



Minutes of Community Development

Advisory Committee Meeting

October 16, 2017

6:30 PM

Stanley Tourangeau Fire/Police Services Centre

Present:

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

Also Present:

Robin Paquette, Town Planner
Lindsay Wilson, MEDO
Janet Carlile, Museum Curator
Glenn Arthur, Director of Recreation
Jacques Benoit, Chief Building Official
Maureen Spratt, Town Clerk

Absent:

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.

3. Disclosures of Pecuniary Interest

None

4. Adoption of Agenda

Resolution No. CDC019-17

Moved by Darrel O'Shaughnessy

Seconded by Dennis Turpin

Be It Resolved That the agenda for the Community Development Advisory Committee Meeting dated Monday, October 16, 2017 be adopted.

Resolution CARRIED

5. Adoption of Minutes of Previous Meetings

a) **Community Development Advisory Committee Minutes – June 19, 2017**

Resolution No. CDC020-17

Moved by Neil Caldwell

Seconded by Tom Burnette

Minutes of Corporate Services Advisory Committee Meeting

THAT the Community Development Advisory Committee Minutes dated June 19, 2017 be adopted.

Resolution CARRIED

6. Presentations/ Delegations

Presentations

a) **Community Services Branch**

i) **CIP Application – 26 Elgin Street, MEDO**

The Marketing and Economic Development Officer provided a PowerPoint Presentation attached as Appendix A and forming part of these minutes on the CIP Application - 26 Elgin Street.

On question of Committee Members the following was clarified:

- There is \$1259.40 remains of uncommitted funds in 2017 Budget, if the recommendation is approved there will be \$368.15 remaining in the CIP Operating Fund.
- If additional applications are brought forward between now and the end of the year, Council has always been supportive of authorizing funding from the Reserves.
- The signage depicted in the presentation is an awning (similar to the Bridal Boutique and Downtown Spa) the awning is 32” with a 60 degree angle; therefore it will not hold snow.
- Signs are to be kept in good condition in accordance with the Property Standards By-law

Resolution No. CDC021-17

Moved by Neil Caldwell

Seconded by Darrel O’Shaughnessy

That the Community Development Advisory Committee recommend to Council:

“That Council approve a financial incentive of \$891.25 under the Façade and Property Improvement Program for 26 Elgin Street West; and

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

Resolution CARRIED

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ii) 2017 Arnprior Sunday Market Review, MEDO

The Marketing and Economic Development Officer PowerPoint Presentation on the 2017 Arnprior Sunday Market Review attached as Appendix B and forming part of these minutes.

On question of Committee Members the following was clarified:

- Can we deliver on the suggestions put forward by the vendors?
 - It is difficult to set up tables and chairs on the street, as the market has to maintain a throughway for emergency services. Tables and chairs could be set up in spaces that vendors generally occupy but who are not in attendance.
 - Childrens activities are a definite possibility, the museum childrens programming staff attended and staff is hopeful that recreational programming will attend as well.
 - Theme weeks are very common in markets and easily attainable.
 - Inclement weather was a deterrent to buskers, this may be improved on.
 - Additional permanent signage will be installed, and staff is hoping to have a dedicated Facebook page for the Sunday Market.
 - Staff is not supportive of generators, due to the noise they create.
 - A number of vendors have already indicated their interest in participating in 2018, and staff anticipates that the finalization of the downtown reconstruction may improve participation and attendance at the Sunday Market.

Resolution Carried

b) Museum

i) Museum Statistics, Museum Curator

The Museum Curator provided a PowerPoint Presentation on the Museum Statistics attached as Appendix C and forming part of these minutes

On question of Committee Members the following was clarified:

- Pay by Donation, to date, has proven to be a profitable pilot project.

7. Matters Tabled/Deferred/Unfinished Business

None

8. Staff Report

a) 2017 Building Activity

Resolution No. CDC022-17

Moved by Darrel O'Shaughnessy

Seconded by Dennis Turpin

Minutes of Corporate Services Advisory Committee Meeting

That the Community Development Advisory Committee receives report number CDC 17-10-16-01 as information.

Report and Resolution CARRIED

The Chief Building Official (CBO) provided an overview of the report highlighting that building statistics are similar to 2016. The 140 building permits issued are spread throughout the Olympia and Campanale Developments. The CBO also advised that 14 building permits (not included in the statistics) will be issued in the near future for the Campbellbrooke Development.

b) Site Plan Control By-law, Agreement and Conditions Update

Resolution No. CDC023-17

Moved by Gib McMullen

Seconded by Tom Burnette

That the Community Development Advisory Committee receives report number CDC 17-10-16-02 as information.

Report and Resolution CARRIED

Prior to providing an overview of the report the Planner advised that the municipality should have a new approved Official Plan by the end of the year, as well as, a draft of the Zoning By-law to the Community Development Advisory Committee at a special meeting of the committee in late November. The Planner proceeded to provide a PowerPoint presentation, attached as Appendix D, and forming part of these minutes. The Planner highlighted that while the Official Plan sets the municipality's general policies for future land use, and the Zoning By-law puts the plan into effect, the other tool under the Planning Act is Site Plan Control. The Planner explained Site Plan Control facilitates the evaluation and implementation of a development permitted in accordance with the zoning by-law, and considers matters such as landscaping, grading and drainage, parking, etc. The Planner concluded her presentation explaining the final steps in the review of the Site Plan Control By-law, Agreement and Conditions Update include the preparation of a draft by-law and amendment to the standard agreement, a legal review and a report and by-law to Council for consideration.

9. Presentations/ Delegations

The Director of Recreation advised that the installation of the Olympia Park Play Structure was finished last weekend, inspected for use this morning, and landscaping will take place in the near future.

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10. Adjournment

Resolution No. CDC024-17

Moved by Neil Caldwell

Seconded by Darrel O'Shaughnessy

THAT this meeting of the Community Development Advisory Committee be adjourned at 7:23 p.m.

Resolution CARRIED