

## **Committee of the Whole Minutes**

**Tuesday, January 14, 2020  
Immediately Following the Council Meeting  
Town Hall Council Chambers**

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

**COUNCIL ABSENT:** Councillor Seccaspina

**STAFF PRESENT:** Diane Smithson, CAO, Stacey Blair, Clerk, Joanna Bowes,  
Manager of Development Services, Joanne Henderson,  
Manager of Recreation and Culture, Dee Dee Scissons,  
Planning Administrative Clerk, Jennifer Hughes, By-law  
Administrative Clerk

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

The Chair called the meeting to order at 7:21 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**

1. Councillor Tennant - DP2-05-2019, Rental Village - Further Information  
(Communication 131020)

Councilor Tennant has a business relationship with Rental Village.

### **4. MINUTES TO BE APPROVED AND RECEIVED**

1. Committee of the Whole Minutes

**Moved by:** Councillor Fritz  
**Seconded by:** Councillor Tennant

THAT the Committee of the Whole Minutes dated December 17th, 2019 and January 7, 2020 be accepted as presented.

**CARRIED**

**5. DELEGATIONS/PRESENTATIONS**

None.

**6. REPORTS**

Planning and Protection

1. 2019 Yearly Activity Report (Communication 131019)

**Moved by:** Deputy Mayor Redmond  
**Seconded by:** Councillor Tennant

THAT the 2019 Yearly Activity Report by the Manager of Development Services be received as information.

**CARRIED, CONSENT**

2. DP2-05-2019, Rental Village - Further Information (Communication 131020)

Councillor Tennant declared a conflict on this item. (Councillor Tennant has a business relationship with Rental Village.)

Councillor Tennant left the Council Chambers at 7:25 p.m. and did not participate or vote on this matter. Councillor Tennant returned to the Council Chambers at 7:32 p.m.

**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. 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. Prior to April 16, 2021 the Owner shall have received planning approvals (agreement registered on title) and have an approved building permit. This application shall be to construct a permanent structure at which time the temporary uses for both the temporary modular building and shipping containers and temporary structures shall cease upon construction of the permanent structure (2022). Both the modular home and shipping containers must be removed from site.
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. The outside storage and display area be brought into conformity with the approved site plan SPC-03-2004;

During the period of time that the shipping containers remain on site, the following conditions shall apply:

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;
  - Not take away from the total parking requirement of all permanent uses, buildings and structures on the property;
  - Not reduce the total landscaped open space requirement for its designation;
  - The use of any storage/shipping/sea containers for human habitation is not permitted.

**CARRIED**

3. Request for Sign By-law Relief for New Kia Sign (Communication 131021)

Councillor Tennant rejoined the meeting at 7:32 p.m.

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Fritz

THAT Council approve Option 2 - amend the Sign By-Law to allow the 2.5m clear space requirement to be waived where any part of a pylon sign is a minimum of 7.62m (25ft) from the back of curb.

**CARRIED, BY LAW PREPARED**

## **7. NEW/OTHER BUSINESS**

None.

## **8. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES**

1. Advisory Committee Minutes

**Moved by:** Councillor Tennant

**Seconded by:** Councillor Fritz

THAT the following Advisory Committee minutes be received:

- Municipal Heritage Committee - November 11, 2019

- Carleton Place Environmental Advisory Committee - December 1, 2019
- Parks and Recreation Committee - January 6, 2020

**CARRIED, CONSENT**

Motions from Parks and Recreation Committee

2. Pool Rental Rates (Communication 131016)

**Moved by:** Councillor Atkinson

**Seconded by:** Deputy Mayor Redmond

THAT the morning hourly rental rate for the Carleton Place Water Dragons be reduced to \$29.65/hr + HST for all morning rentals – Monday to Saturday from January to June 2020.

**CARRIED, CONSENT**

3. Request to Waive Hall Rental Fee (Communication 131017)

**Moved by:** Mayor Black

**Seconded by:** Deputy Mayor Redmond

THAT the request by the Rotary Club of Carleton Place and Mississippi Mills to waive the hall rental fee for its December 9, 2019 booking be denied.

**CARRIED, CONSENT**

**Amendment:**

**Moved by:** Councillor Tennant

**Seconded by:** Mayor Black

THAT the Town waive 50% of the rental fee to the Rotary Club.

**DEFEATED**

**9. INFORMATION LISTING**

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Atkinson

THAT the Information Listing dated January 14, 2020 be received as information.

**CARRIED**

**10. NOTICE OF MOTIONS**

None.

**11. CLOSED SESSION**

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Tennant

THAT the Committee move into closed session at 7:49 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 administrative tribunals, affecting the municipality or local board; and
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

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

1. Receive Legal Updates on Pending Matters
2. Consideration of Disposition of Land
3. Consideration of Land Purchase

**CARRIED**

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Tennant

THAT Committee of the Whole return to regular session at 8:44 p.m.

**CARRIED**

**12. RISE AND REPORT**

The Committee provided the CAO with direction regarding two legal matters, a purchase of property and a sale of Town owned property.

**13. ADJOURNMENT**

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Atkinson

THAT the meeting be adjourned at 8:45 p.m.

**CARRIED**

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Councillor Toby Randell

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Stacey Blair, Clerk