

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
PUBLIC MEETING MINUTES FEBRUARY 10, 2025 @ 2:00 P.M.
HYBRID MEETING – IN PERSON AND VIA WEB CONFERENCING**

[February 10, 2025, Township of Wellington North Council Meeting \(youtube.com\)](https://www.youtube.com/watch?v=...)

Members Present: Mayor: Andrew Lennox
Councillors: Lisa Hern
Steve McCabe
Penny Renken

Member Absent: Councillor: Sherry Burke

Staff Present:
Chief Administrative Officer: Brooke Lambert
Director of Legislative Services/Clerk: Karren Wallace
Deputy Clerk: Catherine Conrad
Executive Assistant to the CAO: Tasha Grafos
Director of Finance: Jeremiah Idialu
Human Resources Manager: Amy Tollefson
Senior Project Manager: Tammy Stevenson
Manager Environment and Development Services: Corey Schmidt
Compliance Analyst: Sara McDougall
Manager Recreation Community & Economic Development: Mandy Jones
Community Development Coordinator: Mike Wilson
Director of Fire Services: Chris Harrow
Deputy Fire Chief: Marco Guidotti
Deputy Fire Chief: Callise Loos
Manager of Development Planning: Curtis Marshall
Planner: Asavari Jadhav-Admane
Risk Management Official: Kyle Davis

CALLING TO ORDER

Mayor Lennox called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST

No disclosure of pecuniary interest.

OWNERS/APPLICANT

ZBA 20/24 KOA Healthcare Corporation

LOCATION OF THE SUBJECT LAND

The land subject to the proposed amendment is described as Hollinger's Survey - Lot K, with civic address of 100 Frederick Street W, Wellington North. The subject property is approximately 0.03 ha (304 m²) in size.

PURPOSE AND EFFECT OF THE APPLICATION

The purpose and effect of the proposed amendment is to rezone the subject lands from Institutional (IN) Zone to Central Commercial (C1) Zone. The applicant is proposing to operate a small-scale research and development laboratory to create

and formulate pet dental products in the existing building. Site specific relief has also been requested to recognize the existing building setbacks. Additional relief may be considered at the meeting.

NOTICE

Notices were mailed to property owners within 120 meters of the subject property as well as the applicable agencies and posted on the subject property on January 20, 2025.

PRESENTATIONS

Asavari Jadhav-Admane, Planner & Jamie Barnes, Junior Planner, County of Wellington, Township of Wellington North

- Planning Report dated February 3, 2025

CORRESPONDENCE FOR COUNCIL'S REVIEW

Andrew Herreman, Resource Planning Technician, Grand River Conservation Authority

- Email dated January 22, 2025 (No Objection)

REQUEST FOR NOTICE OF DECISION

The by-law will be considered at the regular council meeting following the public meeting. Persons wishing notice of the passing of the by-law must submit a written request.

MAYOR OPENS FLOOR FOR COMMENTS/QUESTIONS

Haily Keast, Van Harten Surveying Inc., Agent for the Applicant, was present to answer any questions.

COMMENTS/QUESTIONS FROM COUNCIL

Councillor McCabe inquired if there will be enough parking. Ms. Jadhav-Admane explained that the C1 Zone does not require parking. There is on street parking and the applicant indicated there will only be one or two people working in the building once or twice a week. Councillor McCabe asked if there will be any retail at this location. Ms. Keast stated that office will be closed to the public.

Councillor Renken asked if there will be any future complications should the adjacent property be sold resulting from the change in zoning and the building not being wholly on the property. Ms. Jadhav-Admane commented that the property was recently purchased. Ms. Wallace stated that it would be a legal matter. Your lawyer or title insurance company would make sure all the requirements are met and would seek to sort them out at the time of closing. This building is over one hundred years old. Richard Delongte, owner, commented that their lawyers are working with their title insurance company to sort it out. From the original survey it looks like it was sorted out in the 1970s, but it wasn't finalized. Their intention is to clear up the issues.

Mayor Lennox requested clarification regarding the building crossing the property line, and because of that we are not recognizing any setback. Assuming that the title of the property gets sorted out, will we need to come back and revisit the setback. Ms. Keast

commented that it would be considered legal, nonconforming. They had originally requested to include the encroachment, but because it has existed like that for so many years it did not need to be included. Mr. Delongte stated that they recently had a new survey completed and part of the laneway that the fire department uses is on part of their property. Mayor Lennox confirmed that we do not need to be concerned about the title issue being sorted out from a zoning perspective.

Councillor Hern inquired if there will be any buffering with the residence at 110 Frederick Street West between the two uses. She had read it is going to be a daycare facility operating in Arthur and is concerned about conflict of uses. Mr. Delongte commented that he spoke to the man who owns the house, and it didn't sound like he planned to move anytime soon. He was happy with the renovation of the building. The neighbours all seem to be content with what is proposed. Ms. Keast stated that there is no requirement for a buffer because the building already exists. It is considered legal nonconforming. Mr. Delongte explained that workers will be there once or twice a week for a half day.

Councillor Renken asked if the facility will require trucking at the site. Mr. Delongte advised that it is a small scale and there will not be trucks or visitors. The products are natural herbal products so no chemicals will be on site, and no animals will be onsite.

ADJOURNMENT

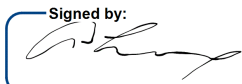
RESOLUTION: PM-2025-002

Moved: Councillor Renken

Seconded: Councillor Hern

THAT the Public meeting of February 10th, 2025 be adjourned at 2:41 p.m.

CARRIED

Signed by:

00AF06F00D204A3...
MAYOR

DocuSigned by:
Karren Wallace
100A119C71524C9...
CLERK