

Minutes of Committee Of Adjustment  
May, 28, 2020

Time: 5:00 PM

Location: Council Chambers/Electronic Participation

Meeting # 03

Present: Alan Revill, Mike Howe, Randy Ruttan, Ken Gee, Tom Bruce, Ray Leonard, Mike Nolan

Absent, with regrets: Norm Roberts

Staff: Anna Geladi, Planner, Claire Dodds, Director of Development Services, Angela Maddocks, Clerk, Michelle Hannah, Planning Assistant

1 PowerPoint Presentation

a)

M. Hannah took roll call at the beginning of the meeting:

Mike Howe - present, Randy Ruttan - present, Ken Gee - present, Norm Roberts - absent, Ray Leonard - present, Mike Nolan - absent, Alan Revill - present.

M. Hannah reminded members of the Committee to please mute themselves to limit background noise when they were not speaking.

2 Call to Order

3 Adoption of Agenda

a)

Resolution No. 2013-14-2

Moved by Mike Howe Seconded by Ray Leonard

THAT the Township of South Frontenac Committee of Adjustment hereby adopts the agenda for the May 28, 2020 Committee of Adjustment meeting.

Carried

4 Declaration of pecuniary interest

5 Approval of Minutes – March 12, 2020

a)

Resolution No. 2013-14-3

Moved by Ray Leonard Seconded by Tom Bruce

THAT the Township of South Frontenac Committee of Adjustment hereby approves the minutes of the March 12, 2020 meeting of the Committee.

Carried

6 Appointments

a) Appointment of Christine Woods, Senior Planner, as a Deputy Secretary-Treasurer to the Committee of Adjustment.

A Revill introduced Christine Woods, Senior Planner and Anna Geladi, Planner to the Committee Members.

Resolution No. 2013-14-4

Moved by Randy Ruttan Seconded by Mike Howe

THAT the Township of South Frontenac Committee of Adjustment hereby appoints Christine Woods, Senior Planner, as a Deputy Secretary-Treasurer to the Committee of Adjustment.

Carried

- b) Appointment of Anna Geladi, Planner, as a Deputy Secretary-Treasurer to the Committee of Adjustment.

Resolution No. 2013-14-5

Moved by Ken Gee Seconded by Norm Roberts

THAT the Township of South Frontenac Committee of Adjustment hereby appoints Anna Geladi, Planner, as a Deputy Secretary-Treasurer to the Committee of Adjustment.

Carried

7 Other Business

- a) Information presentation with respect to Provincial Policy Statement, 2020.

Anna Geladi delivered her presentation on the Provincial Policy Statement, 2020.

A. Revill asked members of the committee if there were questions with respect to the presentation, there were none.

- b) Information presentation with respect to South Frontenac Council's decision to delegate the authority for undisputed consents to staff.

Claire Dodds delivered her presentation with respect to South Frontenac Township Council's decision to delegate the authority for undisputed consents to Planning Staff.

M. Nolan asked Claire what will happen with planning applications that appear to not be challenged and then someone comes forward and claims that they hadn't been properly notified or the right time frames had not been implemented, how does that get handled in this situation?

C. Dodds advised that we have documentation we follow which includes the *Planning Act* which staff follow to the letter of the law in terms of drafting the Notice of Application and sending out to the circulation area. Planning staff also require that the properties be posted with respect to the notice of Application. Staff ask for confirmation of that posting from the applicant as well, staff confirm the signage posting during site visits which typically happen within the 14 day commenting period to ensure the sign has been properly posed. It is one of the challenges that Planning Staff are faced with, receiving comments or concerns or challenges that occur after the 14 day commenting period has lapsed. From a staff perspective, provided that we are following the letter of the law with respect to the *Planning Act*, we do provide a last day for comments and the expectation is that members of the public are providing comments within that time frame. Similar to when we hold a public meeting, individuals have until that meeting to provide comments and if they are received after the meeting, essentially they are too late. The same thing happens with the end of the commenting period.

8 Adjournment

- a)

Resolution No. 2013-14-6

Moved by Mike Howe Seconded by Randy Ruttan

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THAT the May 28, 2020 meeting of the Township of South Frontenac Committee of Adjustment is hereby adjourned at 5:31 p.m., to reconvene on Thursday, June 11, 2020 at 7:00 p.m. or at the call of the Chair.

Carried

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Alan Revill, Chair