



AGENDA

FOURTEENTH REGULAR MEETING OF THE ONE HUNDRED AND TWENTY NINTH COUNCIL OF THE TOWN OF CARLETON PLACE
Tuesday, September 11, 2018, Council Chambers at 7:00 p.m.

I MOMENT OF SILENT REFLECTION

II DISCLOSURE OF PECUNIARY INTEREST OR CONFLICT OF INTEREST

III MINUTES OF PREVIOUS MEETING

Council Minutes dated August 7, 2018

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IV DELEGATIONS

None

V CORRESPONDENCE

None

VI REPORTS OF STANDING COMMITTEES

PLANNING AND PROTECTION COMMITTEE – September 4, 2018

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Recommended Motion

THAT Council hereby accepts the Planning and Protection Committee's decisions related to the consent items of September 4, 2018 (Communications 129298, 129304, 129287, 129288, 129289, 129290, 129291, 129292, 129307) and approves the Council Actions.

Recommended Motion (129299)

THAT Council approve the budget variance of \$10,900 plus HST from the unused transition staff funds included in the Fire Department's 2018 operating budget towards updating the Fire Master Plan.

Recommended Motion (129302)

THAT the street names in the Nu Globe Subdivision be named as listed below:

- McGregor Street (extension of McGregor Street)
- Christie Street
- Nelson Street (extension of Nelson Street)
- McPhail Road
- Murphy Avenue
- Lewis Street

Recommended Motion (IC 129306)

THAT Block 5 of Plan 27M76 be declared surplus to the requirements of the Town,
and

THAT the subject lands be offered for sale to adjacent land owners.

VII READING OF BY-LAWS

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- By-law 95-2018 – To Authorize the Signing of an Agreement with the Town of Perth for Sharing Chief Building Official and Building Inspection Services
- By-law 97-2018 – To Authorize the Signing of an Agreement with the Municipality of Mississippi Mills for Sharing Chief Building Official and Building Inspection Services

VIII OTHER BUSINESS

IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER

X BY-LAW NO. 98-2018 CONFIRMING COUNCIL PROCEEDINGS

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XI SINGING OF O'CANADA

XII ADJOURNMENT

MINUTES
OF THE THIRTEENTH REGULAR MEETING OF THE ONE HUNDRED
AND TWENTY NINTH COUNCIL OF THE TOWN OF CARLETON PLACE

The Thirteenth Regular Meeting of the One Hundred and Twenty Ninth Council of the Town of Carleton Place was held in the Town Hall Council Chambers on Tuesday, August 7, 2018 at 11:36 p.m.

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

STAFF: Diane Smithson, Chief Administrative Officer
 Duncan Rogers, Clerk
 Stacey Blair, Deputy-Clerk

I MOMENT OF SILENT REFLECTION

Council dispensed with a moment of silent reflection.

II DISCLOSURE OF PECUNIARY INTEREST OR CONFLICT OF INTEREST

None

III MINUTES OF PREVIOUS MEETING

Motion No. 13-129-01

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

THAT the Minutes of the Twelfth Regular Meeting of the 129th Council held on June 26, 2018 be adopted as printed.

CARRIED

IV DELEGATIONS

None

V CORRESPONDECE

None

VI REPORTS STANDING COMMITTEES

Policy Review Committee – August 7, 2018

Motion No. 13-129-02

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

Communications: 129274 129276 129277 129279

THAT Council hereby accepts the Policy Review Committee's decisions related to the consent items of August 7, 2018 and approves the Council Actions.

CARRIED

Motion No. 13-129-03

Moved by Councillor Black, seconded by Councillor Redmond

Communication: 129275

THAT Council authorize proceeding with Option 1 – proceed with additional logo design work that aligns with the new branding strategy at a cost of \$1,000; and

THAT the additional cost be taken from the initial project budget.

CARRIED

Motion No. 13-129-04

Moved by Councillor Redmond, seconded by Councillor Black

Communication: 129278

THAT Council authorize staff to proceed with the replacement of the noise barrier fence between units 106 to 122 on Johnston Street; and

THAT Council approve a budget deviation of \$30,000.00 to be funded from Public Works Reserves.

CARRIED

Motion No. 13-129-05

Moved by Councillor Fritz, seconded by Councillor Redmond

Communication: 129280

THAT Council support retaining the services of Jane Almond, Planner on a contract basis to make the necessary general modifications to the Development Permit By-law.

AND THAT the budget deviation of a maximum of \$15,500 be paid from annual Planning Department revenues.

CARRIED

Motion No. 13-129-06

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

Communication: 129282

THAT the draft conditions for Carmichael Subdivision – Phase 1 be forwarded to the County of Lanark for consideration.

CARRIED

Motion No. 13-129-07

Moved by Councillor Black, seconded by Councillor Redmond

Communication: 129286

THAT an exemption from the Refreshment Vehicle By-law 16-2016 be provided to permit Cool Treats to operate (mobile) in the Town of Carleton Place except in Riverside Park; and

THAT all other applicable elements of the by-law shall apply.

CARRIED

VII READING OF BY-LAWS

Motion No. 13-129-08

Moved by Councillor Doucett, seconded by Deputy-Mayor Flynn

THAT the following **Part Lot Control By-laws: 82-2018, 83-2018, 84-2018, 85-2018, 86-2018, 87-2018, 88-2018, 89-2018, 90-2018, 91-2018, 92-2018, 93-2018, 94-2018**, be read a first, a second and third time and finally passed.

CARRIED

VIII OTHER BUSINESS

None

IX MAYOR'S ANNOUNCEMENTS

None

X BY-LAW CONFIRMING COUNCIL PROCEEDINGS

By-law No. 96-2018

Motion No. 13-129-09

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

THAT By-law No. 96-2018 (**Confirm Council Proceedings**) be read a first, a second and third time and finally passed.

CARRIED

XI SINGING OF O'CANADA

Council dispensed with the singing of O'Canada.

XII ADJOURNMENT – 11:50 p.m.

Motion No. 13-129-10

Moved by Councillor Redmond, seconded by Councillor Black

THAT the Thirteenth Regular Meeting of the One Hundred and Twenty Ninth Council be hereby adjourned.

CARRIED

Louis Antonakos, Mayor

D.H. Rogers, Clerk



Planning and Protection Committee Action Report

September 4, 2018

Carleton Place Town Hall, Auditorium and Council Chambers

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

Staff: Diane Smithson, CAO, Duncan Rogers, Clerk, Stacey Blair, Deputy-Clerk, Pascal Meunier, Director of Protective Services, Joanna Bowes, Manager of Development Services, Dee Dee Scissons, Planning Assistant

1) CALL TO ORDER

The meeting was called to order at 7:03 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 or at the meeting.

4) DELEGATIONS

Councillor Redmond was not present for either delegation as he declared a pecuniary interest regarding the proposal for 50 Allan Street as he lives across the street from the proposed development.

I. Cheryl Batten, Developer, 50 Allan St.

Ms. Batten gave a power point presentation which was a general overview of the 50 Allan Street proposal which touched on the following points:

- the requirement of a geotechnical study;
- compatibility;
- financial community benefits;
- shadow studies; and
- the relationship between proposed development and the development permit By-law.

She also disputed the recommendation of the Town to require a peer review of the application.

II. Shawn Eakins, Residents Against 50 Allan Street Murray Reid spoke in place of Mr. Eakins.

Mr. Reid provided a number of arguments against the proposed development of 50 Allan street. His concerns included:

- the abruptness of the change in housing types;
- lot consolidation as infill;
- the density of the project;
- the appropriateness of the proposed housing type;
- traffic concerns and parking;
- the impact on the character of the existing neighbourhood;
- the lack of an environmental impact statement; and
- the size of the proposed structure in relation to the other homes in the neighbourhood.

5) COMMUNICATIONS (REPORTS)

I. Ocean Wave Fire Company (OWFC) Monthly Activity Report for July (Communication 129298)

Pascal Meunier, Director of Protective Services

Moved by Councillor Fritz

Seconded by Deputy Mayor Flynn

THAT the Director of Protective Services' Report on the activities of the Ocean Wave Fire Company (OWFC) for the month of July 2018 be accepted as information.

CARRIED – CONSENT

II. Fire Master Plan

(Communication 129299)

Pascal Meunier, Director of Protective Services

Moved by Councillor Fritz

Seconded by Deputy Mayor Flynn

THAT Council approve the budget variance of \$10,900 plus HST from the unused transition staff funds included in the Fire Department's 2018 operating budget towards updating the Fire Master Plan.

CARRIED – MOTION PREPARED

III. 50 Allan Street Development Proposal (Communication 129300)

Joanna Bowes, Manager of Development Services

Councillor Redmond declared a pecuniary interest as he lives across the street from the proposed development. At this time, Councillor Redmond left the meeting.

Councillor Fritz assumed the chair from Councillor Redmond.

Moved by Mayor Antonakos

Seconded by Councillor Fritz

THAT the Committee support application DP3-010 2018 for 50 Allan Street for a 4

story, 33-unit development.

At the request of Mayor Antonakos, a recorded vote was taken.

Mayor Antonakos – No

Councillor Black – No

Councillor Doucett – Absent

Deputy Mayor Flynn – Yes

Councillor Fritz – No

Councillor Redmond – Did not vote due to pecuniary interest

Councillor Trimble – Absent

The vote was declared as lost with a vote of 1 yeas and 3 nays.

DEFEATED

Councillor Redmond resumed the position of chair.

A 10-minute recess was taken to relocate the remainder of the meeting to the Council Chambers.

Councillor Black left the meeting at 8:21 p.m.

The meeting reconvened at 8:32 p.m.

IV. Extension of Approval for 150 Mill Street; McArthur Island Development - Phases 1a, b, and c (Communication 129301)

Joanna Bowes, Manager of Development Services

Moved by Mayor Antonakos

Seconded by Councillor Fritz

THAT Committee grants a six (6) month extension to the approval of the DP3-04-2017 application for existing Phases 1a, b and c approval for the 150 Mill Street – McArthur Island Development; and

THAT the developer be advised that this extension in no way implies approval for any future development; and

THAT if no agreement is signed by the end of this six (6) month extension, no further extensions will be granted.

CARRIED

V. Street Naming - Nu Globe Subdivision (Communication 129302)

Joanna Bowes, Manager of Development Services

Moved by Councillor Fritz

Seconded by Mayor Antonakos

THAT the street names in the Nu Globe Subdivision be named as listed below:

- McGregor Street (extension of McGregor Street)
- Christie Street

- Nelson Street (extension of Nelson Street)
- McPhail Road
- Murphy Avenue
- Lewis Street

CARRIED – MOTION PREPARED

**VI. Preliminary Report - Tiny Homes
(Communication 129303)**

Joanna Bowes, Manager of Development Services and Brian Gass, CBO

Moved by Mayor Antonakos

Seconded by Deputy Mayor Flynn

THAT Council receive the preliminary report from the Manager of Development Services and Chief Building Official on the topic of Tiny Homes dated September 4, 2018 as information; and

THAT Staff work with other Municipal Planners and the County of Lanark Planner and other Chief Building Officials to continue to explore how tiny homes can be accommodated in areas throughout the County from Planning policy as well as logistical perspectives; and

THAT in the interim, any applications received be reviewed on an as required and site-specific basis.

DEFERRED

Staff was asked to provide additional information and to advise Terrilee Kelford of the date of the next meeting where this item will be discussed.

**VII. Upper Canada School Board- CPHS Lease of Land for Portables
(Communication 129304)**

Joanna Bowes, Manager of Development Services

Moved by Deputy Mayor Flynn

Seconded by Councillor Fritz

THAT Council authorize the Chief Administrative Officer to negotiate a 10-year lease agreement, based on market value rent, with the Upper Canada District School Board to permit the School Board to encroach onto the Town's Riverside Park for the purpose of installing portable classrooms.

CARRIED – CONSENT

**VIII. Seniors' Centre – Former Train Station Facility
(Communication 129284)**

Diane Smithson, Chief Administrative Officer

Moved by Deputy Mayor Flynn

Seconded by Councillor Fritz

THAT Council supports proceeding with Option 2 – a Municipally Owned / Operated by Others Seniors' Centre; and

THAT staff prepare a Terms of Reference for a Board of Directors for the Seniors' Centre for Council's consideration and once approved, staff advertise for Directors; and

THAT staff seek input from other service providers and local seniors Centres; and

THAT staff ensure that the necessary funding is placed in the 2019 Budget for the Centre.

DEFERRED

Staff was asked to determine if other existing community groups such as the Carleton Place/Beckwith Home Support, Mills Community Support Corporation and the Royal Canadian Legion had any interest in operating the Seniors' Centre and to report on what the issues are with respect to the Carambeck Facility, which was to be utilized as a Seniors' Centre.

IX. Committee Structure/Procedural By-law

(Communication 129285)

Stacey Blair, Deputy Clerk

Moved by Mayor Antonakos

Seconded by Deputy Mayor Flynn

THAT Council provide direction to staff to prepare a revised Procedural By-law based on a Committee of the Whole system; and

THAT the Committee of the Whole system commence with the new term of Council; and

THAT the Striking Committee Report be amended to remove any procedural By-law type elements.

DEFERRED

This item was deferred to allow all members of council to be in attendance when this matter is discussed.

X. Nomination of an Outstanding Physician

(Communication 129287)

Duncan Rogers, Clerk

Moved by Councillor Fritz

Seconded by Deputy Mayor Flynn

THAT the Clerk's Report on the Nomination of an Outstanding Physician be received as information.

CARRIED – CONSENT

XI. CAO's Report – Delegated Authority

(Communication 129288)

Diane Smithson, Chief Administrative Officer

**Moved by Deputy Mayor Flynn
Seconded by Councillor Fritz**

THAT Council accept the CAO's Delegated Authority Report dated August 7, 2018 as information.

CARRIED – CONSENT

**XII. 2018 No Hot Pets Campaign
(Communication 129289)**

Duncan Rogers, Clerk

**Moved by Councillor Fritz
Seconded by Deputy Mayor Flynn**

THAT Animal Control By-law No. 25-2005 be amended to include the suggested wording proposed by the Ontario Society for the Prevention of Cruelty to Animals in accordance with the organization's 2018 No Hot Pet Campaign.

CARRIED - CONSENT AND BY-LAW PREPARED

**XIII. Annual Report of the Ombudsman
(Communication 129290)**

Duncan Rogers, Clerk

**Moved by Councillor Fritz
Seconded by Mayor Antonakos**

THAT the Clerk's Report on the 2017-2018 Annual Report of the Ombudsman be received as information.

CARRIED – CONSENT

**XIV. Ombudsman Investigation
(Communication 129291)**

Duncan Rogers, Clerk

**Moved by Councillor Fritz
Seconded by Deputy Mayor Flynn**

THAT the Clerk's Report dated August 7th, 2018 regarding a Closed Meeting Investigation by the Ontario Ombudsman's Office regarding a meeting held on June 12, 2018 be received as information.

CARRIED – CONSENT

**XV. Agreement for Sharing of Building Inspection Services
(Communication 129292)**

Diane Smithson, Chief Administrative Officer

**Moved by Councillor Fritz
Seconded by Mayor Antonakos**

THAT Council pass a by-law to authorize the Mayor and Clerk to enter into an agreement with the Town of Perth for the provision of reciprocal building inspection services, when required.

CARRIED - CONSENT AND BY-LAW PREPARED

**XVI. Request to fly a Pride Flag-September 29, 2018
(Communication 129307)
Duncan Rogers, Clerk**

**Moved by Councillor Fritz
Seconded by Deputy Mayor Flynn**

THAT a Pride Flag be flown from the Town Hall from Saturday, September 29, 2018 from 1:00 p.m. until Monday, October 1, 2018.

CARRIED – CONSENT

6) CLOSED MEETING

**Moved by Deputy Mayor Flynn
Seconded by Councillor Fritz**

THAT the Committee move into closed session at 9:35 p.m. to discuss a matter subject to:

- o Section 239 (2) (c) a proposed or pending acquisition or disposition of land by the municipality (Items IC 129305, IC129306); and

THAT Diane Smithson, CAO, Duncan Rogers, Clerk, and Stacey Blair, Deputy Clerk remain in the room.

CARRIED

**Moved by Councillor Fritz
Seconded by Deputy Mayor Flynn**

THAT the committee return to regular session at 9:47 p.m.

CARRIED

Rise and Report

The Deputy Clerk reported that a lot has sold on Roe Street in the Town's business park.

Sale of Land - Carleton Crossing Phase 4 (IC 129306)

**Moved by Mayor Antonakos
Seconded by Deputy Mayor Flynn**

THAT Block 5 of Plan 27M76 be declared surplus to the requirements of the Town, and

THAT the subject lands be offered for sale to adjacent land owners.

CARRIED – MOTION PREPARED

7) ADJOURNMENT

**Moved by Deputy Mayor Flynn
Seconded by Councillor Fritz**

THAT the meeting be adjourned at 9:50 p.m.

CARRIED

BY-LAW NO. 95-2018

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AUTHORIZE THE SIGNING OF AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWN OF CARLETON PLACE AND THE CORPORATION OF THE TOWN OF PERTH FOR THE SHARING OF CHIEF BUILDING OFFICIAL AND BUILDING INSPECTION SERVICES.

WHEREAS the *Building Code Act* Section 3.(3) allows for the Councils of two or more Municipalities to enter into an agreement providing for the joint enforcement of the *Building Code Act* within their respective Municipalities including the provision for sharing of costs incurred with enforcement and providing for the appointment of a Chief Building Official and Inspectors; and

WHEREAS Section 5.3 of the Municipal Act, 2001 (S.O. 2001, c.25) authorizes that municipal powers, including municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 9 of the Municipal Act, 2001 (S.O. 2001, c.25), provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Council of the Town of Carleton Place deems it expedient to enter into an agreement with the Town of Perth for the sharing of Chief Building Official and building inspection services.

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

1. **SHORT TITLE**

This By-Law is short titled "Sharing of CBO and Building Inspection Services".

2. **AGREEMENT**

- (a) **THAT** the Mayor and Clerk shall be and are hereby authorized on behalf of the Corporation of the Town of Carleton Place to execute an agreement between the Corporation of the Town of Carleton Place and the Corporation of the Town of Perth.
- (b) **THAT** the Clerk shall be and is hereby authorized to affix the corporate seal of the Corporation of the Town of Carleton Place to the said contract.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 11th DAY OF SEPTEMBER, 2018.

Louis Antonakos, Mayor

D.H. Rogers, Clerk

BY-LAW NO. 97-2018

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AUTHORIZE THE SIGNING OF AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWN OF CARLETON PLACE AND THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS FOR THE SHARING OF CHIEF BUILDING OFFICIAL AND BUILDING INSPECTION SERVICES.

WHEREAS the *Building Code Act* Section 3.(3) allows for the Councils of two or more Municipalities to enter into an agreement providing for the joint enforcement of the *Building Code Act* within their respective Municipalities including the provision for sharing of costs incurred with enforcement and providing for the appointment of a Chief Building Official and Inspectors; and

WHEREAS Section 5.3 of the Municipal Act, 2001 (S.O. 2001, c.25) authorizes that municipal powers, including municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 9 of the Municipal Act, 2001 (S.O. 2001, c.25), provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Council of the Town of Carleton Place deems it expedient to enter into an agreement with the Municipality of Mississippi Mills for the sharing of Chief Building Official and building inspection services.

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

1. **SHORT TITLE**

This By-Law is short titled "Sharing of CBO and Building Inspection Services".

2. **AGREEMENT**

(a) **THAT** the Mayor and Clerk shall be and are hereby authorized on behalf of the Corporation of the Town of Carleton Place to execute an agreement between the Corporation of the Town of Carleton Place and the Corporation of the Municipality of Mississippi Mills.

(b) **THAT** the Clerk shall be and is hereby authorized to affix the corporate seal of the Corporation of the Town of Carleton Place to the said contract.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 11th DAY OF SEPTEMBER, 2018.

Louis Antonakos, Mayor

D.H. Rogers, Clerk

BY-LAW NO. 98-2018

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE ONE HUNDRED AND TWENTY NINTH COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE AT THE FOURTEENTH REGULAR MEETING OF COUNCIL OF SEPTEMBER 11, 2018

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 129TH Council of the Corporation of the Town of Carleton Place at the FOURTEENTH Regular Meeting of Council held on September 11, 2018, 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 11th DAY OF SEPTEMBER 2018.

Louis Antonakos, Mayor

D.H. Rogers, Clerk