



**Town of Oakville**  
**Planning and Development Council**  
**MINUTES**

**Date:** February 5, 2024  
**Time:** 6:30 p.m.  
**Location:** Council Chamber

Mayor and Council:

- Councillor Adams
- Councillor Chisholm
- Councillor Duddeck
- Councillor Elgar
- Councillor Gittings, Acting Mayor
- Councillor Grant
- Councillor Haslett-Theall
- Councillor Knoll (As of 6:32 p.m.)
- Councillor Lishchyna
- Councillor Longo
- Councillor McNeice
- Councillor Nanda
- Councillor O'Meara
- Councillor Xie

Regrets: Mayor Burton

Staff:

- J. Clohec, Chief Administrative Officer
- N. Sully, Commissioner of Corporate Services and Treasurer
- N. Garbe, Commissioner of Community Development
- P. Fu, Commissioner of Community Infrastructure
- D. Carr, Town Solicitor
- G. Charles, Director of Planning Services
- N. Chandra, Assistant Town Solicitor
- P. Barrette, Manager of Planning Services, West District
- K. Biggar, Manager of Policy Planning and Heritage
- K. Cockburn, Senior Planner
- S. Schappert, Heritage Planner
- A. Holland, Acting Town Clerk

J. Marcovecchio, Council and Committee Coordinator

**The Town of Oakville Council met in regular session to consider planning matters on this 5th day of February, 2024 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, commencing at 6:30 p.m.**

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**1. Regrets**

As noted above.

**2. Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

**3. Committee of the Whole**

Moved by Councillor Elgar

Seconded by Councillor Lishchyna

That this meeting proceed into a Committee of the Whole session.

CARRIED

**4. Consent Items(s)**

**4.1 Recommendation Report, Draft Plan of Condominium, 1075 North Service Road West, 1000326628 Ontario Inc., 24CDM-23001-1521**

Moved by Councillor O'Meara

That the Director of Planning Services be authorized to grant draft plan approval to the Draft Plan of Condominium (24CDM-23001/1521) submitted by 1000326628 Ontario Inc., and prepared by J.D. Barnes Ltd. dated December 12, 2023 (Sheets 1 and 2), subject to the conditions contained in Appendix A of the Planning Services Report dated January 23, 2024.

CARRIED

**5. Confidential Consent Item(s)**

**5.1 Ontario Land Tribunal Appeal (OLT-22-004519) by Dunpar Developments Inc in respect of Development Charges By-law**

Moved by Councillor O'Meara

That staff be authorized to proceed in the appeal to the Ontario Land Tribunal (OLT-22-004519) filed by Dunpar Developments Inc in respect of the Development Charges By-law, in accordance with the recommendations of the confidential report from the Legal Department dated January 30, 2024.

CARRIED

**6. Public Hearing Item(s)**

There were no public hearing items.

**7. Discussion Item(s)**

**7.1 Old Oakville Heritage Conservation District – Revised Study**

**Memo from Planning Services February 5, 2024**

The following delegate spoke on this item:

Jane Hawkrigg, Oakville Lakeside Residents Association (OLRA) and OLRA Heritage Working Group

Moved by Councillor Haslett-Theall

1. That the 'Old Oakville Heritage Conservation District Revised Study' as attached in Appendix A to the staff report dated January 23, 2024 and revised in accordance with the memo dated February 5, 2024 from Planning Services, be approved.
2. That staff be directed to continue work on the Old Oakville Heritage Conservation District Update to create a revised Plan and Guidelines.

CARRIED

**7.2 Rental Housing Protection Guidelines and Transition Options Report - By-law 2024-022**

The following delegate spoke on this item:

Pierre Sauvageot

Moved by Councillor Adams

1. That the Rental Housing Protection Guidelines and Transition Options Report dated January 23, 2024, from the Planning Services Department be endorsed; and,
2. That By-law 2024-022 – A By-law to amend the Town of Oakville Rental Housing Protection By-law 2023-102 regarding Part 12, Approval by Commissioner under Delegated Authority, attached as Appendix 'B' to this Report be passed.

CARRIED

**8. Confidential Discussion Item(s)**

There were no confidential discussion items.

**9. Advisory Committee Minutes**

**9.1 Heritage Oakville Advisory Committee Minutes January 30, 2024**

Moved by Councillor McNeice

That the following recommendation pertaining to Items 4.1 and 4.2 of the Heritage Oakville Advisory Committee minutes from its meeting on January 30, 2024 be approved and the remainder of the minutes be received:

**4.1 Heritage permit application HP042/23-42.20T 306 Trafalgar Road – Demolition of existing house and decks and construction of new house and decks – January 30, 2024**

1. That Heritage Permit Application HP042/23-42.20T for the demolition of the existing house and decks and the construction of a new house and decks at 306 Trafalgar Road, as attached in Appendix B to the report dated January 16, 2024 from Planning Services, be approved subject to the following:
  - a. That the new siding material be wood;
  - b. That the new windows be either wood or aluminum-clad wood;
  - c. That final details on the new windows, doors, cladding, trim and roofing material be submitted to Heritage Planning staff for final approval; and

2. That this heritage permit expire two years from the date of final approval by Council.

**4.2 Heritage Permit Application HP001/24-42.20N 64 Navy Street – New additions, alterations and front porch**

1. That Heritage Permit Application HP001/24-42.20N for new additions, alterations and front porch on the historic house at 64 Navy Street, as attached in Appendix B to the report dated January 16, 2024, from Planning Services, be approved subject to the following:
  - a. That final details on the windows, doors, trim, cladding materials and paint colours be submitted to Heritage Planning staff for final approval; and
2. That this heritage permit expires two years from the date of final approval by Council.

CARRIED

**10. Rise and Report to Council**

Moved by Councillor O'Meara

That this committee rise and report.

CARRIED

The Acting Mayor arose and reported that the Committee of the Whole has met and has made recommendations on Consent Item 4.1; Confidential Consent Item 5.1; Discussion Items 7.1 and 7.2; and Advisory Committee Minutes 9.1 as noted by the Clerk.

Moved by Councillor O'Meara

Seconded by Councillor Longo

That the report and recommendations of the Committee of the Whole be approved.

CARRIED

**11. New Business**

(Emergency, Congratulatory or Condolence)

There was no new business.

**12. Consideration and Reading of By-laws**

**12.1 By-law 2024-022**

A By-law to amend the Town of Oakville Rental Housing Protection By-law 2023-102 regarding Part 12, Approval by Commissioner under Delegated Authority. (Re: Item 7.2)

**12.2 By-law 2024-032**

A by-law to declare that certain land is not subject to part lot control (Blocks 1, 2 and 3, Plan 20M-1244 – 407 Dundas GP Inc.).

**12.3 By-law 2024-033**

A by-law to confirm the proceedings of a meeting of Council.

Moved by Councillor Lishchyna

Seconded by Councillor Elgar

That the by-law(s) noted above, be passed.

CARRIED

*The Mayor gave written approval of the by-law(s) noted above that were passed during the meeting.*

**13. Adjournment**

The Acting Mayor adjourned the meeting at 7:15 p.m.

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Andrea Holland, Acting Town  
Clerk