



PLANNING & DEVELOPMENT EXECUTIVE COMMITTEE AGENDA

August 2, 2022 8:30 AM

MEETING - Civic Centre

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1. Call to Order/Roll Call

2. Disclosure of pecuniary interest and the general nature thereof

3. Approval of Previous Committee Minutes

2 3.1 Session no 21 - 18 April 2022

3 - 4 3.2 Session no 22 - 02 May 2022

4. Items Referred from Council - none

5. New Business

5 - 6 5.1 New Official Plan and Zoning By-Law - Technical Advisory Committee

6. Outstanding Items - none

7. Information - none

8. In-Camera - None

9. Adjourn / Next Meeting Date - 06 September 2022



TOWN OF FORT FRANCES

MINUTES

SESSION NO. #21

April 18, 2022

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held virtually and in the Civic Centre on April 18, 2022 from 8:30 a.m. to 8:36 a.m.

PRESENT: Chairperson, W. Brunetta, Councilor A. Hallikas

ALSO PRESENT: F. Anwar, CAO, C. Vangel, CBO/Planner, P. Briere, By-law Enforcement Officer, K. Haney, Deputy Clerk

REGRETS: Councilor J. McTaggart, Mayor, J. Caul (ex-officio)

1. **Call to Order - Session no. 21/Roll Call**
2. **Disclosure of pecuniary interest and the general nature thereof**
3. **Approval of Previous Committee Minutes**
 - 3.1 Session no 20 - 21 March 2022 - Accepted as presented
4. **Items Referred from Council - none**
5. **New Business**
 - 5.1 SPC02-2020 Planning Report - PDEC 2022 - C. Vangel to move item forward to Council meeting of April 25, 2022.
6. **Outstanding Items - none**
7. **Information**
 - 7.1 PDEC Report - March By-Law Stats - Accepted as presented
8. **In-Camera - none**
9. **Adjourn @ 0836 hrs / Next Meeting Date - 02 May 2022**

Executive Committee Chair

Secretary, Planning & Development Executive Committee

MINUTES

May 2, 2022

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held virtually and in the Civic Centre on May 2, 2022 from 8:30 a.m. to 9:14 a.m.

PRESENT: J. McTaggart - Chairperson, W. Brunetta - Councillor Hallikas, Councillor, Mayor J. Caul (ex-officio)

ALSO PRESENT: C. Vangel, CBO/Planner, P. Briere, By-law Enforcement Officer, K. Haney, Deputy Clerk and BMI representatives, M. LePage and R. Coulbeck

REGRETS: F. Anwar, CAO

1. **Session # 22 - called to order @ 8:30 a.m./Roll Call**
2. **Disclosure of pecuniary interest and the general nature thereof**
3. **Approval of Previous Committee Minutes**
 - 3.1 Session no 21 - 18 April 2022 - Amendment needed. Corrected version will be brought forward to next meeting.
4. **Items Referred from Council**
 - 4.1 B2-2022 Zoning By-law amendment - 1229 Cornwall Avenue (Lagoon Property). Discussion held. BMI representatives M. LePage and R. Coulbeck were in attendance virtually to answer further queries from the Committee. Committee members in support of solar project. Noise mitigation study recommended prior to any decision being made. Awaiting receipt of further information, item to be brought back to a future PDEC meeting.
5. **New Business - none**
6. **Outstanding Items - none**
7. **Information - none**
8. **In-Camera - none**
9. **Adjournment: 9:14 a.m./ Next Meeting Date 16 May 2022**

Executive Committee Chair

Secretary, Planning & Development Executive Committee

**Town of Fort Frances
Administrative Report**

TO: Planning and Development Executive Committee
FROM: Cody Vangel, Chief Building Official & Municipal Planner
SUBJECT: **New Official Plan and Zoning By-law - Technical Advisory Committee**
DATE: August 2, 2022

Issue:

Consideration of creating a Technical Advisory Committee for the development of the new Official Plan and Zoning By-law.

Strategic Impact:

1. Attracting new industry and attracting investment for local business development.
2. Promotion of Tourism / Destination Tourism
3. Develop a plan for the Shevlin Woodyard
11. Undertake residential development

Options/Alternatives:

1. Recommend approval of Technical Advisory Committee;
2. Recommend amendment to Technical Advisory Committee; or
3. Recommend rejection of Technical Advisory Committee.

Administrative Recommendation:

Recommended to develop a Technical Advisory Committee for the facilitation of the new Official Plan and Zoning By-law consisting of the following Composition:

1. One members of administration
2. One member of the Committee of Adjustment
3. One member of the Economic Development Executive Committee
4. One member of the MAT Committee
5. One member of the BIA Board
6. Up to four citizen members (local developers, stakeholders or general public)

And that the Terms of Reference of the Committee be brought back to Council at a future meeting for approval.

History:

The Town of Fort Frances has retained WSP Canada Inc. (WSP) as the successful consultant to create a new Official Plan and Zoning By-law for the Town. WSP proposes an in-depth consultation strategy with the general public, key stakeholders and neighboring indigenous communities. WSP strongly recommends that a Technical Advisory Committee (TAC) be struck to provide recommendations to the Planning and Development Executive Committee and the whole of Council on key components and topics that will be encountered through the project.

Analysis:

WSP has strongly recommended against having the TAC be formed that is only composed of Town administration members, therefore the following composition is recommended:

1. One members of administration

2. One member of the Committee of Adjustment
3. One member of the Economic Development Executive Committee
4. One member of the MAT Committee
5. One member of the BIA
6. Four citizen members (local developers, stakeholders or general public)

Additional seats may be further recommended by Council to include into the list. WSP recommend 8-12 members being a comfortable number, but no greater than.

If Council wishes to proceed, a draft term of reference would be brought forward to the inaugural TAC meeting for review, comment and approval. The Terms of Reference for the TAC would then be brought back to Council for approval.

The proposed TAC composition is intended to include members from all walks of life and backgrounds with a key goal to see an Official Plan and Zoning By-law that will permit and create a Town of Fort Frances that can grow and prosper as a leading community in Northwestern Ontario.

As a result of the proposal submitted by WSP, the general intent and vision (subject to approval of the TAC and terms of reference) would be:

“that information is shared, examples can be explained, and various scenarios can be played out. A TAC allows for a common ground and foundation to understand policies, zoning provisions and their implications, the needs and technical issues from landowners/developers, and to ensure that the OP and ZBL documents are reflective of current and potential future needs and aspirations for the Fort Frances community, which includes seasonal residents, business owners, and visitors to the area.

The TAC would be asked to review key background documents and draft and final versions of the OP and ZBL and provide technical input on key policy and zoning issues through the OP and ZBL review process.”

It would be intended that members assigned to the Committee would not be members of Council, as Council will be the final decision maker on the project documents.

Consultation:

- Senior Management
- WSP Canada Inc.

Supporting Document / Financial Documents:

- N/A