



**Minutes  
Public Meeting  
Municipality of West Grey  
Tuesday, April 20, 2021, 1 p.m.  
Virtual meeting**

Council members present: Mayor C. Robinson, Deputy Mayor T. Hutchinson, Councillor B. Hamilton, Councillor D. Hutchinson, Councillor G. Shea, Councillor S. Townsend

Council members absent: Councillor R. Hergert

Staff members present: CAO L. Johnston, Director of Administration/Clerk G. Scharback, Recreation Supervisor K. Hewlett, Manager Planning & Development L. Spencer, Legislative Coordinator Lindsey Glazier

**1. Call to order**

Supervisor Hewlett reviewed instructions to attend the meeting and to participate via the Zoom platform or by telephone, and how to contact staff should disconnection or other technical issues arise.

**Resolution: 04-2021**

**Moved:** Deputy Mayor Hutchinson

**Seconded:** Councillor Hamilton

That the Council of the Municipality of West Grey hereby convenes in a public meeting pursuant to the Planning Act, section 34 at 1:02 p.m.

**Disposition: Carried**

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

None.

**3. Purpose of meeting**

Clerk Scharback advised that the purpose of the public meeting is to review applications for proposed amendments to West Grey Zoning Bylaw No. 37-2006, and to allow interested members of the public the opportunity to ask questions or offer comments with regard to the applications.

Council will not make a decision on the applications at this meeting, based on the recommendations and information received at this public meeting amending bylaws may be presented for approval at a regular council meeting.

A public registry is available by email at [khewlett@westgrey.com](mailto:khewlett@westgrey.com) and if any members of the public would like to be notified in writing of the decision on an application they are to provide their name and mailing address for the registry. This will also allow for notice of a Local Planning Appeal Tribunal if the decision of an application is appealed.

#### **4. Zoning Amendment- ZA-03-2021, Russell**

##### **4.1 Application for zoning amendment**

##### **4.2 Planner L. Spencer - report**

Planner Spencer reviewed her report. The planner advised that she will bring a report to council with any written comments received prior to the passage of a bylaw.

**Resolution: 05-2021**

**Moved:** Councillor Townsend

**Seconded:** Councillor Hutchinson

That council receive Planner Spencer's report regarding Z03.2021, consider the comments received and forward the bylaw for first, second and third reading at a subsequent meeting of council.

**Disposition: Carried**

##### **4.3 Written comments received**

Written comments have not been received from members of the public or governing bodies at this time.

##### **4.4 Verbal comments**

###### **4.4.1 Council members**

Councillor Townsend asked if there are guidelines or restrictions for the size of an additional dwelling.

Planner Spencer informed that there is no size restriction within the West Grey Zoning Bylaw or County Official Plan.

Councillor Townsend enquired if the lot can be further severed after approval of the zoning bylaw.

Planner Spencer advised that there is no provision within the County of Grey Official Plan that prevents the lot from further severance. Staff are recommending no further severances be a condition of the zoning bylaw amendment.

Councillor Townsend asked if there were any concerns with the driveway.

Planner Spencer advised that the driveway does not cross any significant lands as identified in the County Official Plan and that planning staff do not feel that it will have an impact on the natural environment.

Councillor Hutchinson asked for clarification on the process involved in zoning amendment applications.

Planner Spencer reviewed the process for a zoning application to come to council, noting that there is a disclosure within the application form that applicants needs to sign off on confirming approval for site inspections by municipal staff. Planning staff use mapping and aerial photography, in addition to site visits and photos, and designs to determine recommendations and steps for applicants.

Councillor Hutchinson asked if there is a policy regarding bylaw infractions noticed by planning staff during a site visit.

Planner Spencer advised that bylaw enforcement at West Grey is on a complaint basis and during a site visit she would not report bylaw infractions.

Councillor Hutchinson noted that there is a barn on the property and encouraged the restoration of the barn. He noted that this application is an extenuating circumstance, as usually an additional dwelling is supposed to be in a farm cluster.

#### **4.4.2 Members of the public**

Supervisor Hewlett reviewed the instructions for members of the public to participate via Zoom or by telephone.

There were no comments from members of the public.

## **5. Zoning Amendment- ZA-04-2021, Ottewell**

### **5.2 Planner L. Spencer - report**

Planner Spencer reviewed her report.

**Resolution: 06-2021**

**Moved:** Councillor Shea

**Seconded:** Deputy Mayor Hutchinson

That council receives Planner Spencer's report regarding Z04.2021, consider the comments received and forward the by-law for first, second and third reading at a subsequent meeting of council.

**Disposition: Carried**

### **5.3 Written comments received**

Written comments have not been received from members of the public or governing bodies at this time.

### **5.4 Verbal comments**

#### **5.4.1 Council members**

Councillor Townsend asked if a second garage is allowed under our current official plan or zoning bylaw and if the proposed structure is too close to the chicken coop.

Planner Spencer advised that an accessory structure would be permitted in the absence of an accessory garage and that the placement of the structure satisfies minimum distance separation requirements.

Councillor Townsend enquired about the need for a new well and where that would be addressed in the process.

Planner Spencer advised that the second well is to meet gallons per minute under the building code and that any issues regarding septic flow or water pressure would be resolved at building permit stage.

Councillor Hutchinson asked why there were no Grey County or Saugeen Valley Conservation Authority comments.

Planner Spencer advised that there have been an influx of applications and that comments will be presented to council before bringing any bylaws forward.

Councillor Shea enquired if a second dwelling unit above an accessory structure has different requirements than a one that is not above an accessory structure.

Planner Spencer advised that it is the same process.

#### **5.4.2 Members of the public**

Supervisor Hewlett reviewed the instructions for members of the public to participate via Zoom or by telephone.

There were no comments from members of the public.

### **6. Zoning Amendment- ZA-05-2021, Culliton (B22.2020 and B23.2020)**

#### **6.2 Planner L. Spencer - report**

Planner Spencer reviewed her report.

**Resolution: 07-2021**

**Moved:** Councillor Hamilton

**Seconded:** Councillor Townsend

That council receives Planner Spencer's report and considers a bylaw at a subsequent council meeting.

**Disposition: Carried**

#### **6.3 Written comments received**

Written comments have not been received from members of the public or governing bodies at this time.

## **6.4 Verbal comments**

### **6.4.1 Council members**

Councillor Hutchinson asked if there will be further development on the lots, noting the Provincial Policy Statement.

Planner Spencer advised that the ability to develop the property will be exhausted following these applications and that further severance of property would not be permitted.

### **6.4.2 Members of the public**

Supervisor Hewlett reviewed the instructions for members of the public to participate via Zoom or by telephone.

There were no comments from members of the public.

## **7. Close public meeting**

**Resolution: 08-2021**

**Moved:** Deputy Mayor Hutchinson

**Seconded:** Councillor Hutchinson

That West Grey council now closes this public meeting at 1:45 p.m.

**Disposition: Carried**

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Mayor Christine Robinson

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Clerk Genevieve Scharback