

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

The Fifth Regular Meeting of the One Hundred and Twenty Eighth Council of the Town of Carleton Place was held in the Town Hall Council Chambers on Tuesday, March 14, 2017 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. 5-128-01

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

THAT the Minutes of the Fourth Regular Meeting of the 128th Council held on February 14, 2017 be adopted as printed.

CARRIED

IV DELEGATIONS

Motion No. 5-128-02

Moved by Councillor Black, seconded by Councillor Doucett

THAT Sarah Cavanagh be permitted to speak to Council

CARRIED

Mrs. Sarah Cavanagh, General Manager of the Carleton Place Winter Carnival appeared before Council and presented a carved wooden bear cub statue to the Town of Carleton Place. Mrs. Cavanagh informed the members of Council that the statue was carved by local resident Josh Dagg during the recently held Winter Carnival. Mayor Antonakos, on behalf of Council then expressed a thank you for the statue and informed Mrs. Cavanagh that a suitable location would be found for the statue. Following a picture taking session with the local media Mrs. Cavanagh was thanked for her presentation to Council.

V COMMUNICATIONS

128089 – 128145

VI READING OF BY-LAWS

By-law No. 14-2017

Motion No. 5-128-03

Moved by Councillor Doucett, seconded by Councillor Fritz

THAT By-law No. 14-2017 **(To Amend the Traffic and Parking By-law 46-2003)** be read a first, a second and third time and finally passed.

CARRIED

By-law No. 15-2017

Motion No. 5-128-04

Moved by Councillor Redmond, seconded by Councillor Trimble

THAT By-law No. 15-2017 **(To Exempt Certain Lands from Part Lot Control 30-40 Code Cres.)** be read a first, a second and third time and finally passed.

CARRIED

VII STANDING COMMITTEES

Policy Review Committee – February 14, 2017

Motion No. 5-128-05

Moved by Councillor Doucett, seconded by Councillor Fritz

Communication: 127428 128089 128090 128091 128092

THAT Council hereby accepts the Policy Review Committee's decisions related to the consent items of February 14, 2017 and approves the Council Actions.

CARRIED

Motion No. 5-128-06

Moved by Councillor Trimble, seconded by Councillor Redmond

Communication: 128093

THAT the Carleton Place supports the approval of the Kickstarting Public Participation Act Bill.

CARRIED

Corporate Services Committee – February 21, 2017

Motion No. 5-128-07

Moved by Councillor Trimble, seconded by Councillor Black

Communication: 128094 128095 128096

THAT Council hereby accepts the Corporate Services Committee's decisions related to the consent items of February 21, 2017 and approves the Council Actions.

CARRIED

Motion No. 5-128-08

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

Communication: 128097

THAT Council hereby approves the attached conference schedule for 2017.

CARRIED

Motion No. 5-128-09

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 128098

THAT Council hereby approves the attached Statement for Remuneration as prepared by the Treasurer for year 2016.

CARRIED

Community Issues Committee – February 21, 2017

Motion No. 5-128-10

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 128099 128101 128102 128103 128104 128119

THAT Council hereby accepts the Community Issues Committee's decisions related to the consent items of February 21, 2017 and approves the Council Actions.

CARRIED

Physical Environment Committee – March 7, 2017

Motion No. 5-128-11

Moved by Councillor Black, seconded by Councillor Doucett

Communication: 128134 128135 128137

THAT Council hereby accepts the Physical Environment Committee's decisions related to the consent items of March 7, 2017 and approves the Council Actions.

CARRIED

Motion No. 5-128-12

Moved by Councillor Redmond, seconded by Councillor Trimble

Communication: 128138

THAT Council hereby authorizes the Mayor and the Clerk to execute Contract PW3-2017 for Bridge Street Service Installation with Crains' Construction Limited for the tendered price of \$142,562.00

CARRIED

Motion No. 5-128-13

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

Communication: 128139

THAT Council hereby approves a 1.6% levy change for the Business Improvement Area budget for 2017 as approved by the BIA membership at their budget meeting.

ALSO THAT Council hereby approves the names on the BIA Board.

CARRIED

Motion No. 5-128-14

Moved by Councillor Doucett, seconded by Councillor Fritz

Communication: 128140

THAT Council hereby accepts the 2016 Annual and Summary Reports for the Carleton Place Drinking Water System as per Ont. Reg. 170/03.

FURTHER THAT these reports be made available to the Public at the Town Hall and posted on the Town's website.

CARRIED

Motion No. 5-128-15

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 128141

THAT Council hereby accepts the Annual Report for the Carleton Place Wastewater System as per regulation.

FURTHER THAT this report be made available to the Public at the Town Hall and posted on the Town's website.

CARRIED

Planning and Protection Committee – March 7, 2017

Motion No. 5-128-16

Moved by Councillor Redmond, seconded by Councillor Black

Communication: 128126 128127 128128 128129 128130 128131 128132

THAT Council hereby accepts the Planning and Protection Committee’s decisions related to the consent items of March 7, 2017 and approves the Council Actions.

At the request of Mayor Antonakos, the Clerk administered a recorded vote as follows regarding Motion No. 05-128-16.

Member	Yea	Nay	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	6		1	

The Clerk informed members of Council that the motion was approved.

CARRIED

Motion No. 5-128-17

Moved by Councillor Trimble, seconded by Councillor Redmond

Communication: 128133a

THAT Council hereby declares a portion of Part 1 R2190, Parts 4 to 13 R 2740 and Part 6 R-115 to be surplus to municipal needs and offers this property for sale to adjacent owners.

FURTHER THAT Council hereby authorizes the Mayor and the Clerk to execute an agreement of purchase and sale to sell this property to Lynda Burger for \$6,047 plus survey and legal costs.

CARRIED

Motion No. 5-128-18

Moved by Councillor Black, seconded by Councillor Doucett

Communication: 128133b

THAT Council hereby declares a portion of 26R-265 Parts 2, 4, 5 and 6 to be surplus to municipal needs and offers this property for sale to the adjacent owner.

FURTHER THAT Council hereby authorizes the Mayor and the Clerk to execute an agreement of purchase and sale to sell this property to David Armstrong for \$14,700 plus survey and legal costs.

AND THAT the Town will construct a 1.2m black chain link fence along the new property line.

CARRIED

VIII OTHER BUSINESS

None

IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER

Mayor Antonakos informed Council of the progress to date regarding an affordable housing project. The Mayor noted that Friday would be St. Patrick's Day. Mayor Antonakos informed Council of the local hospital Auxiliary's Dinner and Appreciation Night scheduled for March 30, 2017.

The Mayor also reminded members of Council of the following events; the IODE Evening on April 9, 2017, the official opening of Et Cetera Home at 113 Bridge Street, the upcoming Tai Chi Society Evening, the Annual local Chamber of Commerce Annual General Meeting on April 29th, 2017, the Annual Bunny Run scheduled for April 15, 2017 and finally the Cannabis Discussion Event that will take place on April 20, 2017.

X BY-LAW CONFIRMING COUNCIL PROCEEDINGS

By-law No. 16-2017

Motion No. 5-128-19

Moved by Councillor Doucett, seconded by Councillor Fritz

THAT By-law No. 16-2017 (**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.

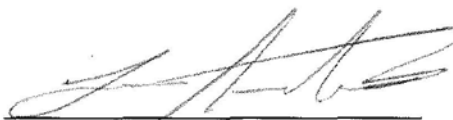
XII ADJOURNMENT – 7:40 p.m.

Motion No. 5-128-20


Moved by Councillor Redmond, seconded by Councillor Black

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

CARRIED



Louis Antonakos, Mayor


D.H. Rogers, Clerk



AGENDA

FIFTH REGULAR MEETING OF THE ONE HUNDRED AND TWENTY EIGHTH COUNCIL OF THE TOWN OF CARLETON PLACE Tuesday, March 14, 2017 Council Chambers at 7:00 p.m.

I OPENING PRAYER

II DISCLOSURE OF PECUNIARY INTEREST

III MINUTES OF PREVIOUS MEETING

Minutes of the Fourth Regular Meeting of the 128th Council of February 14, 2017

IV DELEGATIONS

Sarah Cavanagh – Presentation of Wood Carvings

V COMMUNICATIONS

128089 – 128145 (*copies of communications are available to view in the Clerk's Dept.*)

VI READING OF BY-LAWS

By-law 14-2017 – To Amend the Traffic and Parking By-law

By-law 15-2017 – To Exempt Certain Lands from Part Lot Control 30-40 Code Cres.

VII STANDING COMMITTEES

Policy Review Committee – February 14, 2017

127428 128089 128090 128091 128092 128093

Corporate Services Committee – February 21, 2017

128094 128095 128096 128097 128098

Community Issues Committee – February 21, 2017

128099 128100 128101 128102 128103 128104 128119

Physical Environment Committee – March 7, 2017

128134 128135 128137 128138 128139 128140 128141

Planning and Protection Committee – March 7, 2017

128126 128127 128128 128129 129130 128131 128132 128133

VIII OTHER BUSINESS

IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER

X BY-LAW NO. 16-2017 CONFIRMING COUNCIL PROCEEDING

XI SINGING OF O'CANADA

XII ADJOURNMENT

BY-LAW NO. 14-2017

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

WHEREAS The Council of The Town of Carleton Place adopted By-law No. 46-2003, the Traffic and Parking By-law and;

WHEREAS it is deemed expedient and necessary to amend By-law No. 46-2003;

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

That Section 8(a) be amended by replacing the words "OPP Inspector" with the words "Director of Protective Services"

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED
THIS 14th DAY OF MARCH 2017.

Louis Antonakos, Mayor

D.H. Rogers, Clerk

BY-LAW NO. 15-2017

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO EXEMPT CERTAIN LANDS FROM PART LOT CONTROL, BLOCK 65, REGISTERED PLAN 27M-73, PARTS 1 TO 12 INCLUSIVE ON PLAN 27R-10852, IN THE TOWN OF CARLETON PLACE, IN THE COUNTY OF LANARK.

WHEREAS Subsection 7 of Section 50 of *The Planning Act*, R.S.O. 1990 as amended, authorizes a Municipality to provide a by-law that part lot control does not apply to land that is within registered plans or plan of subdivision or parts thereof, subject to the approval of the County of Lanark;

AND WHEREAS it is deemed expedient to exempt certain lands located in an area designated Residential in Development Permit By-law 15-2015, and described as Block 65, Registered Plan 27M-73, Parts 1 and 12 inclusive on Plan 27R-10852 in the Town of Carleton Place, in the County of Lanark;

AND WHEREAS *The Planning Act*, subsection 50 (7.1) does not come into effect until approved by the County of Lanark;

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

1. Subsection 5 of Section 50 of *The Planning Act*, R.S.O. 1990, as amended, does not apply to Block 65, Registered Plan 27M-73 further described as Parts 1 to 12 inclusive on Plan 27R-10852 in the Town of Carleton Place, in the County of Lanark.
2. This by-law shall be effective only to the extent necessary to permit;
 - a) The creation of blocks and parcels for construction purposes and to permit such lots to be charged and/or discharged
 - b) Individual dwelling units, together with appurtenant rights and easements in land associated therewith, to be conveyed to each initial purchaser of each individual dwelling unit;
And this by-law shall not be construed as to permit the further severance or re-subdivision of any such parcel.
3. This by-law shall become effective upon the approval of the County of Lanark and registration of the by-law in the land titles office.
4. This by-law shall expire and be of no further force and effect as of March 10, 2018.
5. The property is locally known as 30-40 Code Crescent.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 14th DAY OF MARCH 2017.

Louis Antonakos, Mayor

D.H. Rogers, Clerk



Policy Review Committee
Council Report
February 14th, 2017

COMMUNICATION 128089

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date February 8th, 2017
Topic 2016 Census

SUMMARY

Stats Canada has just released the 2016 Census data for Lanark County as distributed.

COMMENT

Data confirms there has been considerable growth in Carleton Place. This updated population will be used for grant calculations and other purposes.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127428

Received from Duncan Rogers, Clerk
Addressed to Policy Review Committee
Date November 16th, 2016
Topic E-Volve Integrated Electronic Voting Solutions – Simply Voting
2018 Municipal Election

SUMMARY

The 2014 Municipal Election was conducted by paper ballot and electronic tabulation for the election results.

A number of local municipalities have indicated that they will be conducting the 2018 Municipal Election by electronic voting. There are several advantages to electronic voting including the following:

- Convenience for the elector
- More accessible for people with disabilities
- Reduced cost of training and the provision of election workers
- No requirement for advance voting stations or proxy voting
- Overall reduced cost to conduct the election

COMMENT

Staff has arranged for Mr. Steen Lattey, of Simply Voting Inc., to provide a presentation on electronic voting for the 2018 Municipal Election.

A paper copy of the presentation was circulated to the members of the Committee.

UPDATE – December 13, 2016

LEGISLATIVE SUMMARY

The Municipal Elections Act, 1996, sets out the rules and regulations for electors, candidates, local Councils and Clerks in both municipal and school board elections in Ontario.

On April 4, 2016, the Ministry of Municipal Affairs tabled Bill 181, The Municipal Elections Modernization Act, which introduced significant amendments to the Municipal Elections Act. The Bill received Royal Assent in June of 2016. Some of the regulations associated with the changes are been finalized by the Ministry. This legislation will impact the 2018 municipal election.

127428 Continued

BACKGROUND INFORMATION

KEY DATES FOR THE 2018 MUNICIPAL/SCHOOL BOARD ELECTION

Change	Old Legislation	New Legislation
By-law for use of alternative voting	June 1, 2018	May 1, 2017
Bylaw for ranked ballots	N/A	May 1, 2017
Clerk's Policy & Procedures for voting/alternative voting	June 1, 2018	December 31, 2017
Clerk determines single or batch elimination for ranked votes	N/A	December 31, 2017
Ballot Question	June 1, 2018	March 1, 2018
Nominations and third party advertiser	January 2, 2018	May 1, 2018
Registration open use of Corporate Services Committee Resource Policy	N/A	May 1, 2018
Nomination Day	September 14, 2018	July 27, 2018
Close of third party advertising	N/A	October 19, 2018

Nomination Period and Process

The municipal election campaign period for the 2018 Election has been shortened to thirteen weeks. Candidates can file a nomination paper with the Clerk between May 1, 2018 and July 27, 2018.

Also, a new requirement is that the nomination of a person must now be signed by at least twenty-five electors who are eligible to vote in the municipality at the time of the endorsement.

Ranked Ballot Voting

The Municipal Elections Modernization Act, gives municipalities the option to use ranked ballot voting, beginning in the 2018 election. The candidate with a majority vote will be the successful candidate. If no majority vote, the candidate with the fewest votes on the ballot would be given to the top preferred candidate. Until such time as a candidate obtains a majority vote, the lowest count ballot is redistributed to the highest preferred candidate. Ranked balloting is not permitted for the school board elections.

Methods of Voting

- Traditional voting by paper ballot and ballot box
- Traditional voting by paper ballot and electronic tabulator
- Alternate voting such as touch screen voting (you go to a voting place and vote by touching a screen)
- Vote by mail
- Vote by phone
- Vote by internet

127428 Continued

In the 2010 Municipal/School Board Election, paper ballots and traditional vote count was used here in Carleton Place with 24 voting stations. In the 2014 election, paper ballots with electronic tabulators were used with 27 voting stations. It is estimated for the 2018 election, using paper balloting only, the number of voting stations would increase due to the increase in population from 27 to 29 or even 30 voting stations.

The trend in municipal elections across Ontario is towards internet voting. In the 2010 election, 44 municipalities used internet voting while in 2014 the number of municipalities using internet voting increased to 97 municipalities.

The chart below shows a survey of local municipalities in our area and how they intend to vote on Election Day in 2018. The survey was conducted during the week of November 28, 2016.

MUNICIPALITY	TYPE OF ELECTION PROPOSED FOR 2018
Arnprior	Internet Voting
Beckwith	No decision yet Probably traditional paper ballot
Drummond/North Elmsley	Internet Voting
Lanark Highlands	No decision yet 2014 Election – Vote by mail
North Grenville	Internet Voting
Montague	Internet Voting
Mississippi Mills	Internet Voting
Perth	Decision in January Recommending Internet Voting
Renfrew	Internet Voting
Smith's Falls	No decision yet 2014 Election – Vote by mail Staff is recommending internet voting
Tay Valley	Internet Voting

The results of the 11 municipalities contacted are as follows:

- 7 municipalities will be using internet voting, some with the addition of telephone voting and limited paper ballot stations.
- 4 municipality have not made a decision yet.

Only one of the eleven municipalities canvased will likely be using paper ballots only for the 2018 election. Staff with the Town of Smiths Falls informed this office that while they used vote by mail in 2014, they will be recommending internet voting for 2018. Lanark Highlands which also used vote by mail in 2014 has not yet made a decision.

127428 Continued

The Town of Perth which has used internet voting in the past three elections, will be recommending the same in January to Council for the 2018 election.

A majority of the municipalities in this area using internet voting utilized Intelivote Inc. for the 2014 election and plan to do the same for 2018.

Staff has contacted Intelivote Inc. who would like to give a presentation on internet voting by their firm on Tuesday, February 14, 2017 at the Policy Review Committee.

In the event that internet voting is approved by Council for the 2018 Municipal/School Board Election in Carleton Place, the following is recommended also.

That paper balloting with electronic tabulation vote count be offered as an alternative on Voting Day for electors who do not wish to vote by internet.

That paper balloting be offered to residents of the four senior homes in Carleton Place for those residents who do not wish to vote by internet voting.

The Act requires that Council adopt a By-law no later than May 1, 2017 on voting, alternative voting methods and vote counting equipment.

Campaign Finance

Bill 181 prohibits corporate and union contributions to council candidates and school board trustee candidates. It provides for regulations to suspend limits on post-campaign spending on gifts and parties. Candidates do not have to open a special bank account if they do not raise or spend any money.

The nomination fee is only refunded if financial statements are filed on time. A new penalty of \$500.00 has been introduced for filing financial statements after a “grace period” of thirty days after the deadline. The Clerk is responsible for reviewing the financial statements.

Third Party Advertising

Bill 181 introduces a framework to regulate third-party advertising, which includes contribution and spending limits. Only contributors who are eligible under the Act will be able to register as a third party. Third parties also have to identify themselves on signs and advertisements. Spending limits for third-party advertising will be set out in regulation. The Act denies third-party advertising as advertisements supporting or opposing a candidate.

Advertising that does not cost money to post or broadcast, such as comments made on social media, will not be considered to be third-party advertising.

127428 Continued

Election Signs and Advertising

Candidates are now required to include language on all campaign signs and ads to make it clear who is responsible for the messaging. Candidates must provide publishers/broadcasters with contact information which is to be kept on file for four years. There are strengthened provisions for the municipality to remove illegally place campaign signs.

Recounts

Changes to the Act now direct the Clerk to hold a recount in accordance with a policy adopted by the Municipality. i.e. Close Vote Recount Policy.

Miscellaneous Matters

There is now a new offence for any offer, promise or agreement intended to convince an individual to register, withdraw, or avoid becoming a candidate.

Before May 1st of the year of an election, municipalities and local boards shall establish rules and procedures with response to the use of municipal or board resources during the election campaign period.

Accessibility

The Act requires municipal Clerks to prepare accessibility plans to identify, remove and prevent barriers that could affect electors and candidates with disabilities and make the plan available to the public prior to voting day.

UPDATE – February 14th, 2017

At the December 13th, 2016 Policy Review Committee it was decided that ranked balloting not be used in the 2018 Town of Carleton Place municipal election.

Intelivote Inc will provide a presentation on electronic voting.

STAFF RECOMMENDATION:

THAT the Clerk arrange for electronic voting for the 2018 election.

COMMITTEE DECISION

THAT the Clerk arrange for electronic voting for the 2018 election.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128090

Received from Bill Guest
Addressed to Town of Carleton Place
Date February 7th, 2017
Topic Honouring Local Resident

SUMMARY

Resident will make a presentation asking that a local resident be honoured for his historical accomplishments during the 150th year celebrations.

STAFF RECOMMENDATION

THAT the request be forwarded to the 150th Celebration organizing committee for appropriate action.

COMMITTEE DECISION

THAT the request be forwarded to the 150th Celebration organizing committee for appropriate action.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128091

Received from Jeff Mills
Addressed to Paul Knowles, Chief Administrative Officer
Date January 26th, 2017
Topic Cycle Tourism Asset

SUMMARY

Friends of the Ottawa Valley Rail Trail wish to present the economic benefits of creating a cycle tourism linking the Ottawa Valley Rail Trail and the TransCanada Trail to the City of Ottawa.

STAFF RECOMMENDATION

THAT Council hear presentation and consider during planning for the trail system.

COMMITTEE DECISION

Mr. Mills decided not to make presentation. Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 128092

Received from IODE Captain Hooper Chapter
Addressed to Mayor Antonakos
Date February 8th, 2017
Topic Extravaganza Fashions for Guys & Gals

SUMMARY

The IODE Captain Hooper Chapter is hosting an Extravaganza Fashions for Guys and Gals on Sunday, April 9th, 2017 at 8:00 p.m. at the Waterside Community.

STAFF RECOMMENDATION

THAT Council decide who would like to go.

COMMITTEE DECISION

THAT Council decide who would like to go.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128093

Received from Randy Hillier, MPP
Addressed to Paul Knowles, Chief Administrative Officer
Date February 9th, 2017
Topic Kickstarting Public Participation Act Bill

SUMMARY

MPP Randy Hillier has initiated a private members bill the Kickstarting Public Participation Act. This bill would allow non-profit groups to use a ministry web site for crowd funding to raise funds for community projects.

STAFF RECOMMENDATION

THAT the Town support the approval of the Kickstarting Public Participation Act Bill.

COMMITTEE DECISION

THAT the Town support the approval of the Kickstarting Public Participation Act Bill.

COUNCIL ACTION

THAT the Town of Carleton Place supports the approval of the Kickstarting Public Participation Act Bill.



Corporate Services Committee
Council Report
February 21st, 2017

COMMUNICATION 128094

Received from Ministry of Municipal Affairs
Addressed to Phil Hogan, Treasurer
Date February 8th, 2017
Topic Annual Repayment Limit

SUMMARY

The Town of Carleton Place is currently utilizing 14.5% of its debt capacity. The remaining annual limit of \$4,080,357 would fund \$51 million of debt for a 20 year debenture at 5% interest

Our current forecast for sewer and water requirements for the period from 2025 to 2035 show approximately \$27 million of expenditures requiring \$17 million of debt. (NOTE: that the current budget has the municipality updating the cost estimates for these works in 2017 since the last engineering report was in 2011).

COMMENT

Information only

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 128095

Received from MVCA
 Addressed to Duncan Rogers, Clerk
 Date January 16th, 2017
 Topic Statement of Remuneration and Expenses

SUMMARY

Statement of Remuneration and Expenses for the year 2016 for Council representatives.

Deputy Mayor Flynn	\$679.60	Councillor Doucett	\$475.72
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COMMENT

Information only

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 128096

Received from Phil Hogan, Treasurer
 Addressed to Corporate Services Committee
 Date February 14, 2017
 Topic Yearend Highlights

SUMMARY

The audit for the municipality took place from January 30th to February 2nd and audited statements are being prepared with a tentative presentation date in March. The municipality finished the year with surplus of \$5,016. The budget for 2017 had estimated a surplus of \$7,000. Other financial indicators show the following:

	2016	2015
Reserves	\$14,614,771	\$13,178,001
Debentures	\$ 3,697,491	\$ 4,094,110
MVCA Debt	\$ 4,458,075	\$ 4,580,377
Tax Arrears	\$ 1,083,536	\$ 1,027,057

128096 Continued

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

TO BE DISCUSSED

COMMUNICATION 128097

Received from	Phil Hogan, Treasurer
Addressed to	Corporate Services Committee
Date	February 14 th , 2017
Topic	Conference Budget for Council 2017

SUMMARY

Conference requests for 2017 by Council members have been made for submission to committee for approval.

STAFF RECOMMENDATION

That Council hereby approves the conference schedule for 2017

COMMITTEE DECISION

That Council hereby approves the conference schedule for 2017

COUNCIL ACTION

THAT Council hereby approves the conference schedule for 2017

COMMUNICATION 128098

Received from Phil Hogan, Treasurer
Addressed to Corporate Services Committee
Date February 14th, 2017
Topic Statement of Remuneration

SUMMARY

Statement of Remuneration to Mayor and Council for 2016.

STAFF RECOMMENDATION

That Council hereby approves the Statement for Remuneration as prepared by the Treasurer for the year 2016

COMMITTEE DECISION

That Council hereby approves the Statement for Remuneration as prepared by the Treasurer for the year 2016.

COUNCIL ACTION

That Council hereby approves the Statement for Remuneration as prepared by the Treasurer for the year 2016.



Community Issues Committee
Council Report
February 21st, 2017

COMMUNICATION 128099

Received from Joanne Henderson, Manager Parks and Recreation
Addressed to Community Issues Committee
Date February 15th, 2017
Topic Liquor Event

SUMMARY

There has been a request to serve liquor in the Town Hall Auditorium at the Heritage Dinner being held on Thursday March 9th, 2017. The Manager of Parks and Recreation has no concerns.

STAFF RECOMMENDATION

THAT alcohol be allowed to be served at the Heritage Dinner.

COMMITTEE DECISION

THAT alcohol be allowed to be served at the Heritage Dinner.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128100

Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date February 17th, 2017
Topic Youth Ambassadors Program

SUMMARY

Through their contacts with the US Embassy in Ottawa, the Sister City Committee has learn of an exciting opportunity for youth from Canada to participate in their Youth Ambassadors Program. This program is a three-week exchange designed for Canadians to visit the United States of America. Conducted in the English language, the program brings together students, ages 15 to 18, and adult mentors from across Canada to promote mutual understanding, increase leadership skills, and position youth to make a difference in their communities. Program themes include: civic education, community service, youth leadership, and social inclusion.

128100 Continued

The Center for the Study of Canada at SUNY Plattsburgh is proud to be organizing the Youth Ambassadors Program with Canada thanks to sponsorship by the Bureau of Educational and Cultural Affairs, United States Department of State, and support from the United States Embassy in Ottawa, and Fulbright Canada.

Program Location

The Youth Ambassadors Program with Canada is an intensive program with three segments:

- 1) Pre-departure orientation in Ottawa, Ontario, Canada, to take place July 17 to 18, 2017;
- 2) Exchange experience in the United States of America to include:
 - a) Plattsburgh, New York, and the Adirondack Park from July 19 to 30, 2017;
 - b) Washington, D.C. from July 31 to August 5, 2017.
- 3) Return home travel by August 6, 2017 and follow-on community service activities in Canada to be implemented following the exchange experience. Details about this program are available at the link below;

<http://web.plattsburgh.edu/offices/academic/cesca/youthleadership.php>

STAFF RECOMMENDATION

THAT the Town promote this opportunity for youth to the community.

COMMITTEE DECISION

THAT the Town promote this opportunity for youth to the community.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128101

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Community Issues Committee
Date	February 14 th , 2017
Topic	Low Impact Design (LID) for Stormwater

SUMMARY

Low Impact Design (LID) for stormwater is being promoted as an improved method for managing stormwater. LID commonly includes low slope swales, rain gardens and other design features that would introduce rain water into the ground rather than draining the stormwater through impervious channels and pipes to a surface outlet. The previously distributed bulletin, from MOECC describes LID.

128101 Continued

COMMENT

LID is currently generating significant discussion in the Province. As an example of the ongoing discussion, the City of Markham has identified significant issues with draft stormwater reports produced by MOECC.

Credit Valley Conservation Authority is considered a leader in promoting LID and they maintain a list of LID projects (shown below) from around the province on their web site.

- Ecole Secondaire Jeunes san Frontieres
- Credit Valley Conservation
- Riverwood Ltd
- Unifay-Fedar Investments
- Armstrong Manufacturing
- Mississauga Transit Maintenance Terminal
- Green Glade Senior Public School
- Lakeside Park
- Edith Street Parking Lot
- South Shell Park
- Hugh Garner Housing Co-operative
- Collingwood Public Library
- Unitarian Church (Mississauga)
- Laurel Creek Nature Centre
- Toronto Water Customer Service Centre
- Hillside Community Festival
- Mountain Equipment Co-op (Burlington)
- Plasti-Fab Ltd.
- The Queensway Sustainable Sidewalk
- Heart's Desire
- Environment 3 building, University of Waterloo
- Clairfields, Westminster Woods and Pine Ridge Subdivisions
- Elementary Teachers' Federation of Ontario Office
- George Richardson Stormwater Management Pond Retrofit
- Island Lake Public School – Environmental Learning Centre
- University of Toronto Mississauga
- Portico Church
- Bernardi Construction Company
- IMAX Corporation
- Terra Cotta Conservation Area
- Elm Drive
- Lakeview
- O'Connor Park
- King Street Bioretention Planters
- Regent Park
- Activa Group Sportsplex
- Trent University
- Cambridge City Hall
- Wychwood at Upper Churchville
- Guelph City Hall
- Enermodal Engineering
- Vale Living with Lakes Centre
- Bloor West Neighbourhood
- McFarlane-Pine Glen

These projects are almost exclusively localized projects on corporate/condo sites where a clear owner is responsible for maintaining the LID features.

128101 Continued

One of the LID projects is three residential subdivisions in Guelph. To quote from the Case Study on this project *“Use of on-site infiltration practices was driven by ideal soil conditions and inability to connect to municipal storm sewer system.”* The Case Study also explains there was multi-year groundwater and surface water studies prior to construction. Furthermore, the subdivisions are actually contained within a condominium corporation so the condo can be responsible for maintaining the LID infrastructure.

LID stormwater systems have their place but, in general, in our area:

- ✓ there is usually no clearly identified need;
 - surface discharge is generally available;
- the Tier 1 Water Budget and Water Quantity Street Assessment for our region, prepared by the Source Water Protection Committee does not identify any general groundwater quantity concerns:
 - ✓ soil conditions are not ideal; and
 - ✓ development of subdivisions do not include a condo corporation.

STAFF RECOMMENDATION

THAT LID storm systems be considered only in appropriate circumstances.

COMMITTEE DECISION

THAT LID storm systems be considered only in appropriate circumstances.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128102

Received from	Les Reynolds, Director of Protective Services
Addressed to	Community Issues Committee
Date	February 16 th , 2017
Topic	Temporary Parking Restrictions

SUMMARY

With the heavier than normal snow accumulation that we have experienced this winter, many of the side streets have seen the roadway narrowed to the point where staff are very concerned about not only the normal flow of traffic but the potential for a situation where emergency vehicles are delayed because of a street being impassable.

The Traffic and Parking By-law (46-2003) provides as follows:

128102 Continued

8. PARKING PROHIBITED - SPECIAL CIRCUMSTANCES

- (a) If the OPP Inspector or Designate is of the opinion that for some temporary period, the safety of the public, the proper movement of traffic or the proper and safe performance of some vital function of the Corporation, or a local board, requires the prohibition or limitation of parking on a highway, he is authorized to prohibit parking on such highway during such times and days as he deems proper and necessary, and he shall erect authorized signs or otherwise give notice to indicate such prohibition.
- (b) When authorized signs have been erected or notice has otherwise been given under subsection 1, no person shall park a vehicle or permit a vehicle to remain parked on the highway at any time during which such parking is prohibited. A vehicle already parked when such signs are erected shall be forthwith removed.

Staff feel that the situation justifies utilization of this provision in order to ensure the safety of our residents.

STAFF RECOMMENDATION

THAT wherever parking is permitted on both sides of a street, parking be prohibited on the even numbered side of the street at all times, effective February 22nd, 2017 until such time as it is considered safe to rescind this restriction. Notice of this temporary prohibition is to be disseminated through the municipal website, social media channels and area media outlets.

AND FURTHER that Sec. 8 (a) of By-law 46-2003 be amended by replacing the words “OPP Inspector” with the words “Director of Protective Services” to provide consistency with other sections of the by-law.

COMMITTEE DECISION

THAT wherever parking is permitted on both sides of a street, parking be prohibited on the even numbered side of the street at all times, effective February 27th, 2017 until such time as it is considered safe to rescind this restriction. Notice of this temporary prohibition is to be disseminated through the municipal website, social media channels and area media outlets.

AND FURTHER that Sec. 8 (a) of By-law 46-2003 be amended by replacing the words “OPP Inspector” with the words “Director of Protective Services” to provide consistency with other sections of the by-law.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128103

Received from Various Committees
Addressed to Community Issues Committee
Date January/February 2017
Topic Action Reports/Minutes

SUMMARY

Action Report for the February 7th, 2017 meeting of the Parks and Recreation Committee was previously distributed. Noteworthy items include;

128079	Heaters in the Stands Arena #2
128081	Carambeck Usage
128082	Community Gardens
128087	Arena Dressing Rooms

STAFF RECOMMENDATION

THAT Council approves Committees' decisions.

COMMITTEE DECISION

THAT Council approves Committees' decisions.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128104

Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date February 21st, 2017
Topic Closed Meeting

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

06-12-16-2 personal matters about an identifiable individual, including municipal or local board employees; - General nature – Hiring Committee

128104 Continued

COMMITTEE DECISION

THAT in accordance with Section 239 of the Municipal Act, S.O. 2001, that the meeting be closed to the public with the following agenda:

AGENDA

06-12-16-2 personal matters about an identifiable individual, including municipal or local board employees; - General nature – Hiring Committee

REPORT TO COUNCIL

06-12-16-2 Bring forward

COUNCIL ACTION

Receive and Record

COMMUNICATION 128119

Received from	Mayor Antonakos
Addressed to	Community Issues Committee
Date	February 21 st , 2017
Topic	Bill 17 – Saving the Girl Next Door Act

SUMMARY

Bill 17 is an Act to enact the Human Trafficking Awareness Day Act, the Child Sexual Exploitation and Human Trafficking Act, 2016 and to amend the definition of “sex offender” under *Christopher’s Law (Sex Offender Registry), 2000* to include criminal offences for trafficking of victims under the age of 18.

STAFF RECOMMENDATION

THAT a letter be forwarded Yasir Naqvi, Attorney General of Ontario, supporting Bill 17.

COMMITTEE DECISION

THAT a letter be forwarded Yasir Naqvi, Attorney General of Ontario, supporting Bill 17.

COUNCIL ACTION

Receive and Record



Physical Environment Committee
Action Report
March 7th, 2017

COMMUNICATION 128134

Received from Paul Knowles, Chief Administrative Officer
Addressed to Physical Environment Committee
Date February 24th, 2017
Topic 2017 Capital Projects

SUMMARY

Completion of the significant number of capital projects for 2017 will require some re-organization of staff so their time can be dedicated to projects. In addition, outside resources will be required to supervise some of the projects. The distributed spread sheet illustrates responsibilities for the various projects and indicates the approximate schedule. A number of projects need to be placed on hold for the reasons provided.

An Open House has been schedule on March 13, 2017 from 6:00 to 7:30 to present plans for the Dog Park/Trails/Pubic Works Facility on Edmond St and the Change Rooms addition onto the Arena

STAFF RECOMMENDATION

THAT staff proceed as outlined to organize for completion of the 2017 capital projects.

COMMITTEE DECISION

THAT staff proceed as outlined to organize for completion of the 2017 capital projects.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128135

Received from Paul Knowles, Chief Administrative Officer
Addressed to Planning and Protection Committee
Date February 17th, 2017
Topic Opportunity Assessment

SUMMARY

Earlier, the Town, in partnership with other municipalities in the County, engaged Honeywell to complete an Opportunity Assessment of the Town's facilities. Potential projects that could save energy at each facility are identified on pages 11 – 17. As described on Page 2, these projects could reduce energy consumption but the payback is long (9-15 years). Staff's specific comments have been added into the report.

COMMENT

This Opportunity Assessment was completed at no cost or obligation for the Town. To proceed, the Town can:

- 1) Investigate identified projects that seem worthwhile and proceed as time/funds are available;
- 2a) Sign a letter of intent with Honeywell. Honeywell will then investigate in detail and produce a report that provides a firm cost and a guaranteed payback, from energy savings, for each project. If the Town proceeds with 2(b), the cost of this detailed work is included. If the Town does not proceed with 2(b), the Town must pay Honeywell for this work.
- 2b) Projects for implementation are selected. Honeywell proceeds with the selected projects at their cost. Town is obligated to pay Honeywell for a fixed time (9-15 years) and these payments are to be financed by the guaranteed energy savings. However, the guaranteed energy savings are theoretical as actual energy usage varies with weather etc, so a reduction in energy costs cannot be guaranteed.

Given the long anticipated payback from energy savings, staff does not recommend borrowing funds to complete major projects to realize limited energy savings. Instead, staff recommend targeted projects and replacing items with energy efficient products at the end of their useful life.

128135 Continued

STAFF RECOMMENDATION

THAT staff proceed with the following:

Town Hall

- Heating boilers have been replaced;
- New windows are scheduled to be replaced;
- Investigate converting electric furnace to gas;
- Convert lighting to LED as lights fail;

Carambeck Community Centre

- Convert to LED lighting as lights fail;
- Install motion-based lighting controls where appropriate;
- Replacement of roof-top units are planned for 2017.

Carleton Place Swimming Pool

- Convert to LED lighting as lights fail;
- Install motion-based lighting controls where appropriate;
- Boiler replacement at pool in 2016/2017.

Carleton Place Canoe Club

- Convert to LED lighting as lights fail;

Police/Fire Facility

- Convert to LED lighting as lights fail;

Carleton Place Community Centre and Arena

- Convert to LED lighting as lights fail;
- Install motion-based lighting controls where appropriate;
- Investigate replacing roof-top unit serving smaller hall;
- Investigate replacing old rink dehumidifiers with new;
- Investigate replacing rink #1 condenser;
- Investigate installing roof-top controls optimization strategy;
- Investigate installing ice plant graphical user interface including:
 - Installing infrared temperature sensor to control Ice plant;
 - Increasing ice temperature during unoccupied periods;
 - Increasing VFD and high efficiency motor on brine pump.

Carleton Place Old Train Station

- Convert to LED lighting as lights fail;
- Share report with tenant and discuss actions.

128135 Continued

COMMITTEE DECISION

THAT staff proceed with the following:

Town Hall

- Heating boilers have been replaced;
- New windows are scheduled to be replaced;
- Investigate converting electric furnace to gas;
- Convert lighting to LED as lights fail;

Carambeck Community Centre

- Convert to LED lighting as lights fail;
- Install motion-based lighting controls where appropriate;
- Replacement of roof-top units are planned for 2017.

Carleton Place Swimming Pool

- Convert to LED lighting as lights fail;
- Install motion-based lighting controls where appropriate;
- Boiler replacement at pool in 2016/2017.

Carleton Place Canoe Club

- Convert to LED lighting as lights fail;

Police/Fire Facility

- Convert to LED lighting as lights fail;

Carleton Place Community Centre and Arena

- Convert to LED lighting as lights fail;
- Install motion-based lighting controls where appropriate;
- Investigate replacing roof-top unit serving smaller hall;
- Investigate replacing old rink dehumidifiers with new;
- Investigate replacing rink #1 condenser;
- Investigate installing roof-top controls optimization strategy;
- Investigate installing ice plant graphical user interface including:
 - Installing infrared temperature sensor to control Ice plant;
 - Increasing ice temperature during unoccupied periods;
 - Increasing VFD and high efficiency motor on brine pump.

Carleton Place Old Train Station

- Convert to LED lighting as lights fail;
- Share report with tenant and discuss actions.

128135 Continued

Arklan Childcare Building

- Plant trees along the east side of the Childcare to provide shade and reduce air conditioning requirements.

Staff are to report on progress in 6 months.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128137

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date February 22nd, 2017
Topic 2017 Overlay Program

SUMMARY

Staff have evaluated several streets and are recommending the following projects for 2017:

- William Street – from Bridge Street to Mullett Street
- Mullett Street – from Bell Street to George Street

These locations are still in good condition, were reconstructed in 2006 and 2007, therefore are getting to a point where if left much longer, they will be beyond an overlay candidate. Also, these streets will tie in well with the work already planned for Mullett Street from George Street to Townline Road.

STAFF RECOMMENDATION

THAT staff incorporate William Street from Bridge Street to Mullett Street and Mullett Street from Bell Street to George Street as the overlay projects for 2017.

COMMITTEE DECISION

THAT staff incorporate William Street from Bridge Street to Mullett Street and Mullett Street from Bell Street to George Street as the overlay projects for 2017.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128138

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date February 22nd, 2017
Topic Bridge Street Servicing

SUMMARY

Staff have issued the tender (PW3-2017) for the installation of sewer and water services to the properties on Bridge Street, recently purchased by Inverness Homes from the Town.

Tenders will be received until 11:00 a.m. Tuesday, March 7th, 2017 for the servicing of two townhouse blocks and one semi-detached unit on Bridge Street, adjacent to the Carambeck Community Centre.

UPDATE

TENDER RESULTS PW3-2017

Greenbelt Construction	\$219,907.00
In-Depth Contracting	\$163,610.00
Cavanagh Construction	\$157,845.89
Crains' Construction	\$142,562.00
Molloy Contracting	\$228,821.00

Although Crains' Construction has not provided any service to the Town of Carleton Place, a check of references provided has confirmed this firm's ability to undertake the work.

STAFF RECOMMENDATION

THAT Council hereby authorizes the Mayor and the Clerk to execute Contract PW3-2017 for Bridge Street Service Installation with Crains' Construction Limited for the tendered price of \$142,562.00.

COMMITTEE DECISION

THAT Council hereby authorizes the Mayor and the Clerk to execute Contract PW3-2017 for Bridge Street Service Installation with Crains' Construction Limited for the tendered price of \$142,562.00.

COUNCIL ACTION

THAT Council hereby authorizes the Mayor and the Clerk to execute Contract PW3-2017 for Bridge Street Service Installation with Crains' Construction Limited for the tendered price of \$142,562.00.

COMMUNICATION 128139

Received from Carleton Place BIA
Addressed to Paul Knowles, Chief Administrative Officer
Date March 2nd, 2017
Topic 2017 Budget

SUMMARY

BIA Board of Management had a meeting of its members and passed the BIA budget requiring a levy of \$155,000 in 2017. This is a 1.6% increase over the 2016 levy.

Also they have provided the names of those on the BIA Board. Those people are Sean Lawrence, Petra Graber, Mike Cimilyan, Mark Lovell and Robert Probert.

STAFF RECOMMENDATION

THAT Council hereby approves a 1.6% levy change for the Business Improvement Area budget for 2017 as approved by the BIA membership at their budget meeting.

ALSO THAT Council hereby approves the names on the BIA Board.

COMMITTEE DECISION

THAT Council hereby approves a 1.6% levy change for the Business Improvement Area budget for 2017 as approved by the BIA membership at their budget meeting.

ALSO THAT Council hereby approves the names on the BIA Board.

COUNCIL ACTION

THAT Council hereby approves a 1.6% levy change for the Business Improvement Area budget for 2017 as approved by the BIA membership at their budget meeting.

ALSO THAT Council hereby approves the names on the BIA Board.

COMMUNICATION 128140

Received from Vanessa Greatrix, OCWA
Addressed to Dave Young, Director of Public Works
Date February 24th, 2017
Topic Carleton Place Drinking Water System 2016 Annual and Summary Reports

SUMMARY

Ms. Greatrix has provided the Carleton Place Drinking Water System Annual & Summary Reports for Council's review and acceptance as per Ontario Reg. 170/03. In order to comply with the Town's regulated obligation, the report needs to be made available to the public.

128140 Continued

COMMENT

All sample results in 2016 fell within acceptable levels. There was an issue in September 2016 with the fluoride system that required the dosing to be taken off line until repairs could be undertaken. There was no impact to the drinking water other than the removal of fluoride for several months. The Medical Officer of Health and the MOECC were made aware of the situation.

STAFF RECOMMENDATION

THAT Council hereby accepts the 2016 Annual and Summary Reports for the Carleton Place Drinking Water System as per Ont. Reg. 170/03.

FURTHER THAT these reports be made available to the Public at the Town Hall and posted on the Town's website.

COMMITTEE DECISION

THAT Council hereby accepts the 2016 Annual and Summary Reports for the Carleton Place Drinking Water System as per Ont. Reg. 170/03.

FURTHER THAT these reports be made available to the Public at the Town Hall and posted on the Town's website.

COUNCIL ACTION

THAT Council hereby accepts the 2016 Annual and Summary Reports for the Carleton Place Drinking Water System as per Ont. Reg. 170/03.

FURTHER THAT these reports be made available to the Public at the Town Hall and posted on the Town's website.

COMMUNICATION 128141

Received from	Vanessa Greatrix, OCWA
Addressed to	Dave Young, Director of Public Works
Date	February 27 th , 2017
Topic	Carleton Place Wastewater System Annual Report

SUMMARY

Ms. Greatrix has provided the 2016 Annual Report for the Carleton Place Wastewater Pollution Control Plant as required by regulation. The report summarizes the operation of the plant over the course of the year including flow, volumes, effluent sample, results, biosolids management and significant operational issues encountered over the year.

COMMENT

There was one incident of suspended solids being out of compliance in August 2016 due to clarifier maintenance and one incident of a grab sample of P H value below 6.0. The on-line analyzer did not support this reading and there were no further issues.

128141 Continued

All other testing parameters were met and there were no by-pass events in 2016.

STAFF RECOMMENDATION

THAT Council hereby accepts the 2016 Annual Report for the Carleton Place Wastewater System as per regulation.

FURTHER THAT this report be made available to the Public at the Town Hall and posted on the Town's website.

COMMITTEE DECISION

THAT Council hereby accepts the 2016 Annual Report for the Carleton Place Wastewater System as per regulation.

FURTHER THAT this report be made available to the Public at the Town Hall and posted on the Town's website.

COUNCIL ACTION

THAT Council hereby accepts the 2016 Annual Report for the Carleton Place Wastewater System as per regulation.

FURTHER THAT this report be made available to the Public at the Town Hall and posted on the Town's website.



Planning and Protection Committee
Council Report
March 7th, 2017

COMMUNICATION 128126

Received from Les Reynolds, Director of Protective Services
Addressed to Planning and Protection Committee
Date February 22nd, 2017
Topic OWFC Activity Report

SUMMARY

January 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 128127

Received from Joanna Bowes, Manager of Development Services
Addressed to Planning and Protection Committee
Date March 1st, 2017
Topic Development Services- Planning Activity Report

SUMMARY

The monthly activity review for February regarding planning matters received within the department was previously distributed. The report represents only those matters that were accompanied by a submitted application or pre-consultations with Planning Staff.

128127 Continued

COMMENT

For Council's information.

STAFF RECOMMENDATION

Receive and Record.

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 128128

Received from	Joanna Bowes, Manager of Development Services
Addressed to	Planning and Protection Committee
Date	February 6 th , 2017
Topic	Part Lot Control 30-40 Code Crescent, Grizzly Homes

SUMMARY

An application for lifting of Part Lot Control has been made by Grizzly Homes. The request is proposed in order to legally separate the property at Block 65, Plan 27M73, municipally known as 30-40 Code Crescent. This townhouse unit was constructed under building permits 16N044-16N049. In order to create individual lots, part lot control is required to be lifted. A total of 6 units will be created through this process. The lifting of part lot control will be done on a registered plan of subdivision. The required reference plans have been submitted.

COMMENT

The lands are designated as residential under the Town of Carleton Place Official Plan and Development Permit By-law. The proposal is consistent with the Provincial Policy Statement and meets the intent of the Official Plan and Development Permit.

128128 Continued



STAFF RECOMMENDATION

That a by-law regarding this application for lifting of part lot control at 30-40 Code Cres by Grizzly Homes be forwarded to Council for approval and that the required documents be forwarded to the County of Lanark for approval.

COMMITTEE DECISION

That a by-law regarding this application for lifting of part lot control at 30-40 Code Cres by Grizzly Homes be forwarded to Council for approval and that the required documents be forwarded to the County of Lanark for approval.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128129

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Planning and Protection Committee
Date	February 24 th , 2017
Topic	Comprehensive Review for Lanark County Sustainable Communities Official Plan

SUMMARY

The County has initiated a Request for Proposal for a Comprehensive Review of the Lanark County Sustainable Communities Official Plan that will examine residential development potential and growth throughout the County and set out policy/restrictions that will control residential development.

Provincial policy will not allow the number of available residential lots to exceed the projected demand for 20 years. Accepting the above as an accurate prediction of the future demand for the next 20 years would be 322 units per year (6,440 units over 20 years). There are currently 8,102 residential units already designated for development, so no additional property can be designated for development until more than 1,662 units have been constructed (+5 years).

Of particular concern, the Provincial Policy treats the County as a whole so, for example, there could be demand to justify a new subdivision in Perth but this could not be approved unless some of the properties, currently designated for development, were de-designated.

STAFF RECOMMENDATION

THAT the Town ensure local property owners are aware of this County initiative and that staff carefully monitors progress.

COMMITTEE DECISION

THAT the Town ensure local property owners are aware of this County initiative and that staff carefully monitors progress.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128130

Received from	Les Reynolds, Director or Protective Services
Addressed to	Planning and Protection Committee
Date	February 24 th , 2017
Topic	Lanark County Situation Table

SUMMARY

The Lanark County Situation Table was established approximately 1.5 years ago and has been very successful in identifying high risk individuals and matching them with the appropriate resources to help them. This has resulted in reduced strain on our police service and ultimately a reduction in calls for service which would mean reduced costs for the municipality.

Unfortunately the future funding for this project is very uncertain and there is a growing feeling that some municipal financial support will be necessary to keep it going. The Police Services Board understands the benefits and fully supports this program. They feel that any financial contribution from the Town would be money well spent and they have asked Stephanie Gray, the Situation Table Co-ordinator to update the committee.

128130 Continued

STAFF RECOMMENDATION

That Council consider contributing an appropriate amount to the operation of the Lanark County Situation Table.

COMMITTEE DECISION

That Council consider contributing an appropriate amount to the operation of the Lanark County Situation Table.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128131

Received from	Mark Smith
Addressed to	Planning and Protection Committee
Date	February 21 st , 2017
Topic	Roy Brown Park

SUMMARY

Local resident has written several letters to staff expressing concern with the work in Roy Brown Park that was complete in 2016 and the work scheduled in 2017 and future years. His concerns center around:

- the requirement for a class 3 development permit for the installation of a “fitness station” as it is not a permitted or discretionary use as defined by the Development Permit By-law;
- fill stored in the Natural Environment Area;
- the need for Environmental Studies and Approvals for the work; and
- the lack of silt fencing.

COMMENT

The Development Permit Bylaw permits passive recreational, low impact use such as walking or skiing, fishing or non-motorized uses within the Natural Environment Area (between the main path in Roy Brown Park and the river). Active recreation is, for example, the use of motorized vehicles that require extensive facilities or development or that have a considerable environmental impact on the *recreational* site. A fitness station is a small fitness aid (such as a chin up bar) and is considered by the Planning Department to be a low impact use and therefore a permitted use within the area.

128131 Continued

The Town's conceptual design for Roy Brown Park shows a fitness station adjacent to the main pathway but located on the river side of the path. Even though the fitness station is permitted to be installed in this location, staff have reviewed the location and feel that in this case, the fitness station should be located on the opposite side of the path away from the river.

If a small amount of topsoil remains piled in the Natural Environment Area, this pile will be cleaned up in the spring.

During the development of the Town's Official Plan there was specific discussion about Roy Brown Park and the desire by some residents for the entire park area to be designated as Natural Environment. However, the approved Official Plan designates the area between the main path and the river to be Natural Environment and designates the remainder of the park as Open Space (the same as other parks throughout the Town). Since that time, the Town has been maintaining this parkland and cutting the grass. In 2016, the Town removed and then replaced the top soil to remove some depressions so the parkland would be safe for walking and other activities. The Town reviewed the proposed work with MVCA and received a permit for the work. Town staff were on site regularly during construction activities and noted appropriate silt fencing in place as required.

STAFF RECOMMENDATION

That the resident be provided with a copy of this correspondence.

COMMITTEE DECISION

That the resident be provided with a copy of this correspondence.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128132

Received from Councillor Doucett
Addressed to Planning and Protection Committee
Date March 1st, 2017
Topic Media Relations

SUMMARY

After repeated requests by various members of Council, the Mayor continues to refuse to respond to the media about important issues facing the community. Council needs to resolve this issue in the interests of the community we serve so that important information reaches them.

STAFF RECOMMENDATION

To be discussed.

COMMITTEE DECISION

Moved by Councillor Doucett Seconded by Councillor Trimble

THAT the Deputy-Mayor be authorized to act as the spokesperson for Council on matters dealing with the media. This in no way prevents any member of Council from speaking to the media at any time.

RECORDED VOTE

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

CARRIED

***NOTE:** Address made by Mayor Antonakos to Committee was attached to the Action Report.

COUNCIL ACTION

Receive and Record

COMMUNICATION 128133

Received from Paul Knowles, Chief Administrative Officer
Addressed to Planning and Protection Committee
Date March 2nd, 2017
Topic Closed Meetings

SUMMARY

As authorized by the Municipal Act, Council should review selected items in closed session.

STAFF RECOMMENDATION

THAT in accordance with Section 239 of the Municipal Act, S.O. 2001, that the meeting be closed to the public with the following agenda:

AGENDA

- 06-12-16-2 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Hiring Committee
- 17-01-17-1 a proposed or pending acquisition or disposition of land by the municipality or local board - General Nature – Land Sale
- 10-01-17-2 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Land Sale
- 10-01-17-1 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Land Sale

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

- 06-12-16-2 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Hiring Committee
- 17-01-17-1 a proposed or pending acquisition or disposition of land by the municipality or local board - General Nature – Land Sale
- 10-01-17-2 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Land Sale
- 10-01-17-1 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Land Sale

128133 Continued

REPORT TO COUNCIL

06-12-16-2 Bring forward

17-01-17-1 THAT Council hereby declares a portion of Part 1 R2190, Parts 4 to 13 R 2740 and Part 6 R-115 to be surplus to municipal needs and offers this property for sale to adjacent owners.

FURTHER THAT Council hereby authorizes the Mayor and the Clerk to execute an agreement of purchase and sale to sell this property to Lynda Burger for \$6,047 plus survey and legal costs.

10-01-17-2 THAT Council hereby declares a portion of 26R-265 Parts 2, 4, 5 and 6 to be surplus to municipal needs and offers this property for sale to the adjacent owner.

FURTHER THAT Council hereby authorizes the Mayor and the Clerk to execute an agreement of purchase and sale to sell this property to David Armstrong for \$14,700 plus survey and legal costs.

AND THAT the Town will construct a 1.2m black chain link fence along the new property line

10-01-17-1 Receive and Record

COUNCIL ACTION

THAT Council hereby declares a portion of Part 1 R2190, Parts 4 to 13 R 2740 and Part 6 R-115 to be surplus to municipal needs and offers this property for sale to adjacent owners.

FURTHER THAT Council hereby authorizes the Mayor and the Clerk to execute an agreement of purchase and sale to sell this property to Lynda Burger for \$6,047 plus survey and legal costs.

THAT Council hereby declares a portion of 26R-265 Parts 2, 4, 5 and 6 to be surplus to municipal needs and offers this property for sale to the adjacent owner.

FURTHER THAT Council hereby authorizes the Mayor and the Clerk to execute an agreement of purchase and sale to sell this property to David Armstrong for \$14,700 plus survey and legal costs.

AND THAT the Town will construct a 1.2m black chain link fence along the new property line

BY-LAW NO. 16-2017

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE ONE HUNDRED AND TWENTY EIGHTH COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE AT THE FIFTH REGULAR MEETING OF COUNCIL OF MARCH 14, 2017

AND WHEREAS Section 5 of the Municipal Act, S.O. 2001, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS it is deemed expedient that the proceeding of the Council of the Corporation of the Town of Carleton Place at this meeting be confirmed and adopted by by-law;

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

1. **THAT** the action of the 128TH Council of the Corporation of the Town of Carleton Place at the FIFTH Regular Meeting of Council held on March 14, 2017, in respect of each motion and resolution passed, and other action taken by the Council of the Corporation of the Town of Carleton Place at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. **THAT** the Mayor and proper officials of the Corporation of the Town of Carleton Place are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Town of Carleton Place referred to in the preceding section thereof.
3. **THAT** the Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Town of Carleton Place.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 14th DAY OF MARCH 2017.

Louis Antonakos, Mayor

D.H. Rogers, Clerk