



Policy Review Committee Action Report
for February 22nd, 2011 held in the
Council Chambers Immediately following Council

PRESENT: Mayor Sonnenburg, Deputy-Mayor Sonnenburg, Councillor Antonakos, Councillor Flynn, Councillor Probert, Councillor Black, Councillor Strike, Lisa Young, Director of Planning, Duncan Rogers, Clerk, Paul Knowles, Chief Administrative Officer

- 1) **DECLARATION OF PECUNIARY INTEREST** - now or anytime during the meeting
- 2) **REGISTRATION OF PUBLIC WISHING TO SPEAK** - with the secretary
- 3) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 4) **Communication 122104 is a closed meeting**
- 5) **If there is an addendum, in accordance with Section 15.2.4 (of Striking Report) does the committee wish to approve this addendum?**

TO BE DISCUSSED

122016 Received from Paul Knowles, Chief Administrative Officer
 Addressed to Policy Review Committee
 Date December 8th, 2010
 Topic 7 Beckwith Street

SUMMARY

Earlier, options for the redevelopment of 7 Beckwith Street were evaluated. After considering the condition of the building and the site clean up costs associated with various uses, the option selected involves removing the building and dividing the property. The north 'clean portion is available for municipal commercial use and a parking lot is to be constructed on the south portion. The parking lot is to be constructed to facilitate operation of a part time Farmers' Market. Consultant has prepared the previously distributed sketch of this option for the redevelopment of 7 Beckwith Street.

Design Rational Provided by Architect

"This project is to include provisions for a Farmers' Market in 2011. We feel that it requires a contemporary image without mimicking the past. To construct a barn or build an inexpensive utilitarian farm building would be out of place in this semi-urban setting. Therefore, our starting point is farm imagery using a pallet or rural materials to develop a contemporary interpretation of a farmers' market. The concept is the Barn, silo and storage shed. The Barn is the long extruded roof shelter to protect the vendors and public from rain and sun. It allows trucks to back under it to sell from tailgates and people to walk along the sidewalk to browse. It uses large wood structural elements at unusual angles to create an eye catching architectural statement. The storage/washroom component is the shed. It is a masonry structure with a sliding barn door of wood. We have incorporated some "Green" ideas into the concept that become our silo. The rain water from the shelter roof will be collected in a concrete cistern and can be used for irrigation of the landscape elements on the site and to clean up after the market. We can also look into using this as grey water for the washrooms themselves. The entire structure has been moved along Beckwith Street (from the middle of the site) to recreate the street/building wall edge, which is traditional in a small town. We have ideas for lighting and additional landscaping. We have also briefly looked mirroring the entire building and resulting in the shed component at the corner. This idea has merit, and can be looked at in more detail should this project proceed."

122016 Continued

Architect has revised the Site Plan to incorporate comments. Different designs for the roof structure were also illustrated.

Also, Consultant has provided a proposal to complete the detailed design for the project.

UPDATE

Detailed design of the parking lot at 7 Beckwith Street is progressing well. The attached drawing shows there will be 82 parking spaces including 4 handicap spaces, an area for the washroom/storage building, landscaping and an area for operation of a Farmers' Market.

The Farmers' Market area was designed to address the Farmers' Market requirements and has been laid out to accommodate their standard 3m x 3m booths along both sides with an aisle down the middle for shoppers. The Farmers' Market area will function well as an open air market without any further work. However, the installation of piers, that could support a future roof structure, will be included. These piers will be flush with the finished ground so they will not interfere if the roof does not proceed. The piers will be spaced so that two of the standard booths fit between each pier. Furthermore the parking has been arranged so there is one parking space aligned with each booth along the east side.

The general layout of the parking lot is fixed and the spacing of the piers cannot be altered as it would interfere with the standard booth size. The piers will be designed to accommodate any shape of roof structure that is designed in the future.

STAFF RECOMMENDATION

THAT details regarding the roof structure, stage and other facilities, together with the funding for these projects, be discussed in conjunction with the preparation of the 2012 budget.

COMMITTEE DECISION

THAT Councillor Strike be tasked with gathering the various stakeholders together to determine details regarding various items (such as roof structure and a stage) that may be added in 2012 onto the parking lot the Town will be constructing on Beckwith Street this year. Any of these components, that are permanent, will need to fit on the 9.0m x 42.0m slab that will be installed adjacent to the Beckwith Street Sidewalk. The foundation, for the posts that could support the roof structure, are planned to be 7.0m apart and spaced every 6.0m along the length of the pad to allow for placing two standard sized booths between each post. Also, the roof structure must be designed so that snow/ice will not slide off onto the adjacent parking lot or sidewalk.

Details, cost estimate and funding proposals should be presented to Council in June 2011 so that projects can be considered in the 2012 budget.

122101 Received from Open Doors for Lanark
Addressed to Mayor Wendy LeBlanc
Date January 25th, 2011
Topic Update of Their Services

SUMMARY

Open Doors for Lanark would like to provide Council with an update about their services to children and youth.

STAFF RECOMMENDATION

THAT Council view presentation.

COMMITTEE DECISION

Receive and file

122102 Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date February 9th, 2011
Topic Commemorative Naming for Municipal Parks and Facilities, Commemorative or Benches

SUMMARY

Commemorative naming or re-naming of certain parks or facilities and commemorative benches has been discussed. A proposed policy is attached for review.

COMMENT

An Executive Summary of Inputs, used by the City of Vancouver, is also attached and likely reflects the views of residents in Carleton Place. Council should consider this information when reviewing requests.

STAFF RECOMMENDATION

THAT Council hereby approves the Commemorative Naming Policy for Municipal Parks and Facilities.

THAT Council hereby approves the Commemorative Bench Policy .

COMMITTEE DECISION

Information from Lanark County Municipal Trails Corporation is to be distributed. Bring forward.

122103 Received from Duncan Rogers, Clerk
Addressed to Policy Review Committee
Date January 27th, 2011
Topic Procedural By-law

SUMMARY

The Clerk has prepared the distributed updated Procedural By-law that incorporates amendments (shown in **bold** print) that have already been approved by Council but does not change any current procedures.

STAFF RECOMMENDATION

THAT Council determine if new/revised procedures should be considered and included in the By-law.

COMMITTEE DECISION

Members of Council are to provide and input to Clerk. Bring forward.

122104 Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date February 17th, 2011
Topic Closed Meetings

SUMMARY

As authorized by the Municipal Act, Council should review selected items in closed session.

STAFF RECOMMENDATION

THAT in accordance with Section 239 of the Municipal Act, S.O. 2001, that the meeting be closed to the public with the following agenda:

AGENDA

- 22-02-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 14-09-10-2 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 11-01-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 22-02-11-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

COMMITTEE DECISION

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REPORT TO COUNCIL

- 22-02-11-1 Bring Forward
- 14-09-10-2 Bring Forward
- 11-01-11-1 Bring Forward
- 22-02-11-2 Receive and File.