



**Minutes**  
**Public meeting**  
**Municipality of West Grey**

**Tuesday, August 15, 2023, 9 a.m.**  
**West Grey municipal office, council chambers and virtual**

Members present: Mayor Kevin Eccles  
Deputy Mayor Tom Hutchinson  
Councillor Scott Foerster  
Councillor Doug Hutchinson  
Councillor Joyce Nuhn  
Councillor Doug Townsend

Members absent: Councillor Geoffrey Shea

Staff present: Jamie Eckenswiller, Director of Legislative Services/Clerk  
Kerri Mighton, Director of Finance/Treasurer  
Karl Schipprack, Director of Infrastructure and Development/CBO  
Geoff Aitken, Manager of Public Works  
Kodey Hewlett, Corporate and Community Initiatives Officer  
Sile Ferguson, Communications Coordinator  
Sarah Bothman, Legislative Services Coordinator

**1. Call to order**

Mayor Eccles called the meeting to order at 10:15 a.m.

**2. Declarations of pecuniary interest and general nature thereof**

There were no declarations of interest.

**3. OPA 15 & Zoning Amendment No. ZA01.2023 - 419 Park Street West - DJ Land Developments (Cobide Engineering Inc.)**

Mayor Eccles declared the Public Meeting open at 10:15 a.m. and read the following announcement:

- The purpose of this public meeting is to receive input from the public.
- Every person who attends a statutory public meeting required under the *Planning Act* shall be given an opportunity to make representations in respect of the proposed bylaw.
- All submission materials for this application are available at the Municipality of West Grey municipal office during regular business hours.
- If a person or public body would otherwise have an ability to appeal the decision of the Municipality of West Grey to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of West Grey before the Zoning Bylaw Amendment is passed, the person or public body is not entitled to appeal the decision.
- If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of West Grey before the Zoning Bylaw Amendment is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land

Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Staff reviewed instructions for members of the public to participate via Zoom or telephone, and how to contact staff for assistance if disconnected. It was noted that this meeting will be livestreamed to the West Grey YouTube channel.

The Director of Legislative Services/Clerk advised that notice of the Public Meeting was circulated to the prescribed persons and bodies, posted on the subject property, and mailed to all properties within 120 meters of the subject property on July 20, 2023. The comments received before the publishing of the agenda have been attached to the agenda. Anyone wishing to provide verbal comments at this public meeting is asked to sign the sign in sheet located on the speaker's table.

The Director of Legislative Services/Clerk advised that personal information is collected under the authority of the *Planning Act* and the *Municipal Act, 2001*, and that the information collected will be used to complete the Zoning Bylaw Amendment process and will form part of the public record. Questions about this collection should be addressed to the Director of Legislative Services/Clerk.

The Director of Legislative Services/Clerk advised that any person wishing to receive notice of this decision of the Corporation of the Municipality of West Grey on the proposed Zoning Bylaw Amendment application must make a written request to the Municipality of West Grey, care of the Director of Legislative Services/Clerk.

Stephanie Lacey-Avon, Planner for Grey County, provided an overview of OPA 15 and Zoning Amendment No. ZA01.2023 advising that the purpose of the official plan amendment would change the land use designation from Future Development to Residential and noted that under the County's official plan it is under the primary settlement area. Ms. Lacey-Avon advised that the purpose of the zoning bylaw amendment is to change the zone symbol on the subject lands from FD (Future Development) to R3-491 (Residential with Exception). Ms. Lacey-Avon advised that the effect of which will permit the construction of a 5-unit townhouse and reduce the front yard setback to 6m and reduce the rear yard setback to 5.2m.

There were no members of the public online who expressed interest in providing oral comments.

Dana Kieffer, Senior Development Planner with Cobide Engineering, advised that the original submission for this was made in January 2023 and that the application will be familiar to council as it was presented by the proponent regarding a road reconstruction project that was ongoing. The county and municipal comments were received in April 2023, and they resubmitted their package addressing those comments one week later. Ms. Kieffer advised that regarding the official plan amendment, there are two parcels and both are designated future development. Ms. Kieffer noted that development in this area of Durham has been largely constrained due to a lack of servicing including water and sewer and are proposing to extend the water and sewer to this location. Ms. Kieffer advised that there was a redesignation in 2019 from future development to residential for seven units that are directly across the road. The historic residential use on this property is that there had been a house on this property and the surrounding residential uses make residential a natural fit for this area and it is an extension of the existing built environment that exists there today. Ms. Kieffer further advised that the zoning bylaw amendment they are applying for is due to the units being slightly closer to the front yard than permitted.

Jason Tremble, owner of the property, expressed his disappointment that the zoning bylaw and the official plan bylaw aren't being brought forward today which he was under the impression would be occurring and inquired as to why it wasn't happening.

Ms. Lacey-Avon advised that the transition where county staff began processing this application was in late July and through their review and due diligence, they want to ensure that everything has been accounted for, as well as noted that their best

practice is typically to ensure that all clearances have been given before proceeding with the approval of a zoning application. In this case, comments have been received from West Grey staff with respect to various technical matters such as drainage and storm water management. Ms. Lacey-Avon further advised that she is not in a position at this time to recommend approval given some of the technical pieces.

Travis Burnside, engineer with Cobide Engineering, advised that they have been working with the municipality and the county to go over some of the servicing aspects. Mr. Burnside advised that these townhouses are directly across the street from the seven that were approved in 2019 on the north side of Park Street. At that time there was a sanitary and water service extension brought westerly along Park Street and these units will be tying into those services. Mr. Burnside also noted that the developer has made a deal to rebuild sections of Park Street to ensure that there is proper drainage and that grading plans were submitted for both this site and the one that will be brought forward later, showing how the run off will be brought out to Park Street which is standard practice when doing grading plans on infill lots to bring the water out to the road allowance.

Marian Ratcliffe, resident, requested that builders look towards dark sky lighting which includes the illumination or unnecessary lighting such as soffit lights and decorative lighting and recommended that they choose pot lights, low colour lights, and only put lighting where and when it is needed.

In response to a question of council, Ms. Kieffer advised that it is a small lot that has a slight dip in the back. Ms. Kieffer believes that a past severance was done there which is mainly driving the reduction in the rear yard. Ms. Kieffer advised that she was unable to examine where the house was in relation to the lot lines before it was demolished but would anticipate that it likely had reduced setbacks as well.

In response to a question of council, Mr. Burnside confirmed that there is street lighting down to Caswell Trucking.

In response to a question of council, the Director of Infrastructure and Development/CBO advised that the next available meeting is September 5, 2023, and intend for the bylaw and staff report to come forward at that meeting.

There being no other comments, Mayor Eccles declared the public meeting closed at 10:37 a.m.

#### **4. OPA 14 & Zoning Amendment No. ZA02.2023 - Unassigned Park Street West, Durham - 1993934 Ontario Inc. (Cobide Engineering Inc.)**

Mayor Eccles declared the Public Meeting open at 10:37 a.m. and read the following announcement:

- The purpose of this public meeting is to receive input from the public.
- Every person who attends a statutory public meeting required under the *Planning Act* shall be given an opportunity to make representations in respect of the proposed bylaw.
- All submission materials for this application are available at the Municipality of West Grey municipal office during regular business hours.
- If a person or public body would otherwise have an ability to appeal the decision of the Municipality of West Grey to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of West Grey before the Zoning Bylaw Amendment is passed, the person or public body is not entitled to appeal the decision.
- If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of West Grey before

the Zoning Bylaw Amendment is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Staff reviewed instructions for members of the public to participate via Zoom or telephone, and how to contact staff for assistance if disconnected. It was noted that this meeting will be livestreamed to the West Grey YouTube channel.

The Director of Legislative Services/Clerk advised that notice of the Public Meeting was circulated to the prescribed persons and bodies, posted on the subject property, and mailed to all properties within 120 meters of the subject property on July 20, 2023. The comments received before the publishing of the agenda have been attached to the agenda. Anyone wishing to provide verbal comments at this public meeting is asked to sign the sign in sheet located on the speaker's table.

The Director of Legislative Services/Clerk advised that personal information is collected under the authority of the *Planning Act* and the *Municipal Act, 2001*, and that the information collected will be used to complete the Zoning Bylaw Amendment process and will form part of the public record. Questions about this collection should be addressed to the Director of Legislative Services/Clerk.

The Director of Legislative Services/Clerk advised that any person wishing to receive notice of this decision of the Corporation of the Municipality of West Grey on the proposed Zoning Bylaw Amendment application must make a written request to the Municipality of West Grey, care of the Director of Legislative Services/Clerk.

Stephanie Lacey-Avon, Planner for Grey County, provided an overview of OPA 14 and Zoning Amendment No. ZA02.2023 advising that the purpose of the official plan amendment would change the land use designation from Future Development to Residential and the purpose of the zoning bylaw amendment is to change the zone symbol on the subject lands from FD (future development) to FD (future development) and R3 (residential). Ms. Lacey-Avon advised that the effect of which will permit the construction of a 5-unit townhouse and a 4-unit townhouse. Ms. Lacey-Avon noted that on the west side of the land there is the Saugeen River, therefore there are some hazard lands and flood plain matters.

There were no members of the public online who expressed interest in providing oral comments.

Dana Kieffer, Senior Development Planner with Cobide Engineering, advised that the lands are directly adjacent from each other, therefore the planning issues between this application and the previous one is very similar. Ms. Kieffer noted that the lands are not hazard, they are located in the flood fringe, and they have been working with the Saugeen Valley Conservation Authority (SVCA) to obtain pre-approval to build there. Ms. Kieffer advised that flood proofing and structural engineering may be required depending on how the site is graded but the applicant is aware and can make a development work there. Ms. Kieffer highlighted that respecting the official plan amendment, that they are proposing to redesignate the entire property from future development to residential and that in the future the back portion of those lands will also be developed by the proponent. Ms. Kieffer advised that the zoning bylaw amendment is only going to apply to the front portion of the lands which they are proposing to develop at this time. Ms. Kieffer noted that there will be a future zoning bylaw amendment at the time the development on the rear lands proceeds and will come before council for approval.

Bev Falco, resident, inquired what hazard lands means in respect to this application.

Ms. Kieffer clarified that that these are not hazard lands as there are no natural features or rivers. Ms. Kieffer advised that what happens in the event of a Hurricane Hazel flood, there would potentially be water that flows that way, so they are part of

what is called the flood fringe. Ms. Kieffer further confirmed that there are no wetlands on the property.

Marian Ratcliffe, resident, advised that she is voicing the same message as the previous application regarding dark sky lighting, and requested that the builders put timers on their outdoor lighting systems.

In response to a question of council, Travis Burnside, engineer with Cobide Engineering, advised that this will be an extension of the system that was installed on Park Street as part of the servicing on the north side and those units are on grinder pumps due to the elevation of the trail crossing as you cannot get gravity services based on where the gravity sewer is. Mr. Burnside advised that a low-pressure system was extended out and grinder pumps were used on those units. Mr. Burnside noted that from a municipal standpoint the advantage is that the grinder pumps are privately owned by the homeowners, so the municipality is not taking on long-term operation maintenance and liability of the lift station if a centralized lift station was used. Mr. Burnside advised that the issue with a centralized lift station in this instance is that you would end up with two different systems due to the lay of the land there. Mr. Burnside noted that the reason for going with the grinder pumps at each property is based on the existing infrastructure and trying to prevent the municipality from having to take on additional long-term operation maintenance costs of two different stations.

In response to a question of council, Mr. Burnside advised that when the parcel to the rear is developed there is a plan to put a storm sewer along the west side of the current site which would provide a storm water outlet to a storm water management pond on the back part. Mr. Burnside further advised that the grinder pumps have a duplex system which means they have two pumps that can be designed for apartments or higher flow usages and would tie into the same low pressure sewer system.

The Director of Infrastructure and Development/CBO advised that grinder pumps are not a new item and that many houses in Durham are on grinder pumps. Mr. Schipprack advised that with larger developments they try to put it on a lift station rather than grinder pumps, but in this case with development already taking place it would be more difficult to do this on a lift station due to the lay of the land, but it is still something that they will review when engineering and drawings for the entire project are received.

There being no other comments, Mayor Eccles declared the public meeting closed at 10:52 a.m.

## **5. Adjournment**

The business contained on the agenda having been completed, Mayor Eccles adjourned the meeting at 10:52 a.m.

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Mayor Kevin Eccles

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Jamie M. Eckenswiller, Clerk