AGENDA
NINTH REGULAR MEETING OF THE ONE HUNDRED AND THIRTIETH COUNCIL OF THE TOWN OF CARLETON PLACE
Tuesday, April 9, 2019, 2019 Council Chambers at 7:00 p.m.

I. CALL TO ORDER

II. APPROVAL OF AGENDA
   Recommended Motion:
   THAT the agenda be approved as presented.

III. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

IV. APPROVAL OF MINUTES
   Council Minutes
   Recommended Motion:
   THAT the Council Minutes dated March 26, 2019 be approved as presented.

V. PRESENTATIONS
   None.

VI. CONSENT REPORT

VII. MOTIONS
   Committee of the Whole – March 26, 2019
   Planning and Protection
   Recommended Motion:
   WHEREAS the Corporation of the Town of Carleton Place is committed to community safety and well-being for its citizens;
AND WHEREAS Part XI of the Police Services Act, which came into force on January 1, 2019, states that a municipality shall prepare and, by resolution, adopt a community safety and well-being plan;

THEREFORE, BE IT RESOLVED that the Corporation of the Town of Carleton Place adopts the community safety and wellbeing plan for Lanark County and Smiths Falls as presented by the Community Plan for Safety and Wellbeing Steering Committee.

Corporate Services

Recommended Motion:

THAT Council authorize the free use of office space for two Carleton Place Hospital Foundation staff members for a period of no more than 1.5 years at the former Train Station on Coleman Street on the provision that all set up costs are the responsibility of the Foundation.

Recommended Motion:

THAT Council authorize staff applying for the Central Bridge project as the Town’s priority under the Rural and Northern Fund Program.

New/Other Business

Recommended Motion:

THAT Section 5.7 Closed Session (“in camera”) of the Procedural By-law be amended to change that where “in camera” sessions include advice by paid Town consultants or solicitor, the “in camera” session be held at a time suitable to conduct the “in camera” business prior to the start of the regular Council Meeting; and

THAT if required, may impact the regular start of the meeting at 7:00; and

THAT all other “in camera” items be held in accordance with the current Procedural By-law provisions; and

THAT one notice in a local paper be provided a minimum of ten (10) days prior to the passing of this amendment.

VIII. BY-LAWS

- By-law 32-2019 – To Amend By-law 23-2019 Parks and Facilities By-law
- By-law 33-2019 – To Amend By-law 46-2003 Traffic and Parking By-law
- By-law 34-2019 – To Authorize Signing of Contract with Big Thinking
- By-law 35-2019 – To Make an Application for Approval to Expropriate Lands at Coleman Street and Lansdowne Avenue
IX. ANNOUNCEMENTS

X. CLOSED SESSION

XI. CONFIRMATORY BY-LAW
   • By-law No. 36-2019 - To Confirm the Council Proceedings

XII. O CANADA

XIII. ADJOURNMENT
MINUTES
OF THE EIGHTH REGULAR MEETING OF THE ONE HUNDRED
AND THIRTIETH COUNCIL OF THE TOWN OF CARLETON PLACE

The Eighth Regular Meeting of the One Hundred and Thirtieth Council of the Town of Carleton Place was held in the Town Hall Council Chambers on Tuesday, March 26, 2019

PRESENT: Mayor Black   Deputy Mayor Redmond
         Councillor Fritz   Councillor Seccaspina
         Councillor Randell  Councillor Tennant
         Councillor Atkinson

STAFF: Diane Smithson, Chief Administrative Officer
       Stacey Blair, Clerk

I. CALL TO ORDER

Mayor Black called the meeting to order at 7:00 p.m.

II. APPROVAL OF AGENDA

Motion No. 8-130-01
Moved by Councillor Seccaspina, seconded by Councillor Randell
THAT the Agenda be approved as presented.

CARRIED

III. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None.

IV. APPROVAL OF MINUTES

Council Minutes
Motion No. 8-130-02
Moved by Councillor Seccaspina, seconded by Councillor Randell
THAT the Council Minutes dated March 12, 2019 be approved as presented.

CARRIED

Striking Committee
Motion No. 8-130-03
Moved by Councillor Randell, seconded by Councillor Seccaspina
THAT the Striking Committee Minutes dated March 20, 2019 be received as information.

CARRIED
V. PRESENTATIONS
None.

VI. CONSENT REPORT

Motion No. 8-130-04
Moved by Councillor Atkinson, seconded by Councillor Tennant
THAT Council receive the Consent Report dated March 26, 2019:

Committee of the Whole – Committee of the Whole – March 12, 2019

Planning and Protection

i. Monthly Activity Report – January & February, 2019
   (Communication 130054)
   Tyler Duval, Acting Manager of Development Services

   THAT Committee receive and record the monthly activity reports for the
   Planning Department.

Physical Environment

ii. Carleton Place Drinking Water System 2018 – Annual Report
   (Communication 130056)
   Dave Young, Director of Public Works

   THAT Council accepts the Carleton Place Drinking Water System 2018 -
   Annual Report as information and directs staff to make the report available for
   public inspection.

iii. Central Bridge Update
   (Communication 130057)
   Dave Young, Director of Public Works

   THAT staff direct R.V. Anderson to develop a proposal for the detailed design
   of the Central Bridge project which includes the following elements:
   
   • Traffic Management Plan;
   • Coordination of utility relocations;
   • Detailed design relating to the Gillies Bridge rehabilitation;
   • Investigation of storm treatment options for the Bridge Street storm
     sewer; and
   • Development rehabilitation options for Bridge Street
Corporate Services

iv. 2018 Council Remuneration Report
   (Communication 130060)
   Trisa McConkey, Treasurer

   THAT Council accept the 2018 Council Remuneration Report as information, and

   THAT Council direct staff to prepare detailed expense, excluding medical and
dental expenses, and discretionary fund use in future Council Remuneration
Reports beginning in 2019.

Policy Review

v. Post-Election Report
   (Communication 130062)
   Stacey Blair, Clerk

   THAT the Clerk’s Post-Election Report be received as information.

Committee, Board and External Organization Updates

vi. Committee Resignations – Kayla Kazda and Patti Sharpe, Environmental
    Advisory Committee

   THAT the resignations of Kayla Kazda and Patti Sharpe from the
   Environmental Advisory Committee be accepted with regrets; and

   THAT a letter of thanks be sent to Ms. Kazda and Ms. Sharpe on behalf of the
   Town and Council and the Chairperson of the Advisory Committee.

   CARRIED

VII. MOTIONS

Corporate Services

Motion No. 8-130-05
Moved by Councillor Tennant, seconded by Councillor Atkinson
THAT the 2019 Operating Budget for the Carleton Place Business Improvement
Area (BIA) be approved;

THAT the levy portion of the Operating Budget for the Carleton Place Business
Improvement Area in the amount of $162,843 be approved;

THAT the Treasurer be authorized and directed to prepare the requisite By-law
pursuant to Section 208 of the Municipal Act, 2001, to levy the 2019 Budget;

THAT the following schedule of payments for 2019 be approved:
April  $81,443
June   $81,400

   CARRIED
Motion No. 8-130-06
Moved by Deputy Mayor Redmond, seconded by Councillor Atkinson
THAT Council supports proceeding with the implementation and planning for the Carleton Place Seniors’ Centre as outlined in the CAO’s report dated March 12, 2019 in anticipation of a September grand opening; and
THAT this program be tried on a one-year trial basis with a status report to Council at the end of the first year.  
CARRIED

Striking Committee – March 20, 2019
Motion No. 8-130-07
Moved by Councillor Seccaspina, seconded by Councillor Randell
THAT the following appointments be approved:
• Joanne Woodhouse – Urban Forest/River Corridor
• Alina Jacques, Sidney Thomson – Accessibility Advisory Committee
• Rosemary Jones – Municipal Drug Strategy Committee
• Doreen Watson-Donald, Kyle McCulloch – Environmental Advisory Committee
CARRIED

VIII. BY-LAWS
By-law No. 27-2019
Motion No. 8-130-08
Moved by Councillor Randell, seconded by Councillor Seccaspina
THAT By-law 27-2019 (To Exempt Certain Lands from Part Lot Control - 63 and 65 Napoleon Street) be read a first, second and third time and finally passed.
CARRIED

By-law No. 28-2019
Motion No. 8-130-09
Moved by Councillor Seccaspina, seconded by Councillor Randell
THAT By-law 28-2019 (To Remove One Foot Reserves, to Dedicate Reserves as Public Highway, Stokes Drive, Rathwell Street and Pye Way, Repeal By-law 110-2018) be read a first, second and third time and finally passed.
CARRIED

By-law No. 29-2019
Motion No. 8-130-10
Moved by Councillor Atkinson, seconded by Councillor Tennant
THAT By-law 29-2019 (To Amend By-law 58-2018, Flag Policy) be read a first, second and third time and finally passed.
CARRIED
By-law No. 30-2019  
Motion No. 8-130-11  
Moved by Councillor Tennant, seconded by Councillor Atkinson  
THAT By-law 30-2019 (To Exempt from Taxation Land Owned by the Navy League, Royal Canadian Legion and the Army Navy and Air Force) be read a first, second and third time and finally passed.  
CARRIED

IX. ANNOUNCEMENTS

The Mayor made the following announcements:
- Federal Gas Tax Funding – the Town will receive an additional $312,426.02 to put towards its roads/bridge infrastructure;
- Ministry of Municipal Affairs and Housing – the Town will receive a one-time unconditional payment of $613,457 this year to help modernize service delivery and reduce costs; and
- The County of Lanark has issued an invitation for proposals for the construction of twenty (20 units) of social housing/apartments to be built in the Town of Carleton Place which can be either new builds or building retrofits.

X. CLOSED SESSION

None.

XI. CONFIRMATORY BY-LAW

By-law No. 31-2019  
Motion No. 8-130-12  
Moved by Deputy Mayor Redmond, seconded by Councillor Atkinson  
THAT By-law No. 31-2019 (Confirming Council Proceedings) be read a first, a second and third time and finally passed.  
CARRIED

XII. O CANADA

All rose for the singing of O Canada.

XIII. ADJOURNMENT

Motion No. 8-130-13  
Moved by Councillor Seccaspina, seconded by Councillor Randell  
THAT the Eighth Regular Meeting of the One Hundred and Thirtieth Council be hereby adjourned at 7:12 p.m.  
CARRIED

___________________________  
Doug Black, Mayor  
___________________________  
Stacey Blair, Clerk
BY-LAW NO. 32-2019

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO REGULATE PUBLIC PARKS AND FACILITIES.

WHEREAS the Municipal Act S.O. 2001, c.25, Section 11(3) 5 provides that a lower-tier municipality may pass by-laws respecting matters within sphere of culture, parks, recreation and heritage;

AND WHEREAS the Municipal Act S.O. 2001 c.25, section 130 provides that every Council may pass such by-laws and make such regulations for the health, safety, morality and welfare of the inhabitants of the municipality in matters not specifically provided for by this Act;

AND WHEREAS all park properties and facilities under the jurisdiction of the Corporation of the Town of Carleton Place are for the use, benefit and pleasure of the public;

AND WHEREAS the Municipal Council of the Corporation of the Town of Carleton Place passed By-law 23-2019 on the 1st day of December 2018;

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

THAT By-law 23-2019 is hereby amended by replacing Sections 5.2, 5.3 and 10.3 with the following:

5.2 No person shall hold an event, a special event or regular planned activity in a park or facility without a permit. Events and/or activities include but are not limited to community picnics, fundraisers, sporting events, sporting activities, weddings, birthdays and special events.

5.3 No person or group shall have exclusive use of a park or portion of thereof unless they have been issued a special event permit. Special event permits must be obtained from the Parks, Recreation & Culture Department 30 days prior to the date the event. Special events will be classified as such by the Manager or a designate thereof.

10.3 No person shall allow animals within facility buildings except service animals or animals authorized by the Manager.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 9th DAY OF APRIL 2019.

Doug Black, Mayor

Stacey Blair, Clerk
BY-LAW NO. 33-2019

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AMEND TRAFFIC AND PARKING BY-LAW NO. 46-2003

WHEREAS Section 11 (3) 1. of the Municipal Act, 2001, S.O. 2001, c25 authorizes municipalities to pass by-laws relating to Highways, including parking and traffic on highways.


AND WHEREAS Section 27 of the Municipal Act, 2001 S.O.2001, c25 permits a municipality to regulate the Traffic and Parking on municipal streets that they have jurisdiction over;

AND WHEREAS Section 63(1) of the Municipal Act, 2001 permits a municipality to remove, impound, restrain or immobilize an object or vehicle placed, stopped, standing or parked on a highway in contravention of a by-law that a municipality has passed regarding placing, stopping, standing or parking an object or vehicle on a highway;

AND WHEREAS the Council of the Town of Carleton Place adopted By-law 46-2003, the Traffic and Parking Bylaw;

AND WHEREAS it is deemed expedient and necessary to amend By-law 46-2003;

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

1. THAT Section 6(1) be deleted and replaced with the following:
   “When authorized signs have been erected, no person shall park a vehicle or permit a vehicle to remain parked on any highway or municipal property.”

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 9TH DAY OF APRIL, 2019.

Doug Black, Mayor

Stacey Blair, Clerk
A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AUTHORIZE THE SIGNING OF A CONTRACT BETWEEN THE CORPORATION OF THE TOWN OF CARLETON PLACE AND BIG THINKING TO PROVIDE PROFESSIONAL SERVICES TO UNDERTAKE A STRATEGIC PLANNING EXERCISE.

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 a contract with Big Thinking for Professional Services to undertake a Strategic Planning Exercise.

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 “Professional Services Agreement – Strategic Plan”.

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 a contract between the Corporation of the Town of Carleton Place and Big Thinking.

(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 9TH DAY OF APRIL, 2019.

Doug Black, Mayor

Stacey Blair, Clerk
BY-LAW NO. 35-2019

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO PROVIDE FOR THE MAKING OF AN APPLICATION FOR APPROVAL TO EXPROPRIATE LANDS AT COLEMAN STREET AND LANSDOWNE AVENUE IN THE TOWN OF CARLETON PLACE.

WHEREAS the Town of Carleton Place requires all right title and interest (fee simple) in the lands described in Schedules “A” and “B” attached hereto (the “Lands”) for municipal purposes including the widening, improvement and reconstruction of Coleman Street including the intersection of Coleman Street, Lansdowne Avenue and Arthur Street, the construction of curbs, sidewalks and signage, the construction, use, operation, maintenance, repair, realignment and replacement of a public recreational trail, the installation, maintenance, repair, replacement, renewal, realignment, of utilities including existing municipal stormwater infrastructure, and including manholes, conduits, lines, drains, catch basins, culverts, pipes, and other fixtures and equipment, and other works, grading, landscaping, infrastructure and appurtenances ancillary to the foregoing;

AND WHEREAS the Town of Carleton Place has been unsuccessful in negotiating an agreement to purchase the Lands;

AND WHEREAS pursuant to Section 6(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the power of a municipality to acquire land under this or any other Act includes the power to expropriate in accordance with the Expropriations Act, R.S.O. 1990, c.E.26, as amended (hereinafter referred to as the “Expropriations Act”);

AND WHEREAS pursuant to Section 4 of the Expropriations Act, an expropriating authority, in this case, the Town of Carleton Place, shall not expropriate land without the approval of the approving authority, in this case, the Council of the Town of Carleton Place;

AND WHEREAS Town of Carleton Place shall conduct the expropriation in accordance with the Expropriations Act.

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

1. The Council of the Town of Carleton Place hereby approves the making of an application for approval to expropriate land in the Town of Carleton Place as described in Schedule “A” and Schedule “B”, appended hereto.

2. The Mayor, the Town’s Chief Administrative Officer, or any one of them are hereby authorized to execute, on behalf of the Town of Carleton Place, an Application for Approval to Expropriate Land with respect to the property described in Schedule “A” and Schedule “B”, appended hereto.
3. The Mayor, the Town's Chief Administrative Officer, or any one of them are hereby authorized to execute, on behalf of the Town of Carleton Place, Notice of Application for Approval to Expropriate the property described in Schedule “A” and Schedule “B”, appended hereto and that such Notice be served and published, as required by the Expropriations Act.

4. In the event an owner or registered owner requests a hearing of necessity, and a report of the inquiry officer is issued, the report of the inquiry officer shall come before Council of the Town of Carleton Place for consideration.

5. The Officers and authorized agents of the Town of Carleton Place be and they are hereby otherwise authorized and directed to do all things required arising from the authorizations provided for by this By-law.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 9th DAY OF APRIL 2019.

____________________    ______________________
Doug Black, Mayor                  Stacey Blair, Clerk
SCHEDULE “A”- DESCRIPTION OF PROPERTY

All right, title and interest (fee simple) in lands described as:

1. Part of PIN 05126-0069(LT) PT LT 14 CON 11 BECKWITH PT 2, 27R7272; TOWN OF CARLETON PLACE designated as Area 1 on the Land Requirements Drawing contained in Schedule B;

2. Part of PIN 05125-0012(LT) PT LT 14 CON 11 BECKWITH PT 1 27R7272; TOWN OF CARLETON PLACE designated as Area 2 on the Land Requirements Drawing contained in Schedule B.
BY-LAW NO. 2019 -

A by-law of the Town of Carleton Place to provide for the making of an application for approval to expropriate lands at Coleman Street and Lansdowne Avenue in the Town of Carleton Place.

Enacted by Town Council at its meeting of _________, 2019.

LEGAL SERVICES

COUNCIL AUTHORITY:
Town Council __________, 2019

Council Item
Consent Report – April 9, 2019

REPORTS

Committee of the Whole – March 26, 2019

Planning and Protection

i. Bodnar Subdivision – Urban Forest and River Corridor Advisory Committee’s Request for Additional Studies (Communication 130066)
   Tyler Duval, Acting Manager of Development Services

   THAT the March 26, 2019 Report by the Acting Manager of Development Services regarding the letter received by the Urban Forest and River Corridor Committee (addressed to Joanna Bowes, Manager of Development Services; dated September 27, 2018) requesting a Source Water Protection Study or similar studies be received as information.

Community Issues

ii. Eastern Regional Medical Education Program Social Event (Communication 130069)
   Amanda Charania, Communications Coordinator

   THAT the Communications Coordinator be instructed to coordinate a social dinner for both University of Ottawa and Queen’s University medical students under the Eastern Regional Medical Education Program; and

   THAT Council identify who they would like to attend on behalf of the Town/community.

Corporate Services

iii. Award of Request for Proposal – Strategic Planning (Communication 130070)
   Diane Smithson, Chief Administrative Officer

   THAT Council award the Strategic Planning Request for Proposal to Big Thinking in the amount of $11,000 plus HST.

iv. Advisory Committee Minutes and Updates

   THAT the following minutes be received as information:
   • Leeds, Grenville & Lanark District Health Unit – Board of Health Meeting February 28, 2019, Summary
   • Urban Forest/River Corridor Minutes dated January 31st, 2019
   • Environmental Advisory Committee Minutes dated February 4th, 2019
   • Environmental Advisory Committee Minutes dated March 4th, 2019
BY-LAW NO. 36-2019

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE ONE HUNDRED AND THIRTIETH COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE AT THE NINTH REGULAR MEETING OF COUNCIL OF APRIL 9, 2019

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 130TH Council of the Corporation of the Town of Carleton Place at the NINTH Regular Meeting of Council held on April 9, 2019 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 9TH DAY OF APRIL 2019.

Doug Black, Mayor

Stacey Blair, Clerk