

MINUTES  
OF THE TWELFTH REGULAR MEETING OF THE ONE HUNDRED  
AND TWENTY EIGHTH COUNCIL OF THE TOWN OF CARLETON PLACE

**The Twelfth Regular Meeting of the One Hundred and Twenty Eighth Council of the Town of Carleton Place was held in the Town Hall Council Chambers on Tuesday, July 25, 2017 at 11:31p.m.**

**PRESENT:** Mayor Antonakos                      Deputy-Mayor Flynn  
                  Councillor Black                      Councillor Redmond  
                  Councillor Trimble

**STAFF:**        P. Knowles, CAO                      D. Rogers, Clerk

**I        OPENING PRAYER**  
Council dispensed with item I

**II       DISCLOSURE OF PECUNIARY INTEREST**  
None

**III      MINUTES OF PREVIOUS MEETING**  
Motion No. 12-128-01  
Moved by Deputy-Mayor Flynn, seconded by Councillor Black  
**THAT** the Minutes of the Eleventh Regular Meeting of the 128<sup>th</sup> Council held on  
June 27, 2017 be adopted as printed.

**CARRIED**

**IV      DELEGATIONS**  
None

**V       COMMUNICATIONS**  
128288 – 128301

**VI      READING OF BY-LAWS**  
**By-law No. 42-2017**  
Motion No. 12-128-02  
Moved by Councillor Black, seconded by Deputy-Mayor Flynn  
**THAT** By-law No. 42-2017 (**To Provide for an Advance Vote for 2018  
Municipal/School Board Trustee Election**) be read a first, a second and third time  
and finally passed.

**CARRIED**

**VII     STANDING COMMITTEES**  
**Policy Review Committee – June 27, 2017**  
Motion No. 12-128-03  
Moved by Councillor Redmond, seconded by Councillor Trimble  
Communication:    128288 128240 128289 128292 128293  
                                  128294 128295 128296 128298 128301

**THAT** Council hereby accepts the Policy Review Committee's decisions  
related to the consent items of June 27, 2017 and approves the Council Actions.

**CARRIED**

Motion No. 12-128-04

Moved by Councillor Trimble, seconded by Councillor Redmond

Communication: 128298

**THAT** Council hereby authorizes the Mayor and the Clerk to execute an Agreement of Purchase and Sale to sell property on Hooper to Bean Chev Olds For \$110,000 per acre.

**CARRIED**

## **VIII OTHER BUSINESS**

**Policy Review Committee – July 25, 2017**

Motion No. 12-128-05

Moved by Deputy-Mayor Flynn, seconded by Councillor Black

Communication: 128258 128279 128302 128303 128304 128305 128306 128307  
128308 128309 128311 128312 128313 128316 128318 128321

**THAT** Council hereby accepts the Policy Review Committee's decisions related to the consent items of July 25, 2017 and approves the Council Actions.

**CARRIED**

Motion No. 12-128-06

Moved by Councillor Black, seconded by Deputy-Mayor Flynn

Communication: 128310

**THAT** Council hereby adopts the 2017 Asset Management Plan.

**CARRIED**

Motion No. 12-128-07

Moved by Councillor Redmond, seconded by Councillor Trimble

Communication: 128317

**THAT** Council hereby authorizes the Mayor and the Clerk to execute a Contract Agreement with Clean Water Works Inc. for Contract PW5-2017 for the tender bid price of \$492,000.87.

**CARRIED**

Motion No. 12-128-08

Moved by Councillor Trimble, seconded by Councillor Redmond

Communication: 128319

**THAT** Council hereby authorizes staff to issue a Purchase Order to Hartington Equipment for the purchase of a Loader for the bid price of \$209,502.00 including applicable taxes.

**CARRIED**

## **IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER**

Mayor Antonakos read a letter dated June 23, 2017 from the Ontario Association of Fire Chiefs informing Council that Fire Chief Les Reynolds was recently elected as a Director of the Ontario Association of Fire Chiefs at their recent annual general meeting. Mayor Antonakos on behalf of Council asked that congratulations be extended to the Fire Chief.

**X BY-LAW CONFIRMING COUNCIL PROCEEDINGS**

**By-law No. 43-2017**

Motion No. 12-128-09

Moved by Deputy-Mayor Flynn, seconded by Councillor Black

**THAT** By-law No. 43-2017 (**Confirm Council Proceedings**) be read a first time, second time and third time and finally passed.

**CARRIED**

**XI SINGING OF O CANADA**

Council dispensed with item XI

**XII ADJOURNMENT – 11:39 p.m.**

Motion No. 12-128-10

Moved by Councillor Black, seconded by Deputy-Mayor Flynn

**THAT** the Twelfth Regular Meeting of the One Hundred and Twenty Eighth Council be hereby adjourned.

**CARRIED**



Louis Antonakos, Mayor

  
D.H. Rogers, Clerk



## AGENDA

### TWELFTH REGULAR MEETING OF THE ONE HUNDRED AND TWENTY EIGHTH COUNCIL OF THE TOWN OF CARLETON PLACE

Tuesday, July 25, 2017 Council Chambers

Immediately Following Committee Meetings

#### **I OPENING PRAYER**

#### **II DISCLOSURE OF PECUNIARY INTEREST**

#### **III MINUTES OF PREVIOUS MEETING**

Minutes of the Eleventh Regular Meeting of the 128<sup>th</sup> Council of June 27, 2017

#### **IV DELEGATIONS**

None

#### **V COMMUNICATIONS**

128288 – 128301 (*copies of communications are available to view in the Clerk's Dept.*)

#### **VI READING OF BY-LAWS**

By-law 42-2017 –To Provide for an Advance Vote for 2018 Municipal/School Board Trustee Election

#### **VII STANDING COMMITTEES**

**Policy Review Committee** – June 27, 2017

128288 128240 128289 128290 128292 128293 128294 128295 128296 128298 128301

#### **VIII OTHER BUSINESS**

#### **IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER**

#### **X BY-LAW NO. 43-2017 CONFIRMING COUNCIL PROCEEDING**

#### **XI SINGING OF O'CANADA**

#### **XII ADJOURNMENT**

**BY-LAW NO. 42-2017**

**A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE  
TO PROVIDE FOR AN ADVANCE VOTE FOR 2018 MUNICIPAL/SCHOOL  
BOARD TRUSTEE ELECTION**

**WHEREAS** Section 43(1) of the Municipal Election Act, S.O. provides that a municipality shall establish the date or dates for an advance vote and the hours of the advance vote.

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

1. An advance vote shall be held on the following date between the hours of 10:00 a.m. and 8:00 p.m. at the Carambeck Community Centre, 351 Bridge Street, Carleton Place.

**Saturday, October 13, 2018**

2. A second advance vote shall be held on the following date between the hours of 10:00 a.m. and 8:00 p.m. at the Carambeck Community Centre, 351 Bridge Street, Carleton Place.

**Wednesday, October 17, 2018**

3. Advance voting electronically will commence Monday, October 15, 2018 up to voting day, Monday, October 22, 2018.
4. That By-law No. 46-2013 be hereby repealed in its entirety

**READ A FIRST TIME, A SECOND TIME AND A THIRD TIME AND FINALLY PASSED  
THIS 25<sup>th</sup> DAY OF JULY 2017.**

---

Louis Antonakos, Mayor

---

D.H. Rogers, Clerk



Policy Review Committee  
Council Report  
June 27<sup>th</sup>, 2017

---

**COMMUNICATION 128288**

Received from Duncan Rogers, Clerk  
Addressed to Policy Review Committee  
Date June 5<sup>th</sup>, 2017  
Topic 3<sup>rd</sup> Reading of Bill 68

**SUMMARY**

Bill 68, the Modernizing of Ontario's Municipal Legislation Act, received final reading on May 30<sup>th</sup>, 2017 and is not awaiting Royal Assent. Below is a summary of the amendments made to the bill during the committee process:

- removing the provision in Bill 68 that would allow Integrity Commissioners to conduct investigations on their own initiative;
- requiring municipalities to indemnify their Integrity Commissioners;
- phasing in the change in date for the start of new term of Council from December 1<sup>st</sup> to November 15<sup>th</sup>. This change will now not take effect until 2022;
- not allowing councillors or members of local boards to participate electronically in meetings if they are closed to the public;
- requiring that any Integrity Commissioner investigations not completed by election day be terminated;
- changing the provision that would allow for any person to be able to request an inquiry under the Municipal Conflict of Interest Act to any elector or person demonstrably acting in the public good; and
- imposing several limitations to the replacement of a members of upper tier council.

A copy of the full Bill can be found on the Service Ontario web site under e-laws.

**COMMENT**

For Council's Information

**STAFF RECOMMENDATION**

Receive and record

**COMMITTEE DECISION**

Receive and Record

**COUNCIL ACTION**

Receive and Record

## COMMUNICATION 128173

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Physical Environment Committee  
Date March 20<sup>th</sup>, 2017  
Topic Funding Grants

### SUMMARY

The Town was not successful in its recent application to the OCIF for funds to rehabilitate the Central Bridge. Staff have made inquiries and been advised that applications were evaluated primarily on the seriousness of the health and safety risk to the community that the project would address. The Town is eligible to apply for the next round of OCIF funding in the spring 2017. Applications can be submitted for a road, a bridge, a sewer or a water project and these applications will again be evaluated on how the project will address a health and safety issue in the Community.

Also, the Federal Government is making the following grants available:

a) **Plans and Studies Grants:**

Grants of up to \$175,000 to develop plans and studies to reduce GHG emissions and help your community adapt to impacts of climate change, such as extreme temperatures, flooding and drought.

Applications can now be submitted for:

#### Plans

- GHG emission reduction and community energy plans;
- Transportation and land use plans; and
- Climate change adaptation plans.

#### Studies

- Energy: Climate mitigation studies
- Solid Waste: Climate mitigation studies
- Water: Climate mitigation studies
- Transportation: Climate mitigation studies
- Community initiatives: Climate mitigation studies
- Extreme temperature: Climate adaptation studies
- Flooding and drought: Climate adaptation studies
- Wind events: Climate adaptation studies
- Community initiatives; Climate adaptation studies.

b) **Climate and Asset Management Network**

A professional network that provides training and grant funding to enable municipalities to integrate climate change considerations into asset management and infrastructure decisions.

Details available in March 2017.

## 128173 Continued

c) **Regional and national-scale Climate Initiatives**

Funding for partner organizations to provide support to groups of municipalities to develop plans, studies or other strategies to reduce GHG emissions or adapt to climate change impacts.

Available in spring 2017

d) **Demonstration Project Grants**

Grant funding for municipalities to implement climate change initiatives on a small scale. Funding will be available for up to 80 per cent of costs to a maximum of \$1 million.

Details available in spring 2017.

e) **Transition 2050**

A combination of training and grant funding for a collaborative network of municipalities committed to reducing GHG emissions by 80 per cent by 2050.

Details available in fall 2017.

### UPDATE – May 23<sup>rd</sup>, 2017

Staff have consulted with the Active Transportation Committee and the Environmental Advisory Committee and suggest applications be submitted to the Municipalities for Climate Innovation Program (MCIP) for the following:

- **A Transportation and Land Use Plan** – A Consultant would be engaged to build on the work already done by the Active Transportation Committee. Commuter transit, especially a connection to the proposed LRT station at Moodie Drive, will be investigated. The final Plan would describe:
  - ✓ a proposed commuter transit system; locations for park 'n ride facilities;
  - ✓ an Active Transportation system that connects residential with, Commuter Transit Stops, commercial and community hubs; and
  - ✓ how a proposed mix use, transit/active transportation friendly development along the Hwy. 7 corridor can be accomplished.
- **A Climate Adaptation Study** – A Consultant would be engaged to assess the resilience of the sewer and water systems related to the impacts of climate change. The Consultant would identify components of the systems that will be stressed as flows increase due to higher flows in the sewer and water system. The Study will then recommend upgrades to components of the sewer and water system and mitigations measures that could be introduced to control flows.

### UPDATE – June 27<sup>th</sup>, 2017

A commuter transit system could service residents in the entire community, not just residents of Carleton Place and it would be sensible to involve our municipal neighbours. If the application is successful, the MCIP would fund 80% of the cost to develop a plan for transit. The local share of 20% would be provided by staff time in lieu of a cash contribution by the municipalities.

**128173 Continued**

**STAFF RECOMMENDATION**

THAT Mississippi Mills and Beckwith be invited to participate in the Town's application to the Municipal Climate Innovation Program to develop an Active Transportation Commuter Transit Plan with a maximum cost of \$200,000 with the local share of \$40,000 funded by staff time from the three municipalities.

**COMMITTEE DECISION**

BE IT THEREFORE RESOLVED that the Town of Carleton Place, potentially in partnership with the Town of Mississippi Mills and the Township of Beckwith, develop a Climate Change Mitigation Plan (Transportation and Land-Use Plan) that will result in creation of a Commuter Transit System integrated with an Active Transportation System that will shift commuters from private vehicles and reduce GHG. The plan will include specific tasks, who will accomplish them and when they will be implemented, estimated costs and an implementation and monitoring strategy.

BE IT FURTHER RESOLVED that the Town of Carleton Place commits \$10,000 from its budget and in-kind contributions valued at \$30,000 toward the costs of this initiative.

BE IT THEREFORE RESOLVED that the Town of Carleton Place develop a Climate Change Adaptation Plan (Climate Change Risk and Vulnerability Assessment) that will examine climate and flow data and conduct vulnerability assessment of components at the Water and Wastewater Treatment Plants. The plan will include specific tasks, who will accomplish them and when they will be implemented, estimated costs and an implementation and monitoring strategy.

BE IT FURTHER RESOLVED that the Town of Carleton Place commit \$15,000 from its budget and in-kind contributions valued at \$27,000 toward the costs on this initiative.

**COUNCIL ACTION**

BE IT THEREFORE RESOLVED that the Town of Carleton Place, potentially in partnership with the Town of Mississippi Mills and the Township of Beckwith, develop a Climate Change Mitigation Plan (Transportation and Land-Use Plan) that will result in creation of a Commuter Transit System integrated with an Active Transportation System that will shift commuters from private vehicles and reduce GHG. The plan will include specific tasks, who will accomplish them and when they will be implemented, estimated costs and an implementation and monitoring strategy.

BE IT FURTHER RESOLVED that the Town of Carleton Place commits \$10,000 from its budget and in-kind contributions valued at \$30,000 toward the costs of this initiative.

**128173 Continued**

BE IT THEREFORE RESOLVED that the Town of Carleton Place develop a Climate Change Adaptation Plan (Climate Change Risk and Vulnerability Assessment) that will examine climate and flow data and conduct vulnerability assessment of components at the Water and Wastewater Treatment Plants. The plan will include specific tasks, who will accomplish them and when they will be implemented, estimated costs and an implementation and monitoring strategy.

BE IT FURTHER RESOLVED that the Town of Carleton Place commit \$15,000 from its budget and in-kind contributions valued at \$27,000 toward the costs on this initiative.

THIS WAS DEALT WITH AT THE JUNE 27<sup>TH</sup>, 2017  
COUNCIL MEETING

**COMMUNICATION 128240**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date May 9<sup>th</sup>, 2017  
Topic AMO Conference

**SUMMARY**

The Municipal Delegation Request Form for the AMO Annual Conference (August 13<sup>th</sup> – 15<sup>th</sup>, 2017 in Ottawa) is now available. Delegation Request deadline is June 28<sup>th</sup>, 2017.

**UPDATE – June 27<sup>th</sup>, 2017**

At the May 9<sup>th</sup>, 2017 meeting, staff updated Council on the lack of progress with the Highway Access Management Plan and Council directed staff to request a delegation to meet with MTO to request that the Highway Access Management Plan, along Hwy. 7, move forward.

MTO has now confirmed they will proceed, as the Town had requested, with the Highway Access Management Plan for the Hwy. 7 corridor and fund the associated costs. This work will involve preparing a Class Environment Assessment to determine Highway Improvements and preparing a secondary plan that will describe how the properties, in the Study Area along Hwy. 7, can redevelop. MTO, the Town, the public (particularly owners in the Study Area) will all be involved but MTO will lead the EA related to highway improvements and the Town will lead the secondary planning process related to property redevelopment. MTO will prepare a Terms of Reference and engage a Consultant for the EA process. MTO has asked the Town to prepare a Terms of Reference for the secondary planning process. MTO would have their Consultant include this work.

**128240 Continued**

**STAFF RECOMMENDATION**

THAT staff prepare a Terms of Reference to be used by MTO to engage a Consultant to prepare a secondary plan for the Hwy. 7 area.

FURTHER, that the proposed meeting with MTO at the AMO conference not proceed.

**COMMITTEE DECISION**

THAT staff prepare a Terms of Reference to be used by MTO to engage a Consultant to prepare a secondary plan for the Hwy. 7 area.

FURTHER, that the proposed meeting with MTO at the AMO conference not proceed.

**COUNCIL ACTION**

Receive and Record

**COMMUNICATION 128289**

Received from	Nicola Edmundson
Addressed to	Paul Knowles, Chief Administrative Officer
Date	May 15 <sup>th</sup> , 2017
Topic	Perth Court House

**SUMMARY**

Judicial group is seeking support for their efforts to have the province upgrade the courthouse in Perth at its historic location so that this historic building will not be lost but the administration of justice to properly function alongside its historical and cultural roots.

**COMMENT**

The Perth courthouse services all of Lanark County including Carleton Place.

**STAFF RECOMMENDATION**

THAT the Town support efforts to have the province upgrade the Courthouse in Perth.

**COMMITTEE DECISION**

THAT the Town support efforts to have the province upgrade the Courthouse in Perth.

**COUNCIL ACTION**

Receive and Record

## **COMMUNICATION 128290**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date May 29<sup>th</sup>, 2017  
Topic Golf Tournaments

### **SUMMARY**

A couple of Community Events are scheduled:

- 1) Annual Warden's Golf Tournament – August 18<sup>th</sup>, 2017
- 2) Chamber of Commerce Golf Tournament – September 15<sup>th</sup>, 2017

### **STAFF RECOMMENDATION**

THAT a Council and a staff team be registered for each tournament, that one hole be sponsored at each tournament and that members of Council who wish to attend dinner only also be registered.

### **COMMITTEE DECISION**

THAT a Council and a staff team be registered for each tournament, that one hole be sponsored at each tournament and that members of Council who wish to attend dinner only also be registered.

### **COUNCIL ACTION**

Receive and Record

## **COMMUNICATION 128291**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date June 12<sup>th</sup>, 2017  
Topic Ontario Municipal Commuter Cycling (OMCC) Program

### **SUMMARY**

On June 5, 2017, the Provincial Government announced a new grant program entitled the "Ontario Municipal Commuter Cycling (OMCC) Program". The purpose of the program is to provide direct, dedicated, annual funding to Ontario municipalities to support the implementation of commuter cycling infrastructure to encourage people to get out of their cars and onto bikes for their daily commute or other frequent trips. OMCC is a multi-year program, supported by proceeds from Ontario's cap and trade program with \$42.5M available in the first year. All Ontario municipalities are eligible for annual OMCC funding to support up to 80% of costs associated with their implementation of eligible commuter cycling projects. The Ministry may, at its discretion, provide accelerated funding to a municipality based upon the eligible project list and project timelines; however, this will not increase the total funding eligible to that municipality over the 4-year period of the program.

## 128291 Continued

The annual funding allocation for each participating municipality will be based upon the number of participating municipalities and the available funds in each funding year. For smaller municipalities less than 15,000 population, there is annual funding up to \$25,000 available per municipality on a first come, first served basis. For medium and large size Municipalities greater than 15,000, allocations will be based upon a funding formula.

The deadline for the program is August 18, 2017 and projects must be substantially completed by March 31, 2020. As noted above, applications are being considered on a first come, first served basis even with the final deadline of August 18, 2017. Announcements for 2017 funding decisions will be made on September 25, 2017. Municipalities may submit one or many projects for funding consideration at their discretion. Municipalities may also nominate more projects for funding than their funding allocation, which the province would look to should there be underspending of funds in other areas. The Ministry will not approve funding for individual projects but will approve a list of eligible projects for each participating municipality. Municipalities will select which projects they wish to implement and apply OMCC funding from the list; OMCC funds can only be used for projects on the approved OMCC project list.

Partnerships amongst upper, lower and single-tier municipalities to pool OMCC funding on joint eligible projects are encouraged. However, participating municipalities may not use other provincial funding for an OMCC project though they can pool funding from the federal government, a business, a non-government organization, a service organization, a school board, a conservation authority or others.

The Ministry's role in the OMCC is primarily to make financial contributions. The Ministry will not approve specific projects. Whether or not to proceed with a specific project on the list of approved projects, and how the OMCC funding will be allocated amongst the identified, eligible projects will be left to the discretion of the Municipality.

Eligible recipients may receive a contribution of 80% to a maximum contribution for municipalities under 15,000 population of \$25,000 per year of the eligible costs of a project, with recipients providing the remaining 20%.

The deadline for submissions is **August 18, 2017 though applications are being considered on a first come, first served basis.**

Eligible recipients under the OMCC include:

- Medium and Large Municipalities greater than 15,000 population;
- Small Municipalities less than 15,000 population

## 128291 Continued

As OMCC is supported by proceeds from Ontario's cap and trade program, only eligible cycling infrastructure projects that improve or support commuter cycling are eligible for OMCC funding. Funding can be applied to both new commuter cycling infrastructure and to enhancements to existing cycling infrastructure to better support commuting cyclists. Municipalities may submit one or many projects for funding consideration at their discretion. Municipalities may also nominate more projects for funding than their funding allocation, which the province would look to should there be underspending of funds in other areas.

Staff met with Diane Smithson, CAO for Mississippi Mills and Kurt Greaves, CAO for Lanark County on Monday, June 5, 2017. We discussed applying for funding to upgrade the section of the OVRT between Almonte and Carleton Place as a commuter route between the two largest urban areas along the OVRT. The discussion encompassed the following:

- The County's contribution to the project would be to gravel a 7.0m wide path along the OVRT route between Almonte and Carleton Place (where possible)
- Carleton Place and Mississippi Mills would consider sharing on a 'to be agreed upon formula' to pave a 2.5m wide path of the 7.0m gravel section completed by the County for cyclists, walkers, etc. The remaining graveled 4m could be used by ATVs and snowmobilers.
- The County would need to provide approval to Mississippi Mills and Carleton Place to pave the 2.5m wide path on the County owned OVRT
- Lanark County, Carleton Place and Mississippi Mills would apply for the project as a collaboration which may give higher consideration by the Province as they are encouraging collaborations
- We would request that our four (4) years of funding be expedited in the first year to provide the necessary funding to be able to pave the entire approximately 14 km in the first year of the program to create efficiencies of mobilization of equipment, etc.

The Town has prepared a draft Active Transportation Plan that specifically identifies the OVRT as a commuter route. The Town is currently seeking funding from Municipalities for Climate Innovation Program to include commuter transit in the Active Transportation Plan. In the interim, the draft plan should be adopted to formalize support for this project.

Staff believes that the connection between Almonte and Carleton Place will be well used and will create economic development spin-offs for both communities. For example, the estimated economic impact of the 200km linear park - Le P'tit Train du Nord was \$15.8 million for the year 2006-2007 (source: Province of Quebec report [http://www.ledevoir.com/documents/pdf/etude\\_lineaire.pdf](http://www.ledevoir.com/documents/pdf/etude_lineaire.pdf)). Even at one twentieth of this distance (the OVRT between Carleton Place and Almonte is approximately 14km), it would be quite an economic boost for both communities if \$790,000 **annually** was achieved!

**128291 Continued**

There is significant amount of traffic between the two urban areas for work, recreation and school purposes. For example, the Catholic Secondary School for the majority of Catholic students in Mississippi Mills is located in Carleton Place as is the indoor swimming pool for Mississippi Mills. According to the Mississippi Mills Master Transportation Plan, Dillon Consulting included traffic counts between Almonte and Carleton Place showing 7,200 Average Annual Daily Traffic (AADT). Assuming a 5-10% reduction of this figure by residents using the OVRT as an alternate mode of transportation, traffic volume could be decreased by 360-720 AADT.

There were a few options discussed with Carleton Place concerning a distribution of the balance of costs including:

OPTIONS	BREAKDOWN	PERCENTAGE	CALCULATION
A. Population (2016 Census)	CP 10,644	44.7%	\$375,480
	MM 13,163	55.3%	\$464,520
B. Assessment	CP 1,265,030,865	41.4%	\$347,760
	MM 1,792,862,698	58.6%	\$492,240
C. Shared Equally	N/A	50%	\$420,000
		50%	\$420,000
D. Combination	CP 44.7+41.4+50=136/3	45.4%	\$381,360
	MM 55.3+58.6+50=164/3	54.6%	\$458,640

Carleton Place staff has considered the above options and is willing to recommend to Council to approve sharing the balance of costs on the basis of Option D.

The estimated cost of the paving between the two communities is \$840,000. If Carleton Place and Mississippi Mills are successful in obtaining accelerated funding of \$100,000 each for a total of \$200,000, this would leave a balance to fund of \$358,640 for Mississippi Mills and \$281,360 for Carleton Place.

The Town's 10 year Capital Forecast includes \$600,000 for projects along the OVR trail.

**STAFF RECOMMENDATION**

**THAT** Council hereby supports the submission of an application to include the paving of the Ottawa Valley Rail Trail between Almonte and Carleton Place for approval on the Municipality's potential eligible projects list under the Ontario Municipal Commuter Cycling Program;

**AND THAT** the Mayor and Clerk be authorized to execute a Declaration requesting funding for cycling project.

**AND THAT** a request be made to the Ontario Ministry of Transportation to provide accelerated funding to this project in the amount of \$100,000 (4 year contribution @ \$25,000 per year).

**128291 Continued**

**AND THAT** the draft Active Transportation Plan be adopted as an interim document.

**COMMITTEE DECISION**

**THAT** Council hereby supports the submission of an application to include the paving of the Ottawa Valley Rail Trail between Almonte and Carleton Place for approval on the Municipality's potential eligible projects list under the Ontario Municipal Commuter Cycling Program;

**AND THAT** the Mayor and Clerk be authorized to execute a Declaration requesting funding for cycling project.

**AND THAT** a request be made to the Ontario Ministry of Transportation to provide accelerated funding to this project in the amount of \$100,000 (4 year contribution @ \$25,000 per year).

**AND THAT** the draft Active Transportation Plan be adopted as an interim document.

**COUNCIL ACTION**

**THAT** Council hereby supports the submission of an application to include the paving of the Ottawa Valley Rail Trail between Almonte and Carleton Place for approval on the Municipality's potential eligible projects list under the Ontario Municipal Commuter Cycling Program;

**AND THAT** the Mayor and Clerk be authorized to execute a Declaration requesting funding for cycling project.

**AND THAT** a request be made to the Ontario Ministry of Transportation to provide accelerated funding to this project in the amount of \$100,000 (4 year contribution @ \$25,000 per year).

**AND THAT** the draft Active Transportation Plan be adopted as an interim document.

THIS WAS DEALT WITH AT THE JUNE 27<sup>TH</sup>, 2017  
COUNCIL MEETING

## **COMMUNICATION 128292**

Received from Joanne Henderson, Manager Parks and Recreation  
Addressed to Policy Review Committee  
Date June 16<sup>th</sup>, 2017  
Topic Liquor Event

### **SUMMARY**

The following liquor requests have been received:

- 1) The BIA is requesting to sell alcohol at the Town Hall Square on Saturday, August 5<sup>th</sup> from 11:00 a.m. to 6:00 p.m. for the Bridge Street Bazaar; and
- 2) The Black Tartan is requesting to serve alcohol on Bridge Street on Sunday September 3<sup>rd</sup>, 2017 from 5:30p.m. – 9:30 p.m. for a buffet dinner.

### **STAFF RECOMMENDATION**

THAT liquor be permitted at the above events.

### **COMMITTEE DECISION**

THAT liquor be permitted at the above events.

### **COUNCIL ACTION**

Receive and Record

## **COMMUNICATION 127293**

Received from Darin McRae  
Addressed to Duncan Rogers, Clerk  
Date June 11<sup>th</sup>, 2017  
Topic OVR Trail

### **SUMMARY**

Snowmobile Club is planning to pursue funding to assist the County with the cost repairing the bridges along the OVR trail.

### **COMMENT**

The Town has supported the development of a multi-use corridor along the OVR trail provided separate trails are created within the corridor to separate motorized/non-motorized users where volumes warrant.

### **STAFF RECOMMENDATION**

THAT the Town forward a letter of support for funding to assist with bridge repairs.

**128293 Continued**

**COMMITTEE DECISION**

THAT the Town forward a letter of support for funding to assist with bridge repairs.

**COUNCIL ACTION**

Receive and Record

**COMMUNICATION 128294**

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Policy Review Committee
Date	June 22 <sup>nd</sup> , 2017
Topic	Summer Meetings

**SUMMARY**

Normally regular meetings are cancelled for July and August with only one meeting scheduled in late July (July 25<sup>th</sup>, 2017). However, this year staff expect planning applications and contract awards will require an additional meeting.

**STAFF RECOMMENDATION**

THAT an additional Committee meeting and Special Council meeting be scheduled for August 15<sup>th</sup>, 2017 at 7:00 p.m.

**COMMITTEE DECISION**

THAT an additional regular Committee meeting and regular Council meeting be scheduled for August 22<sup>nd</sup>, 2017 at 7:00 p.m.

**COUNCIL ACTION**

Receive and Record

## COMMUNICATION 127295

Received from Environmental Advisory Committee  
Addressed to Town of Carleton Place  
Date April/June 2017  
Topic Minutes

### SUMMARY

Minutes from recent Environmental Advisory Committee meetings were previously distributed. Noteworthy items include:

- Freecycle and Community Garage Sale events were successful with a high rate of participation;
- Bursaries to High School students have been distributed;
- Committee members are working with Town staff to create composting and recycling educational videos;
- The CPEAC recommends Carleton Place Council “considers installing a level 2 electric vehicle charging station(s) at one or more of the following locations: Farmers’ market, parking lot across from Town Hall, Carleton Place Public Library or near the Wool Growers adjacent to the new trail. The CPEAC further recommends that the town staff partner with the BIA, Chamber of Commerce and local business in this endeavour.”
  - Staff Recommendation – THAT the Town pursue provincial funds to install electric vehicle charging stations at Market Square and Library Parking lots.
- A water bottle refilling station is recommended at the arena;
  - Staff Recommendation – THAT the water bottle refilling station be installed at Market Square and included in a future arena upgrade project.
- Committee members and staff are organizing education related to waste management in the schools;
- Work on Climate Change Action Plan is currently on hold;
- Some residents are placing more waste at the curb than permitted and it is being collected;
  - Staff Recommendation - Staff are aware of this problem and will be addressing with contractor.

### STAFF RECOMMENDATION

THAT approves Committee’s decision.

### COMMITTEE DECISION

THAT approves Committee’s decision.

### COUNCIL ACTION

Receive and Record

## **COMMUNICATION 128296**

Received from Duncan Rogers, Clerk  
Addressed to Policy Review Committee  
Date June 20<sup>th</sup>, 2017  
Topic Advance Vote 2018 Municipal/School Board Trustee Election

### **SUMMARY**

In accordance with Section 43(1) of the Municipal Elections Act, the Clerk has determined dates and a location for the Advance Vote for the 2018 Municipal/School Board Trustee election.

As in past elections, there will be two advance votes, Saturday, October 13<sup>th</sup>, 2018 and Wednesday, October 17<sup>th</sup>, 2018. The Advance Vote will be for residents who wish to vote by paper ballot in lieu of on Voting Day, Monday, October 22, 2018.

Internet voting will be available for the 2018 election for those who prefer to vote electronically.

### **STAFF RECOMMENDATION**

THAT a By-law be prepared for the Advance Vote for the 2018 Municipal/School Board Trustee Election.

### **COMMITTEE DECISION**

THAT a By-law be prepared for the Advance Vote for the 2018 Municipal/School Board Trustee Election.

### **COUNCIL ACTION**

Receive and Record

## **COMMUNICATION 128298**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date June 23<sup>rd</sup>, 2017  
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.

**128298 Continued**

**AGENDA**

- 27-06-17-1 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – General Nature – Integrity Commissioner
- 11-04-17-1 litigation of potential litigation, including matters before administrative tribunals, affecting the municipality or local board – General Nature – 20 Beckwith Street
- 27-06-17-2 litigation of potential litigation, including matters before administrative tribunals, affecting the municipality or local board – General Nature – MacArthur Island
- 11-04-17-4 litigation of potential litigation, including matters before administrative tribunals, affecting the municipality or local board – General Nature – Property Standards
- 02-08-16-1 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board: General Nature – Carmel Street Corridor
- 27-06-17-3 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Personnel Issues
- 19-04-16-1 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – 39 Beckwith Street
- 27-06-17-4 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Lot on Hooper Street
- 27-06-17-5 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Lansdowne Avenue
- 27-06-17-6 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Staffing

**128298 Continued**

**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**

THAT COUNCIL REVIEW 27-06-17-1 IN OPEN SESSION MAYOR ANTONAKOS DECLARED A CONFLICT OF INTEREST AND DID NOT ENTER INTO DISCUSSIONS NOR VOTE ON THIS COMMUNICATION MOTION CARRIED

**27-06-17-1 INTEGRITY COMMISSIONER'S REPORT**

MAYOR ANTONAKOS DECLARED A CONFLICT OF INTEREST AND DID NOT ENTER INTO DISCUSSIONS NOR VOTE ON THIS COMMUNICATION.

**SUMMARY**

At the May 23<sup>rd</sup>, 2017 Council meeting, the Clerk distributed a letter from the solicitor related to the Integrity Commissioner's report. Mayor Antonakos declared a conflict related to the issue so was not provided with a copy of the letter. He has now written to the Clerk formally requesting a copy of this letter prepared by the solicitor.

**COMMENT**

The solicitor advises that it is Council's decision if the letter should be shared with the Mayor.

**STAFF RECOMMENDATION**

THAT the letter not be provided to the Mayor as he declared a conflict of interest.

**COMMITTEE DECISION**

THAT the letter not be provided to the Mayor as he declared a conflict of interest.

- 11-04-17-1 litigation of potential litigation, including matters before administrative tribunals, affecting the municipality or local board – General Nature – 20 Beckwith Street
- 27-06-17-2 litigation of potential litigation, including matters before administrative tribunals, affecting the municipality or local board – General Nature – MacArthur Island
- 11-04-17-4 litigation of potential litigation, including matters before administrative tribunals, affecting the municipality or local board – General Nature – Property Standards

**128298 Continued**

- 02-08-16-1 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board: General Nature – Carmel Street Corridor
- 27-06-17-3 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Personnel Issues
- 19-04-16-1 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – 39 Beckwith Street
- 27-06-17-4 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Lot on Hooper Street
- 27-06-17-5 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Lansdowne Avenue
- 27-06-17-6 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Staffing

**REPORT TO COUNCIL**

- 11-04-17-1 Receive and Record
- 27-06-17-2 Bring forward
- 11-04-17-4 Bring forward
- 02-08-16-1 Receive and Record
- 27-06-17-3 Bring forward
- 19-04-16-1 Receive and Record
- 27-06-17-4 THAT Council hereby authorizes the Mayor and the Clerk to execute an Agreement of Purchase and Sale to sell property on Hooper to Bean Chev Olds for \$110,000 per acre.
- 27-06-17-5 Bring forward
- 27-06-17-6 Bring forward

**COUNCIL ACTION**

THAT Council hereby authorizes the Mayor and the Clerk to execute an Agreement of Purchase and Sale to sell property on Hooper to Bean Chev Olds for \$110,000 per acre.

## **COMMUNICATION 128300**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date June 26<sup>th</sup>, 2017  
Topic Municipal Asset Management Program (MAMP)

### **SUMMARY**

FCM has announced the Municipal Asset Management Program which is a five year, \$50 million program funded by Infrastructure Canada to support Canadian municipalities and communities in making informed infrastructure investment decisions based on stronger asset management practices.

Eligible activities include:

- ✓ asset management assessments;
- ✓ asset management plans, policies and strategies;
- ✓ data collection and reporting;
- ✓ training and organizational development; and
- ✓ knowledge transfer.

The maximum MAMP contribution to a project is \$50,000. However, the average contribution is expected to be approximately \$35,000 and no funding request is too small. The contribution shall represent no more than 80% of the eligible project cost.

The project start date (the date from which FCM recognizes eligible costs) can be on, or after, the date that FCM acknowledges receipt of the completed application.

The project and date cannot be more that 11 months from the date that FCM approves your project for funding.

### **STAFF RECOMMENDATION**

BE IT RESOLVED that Council of the Corporation of the Town of Carleton Place hereby directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Pumping Stations Condition Assessment.

BE IT THEREFORE RESOLVED that the Town of Carleton Place commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program.

- conduct a detailed Condition Assessment of each of the Town's eight sanitary pumping station;
- identify work required to maintain level of service; and
- compile sanitary pumping station data.

**128300 Continued**

BE IF FURTHER RESOLVED that the Corporation of the Town of Carleton Place commits \$12,000 from its budget toward the costs of this initiative.

**COMMITTEE DIRECTION**

BE IT RESOLVED that Council of the Corporation of the Town of Carleton Place hereby directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Pumping Stations Condition Assessment.

BE IT THEREFORE RESOLVED that the Town of Carleton Place commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program.

- conduct a detailed Condition Assessment of each of the Town's eight sanitary pumping station;
- identify work required to maintain level of service; and
- compile sanitary pumping station data.

BE IF FURTHER RESOLVED that the Corporation of the Town of Carleton Place commits \$12,000 from its budget toward the costs of this initiative.

**COUNCIL ACTION**

BE IT RESOLVED that Council of the Corporation of the Town of Carleton Place hereby directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Pumping Stations Condition Assessment.

BE IT THEREFORE RESOLVED that the Town of Carleton Place commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program.

- conduct a detailed Condition Assessment of each of the Town's eight sanitary pumping station;
- identify work required to maintain level of service; and
- compile sanitary pumping station data.

BE IF FURTHER RESOLVED that the Corporation of the Town of Carleton Place commits \$12,000 from its budget toward the costs of this initiative.

THIS WAS DEALT WITH AT THE JUNE 27<sup>TH</sup>, 2017  
COUNCIL MEETING

## **COMMUNICATION 128301**

Received from Dave Young, Director of Public Works  
Addressed to Policy Review Committee  
Date June 17<sup>th</sup>, 2017  
Topic Central Bridge Repairs

### **SUMMARY**

Staff have discovered a number of issues relating to the expansion joints on the Central Bridge. McIntosh Perry responded to staff's concerns and have assessed the situation.

The Consultant has developed a work plan that requires immediate implementation to ensure no further damage occurs. This plan will see the Bridge reduced to one-lane for several days.

### **STAFF RECOMMENDATION**

THAT staff work with McIntosh Perry and hire a qualified contractor to undertake repairs on the Central Bridge as soon as possible on a time and materials basis.

### **COMMITTEE DECISION**

THAT staff work with McIntosh Perry and hire a qualified contractor to undertake repairs on the Central Bridge as soon as possible on a time and materials basis.

### **COUNCIL ACTION**

Receive and Record

**BY-LAW NO. 43-2017**

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE ONE HUNDRED AND TWENTY EIGHTH COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE AT THE TWELFTH REGULAR MEETING OF COUNCIL OF JULY 25, 2017**

**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 128<sup>TH</sup> Council of the Corporation of the Town of Carleton Place at the TWELFTH Regular Meeting of Council held on July 25, 2017, 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 25<sup>TH</sup> DAY OF JULY 2017.

---

Louis Antonakos, Mayor

---

D.H. Rogers, Clerk