

MINUTES OF A SPECIAL MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF WHITBY HELD ON THURSDAY, FEBRUARY 12, 2009 AT THE HOUR OF 8:30 A.M. IN THE BROOKLIN ROOM AT CULLEN CENTRAL PARK AS CALLED BY THE HEAD OF COUNCIL

PRESENT: Mayor Perkins
Councillors Coe, Emm, Pitchforth, Roy and Scott
Mayor Perkins in the Chair

ALSO PRESENT: R. Petrie, Chief Administrative Officer
C. Swan, Executive Assistant to Mayor and Council
P. Jones, Town Clerk

The meeting commenced at 8:55 a.m.

1. DISCLOSURES OF INTEREST

None.

2. ITEMS FOR CONSIDERATION

2.1 Planning Matters

i) Minor Variance:

Mr. Petrie provided a handout and led a discussion about the role and function of a Committee of Adjustment. It was noted the Committee needs to apply four tests in order to determine if a request for variance from the Town's zoning by-law is minor in nature and should be granted. The current application and review process was also outlined.

There was general consensus amongst Councillors that they would like to see Planning staff's analysis of an application in advance of the application being considered by the Committee of Adjustment.

ii) Planning & Development Committee Agenda – February 17th, 2009:

The Clerk suggested and it was agreed that there were items on the February 17th, 2009 Planning and Development Committee Agenda that needed to be considered in unison. It was discussed how this could be done procedurally.

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2. (Continued)

2.2 Lakeshore Municipal Tour – East and West

It was noted that Members of Council had indicated an interest in touring lakeshore municipalities to the east and west of Whitby in order to see what others had done with their lakeshores, downtowns, intensification and beautification.

The dates of May 5th and June 30th, 2009 were suggested. These dates were problematic for some members. It was agreed that the Clerk would circulate something to Members of Council so they could indicate what dates in May and June 2009 did and did not work for them.

2.3 Administrative Issues

i) Succession Planning:

Mr. Petrie provided a one-page outline and spoke of the need to address succession planning in the Town's 2009 business plan. There was discussion about the need to:

- 1) identify the Corporation's needs in terms of core competencies; and
- 2) provide opportunities to gain the necessary education, training and experience.

ii) Role of Administration vs. Council and Interaction:

Mr. Petrie provided a one-page overview and led a discussion as to the roles, responsibilities and appropriate interaction and relationships between Council and the Administration.

2.4 Emerging Issues

Councillor Emm questioned whether the 8:00 p.m. start time for regular meetings of Council wasn't too late. It was agreed the Clerk should set out the pros and cons and options for moving the start time forward in a report for Council's consideration.

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3. ADJOURNMENT

RESOLUTION NO. 40-09

MOVED by Councillor Coe at 11:00 a.m.
Seconded by Councillor Emm

That this February 12th, 2009 Special Meeting of the Council of the Corporation of the Town of Whitby adjourn.

CARRIED

Paul Jones, Clerk

Patricia Perkins, Mayor