



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

**Tuesday, September 5, 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 Geoffrey Shea  
 Councillor Doug Townsend

Staff present: Laura Johnston, Chief Administrative Officer  
 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  
 Sile Ferguson, Communications Coordinator  
 Sarah Bothman, Legislative Services Coordinator

**1. Call to order**

Mayor Eccles called the meeting to order at 9:19 a.m.

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

There were no declarations of interest.

**3. Zoning Amendment No. ZA11.2023 - 365 Garafraxa Street North, Durham - Granite Ventures Inc. (Cameron Gerber)**

Mayor Eccles declared the Public Meeting open at 9:20 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 August 3, 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.

The Director of Infrastructure and Development/CBO provided an overview of Zoning Amendment No. ZA11.2023 that is being brought forward to change the zone symbol on the subject lands from R2 (Residential) to R2-493 (Residential with Exception). Mr. Schipprack advised that the effect of which will permit the conversion of an existing accessory structure to be used as a duplex with a reduced rear yard setback and reduced minimum floor area. The exception will also recognize the deficient front yard setback for the existing triplex. The 493 exception will vary provisions 6.24 a) to permit more than one main use building on a residential zoned property, 13.2.3.6 to permit a rear yard setback of 4.5m, 13.2.3.9 to permit a minimum floor area of 30m<sup>2</sup>, 13.2.4.3 to permit a front yard setback of 0m.

Marian Ratcliffe, resident, requested that dark sky lighting choices be considered for outdoor lighting and that the lighting is properly shielded to avoid light trespass to neighbours and the natural area behind the property.

In response to a question to council, the Director of Infrastructure and Development/CBO advised that drawings for the construction of the building have not been received at this point, all that has been received is a site plan showing the building which proposes a deck on the rear of the building. Mr. Schipprack advised that he believes there will be exterior lighting as the Ontario Building Code requires exterior lighting at every exterior door. Mr. Schipprack noted that the code does not specify what kind of lighting, how it must be installed, or that it has to meet any requirements.

In response to a question of council, the Director of Infrastructure and Development/CBO advised that the contractor for this application contacted the building department prior to applying for the structure and rezoning to confirm that the existing pipe for water and sewer would meet the requirements and unfortunately, the existing installation is a one inch pipe and they are required by the Ontario Building Code to have a one and a quarter inch pipe to supply enough water to the number of residents proposed on the property. Mr. Schipprack advised that the applicant has submitted a request to install a booster pump for that property. Mr. Schipprack advised that the building department has reviewed and approved the booster pump in lieu of a one and a quarter inch pipe to save them from having to dig up the connection to the road. Mr. Schipprack noted that the booster pump is CSA certified and confirmed that it will meet the requirements of the Ontario Building Code.

In response to a question of council, the Director of Infrastructure and Development/CBO advised that the booster pump will be in the main residence with a water connection line from the main residence to the accessory structure and on that line, there will be a booster pump installed to ensure the accessory structure will receive enough water and pressure.

In response to a question of council, the Director of Infrastructure and Development/CBO advised that the proposed area of the accessory structure is 325 square feet. Mr. Schipprack further advised that the accessory structure is a studio apartment.

In response to a question of council, the Director of Infrastructure and Development/CBO advised that the structure is two stories. Mr. Schipprack clarified that there are two apartments with one being on the main floor and one on the second floor.

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

There being no other comments, Mayor Eccles declared the public meeting closed at 9:33 a.m.

#### **4. Zoning Amendment No. ZA27.2023 - 132 Garafraxa Street North, Durham - 2079777 Ontario Inc. (Mohammad Khan) Agent- Brad Brown**

Mayor Eccles declared the Public Meeting open at 9:34 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 August 8, 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.

The Director of Infrastructure and Development/CBO provided an overview of Zoning Amendment No. ZA27.2023 that is being brought forward to change the zone symbol on the subject lands from C1 (General Commercial) and FL (Floodway) to C1-492 (General Commercial with Exception) and FL (Floodway). Mr. Schipprack advised that the effect of which will permit the reduced parking for the 6-unit apartment building, where 6 parking spots would be required to zero. The 492 exception will vary provision 17.3 (g) to permit zero off street parking spaces.

In response to a question of council, the Director of Infrastructure and Development/CBO advised that there is no proposed elevator for this property, just stairs to the second floor. Mr. Schipprack advised that the main floor is commercial use but has not received any information from the applicant on what they're gearing the building towards or how they plan to restrict the parking use. Mr. Schipprack advised that if tenants in that building have vehicles, then they will park in the downtown area in other parking spaces.

Marian Ratcliffe, resident, requested that dark sky lighting choices be considered for outdoor lighting and that the lighting is properly shielded to avoid light trespass to the natural river area behind the property.

In response to a question of council, the Director of Infrastructure and Development/CBO advised that the applicant has applied and received their Saugeen Valley Conservation Authority (SVCA) permit. Mr. Schipprack advised that there are conditions as part of that application that would be required to be met through the building process.

In response to a question of council, the Director of Infrastructure and Development/CBO advised that the main floor of the building will be full commercial use and the second floor will be residential use. Mr. Schipprack advised that the applicant proposed a store of some type but have not confirmed exactly what that will be at this point.

Connie MacEwan, resident, voiced concerns regarding parking availability, especially during the winter months as parking is prohibited on the main street between certain hours due to snow removal.

The Director of Infrastructure and Development/CBO advised that staff have had many discussions on how address parking. Mr. Schipprack advised that a past council provided the owner of this building permission to use the municipal parking lot at the rear of the building. At that time, council advised that they weren't guaranteed parking there and that parking is on a first come, first serve basis. Mr. Schipprack advised that there is parking in behind the Credit Union and beside the former library that can be used. Mr. Schipprack further advised that they would not be permitted to park on the streets for certain hours during the winter. Mr. Schipprack advised that staff are still discussing how to deal with the parking issue and no final decision has been made.

Ms. MacEwan further inquired if it would be possible to put parking underneath the building.

The Director of Infrastructure and Development/CBO advised that unfortunately the foundations in the existing buildings wouldn't be deep enough so you would have to go underneath the existing structures which would be very expensive and difficult. Mr. Schipprack advised that he is unaware if this has been investigated as an option or not.

Mike Coleman, Keller Engineering, advised that they are the team working on the design of this building. Mr. Coleman advised that parking underneath this building would be very difficult as attempting to add an extra level below the building presents monumental challenges when trying to dig down without affecting the adjacent foundations. Mr. Coleman noted that the adjacent foundations are all old, cemented stone foundations, and would be susceptible to vibration and would likely be damaged in trying to excavate nearby. Mr. Coleman advised that the other challenge is that if you have underground parking, you need a ramp to get down to it and there is insufficient space on this lot to put any type of reasonable slope or ramp. In summary, Mr. Coleman advised that this is not something that is overly feasible for this location.

In response to a question of council, the Director of Infrastructure and Development/CBO advised that this building will be a bit longer than the neighbouring building on the north side but very similar to the building on the south side. Mr. Schipprack advised that some properties have parking on the property, and some do not. Mr. Schipprack advised that the municipal parking lot at the back is being used for residential parking for a number of units but cannot speak to how many tenants have a vehicle and how many do not. Mr. Schipprack advised that if they do move forward with this application, the parking at the back would be on a first come, first serve basis. Mr. Schipprack further noted that all properties at the back have deeded right of way access across other private properties to access the parking.

There being no other comments, Mayor Eccles declared the public meeting closed at 9:51 a.m.

## **5. Adjournment**

The business contained on the agenda having been completed, Mayor Eccles adjourned the meeting at 9:51 a.m.

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Mayor Kevin Eccles

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Jamie M. Eckenswiller, Clerk