

Minutes - The Blue Mountains Planning Council Meeting



MEETING DATE: December 18, 2006 – 6:00 pm
LOCATION: The Blue Mountains Council Chamber
PREPARED BY: Serena Wilgress, Deputy Clerk

A. Call to Order

- Mayor Anderson called the meeting to order with all members in attendance save Deputy Mayor McKinlay, absent due to a previous commitment.
- Council then paused for a Moment of Personal Prayer or Reflection
- Approval of Agenda

Moved by: John McKean Seconded by: Michael Martin

THAT the Agenda of December 18, 2006 be approved as circulated, including any items added to the Agenda.

In speaking to the Motion, Councillor Martin requested that Council move into closed session to discuss matters pertaining to consideration of Nottawasaga Bay Shoreline and with regard to Official Plan Amendment #4, Council concurring.

Council then voted on the Resolution, Carried.

- No member declared a Pecuniary Interest with any matter as listed on the Agenda.

B. Deputations/Presentations

6:00 pm – Closed Session Review of Appointment Applications

Council then dealt with the following Resolution:

Moved by: R. J. Gamble Seconded by: C. Kennedy

THAT with regard to subsection 239(2) of the *Municipal Act, 2001*, this Council do now move into closed session in order to address matters pertaining to a proposed or pending acquisition or disposition of land by the municipality or local board;

AND WITH REGARD TO consideration of Nottawasaga Bay Shoreline;

AND WITH REGARD TO Official Plan Amendment #4.

Carried.

Deputy Mayor attended the meeting during closed session.

Council moved into closed session at 6:07 pm.
Council rose from closed to public session at 6:15 pm

Council then dealt with the following Resolution:

Moved by: John McKean Seconded by: John McGee

THAT with regard to subsection 239(2) of the *Municipal Act, 2001*, this Council do now move into closed session in order to address matters pertaining to personal matters about an identifiable individual, including Town or local board employees;

AND WITH REGARD TO consideration of applications for appointment to Town Committees and Boards, Carried.

Council moved into closed session at 6:17 pm
Council rose from closed to public session at 6:50 pm.

Council then dealt with the following Resolution:

Moved by: R. J. Gamble Seconded by: C. Kennedy

THAT with regard to subsection 239(2) of the *Municipal Act, 2001*, this Council do now move into closed session in order to address matters pertaining to a proposed or pending acquisition or disposition of land by the municipality or local board;

AND WITH REGARD TO consideration of Nottawasaga Bay Shoreline;

AND WITH REGARD TO Official Plan Amendment #4.

Carried.

Council moved into closed session at 6:51 pm.
Council rose from closed to public session at 7:05 pm

7:00 pm – General Insurance and Risk Management Services Contract, Barbra Anne Vaspori, Insurance Consultant

Next as Barbra Anne Vaspori of Riskpro was in attendance it was Council's pleasure to hear her regarding the 2007 General Insurance and Risk Management Services. Also in attendance were Director of Finance Chris Fawcett, Manager of Revenue Teresa Oakley and Manager of Purchasing Sherri Adams.

Director of Finance Chris Fawcett then reviewed the process for the Request for Proposal. Chris noted that the conditions being imposed can be addressed by Jardine.

Deputy Mayor McKinlay questioned budget impact analysis, Chris noting the premium was a set premium.

Councillor McGee questioned the reference to low team experience for Jardine, Barbra Anne noting the information provided in the RFP led to a lower mark due to no local representation.

Manager of Revenue Teresa Oakley then noted the lower mark was not related to staff knowledge, rather a lack of local knowledge and representation.

Councillor Kennedy questioned the water craft liability coverage, Chris noting the clause related to Town owned boats only.

Manager of Purchasing Sherri Adams noted that all references expressed satisfaction with the recommended company.

Councillor McKean questioned wording provided in the summary, Chris noting updated wording had been received and will be reviewed by Staff.

Councillor Martin noted concern with wording regarding auto coverage cancellation. Michael then noted concern with some of the insurance limits provided, Barbra Anne clarifying wording is based on an industry standard if not provided in the RFPs.

Deputy Mayor McKinlay questioned the volunteer issue and municipal events, Chris noting Jardine had a Municipal Event Liability program, further noting it was not a part of the RFP.

Chris noted that additional information and research was required for the Event Liability program.

Duncan then questioned firefighter coverage, Barbra Anne noting no wording was available at the time of the report, Chris noting Jardine has committed to satisfy all conditions imposed by the Town.

Duncan then questioned the scoring system and staff confidence, Barbra Anne noting confidence in the system, adding she herself had developed the system and it was becoming an industry standard.

Duncan then questioned the possibility of transfers to reserves, Chris noting the process would be looked at during budget discussions.

Duncan then questioned current insurance claims, Barbra Anne noting the current insurer would continue with the files until completion.

Councillor Gamble noted Jardine seemed to be as strong as Cowan, Barbra Anne noting Jardine had a good brokerage support system.

Duncan then questioned start up costs and building inventory, Barbra Anne noting the appraisal services were included save for heritage buildings.

Duncan then questioned risk management support, Barbra Anne recommending a more consistent approach was required across all departments.

Councillor Martin then questioned satisfaction of conditions, Teresa noting that Jardine needed to satisfy conditions 1 to 6 and the Town needed to satisfy itself with conditions 7 thru 11.

Council then dealt with the following Resolution:

Moved by: C. Kennedy Seconded by: John McKean

THAT Council does approve the recommendation of Staff Report T-2006-25, awarding the Town's General Insurance and Risk Management Services for the period of January 1, 2007 to January 1, 2008 to Jardine Lloyd Thompson Canada Ltd. for the annual premium of \$246,255.48 (including taxes), with the consideration to renew to be based upon satisfactory performance, service and price; contingent upon Jardine satisfying conditions #1 thru #6 as detailed in the recommendation provided by RISKPRO and dated 12/06.

In speaking to the Motion, Deputy Mayor McKinlay questioned a date for providing 2008 premiums, Barbra Anne noting an estimate could be requested later in 2007 but generally provided 60 days before renewal.

Duncan then questioned if there would be enough time to prepare another RFP if the premium was unsatisfactory, Chris noting that was one of the options.

Council then voted on the Resolution, Carried.

C. Motions and Staff Reports

1. Planning Committee of the Whole

Council then dealt with the following Resolution:

Moved by: John McGee Seconded by: R. J. Gamble

THAT Council do now move into Planning Committee of the Whole with Chair of Planning Michael Martin in the Chair, Carried.

2. Committee of Adjustment - PL.06.138

Planner Shawn Postma reviewed the Report, noting the report provided a general summary of 2006 Applications and remuneration.

Shawn noted there were inconsistencies in expense claims by Committee members, adding proposed By-law will regulate per diem rates.

Deputy Mayor McKinlay questioned the per diem rate change and mileage, Shawn noting the per diem would cover site visits required by the members.

Mayor Anderson questioned length of meetings, Shawn noting meetings were generally 2 to 3 hours but an increase could be reviewed in the future should meetings run longer.

Councillor Gamble questioned if the rate would be enough to cover site visits and meeting attendance, Shawn noting a half day per diem was considered appropriate.

Councillor Martin noted concern with the application fees currently being charged, CAO Paul Graham noting the current Fees & Charges By-law was under review.

Councillor McGee questioned inconsistencies in the claim history, Shawn clarifying some members charged for site visits while others did not.

John then questioned if site visit compensation should be removed from the By-law, Michael noting the By-law could be amended at a later date.

CAO Paul Graham clarified that the By-law appeared to be clear, noting no concern.

Councillor Gamble then questioned if members received mileage to the meetings from their homes, Councillor Martin noting no.

Councillor Kennedy questioned new fees, Paul noting concern with no updates for years, adding the Town should come on line with surrounding municipalities.

3. Application for Consent – File No. B05/2006, Part Lot 20, Concession 5 - Dr. Hibberd - PL.06.155

Shawn reviewed the Staff Report noting the old Official Plan did not permit the severance. Shawn added that the new Official Plan and the owners agreement to a road widening allowed this application to move ahead.

Deputy Mayor McKinlay questioned if the proposed triangle was substantial enough, CAO Paul Graham noting that both he and Superintendent of Public Works Don Hutchinson had approved the size.

Councillor McGee then requested clarification on the minimum lot size and frontage for both the severed and retained parcels, Shawn noting the severed parcel was deficient in lot area and the retained parcel is deficient in lot frontage.

4. Application for Site Plan Approval, Willow Creek at Blue Inc. Part Lot 18, Concession 1 and 2, parts 1 and 2 RP 16R-8686, PL.06.156

Shawn then reviewed the Staff Report, noting the proposal included 28 multi unit residential condominiums and trail easements would be granted to the Town.

Shawn then noted the proposal would maintain the Master Development Agreement as entered into with Westbrook Development. Shawn added that minor changes were still required to the drawings but would not affect the overall design or intent of the proposal.

Deputy Mayor McKinlay questioned if the trail would provide access to the County Trail, Shawn noting it is proposed to join the granular trail.

Duncan then questioned if County Development Charges would apply, Shawn noting they would be paid at the building permit stage.

Duncan then questioned the 2 ½ parking spaces per unit, Shawn noting the developer was going above and beyond current standards.

Duncan then questioned construction debris on trails and roads and road damage during construction, Shawn noting those would be covered in the Site Plan Agreement.

Duncan then questioned enforcement, CAO Paul Graham noting the agreements gave the Town the ability to enforce.

Councillor McGee questioned if parking was consistent with current policies, Manager of Development Planning Rob Armstrong noting the current Zoning By-law required 1.75 spaces per unit. Rob noted a study was currently underway to dictate changes to the Zoning By-law regarding parking.

Councillor Gamble noted the entrance appeared to be on a steep slope, questioning if it is appropriate, CAO Paul Graham noting the slope is within the limit of engineering standards.

5. Castle Glen - Phase 2 Official Plan Amendment - PL.06.157

Manager of Development Planning Rob Armstrong then reviewed the Staff Report noting the Ontario Municipal Board has approved the Official Plan Policies related to Castle Glen.

Rob noted a new Official Plan document would be created including all recommendations and decisions.

6. Comprehensive Parking Strategy - PL.06.137

Planner Cindy Welsh reviewed the Staff Report noting staff was requesting that a Council member be appointed to the Steering Committee.

Cindy noted the next meeting would take place on January 24th with a public consultation meeting to take place in February.

Councillor Kennedy put his name forward as the Council representative.

Deputy Mayor McKinlay questioned if photos could be taken of other problem areas in the municipality, Cindy noting a pre flight plan was being drawn up.

7. Updates – Verbal (addition to the Agenda)

Cindy then reviewed the Comprehensive Zoning By-law Review, noting the Parking Strategy was part of the review as well as short term rentals.

Cindy added that discussion paper topics had been assigned to each Committee member, noting that outside expertise may be required.

Councillor Gamble questioned consultant cost, Cindy noting cost to be determined.

Regarding the proposed Thornbury Horse Park, Rob noted a Report would be forthcoming to Council in January.

Rob noted the Regulations were received for Bill 151 and the changes to the Planning Act were to come into effect January 1, 2007, adding a report on changes would come to Council in the new year.

D. Motions - Reports & By-laws

1. Planning Council

Council then dealt with the following Resolutions:

Moved by: John McGee Seconded by: Ellen Anderson

THAT the Planning Committee of the Whole does now rise and the Planning Council meeting does now re-convene with Mayor Anderson in the Chair and the Planning Chair reporting to Planning Council on discussions and Recommendations while in Committee.

In speaking to the Motion, Councillor Martin recommended that:

C2 – be accepted as presented

C3 – be accepted as presented and amended

- C4 – be accepted as presented
- C5 – be accepted as presented
- C6 – Councillor Kennedy be considered as the Council Representative on the Comprehensive Parking Strategy Steering Committee

Council then voted on the Resolution, Carried.

Mayor Anderson then assumed the Chair and called the Planning Council meeting to order.

Planning Council then dealt with the following Resolutions:

2. Committee of Adjustment - PL.06.138

Moved by: C. Kennedy Seconded by: John McGee

THAT Council receive Planning Report No. PL.06.138, Committee of Adjustment, and does hereby enact By-law No. 2006-122, being a By-law to amend By-law 2005-04, being a By-law to provide for payment of remuneration and expenses to Public Members of the Committee of Adjustment, this 18th day of December, 2006, Carried.

3. Application for Consent – File No. B05/2006, Part Lot 20, Concession 5 - Dr. Hibberd - PL.06.155

Moved by: John McKean Seconded by: R. J. Gamble

THAT Council receive Planning Staff Report PL.06.155;

AND THAT Council hereby grant approval of Consent Application No. B05-2006, Dr. Joan Hibberd, being Part Lot 20, Concession 5 subject to the Conditions noted in Report No. PL.06.155 as amended, Carried.

4. Application for Site Plan Approval, Willow Creek at Blue Inc. Part Lot 18, Concession 1 and 2, parts 1 and 2 RP 16R-8686, PL.06.156

Moved by: D. R. McKinlay Seconded by: Michael Martin

THAT Council receive Planning Staff Report PL.06.156, and

THAT Council grant Site Plan Approval for the construction of a 28 unit multi-residential development on Part Lot 18 Concession 1 and 2, conditional upon the following:

1. Final drawings stamped “Accepted for Construction” by the Town of The Blue Mountains Engineer
2. That Council authorize the Mayor and Clerk to execute a Site Plan Agreement as noted in Report PL.06.156

Carried.

5. Castle Glen Update - PL.06.137

Moved by: R. J. Gamble Seconded by: C. Kennedy

THAT Council receive Planning Report PL.06.157, Castle Glen – Phase 2 Official Plan Amendment, for information purposes, Carried.

6. Comprehensive Parking Strategy - PL.06.137

Moved by: John McKean Seconded by: John McGee

THAT Council does receive Staff Report #PL.06.137, Comprehensive Parking Strategy, and does appoint Councillor Cameron Kennedy as Council representative to the Comprehensive Parking Strategy Steering Committee.

In speaking to the Motion, Deputy Mayor McKinlay questioned previous experience, Councillor Kennedy noting that he currently represented the BIA on the committee.

Council then voted on the Resolution, Carried.

7. General Insurance and Risk Management Services Contract (previously considered)

8. Sign By-law Review Committee

Moved by: C. Kennedy Seconded by: R. J. Gamble

THAT Todd Savill is hereby appointed to the Sign By-law Review Committee, Agenda, Carried.

9. Elections for Town Committee and Board Appointments

The Blue Mountains Police Services Board (1)
The Blue Mountains Committee of Adjustment (3)
The Blue Mountains Recreation Committee (5)
Joint Beaver River Ice Management Committee (4)
The Blue Mountains Affordable Housing Committee (5)
The Blue Mountains Public Library Board (5)

10. Confirmation of Town Committee and Board Appointments

Moved by: D. R. McKinlay Seconded by: Michael Martin

THAT Rod Knott is hereby appointed to The Blue Mountains Police Services Board, effective January 1, 2007, Carried.

Moved by: D. R. McKinlay Seconded by: Michael Martin

THAT the following persons are hereby appointed to The Blue Mountains Committee of Adjustment (To be confirmed by By-law January 8/07):

1. Shiela Metras
2. Bill Remus
3. R. B. Waind

Carried.

Moved by: John McGee Seconded by: R. J. Gamble

THAT the following persons are hereby appointed to The Blue Mountains Recreation Committee:

1. Donna Atkinson
2. Alan Chesworth
3. John Metras
4. Jay Kivell
5. Wayne Holly

Carried.

Moved by: John McGee Seconded by: R. J. Gamble

THAT the following persons are hereby appointed to Joint Beaver River Ice Management Committee:

1. George Dankevych
2. Brian McAteer
3. Al Lockhart

Carried.

Moved by: John McKean Seconded by: C. Kennedy

THAT the following persons are hereby appointed to The Blue Mountains Affordable Housing Committee:

1. Norine Baron
2. Elaine Beard
3. Glenn Stewart
4. Steven Schofield
5. Jill Thatcher

Carried.

Moved by: John McGee Seconded by: C. Kennedy

THAT the following persons are hereby appointed to The Blue Mountains Public Library Board:

1. Cathy Innes
2. Mary Little
3. Jean Salvatore
4. Dennis Stainer

Carried.

Moved by: D. R. McKinlay Seconded by: Michael Martin

THAT the Clerk be directed to advertise in the local newspapers to fill vacant positions on The Blue Mountains Public Library Board, applications to be received no later than January 12th.

In speaking to the Motion, the following Recommendation was then presented:

Moved by: John McGee Seconded by: D. R. McKinlay

THAT the Recommendation be amended to include vacancies on all Town Committees or Boards, Carried.

THAT the Clerk be directed to advertise in the local newspapers to fill vacant positions on The Blue Mountains Public Library Board and the Joint Beaver River Ice Management Committee, applications to be received no later than January 12th, Carried.

E. By-laws

1. Amended Reduced Load Period By-law

Moved by: John McKean Seconded by: R. J. Gamble

THAT Council does hereby enact By-law No. 2006-123, being a By-law to amend By-law No. 2006-13, being a By-law to designate reduced load periods and highways so designated, by removing any reference to dates to which the reduced load period would apply, this 18th day of December, 2006.

In speaking to the Motion, Director of Engineering & Public Works Reg Russwurm related that recent problems on the 4th Line required timeframes be removed to allow for a faster response time.

Councillor McKean noted that this is a common By-law among Ontario municipalities.

Deputy Mayor McKinlay then questioned if notice had been given to the pit operators, Reg noting a voluntary reduction by the operator is in place, adding the By-law will allow faster response times.

Councillor McKean then questioned timeframes for road repair, Reg noting discussion indicated a possible road reconstruction project in the future.

Council then voted on the Resolution, Carried.

F. Reports and Minutes LIST Receive

1. Committee of Adjustment – October 19, 2006

Moved by: C. Kennedy Seconded by: John McKean

THAT the Committee of Adjustment minutes of October 19, 2006 be received as circulated, Carried.

G. Next Meeting Date(s)

January 8, 2007

H. Adjournment

Moved by: John McKean Seconded by: C. Kennedy

THAT this Council does now adjourn

.....
Ellen Anderson, Mayor

.....
Serena Wilgress, Deputy Clerk