



Minutes of Community Development

Advisory Committee Meeting

June 19, 2017

6:30 PM

Stanley Tourangeau Fire/Police Services Centre

Present:

Chair, Lynn Grinstead
Vice-Chair, Tom Burnette
Citizen Member, Neil Caldwell
Citizen Member, Darrel O'Shaughnessy
Citizen Member, Dennis Turpin

Also Present:

Glenn Arthur, Director of Recreation
Robin Smith, Town Planner
Lindsay Wilson, Marketing & Economic Dev. Officer
Janet Carlile, Museum Curator
Maureen Spratt, Town Clerk

Absent:

Citizen Member, Gib McMullen

Nick MacDonald, Meridian Planning

1. Call to Order

Chair Lynn Grinstead called the Community Development Advisory Committee Meeting to order at 6:30 PM and welcomed those present.

2. Roll Call

The Town Clerk called the roll with all Members of the Community Development Advisory Committee being present, except Citizen Member Gib McMullen.

3. Disclosures of Pecuniary Interest

None

4. Adoption of Agenda

Resolution No. CDC014-17

Moved by Dennis Turpin

Seconded by Darrel O'Shaughnessy

Be It Resolved That the agenda for the Community Development Advisory Committee Meeting dated Monday, June 19, 2017 be adopted, as amended, by deleting Item 6 iv) CIP Application 124 John Street North and amending Item 8 Town Communications Report.

Resolution CARRIED

5. Adoption of Minutes of Previous Meetings

a) Community Development Advisory Committee Minutes – April 18, 2017 and May 15, 2017

Resolution No. CDC015-17

Moved by Darrel O'Shaughnessy

Seconded by Tom Burnette

Minutes of Corporate Services Advisory Committee Meeting

THAT the Community Development Advisory Committee Minutes dated April 18, 2017 and May 15, 2017 be adopted.

Resolution CARRIED

6. Presentations/ Delegations

Presentations

a) Community Services Branch

i) Zoning By-law Update Discussion Paper, Meridian Planning and Town Planner

The Town Planner introduced Nick MacDonald, Meridian Planning who explained that the municipality is required to update the zoning by-law when a new Official Plan has been put in place. Mr. MacDonald further explained that a zoning by-law controls the use of land in the municipality; stating how land may be used, where buildings and structures can be located, types of buildings permitted and lot sizes, parking requirements, building heights and setbacks. Mr. MacDonald requested that following the presentation and a thorough read of the discussion paper that members of the Committee provide feedback to the Planner, following which a new zoning by-law will be crafted. Mr. MacDonald proceeded to provide a PowerPoint Presentation attached as Appendix A and forming part of these minutes on the Discussion Paper – Comprehensive Zoning By-law Review, specifically seeking feedback on those sections highlighted in yellow, including:

- placing all undeveloped lands in a new Development (D) Zone;
- a replacement dwelling should try to be within a certain distance of the established building line;
- townhouses are popular for a reason. Currently there are few standards with regard to townhouse development. (how do we deal with garages ex. how far a garage can be in front of the townhouse and/or paired driveways);
- ensure the character and scale of the neighbourhood (consideration to the type of building - two-storey house doesn't look right in a sea of bungalows);
- refined downtown area designation;
- consideration of exceptions to the by-law (look at all – there may not be a reason to carry forward into the new by-law);
- simplify terminology in parking standards;
- recommend bicycle standards (support the enhanced use of bicycles);
- downtown parking (change of use in existing building - as long as the building is not being expanded there should not be need for more parking);
- how is public parking provided?

Mr. MacDonald concluded his presentation asking the committee members to forward any thoughts/comments to the Planner.

Minutes of Corporate Services Advisory Committee Meeting

ii) **Heritage Conservation Guidelines**, Town Planner

The Planner provided a PowerPoint Presentation attached as Appendix B and forming part of these minutes on the Heritage Conservation Guidelines

iii) **CIP Application, 137 John Street North**, MEDO

The Marketing and Economic Development Officer PowerPoint Presentation on the CIP Application for 137 John Street North, attached as Appendix C and forming part of these minutes.

Following the presentation the committee agreed to entertain the following resolution:

Resolution No. CDC016-17

Moved by Tom Burnette

Seconded by Darrel O'Shaughnessy

That the Community Development Advisory Committee recommend to Council:

“That Council approve a financial incentive of \$5,250 - \$3,555 under the Façade and Property Improvement Program and \$1,695 under the Heritage Property Improvement Program for 137 John Street North; and

Further that the financial incentive be funded from the CIP Grant Operating Account.

Resolution Carried

iv) **Recreation**

i) **Priorpalooza / Concerts in the Park**, Director of Recreation

The Director of Recreation provided a verbal report on Priorpalooza and Concerts in the Park, noting attendance at Priorpalooza was estimated at 3000 an approximately 300-500 attended the first Concert in the Park.

On question of Committee Members the following was clarified:

- In future, the Director of Recreation will ensure attractions at Special Events run for the entire time as advertised.

v) **Museum**

ii) **Museum Happenings**, Museum Curator

The Museum Curator provided an update on the Museum Happenings, highlighting the museum is now open seven days a week, with the Sunday Market bringing in visitors to the Museum. The Museum Curator further highlighted that the pilot project of “admission by donation” has resulted in increased revenue.

Minutes of Corporate Services Advisory Committee Meeting

Upcoming events include the launch of the Arnprior Two Rivers Tartan on Canada Day, and the Canada at Play Exhibit in September.

7. Matters Tabled/Deferred/Unfinished Business

None

8. Staff Report

a) Town Communications Report

Resolution No. CDC017-17

Moved by Dennis Turpin

Seconded by Darrel O'Shaughnessy

That the Community Development Advisory Committee recommends to Council:

1. The Town's Website remains the Town's primary communication tool, and
2. The Town leverage other online and social media opportunities to enhance communications, and
3. With the exception of Municipal Matters, print media be used only where there is a clear benefit and value to doing so.
4. Staff continue to monitor town communications and adjust as necessary.

Resolution CARRIED

The Marketing and Economic Development Officer provided an overview of the various mediums of communication utilized by the municipality, their effectiveness and costs. A discussion ensued, following which Neil Caldwell suggested a short survey asking where people heard about an event be undertaken. On comment of the Vice Chair, the Chair recused herself from voting on the report.

9. New Business

None

10. Closed Session

None

11. Adjournment

Resolution No. CDC018-17

Moved by Neil Caldwell

Seconded by Dennis Turpin

THAT this meeting of the Community Development Advisory Committee be adjourned at 8:50 p.m.

Resolution CARRIED