

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

The Third 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, January 31, 2017 at 7:00 p.m.

**PRESENT:** Mayor Antonakos                      \*Councillor Black  
                  Councillor Doucett                      Councillor Redmond  
                  Councillor Fritz                            Councillor Trimble

**STAFF:** P. Knowles, CAO

\*Councillor Black joined the meeting in progress at 7:10 p.m.

**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. 3-128-01

Moved by Councillor Doucett, seconded by Councillor Fritz

**THAT** the Minutes of the Second Regular Meeting of the 128<sup>th</sup> Council held on January 17, 2017 be adopted as printed.

**CARRIED**

**IV       DELEGATIONS**

None

**V        COMMUNICATIONS**

128049 – 128062

**VI       READING OF BY-LAWS**

**By-law No. 08-2017**

Motion No. 3-128-02

Moved by Councillor Redmond, seconded by Councillor Trimble

**THAT** By-law No. 08-2017 **(To Amend Development Permit By-law 15-2015)** be read a first, a second and third time and finally passed.

**CARRIED**

**By-law No. 09-2017**

Motion No. 3-128-03

Moved by Councillor Fritz, seconded by Councillor Doucett

**THAT** By-law No. 09-2017 **(To Correct an Error in By-law 26-94)** be read a first, a second and third time and finally passed.

**CARRIED**

## **VII STANDING COMMITTEES**

### **Policy Review Committee – January 17, 2017**

Motion No. 3-128-04

Moved by Councillor Doucett, seconded by Councillor Fritz

Communication: 128049 128050 128051 128052 128053

**THAT** Council hereby accepts the Policy Review Committee's decisions related to the consent items of January 17, 2017 and approves the Council Actions.

**CARRIED**

### **Corporate Services Committee – January 24, 2017**

Motion No. 3-128-05

Moved by Councillor Trimble, seconded by Councillor Redmond

Communication: 128054 128055 128056 128057 128062

**THAT** Council hereby accepts the Corporate Services Committee's decisions related to the consent items of January 24, 2017 and approves the Council Actions.

**CARRIED**

### **Community Issues Committee – January 24, 2017**

Motion No. 3-128-06

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 128058 128060

**THAT** Council hereby accepts the Community Issues Committee's decisions related to the consent items of January 24, 2017 and approves the Council Actions.

**CARRIED**

Motion No. 3-128-07

Moved by Councillor Redmond, seconded by Councillor Trimble

Communication: 128061

**THAT** Council hereby appoints Mark Smith, Barre Campbell and Bill Levesque (Parks and Recreation Committee) to the Active Transportation Steering Committee.

**CARRIED**

## **VIII OTHER BUSINESS**

None

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

Mayor Antonakas thanked Joanne Henderson, Manager of Recreation & Culture and staff for their time and efforts to complete the Canada 150 Trillium Grant Application. The Town will now receive \$75,000 for repairs and additions to the splash pad, paved pathway from the splash pad to the washrooms and repairs and upgrades to the washroom facilities to ensure that they are fully accessible for all patrons. It was also noted that the meeting in Toronto with MTO was successful and work will begin on a Municipal Access Management Plan and highway 7. Finally, a reminder of the Open House/Public Information Session regarding the CPR Trail will be held in the Bob Rintoul Hall at the Arena on Thursday, February 2, 2017 from 6:30-8:30 p.m.

**X BY-LAW CONFIRMING COUNCIL PROCEEDINGS**

**By-law No. 10-2017**

Motion No. 3-128-08

Moved by Councillor Redmond, seconded by Councillor Trimble

**THAT** By-law No. 10-2017 (**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.

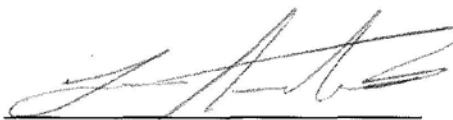
**XII ADJOURNMENT – 7:15 p.m.**

Motion No. 3-128-09

Moved by Councillor Doucett, seconded by Councillor Fritz

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

**CARRIED**



Louis Antonakos, Mayor

  
D.H. Rogers, Clerk



## AGENDA

THIRD REGULAR MEETING OF THE ONE HUNDRED AND  
TWENTY EIGHTH COUNCIL OF THE TOWN OF CARLETON PLACE  
Tuesday, January 31, 2017 Council Chambers at 7:00 p.m.

**I OPENING PRAYER**

**II DISCLOSURE OF PECUNIARY INTEREST**

**III MINUTES OF PREVIOUS MEETING**

Minutes of the Second Regular Meeting of the 128<sup>th</sup> Council of January 17, 2017

**IV DELEGATIONS**

None

**V COMMUNICATIONS**

128049 – 128062 (*copies of communications are available to view in the Clerk's Dept.*)

**VI READING OF BY-LAWS**

By-law 08-2017 – To Amend Development Permit By-law 15-2015

By-law 09-2017 – To Correct an Error in By-law 26-94

**VII STANDING COMMITTEES**

**Policy Review Committee** – January 17, 2017

128049 128050 128051 128052 128053

**Corporate Services Committee** – January 24, 2017

128054 128055 128056 128057 128062

**Community Issues Committee** – January 24, 2017

128058 128060 128061

**VIII OTHER BUSINESS**

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

**X BY-LAW NO. 10-2017 CONFIRMING COUNCIL PROCEEDING**

**XI SINGING OF O'CANADA**

**XII ADJOURNMENT**

**BY-LAW. NO. 08-2017**

**A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AMEND  
DEVELOPMENT PERMIT BY-LAW 15-2015**

**WHEREAS** the Council of the Corporation of the Town of Carleton Place deems it desirable to amend the Development Permit By-law 15-2015.

**AND WHEREAS** authority is granted under section 70.2 and section 34 of the Planning Act (R.S.O 1990).

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

1. That General Provisions Section (Section 3) be revised to add the attached wording as a portion of Section 3.46 found in Schedule A of this by-law.
2. That this by-law come into full force and effect on the 31<sup>st</sup> day of January, 2017.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS  
31<sup>st</sup> DAY OF JANUARY 2017.

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Louis Antonakos, Mayor

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D.H. Rogers, Clerk

## SCHEDULE "A" TO BY-LAW 08-2017

### 3.46 Model Home and Residential Units Dry Build

#### *Model Home*

A model home is a temporary use which shall be permitted only within a draft approved Residential Plan of Subdivision or Registered Plan of Subdivision. The subdivision is required to have full municipal services including water, sanitary sewer systems, stormwater management and all other municipal infrastructures. All model homes shall be in compliance with the following:

- (a) A model home means a residential dwelling for the purposes of display and showcasing for sale of specific built product to be developed and constructed within the approved subdivision.
- (b) Model home units may not be occupied as a dwelling unit prior to;
  - i) the registration of the Plan of Subdivision Agreement, and;
  - ii) the issuance of an Occupancy Permit by the Town's Chief Building Official.

#### *Residential Unit, Dry Build*

A Residential Unit, dry build is a temporary use which shall be permitted only within a draft approved Residential Plan of Subdivision. The subdivision is required to have full municipal services including water, sanitary sewer systems, storm water management and all other municipal infrastructures. All residential units, dry build shall be in compliance with the following:

- (a) A residential unit dry build means a future residential dwelling not connected to municipal services at time of construction. Access or occupancy by the general public is prohibited nor may the residential dry build be occupied as a dwelling unit.  
**Notwithstanding the foregoing a residential unit dry build may be used as a show home for the purpose of demonstrating and display of offered product if a fire safety plan is acceptable to the Fire Chief of the Town of Carleton Place.**
- (c) Upon connection of full municipal services to a dry build structure, the structure may convert to model home unit or a residential dwelling as defined herein.

#### *Permits and Timing*

The maximum permitted combined number of any model home and/or dry build units shall not exceed 10% of the total number of dwelling units intended for residential development purposes within the plan of registration, or five dwelling units whichever is greater.

Notwithstanding the above no more than five residential unit dry build may be constructed adjacent to each other. Until the units have been connected to full municipal services there must be 12 metres of separation between any built structures.

All dry build, and model home units shall comply with the requirements for residential units in Section 6, Residential, and all other applicable sections of this by-law.

Prior to the commencement of construction of any part of a model home unit or residential unit dry build, the developer shall apply for, and enter into a Conditional Building Permit Agreement, pursuant to section 8.(3) of the Building Code Act, as amended, with the Town of Carleton Place. Notwithstanding Section 3.43, a development permit is not required.

### *Sales Office*

A sales office is permitted within either a Residential Unit, Dry Build or a Model Home on a temporary basis provided that a fire safety plan is in place with the approval of the Fire Chief of the Town of Carleton Place and that washroom facilities are available and have been reviewed and accepted by the Chief Building Official.

A standalone sales office is permitted either within a sales trailer or other existing structure as a temporary use. A standalone sales office will require that all requirements of the Building Code are met and that the fire department is satisfied that fire protection is in place and acceptable.

Notwithstanding Section 3.43 of the Development Permit By-law a development permit will not be required for a temporary standalone sales office.

A standalone sales office will be required to provide 1 parking space for every 20 square metres (215 feet) of gross floor area used as the office or minimum of 5 spaces whichever is greater.

## **BY-LAW 09-2017**

### **A BY-LAW OF THE TOWN OF CARLETON PLACE TO CORRECT AN ERROR IN BY-LAW 26-94**

**WHEREAS** By-law 26-94 providing for the levy of a charge for connection to municipal water and sewer system was registered in error against the lands described as follows and being identified as PIN 05128-0046:

PT LT 30 PL 7211 LANARK N BECKWITH; PT LT 28 PL 7211 LANARK  
NORTH BECKWITH; PT LT 26 PL 7211 LANARK N BECKWITH; PT LT  
24 PL 7211 LANARK N BECKWITH; PT LT 192 PL 6115 LANARK N  
BECKWITH, ALL AS IN RN55072; S/T RN106417; TOWN OF  
CARLETON PLACE

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

1. That By-law No. 26-94 of the Corporation of the Town of Carleton Place registered 22<sup>nd</sup> December, 1994, as Instrument #RS163286 be and is hereby repealed with respect to the property described as follows and identified by PIN 05128-0046:

PT LT 30 PL 7211 LANARK N BECKWITH; PT LT 28 PL 7211 LANARK  
NORTH BECKWITH; PT LT 26 PL 7211 LANARK N BECKWITH; PT LT  
24 PL 7211 LANARK N BECKWITH; PT LT 192 PL 6115 LANARK N  
BECKWITH, ALL AS IN RN55072; S/T RN106417; TOWN OF  
CARLETON PLACE

and that the Town Solicitor is hereby authorized and instructed to register a copy of this By-law in the Lanark Registry Office (No. 27).

READ A FIRST TIME, A SECOND TIME, A THIRD TIME AND FINALLY PASSED THIS  
31<sup>ST</sup> DAY OF JANUARY 2017.

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Louis Antonakos, Mayor

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D. H. Rogers, Clerk





Policy Review Committee  
Council Report  
January 17<sup>th</sup>, 2017

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**COMMUNICATION 128049**

Received from	Community & Primary Health Care and Mills Home Support
Addressed to	Municipality
Date	January 10 <sup>th</sup> , 2017
Topic	Creation and Nurturing of Community Vitality and Wellness

**SUMMARY**

Council and staff are invited to engage in a conversation about community wellness – from the health care system and community supports to the creation and nurturing of community vitality and wellness. This conversation will be held Thursday, February 16, 2017 8:30 a.m. – 1:30 p.m. at the Carambeck Community Centre, 351 Bridge Street in Carleton Place (lunch will be provided). The workshop will highlight community assets, client stories and feature an interactive “walk” that will have participants Walk a Health Care Mile. To register or for more information please call Heather Miller at 613-257-3296 extension 2301.

**STAFF RECOMMENDATION**

THAT those interested register for this event.

**COMMITTEE DECISION**

THAT those interested register for this event.

**COUNCIL ACTION**

Receive and Record

## **COMMUNICATION 128050**

Received from Joanna Bowes, Manager of Development Services  
Addressed to Policy Review Committee  
Date January 17, 2017  
Topic Development Permit Amendment- Sales Office as a Temporary Use in Draft Plan Subdivision

### **SUMMARY**

After approving a Development Permit Amendment related to allowing model home and dry home units to be constructed within a draft plan of subdivision. The developers of the area identified that they wanted a sales officer within the model home. This would be considered a commercial use and under different legislation would require a different building standard. Further, many developers may choose to operate their sales offices within the model home, dry build, trailer or other home already on-site.

### **COMMENT**

This proposed amendment alters the wording slightly of the first amendment brought forward by Cardel Homes. It is a modification to Section 3, General Provisions and adds a sale office as a temporary permitted use either within a model homes, residential dry build or stand-alone structure.

An open house was held regarding this proposed amendment at the Town hall Auditorium on January 10, 2017. No concerns or comments were raised. A letter was received from the Ministry of Transportation (MTO) that noted that any sales office within their jurisdiction would require a permit from the MTO.

The public meeting is being held January 17, 2017 at 8:00pm at the Council Chambers at Carleton Place Town hall.

If approved, this Development Permit Amendment would allow Developers on all sites within the Town of Carleton Place to have a temporary sales office within a model home, dry build, or stand-alone structure provided that the appropriate parking is provided and that it is within a draft plan of subdivision.

### **STAFF RECOMMENDATION**

That the amendment to Development Permit By-law 15-2015 be approved and to add the “sales office as a temporary use” provisions to Section 3.0 “General Provisions”

### **COMMITTEE DECISION**

That the amendment to Development Permit By-law 15-2015 be approved and to add the “sales office as a temporary use” provisions to Section 3.0 “General Provisions”

### **COUNCIL ACTION**

Receive and Record

## COMMUNICATION 128051

Received from Joanna Bowes, Manager of Development Services  
Addressed to Policy Review Committee  
Date January 26<sup>th</sup>, 2016  
Topic Lease Agreement- Brigil Homes; Consent Application B16/134

### SUMMARY

A consent application has been received from the applicant in relation to the property known municipally as 324 Coleman Street. The subject lands are legally described as 27M-41, Block 108 as illustrated below.



Although the applicant is not legally severing the lot, they are requesting a lease of land to last longer than 21 years. Under section 50(3) (f) of the Planning Act if a lease of land is requested for over 21 years a consent application is required.

This consent application is to provide a land lease in favour of McDougall Energy Inc (Mac's Gas Bar) on 326 m<sup>2</sup> of land to be used for the existing gas bar and convenience store for 15 years with 5 separate successive options to extend the lease, each for a period of 5 years.

This entire site was a part of the Carleton Crossing Subdivision under application number 09-T-06003. The entirety of this commercial block was approved under SPC-10-2007. The Mac's Gas Bar was approved through Development Permit application DP3-03-2012.

## 128051 Continued

The Provincial Policy Statement (PPS) provides direction on matters of Provincial interest pertaining to land use matters and all development proposals must be consistent with the policies therein. The statement believes that long term prosperity for the Province depends upon a “strong, sustainable and resilient community, a clean and healthy environment, and a strong and competitive economy”. The policy statement directs development to settlement areas and protects the resources throughout the province.

Section 1.0 of the statement, Building Strong Healthy Communities, stresses efficient development patterns by supporting infill development, utilizing existing infrastructure and promoting opportunities to create a varied built form.

Section 2.0 of the statement protects resources and Section 3.0 outlines policies to direct development away from areas of potential hazards.

The proposed severance complies and is consistent with policy directions within the Provincial Policy Statement.

The Official Plan designation for this property is Highway District. This designation is intended encourage and enhance commercial development while providing employment opportunities within the Town. The Development Permit By-law also designates the property as Highway District the intent of which is to increase and guide on-going development of regional scale commercial retail facilities.

### COMMENT

The proposal, if approved, will allow for the 40 year lease of the Mac’s Milk Gas Bar. It is appropriately designated in both the Official Plan and in the Development Permit By-law. As with any severance application, staff compiles a list of conditions that the application must meet before final approval and creation of a new deed.

It should be noted that once the County of Lanark Land Division Committee makes a decision, the applicant must clear all conditions within one year from the date of that decision. The proposed conditions for the application are:

1. The balance of outstanding taxes, including penalties and interest, (and any local improvement charges if applicable) shall be paid to the Town of Carleton Place.
2. The applicant shall provide the Town of Carleton Place with a digital copy of the reference plan (in NAD83 datum).
3. That a deposited reference plan be submitted to the Town of Carleton Place.
4. That a cash-in-lieu of parkland payment of 2% the value of the land be collected.

**128051 Continued**

1. That the applicant shall provide the Town of Carleton Place with a Building Location Survey demonstrating that the lands severed and the lands retained are in compliance with all Development Permit provisions. The Building Location Survey shall also include confirmation for both the severed and retained parcels that there is:
  - Adequate frontage along the maintained road
  - Adequate access along the maintained road
  - Compliance with the Ontario Building Code

**STAFF RECOMMENDATION**

That staff forward the above conditions to the County of Lanark for consideration.

**COMMITTEE DECISION**

That staff forward the above conditions to the County of Lanark for consideration.

**COUNCIL ACTION**

Receive and Record

**COMMUNICATION 128052**

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Policy Review Committee
Date	January 12 <sup>th</sup> , 2017
Topic	Meeting Cancellation

**SUMMARY**

The OGRA Conference will be held February 26<sup>th</sup>, - March 1<sup>st</sup>, 2017 and meetings during this time have usually been cancelled as it is difficult to maintain a quorum.

**STAFF RECOMMENDATION**

THAT the meetings regularly scheduled for Tuesday February 28<sup>th</sup>, 2017 be cancelled.

**COMMITTEE DECISION**

THAT the meetings regularly scheduled for Tuesday February 28<sup>th</sup>, 2017 be cancelled.

**COUNCIL ACTION**

Receive and Record

## **COMMUNICATION 128053**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date January 12<sup>th</sup>, 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**

17-01-17-1 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**

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

### **REPORT TO COUNCIL**

17-01-17-1 Bring forward

10-01-17-2 Bring forward

### **COUNCIL ACTION**

Receive and Record



Corporate Services Committee  
Council Report  
January 24<sup>th</sup>, 2017

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**COMMUNICATION 128054**

Received from        MVCA  
Addressed to        Duncan Rogers, Clerk  
Date                    January 3<sup>rd</sup>, 2017  
Topic                  MVCA Draft Budget

**SUMMARY**

In 2017 the Carleton Place share of the MVCA levy is to increase from \$60,881 to \$63,754. This is a 4.7% increase made up of the levy increase of 3.3% and a shift in levy apportionment. We have estimated in our budget \$63,000 for this levy

**COMMENT**

Information only

**STAFF RECOMMENDATION**

Receive and Record

**COMMITTEE DECISION**

Receive and record

**COUNCIL ACTION**

Receive and record

**COMMUNICATION 128055**

Received from OCWA  
Addressed to Phil Hogan, Treasurer  
Date December 22<sup>nd</sup>, 2016  
Topic Client Report for 11 Months

**SUMMARY**

OCWA provided us with a statement for the period of January 1, 2016 to November 30, 2016.

Actual Expenditures	\$1,464,984
Budget	\$1,477,513
Surplus for 11 months	\$ 12,529

**COMMENT**

OCWA staff are forecasting that we will end the year with a slight surplus.

**STAFF RECOMMENDATION**

Receive and Record

**COMMITTEE DECISION**

Receive and record

**COUNCIL ACTION**

Receive and record

**COMMUNICATION 128056**

Received from Phil Hogan, Treasurer  
Addressed to Corporate Services Committee  
Date January 18<sup>th</sup>, 2017  
Topic OMPF Funding 2018

**SUMMARY**

In 2011, the municipality was receiving \$1,600,000 dollars per year in OMPF funding and has seen this funding reduced continuously since 2011 to where we will receive \$700,000. With a change in the funding formulae for Police costs to the new OPP funding a part of what we previously received as a Police Grant became known as transitional funding. We have been losing this transitional funding at the rate of 15% of our total OMPF grant due to our financial circumstances. After 2017 we no longer have any transitional assistance to lose.



**128056Continued**

Of the remaining \$700,000 grant we receive, \$585,000 is for being a Small Community. This grant is based on a community having a population of under 10,000. I asked the ministry what happens after we have a population greater than 10,000 and have been told that we will lose this grant proportionately as we grow to a population of 12,000. By the time we are 12,000 we will lose the entire \$585,000. In 2018 the Ministry will use the new census data for this calculation and it will remain until the next census. Examples of potential grant loss in 2018 based on census.

If our population is	10,250	OMPF Grant Loss	\$ 73,216
	10,500		\$146,432

**STAFF RECOMMENDATION**

To be discussed

**COMMITTEE DECISION**

Receive and Record

**COUNCIL ACTION**

Receive and Record

**COMMUNICATION 128057**

Received from Phil Hogan, Treasurer  
 Addressed to Corporate Services Committee  
 Date January 17<sup>th</sup>, 2017  
 Topic Assessment Change by Property Class

**SUMMARY**

Assessment change over 2012 assessment for properties in Carleton Place for use in 2017 tax billings

	2012	2016	
Residential	1,054,478,849	1,063,235,651	+0.8%
Multi Res	21,259,000	21,752,800	+2.3%
Commercial	179,870,051	169,802,464	-5.6%
Industrial	8,015,600	7,903,225	-1.4%
Pipeline	2,268,000	2,317,000	+2.2%
Farmland	15,800	19,725	+24.8%
		Overall Change	0.006%

**128057 Continued**

In 2017 we will see some shift between who gets taxed but the overall assessment due to reassessment remains the same. This will be true in 2017 since any property that received a decrease in assessment will get the full benefit of that reduction in Year 1 (2017).

**STAFF RECOMMENDATION**

To be discussed

**COMMITTEE DECISION**

Receive and record

**COUNCIL ACTION**

Receive and Record

**COMMUNICATION 128062**

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Corporate Services Committee
Date	January 24 <sup>th</sup> , 2017
Topic	ROMA Delegation

**SUMMARY**

The Ministry of Transportation has agreed to meet with representatives from the Town at the ROMA Conference on Monday January 30<sup>th</sup>, 2017 @ 10:30 a.m. in the Forest Hill Room on the 4<sup>th</sup> Floor of the Sheraton Hotel to discuss proceeding with a Municipal Highway Access Plan for Hwy. 7 between McNeely and Hwy. 15.

**STAFF RECOMMENDATION**

THAT representatives attend.

**COMMITTEE DECISION**

THAT representatives attend.

**COUNCIL ACTION**

Receive and Record



Community Issues Committee  
Council Report  
January 24<sup>th</sup>, 2017

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**COMMUNICATION 128058**

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

**SUMMARY**

Action Report for the January 9<sup>th</sup>, 2017 meeting of the **Parks and Recreation Committee** was previously distributed. Noteworthy items include:

- 128044        Replacement of Hot Pool Heater
- 128045        Installation of Charging Station in Arena Lobby

Minutes of the January 16<sup>th</sup>, 2017 meeting of the **Environmental Advisory Committee** were previously distributed. Noteworthy items include:

- ❖ Collaboration with MMEAC;
- ❖ Advertisement for New Members
- ❖ Canned presentations on Composting/Recycling and Water Conservation
- ❖ Drinking Fountains
- ❖ Creation of position on CPEAC for a high school student.

**STAFF RECOMMENDATION**

THAT Council accepts Parks and Recreation Committee decisions

THAT Environmental Advisory Committee be reminded that it is the Clerk's office that advertises and arranges for appointment of new committee members and that replacing water fountains be investigated by staff.

**COMMITTEE DECISION**

THAT Council accepts Parks and Recreation Committee decisions

THAT Environmental Advisory Committee be reminded that it is the Clerk's office that advertises and arranges for appointment of new committee members and that replacing water fountains be investigated by staff.

**COUNCIL ACTION**

Receive and Record

**COMMUNICATION 128060**

Received from Ken Bennett  
Addressed to Paul Knowles, Chief Administrative Officer  
Date January 9<sup>th</sup>, 2017  
Topic By-law 26-94

**SUMMARY**

Solicitor is working to remove by-law 26-94 that was registered in error against Burger's property. To accomplish this, he recommends Council adopt the attached by-law.

**STAFF RECOMMENDATION**

THAT proposed By-law be forwarded to Council for approval.

**COMMITTEE DECISION**

THAT proposed By-law be forwarded to Council for approval.

**COUNCIL ACTION**

Receive and record

**COMMUNICATION 128061**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date January 19<sup>th</sup>, 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**

08-11-16-1 personal matters about an identifiable individual, including municipal or local board employees - General Nature – Striking Committee – Schedule A

**128061 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**

- 08-11-16-1 personal matters about an identifiable individual, including municipal or local board employees - General Nature – Striking Committee – Schedule A
- 28-06-16-3 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Carambeck

**REPORT TO COUNCIL**

- 08-11-16-1 THAT Council hereby appoints Mark Smith, Barre Campbell and Bill Levesque (Parks and Recreation Committee) to the Active Transportation Steering Committee.
- 28-06-16-3 Receive and Record

**COUNCIL ACTION**

THAT Council hereby appoints Mark Smith, Barre Campbell and Bill Levesque (Parks and Recreation Committee) to the Active Transportation Steering Committee.

## BY-LAW NO. 10-2017

### 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 THIRD REGULAR MEETING OF COUNCIL OF JANUARY 31, 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 128<sup>TH</sup> Council of the Corporation of the Town of Carleton Place at the THIRD Regular Meeting of Council held on January 31, 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 31<sup>ST</sup> DAY OF JANUARY 2017.

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Louis Antonakos, Mayor

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D.H. Rogers, Clerk