



Policy Review Committee Action Report May 22nd, 2018, Immediately Following Council Carleton Place Town Hall, Council Chambers

PRESENT: Mayor Antonakos, Deputy Mayor Flynn, Councillor Black, Councillor Redmond, Councillor Fritz, Councillor Doucett

Staff: Diane Smithson, CAO, Duncan Rogers, Clerk, Stacey Blair, Deputy Clerk, Trisa McConkey, Treasurer, Phil Hogan, Deputy Treasurer, Joanne Henderson, Manager of Recreation and Culture, Joanna Bowes, Manager of Development Services, Amanda Charania, Communications Coordinator

1) CALL TO ORDER

The meeting was called to order at 7:37 p.m.

2) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST

None declared.

3) REGISTRATION OF PUBLIC WISHING TO SPEAK

Those who spoke at the meeting registered with the Chair prior to the meeting. Members of the gallery were also given the opportunity to provide input.

4) COMMUNICATIONS (REPORTS)

i. Update of the Municipal Flag Policy (Communication 129211)

Duncan Rogers, Clerk

Committee Decision:

THAT the updated Municipal Flag Policy be adopted as amended to include the lowering of the Town flag upon the death of former members of council.

CARRIED – CONSENT AND BY-LAW PREPARED

**ii. Election Sign By-law Update to Communication 129187
(Communication 129212)**

Stacey Blair, Deputy Clerk

Committee Decision:

THAT Council approve the Election Sign By-law as presented.

CARRIED – CONSENT AND BY-LAW PREPARED

iii. Delegation of Authority (Communication 129213)

Diane Smithson, CAO

Committee Decision:

THAT the Delegated Authority By-law be forwarded to Council for approval.

CARRIED – CONSENT AND BY-LAW PREPARED

Staff Direction: THAT the by-law be reviewed on an annual basis and that the CAO provide a monthly review to Council.

iv. Reduced Voting Hours for Seniors' Residences – Update to Communication 129188 (Communication 129214)

Stacey Blair, Deputy Clerk

Committee Decision:

THAT By-law 64-2017 be amended by replacing Section 1 with the following: "That the schedule and hours for paper poll voting stations for retirement centres will be as follows:

Monday, October 22nd, 2018

Waterside Viva Retirement Community (105 McNeely Avenue) and Carleton Place Terrace (6 Arthur Street) between 10:00 a.m. and 12:00 p.m.; and

Stone Ridge Manor (256 High Street) and Riverview Seniors Residence (204 Lake Avenue West) between 2:00 p.m. and 4:00 p.m."

CARRIED – CONSENT AND BY-LAW PREPARED

v. Cannabis Update (Communication 129215)

Diane Smithson, CAO

Committee Decision:

WHEREAS the Federal Government implemented new rules concerning access to cannabis for medical purposes on August 24, 2016; and

WHEREAS the new rules permit individuals to obtain a medical document from their health practitioner prescribing how much dried marijuana (in grams) the person is required to take on a daily basis; and

WHEREAS there are three options available to a person to obtain the medical cannabis they need which include buying it from a licensed producer, registering with Health Canada to produce a limited amount of cannabis for his/her own purposes and registering with Health Canada to designate another person to produce it for him/her; and

WHEREAS the Government of Canada has produced a document entitled "Information Bulletin: safety and security considerations when producing

cannabis for your own medical purposes” to explain the Access to Cannabis for Medical Purposes Regulations; and

WHEREAS based on Health Canada rules, a maximum of four (4) registrations are permitted for marijuana plant production at one (1) address; and

WHEREAS although people are required to register with Health Canada before they can produce or have someone else produce their cannabis for them, there is no requirement for the person to have to seek any approvals (i.e. Zoning compliance, Building Code compliance, confirmation regarding distance from schools, daycares, etc.) from the local municipality where the cultivation of cannabis operation will be taking place prior to being considered registered with Health Canada; and

WHEREAS Health Canada has simply outlined some recommended safety and security measures and indicated in their Information Bulletin that persons are expected to comply with all relevant provincial/territorial and municipal laws including local by-laws about zoning, electrical safety, fire safety, together with all related inspection and remediation requirements; and

WHEREAS the applicant is not required to submit anything to Health Canada from the local municipality to confirm that the property where the cannabis is being grown meets relevant provincial/territorial and municipal laws before they are deemed “registered” and given permission to grow the cannabis prescribed; and

WHEREAS there are currently no specific regulations concerning smell outlined by Health Canada; and

WHEREAS odour issues are notoriously difficult to regulate and remediate;

NOW THEREFORE BE IT RESOLVED THAT Health Canada be requested to implement the following measures before issuing licenses for medicinal cannabis:

1. require consultation and/or at a minimum communication with staff at the local municipality to ensure that rules and regulations are being met (i.e. Zoning, Building Code compliance, Fire Code compliance, etc.);
2. implement specific regulations around smell;
3. reduce the number of plants being cultivated in any one building or require upgraded requirements for the cultivation of plants over the minimum number beyond minimum requirements; and

THAT preferably Health Canada only issue licenses to individual growers (for individuals to grow on their own property) or licensed commercial producers (and not issue licenses for designated growers and licenses for individuals to grow on other people’s property) as these are problematic; and

THAT following approval, implement an oversight system to ensure the person being issued the Health Canada licenses is acting in accordance with the licenses issued; and

THAT a copy of this resolution be sent to the Hon. Justin Trudeau, Prime Minister of Canada; Hon. Ginette Petitpas Taylor, Federal Minister of Health; the Federation of Canadian Municipalities, all Ontario municipalities and the Association of Municipalities of Ontario for support.

CARRIED – MOTION PREPARED

vi. Jackson Ridge Estate Subdivision – Repeal and Replacement of By-law 06-2017 (Communication 129216)

Duncan Rogers, Clerk

Committee Decision:

THAT By-law No. 06-2017 being a By-law to provide for the rights of certain property owners to access infrastructure that can benefit their property provided they pay a charge that recovers the capital costs of constructing infrastructure for Jackson Ridge Subdivision be repealed and replaced with By-law No. xx-2018.

CARRIED – CONSENT AND BY-LAW PREPARED

vii. Website Design Refresh (Communication 129217)

Amanda Charania, Communications Coordinator

Committee Decision:

THAT Council approve the final www.carletonplace.ca website design and authorize staff to implement the new design 'live' on the website.

CARRIED – CONSENT

viii. 10-Year Capital Investment Plan (Communication 129218)

Phil Hogan, Deputy Treasurer

Committee Decision:

THAT Council accepts the updated 10-year capital plan and instructs staff to proceed to plan for the core infrastructure projects identified within the plan.

CARRIED – MOTION PREPARED

ix. Scotiabank Pricing Proposal (Communication 129219)

Trisa McConkey, Treasurer

Committee Decision:

THAT Council authorize the Mayor and Clerk to enter into the new 5-year Pricing Proposal with the Bank of Nova Scotia.

CARRIED – CONSENT AND BY-LAW PREPARED

x. May 11, 2018 Parks and Recreation Committee Action Report (Communication 129220)

Joanne Henderson, Manager of Recreation and Culture

Committee Decision:

THAT the Committee receives the Manager of Recreation and Culture Report on the highlights of the May 11, 2018 Parks and Recreation meeting as information; and

THAT the necessary motions and/or by-law be prepared for Council approval.

CARRIED – MOTIONS/BY-LAWS PREPARED

xi. Use of Storage Space in Riverside Park (Communication 129221)

Joanne Henderson, Manager of Recreation and Culture

Committee Decision:

THAT Council authorize the Carleton Place Canoe Club to sublet the northeast portion of the former canteen space in Riverside Park to Harmony Dawn for the operation of her Stand Up Paddle business; and

THAT staff be authorized to proceed to undertake minor renovations to the space to be utilized by Stand Up Paddle at the Town's cost; and

THAT the Mayor and Clerk be authorized to enter into an agreement between Stand Up Paddle, the Carleton Place Canoe Club for use of the canteen and Riverside Park for the operation of the business in 2018.

A recorded vote was requested by Councillor Doucett:

Mayor Antonakos - Yes

Councillor Black – Yes

Councillor Doucett - No

Deputy Mayor Flynn - Yes

Councillor Fritz - Yes

Councillor Redmond - Yes

Councillor Trimble – Absent

The Deputy Clerk declared the vote as CARRIED with a vote of 5/6.

CARRIED – CONSENT AND BY-LAW PREPARED

xii. Boulton House, 33-35 Mill Street (Communication 129222)

Joanna Bowes, Manager of Development Services

Committee Decision:

THAT the staff report dated May 22, 2018, Boulton House, 33-35 Mill Street (Communication 129222), be received as information.

CARRIED - CONSENT

5) ADJOURNMENT

The meeting adjourned at 10:40 p.m.