holding Provisions

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

This portion of the meeting has been set aside for a public meeting held under Section 16 and 39 of the *Planning Act* to consider municipality-initiated amendments to the Township Official Plan and Zoning By-law for additional dwelling units.

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

The notification of this public meeting provided residents with options on how to be added to this meeting however written comments can still be submitted to the Township's Planning Staff at any time prior to a decision on the proposed amendment. The notice for this public meeting was given in accordance with the provisions of the Planning Act.

If you do not speak at this public meeting or provide written comments before the Township of Scugog makes a decision on the proposed Official Plan and Zoning By-law Amendments, you may not be entitled to appeal those decisions or be added as a party to a hearing by the Ontario Land

Planning and Community Affairs Meeting Minutes – December 9, 2024

Tribunal, unless the Tribunal determines there are reasonable grounds to do so.

The Mayor called upon the Township's, Vanessa Reusser, Principal Planner, to provide information regarding the proposed amendment and an overview of the staff information report included in this agenda.

Vanessa Reusser, Principal Planner, provided a PowerPoint presentation which outlined the proposal and summarized the information provided in the related staff report, providing information on the background of Section 39.2 of the Planning Act, and Section 36 of the Planning Act a Holding (H) provision, example of a removal of the Holding (H), proposed amendments of the delegation of authority By-Law, the benefits of delegation and next steps for Council's consideration.

The Mayor then opened the meeting to the public to receive input concerning the Proposed Official Plan Amendments for the Delegation of Authority for Removal of Holding Provisions. Seeing none, stated that written comments can still be provided to Planning staff.

The statutory public information meeting concluded at 7:55 PM.

At this juncture of the meeting, with the leave of the Committee, Mayor Wotten brought forth the associated staff report, item 11.3, DEV-2024-043 - Proposed Official Plan Amendment for Delegation of Authority for Removal of Holding Provisions, for consideration.

11. Reports

11.3 DEV-2024-043- Proposed Official Plan Amendment for Delegation of Authority for Removal of Holding Provisions

Vanessa Reusser, Principal Planner

Committee posed various questions for follow up and clarification purposes to Principal Planner, Vanessa Reusser on the associated staff report.

Committee had two recommendations in front of them, included in the report. The committee requested to have wording added to the draft by-law, which is to come forward to Council at the end of December. The wording additions included that applicants can request for their application

Planning and Community Affairs Meeting Minutes – December 9, 2024

to come forward to Council for approval, and the timeline indicated be changed for one (1) year to six (6) months for completion.

Recommendation PCA-2024-071

Moved by: Councillor Robert Rock

Seconded by: Councillor David LeRoy

1. **THAT** Report DEV-2024-043, Public Meeting – Official Plan Amendment for Delegation of Authority for Removal of Holding Provisions, be received; and
2. **THAT** the Planning and Community Affairs Committee recommend to Council that the proposed amendments to the Township's Official Plan and Delegated Authority By-law 40-22 as generally set out in Attachments 1 and 2 to Report DEV-2024-043 be adopted and approved and that the appropriate amending by-laws be passed by Council at the December 16, 2024 Council meeting.

Carried

10. Presentations and Delegations

10.1 Delegation from North Durham Family Health Team Regarding North Durham Family Health Team's Expanded Services

Kara Wright, North Durham Family Health Team

Kara Wright of the North Durham Family Health Team, provided a PowerPoint presentation regarding North Durham Family Health Team's Expanded Services.

Committee posed various questions for follow up and clarification purposes to the delegate.

Recommendation PCA-2024-072

Moved by: Councillor Janna Guido

Seconded by: Councillor Harold Wright

THAT the presentation by Kara Wright, North Durham Family Health Team, regarding the North Durham Family Health Team's Expanded Services, be received.

Carried

10.2 Delegation from Robert McDonald, Comfort Inn, Regarding Development Charges as they relate to the Inn

The Mayor advised that the delegate had advised they were retracting their delegation.

The Mayor addressed that the delegate provided documentation which was included in the agenda. In addition a piece of correspondence was received from a resident in response to the delegates documentation submitted.

12. Correspondence

12.1 Correspondence received from Ray and Sharon Smith Re: Agenda Item 10.2 - Delegation from Robert McDonald regarding Development Charges

Recommendation PCA-2024-073

Moved by: Councillor David LeRoy

Seconded by: Councillor Terry Coyne

THAT the documentation by Robert McDonald, Comfort Inn, regarding the Development Charges as they relate to the Inn, be received; and

THAT the correspondence, item 12.1, from Ray and Sharon Smith regarding agenda item 10.2 - Delegation from Robert McDonald regarding Development Charges, be received for information.

Carried

11. Reports

11.2 DEV-2024-042 - Removal of Part Lot Control, 40M-2764, Delpark Homes Phase 1 for various lots and blocks

Vanessa Reusser, Principal Planner

Recommendation PCA-2024-074

Moved by: Councillor Terry Coyne

Seconded by: Councillor David LeRoy

1. **THAT** Report DEV-2024-042, Removal of Part Lot Control, 40M-2764, Delpark Homes Phase 1, be received; and

Planning and Community Affairs Meeting Minutes – December 9, 2024

2. **THAT** Council enact a Part Lot Control By-law, included as Attachment 2, for those lands on Lots 47, 48, 58, 59, 60 and 61, and Blocks 75, 76, 80 and 81, 40M-2764.

Carried

13. New Business/General Information

14. Closed Session (if needed)

15. Adjournment - 8:19 PM

Recommendation PCA-2024-075

Moved by: Councillor Janna Guido

Seconded by: Councillor Robert Rock

THAT this meeting be adjourned.

Carried

MAYOR, Wilma Wotten

CLERK, Blair Labelle