



AGENDA

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

Tuesday, October 30, 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 MEETINGS

Council Minutes dated October 9, 2018 and October 16, 2018

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IV DELEGATIONS

None

V CORRESPONDENCE

None

VI REPORTS OF STANDING COMMITTEES

Recommended Motion

THAT Council hereby receives the consent items for the following Committees:

- Policy Review Committee, October 9, 2018 (Communications 129329, 129330, 129331)
- Corporate Services Committee, October 16, 2018 (Communications 129332, 129333)

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VII READING OF BY-LAWS

- By-law 110-2018 – To Repeal and Replace By-law No. 100-2018, To Remove One Foot Reserves – Stokes Dr., Rathwell St. and Pye Way

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VIII OTHER BUSINESS

IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER

X BY-LAW NO. 111-2018 CONFIRMING COUNCIL PROCEEDINGS

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XI SINGING OF O'CANADA

XII ADJOURNMENT

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

The Sixteenth 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, October 9, 2018 at 7:00 p.m.

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

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

I MOMENT OF SILENT REFLECTION

Council and those present stood to witness a moment of silent reflection.

II DISCLOSURE OF PECUNIARY INTEREST OR CONFLICT OF INTEREST

None

III MINUTES OF PREVIOUS MEETING

Motion No. 16-129-01

Moved by Deputy-Mayor Flynn, seconded by Councillor Fritz

THAT the Minutes of the Fifteenth Regular Meeting of the 129th Council held on September 25, 2018 be adopted as printed.

CARRIED

IV DELEGATIONS

None

V CORRESPONDECE

None

VI REPORTS STANDING COMMITTEES

Motion No. 16-129-02

Moved by Councillor Black, seconded by Councillor Redmond

THAT Council hereby receives the consent items for the following Committee:

Physical Environment Committee, October 2, 2018

Communication 129324

2019 Water and Sewer Budget

THAT staff be authorized to present the draft Water and Sewer budget to the public for comment at the Corporate Services Committee meeting on October 16, 2018.

Communication 129325

Drinking Water Quality Management System – 2018 2nd Quarterly Report
THAT the Carleton Place Public Works Drinking Water Quality Management System Second Quarter Report be accepted as information.

Communication 129326

King Street Connection Fee – Bylaw No. 31-96

THAT Council amend By-law 31-96 to adjust the established connection fee as per the Consumer Price Index and to specify that the amount payable is subject to HST.

Communication 129327

2018 Waste Reduction Week

THAT Council officially proclaim October 15 to October 21, 2018 as Waste Reduction Week in Carleton Place; and

THAT Public Works Staff proceed with a promotional program that includes daily promotional information and illuminating the Town Hall with a blue and green light during Waste Reduction Week.

Communication 129328

October Meeting Schedule

THAT the October 23rd, 2018 meetings of Council and the Policy Review Committee be rescheduled to October 30th, 2018 commencing at the regular time of 7:00 p.m.

CARRIED

VII READING OF BY-LAWS

By-law No. 105-2018

Motion No. 16-129-03

Moved by Councillor Fritz, seconded by Deputy-Mayor Flynn

THAT By-law No. 105-2018 (To Amend By-law 31-96 Collection of Connection Fee King St.) be read a first, a second and third time and finally passed.

CARRIED

By-law No. 106-2018

Motion No. 16-129-04

Moved by Councillor Redmond, seconded by Councillor Black

THAT By-law No. 106-2018 (To Appoint Wm. Glen Gordon as a contract on-call Building Official/Inspector and By-law Enforcement Officer) be read a first, a second and third time and finally passed.

CARRIED

By-law No. 107-2018

Motion No. 16-129-05

Moved by Councillor Redmond, seconded by Councillor Black

THAT By-law No. 107-2018 **(To Appoint Lennox Smith as a contract on-call Building Official/Inspector and By-law Enforcement Officer)** be read a first, a second and third time and finally passed.

CARRIED

By-law No. 108-2018

Motion No. 16-129-06

Moved by Deputy-Mayor Flynn, seconded by Councillor Fritz

THAT By-law No. 108-2018 **(To Appoint David Norton as a contract on-call Building Official/Inspector and By-law Enforcement Officer)** be read a first, a second and third time and finally passed.

CARRIED

VIII OTHER BUSINESS

Mayor Antonakos read a Proclamation declaring the week of October 15, 2018 to October 21, 2018 as Waste Reduction Week in the Town of Carleton Place.

Motion No. 16-129-07

Moved by Deputy-Mayor Flynn, seconded by Councillor Fritz

THAT a Special meeting of Council be held on Tuesday, October 16, 2018 to acknowledge the Report dated October 4, 2018 from Mr. Tony Fleming, the Integrity Commissioner for the Town of Carleton Place.

At the request of Mayor Antonakos, the Clerk administered a recorded vote as follows:

Member	Yes	No	Abstained	Absent
Mayor Antonakos			X	
Councillor Black	X			
Councillor Doucett				X
Deputy-Mayor Flynn	X			
Councillor Fritz	X			
Councillor Redmond	X			
Councillor Trimble				X
Total	4	0	1	2

The Clerk informed members of Council that the vote had carried.

CARRIED

IX MAYOR'S ANNOUNCEMENTS

Mayor Antonakos reminded members of Council of the All Candidates' Night scheduled for Thursday, October 11, 2018 at the Carleton Place Community Centre.

Mayor Antonakos introduced Mr. Tyler Duval, Acting Manager of Planning and Development Services to Council and members of the public present

X BY-LAW CONFIRMING COUNCIL PROCEEDINGS

By-law No. 109-2018

Motion No. 16-129-08

Moved by Councillor Black, seconded by Councillor Redmond

THAT By-law No. 109-2018 (**Confirm Council Proceedings**) be read a first, a second and third time and finally passed.

CARRIED

XI SINGING OF O'CANADA

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

XII ADJOURNMENT – 7:15 p.m.

Motion No. 16-129-09

Moved by Councillor Fritz, seconded by Deputy-Mayor Flynn

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

CARRIED

Louis Antonakos, Mayor

D.H. Rogers, Clerk

**MINUTES
OF THE FOURTH SPECIAL MEETING OF THE ONE HUNDRED
AND TWENTY NINTH COUNCIL OF THE TOWN OF CARLETON PLACE**

The Fourth Special Meeting of the One Hundred and Twenty Ninth Council of the Town of Carleton Place was held in the Town Hall Auditorium on Tuesday, October 16, 2018 at 7:30 p.m.

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

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

I Motion No. SP4-129-01
 Moved by Councillor Fritz, seconded by Councillor Doucett
 Communication:

THAT the Integrity Commissioner’s Report from Mr. Tony Fleming, dated October 4, 2018 be acknowledged and accepted by Council and members of Council be allowed to speak.

CARRIED

Motion No. SP4-129-02
Moved by Councillor Fritz, seconded by Councillor Doucett
Communication:

THAT Council limit the Mayor’s interactions with staff to the Chief Administrative Officer only.

At the request of Mayor Antonakos, the Clerk administered a recorded vote as follows:

Member	Yes	No	Abstained
Mayor Antonakos			X
Councillor Black	X		
Councillor Doucett	X		
Deputy-Mayor Flynn	X		
Councillor Fritz	X		
Councillor Redmond	X		
Councillor Trimble	X		
Total	6	0	1

The Clerk informed Council that the vote had carried.

CARRIED

II ADJOURNMENT – 7:37 p.m.

Motion No. SP4-129-03

Moved by Councillor Redmond, seconded by Councillor Trimble

THAT the 4th Special Meeting of the One Hundred and Twenty Ninth Council
be hereby adjourned.

CARRIED

Louis Antonakos, Mayor

D.H. Rogers, Clerk



Policy Review Committee Action Report October 9, 2018, immediately following Council Carleton Place Town Hall, Council Chambers

PRESENT

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

Staff: Diane Smithson, CAO, Stacey Blair, Deputy Clerk, Pascal Meunier, Director of Protective Services, Tyler Duval, Acting Manager of Development Services

Others: Tony Fleming, Solicitor, Cunningham Swan, Detachment Commander Sgt. Rob Croth, OPP

1) CALL TO ORDER

The meeting was called to order at 7:20 p.m.

2) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST

None.

3) REGISTRATION OF PUBLIC WISHING TO SPEAK

None.

4) CLOSED MEETING

Moved by Councillor Black

Seconded by Councillor Redmond

THAT the Committee move into closed session at 7:23 p.m. to discuss a matter subject to:

- o Section 239 (2)(b) personal matters about an identifiable individual and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

THAT Diane Smithson, CAO, Duncan Rogers, Clerk, Stacey Blair, Deputy Clerk, Pascal Meunier, Director of Protective Services, Tyler Duval, Acting Manager of Development Services, Rob Croth, OPP and Tony Fleming, Municipal Solicitor, remain in the room.

CARRIED

i. By-law Enforcement Matter (IC 129324)

Pascal Meunier, Director of Protective Services

Joanna Bowes, Manager of Development Services

Brian Gass, Chief Building Official

Moved by Councillor Fritz

Seconded by Councillor Redmond

THAT the committee return to regular session at 8:17 p.m.

CARRIED

RISE AND REPORT: Councillor Fritz reported that Council provided direction to the Municipal Solicitor.

5) COMMUNICATIONS (REPORTS)

**i. Chamber of Commerce AIM Funding Request
(Communication 129329)**

Amanda Charania, Communications Coordinator

David Hands, of the Carleton Place Chamber of Commerce, gave a presentation regarding the AIM (Advocacy, Investment and Mentorship) Program. The purpose of this program is to teach financial literacy to young people. The program has already been successfully implemented in local schools. The Chamber of Commerce is seeking financial support from the Town over the next three years to continue the program.

Moved by Mayor Antonakos

Seconded by Deputy Mayor Flynn

THAT Council support the “Economics for Success” program in partnership with the Carleton Place Chamber of Commerce in the amount of \$2,000 in each of 2018, 2019, and 2020; and

THAT the program be funded from the Council Promotions budget in each of these years.

CARRIED – CONSENT

**ii. Chamber of Commerce 2018 Business Awards of Excellence Gala
(Communication 129330)**

Duncan Rogers, Clerk

Moved by Deputy Mayor Flynn

Seconded by Councillor Black

THAT Council authorizes the purchase of a table for the Carleton Place Chamber of Commerce’s Business Awards of Excellence Gala with the cost to be funded from the Council Promotions Account.

CARRIED – CONSENT

**iii. Employee Assistance Program
(Communication 129331)**

Diane Smithson, CAO

Moved by Councillor Redmond

Seconded by Mayor Antonakos

THAT Council agree to include funding in the first draft of the 2019 budget for an Employee Assistance Program (EAP) for all permanent full and part time staff under the County of Lanark's umbrella program which would allow for further consideration of this matter.

CARRIED – CONSENT

Staff Direction: That staff be directed to determine if other organizations (Chamber of Commerce, BIA, Youth Centre and Museum) would be able to participate in this program.

6) ADJOURNMENT

Moved by Councillor Black

Seconded by Deputy Mayor Flynn

THAT the meeting be adjourned at 8:47 p.m.

CARRIED



**Corporate Services Committee Action Report
October 16, 2018, 7:00 p.m.
Carleton Place Town Hall, Council Chambers**

PRESENT

Council: Mayor Antonakos, Deputy Mayor Flynn, Councillor Black, Councillor Doucett, Councillor Fritz, Councillor Redmond, Councillor Trimble

Staff: Diane Smithson, CAO, Duncan Rogers, Clerk, Stacey Blair, Deputy Clerk, Trisa McConkey, Treasurer, Dave Young, Director of Public Works

1) CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST

None.

3) REGISTRATION OF PUBLIC WISHING TO SPEAK

None.

4) DELEGATIONS/PRESENTATIONS

i. 2019 Draft Water and Sewer Budget

Trisa McConkey, Treasurer

Dave Young and Trisa McConkey presented the 2019 Draft Water and Sewer Budget. The presentation included the following information:

- Highlights from the 2018 in Review
- Water and Sewer Asset Management
- Proposed 2019 Water and Sewer Budget which included fee increase of 2.1%

Comments to be forwarded to the Treasurer by October 31, 2018

5) COMMUNICATIONS (REPORTS)

**i. CAO's Report – Delegated Authority
(Communication 129332)**

Diane Smithson, Chief Administrative Officer

**Moved by Councillor Doucett
Seconded by Councillor Black**

THAT Council accept the CAO's Delegated Authority Report dated October 16, 2018 as information.

CARRIED – CONSENT

**ii. Digital Communications Report
(Communication 129333)**

Amanda Charania, Communications Coordinator

Moved by Councillor Fritz

Seconded by Deputy Mayor Flynn

THAT the 3rd Quarterly Digital Communications Report prepared by the
Communication Coordinator dated October 16, 2018, be received as information.

CARRIED – CONSENT

6) ADJOURNMENT

Moved by Councillor Redmond

Seconded by Councillor Fritz

THAT the meeting be adjourned at 7:22 p.m.

CARRIED

BY-LAW NO. 110-2018

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO REPEAL BY-LAW 100-2018 IN ITS ENTIRETY AND PASS A NEW BY-LAW TO REMOVE ONE FOOT RESERVES LEGALLY DESCRIBED AS BLOCK 136, BLOCK 135, BLOCK 132 AND BLOCK 133 ON PLAN 27M-77 AND TO DEDICATE SAID RESERVES AS A PUBLIC HIGHWAY, AS PART OF STOKES DRIVE, AS PART OF RATHWELL STREET AND AS PART OF PYE WAY.

WHEREAS a one foot reserve was retained by the Corporation of the Town of Carleton Place at Block 136, at Block 135, at Block 132 and at Block 133 on Plan 27M-77 in the Town of Carleton Place.

AND WHEREAS the retention of the above-noted one foot reserves are deemed no longer necessary.

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

1. **That** the one foot reserves legally described as Block 135, as Block 136, as Block 132 and as Block 133 on Plan 27M-77 be hereby removed.
2. **That** Block 135 and Block 136 on Plan 27M-77 be hereby dedicated as a public highway, as part of Stokes Drive.
3. **That** Block 132 on Plan 27M-77 be hereby dedicated as a public highway, as part of Rathwell Street.
4. **That** Block 133 on Plan 27M-77 be hereby dedicated as a public highway, as part of Pye Way.
5. **That** a copy of this By-law be deposited on title in the Lanark Land Titles Division Office No. 27
6. **That** By-law 100-2018 be repealed in its entirety.

READ A FIRST TIME, A SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 30th DAY OF OCTOBER, 2018.

Louis Antonakos, Mayor

D. H. Rogers, Clerk

CONSENT AGENDA

Policy Review Committee - October 9, 2018

1. Communication 129329

Chamber of Commerce AIM Funding Request

THAT Council support the “Economics for Success” program in partnership with the Carleton Place Chamber of Commerce in the amount of \$2,000 in each of 2018, 2019, and 2020; and

THAT the program be funded from the Council Promotions budget in each of these years.

2. Communication 129330

Chamber of Commerce 2018 Business Awards of Excellence Gala

THAT Council authorizes the purchase of a table for the Carleton Place Chamber of Commerce's Business Awards of Excellence Gala with the cost to be funded from the Council Promotions Account.

3. Communication 129331

Employee Assistance Program

THAT Council agree to include funding in the first draft of the 2019 budget for an Employee Assistance Program (EAP) for all permanent full and part time staff under the County of Lanark's umbrella program which would allow for further consideration of this matter.

Corporate Services Committee – October 16, 2018

4. Communication 129332

CAO's Report – Delegated Authority

THAT Council accept the CAO's Delegated Authority Report dated October 16, 2018 as information.

5. Communication 129333

Digital Communications Report

THAT the 3rd Quarterly Digital Communications Report prepared by the Communication Coordinator dated October 16, 2018, be received as information.

BY-LAW NO. 111-2018

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 FOURTH SPECIAL MEETING OF COUNCIL HELD ON OCTOBER 16, 2018 AND THE SEVENTEENTH REGULAR MEETING OF COUNCIL HELD ON OCTOBER 30, 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 FOURTH Special Meeting of council held on October 16, 2018 and the SEVENTEENTH Regular Meeting of Council held on October 30, 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 30TH DAY OF OCTOBER 2018.

Louis Antonakos, Mayor

D.H. Rogers, Clerk