

Committee of the Whole Minutes

**Tuesday, November 12, 2019
Immediately Following the Council Meeting
Town Hall Council Chambers**

COUNCIL PRESENT: Mayor Black, Deputy Mayor Redmond, Councillor Fritz,
Councillor Seccaspina, Councillor Randell, Councillor Tennant,
Councillor Atkinson

STAFF PRESENT: Diane Smithson, CAO, Stacey Blair, Clerk, Trisa McConkey,
Treasurer, Lennox Smith, Chief Building Official, Joanna Bowes,
Manager of Development Services, Dave Young, Director of
Public Works

1. CALL TO ORDER

Chair Randell called the meeting to order at 7:25 p.m.

2. APPROVAL OF AGENDA

Moved by: Councillor Atkinson

Seconded by: Deputy Mayor Redmond

THAT the agenda be accepted as presented.

CARRIED

3. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

4. MINUTES TO BE APPROVED AND RECEIVED

1. Committee of the Whole Minutes

Moved by: Councillor Fritz

Seconded by: Deputy Mayor Redmond

THAT the Committee of the Whole Minutes dated October 22, 2019 be
accepted as presented.

CARRIED

5. DELEGATIONS/PRESENTATIONS

1. Jackie Kavanagh, General Manager - Carleton Place and District Chamber of Commerce

Ms. Kavanagh gave a presentation on behalf of the Carleton Place & District Chamber of Commerce. The presentation provided a summary of the following:

- The role of the Chamber of Commerce in the community including supporting and attracting local businesses and increasing tourism.
- The importance and benefits of investing in tourism related activities.
- The Chamber's partners in tourism.
- Tourism activities being undertaken by the Chamber which include:
 - The Visitor Centre
 - 2020 Community Guide
 - Branded Merchandise
 - An image bank of local photographs
 - Special projects (examples include snow shoe and bike rentals)
 - Attendance at consumer and trade shows
 - Summer Students
 - Membership in local and regional associations and attending conferences
- Proposed activities for 2020
- 2019 proposed budget of \$46,007.10 and requesting a 2% increase in funds from the Town to the Chamber for 2020

2. Kory Earle, President of People First

Kory Earle spoke about the annual Christmas Day dinner, which is free for the public. He asked for donations and stated that all proceeds go directly to the event. The cost to put on the event each year is \$5000. In past years, when a surplus in funding occurs, the funds are donated back to various charities within the community.

6. REPORTS

Corporate Services

1. Financial Report to October 29, 2019 (Communication 130200)

Moved by: Councillor Tennant

Seconded by: Councillor Fritz

THAT Council receive the Financial Report from the Treasurer to October 29, 2019 as information.

CARRIED, CONSENT

Planning and Protection

2. Concerns Over Changes to Pool By-law - Rear Yard Setback (Communication 130201)

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Atkinson

THAT Council support Option 2 – allow a variance to the Pools and Pools Enclosures By-law 87-2019 of 1.8m (from 3m to 1.2m) for the rear yard setback for 77 Stonewater Bay due to the timing of the application with the passing of the new By-law.

CARRIED, MOTION PREPARED

3. Request to Re-open 50 Allan Street Application (Communication 130202)

Deputy Mayor Redmond declared a conflict on this item. (Deputy Mayor Redmond lives across the street from the subject property.)

Deputy Mayor Redmond left the meeting at 8:10 p.m. and did not participate or vote on this matter.

Cheryl Batten made a PowerPoint presentation in support of her requests. Her presentation and request letter were attached to the Agenda for this meeting.

As no member of Council was willing to consider waiving the Interim Control By-law as it relates to Ms. Batten's property, and as no member was willing to reconsider Ms. Batten's existing application, no further motions were considered.

Deputy Mayor Redmond returned to the meeting at 8:33 p.m.

4. DP2-05-2019, Rental Village (Communication 130203)

Councillor Tennant declared a conflict on this item. (Councillor Tennant has a considerable amount of business interactions with Rental Village.)

Councillor Tennant left the meeting at 8:34 p.m. and did not participate or vote on this matter.

The Manager of Development Services made a PowerPoint presentation to provide background information on this matter and the rationale supporting the suggested motion.

Tracy Zander, Planner for the applicant, requested relief from a number of the recommended conditions.

After much discussion from members of the Committee, the following motion was considered. Staff was asked to bring back an amended proposal for further discussion at the next meeting.

Moved by: Councillor Atkinson

Seconded by: Councillor Fritz

THAT Committee hereby approves application DP2-05-2019 and authorizes staff to issue a development permit upon receipt of all required information, fees and securities; and

THAT the development permit includes standard clauses to address servicing, grading, landscaping and utilities requirements as well as the following site-specific conditions:

1. Snow shall be removed from site or located so as to not impede any parking spaces after each snow event;
2. All garbage shall be contained in an enclosed area as per the Development Permit By-law and be removed at a minimum of once per week;
3. That all loading spaces, parking spaces and all outside storage and display areas be considered for relocation in the appropriate areas as outlined in the Development Permit By-Law, and as laid out on a site plan submitted with a Development Permit application for the new structure, if and where possible;

4. That prior to November 12, 2022 the Owner shall submit an application to construct a permanent structure at which time the temporary uses for both the modular building, shipping containers and temporary structures shall cease upon construction of the permanent structure;
5. The gravel parking lot which is to be used temporarily shall be paved at the time of the construction of the new building in accordance with an approved grading and drainage plan submitted and approved by the Town of Carleton Place;
6. That the outside storage and display area be brought into conformity with the approved site plan SPC-03-2004;
7. The height of storage/shipping/sea containers shall be restricted to one level only. No stacking of containers will be permitted in any designation.
8. All storage/shipping/sea containers shall be screened from street view and neighboring properties to the satisfaction of the Town of Carleton Place; in this case through opaque fencing;
9. All storage/shipping/sea containers shall appear so as to match and maintain consistency with the primary structure or building on site;
10. All accessory uses, buildings and structures to a permitted principal use shall be located on the same lot and in the same designation as the principal use;
11. All accessory uses, buildings and structures to a permitted principal use shall not take away from the total parking requirement of all permanent uses, buildings and structures on the property;
12. All accessory uses, buildings and structures to a permitted principal use shall not reduce the total landscaped open space requirement for its designation;
13. The use of any storage/shipping/sea containers for human habitation is not permitted.

DEFEATED

Councillor Tennant returned to the Council Chambers at 9:00 p.m.

5. Renewal of Ontario Provincial Police Contract (Communication 130204)

Moved by: Councillor Fritz

Seconded by: Deputy Mayor Redmond

THAT the necessary By-law be passed to authorize the Mayor and Clerk to enter into a five (5) year contract with Her Majesty the Queen in Right of Ontario as represented by the Minister of the Solicitor General for the provision of policing services by the Ontario Provincial Police.

CARRIED, BY LAW PREPARED

Physical Environment

6. Waste Management Contracts (Communication 130205)

Moved by: Councillor Tennant

Seconded by: Mayor Black

THAT Staff work with other local municipalities of similar interests to develop a Request for Proposal for solid waste collection services and disposal, and blue box collection services and material processing; and

THAT proposals incorporate service delivery options for Multi-Residential Properties; and

THAT when the Solid Waste By-law is presented to Council in the spring of 2020, the provision relating to the expiry of the green tags be rescinded.

CARRIED, CONSENT

7. Traffic Safety Report (Communication 130206)

Moved by: Councillor Fritz

Seconded by: Deputy Mayor Redmond

THAT staff prepare an amendment to the Traffic and Parking By-Law that will see the intersections of William Street and Mullett Street, and Sarah Street and Woodward Street changed to all-way stop intersections; and

THAT staff forward a request, along with supporting documentation, to the Municipality of Mississippi Mills to implement a 60km/hr speed limit on the 7th Line of Ramsay for a distance of 500m from the municipal boundary between the Municipality of Mississippi Mills and Carleton Place; and

THAT staff proceed with enhancements of signage and line painting on Lake Avenue East at Francis Street in order to improve compliance with the existing all-way stop at this intersection.

CARRIED, CONSENT AND BY LAW PREPARED

Community Issues

8. Request for Downtown BIA Signs on Town Property (Communication 130207)

Moved by: Councillor Fritz

Seconded by: Councillor Atkinson

THAT the Downtown Carleton Place Business Improvement Area (BIA) be authorized to install their entrance signs on the following Town properties:

1. The green space adjacent to the Carleton Place Veterinary Hospital on Franktown Road – requested install date before winter 2019; and

THAT all costs of this project be borne by the BIA.

CARRIED, MOTION PREPARED

Amendment:

Moved by: Councillor Atkinson

Seconded by: Councillor Seccaspina

THAT Item 2 be removed from the main motion:

Item 2: Lolly's Park area with the intent to collaborate and work with the Roy Brown Society and the Recreation and Culture Department so as to complement the project – potential requested install date – after Central Bridge construction.

CARRIED

Policy Review

9. Advisory Committees' Terms of Reference Template (Communication 130208)

Members of the Committee requested that staff add provisions for Vice Chairs and Students in the Terms of Reference template.

Moved by: Councillor Tennant
Seconded by: Deputy Mayor Redmond

THAT the Terms of Reference template included in the Clerk's Report dated November 12, 2019 be used for all the Town's Advisory Committees/Boards.

DEFERRED

Amendment:
Moved by: Councillor Atkinson
Seconded by: Councillor Tennant

THAT this matter be deferred.

CARRIED

10. 2020 Council and Committee Calendar (Communication 130209)

Moved by: Mayor Black
Seconded by: Deputy Mayor Redmond

THAT the 2020 Council/Committee of the Whole Calendar be approved as presented.

CARRIED, CONSENT

11. ROMA Delegations (Communication 130210)

Moved by: Councillor Seccaspina
Seconded by: Councillor Atkinson

THAT Committee receive the Clerk's report regarding delegations at the ROMA Conference as information.

CARRIED

8. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

1. Advisory Committee Minutes and Updates

Moved by: Deputy Mayor Redmond
Seconded by: Councillor Fritz

THAT the following minutes be received as information:

- Municipal Heritage Committee - September 9, 2019
- Parks and Recreation Committee - November 4, 2019

CARRIED, CONSENT

2. Committee Resignations

Moved by: Councillor Atkinson

Seconded by: Councillor Fritz

THAT the resignation of Michel Villeneuve from the Environmental Advisory Committee be accepted with regrets; and
THAT a letter of thanks be sent to Mr. Villeneuve on behalf of the Town and Council.

CARRIED, CONSENT

3. Parks and Recreation Committee Motion: 2020 Rental Rates for Recreation Facilities (Communication 130198)

Moved by: Councillor Fritz

Seconded by: Deputy Mayor Redmond

THAT the proposed 2020 rental rates for the Arena Upper Hall, Town Hall, Canoe Club, the Train Station, Carambeck Community Centre and Summer Sports facilities be approved.

CARRIED, BY LAW PREPARED

9. INFORMATION LISTING

1. Consent Items from Committee of the Whole - October 22, 2019

Moved by: Councillor Atkinson

Seconded by: Councillor Tennant

THAT the Information Listing dated November 12, 2019 be received as information.

CARRIED

10. NOTICE OF MOTIONS

1. Presented by Councillor Fritz

THAT Resolution No. 5-128 -16 passed on March 14, 2017 to authorize the Deputy Mayor to be the spokesperson to the media on behalf of Council be repealed; and

THAT in accordance with Section 20 of By-law 103-2018, being a By-law to adopt a Council and Employee Code of Conduct, the Mayor, or his or her designate, shall be the spokesperson regarding decisions and resolutions of Council.

11. CLOSED SESSION

Moved by: Councillor Atkinson

Seconded by: Deputy Mayor Redmond

THAT the Committee move into closed session at 9:55 p.m. to discuss matters subject to Section 239 (2) :

- (c) a proposed or pending acquisition or disposition of land by the municipality or local board
- (e) litigation or potential litigation, including matters before administrativetribunals, affecting the municipality or local board; and
- (f) advice that is subject to solicitor-client privilege, including communicationsnecessary for that purpose;

AND THAT Diane Smithson, CAO and Stacey Blair, Clerk, remain in the room.

1. Consideration of Land Purchase

2. Update on Litigation Matters

CARRIED

Amendment:

Moved by: Councillor Atkinson

Seconded by: Mayor Black

THAT the meeting extend beyond 10:00 p.m.

CARRIED

12. RISE AND REPORT

The Committee provided the CAO with direction regarding a land purchase and legal matters.

Moved by: Councillor Atkinson
Seconded by: Councillor Tennant

THAT the Committee return to regular session at 10:13 p.m.

CARRIED

13. ADJOURNMENT

Moved by: Councillor Atkinson
Seconded by: Deputy Mayor Redmond

THAT the meeting be adjourned at 10:14 p.m.

CARRIED

Councillor Toby Randell

Stacey Blair, Clerk