

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

The Ninth Regular Meeting of the One Hundred and Twenty Seventh Council of the Town of Carleton Place was held in the Town Hall Council Chambers on Tuesday, April 26, 2016 at 7:00 p.m.

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

STAFF: P. Knowles, C.A.O.
 D. Rogers, Clerk
 L. Reynolds, Director of Protective Services

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. 9-127-01

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

THAT the Minutes of the Eighth Regular Meeting of the 127th Council held on April 12, 2016 be adopted as printed.

CARRIED

IV DELEGATIONS

None

V COMMUNICATIONS

127135- 127181

VI READING OF BY-LAWS

By-law No. 18-2016

Motion No. 9-127-02

Moved by Councillor Black, seconded by Councillor Trimble

THAT By-law No. 18-2016 **(To Repeal Former Employee By-laws)** be read a first time, second time and third time and finally passed.

CARRIED

By-law No. 19-2016

Motion No. 9-127-03

Moved by Councillor Redmond, seconded by Councillor Trimble

THAT By-law No. 19-2016 **(To Establish Final Tax Rates for 2016)** be read a first time, second time and third time and finally passed.

CARRIED

By-law No. 20-2016

Motion No. 9-127-04

Moved by Councillor Redmond, seconded by Councillor Black

THAT By-law No. 20-2016 **(To Amend Property Standards By-law 64-2008)** be read a first time, second time and third time and finally passed.

CARRIED

VII STANDING COMMITTEES

Policy Review Committee – April 12, 2016

Motion No. 9-127-05

Moved by Councillor Doucett, seconded by Councillor Fritz

Communication: 127151 127152 127153 127154 126387
127116 127156 127157 127158 127159

THAT Council hereby accepts the Policy Review Committee's decisions related to the consent items of April 12, 2016 and approves the Council Actions.

CARRIED

Motion No. 9-127-06

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 127166

THAT Council hereby authorizes staff to issue a Purchase Order to Clean Water Works Inc. for sanitary sewer manhole sealing.

CARRIED

Corporate Services Committee – April 19, 2016

Motion No. 9-127-07

Moved by Councillor Trimble, seconded by Councillor Redmond

Communication: 127168 127169 127170 127172 127174

THAT Council hereby accepts the Corporate Services Committee's decisions related to the consent items of April 19, 2016 and approves the Council Actions.

CARRIED

Motion No. 9-127-08

Moved by Deputy-Mayor Flynn, seconded by Councillor Doucett

Communication: 127068

THAT Council hereby instructs staff to proceed planning for the core infrastructure projects identified in the 10 year plan.

CARRIED

Motion No. 9-127-09

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 127171

THAT Council hereby approves the 206 budget reflecting PSAB Reporting.

CARRIED

Motion No. 9-127-10

Moved by Councillor Black, seconded by Councillor Trimble

Communication: 127173

THAT Council hereby approves the Statement of Remuneration as prepared by the Treasurer for the year 2015.

CARRIED

Motion No. 9-127-11

Moved by Councillor Black, seconded by Councillor Trimble

Communication: 127176

THAT Council hereby adopts the Recycling, Promotion and Education Communication Plan dated April 20, 2016.

CARRIED

Community Issues Committee – April 19, 2016

Motion No. 9-127-12

Moved by Councillor Fritz, seconded by Councillor Doucett

Communication: 127177 127180 127181

THAT Council hereby accepts the Community Issues Committee's decisions related to the consent items of April 19, 2016 and approves the Council Actions.

CARRIED

Motion No. 9-127-13

Moved by Councillor Redmond, seconded by Councillor Trimble

Communication: 127179

THAT Council hereby authorizes staff to distribute \$18,300 of Community Enrichment Grants as per the attached.

CARRIED

VIII OTHER BUSINESS

Mayor Antonakos on behalf of Council, presented a Certificate to Mr. Kory Earle of People First of Lanark County, acknowledging ten years of dedicated service to people with disabilities in the community. After a short picture taking session, Mr. Earle addressed Council and reviewed the many achievements of the organization over the past ten years. Mr. Earle thanked both Council and the residents of Carleton Place for their support over the past ten years. Mr. Earle was thanked for his presentation by a round of applause from Council, staff and members of the public present. After the Council meeting, Mayor Antonakos, members of Council, staff and members of the public present participated in a short reception to mark this event in the foyer of the Town Hall.

Mayor Antonakos informed Council of the recent success of the local Junior 'A' Carleton Place Canadians and their achievement of winning their 3rd consecutive Bogart Cup. Mayor Antonakos on behalf of Council expressed best wishes to the team regarding their next round of the playoffs.

IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER

None

X BY-LAW CONFIRMING COUNCIL PROCEEDINGS

By-law No. 21-2016

Motion No. 9-127-14

Moved by Councillor Trimble, seconded by Councillor Black

THAT By-law No. 21-2016 (**Confirm Council Proceedings**) be read a first time, second time and third time and finally passed.

CARRIED

XI SINGING OF O CANADA

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

XII ADJOURNMENT – 7:23 p.m.

Motion No. 9-127-15


Moved by Councillor Trimble, seconded by Councillor Redmond

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

CARRIED



Louis Antonakos, Mayor


D.H. Rogers, Clerk



AGENDA

NINTH REGULAR MEETING OF THE ONE HUNDRED AND TWENTY SEVENTH COUNCIL OF THE TOWN OF CARLETON PLACE Tuesday, April 26, 2016 Council Chambers at 7:00 p.m.

I OPENING PRAYER

II DISCLOSURE OF PECUNIARY INTEREST

III MINUTES OF PREVIOUS MEETING

Minutes of the Eighth Regular Meeting of the 127th Council of April 12, 2016

IV DELEGATIONS

None

V COMMUNICATIONS

127135 – 127181 (*copies of communications are available to view in the Clerk's Dept.*)

VI READING OF BY-LAWS

By-law 18-2016 – To Repeal Former Employee By-laws

By-law 19-2016 – To Establish Final Tax Rates for 2016

By-law 20-2016 – To Amend Property Standards By-law 64-2008

VII STANDING COMMITTEES

Policy Review Committee – April 12, 2016

126387 127116 127151 127152 127153 127154

127156 127157 127158 127159 127166

Corporate Services Committee – April 19, 2016

127168 127169 127170 127068 127171 127172

127173 127174 127176

Community Issues Committee – April 19, 2016

127177 127179 127180 127181

VIII OTHER BUSINESS

IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER

X BY-LAW NO. 21-2016 CONFIRMING COUNCIL PROCEEDING

XI SINGING OF O'CANADA

XII ADJOURNMENT

BY-LAW NO. 18-2016

**A BY-LAW OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF
CARLETON PLACE TO REPEAL CERTAIN BY-LAWS**

WHEREAS it is deemed necessary and appropriate to repeal certain By-laws dealing with former employees and/or former contract employees of the Town of Carleton Place.

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

THAT the following By-laws be hereby repealed; By-law No. 52-89, 58-90, 17-91,5-92,11-94, 25-99, 52-99, 16-2000, 17-2000, 69-2000, 67-2001,13-2004, 14-2004,62-2007 and By-law No. 33-2011.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS
26th DAY OF APRIL 2016.

Louis Antonakos, Mayor

D.H. Rogers, Clerk

BY-LAW NO. 19-2016

A BY-LAW TO ADOPT THE ESTIMATES FOR THE SUMS REQUIRED DURING THE YEAR 2016 FOR THE GENERAL AND SPECIAL PURPOSES OF THE CORPORATION OF THE TOWN OF CARLETON PLACE AND TO ESTABLISH TAX RATES

WHEREAS Section 312 of the Municipal Act, 2001 (S.O. 2001, c.25) provides that the Council of a local municipality shall after the adoption of estimates for the year, pass a by-law to levy a separate tax rate on the assessment in each property class;

AND WHEREAS Section 312(6) of the said Act require tax rates to be established in the same proportion to tax ratios;

WHEREAS the tax ratios as set by the County of Lanark for the Town of Carleton Place through By-Law 2016-09 are:

Residential/Farm Property Class (RT,RF,RH,RG)	1.000000
Multi-Residential Property Class (MT,MF)	2.298587
Commercial Property Class (CT,CF,CG,CK,ST,CH,GT,XT,ZT)	1.706190
Industrial Property Class (IT,IF,IJ,JT,LT,IH)	2.609301
Pipeline Property Class (PT)	2.051450
Farmland Property Class (FT)	0.250000
Farmland Awaiting Development - Phase 1,II (F1.R1)	0.250000
Managed Forest Property Class (TT)	0.250000

WHEREAS the property subclasses have tax rate reductions as set by the County of Lanark for the Town of Carleton Place through By-Law 2016-09 are:

Commercial Property Class Vacant land, Vacant units and excess land - 30% reduction,
(Qualifying Classes – CK, CU, CX, SU, CFU, CXN, SXN, XU)

Industrial Property Class Vacant land, Vacant units and excess land - 35% reduction,
(Qualifying Classes - IU, IX, LU, IJ, JU)

WHEREAS the assessed value of all rateable real property according to the latest revised assessment roll including properties for Payment in Lieu for the Town of Carleton Place amounts to \$1,244,967,300.

WHEREAS the Municipal Budget Levy Requirement for the Town of Carleton Place amounts to \$9,186,698 for 2016.

WHEREAS the request from the BIA Board of Management is for a Budget Levy amounting to \$152,567 for 2016.

WHEREAS the tax rates on the various property classes and sub-classes have been calculated pursuant to the provisions of the Municipal Act and the manner set out in this By-Law;

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

1. That the following tax rates be established and applied to the taxable assessments of the Town of Carleton Place for 2016 as follows:

Property Class	Municipal	Education	County	
	Tax Rate	Tax Rate	Tax Rate	Total
			By-Law 2016-10	

RT - RF - RG – RH	.00647800	.00188000	.00373000	.01208800
MT -MF	.01489025	.00188000	.00857373	.02534398
CT -CF -CG -CH –ST -GT	.01105270	.01285667	.00636409	.03027346
XT - ZT – CTN - STN	.01105270	.01180000	.00636409	.02921679
CU -CX – SU - CK	.00773689	.00899967	.00445486	.02119142
XU –ZU- CUN-SXN	.00773689	.00826000	.00445486	.02045175
IT -LT – IH	.01690305	.01500000	.00973269	.04163574
JT	.01690305	.01180000	.00973269	.03843574
IU – IX – LU – IJ	.01098698	.00975000	.00632625	.02706323
JU	.01098698	.00767000	.00632625	.02498323
PT	.01328929	.01500000	.00765191	.03594120
FT R1	.00161950	.00047000	.00093250	.00302200

BIA Special Rate

CT - ST - XT	.00434242
CU -CX –SU -XU	.00303970

2. That the due date for the payment of instalments of the 2016 taxes shall be:

Regular Instalments

February 25, 2016
 May 26, 2016
 August 25, 2016
 October 27, 2016

Monthly Payment Plan
 by automatic withdrawal
 (10 months)

February 10, 2016
 March 10, 2016
 April 10, 2016
 May 10, 2016
 June 10, 2016
 July 10, 2016
 August 10, 2016
 September 10, 2016
 October 10, 2016
 November 10, 2016

3. The assessment made in the year 2016, based on current values from January 1, 2012 under the provisions of the Assessment Act, Chapter A.31, R.S.O. 1990 as amended shall be the assessment on which the final tax rates shall be fixed and levied and the final tax shall be fixed and levied on such assessment.
4. If taxes are not paid on the due dates, a penalty of one and one-quarter percent (1.25%) of the unpaid taxes shall be levied on the first day of the calendar month following the due date and a further penalty of one and one-quarter percent (1.25%) on the first day of each calendar month thereafter for as long as the default continues, but not after December 31st, 2016.
5. If any taxes levied pursuant to this By-law remain unpaid as of January 1st, 2017, interest at the rate of one and one-quarter percent (1.25%) of the unpaid taxes shall be charged on January 1st, 2017 and also on the first day of each calendar month thereafter for as long as the default continues.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 26th DAY OF APRIL 2016.

Louis Antonakos, Mayor

D.H. Rogers, Clerk

BY-LAW NO. 20-2016

**A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE
TO AMEND THE PROPERTY STANDARDS BY-LAW NO. 64-2008**

WHEREAS The Council of The Town of Carleton Place adopted By-law No. 64-2008, commonly referred to as The Property Standards Bylaw and;

WHEREAS it is deemed expedient and necessary to amend the said By-law No. 642008;

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

THAT By-law No. 64-2008 be hereby amended by inserting the following:

1. In Section 1 - DEFINITIONS insert the following:

2.1.4 PARKING RESTRICTIONS IN RESIDENTIAL DESIGNATIONS

No person shall use any driveway or front yard for the parking or storage of any vehicle with a height in excess of 2.0 metres (6.56 feet) unless said vehicle can be fully located a minimum of 2.0 metres (6.56 feet) from the curb or sidewalk, whichever is more restrictive. This provision includes, but is not limited to, cars, trucks, boats, recreational vehicles, trailers etc.

Where a recreational vehicle is parked in any yard on any lot, such vehicle shall not be used for living or sleeping accommodation for longer than 30 days by any person and in no event shall such living or sleeping accommodation be leased or rented.

Further, that the remainder of Section 2 be re-numbered accordingly.

**READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED
THIS 26th DAY OF APRIL 2016.**

Louis Antonakos, Mayor

D.H. Rogers, Clerk



Policy Review Committee
Council Report
April 12th, 2016

COMMUNICATION 127151

Received from Minister Leal
Addressed to Lynn Fawn, Peterborough County (Copy of)
Date March 23rd, 2016
Topic OMFRA Scoring

SUMMARY

Perhaps in part in response to the motion recently adopted by Council, Minister Leal has announced changes to the permanent Ontario Community Infrastructure Fund (OCIF) program. Key changes include the following:

- There will be annual application intakes;
- The application process will be improved to include more targeted eligibility, and there will be a greater focus on the health and safety aspects of projects. This means less focus on municipal fiscal circumstances.
- Approximately \$50 million will be available for the 2016 intake. Future intakes will be up to \$100 million each. By 2018-19, OCIF funding will total \$300 million a year.

Further details will be made available when the expanded program is launched this spring.

In addition, formula-based funding will quadruple from \$50 million a year up to \$200 million a year by 2018-19. Recipients may accumulate formula-based funding for up to five years to invest in larger projects.

COMMENT

The increased funding and flexibility to the formula-based funding is good news for the Town. However, for the application based program, switching focus for eligibility from fiscal circumstance to health and safety aspects of the project will do little for the Town as the Town plans to upgrade infrastructure before it becomes a health or safety risk to the community.

127151 Continued

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127152

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date April 6th, 2016
Topic Trillium Foundation

SUMMARY

The Trillium Foundation has launched a new program titled Collective Impact Funding Stream. Collective Impact is the commitment of a group of important actors from different sectors to a common goal for solving a specific social problem, using a structured form of collaboration. It is a method of getting people to work together differently in pursuit of a clearly defined common goal to address complex social issues in communities. Issues suited to collective impact are those that are not easy to resolve, have persisted over time and cannot be solved in isolation. Significant funds could potentially be available from Trillium.

COMMENT

Further information is available on this topic. So far, staff have not identified any potential projects.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127153

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date April 6th, 2016
Topic Big Data Small Places

SUMMARY

A group is offering training where staff could learn how to better search and analyze data bases to provide conclusions that would support evidence based on decision making. The Town is being asked to consider sending a team (normally 5 people) of staff for training to increase their capacity to identify and access relevant data sources and systems and utilize common analytic techniques to attain a deeper understanding of their community's strengths, weaknesses and opportunities. Training would occur on four days spread over the fall of 2016 and cost \$1,000 per person.

COMMENT

The Management Committee has reviewed and did not identify any upcoming projects that would benefit from this training.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127154

Received from FCM
Addressed to Policy Review Committee
Date March 31st, 2015
Topic Federal Budget 2016

SUMMARY

FCM's analysis of the Federal Budget 2016 highlights Phase 1 of Canada's New Infrastructure Plan. A total of \$11.9 billion is to be spent on Social Infrastructure, Public Transit and Green Infrastructure.

Most of the funds are being directed towards priorities not directly relevant to the Town. However, significant funds (\$2 billion) will be available for Water and Wastewater but the priority for allocation will be health and safety. Small amounts of funding will be available for recreation and cultural infrastructure. Disappointingly it seems all of the funds will be distributed based on applications.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and record

COUNCIL ACTION

Receive and Record

COMMUNICATION 126387

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date October 2nd, 2015
Topic Rural Economic Development (RED) Program

SUMMARY

The Rural Economic Development (RED) program provides cost-shared funding support (up to 50%) for projects that will strengthen rural Ontario. With the support of the RED program, rural communities, organizations and businesses are better positioned to create jobs and attract investment.

Carleton Place has been approved previously for \$27,500 for a two-phase project to design and develop infrastructure and servicing to extend its business park area. Application intakes are outlined below:

- October 2, 2015 to January 15, 2016
- January 16, 2016 to April 15, 2016
- April 16, 2016 to July 15, 2016
- July 16, 2016 to October 15, 2016
- October 16, 2016 to January 15, 2017

Eligible Projects can fall under any of the following categories

1. Plans or strategies

- Business plan
- Economic development strategic plan
- Business retention and expansion plan
- Downtown revitalization plan
- Workforce plan
- Community improvement plan
- Performance measurement plan
- Succession plan

2. Applied research and analysis to support planning and priority setting

- Sector or economic analysis
- Collaborative research studies or evaluations
- Feasibility studies (e.g., new business or investment models such as value chain)
- Market research
- Marketing strategies
- New market access
- Building collaboration and integration along the value chain or cluster
- Rehabilitation of cultural, heritage or tourism attractions.

126387 Continued

3. Business or Sector Development and Diversification

- Business mentoring or training
- Regional business database
- Sharing best practices
- Incubator or business accelerators
- Business diversification and expansion
- Business modernization or productivity enhancements

4. Marketing, Promotional or Branding Activities

- Website development or enhancements
- Branding strategies
- Promotion, marketing and outreach

5. Workforce Attraction, Retention and Development

- Targeted workforce development (e.g. newcomers, youth)
- Leadership development
- Mentorship
- Entrepreneurship
- Industry or sector training

UPDATE – November 10th, 2015

An application could be submitted for a project to examine the streetscape along Bridge Street. However, only \$7,000 is available in the current draft of the budget for the local share of a project. A joint project with the BIA or Chamber of Commerce could be considered.

UPDATE – April 12th, 2016

It appears that the province is reviewing the RED program and not currently accepting applications for grants under this program. The 2016 budget included \$11,000 that was designated to be the local share for an application under this program. The Town's funds could now be re-purposed.

STAFF RECOMMENDATION

That the Town's budget of \$11,000 be used to fund the cost of installing new signage at business parks etc. Staff will be organizing this work in 2016.

COMMITTEE DECISION

That the Town's budget of \$11,000 be used to fund the cost of installing new signage at business parks etc. Staff will be organizing this work in 2016.

COUNCIL ACTION

Receive and Record

COMMUNICATION 127116

Received from Deputy-Mayor Flynn
Addressed to Paul Knowles, Chief Administrative Officer
Date March 21st, 2016
Topic Industrial Park Dedication

SUMMARY

Deputy-Mayor Flynn would like to discuss the business park dedications.

STAFF RECOMMENDATION

To be discussed.

COMMITTEE DECISION

A dedication will be organized for May 7th, 2016 at 10:00 a.m.

COUNCIL ACTION

Receive and Record

COMMUNICATION 127156

Received from Lanark County Plowmen's Association
Addressed to Members of Council
Date April 7th, 2016
Topic Lanark County Plowing Match

SUMMARY

Members of Council are invited to Plow at the Lanark County Plowing Match on Saturday, August 20th, 2016 at 1:00 p.m. and 2677 Scotch Line in Tay Valley.

STAFF RECOMMENDATION

THAT available members of Council participate and notify Association of your intention to participate by email to barbdowdall@storm.ca.

COMMITTEE DECISION

THAT available members of Council participate and notify Association of your intention to participate by email to barbdowdall@storm.ca.

COUNCIL ACTION

Receive and Record

COMMUNICATION 127157

Received from Maurine Adair
Addressed to Town of Carleton Place
Date April 7th, 2016
Topic Open House/Great Veggie Grow-Off

SUMMARY

Members of Council are invited to an Open House/Great Veggie Grow-Off kick off event by the Lanark County Food bank at 5 Allan Street from 12:30 p.m. – 4:00 p.m. on May 1st, 2016.

STAFF RECOMMENDATION

THAT available members of Council participate.

COMMITTEE DECISION

THAT available members of Council participate.

COUNCIL ACTION

Receive and Record

COMMUNICATION 127158

Received from Councillor Fritz
Addressed to Policy Review Committee
Date April 8th, 2016
Topic Update Council

SUMMARY

Councillor Fritz would like to update Council on a day-long seminar she attended in Cornwall of Friday, April 1st, 2016. The seminar was put on by the Minister of Safety and Correctional Services on policing reform.

STAFF RECOMMENDATION

THAT Councillor Fritz update Council.

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127159

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date April 7th, 2016
Topic Closed Meetings

SUMMARY

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

STAFF RECOMMENDATION

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

AGENDA

- 12-04-16-1 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Integrity Commissioner
- 02-09-16-4 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Drug Strategy Committee
- 12-04-16-2 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Sick Time
- 12-04-16-3 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue
- 03-08-16-1 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Carambeck Property
- 10-02-15-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local boards; General Nature - South of Highway 7
- 13-01-15-1 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Succession Planning
- 12-04-16-4 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue
- 15-09-15-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local boards; General Nature – Easement on McNeely

127159 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

- 12-04-16-1 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Integrity Commissioner
- 02-09-16-4 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Drug Strategy Committee
- 12-04-16-2 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Sick Time
- 12-04-16-3 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue
- 03-08-16-1 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Carambeck Property
- 10-02-15-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local boards; General Nature - South of Highway 7
- 13-01-15-1 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Succession Planning
- 12-04-16-4 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue
- 15-09-15-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local boards; General Nature – Easement on McNeely

REPORT TO COUNCIL

- 12-04-16-1 Receive and Record
- 02-09-16-4 Receive and Record
- 12-04-16-2 Receive and Record

127159 Continued

12-04-16-3 Bring forward

03-08-16-1 Bring forward

10-02-15-2 Bring forward

13-01-15-1 Bring forward

12-04-16-4 Bring forward

15-09-15-2 Bring forward

COUNCIL ACTION

Receive and Record

COMMUNICATION 127166

Received from Dave Young, Director of Public Works
Addressed to Policy Review Committee
Date April 11th, 2016
Topic Quotations for Manhole Sealing

SUMMARY

Staff received quotations up until 4:00 p.m. Friday, April 8th, 2016 for the provision of Sanitary Sewer Manhole Sealing services. The following quotes were received:

DM Robichaud Ltd	\$44,100 + taxes
Clean Water Works	\$25,200 + taxes

Clean Water Works has provided a variety of services to the Town in the past and are a qualified Contractor.

COMMENT

This work is part of the Infiltration Program that has been carried forward from the 2015 Sewer and Water Capital Program. The approved budget is \$40,000.

This work will see sanitary sewer manholes that have active groundwater infiltration repaired with high pressure epoxy grout and thereby reducing unwarranted flows in the sanitary sewer collection system and the Wastewater Treatment Plant.

STAFF RECOMMENDATION

THAT Council hereby authorizes staff to issue a Purchase Order to Clean Water Works Inc. for sanitary sewer manhole sealing.

127166 Continued

COMMITTEE DECISION

THAT Council hereby authorizes staff to issue a Purchase Order to Clean Water Works Inc. for sanitary sewer manhole sealing.

COUNCIL ACTION

THAT Council hereby authorizes staff to issue a Purchase Order to Clean Water Works Inc. for sanitary sewer manhole sealing.



Corporate Services Committee
Council Report
April 19th, 2016

COMMUNICATION 127168

Received from	Town of Perth
Addressed to	Phil Hogan, Treasurer
Date	March 4 th , 2016
Topic	POA Sharing

SUMMARY

Statement for the Provincial Offences Act shows the total fines and penalties are down from \$1,162,386 in 2014 to \$928,548 2015.

This has resulted in decreased cost and revenue sharing to Carleton Place in the amount of approximately \$20,000.

COMMENT

Information only

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127169

Received from Phil Hogan, Treasurer
Addressed to Corporate Services Committee
Date April 13th, 2016
Topic 1st Quarter Financial Review

SUMMARY

Financial Review for the quarter ended March 31, 2016.

COMMENT

At this time the expectation is that we will achieve our budget targets for 2016.
For Council Information.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127170

Received from OCWA
Addressed to Phil Hogan, Treasurer
Date April 4th, 2016
Topic Yearend Results 2015

SUMMARY

OCWA operations of the Sewage and Water Plants for 2015 has resulted in a surplus of \$20,575.21.

COMMENT

This credit will be applied to our April 2016 operating payment.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

COMMUNICATION 127068

Received from Phil Hogan, Treasurer
Addressed to Policy Review Committee
Date February 3rd 2016
Topic 10 Year Capital Plan

SUMMARY

Treasurer is working on the annual update to the Town's 10 Year Capital Plan

STAFF RECOMMENDATION

That Council instructs staff to proceed planning for the core infrastructure projects identified in the 10 year plan.

COMMITTEE DECISION

THAT Council hereby instructs staff to proceed planning for the core infrastructure projects identified in the 10 year plan.

COMMUNICATION 127171

Received from Phil Hogan, Treasurer
Addressed to Corporate Services Committee
Date April 13th, 2016
Topic PSAB Budget 2016

SUMMARY

PSAB Accounting has different accounting treatment than the Fund Accounting which reflects a balanced budget where Revenues less Expenditures come to zero. Under PSAB rules the treatment of certain expenditures for capital, debt payments, amortization, use of reserves are different. A statement which takes us from the Fund Accounting to the PSAB for 2016.

STAFF RECOMMENDATION

That Council hereby approves the 2016 budget reflecting PSAB Reporting.

COMMITTEE DECISION

That Council hereby approves the 2016 budget reflecting PSAB Reporting.

COUNCIL ACTION

That Council hereby approves the 2016 budget reflecting PSAB Reporting.

COMMUNICATION 127172

Received from Phil Hogan, Treasurer
 Addressed to Corporate Services Committee
 Date April 13th, 2016
 Topic By-law to establish Final Tax Rates for 2016

SUMMARY

Final tax rates along with the approved tax ratios have now been received from the Ministry of Education and the County of Lanark.

	2015	2016	Tax Rate Change
Residential	.01240700	.01208800	(2.57%)
Multi-Residential	.02634227	.02534398	(3.79%)
Commercial	.03078712	.03027346	(1.67%)
Industrial	.04214100	.04163574	(1.20%)

COMMENT

For residential we have experienced a real tax increase of 1.98% on the taxes but due to reassessment the tax rate will actually drop 2.57%

STAFF RECOMMENDATION

That By-law be forwarded to Council for approval

COMMITTEE DECISION

That By-law be forwarded to Council for approval

COUNCIL ACTION

Receive and Record

COMMUNICATION 127173

Received from Phil Hogan, Treasurer
 Addressed to Council
 Date March 31ST, 2016
 Topic Statement of Remuneration

SUMMARY

Statement of Remuneration to Mayor and Council for 2015

STAFF RECOMMENDATION

That Council hereby approves the Statement of Remuneration as prepared by the Treasurer for the year 2015.

127173 Continued

COMMITTEE DECISION

That Council hereby approves the Statement of Remuneration as prepared by the Treasurer for the year 2015.

COUNCIL ACTION

THAT Council hereby approves the Statement of Remuneration as prepared by the Treasurer for the year 2015.

COMMUNICATION 127174

Received from	Duncan Rogers, Clerk
Addressed to	Corporate Services Committee
Date	April 12 th , 2016
Topic	Repeal former Employee By-laws

SUMMARY

The Clerk has researched By-laws that require repealing due to previous changes in staffing.

STAFF RECOMMENDATION

That a By-law be prepared and forwarded to Council repealing By-laws No. 52-89, 58-90, 17-91, 5-92, 11-94, 25-99, 52-99, 16-2000, 17-2000, 69-2000, 67-2001, 13-2004, 14-2004, 62-2007 and 33-2011.

COMMITTEE DECISION

That a By-law be prepared and forwarded to Council repealing By-laws No. 52-89, 58-90, 17-91, 5-92, 11-94, 25-99, 52-99, 16-2000, 17-2000, 69-2000, 67-2001, 13-2004, 14-2004, 62-2007 and 33-2011.

COUNCIL ACTION

Receive and Record

COMMUNICATION 127176

Received from Wayne Fraser, Development Coordinator
Addressed to Corporate Services Committee
Date April 13TH, 2016
Topic Carleton Place Recycling Promotion & Education
Communications Plan

SUMMARY

Waste Diversion Ontario (WDO) encourages municipalities to reduce waste. In response there were significant changes made to Carleton Place's recycling efforts, effective June 1st, 2013. Council passed By-law 19-2013, hoping to make the Town's recycling blue box program more efficient, thereby diverting more of its waste stream away from landfill.

This new by-law reduced the number of free garbage bags to one, made it illegal to throw recyclables in the garbage, switched from a two-stream recycling collection to a simpler single stream system, and added all plastics #1 through #7 to the recycling blue box program. Because of these significant changes to the system, Carleton Place needed to develop a communications plan to ensure residents received the message.

To that end, public works staff applied to the Continuous Improvement Fund (CIF), an offshoot of WDO, for financial assistance and subsequently received a \$5,000 grant, part of which was received up front. Staff then began preparing a "Recycling Promotion and Education (P&E) Communications Plan" to provide a strategy for communicating with the public and for successfully implementing the new recycling program. Staff has been working with a number of different CIF representatives over the last two years attempting to satisfy CIF grant criteria and only recently has the Town been approved to receive the remainder of the original grant.

Overall, the P & E plan proved to be very successful. Between 2013 and 2015 we increased our blue box recycling well beyond our goals and have held our waste production to a zero increase even though there were 149 new households established in Carleton Place during that time period.

A copy of the P & E plan was previously distributed for Council's information.

COMMENT

Council's adoption of this recycling P&E Plan will result in a higher score in the "Best Practices" section of WDO's annual data-call, which in turn will result in increased annual funding to the Town from WDO. Adopting the P&E plan simply provides guidance for continued improvements to our blue box diversion efforts and in no way commits the Town regarding future budgets.

127176 Continued

STAFF RECOMMENDATION

That Council adopts the Recycling Promotion and Education Communication Plan dated April 20, 2016.

COMMITTEE DECISION

THAT Council hereby adopts the Recycling, Promotion and Education Communication Plan dated April 20th, 2016.

COUNCIL ACTION

THAT Council hereby adopts the Recycling, Promotion and Education Communication Plan dated April 20th, 2016.



Community Issues Committee
Action Report
April 19th, 2016

COMMUNICATION 127177

Received from Carleton Place Municipal Heritage Committee
Addressed to Community Issues Committee
Date April 13th, 2016
Topic Year End Review

SUMMARY

Year end reviews for the Municipal Heritage Committee, Roy Brown Society and the Carleton Place and Beckwith Heritage Museum are available for review. Noteworthy items include:

- consultation on Heritage designated properties;
- Roy Brown inducted into the Canadian Aviation Hall of Fame;
- Mural panels were installed on rear wall of Museum;
- Picnic Like it's 1915; and
- Museum In house exhibits;

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COUNCIL ACTION

Receive and Record

Communication 127179

Received from Joanne Henderson, Manager Parks and Recreation
Addressed to Community Issues Committee
Date April 13th, 2016
Topic Community Enrichment Program

SUMMARY

As per the guidelines approved by Council on March 8th, 2016, the Community Enrichment Grant was advertised and applications were accepted until March 31st, 2016.

COMMENT

A 2nd Intake will be advertised to be received by August 31st, 2016. It is very important that no one is given special exemptions to the deadlines as another groups, that missed the March 31st, 2016 deadline, have been told that applications will not be reviewed again until after the August 31st, 2016 deadline. The 1st intake requested \$23,518.95. Staff recommends approving \$18,300 of grants which would leave \$11,700 for the next round of applications.

NOTE: During an April 12th, presentation to Council, the Carleton Place Syrian Refugee Committee requested funding. They have been provided with an application package for a Community Enrichment Grant.

STAFF RECOMMENDATION

THAT staff distribute \$18,300 of Community Enrichment Grants as per the attached.

COMMITTEE DECISION

THAT staff distribute \$18,300 of Community Enrichment Grants as per the attached.

COUNCIL ACTION

THAT Council hereby authorizes staff to distribute \$18,300 of Community Enrichment Grants as per the attached.

COMMUNICATION 127180

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

SUMMARY

Minutes of the March 7th, 2016 of the **Environmental Advisory Committee** were previously distributed. Noteworthy items include:

- Annual Recycle Day; and
- Carleton Place Environmental Action Plan.

Minutes of the February 3rd, 2016 and March 3rd, 2016 meetings of the **Carleton Place Drug Strategy Committee** were previously distributed. Noteworthy items include:

- Addiction Statistics;
- Leeds, Grenville & Lanark District Health Unit 2015 Ontario Student Drug Use and Health Survey;
- New committee member; and
- Summary of network meeting re Fentanyl.

Minutes of the **Carleton Place and Beckwith Historical Society** meetings of January 28th, 2016 and February 25th, 2016 were previously distributed. Noteworthy items include:

- Beckwith Township Representative Report;
- Museum Report; and
- New Business.

Action Reports for the **Parks and Recreation Committee** meetings of March 7th, 2016 and April 11th, 2016 were previously distributed. Noteworthy items include:

- Spring and Summer Ice Rental Rates;
- Summer Recreation Facility Fees;
- Compressor Upgrade;
- Amphitheatre;
- Town Hall Staging;
- Skateboard Park
- Ice Time for Junior B Team
- Truck Show in Riverside Park;
- Fishing Tournaments; and
- Canada Day Fireworks

127180 Continued

STAFF RECOMMENDATION

THAT Council accept Committees' decisions

COMMITTEE DECISION

THAT Council accept Committees' decisions

COUNCIL ACTION

Receive and Record

COMMUNICATION 127181

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date April 15th, 2016
Topic Closed Meetings

SUMMARY

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

STAFF RECOMMENDATION

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

AGENDA

- 12-04-16-3 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue
- 08-03-16-1 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Carambeck Property
- 10-02-15-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local boards; General Nature - South of Highway 7
- 12-04-16-4 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Hooper Street

127181 Continued

19-04-16-1 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Beckwith Street Property

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

12-04-16-3 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue

08-03-16-1 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Carambeck Property

10-02-15-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local boards; General Nature - South of Highway 7

12-04-16-4 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Hooper Street

19-04-16-1 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Beckwith Street Property

08-03-16-1 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board: General Nature - Bankruptcy

REPORT TO COUNCIL

12-04-16-3 Bring forward

08-03-16-1 Bring forward

10-02-15-2 Bring forward

12-04-16-4 Bring forward

19-04-16-1 Bring forward

08-03-16-1 Bring forward

COUNCIL ACTION

Receive and Record

BY-LAW NO. 21-2016

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE ONE HUNDRED AND TWENTY SEVENTH COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE AT THE NINTH REGULAR MEETING OF COUNCIL OF APRIL 26, 2016

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

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

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

1. **THAT** the action of the 127TH Council of the Corporation of the Town of Carleton Place at the NINTH Regular Meeting of Council held on April 26, 2016, in respect of each motion and resolution passed, and other action taken by the Council of the Corporation of the Town of Carleton Place at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. **THAT** the Mayor and proper officials of the Corporation of the Town of Carleton Place are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Town of Carleton Place referred to in the preceding section thereof.
3. **THAT** the Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Town of Carleton Place.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 26th DAY OF APRIL 2016.

Louis Antonakos, Mayor

D.H. Rogers, Clerk