

## **THE CORPORATION OF THE TOWNSHIP OF EAR FALLS**

**MINUTES** of the Special Meeting of Ear Falls Council  
Ear Falls Municipal Council Chambers  
February 20<sup>th</sup>, 2013 @ 6:00 p.m.

### **1. CALL TO ORDER**

Mayor Kevin Kahoot called the Meeting to order at 6:00 p.m.

### **2. ROLL CALL**

Mayor Kevin Kahoot, Councillor Rob Eady, Councillor Vic Robinson, Clerk Treasurer Administrator Kimberly Ballance, Deputy Clerk Treasurer Paulette Covell, Fire Chief / Chief Building Official Gary Gazankas, Executive Assistant Darlene Stone, and FOTENN Senior Planner Paul Hicks

### **3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

None Declared.

### **4. MATTERS FOR WHICH SPECIAL MEETING WAS CALLED**

C00-OF / C00-ZO

#### **4.1 Official Plan Review and Zoning By-Law Update**

Mayor Kahoot welcomed Paul Hicks to the Meeting.

Mr. Hicks advised that the purpose of this Meeting was a kick-off session for the Official Plan Review and Zoning By-Law Update. A copy of the presentation was made available to Council.

Mr. Hicks identified the staff from FOTENN and CGIS Spatial Solutions that would be involved in the project.

Mr. Hicks provided a basic overview of mandatory and discretionary planning tools (i.e. Official Plan is mandated, Zoning By-Law is discretionary), planning legislation (i.e. the Planning Act) and general terminology.

An Official Plan is the basis for local land use decisions. The Plan is a policy document that directs land use and development over a 20-year period. It is the primary implementation tool for a number of municipal powers and is required in order to take other actions (i.e. adopting a Zoning By-Law, by-law enforcement under the Building Code Act). The document is a reflection of community values and aspirations and is informed by the community, and external stakeholders (i.e. Provincial Government, School Boards, First Nations, and other stakeholders). Official Plans can be changed by an amendment that is approved by the province.

A Zoning By-Law is regulatory document. It regulates land uses, buildings and structures. Zones establish permitted uses, lot configurations, standard setbacks, building heights, lot areas etc.

Zoning By-Laws allow building permits to be issued. Zoning By-Laws can be changed by amendments.

The Planning Act requires that Official Plans be updated every five (5) years. Ear Falls' last Official Plan was approved by the Provincial Government in 2006. The Official Plan has to be updated to reflect changes in legislation since the last Plan was approved.

Mr. Hicks reviewed the process that would be undertaken over the next few months. Initially a Background Report will be created for review to ensure that pertinent issues are addressed. A draft Official Plan and Zoning By-Law will be completed and circulated to Council and stakeholders for comment. A statutory Public Open House is required. After this public input period, the documents may be revised. A statutory Public Meeting will be held to review the documents. Council will then be able to adopt the documents and submit them to the Province for approval.

Council discussed future potential economic development opportunities and related housing needs within the community. Clarification was requested on the process for planning for these potential future needs. Mr. Hicks discussed the projections that would be completed as part of the Background Report to justify these types of additions to the urban boundary.

Mr. Hicks also recommended that Council consider the addition of Economic Development Policies that could strengthen the Township's Plan, without the requirement for infrastructure investment. This could include recommendations for additional studies that identify the simplest locations to service.

Mr. Hicks highlighted the issues that staff discussed earlier in the afternoon, and advised that a teleconference with the provincial government was set for Thursday, February 21<sup>st</sup>, 2013.

Council thanked Mr. Hicks for his attendance.

## **5. ADJOURNMENT**

### **5.1 RESOLUTION NO. 045**

Moved by Rob Eady. Seconded by Vic Robinson.

RESOLVED THAT this Special Meeting of Council adjourn at the hour of 6:35 p.m.

Carried.

---

Mayor

---

Clerk