

Committee of the Whole Minutes

**Tuesday, November 10, 2020
Immediately Following the Council Meeting**

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, Pascal Meunier, Trisa McConkey, Treasurer, Niki Dwyer, Director of Development Services, Joanne Henderson, Manager of Recreation and Culture, Lennox Smith, CBO

1. CALL TO ORDER

Deputy Mayor Redmond called the Committee of the Whole meeting to order at 7:16 p.m.

2. APPROVAL OF AGENDA

Moved by: Councillor Randell

Seconded by: Councillor Fritz

THAT the agenda be accepted as presented.

CARRIED

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

1. Councillor Randell - Spectators at Junior A and Junior B Developmental Scrimmages

Councillor Randell has a professional affiliation with the Junior A Hockey Team.

4. MINUTES TO BE APPROVED AND RECEIVED

1. Committee of the Whole Minutes

Moved by: Councillor Fritz

Seconded by: Councillor Atkinson

THAT the Committee of the Whole Minutes dated October 27th, 2020 be accepted as presented.

CARRIED

5. DELEGATIONS/PRESENTATIONS

1. Amendment of Development Permit By-law - Public Meeting Under the Planning Act (Communication 131134)

The Director of Development Services made a presentation which highlighted the proposed housekeeping amendment to the Development Permit By-law. The purpose of the public meeting was to allow members of Council to receive feedback from stakeholders. Ben Clare, Registered Planner from McIntosh Perry was the sole delegate registered to speak to this matter.

Moved by: Councillor Tennant

Seconded by: Mayor Black

THAT Council receives the Public Meeting Summary Report for information and have regard for public comments received at the public meeting.

CARRIED

2. 2021 Draft Water and Sewer Budget

The Treasurer presented the draft 2021 Water and Sewer budget. The draft includes a recommendation for a 1.95% increase to water and sewer rates. This will result in a total charge of \$953.44 per year for a residential property with one or two people; an increase of \$1.52 per month over 2020 rates. The justification for the increase is primarily centered around an increase in the cost to undertake construction projects locally. Increased costs have had a significant impact on the long-term capital plan for water and sewer. The final decision on the proposed rate increase will be made by Council at its regular meeting scheduled for Tuesday, November 24th, 2020.

6. REPORTS

COMMUNITY ISSUES

1. Community Enrichment Grant (Communication 131127)

Moved by: Councillor Tennant

Seconded by: Councillor Seccaspina

THAT Council approve the allocation of Community Enrichment Grants to various organizations under Intake 2 in the amount of \$5,000.00; and

THAT any unused Community Enrichment funds remaining at year end be set aside in a reserve and be used to fund the 2021 Community Enrichment Program.

CARRIED, MOTION PREPARED

POLICY REVIEW

2. Council and Committee Calendar 2021 (Communication 131128)

Moved by: Mayor Black

Seconded by: Councillor Randell

THAT the 2021 Council/Committee of the Whole Calendar be approved as presented.

CARRIED, CONSENT

3. ROMA Delegations (Communication 131129)

Moved by: Councillor Tennant

Seconded by: Councillor Atkinson

THAT staff be directed to submit a virtual meeting request for the ROMA Conference with the Ministry of Transportation regarding the Highway 7 / 15 improvements to emphasize the importance of this project with the Provincial government; and

THAT a request be made for a delegation with the Minister of Education to discuss the loss of revenue for the Town's Childcare Centre because of the size of the cohorts which are required due to COVID.

CARRIED, CONSENT

PLANNING AND PROTECTION

4. Building Department Staffing Levels (Communication 131130)

Moved by: Councillor Fritz
Seconded by: Councillor Seccaspina

THAT Council authorize the hiring of a full-time permanent Senior Plans Examine position in 2021; and

THAT the cost be included in the draft 2021 Building Department budget.

CARRIED, MOTION PREPARED

5. Right of Entry By-law (Communication 131131)

Moved by: Mayor Black
Seconded by: Councillor Fritz

THAT the Right of Entry By-law be forwarded to Council for approval.

CARRIED, BY LAW PREPARED

6. DP3-01-2020, 35 Roe Street, Matrix Investment Group Ltd.
(Communication 131132)

Moved by: Councillor Tennant
Seconded by: Councillor Randell

THAT the Committee approve application DP3-01-2020 for the construction of five (5) office condominium buildings containing 44 units and being 2-storeys in height at 35 Roe Street.

CARRIED

7. Holding Provisions (Communication 131133)

Moved by: Councillor Fritz
Seconded by: Councillor Atkinson

THAT Council pass a by-law amending Section 2 of Development Permit By-law 15-2015 by adding the following provisions:

"2.28 Holding Provisions

Any parcel or area of land in any designation on the Schedule of this By-law may be further classified with a holding provision through the addition of the suffix "h". The holding classification added to a given designation

shall restrict development of the land until such time as the holding provision is removed.

Where a holding provision applies, no lands shall be used and no buildings or structures shall be erected or used for any purpose other than uses existing on the date of passing of this By-law. Any change from the holding status shall require an amendment to this By-law and the Town may require that the applicant enter into an agreement for the development of the land prior to the amendment being adopted.”

CARRIED, BY LAW PREPARED

Moved by: Councillor Tennant

Seconded by: Councillor Seccaspina

THAT Council pass a by-law amending Schedule A and Section 4.5.4 of the Development Permit By-law 15-2015 by identifying a “holding” symbol and adding the following provisions:

“None of the permitted uses identified in Section 4.5.1 shall be permitted on the portion of the lands identified in Schedule ‘A’ as Strategic Property – Holding, and such lands shall remain vacant and undeveloped until such time as the following plans, reports, approvals and agreements have been provided to the satisfaction of the Town :

1. *Composite Utility Plan*
2. *Environmental Compliance Approval by the Ministry of the Environment;*
3. *Detailed design for all pedestrian bridges and pathway crossings of the Mississippi River;*
4. *Building Elevations;*
5. *Landscape Plans;*
6. *Record of Site Condition;*
7. *Traffic Study Regarding Mill Street Bridge capacity and widening requirements;*
8. *Amending Development Permit Agreement including but not limited to:*
 - a. *Financial Conditions*

- b. *Insurance Certificates;*
- c. *Performance Bonds;*
- d. *Updated Schedules.”*

CARRIED, BY LAW PREPARED

7. NEW/OTHER BUSINESS

8. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

Moved by: Councillor Tennant

Seconded by: Councillor Fritz

THAT the following be received:

- Carleton Place Environmental Advisory Committee minutes dated 2020 09 14
- Urban Forest/River Corridor minutes dated 2020 10 28
- Parks and Recreation Committee minutes dated 2020 11 02

CARRIED

1. Spectators at Junior A and Junior B Developmental Scrimmages

Councillor Randell declared a conflict on this item. (Councillor Randell has a professional affiliation with the Junior A Hockey Team.)

Moved by: Councillor Fritz

Seconded by: Councillor Seccaspina

THAT the Carleton Place Canadians Junior “B” and Junior “A” teams be permitted to allow the following capacities for developmental scrimmages:

- 50 individuals within the ice surface playing area which includes all players, coaches, trainers, timekeepers, refs
- 50 individuals within the remainder of the facility which includes game day volunteers, injured players, video and sound personnel, goal judges, spectators; and

THAT the following restrictions be followed:

- anyone entering the building will be required to complete a COVID screening questionnaire before entering (to be monitored by Canadians)
- anyone entering the building will be required to sign in (to be monitored by Canadians)
- once individuals have entered the building; individuals are not permitted to exit and re-enter
- individuals in the stands will be seated in identified seats
- only spectators living in the same household will be able to sit together
- all individuals in the facility except for players and refs are required to wear a mask
- food and drink will not be permitted.
- the only individuals permitted in the lobby will be ticket takers/screeners (maximum 2)
- spectators are only permitted in the building 5 minutes before game time
- Teams (home and visiting teams) will be required to submit the names of all players, coaches, trainers, timekeepers, refs by 4 pm on Friday. List is not to exceed 50 persons
- Home team is to submit list of game day volunteers, injured players, video and sound personnel and goal judges by 4 pm on Friday
- If lists are not received by 4 pm on Friday, increased capacity limits will not be permitted.

CARRIED, CONSENT

9. INFORMATION LISTING

Moved by: Councillor Randell

Seconded by: Councillor Atkinson

THAT the Information Listing dated November 10th, 2020, be received as information; and

THAT the letter from John and Kelly Nephin be brought forward to the next Committee of the Whole meeting accompanied by a staff report on this matter.

CARRIED

10. NOTICE OF MOTIONS

None.

11. ADJOURNMENT

Moved by: Councillor Atkinson

Seconded by: Councillor Tennant

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

CARRIED

Deputy Mayor Sean Redmond

Stacey Blair, Clerk