

Corporation of the Township of Chisholm

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Gail Degagne, Mayor
Jennistine Leblond, CAO Clerk-Treasurer

AGENDA

GENERAL GOVERNMENT COMMITTEE MEETING

Wednesday, May 28th, 2025 7:00pm

CALL TO ORDER & ACKNOWLEDGE FIRST NATIONS PEOPLES AND LAND

“We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honor these teachings.”

DECLARATION OF PECUNIARY INTEREST

APPROVAL OF AGENDA

APPROVAL OF MINUTES – December 18, 2024

OPEN FORUM

BUSINESS ARISING FROM PREVIOUS MINUTES

NEW BUSINESS

1. Memo- Clerk/Treasurer
2. Official Plan Review – Council items for comment/review/direction post background report meeting
3. Discussion – items for upcoming meeting(s)

ADJOURNMENT

TOWNSHIP OF CHISHOLM
GENERAL GOVERNMENT COMMITTEE MEETING

DATE: December 18, 2024
TIME: 7pm
LOCATION: Council Chambers

PRESENT: Mayor Gail Degagne
Councillor Bernadette Kerr
Councillor Nunzio Scarfone
Councillor Claire Riley
Councillor Paul Sharp
CAO Clerk-Treasurer Jenny Leblond

REGRETS:

GUESTS: No Guests

1. CALL TO ORDER

Chairperson Gail Degagne called the meeting to order at 7:00 pm. The land acknowledgement was read by Mayor Degagne.

2. DECLARATION OF PECUNIARY INTEREST – None noted.

3. APPROVAL OF AGENDA

Resolution 2024-33 (GGC)

Paul Sharp and Claire Riley: Be it resolved that the *Agenda* for this meeting be approved as presented. **‘Carried’**

4. APPROVAL OF MINUTES

Resolution 2024-34 (GGC)

Bernadette Kerr and Nunzio Scarfone: Be it resolved that the Minutes of the November 20th, 2024 General Government Committee meeting be adopted as printed and circulated.

5. OPEN FORUM

6. BUSINESS ARISING FROM MINUTES

7. NEW BUSINESS

1. Asset Management Plan -

Resolution 2024-34 (GGC)

Claire Riley and Bernadette Kerr: Be it resolved that General Government Committee recommend to Council to approve the Supplemental Report for the Asset Management Plan and further Council will discuss final revisions at the January 14, 2024 Regular Council meeting. **‘Carried’**

8. ADJOURNMENT

Resolution 2024-35 (GGC)

Bernadette Kerr and Nunzio Scarfone: Be it resolved that we do now adjourn to meet again at the call of the Chair. **‘Carried’**

Chairperson

CAO Clerk-Treasurer

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Gail Degagne, Mayor

Lesley Marshall, CAO Clerk-Treasurer

Memorandum

To: Council
CC: Admin Staff
From: Lesley Marshall
Date: 05/26/25
Re: Official Plan Review

Thank you to members of Council for your engagement at the May 13th Draft Background Report presentation with J.L. Richards. Since the meeting, staff have had the opportunity to meet again with their staff, and clarify items of interest/concern, and discuss the process moving forward. It was also identified by the MECP that we will be required to file a Freedom of Information request to get a copy of the 1985 Lake Capacity Study for Wasi Lake, so we have begun that process. Jess has prepared a survey to consolidate the items Council wishes to amend or review after this session. JL Richards has offered to attend another meeting, once they review these items and can provide feedback and details. In an effort to keep the process moving, I will ask that they be returned to staff by the 4th of June, if possible.

SUGGESTED DISCUSSION POINTS FOR GENERAL GOVERNMENT COMMITTEE MEETING –
MAY 28, 2025
COUNCIL DIRECTIONS TO J.L. RICHARDS FOR OFFICIAL PLAN REVIEW

SUBJECT	ISSUE / INTEREST	PROPOSED DIRECTIONS BY COUNCIL
Agricultural Land Designation	The definition in section A4.2 of the Official Plan may be outdated and does not reflect the Canada Land Inventory classes.	Review and update section A4.2, including the Canada Land Inventory classes.
Rural Land Use Designation - Permitted Uses	<p>Permitted uses in section B1.3 of the Official Plan should be expanded to reflect a wider range of housing options and promote gentle intensification.</p> <p>Discuss whether section B1.3 should be updated to include:</p> <ul style="list-style-type: none"> Two (2) additional residential units, subject to the demonstration of adequate water and sewage servicing, compliance with MDS requirements and establishing limitations on size; Duplexes (currently in Zoning By-law); Tiny homes; Residences for seniors; Affordable housing options. 	TBD
Rural Land Use Designation – Development Policies	<p>Responsible growth and development will increase the property tax base and provide additional revenues for the provision of services and the maintenance of, and improvements to, the township's infrastructure (primarily roads).</p> <p>Changes to the development policies should preserve, to the extent possible, large tracts of rural lands (lot area of 40 hectares) that are farmed. (continued on next page)</p> <p>Development policies should be more flexible on other rural lands where there is</p>	TBD

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	<p>already development and where the land is not conducive to farming (ie. rocky, treed).</p> <p>Discuss:</p> <ul style="list-style-type: none"> a) Whether the target of 15 new lots per calendar year and the criteria for adjusting the target need updating (section B1.4.1 – 1st paragraph of the Official Plan); b) Whether Council agrees with concept of “resetting the clock” in section B1.4.1 (sections a) through e) of the Official Plan) by removing all references to “original Township” lots and removing section e) which references August 21, 1978; c) Whether the minimum frontage on a public road of 60 metres and the minimum lot area of 1 hectare are reasonable and appropriate. 	
Rural Land Use Designation – New Infilling Lots	<p>Development should be encouraged where rural residential dwellings already exist.</p> <p>Discuss whether the minimum frontage, minimum lot area and maximum distance between existing residences should be modified to encourage development where residences already exist (section B1.4.2 of Official Plan).</p>	TBD
Unopened Road Allowances	<p>There is currently a moratorium on applications to purchase unopened road allowances. By resolution, Council has suspended the application process until the Official Plan review is completed, the notice of by-law updated and the procedure policy is revised.</p> <p>Discuss which changes Council would like to make to the Official Plan to eliminate</p>	TBD

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SUBJECT	ISSUE / INTEREST	PROPOSED DIRECTIONS BY COUNCIL
	any ambiguity in the language and determine whether additional criteria should be considered in evaluating applications.	
Home Industries	<p>The current definition of “Home Industries” excludes existing industries such as saw mills, construction, metal fabrication and wood pallet fabrication.</p> <p>“Home Industries” are an important source of income in the Rural and Agricultural land designations. The criteria applicable to “Home Industries” should be more flexible.</p> <p>Discuss:</p> <ol style="list-style-type: none"> Whether the definition of “Home Industries” in section B1.5.1 of the Official Plan should be expanded to include other existing home industries? Whether the parameters in sections B1.5.1 and B2.5.1 of the Official Plan should be more flexible to encourage economic development. 	TBD
Commercial and Industrial Uses	<p>It is important to encourage economic development to ensure the financial stability and growth of the municipality.</p> <p>Many landowners, including farmers, rely on “Commercial and Industrial Uses” as source of primary or secondary income.</p> <p>Discuss whether current parameters in section B1.5.6 of the Official Plan should be modified to encourage more economic development.</p>	TBD

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COUNCIL DIRECTIONS TO J.L. RICHARDS FOR OFFICIAL PLAN REVIEW

SUBJECT	ISSUE / INTEREST	PROPOSED DIRECTIONS BY COUNCIL
Recreational Trailers	<p>Discuss:</p> <p>Council has deliberated whether or not it should draft a policy governing the use of recreational trailers. Does the Official Plan need to identify “recreational trailers” as a permitted use or a prohibited use or is a policy sufficient?</p>	TBD
Short-term Rentals	<p>Discuss:</p> <p>Council has deliberated whether or not it should draft a policy governing short-term rentals of dwellings. Does the Official Plan need to identify “short-term dwellings” as a permitted use or a prohibited use or is a policy sufficient?</p>	TBD
Draft Background Report – Section 4.3 – Land Supply	<p>Discuss:</p> <p>The potential land supply for future residential development includes 43 vacant properties that are on private roads as per Figure 4 (p. 12) of the latest version of the Draft Background Report.</p> <p>The current Official Plan requires that rural lot creation “...fronts on and will be directly accessed by a public road that is maintained on a year-round basis” (section D4.2.1) and “...must maintain a minimum frontage on a public road of 60 metres...” (section B1.4.1 f)). Based on these parameters, should these vacant lands not be excluded from the calculation of the current land supply?</p>	<p>Discuss:</p> <p>Review and revise, as required, the current land supply calculation and associated conclusions and recommendations.</p>
Draft Background Report – Section 4.3 – Land Supply	<p>Discuss:</p> <p>Although the concept of “resetting the clock” is appropriate, the narrative that precedes it in the same paragraph doesn’t accurately reflect the will of Council to preserve large rural lands (40 hectares), to</p>	<p>Discuss:</p> <p>Review and modify the paragraph to reflect the will of Council to preserve large rural lands (40 hectares), to the extent</p>

SUBJECT	ISSUE / INTEREST	PROPOSED DIRECTIONS BY COUNCIL
	the extent possible, and allow more development on lots less than 40 hectares.	possible, and allow more development on lots less than 40 hectares.
Draft Background Report – Land Supply & Housing	<p>Discuss:</p> <p>The township owns three properties that could potentially be earmarked for future housing needs:</p> <ol style="list-style-type: none"> 1. A piece of land on Alderdale Road that is part of Jubilee Park and extends to the north side of Memorial Park Drive. 2. The former school property next to the Tennis Courts on Bell Cairn Road. 3. Vacant land next to the Public Works Garage on Chiswick Line. <p>Are these properties suitable for future housing needs?</p> <p>If so, what type of housing (ie. residence for seniors, affordable housing)?</p>	TBD

- Sustainable Farming (businesses on farms)
- Saving road allowances and underdeveloped roads for future generations
- Encourage Development of commercial village
- Encourage more new housing

B1.3 PERMITTED USES

- a) agricultural uses;
- b) single detached dwellings and internal accessory dwellings units;
- c) garden suites in accordance with Section E1.2;
- d) bed and breakfast establishments;
- e) home occupations, home industries subject to the provisions of Section B1.5.1 of this Plan and local Zoning By-laws;
- f) veterinary clinics, abattoirs and uses which serve agri-business; QJ
- g) commercial dog kennels subject to Section B1.5.10 of this Plan;
- h) passive recreational uses, such as walking trails and nature interpretation centres on lands owned by a public authority;
- i) small-scale accommodation facilities subject to Section B1.5.9 of this Plan;
- j) forestry and resource management uses;
- k) uses related to recreation and tourism such as outfitting posts and ecotourism uses;
- l) golf courses, subject to an amendment to the Zoning By-law;
- m) small-scale public uses subject to an amendment to the Zoning By-law;
- n) local institutional uses such as schools, church and cemeteries subject to Sections B1.5.4 & 1.5.5 of this Plan;
- o) commercial and industrial uses which serve the rural community and are compatible in a rural environment subject to Section B1.5.6;
- p) the extraction of stone, gravel, sand and other aggregates and associated operations such as crushing, screening, washing and aggregate storage subject to Section B1.6;
- q) mineral exploration and mining activities authorized under the Mining Act subject to Section B1.7; and,
- r) wayside pits and quarries, portable asphalt plants and concrete plants for specific road works undertaken by a public authority in the area.

B1.4.1 The Creation of New Lots for Rural Residential Purposes

In keeping with the rate of rural lot creation that has occurred historically in the Township, this Plan has established a target of 15 new lots per calendar year.

However, this threshold may be adjusted without amendment to this Plan if it can be demonstrated that average annual lot creation in the Rural designation over the previous three calendar years falls below the annual target of 15 lots per year. On this basis, future lot creation shall be guided by the following criteria:

- a) a maximum of 4 new lots may be severed from an original Township lot having a lot area of 40 hectares;
- b) a maximum of 3 new lots may be severed from an original Township lot having a lot area of 20 hectares;
- c) a maximum of 2 new lots may be severed from an existing lot having a lot area of at least 10 hectares;
- d) a maximum of 1 new lot may be severed from an existing lot having a lot area of at least 5 hectares;
- e) the terms “original” and “existing” shall refer to a lot that existed in its current configuration on August 21, 1978;
- f) the severed and retained lands must maintain a minimum frontage on a public road of 60 metres and a minimum lot area of 1 hectare;
- g) the boundary of the severed lot complies with the minimum distance required by the Minimum Distance Separation I Formulae;
- h) the proposed lot(s) comply with the criteria set out in Section D4.2.1 (General Consent Policies) of this Plan;
- i) the proposed lots(s) are appropriately designed, buffered and/or separated from any industrial or other incompatible land use in accordance with Provincial guidelines to prevent adverse effects from odour, noise and other contaminants and to minimize risk to public health and safety.

1.4.2 New Infilling Lots

In addition to Section B1.4.1, infilling lots may be created from a parcel in the Rural designation that existed on the date this Plan was approved, provided:

- a) the original lot has a minimum frontage of 120 metres and a minimum lot area of 2.0 hectares;
- b) the lot is to be located between two residences which existed on the date this Plan was approved on lots that are situated on the same side of the road and are not more than 300 metres apart;
- c) the lot to be created has a minimum area of 1 hectare and a minimum frontage of 60 metres on an improved public road maintained on a year round basis; and,
- d) the proposed lot complies with the policies in Section D4.2.1.

B1.5.1 Home Occupations and Home Industries

This Plan will permit additional activities, such as home occupations and home industries in the Rural designation.

Home occupations are typically professional work and service activities that are carried out within the residential dwelling or accessory building that typically do not involve the retail sale of goods and services. In addition, such uses generally occupy no more than 30% of the gross floor area of the dwelling and do not change the character of the dwelling. Home occupations will be defined and regulated through provisions in the Township's Zoning By-law.

Home industries are small-scale industrial uses that are accessory to rural uses and/or a single detached dwelling. Such uses may also support the agricultural industry in the area. These uses should not detract from the primary use of the property for rural or residential purposes. Home industries may include welding, carpentry or machine shops, or agriculturally related uses that involve the processing or transportation of regionally produced agricultural crops or other products. The accessory retail sales of products produced in the home industry is also permitted. The repair, storage or sale of motor vehicles is not considered to be a home industry. Home industries will be defined and regulated through provisions in the Township's Zoning By-law.

The development of a new home industry may also be subject to Site Plan Control and will, through an application for site plan approval have regard to the Ministry of the Environment D-Series Guidelines.

B2.5.1 Home Occupations and Home Industries

Home occupations are typically professional work and service activities that are carried out within the residential dwelling or accessory building that typically do not involve the retail sale of goods and services. In addition, such uses generally occupy no more than 30% of the gross floor area of the dwelling and do not change the character of the dwelling. Home occupations will be defined and regulated through provisions in the Township's Zoning By-law.

Home industries are small-scale industrial uses that are secondary to agricultural uses and/or a single detached dwelling. Such uses may also support agribusiness industry in the area. These uses shall not detract from the primary use of the property for agricultural or residential purposes. Home industries may include welding, carpentry or machine shops, or agriculturally related uses that involve the processing or transportation of regionally produced agricultural crops or other products. Secondary uses that produce value added agricultural products from the farm operation on the property, such as custom meat shops, produce market, and packing operations, may also be permitted. The accessory retail sales of products produced in the home industry is also permitted. and will be defined and regulated through provisions in the Township's Zoning By-law.

The development of a new home industry may be subject to Site Plan Control and depending on the nature of the use may be required to have regard to the Ministry of the Environment D-Series Guidelines

B1.5.6 Commercial and Industrial Uses

The development of a commercial or industrial use that serves the needs of the rural area or the recreation/tourism markets may be permitted as an accessory use to a rural residence or farm property is permitted, provided:

- a) the subject lands have a minimum lot area of 2 hectares, or greater if determined through a required hydrogeological study;
- b) the use is associated with and/or secondary to a farm operation or rural residence;
- c) that any open storage associated with the use be incidental and subordinate to the use and be screened from view;
- c) the floor area of the use is no more than 300 square metres; and
- g) will not have a negative impact on the features or their ecological functions of any environmentally sensitive feature in the area or as identified in Schedule B;
- h) will be compatible with surrounding land use and natural features; and,
- i) considers proximity to natural and man made hazards

D4.2.1 General Criteria

Prior to considering an application to create a new lot for any purpose, Council shall be satisfied that the proposed lot:

- a) fronts on and will be directly accessed by a public road that is maintained on a year-round basis;
- b) Notwithstanding (a), a lot may be created on an existing private road as shown on Schedule C with a registered right-of-way extending 500 metres or less from an assumed municipal road;
- c) will not cause a traffic hazard as a result of its location on a curve or a hill;
- d) can be serviced with an appropriate water supply and means of sewage disposal, including septage disposal;
- e) will not have a negative impact on the drainage patterns in the area;
- f) will not affect the developability of the remainder of the lands, if they are designated for development by this Plan;
- g) will not have a negative impact on the features or their ecological functions of any environmentally sensitive feature in the area or as identified in Schedule B;
- h) will be compatible with surrounding land use and natural features; and,
- i) considers proximity to natural and man-made hazards.

Township of Chisholm Draft Background Report

Figure 4 Township of Chisholm Vacant Lands by MPAC Code

