

**MINUTES
OF THE ELEVENTH REGULAR MEETING OF THE ONE HUNDRED
AND TWENTY SEVENTH COUNCIL OF THE TOWN OF CARLETON PLACE**

The Eleventh Regular Meeting of the One Hundred and Twenty Seventh Council of the Town of Carleton Place was held in the Town Hall Council Chambers on Tuesday, May 24, 2016 at 7:00 p.m.

PRESENT: Mayor Antonakos Deputy-Mayor Flynn
 Councillor Black Councillor Doucett
 Councillor Redmond Councillor Fritz
 Councillor Trimble

STAFF: P. Knowles, C.A.O.
 D. Rogers, Clerk
 N. Guthrie, Acting Communications Coordinator

I OPENING PRAYER

Mayor Antonakos asked members of Council and the public present to stand for a moment of silence.

II DISCLOSURE OF PECUNIARY INTEREST

None

III MINUTES OF PREVIOUS MEETING

Motion No. 11-127-01

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

THAT the Minutes of the Tenth Regular Meeting of the 127th Council held on May 10, 2016 be adopted as printed.

CARRIED

IV DELEGATIONS

None

V COMMUNICATIONS

127203 - 127226

VI READING OF BY-LAWS

None

VII STANDING COMMITTEES

Policy Review Committee – May 10, 2016

Motion No. 11-127-02

Moved by Councillor Doucett, seconded by Councillor Fritz

Communication: 127206 127207 127209 127210 127212 127214 127216

THAT Council hereby accepts the Policy Review Committee's decisions related to the consent items of May 10, 2016 and approves the Council Actions.

CARRIED

Motion No. 11-127-03

Moved by Councillor Black, seconded by Councillor Redmond

Communication: 127211

THAT Council hereby authorizes the Mayor and Clerk to execute a Contract Agreement with Thomas Cavanagh Construction Limited for Contract PW2-2016 for the tender bid price of \$1,919,477.64

CARRIED

Motion No. 11-127-04

Moved by Councillor Redmond, seconded by Councillor Trimble

Communication: 127213

THAT the Council of the Town of Carleton Place hereby approves the Recreation and Culture Department of the Town submitting an application to the Canada 150th Fund for financial support on behalf of the Anniversary Celebrations Committee.

CARRIED

Corporate Services Committee – May 17, 2016

Motion No. 11-127-05

Moved by Councillor Timble, seconded by Councillor Redmond

Communication: 127175 127217 127218 127219

THAT Council hereby accepts the Corporate Services Committee's decisions related to the consent items of May 17, 2016 and approves the Council Actions.

CARRIED

Motion No. 11-127-06

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 127220

THAT Council hereby authorizes staff to issue a Purchase Order for \$21,870.00 to NAPA for the purchase of the Hoist and a Purchase Order to Benson for \$12,009.63 for the purchase of the Tire Changer and Balancer.

CARRIED

Motion No. 11-127-07

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

Communication: 127221

THAT Council hereby authorizes staff to issue a Purchase Order for \$27,933 plus HST to Bean Motors for purchase of 2016 Chevy Colorado.

CARRIED

Community Issues Committee – May 17, 2016

Motion No. 11-127-08

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 127178 127226 127227

THAT Council hereby accepts the Community Issues Committee's decisions related to the consent items of May 17, 2016 and approves the Council Actions.

CARRIED

Planning and Protection Committee – May 17, 2016

Motion No. 11-127-09

Moved by Councillor Redmond, seconded by Councillor Black

Communication: 127222 127223 127224 127225

THAT Council hereby accepts the Planning and Protection Committee's decisions related to the consent items of May 17, 2016 and approves the Council Actions.

CARRIED

VIII OTHER BUSINESS

None

IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER

Mayor Antonakos informed members of Council of the Red Cross Blood Donor Clinic, scheduled for Wednesday, June 8, 2016 from 3:30 p.m. to 7:30 p.m. at St. James Anglican Church Hall. The Mayor also noted that the local Chamber of Commerce will hold their Breakfast Meeting on Wednesday, May 25, 2016 at the Gastro Pub. Mayor Antonakos reminded members of Council of the gathering to meet medical students at Chesswood at 6:30 p.m. on Thursday, May 26, 2016. Councillor Fritz reminded members of Council of the upcoming Wine'd Around Town Event. Deputy-Mayor Flynn noted that People First will hold their annual Walkathon on June 18th 2016. The Deputy-Mayor also reminded members of Council of the Farm to Fork Spring Dinner and Dance scheduled for Saturday, June 4, 2016. Councillor Redmond reminded members of Council of the upcoming Hospital Board meetings.

X BY-LAW CONFIRMING COUNCIL PROCEEDINGS

By-law No. 26-2016

Motion No. 11-127-10

Moved by Councillor Doucett, seconded by Councillor Fritz

THAT By-law No. 26-2016 (**Confirm Council Proceedings**) be read a first time, second time and third time and finally passed.

CARRIED

XI SINGING OF O CANADA

Members of Council, Staff and the public present stood for the singing of O Canada.


XII ADJOURNMENT – 7:21 p.m.


Motion No. 11-127-11

Moved by Councillor Doucett, seconded by Deputy-Mayor Flynn

THAT the Eleventh Regular Meeting of the One Hundred and Twenty Seventh Council be hereby adjourned.

CARRIED


Louis Antonakos, Mayor


D.H. Rogers, Clerk



AGENDA

ELEVENTH REGULAR MEETING OF THE ONE HUNDRED AND
TWENTY SEVENTH COUNCIL OF THE TOWN OF CARLETON PLACE
Tuesday, May 24, 2016 Council Chambers at 7:00 p.m.

I OPENING PRAYER

II DISCLOSURE OF PECUNIARY INTEREST

III MINUTES OF PREVIOUS MEETING

Minutes of the Tenth Regular Meeting of the 127th Council of May 10, 2016

IV DELEGATIONS

None

V COMMUNICATIONS

127203 – 127226 (*copies of communications are available to view in the Clerk's Dept.*)

VI READING OF BY-LAWS

None

VII STANDING COMMITTEES

Policy Review Committee – May 10, 2016

127206 127207 127209 127210 127211

127212 127213 127214 127216

Corporate Services Committee – May 17, 2016

127175 127217 127218 127219 127220 127221

Community Issues Committee – May 17, 2016

127178 127226 127227

Planning and Protection Committee – May 17, 2016

127222 127223 127224 127225

VIII OTHER BUSINESS

IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER

X BY-LAW NO. 26-2016 CONFIRMING COUNCIL PROCEEDING

XI SINGING OF O'CANADA

XII ADJOURNMENT



Policy Review Committee
Council Report
May 10th, 2016

COMMUNICATION 127206

Received from AMO
Addressed to Town of Carleton Place
Date May 4th, 2016
Topic Call for Nominations

SUMMARY

AMO has put out a call for nominations for the Board of Directors. Nominations should be submitted by 4:00 p.m. June 24th, 2016. Nomination kit is available.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

MAYOR ANTONAKOS DECLARED A CONFLICT OF INTEREST – FAMILY PROPERTY OWNERSHIP

COMMUNICATION 127207

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date May 2nd, 2016
Topic Development South-East of Hwy. 7

SUMMARY

For several years, the Town has been working with developers to organize development of the southeast section of Town. Recently the Town closed tenders for two major components of the required infrastructure, the extension of McNeely Avenue and the construction of a new pumping station. Before these contracts can be awarded, Cost Sharing Agreements, for funding these projects, need to be finalized.

COMMENT

A Background Study and Cost Sharing Report has been posted on the website (see What's New).

STAFF RECOMMENDATION

THAT solicitor proceed to finalize the Cost Sharing Agreements.

COMMITTEE DIRECTION

THAT solicitor proceed to finalize the Cost Sharing Agreements.

COUNCIL ACTION

Receive and Record

COMMUNICATION 127209

Received from Deputy-Mayor Flynn
Addressed to Paul Knowles, Chief Administrative Officer
Date April 30th, 2016
Topic Requests

SUMMARY

- 1) A member of the community is suggesting that the Town fund the \$5,000 cost to replace the Ballygiblin Riot plaque that was originally located beside the Town Hall. It is their hope, along with many others, that the Community can have the plaque re-erected by the Town of Carleton Place's bicentennial in 2019. The history and meaning of the 1824 Riots, which took place just six years after Carleton Place was founded in 1819, is one of importance and historical justice to the development of our Town.
- 2) People First is seeking funding from the Town for their organization.

COMMENT

- 1) The historical plaque was originally installed by the Province. It seems they no longer fund the cost to replace their plaques.
- 2) People First was made aware of the application deadline for Community Enrichment Grants however they failed to submit their application in time to be considered. People First has now submitted their application and, similar to other groups which applied after March 31st, they have been informed that their application will be considered as part of the second intake which closes on August 31st.

STAFF RECOMMENDATION

- 1) THAT replacement of the Ballygiblin Riot plaque be forwarded to the Bi-centennial Committee for consideration.
- 2) THAT People First's application for a Community Enrichment Grant be considered along with the other applications received after the advertised closing date of August 31st.

COMMITTEE DECISION

- 1) THAT replacement of the Ballygiblin Riot plaque be considered as part of the 2017 Budget.
- 2) THAT members of Council provide a \$500 cash advance from their discretionary fund to provide short term funding to People First. Cash advance will be repaid from any Community Enrichment Grant approved in September.

COUNCIL ACTION

Receive and Record

COMMUNICATION 127210

Received from Carleton Place BIA
Addressed to Phil Hogan, Treasurer
Date May 3rd, 2016
Topic Downtown Project

SUMMARY

The BIA continues to work on a variety of incentives to offer to business and property owners in the BIA district. The incentives are all geared towards physical improvements to the external appearance of their property. The Façade programs is an extremely successful program co-funded by the Town and the BIA itself. Each year the program is fully utilized.

A significant problem area continues and that is the painting and repair of the upper cornices on most of the older buildings. Most still retail their Victorian trim but are in sad state of repair. Most simply need painting. To that extent, a BIA ratepayer has offered the free use of his construction scissor lift and has also found a painter offering a discounted rate. The painter is certified on the use of the lift. There have already been a number of businesses agree to this fixup. BIA staff ill need to co-ordinate with Public Works etc. so that safe sidewalk access is available whenever/wherever this work takes place.

The BIA would like to engage professional designers, likely architecture student(s), to create a total make over design for as many buildings in the BIA area as possible. The intent is to create a co-ordinated paint and trim scheme that compliments the study building and a design that is cost effective. This is an opportunity to be creative.

BIA resources will be utilized but are limited. It is our understanding that there is a modest budget (\$7,000) already set aside in the Town's 2016 budget for this type of purpose. The BIA would like to have access to those funds, either by direct fund transfer or by submitting the expenses incurred. This money will not be used for actual construction but exclusively for a collaborative design approach.

COMMENT

The Town's 2016 budget included \$7,000 for a Downtown Project and \$11,000 for an Economic Development Project. Originally it was thought these funds might be combined with a RED grant but this grant program has been cancelled.

It has also been discussed that these funds should be used for Industrial Park signage and additional docks in the downtown.

127210 Continued

STAFF RECOMMENDATION

THAT the \$7,000, included in the budget for a Downtown Project, be allocated to the BIA to engage professional designers as requested.

THAT the \$11,000, included in the budget for an Economic Development Project, be used to fund the installation of signs for the Business Parks with the remainder of the funds used to identify and plan to mark a safe boating channel from the lake to the downtown. Funds for appropriate additional docks could then be considered in the 2017 budget.

COMMITTEE DECISION

THAT the \$7,000, included in the budget for a Downtown Project, be allocated to the BIA to engage professional designers as requested. Advertising opportunity on Arnprior radio is also to be considered by the BIA.

THAT the \$11,000, included in the budget for an Economic Development Project, be used to fund the installation of signs for the Business Parks with the remainder of the funds used to identify and plan to mark a safe boating channel from the lake to the downtown. Funds for appropriate additional docks could then be considered in the 2017 budget. Details for identifying and marking a safe boating channel are to be reviewed with Recreation Department.

COUNCIL ACTION

Receive and Record

COMMUNICATION 127211

Received from Dave Young, Director of Public Works
Addressed to Policy Review Committee
Date May 4th, 2016
Topic PW2-2016

SUMMARY

Tenders for PW2-2016 closed at 2:00p.m. Tuesday, May 10th, 2016.

UPDATE

The following bids were received: (bid prices includes HST)

Thomas Cavanagh Construction Limited	\$1,919,477.64
Ottawa Greenbelt Construction Company Limited	\$2,054,112.12
Colautti Construction Ltd.	\$2,199,204.16
Crains' Construction Limited	\$2,342,344.39

127211 Continued

All tenders were complete.

STAFF RECOMMENDATION

THAT Council hereby authorizes the Mayor and Clerk to execute a Contract Agreement with Thomas Cavanagh Construction Limited for Contract PW2-2016 for the tender bid price of \$\$1,919,477.64

COMMITTEE DECISION

THAT Council hereby authorizes the Mayor and Clerk to execute a Contract Agreement with Thomas Cavanagh Construction Limited for Contract PW2-2016 for the tender bid price of \$\$1,919,477.64.

COUNCIL ACTION

THAT Council hereby authorizes the Mayor and Clerk to execute a Contract Agreement with Thomas Cavanagh Construction Limited for Contract PW2-2016 for the tender bid price of \$\$1,919,477.64.

COMMUNICATION 127212

Received from	AMO
Addressed to	Paul Knowles, Chief Administrative Officer
Date	May 5 th , 2016
Topic	Support for Fort McMurray

SUMMARY

Wildfires around Fort McMurray are devastating that community. AMO is encouraging municipalities to channel any donations to assist the community through their office and they will ensure that the funds are matched by both the Federal and Alberta governments.

STAFF RECOMMENDATION

THAT the Town donate \$500 through AMO to support the Fort McMurray community with the cost funded from Council promotions.

COMMITTEE DECISION

THAT the Town donate \$500 through AMO to support the Fort McMurray community with the cost funded from Council promotions. A \$100 donation from the OWFC will also be included.

COUNCIL ACTION

Receive and Record

COMMUNICATION 127213

Received from Jessica Smith, Community Programmer
Addressed to Paul Knowles, Chief Administrative Officer
Date May 5, 2016
Topic Canada 150th Fund

SUMMARY

The Recreation and Culture Department are submitting an application to the Canada 150th Fund for financial support to assist in offsetting the fees associated with the many events that the Anniversary Celebrations Committee is planning. The Town will be applying on the Committee's behalf.

STAFF RECOMMENDATION

THAT the Council of the Town of Carleton Place hereby approves the Recreation and Culture Department of the Town submitting an application to the Canada 150th Fund for financial support on behalf of the Anniversary Celebrations Committee.

COMMITTEE DECISION

THAT the Council of the Town of Carleton Place hereby approves the Recreation and Culture Department of the Town submitting an application to the Canada 150th Fund for financial support on behalf of the Anniversary Celebrations Committee.

COUNCIL ACTION

THAT the Council of the Town of Carleton Place hereby approves the Recreation and Culture Department of the Town submitting an application to the Canada 150th Fund for financial support on behalf of the Anniversary Celebrations Committee.

COMMUNICATION 127214

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date May 5th, 2016
Topic Closed Meetings

SUMMARY

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

127214 Continued

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

- 12-04-16-3 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue
- 08-03-16-1 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Carambeck Property

COMMITTEE DECISION

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

- 12-04-16-3 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue
- 08-03-16-1 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Carambeck Property

REPORT TO COUNCIL

- 12-04-16-3 Receive and Record
- 08-03-16-1 Bring forward

COUNCIL ACTION

- Receive and Record

COMMUNICATION 127216

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date May 10th, 2016
Topic Carleton Place Canadians Support

SUMMARY

Carleton Place Canadians have again won the Fred Page Cup and will be traveling to the RBC final.

STAFF RECOMMENDATION

THAT the Town provide a donation of \$3,050 to support the Carleton Place Canadians. Donation to be funded from Council Promotion (\$500), Council Honorarium (\$150 from each of the 7) and Enrichment Grant (\$1,500).

127216 Continued

COMMITTEE DECISION

THAT the Town provide a donation of \$3,050 to support the Carleton Place Canadians. Donation to be funded from Council Promotion (\$500), Council Honorarium (\$150 from each of the 7) and Enrichment Grant (\$1,500).

COUNCIL ACTION

THAT the Town provide a donation of \$3,050 to support the Carleton Place Canadians. Donation to be funded from Council Promotion (\$500), Council Honorarium (\$150 from each of the 7) and Enrichment Grant (\$1,500).



Corporate Services Committee
Council Report
May 17th, 2016

COMMUNICATION 127175

Received from Deputy-Mayor Flynn
Addressed to Corporate Services Committee
Date April 13th, 2016
Topic Boat Docks on North Side

SUMMARY

Deputy-Mayor Flynn suggests there should be a dock on the North side of the river at the end of Water Street. With the stairs there, it would provide easy access to the Main Street.

COMMENT

Installation of additional docks has not been included in the 2016 budget nor identified in future plans. The current docks, immediately across the river on the south side, provide easy access to the downtown and are not well used.

UPDATE – May 13th, 2016

At the May 10th, 2016 meeting of the Policy Review Committee it was decided that the \$11,000 in the budget for an Economic Development Project be used to fund the installation of signs for the Business Parks with the remainder of the funds used to identify and plan to make a safe boating channel from the lake to the downtown. Funds for appropriate additional docks could then be considered in the 2017 budget.

STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

Receive and record

COUNCIL ACTION

Receive and record

COMMUNICATION 127217

Received from OGRA – ROMA
Addressed to Paul Knowles, Chief Administrative Officer
Date April 28th, 2016
Topic Annual Conferences

SUMMARY

OGRA/ROMA will no longer be holding a joint Annual Conference. ROMA has decided that it will return to its roots by hosting its own dedicated conference. They believe rural priorities can be better aligned, better understood and better addressed. The ROMA conference will be held January 29 – January 31, 2017.

OGRA Conference will be held on February 12 – 15, 2017.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127218

Received from County of Lanark
Addressed to Town of Carleton Place
Date April 29th, 2016
Topic Sun Life Policy Renewal – June 1, 2016

SUMMARY

County of Lanark received its quote for premium changes on coverages for Life Insurance, Long Term Disability, and ADD through Sun Life. The renewal effective June 1st has premiums increasing by 28.4% for all municipalities having coverages through this group policy. Carleton Place is part of this group. The annual cost increase is going to be \$30,650 or an increase of approximately \$400 per employee, the impact for the 7 months of 2016 will be \$18,000.

127218 Continued

COMMENT

County switched to Sun Life 2 years ago with savings from the provider of that time. The rates are now higher than when we switched.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127219

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Corporate Services Committee
Date	May 11 th , 2016
Topic	Hospital Presentation

SUMMARY

Representations from the hospital have offered to expand on their exciting announcement regarding Carleton Place & District (CPDMH) and Almonte General Hospital (AGH). The two hospitals have a history of collaboration and now they are forming stronger ties with a single goal: better care.

As part of this new partnership, the Mississippi River Health Alliance has been created to support ongoing planning. As well, the two hospitals will share a President and Chief Executive Officer. Mary Wilson Trider will assume the role in September 2016 at the time of Toni Surko's retirement as CPDMH's Chief Executive Officer.

STAFF RECOMMENDATION

That representative from the Hospital present their plans.

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127220

Received from Dave Young, Director of Public Works
Addressed to Corporate Services Committee
Date May 11th, 2016
Topic Equipment Quotations

SUMMARY

Public Works have received the following quotes for equipment identified in the 2016 Capital Budget.

Vehicle Hoist

NAPA	\$21,870.00
Benson	\$21,850.00
Carquest (Nepean)	\$22,500.00

Tire Changer and Balancer

NAPA	\$12,054.05
Benson	\$12,009.63
Carquest (Nepean)	\$12,750.00

COMMENT

Even though Benson is the low bid on both items, the difference is not significant and staff feel that splitting the purchase, between two local suppliers that we deal with on a regular basis, makes sense.

Although the hoist came in over the original budget of \$15,000, the tire changer and balancer have come in below the budget of \$20,000. Total budget amount is \$35k and total in bids is \$33,897.63 if award is split between the two companies.

STAFF RECOMMENDATION

THAT Council hereby authorizes staff to issue a Purchase Order for \$21,870.00 to NAPA for the purchase of the Hoist and a Purchase Order to Benson for \$12,009.63 for the purchase of the Tire Changer and Balancer.

COMMITTEE DECISION

THAT Council hereby authorizes staff to issue a Purchase Order for \$21,870.00 to NAPA for the purchase of the Hoist and a Purchase Order to Benson for \$12,009.63 for the purchase of the Tire Changer and Balancer.

COUNCIL ACTION

THAT Council hereby authorizes staff to issue a Purchase Order for \$21,870.00 to NAPA for the purchase of the Hoist and a Purchase Order to Benson for \$12,009.63 for the purchase of the Tire Changer and Balancer.

COMMUNICATION 127221

Received from Brian Gass Chief Building Official
Addressed to Corporate Services Committee
Date May 12th, 2016
Topic Vehicle Quotations

SUMMARY

The 2016 capital budget has set aside funds for the replacement of the Building Department vehicle. Staff have obtained three quotations for a new vehicle from three local dealerships (all four were invited to quote).

Vehicle Quotations

Bean Chevrolet	2016 Chevy Colorado	\$27,933.00 plus HST
Turpin KIA Ltd	2017 Sportage	\$32,293.48 plus HST
March Ford Ltd	2016 F150	\$35,449.00 plus HST

COMMENT

Budget Amount for vehicle purchase is \$30,000

STAFF RECOMMENDATION

THAT Council hereby authorizes staff to issue a Purchase Order for \$27,933 plus HST to Bean Motors for purchase of 2016 Chevy Colorado.

COMMITTEE DECISION

THAT Council hereby authorizes staff to issue a Purchase Order for \$27,933 plus HST to Bean Motors for purchase of 2016 Chevy Colorado.

COUNCIL ACTION

THAT Council hereby authorizes staff to issue a Purchase Order for \$27,933 plus HST to Bean Motors for purchase of 2016 Chevy Colorado.



Community Issues Committee
Council Report
May 17th, 2016

COMMUNICATION 127178

Received from Victor Maltby
Addressed to Mayor Antonakos
Date March 22nd, 2016
Topic Men's Shed Organization

SUMMARY

Resident would like to make a short presentation to Council concerning concepts that make a Men's Shed an important part of our Community.

STAFF RECOMMENDATION

THAT Committee hear presentation

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127226

Received from Various Committees
Addressed to Community Issues Committee
Date April/May
Topic Action Reports/Minutes

SUMMARY

Minutes of the April 4th, 2016 and May 2nd, 2016 of the **Environmental Advisory Committee** meetings were previously distributed. Noteworthy items include:

- Composting Updates;
- E-bin Promotion;

127226 Continued

- High School Bursary Presentations;
- Freecycle Day;
- Partnership between CPEAC and the Town; and
- Environmental Action Plan.

Minutes of the April 8th, 2016 meetings of the **Carleton Place Emergency Management Committee** were previously distributed. Noteworthy items include:

- 127135 New Ontario Disaster Recovery Assistance Program
- 127139 Compliance Report for 2015
- 127150 Annual ECCG Training

Action Report of the May 2nd, 2016 meeting of the **Parks and Recreation Committee** was previously distributed. Noteworthy items include:

- 127165 CF1 Card
- 127203 Skateboard Park
- 127204 2016/2017 Pool User Fees
- 127205 Play Structure for Giles Park

STAFF RECOMMENDATION

THAT Council accept Committees' decisions

COMMITTEE DECISION

THAT Council accept Committees' decisions

COUNCIL ACTION

Receive and Record

COMMUNICATION 127227

Received from Nicole Guthrie, Acting Communications Coordinator
Addressed to Corporate Services Committee
Date May 11, 2016
Topic Economic Development Update

SUMMARY

INVESTMENT ATTRACTION

The Town of Carleton Place engages in a variety of investment attraction initiatives including the marketing and promotion of our employment lands and vacant facilities.

- SOUTH OF 7 – Hope to begin construction summer of 2016.
- INDUSTRIAL LANDS - The CAO and Mayor are busy fielding calls and touring perspective investors to available vacant lands and the South of 7 project site as well as other available lands.
- FAM TOUR – The Ministry of Economic Development, Employment & Infrastructure will be visiting Lanark County this September. Town staff are working with the Ministry to coordinate a tour of Carleton Place as a part of their itinerary to showcase a few businesses in Carleton Place as well as available properties including the Hooper Street certified site. Ministry representation will include staff from the Advanced Manufacturing Branch, Business Advisory Services, Certified Sites, ILG, International Representation Branch, and Infotech & Services.
- SALE OF PROPERTY – The Town's Realtor is promoting the sale of surplus properties to prospective developers and businesses. The properties are identified on both the Town's web site and through the real estate system and lately there has been significant interest in several properties. A new lease has been finalized for 132 Coleman Street which will allow the Ginger Café to expand and hopefully other new developments will be finalized soon.

BUSINESS DEVELOPMENT

Our Chamber of Commerce recently undertook a Business Walk study of local business and presented their findings to Council in January. Their report indicates that there is a confidence in the local business community and that generally business expansion and retention efforts are positive. There has been considerable success with a record number of inquiries and occupancies, for example Stalwart Brewery.

127227 Continued

MARKETING

The Town uses Social media (Facebook, Twitter and now Instagram) to promote Carleton Place as a great place to call home. We use these tools to stay connected with residents, visitors and potential business owners. We use our Social media channels to promote just about everything.

Facebook – 2151 Page Likes

Twitter- 1558 follows

Instagram (launched May 3 – 22 followers and growing)

We outreach to residents weekly through our Municipal Matters column the local newspaper and post news stories to the website on a regular basis.

TOURISM

- OHTO - On April 19 Staff attended a stakeholder information session put on by the Ontario's Highlands Tourism Organization to unveil the "Come Wander" brand platform. OHTO will be working towards attracting specific target markets to the region under this carefully crafted brand. The campaign will attract specific traveller types to our region and encourages them to explore our region. Staff and the stakeholders in attendance all felt very strongly that this campaign has significant potential to increase tourism to the area. Drawing from the GTA and the Ottawa/Kingston city centres Carleton Place is well poised to attract some of this market as well.
- NEW TOURISM WEBSITE - The timing of the "Come Wander" brand unveiling is significant in that we are just beginning the design of our new tourism website. Using the keywords and branding ideas from the research of OHTO we have an opportunity to help share the "Come Wander" message in advance of the OHTO's release, providing us with a competitive edge. The OHTO is a valuable partner in sharing the Carleton Place experience. We are actively working on the website with the designer and plan to launch the site on July 4, 2016

We recently saw just how effective this brand can be with the vintage clothing sale at the Carleton Place and Beckwith Heritage Museum. Staff tweeted images and utilized the #comewander – this was then picked up by the OHTO and suddenly our audience of 1500 grew to 6500.

127227 Continued

- **CARLETON PLACE CHAMBER OF COMMERCE** - The 2016 Community Information Guide has been distributed. 3,500 copies of the guide remain. 30,000 guides were printed. 12,600 guides were distributed via the Carleton Place / Almonte Gazette, 5,000 guides were distributed in Stittsville, and Orleans, 600 guides were distributed at the Travel and Vacation show in Ottawa, 2,000 guides have been distributed to restaurants, attractions and shops in Carleton Place and District, 1500 guides were distributed to Travel Information Centres across the province. The remaining guides are being distributed to into Ottawa region attractions.

Tourism related activities this season include: a Customer Service Workshop held in April at Town Hall (OHvation customer service mystery shop program, delivering exceptional customer service, and dealing with difficult people). More than 30 plus local business owners were in attendance.

The Carleton Place FAM tour will take place on Thursday, June 9th. The Lanark County FAM tour is set for June 23rd and will come through Carleton Place and Beckwith, participating locations include, The Information Centre, The CP Beckwith Heritage Museum, Mahogany Salon and Spa, and Sam Bat.

The Chamber is currently working with Lanark County Tourism to develop a Taste of Carleton Place rack card that features the offerings local restaurants that exhibit high levels of customer service and satisfaction.

- **LCTA** - The Lanark County Tourism Association recently had its Annual General Meeting. At this meeting the group have decided to put forth an application for funding to the County for some matching funds to enable two projects which will work hand in hand with the OHTO's Come Wander project. Through this project the LCTA aims to build a central library of images and videos for use by all members and will begin gathering the stories and unique experiences.

COMMENT

Working collaboratively with the BIA, the Chamber of Commerce, community groups, and all Town departments we are actively working on an asset based approach to community and economic development.

STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

Council would like to receive report quarterly. Receive and Record.

COUNCIL ACTION

Receive and Record



Planning and Protection Committee
Council Report
May 17th, 2016

COMMUNICATION 127222

Received from Les Reynolds, Director of Protective Services
Addressed to Planning and Protection Committee
Date May 11th, 2016
Topic OWFC Activity Report

SUMMARY

OWFC Activity Report for the month of April 2016 was previously distributed.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

Receive and record

COUNCIL ACTION

Receive and record

COMMUNICATION 127223

Received from Les Reynolds, Director of Protective Services
Addressed to Planning and Protection Committee
Date May 11th, 2016
Topic Police Service Board Minutes

SUMMARY

Minutes of the May 9th, 2016 meeting of the Carleton Place Police Service Board were previously distributed. Noteworthy items include:

- arrest made in spree of car break-ins; and
- bike patrol starts May 15th.

125223 Continued

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

Receive and record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127224

Received from	Township of Gillies, Hawkesbury and Aurora
Addressed to	MPP Laurie Scott (Copy of)
Date	May 5 th , 2016
Topic	Bill 158, Saving the Girl Next Door Act, 2016

SUMMARY

We have received resolutions from the Township of Gillies and Towns of Hawkesbury and Aurora expressing support for Bill 158, the Saving the Girl Next Door Act, 2016.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

Receive and record

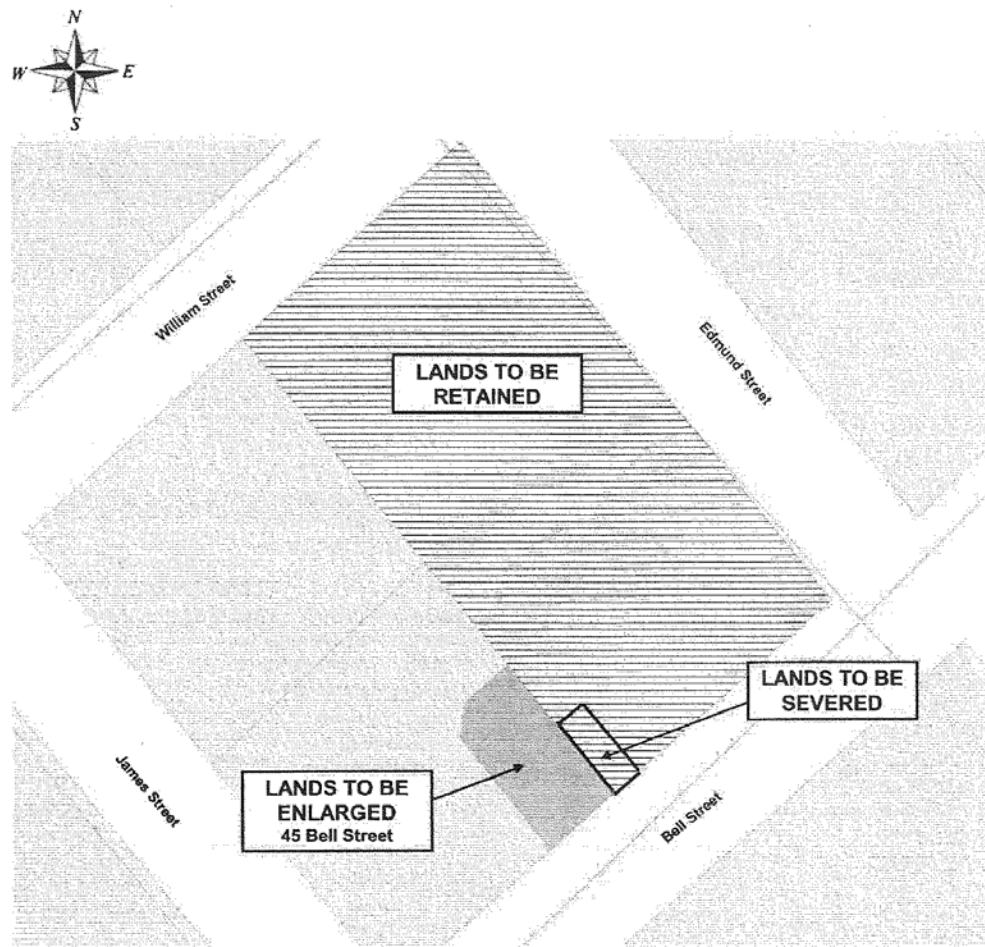
COUNCIL ACTION

Receive and record

COMMUNICATION 127225

Received from Joanna Bowes, Manager of Development Services
Addressed to Planning and Protection Committee
Date May 4th, 2016
Topic B16/061 Lot Addition between 224 Edmund Street and 45 Bell Street

An application for lot line adjustment has been received from the property known municipally as 224 Edmund Street (St. James Anglican Church). The subject lands are legally described as Part Lots 125 and 125 on Plan 26R2510 and illustrated below.



The above is for reference purposes only and may not be to scale – complete details are found in the application form.

127225 Continued

The consent application is to sever an 88.83 square metre parcel of land as a lot addition to the lands owned by Sandra Schappert at 45 Bell Street. These lands are currently used as an existing driveway for 45 Bell Street. Both lots are designated Mississippi District Residential in the Official Plan and Mississippi Residential Sector in the Development Permit By-law.

COMMENT

The proposal, if approved, will allow for the legal recognition of a driveway for the existing residential unit at 45 Bell Street. The lots are appropriately designated in both the Official Plan and in the Development Permit By-law. As with any severance application, staff compiles a list of conditions that the application must meet before final approval and creation of new deed.

It should be noted that once the County of Lanark Land Division Committee makes a decision, the applicant must clear all conditions within one year from the date of that decision. The proposed conditions for all of the applications are:

1. The balance of outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Town of Carleton Place.
2. The applicant shall provide the Town of Carleton Place with a digital copy of the reference plan (in NAD83 datum).
3. That a deposited reference plan be submitted to the Town of Carleton Place.
4. That the applicant confirm the location and routing of the servicing (water and sewage) for 224 Edmund. If the services are located within the area subject to this application an easement agreement will be required.

STAFF RECOMMENDATION

THAT staff forward the above conditions to the County of Lanark for consideration.

COMMITTEE DECISION

THAT staff forward the above conditions to the County of Lanark for consideration.

COUNCIL ACTION

Receive and Record

BY-LAW NO. 26-2016

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE ONE HUNDRED AND TWENTY SEVENTH COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE AT THE ELEVENTH REGULAR MEETING OF COUNCIL OF MAY 24, 2016

AND WHEREAS Section 5 of the Municipal Act, S.O. 2001, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS it is deemed expedient that the proceeding of the Council of the Corporation of the Town of Carleton Place at this meeting be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts as follows:

1. **THAT** the action of the 127TH Council of the Corporation of the Town of Carleton Place at the ELEVENTH Regular Meeting of Council held on May 24, 2016, in respect of each motion and resolution passed, and other action taken by the Council of the Corporation of the Town of Carleton Place at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. **THAT** the Mayor and proper officials of the Corporation of the Town of Carleton Place are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Town of Carleton Place referred to in the preceding section thereof.
3. **THAT** the Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Town of Carleton Place.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 24th DAY OF MAY 2016.

Louis Antonakos, Mayor

D.H. Rogers, Clerk