



## PLANNING REVIEW AND ADJUSTMENT COMMITTEE MINUTES

Date of Meeting: March 4, 2020

Location: Board Room, 3143 Main Street, Centreville

**Attendance:** Andy Leech, Chair  
Trevor Welch, Vice-Chair  
Alan McLaughlin  
Kenneth Clark  
Kenneth Stephenson  
Mark Atwater

**Regrets:** Elaine English

**Staff:** Katelyn McGrath, Planning Director  
Bev Gullison, Office Administrator

**Members of the Public:** Peter Trask, Department of Social Development  
Barb Ferguson, Associate Director, Youth Impact Jeunesse  
Neil Young, Associate Director Youth Impact Jeunesse

Meeting was called to order by Committee Chair, Andy Leech at 6:36 pm.

### **Approval of Minutes**

**Motion:** To approve the minutes of the December 11, 2019 meeting.

Moved: Mark Atwater

Seconded: Trevor Welch

**Carried**

### **Conflict of Interest**

None

## Zoning Applications

### 1. Item: Z-1-2020

**Applicant:** Youth Impact Jeunesse / Mel Kennah  
**Owner:** Sheila Ruff-Broad  
**PID:** 10099232  
**Location:** 198 Main St., Bath

For consideration to amend the Zoning By-Law#19 to permit the conversion of an existing single-family home into a “Child Care Residential Centre”.

The Planning Director read Planning Staff Report #1/20 and introductions were made by the members of the public representing the Department of Social Development and Youth Impact Jeunesse.

Barb Ferguson, Associate Director of Youth Impact Jeunesse, made a brief presentation to the members advising that the Department of Social Development identified a need for a residential program in this region so youth within the area are not displaced to other programs located in other communities. Barb Ferguson advised that Youth Impact has been operating since 1985 and currently operate 12 residential programs within the province.

Barb Ferguson stated that the 4 youths that will be living at the proposed residence are considered at risk youths, which means these youths are simply at risk of not becoming a healthy individual not contributing to society, which can be attributed to many reasons such as abuse, learning disabilities, school/family breakdown, or simply lack of success in their lives.

Barb Ferguson advised that these youths, under the care of the minister, will present no risks to the safety and security of the neighbours nor will the youth be there as a conflict with the criminal justice system. Barb Ferguson stated this facility would be staffed 24 hours a day, 7 days a week and would create 11 fulltime positions and several casual positions.

Barb Ferguson distributed the 2018-2019 Youth Impact Annual Report to the members and noted that the program’s goal is to help young people proceed by providing a healthy environment.

Trevor Welch asked if staff would be hired locally and what type of expertise would be required. Barb Ferguson advised that all staff hired by Youth Impact will have youth worker / human service councillor training or have a degree in social work and that if available, staff would be hired locally.

Mark Atwater inquired if staff would remain consistent regardless of the number of youths in the residence. Barb Ferguson confirmed that staff would remain consistent and advised that the maximum number of youths allowed at the residence is 4.

Ken Stephenson inquired regarding how these units are inspected and monitored. Barb Ferguson advised that Youth Impact works in conjunction with the Department of Social Development and every youth is assigned a counsellor from the Department of Social Services that visits regularly. Barb Ferguson advised that Youth Impact has a health and safety committee that inspects each facility monthly to further ensure all standards and regulations are continuously met and the Department of Social Development also perform annual inspections.

Alan McLaughlin asked how the youths are chosen to participate in the program. Barb advised they work closely with Department of Social Development to determine, according to individual needs, who would benefit most from the program.

Andy Leech stated that he wished to clarify that the role of the PRAC members for this application is to recommend to the Village of Bath to amend the Highway Commercial Zone to allow this usage only for this one specific property with the listed terms and conditions. Andy Leech also noted that the information provided by the guests is for information purposes only to ensure that the members fully understand PRAC's scope is for the land use only.

#### **2020-03-01**

**Motion:** To recommend to the council of the Village of Bath that the application by Youth Impact Jeunesse to amend the Highway Commercial Zone of the Bath Zoning By-Law #19, as it relates to property located at 198 Main Street, identified at PID 10099232, to permit the conversion of an existing single family home into a "Child Care Residential Centre" be recommended for approval subject to the following terms and conditions:

- a. A building permit be obtained prior to the commencement of any construction of the property;
- b. All construction shall comply with the National Building Code of Canada;
- c. All required provincial permits be obtained in compliance with Provincial Regulation;
- d. A parking and landscaping plan be submitted to the satisfaction of the development officer;
- e. No exterior signage be place on the property;
- f. The home on the property shall continue to appear from the exterior to be a single-family home

Moved: Trevor Welch

Seconded: Ken Clark

**Carried**

On question from Barb Ferguson, the Planning Director stated that a letter would be provided to the Village of Bath advising PRAC's recommendation and this will allow the Village of Bath to

start the processes required to amend their by-law, as it cannot be started until a recommendation from PRAC has been received.

### **Subdivision Applications**

None

### **Variance Applications**

None

## **G. Old Business**

### **1. Subdivisions – Guidelines for Lot Creation on Private Roads.**

The Planning Director advised, as discussed during the PRAC meeting of December 11, 2019, that she would be updating a couple references within the “Guidelines for Lot Creation on Private Roads” document, as the “Community Planning Act” was revised. The Planning Director advised that the only changes made to the document was to change the name to the Western Valley Regional Service Commission and the reference to the “Community Planning Act” starting on page 5. Since the Act changed, the references numbers also changed along with a few word changes. The Planning Director advised that the Table of Contents was also updated accordingly.

An updated copy of the “Guidelines for Lot Creation on Private Roads” was distributed and revisions discussed with the members.

### **2020-03-02**

**Motion:** To accept the revisions made to the “Guidelines for Lot Creation on Private Roads” document.

Moved: Trevor Welch

Seconded: Ken Stephenson

The Planning Director reiterated the member’s discussion from the meeting of December 11, 2019 and stated that the members discussed and determined that if all guidelines were met and no other concerns or controversy existed regarding lot creation on private roads that the requirement to have these subdivision applications reviewed by PRAC would not be necessary.

**2020-03-03**

**Motion:** To discontinue the requirement to have applications for lot creation on private access reviewed by the Planning Review and Adjustment Committee when all guidelines are met, and no other concerns or controversy exists.

Moved: Mark Atwater

Seconded: Ken Clark

**H. New Business**

The next meeting is tentatively scheduled for April 8, 2020.

**I. Adjournment:**

**Motion:** To adjourn meeting

Moved: Trevor Welch

Meeting adjourned at 7:02 pm.

X   
Andy Leech, Chair