

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

**The Fifteenth 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, September 27, 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, CAO                              D. Rogers, Clerk

**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. 15-127-01

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

**THAT** the Minutes of the Fourteenth Regular Meeting of the 127<sup>th</sup> Council held on September 13, 2016 be adopted as printed.

**CARRIED**

**IV     DELEGATIONS**

Motion No. 15-127-02

Moved by Councillor Black, seconded by Councillor Trimble

**THAT** Dr. Stewart, Healthy Communities Partnership, be permitted to speak to Council.

**CARRIED**

Dr. Paula Stewart of the Lanark, Leeds and Grenville District Health Unit appeared before Council and presented a plaque acknowledging the Town of Carleton Place as a partner in the Healthy Communities Program.

Dr. Stewart reviewed with Council the achievements of the municipality in terms of promoting healthy eating through the Farmer's Market and the local community gardens. Dr. Stewart also reviewed the local Health Unit's Report on this subject and recommended that it be posted on the municipality's web site.

Mayor Antonakos noted the opportunities that the Healthy Communities Program offered to Carleton Place and requested that the CAO thank staff for their involvement in the Program.

Following a photographic session with the Mayor and Dr. Stewart, the delegation was thanked for their attendance at the meeting.

**V COMMUNICATIONS**

127336 – 127346

**VI READING OF BY-LAWS**

**By-law No. 41-2016**

Motion No. 15-127-03

Moved by Councillor Trimble, seconded by Councillor Redmond

**THAT** By-law No. 41-2016 **(To Regulate Water Rates)** be read a first time, second time and third time and finally passed.

**CARRIED**

**VII STANDING COMMITTEES**

**Policy Review Committee – September 13, 2016**

Motion No. 15-127-04

Moved by Councillor Doucett, seconded by Councillor Fritz

Communication: 127336 127337

**THAT** Council hereby accepts the Policy Review Committee's decisions related to the consent items of September 13, 2016 and approves the Council Actions.

**CARRIED**

**Corporate Services Committee – September 20, 2016**

Motion No. 15-127-05

Moved by Councillor Trimble, seconded by Councillor Black

Communication: 125284 127323 127338 127339 127340

**THAT** Council hereby accepts the Corporate Services Committee's decisions related to the consent items of September 20, 2016 and approves the Council Actions.

**CARRIED**

**Community Issues Committee – September 20, 2016**

Motion No. 15-127-06

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 127342

**THAT** Council hereby accepts the Community Issues Committee's decisions related to the consent items of September 20, 2016 and approves the Council Actions.

**CARRIED**

**Planning and Protection Committee – September 20, 2016**

Motion No. 15-127-07

Moved by Councillor Redmond, seconded by Councillor Trimble

Communication: 127343 127344 127346

**THAT** Council hereby accepts the Planning and Protection Committee's decisions related to the consent items of September 20, 2016 and approves the Council Actions.

**CARRIED**

Motion No. 15-127-08

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

Communication: 127345

**THAT** Council hereby requests the County of Lanark to delegate the approval authority for consent, subdivision and part lot control applications to the Town of Carleton Place.

**CARRIED**

**VIII OTHER BUSINESS**

None

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

Mayor Antonakos noted that the local Chamber of Commerce next breakfast meeting would be held on Wednesday, September 28, 2016. The Mayor also informed Council of the successful Brett Pearson 6<sup>th</sup> Annual Run for Your Life Event held on Saturday, September 24, 2016. Mayor Antonakos also noted that the Annual Emergency Exercise was held on Thursday, September 22, 2016 and that as part of the Exercise, the Fire Chief had taken over from the CAO to test the Emergency Operations Centre without the CAO present. Councillor Fritz informed Council of the success of the Little Black Dress Evening and that the recent evening had raised over \$21,000.00. Mayor Antonakos also introduced Hedy Sorour, the new LAKE 88.1 reporter for the noted radio station to the members of Council.

**X BY-LAW CONFIRMING COUNCIL PROCEEDINGS**

**By-law No. 42-2016**

Motion No. 15-127-09

Moved by Councilor Black, seconded by Councillor Redmond

**THAT** By-law No. 42-2016 (**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 – 7:23 p.m.**


Motion No. 15-127-10

Moved by Councillor Doucett, seconded by Councillor Fritz

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

**CARRIED**

  
\_\_\_\_\_  
Louis Antonakos, Mayor

  
\_\_\_\_\_  
D.H. Rogers, Clerk



## AGENDA

FIFTEENTH REGULAR MEETING OF THE ONE HUNDRED AND TWENTY SEVENTH COUNCIL OF THE TOWN OF CARLETON PLACE  
Tuesday, September 27, 2016 Council Chambers at 7:00 p.m.

**I OPENING PRAYER**

**II DISCLOSURE OF PECUNIARY INTEREST**

**III MINUTES OF PREVIOUS MEETING**

Minutes of the Fourteenth Regular Meeting of the 127<sup>th</sup> Council of September 13, 2016

**IV DELEGATIONS**

Dr. Stewart – Healthy Communities Partnership

**V COMMUNICATIONS**

127336 – 127346 (*copies of communications are available to view in the Clerk's Dept.*)

**VI READING OF BY-LAWS**

By-law No. 41-2016 – To Regulate Water Rates

**VII STANDING COMMITTEES**

**Policy Review Committee** – September 13, 2016

127336 127337

**Corporate Services Committee** – September 20, 2016

125284 127323 127338 127339 127340

**Community Issues Committee** - September 20, 2016

127342

**Planning and Protection Committee** – September 20, 2016

127343 127344 127345 127346

**VIII OTHER BUSINESS**

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

**X BY-LAW NO. 42-2016 CONFIRMING COUNCIL PROCEEDING**

**XI SINGING OF O'CANADA**

**XII ADJOURNMENT**

# BY-LAW NO. 41-2016

## A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE REGULATING WATER RATES IN THE TOWN OF CARLETON PLACE

**WHEREAS** by virtue of The Municipal Act 2001, c.25,s.391.(1), the Corporation may pass by-laws imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of it;

**AND WHEREAS** the Council of the Corporation of the Town of Carleton Place deems it necessary and desirable to increase the present rates for the consumption of water within the Corporation;

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

**(A)** By-law No. 42-2015 which was enacted on the 29th day of September 2015 and any other By-law or parts of By-laws which are inconsistent with the provisions of this By-law are hereby repealed effective January 1, 2017.

**(B) DOMESTIC WATER AND SEWAGE TREATMENT PLANT CHARGES**

1. All domestic water and sewage treatment plant charges are the responsibility of the property owner.
2. Effective January 1, 2017 the following schedule of quarterly charges will apply for domestic water and sanitary sewer service billings:

a)	Quarterly Rate for Each Residential Dwelling Unit	* Full Service	Service Less Outside Tap	Full Service Plus Private Swimming Pool
	1 or 2 persons	\$107.11	\$95.95	\$122.12
	3, 4, or 5 persons	\$112.52	\$101.37	\$127.52
	6, 7, or 8 persons	\$117.98	\$106.88	\$132.99
	9 or 10 persons	\$121.54	\$110.31	\$136.54
	Additional Persons	\$2.54	\$2.54	\$2.54

- b) The flat rate charge for a private swimming pool is 60.04 per year. To maintain uniform billings 25% of this charge (15.01) is included in each quarterly billing.
3. Billings will be made quarterly in advance. The rates stated are net; a 10% penalty will apply to all accounts remaining unpaid on the day following the "due date" shown on the billing. If the water and sewage service rates plus penalty are not paid within 90 days thereafter, the amount due shall be added to the collector's roll and collected in the same manner as municipal taxes. (Municipal Act 2001, c.25,s.398 (1)(2).)

4. Every residential dwelling which is provided with water and sewer service will be subject to a water and sewer charge unless the water supply to the dwelling is turned off by a municipal employee. In the case of a duplex or multi-family dwelling, it is the responsibility of the property owner to provide a shut-off valve in the main water supply to the dwelling which can be turned off and locked or sealed by the municipal employee. There will be a charge of \$84.78 to turn on any water supply including new services.

**(C) SUMMER SERVICE**

1. The flat rate water usage charge for Summer Service for the Season is \$401.75 payable in advance. If a private pool is present an additional charge of \$101.96 will apply, also payable in advance.

**(D) BILLING CRITERIA AND BILLING PROCEDURE FOR COMMERCIAL, INDUSTRIAL OR INSTITUTIONAL**

1. Each separate Commercial, Industrial or Institutional entity shall receive a separate bill for each location they occupy. Each business which pays a business tax shall be considered a separate entity.
2. Commercial, Industrial or Institutional connections must be metered and bills will be based on volume unless there is no provision for water to be used for any purpose other than washrooms for the exclusive use of employees.
3. When a building contains one or more consumers that must be metered, the entire building shall be metered with a common meter and the entire bill shall be sent to the owner unless the water supply to the customers that must be metered can be isolated and metered. In this case, individual tenants can be billed separately, some based on flat rate and others based on volume.

**(E) BILLINGS AND RATES FOR COMMERCIAL, INDUSTRIAL OR INSTITUTIONAL "FLAT RATE" WATER AND SEWER SERVICE**

1. Effective January 1, 2017 the following schedule of charges apply for flat rate commercial water and sewer billing.

Quarterly Rates

Base Billing .....\$87.26  
Base billing includes 5 employee working 60 hours per week.

Additional Charges:

For each additional employee .....6.15 per quarter  
For each additional hour of operation .....10 x total number of employees

2. The number of employees shall mean the number of people normally at a business at one time.

3. Billings will be made quarterly in advance. The rates stated are net; a 10% penalty will apply to all accounts remaining unpaid on the day following the "due date" shown on the billing.
4. Commercial establishments using water-cooled air conditioning or refrigeration equipment shall be on metered service.

**(F) BILLINGS AND RATES FOR RESIDENTIAL, COMMERCIAL AND INDUSTRIAL METERED WATER AND SEWER SERVICE**

1. Effective October 1, 2016 the following schedule of charges will apply for metered residential, commercial and industrial service:

Minimum Quarterly Billing (plus meter rental)		\$72.52
For the first	45,000 gal.	\$5.245 per 1,000 gal
For the next	45,000 gal.	\$4.724 per 1,000 gal
For the next	360,000 gal.	\$4.171 per 1,000 gal
For the next	360,000 gal.	\$4.171 per 1,000 gal
Additional Over	810,000 gal.	\$ 3.157 per 1,000 gal

Meter Rentals Quarterly Net:

5/8" or less	\$14.74
3/4" or less	\$18.46
1" or less	\$22.90
1.5" or less	\$47.54
2" or less	\$61.86
3" or less	\$100.30
4" or less	\$171.44
6" or less	\$349.55
5.8" for 2 meters	\$29.50

2. In all cases, meters will be supplied by, and remain the property of, the Corporation of the Town of Carleton Place. These meters must be installed by a municipal employee or a plumber authorized by the Town of Carleton Place. The cost of meter installation is the responsibility of the customer but the cost of any required maintenance as a result of normal wear and tear will be borne by the Municipality. Costs incurred in repairing a meter where damage was caused from the meter having been hit or otherwise subjected to misuse or abuse, will be the responsibility of the customer concerned.

3. In cases where more than one meter is used to supply one customer, the total water consumption, as registered on all meters, will be used in calculating the quarterly billing.
4. In cases where one meter is used to service more than one commercial enterprise, more than one industrial enterprise or more than one living accommodation or in cases where there is any combination of commercial, industrial and residential consumers using a common meter, there will be an additional charge of \$56.61 per quarter for the second unit, \$37.44 per quarter for the third unit, \$28.31 per quarter for the remaining units for each commercial, industrial or residential consumer over and above the consumer to whom the billing is made.
5. The rates are net; a 10% penalty will apply to all accounts remaining unpaid on the day following the "due date" shown on the billing. If the water and sewage service rates plus penalty are not paid within 90 days thereafter, the amount due shall be added to the collector's roll and collected in the same manner as municipal taxes. (Municipal Act 2001, c.25,s.398 (1) (2).)

**(G)** All rates established by this By-law, with the exceptions noted below, are subject to a surcharge as described in By-Law 08-2013 and as described below:

Surcharge:

That a Sewage Service Rate shall be charged on the sewer and water billing as one hundred percent (100%) of the total water charges as noted in Sections (B) 2a, 2b, (E) 1, (F) 1, F(4) of this By-law. The said surcharge shall apply equally to all user groups including Residential, Commercial, Industrial and Institutional.

Exceptions:

- a. billings for water service to a dwelling, business or industry that is not connected to the municipal sanitary sewer system.
- b. metered water consumption charges covering water used by water-cooled refrigeration or air conditioning equipment and where the water so used is not discharged into the municipal sanitary sewer system.

**(H)** All new building shall have remote reading meters installed at the owners expense during construction if required by the Town.

**(I)** Hauled Sewage by truck to the Sewage Treatment Plant will be charged \$136.18 per load (maximum of 3,000 gallons). Permission to discharge must be pre-approved by Council.



(J) Fees to be charged for the installation of services from the Main to the Lot Line will be charged at the following rates:

a) Single Pipe	\$3,749
b) Water & Sewer	\$4,160
c) Water, Sewer & Storm	\$4,702

That By-Law 42-2015 shall be repealed in its entirety, simultaneously with the coming into force of this By-Law 41-2016.

**READ A FIRST TIME, A SECOND TIME, A THIRD TIME AND FINALLY PASSED  
THIS 27th DAY OF SEPTEMBER 2016.**

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Louis Antonakos, Mayor

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D.H. Rogers, Clerk



Policy Review Committee  
Council Report  
September 13<sup>th</sup>, 2016

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**COMMUNICATION 127336**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date August 18<sup>th</sup>, 2016  
Topic Issues and Challenges Facing Rural Eastern Ontario

**SUMMARY**

The Eastern Ontario Warden's Caucus has presented a paper to the province which outlines the issues and challenges facing residents of rural Eastern Ontario including:

- Extending natural gas into rural communities for the residential and commercial sector;
- Bringing improvements and expansions to the hydroelectricity transmission grid, on an urgent basis, to serve the growing needs of businesses and industries across the region; ty network that can serve as a model for the provincial and federal levels;
- Making mobile broadband services available to businesses and residents by closing the coverage and capacity gaps in the current cell networks, while building a first responder public safe;
- Urging the provincial government to focus on plans for growing rural Eastern Ontario's economy rather than creating more barriers to development; and
- Stemming the rising tide of Ontario Provincial Police and other emergency services costs, which are impacting the ability to invest in local municipal infrastructure.

A full copy of the submission is available.

**COMMENT**

For Council's Information

**STAFF RECOMMENDATION**

Receive and record

**COMMITTEE DECISION**

Receive and Record

**COMMITTEE DECISION**

Receive and Record

## **COMMUNICATION 127337**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date September 9<sup>th</sup>, 2016  
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:

#### **AGENDA**

13-01-15-1 personal matters about an identifiable individual, including municipal or local board employees – Succession Planning

### **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**

13-01-15-1 personal matters about an identifiable individual, including municipal or local board employees – Succession Planning

### **REPORT TO COUNCIL**

13-01-15-1 Receive and Record

### **COUNCIL ACTION**

Receive and Record



Corporate Services Committee  
Council Report  
September 20<sup>th</sup>, 2016

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**COMMUNICATION 125284**

Received from Gary Lynfield and Yvonne Harvey  
Addressed to Planning and Protection Committee  
Date May 25<sup>th</sup>, 2014  
Topic McNeely Fence and Stonewater Bay Pond

**SUMMARY**

The previously distributed email briefly describes the concerns of the residents with respect to the condition of the fence along McNeely Avenue as well as the stormwater management pond within the Stonewater Bay neighbourhood.

The residents have requested to make a presentation to Council with respect to the above noted items.

The function of the Stonewater Bay storm pond is being investigated by staff (Communication 124442) as discussed on the Physical Environment agenda for June 3<sup>rd</sup>, 2014.

**COMMENT**

There were numerous meetings with the residents with respect to a variety of options for repairing the fence. It was decided that the Property Standards bylaw would be utilized to resolve the sections of the fence that were in disrepair. This practice continues today and property owners are provided with a reasonable time period in which to repair their fence.

**UPDATE 1**

At the June 3, 2014 meeting of the Planning and Protection Committee staff were directed to draft a letter for the committee's review that would be sent to all property owners bordering the fence that runs along McNeely and Lake Aves. Between Stonewater Bay and Peckett Dr. The letter is meant to solicit their approval for construction of a new fence to be funded through the imposition of a Local Improvement Charge on their tax bills. Approval of two-thirds of all 81 property owners is required to proceed.

**125284 Continued**

**UPDATE 2**

To ensure the fence along McNeely Ave is maintained the Town has four options;

- 1) Continue the current practice of enforcing the Property Standards Bylaw and requiring owners to repair damaged fence sections. This is a piecemeal approach that will never result in a complete rebuild of the fence. Furthermore it is time consuming to enforce.
- 2) Rebuild the fence as a municipal project but this would result in the general taxpayer funding the entire cost.
- 3) Rebuild the fence as a Local Improvement authorized by section 322 of the Municipal Act. The cost of the fence would be collected via the tax bill from adjacent owners but it requires a majority of owners to agree and was not successful when attempted in 2011.
- 4) Rebuild the fence as a municipal project and impose a fee on benefiting owners as authorized by section 391 of the Municipal Act. This section allows the municipality to impose a fee or charge for a service or capital project and collect the fee or charge from the benefiting property owners. This is similar to a Local Improvement but there is no requirement for agreement by the owners – this is entirely a Council decision. While not mandatory, staff would recommend an opportunity for public input prior to proceeding.

**COMMENT**

Historically, the Town has used section 391 of the Municipal Act to authorize a number of charges, generally related to recovering sewer and water capital cost. However, for these charges, the Town has only required owners to pay the charge when they choose to benefit (connect to the sewer and water). Note – section 391(2) provides authority to impose a charge on persons not receiving an immediate benefit from the service but who will receive a benefit at some later point in time. Before Council proceeds with a section 391 project of this type, other potential projects that could be foreseen in the future should be considered and the powers of the act applied with some consistency.

**125284 Continued**

When Developers build infrastructure it is commonly accepted that roads, sidewalks, streetlights etc. become the municipality's responsibility to maintain whereas driveways (including the portion located on the road allowance) are the owner's responsibility to maintain. It could be argued that fencing constructed by a Developer along a property line benefits the owner on both sides (in the case of along a road, the community benefits because of the consistent look from the street – the owner benefits from the barrier between their yard and the public street) but most municipalities have located fencing on private property and determined that fences adjacent to roads are the owner's responsibility. Fencing between a private yard and a pathway should be viewed similarly.

Complicating the particular situation along McNeely there is an access easement at the rear of the lots along McNeely with a fence on both sides so the Owner does not really see the fence along the road. Also, over the past 3 years, approximately 17 of the 81 owners have already paid the cost of repairing their fence as they complied with Property Standards By-law enforcement.

As a policy, the Town should require:

- THAT maintenance of all fences erected by an owner, on their property, be the sole responsibility of the owner. Proper maintenance would be ensured by utilizing the property standards by-law. examples include:
  - fences erected by the Town around a facility or a park (maintenance by Town)
  - fences erected by a private owner adjacent to a street, a park, a trail or other municipal property (maintenance by private owner);
- THAT maintenance of fences which are installed on private property by a developer as a condition of a Development Agreement be the responsibility of the owner who purchases the property from the developer. This includes fences along roads, pathways and parks. Proper maintenance would be ensured by utilizing the Property Standards By-law for local repairs or Section 391 of the Municipal Act for repairs involving multiple owners. If the entire fence along a road, park or trail has reached the end of its useful life the entire fence should be replaced by the Town with the Town funding 50% of the cost from general taxes and collecting the other 50% of the cost from the benefitting owners utilizing section 391 of the Municipal Act. NOTE: Fences erected by a Developer, but not required by a specific condition in the Development Agreement, are considered fences erected by the subsequent owner;

**125284 Continued**

- THAT maintenance for all fences between two private properties be the responsibility of the owner of the property on which the fence is erected. If the fence is erected on a property line, the maintenance shall be shared equally between the two owners unless it is known which property owner installed the fence. Proper maintenance would be ensured by utilizing the Property Standards By-law for local repairs or Section 391 of the Municipal Act for repairs involving multiple owners.
- THAT maintenance for all sound barrier installed along roads by the Town's responsibility (even if the sound barrier is installed by the developer).

**UPDATE – June 14<sup>th</sup>, 2016**

Staff have obtained updated budget quotes to replace the fence:

1) sound barrier style	\$240,000
2) vinyl	\$100,000
3) steel posts with wood panels	\$ 70,000

Installing the sound barrier style fence is consistent with the Town's streetscape guidelines. Consistent with the above policy, the cost should be shared between the Town and the Owners. Once installed, this fence would become the Town's responsibility.

Staff have inspected the fence and recommend that the fence be replaced in 2017, as much of it has reached the end of its useful life. Owners that have been ordered to repair their portion of the fence recently should receive some form of discount.

**UPDATE - September 20<sup>th</sup>, 2016**

It was decided that impacted Owners be invited to comment on the Town's proposal to replace the deteriorated wood fence along McNeely Avenue with a sound barrier style fence in 2017 and that, consistent with the Town's policy, owners would be required to contribute 50% of the cost (owners that have been ordered to repair their portion of the fence recently would contribute 25% of the cost). The Town would collect the Owner's contribution over 5 years on their taxes with a quarterly payment of \$100/quarter (\$50/quarter for the 17 owners that have completed repairs). Also, the Town would need to include \$120,000 in the 2017 budget for this project.

All adjacent owners have been contacted and 17 sent in their views. Of the 17 that sent in their views 14 were in favour and 3 were against. Some of the views were the current fences are an eyesore; the new fence would improve marketability and improve value of properties.

**125284 Continued**

**STAFF RECOMMENDATION**

THAT the Town include \$120,000 in the 2017 budget and plan to proceed with the fencing project in the spring of 2017. Owners would be advised upon approval of the budget.

**COMMITTEE DECISION**

THAT the Town include \$120,000 in the 2017 budget and plan to proceed with the fencing project in the spring of 2017. Owners would be advised upon approval of the budget.

**COUNCIL ACTION**

Receive and Record

**COMMUNICATION 127323**

Received from	Phil Hogan, Treasurer
Addressed to	Physical Environment Committee
Date	September 1 <sup>st</sup> , 2016
Topic	2017 Sewer and Water Budget

**SUMMARY**

Staff have prepared a proposed Sewer and Water Budget for 2017 that requires a 2.15% increase to the sewer and water rate.

**UPDATE – September 20<sup>th</sup>, 2016**

Results of Public Meeting will be presented.

**STAFF RECOMMENDATION**

THAT by-law be forwarded to Council

**COMMITTEE DECISION**

THAT by-law be forwarded to Council

**COUNCIL ACTION**

Receive and Record



**COMMUNICATION 127338**

Received from Beth Sinclair, Big Brothers Big Sisters of Lanark County  
Addressed to Phil Hogan  
Date September 14<sup>th</sup>, 2016  
Topic Update

**SUMMARY**

Big Brothers Big Sisters of Lanark County would like to come and update Committee on the work they are doing in Lanark County.

**STAFF RECOMMENDATION**

THAT Committee hear presentation.

AND THAT Big Brothers Big Sisters be referred to the Enrichment Grant process.

**COMMITTEE DECISION**

THAT Committee hear presentation.

AND THAT Big Brothers Big Sisters be referred to the Enrichment Grant process.

**COUNCIL ACTION**

Receive and Record

**COMMUNICATION 127339**

Received from Nicole Guthrie, Acting Communications Coordinator  
Addressed to Corporate Services Committee  
Date September 13<sup>th</sup>, 2016  
Topic Live Streaming of Council Meetings

**SUMMARY**

Further to discussions with Council and the Website Committee, a survey was conducted from June 24<sup>th</sup> to August 9<sup>th</sup>. During that time, 36 people completed the four question survey. A breakdown of the questions and results follow:

**127339 Continued**

Would you watch Council and Committee meetings if they were streamed live?

**YES** 77.78%                      **NO** 22.22%

Would you watch Council and Committee meetings from an archive?

**YES** 83.33%                      **NO** 16.67%

Do you believe the Town of Carleton Place should live stream Council and Committee meetings?

**YES** 80.56%                      **NO** 19.44%

Should the Town of Carleton Place invest in the video streaming and storage of Council and Committee meetings? This would translate into a \$5.00 increase on your annual tax bill in the first year (capital costs and maintenance) and \$3.00 (maintenance) in subsequent years.

**YES** 77.22%                      **NO** 27.78%

**COMMENT**

The cost to purchase the camera, install the cabling/equipment and utilize the municipal webcasting package is \$9040. Moving forward there would be an annual cost of \$6000 per year for the webcasting package. In order to facilitate the live streaming we would also be required to upgrade the sound system in Council Chambers with a new mixer board and microphones for all Councillors, Mayor, Staff and delegations. The cost for the sound system upgrades is \$5850. Both items would have to be added to the capital expenditures in the 2017 budget should Council decide to proceed.

**STAFF RECOMMENDATION**

THAT the sound system upgrades and Live Streaming be considered in the 2017 budget deliberations.

**COMMITTEE DECISION**

THAT the sound system upgrades in the Council Chamber and upper auditorium and Live Streaming be considered in the 2017 budget deliberations.

**COUNCIL ACTION**

Receive and Record

## **COMMUNICATION 127340**

Received from Dave Young, Director of Public Works  
Addressed to Corporate Services Committee  
Date September 13<sup>th</sup>, 2016  
Topic Promotion and Education Program for Recycling & Waste Collection

### **SUMMARY**

As part of our ongoing Promotion and Education Program for Recycling & Waste Collection, the Public Works Department investigated options available to increase outreach to the residents of Carleton Place. The Town is anticipating substantial growth in the foreseeable future and with new technologies available, Public Works would like to increase outreach to residents by utilizing new resources. Our objective is to provide residents with a mechanism which allows them to easily access waste information on the Town website which will ultimately increase our diversion rates and reduce contamination of the waste system. Plugins from Recollect and Recycle Coach were considered and after reviewing the features, ease of use, application of the Town of Carleton Place brand, and cost, the Plugin from Recollect was considered the best option.

### **COMMENT**

Staff will present the presentation

### **STAFF RECOMMENDATION**

THAT funds from the 2016 Public Works Promotion and Education budget be used to cover the costs associated with the Recollect Plugin.

### **COMMITTEE DECISION**

THAT funds from the 2016 Public Works Promotion and Education budget be used to cover the costs associated with the Recollect Plugin.

### **COUNCIL ACTION**

Receive and Record



Community Issues Committee  
Council Report  
September 20<sup>th</sup>, 2016

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**COMMUNICATION 127342**

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

**SUMMARY**

Minutes of the June 23<sup>rd</sup>, 2016 meeting of the **Carleton Place Emergency Management Committee** were previously distributed. Noteworthy items include:

127253        Lanark County CEMC Meeting  
127254        Update of School Emergency Plans  
127256        Update of the Terrorist Activity and Response Plan

**STAFF RECOMMENDATION**

THAT Council accept Committees' decisions

**COMMITTEE DECISION**

THAT Council accept Committees' decisions

**COUNCIL ACTION**

Receive and Record



Planning and Protection Committee  
Council Report  
September 20<sup>th</sup>, 2016

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**COMMUNICATION 127343**

Received from        Les Reynolds, Director of Protective Services  
Addressed to        Planning and Protection Committee  
Date                    September 8<sup>th</sup>, 2016  
Topic                  2017 Annual Billing Statements

**SUMMARY**

The reconciliation of the 2015 actual costs will not be calculated in time for the October 1, 2016 deadline. The OPP will therefore include both the 2015 and 2016 reconciliations in the 2018 Annual Billing Statement.

**COMMENT**

For Council's Information

**STAFF RECOMMENDATION**

Receive and Record

**COMMITTEE DECISION**

Receive and record

**COUNCIL ACTION**

Receive and Record

## **COMMUNICATION 127344**

Received from Les Reynolds, Director of Protective Services  
Addressed to Planning and Protection Committee  
Date September 1<sup>st</sup>, 2016  
Topic OWFC Activity Report

### **SUMMARY**

The August 2016 activity report was previously distributed.

### **COMMENT**

For Council's Information

### **STAFF RECOMMENDATION**

Receive and Record

### **COMMITTEE DECISION**

Receive and record

### **COUNCIL ACTION**

Receive and record

## **COMMUNICATION 127345**

Received from Joanna Bowes, Manager of Development Services  
Development Planning and Protection Committee  
Date September 13<sup>th</sup>, 2016  
Topic Downloading of Subdivision and Consent Approvals

### **SUMMARY**

At a meeting of CAOs, from the municipalities in the County, there was general agreement that downloading planning approvals to the local municipalities would be worthwhile and improve the process for applicants. The extra administrative work for the local municipalities could be funded by fees currently charged by the County. There would also be clear responsibility for defending decisions at the OMB.

### **COMMENT**

In September 2015, a decision was reached, by the County of Lanark, to maintain the status quo with respect to being the approval authority for all subdivisions, consent and part lot control applications. The County did note that they would still consider downloading the authority to municipalities who made a formal request.

**127345 Continued**

**STAFF RECOMMENDATION**

THAT Council hereby request the County of Lanark to delegate the approval authority for consent, subdivision and part lot control applications to the Town of Carleton Place.

**COMMITTEE DECISION**

THAT Council hereby request the County of Lanark to delegate the approval authority for consent, subdivision and part lot control applications to the Town of Carleton Place.

**RECORDED VOTE**

Mayor Antonakos	Yea	Councillor Black	Yea
Councillor Doucett	Yea	Deputy-Mayor Flynn	Yea
Councillor Fritz	Yea	Councillor Redmond	Yea
Councillor Trimble	Yea		

**CARRIED**

**COUNCIL ACTION**

THAT Council hereby request the County of Lanark to delegate the approval authority for consent, subdivision and part lot control applications to the Town of Carleton Place.

**COMMUNICATION 127346**

Received from	Bryant Cogle
Addressed to	Planning and Protection Committee
Date	September 9 <sup>th</sup> , 2016
Topic	Westview Heights Storm Pond

**SUMMARY**

Mr. Cogle wishes to have the subdivision, proposed on the Bodnar property, designed so that it drains through the storm infrastructure installed in Westview in the 1980s so that he can recover some of the cost.

**COMMENT**

Design of the infrastructure, for a new subdivision, is the owner's responsibility but it must be acceptable to the Town. The Developer, of the Bodnar property, has decided the stormwater system, for the property, should follow the natural grades of the property and outlet to the northwest. However, to respond to Mr. Cogle's suggestion, staff have reviewed the storm system that has been installed in Westview and can confirm that the pipes that exist within Westview are not adequately sized to drain any significant portion of the Bodnar property.

**127346 Continued**

**STAFF RECOMMENDATION**

Receive and Record

**COMMITTEE DECISION**

Information, provided by Mr. Cogle, to be forwarded to Developer. Receive and record

**POST MEETING NOTE:**

Following the meeting, staff reviewed the Bodnar Lands Serviceability Study Engineering Report, dated June 1999, which Mr. Cogle provided at the meeting. This report suggests that a small portion of the Bodnar property, near Hwy. 7, can be serviced by the existing sanitary system if the existing sanitary pumping station, on Johnston Street, was modified and re-classified. The remainder of the Bodnar property would require the construction of a new sanitary pumping station. Unfortunately, this suggestion for sanitary services is made without verifying the downstream capacity of the critical sanitary sewer.

Also, modifying the existing pumping station and then constructing a new pumping station offers no advantage over just constructing a new, slightly larger, pumping station.

Furthermore, contrary to Mr. Cogle's presentation, this report confirms that the storm sewer system cannot outlet into the existing pipes in Westview. Instead, the report suggests that the stormwater from the first phase (near Hwy. 7) discharge through an open ditch directly into the river. In the final phase, storm sewers would be installed and a SWM pond constructed.

**COUNCIL ACTION**

Receive and Record



## BY-LAW NO. 42-2016

### 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 FIFTEENTH REGULAR MEETING OF COUNCIL OF SEPTEMBER 27, 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 127<sup>TH</sup> Council of the Corporation of the Town of Carleton Place at the FIFTEENTH Regular Meeting of Council held on September 27, 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 27<sup>th</sup> DAY OF SEPTEMBER 2016.

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Louis Antonakos, Mayor

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D.H. Rogers, Clerk