



Policy Review Committee Action Report
June 12th, 2018, at 7:00 p.m.
Carleton Place Town Hall, Council Chambers

PRESENT: Mayor Antonakos, (Deputy Mayor Flynn arrived at 7:37 p.m.), Councillor Black, Councillor Redmond, Councillor Trimble, Councillor Fritz, Councillor Doucett

Staff: Diane Smithson, CAO, Duncan Rogers, Clerk, Stacey Blair, Deputy Clerk, Joanna Bowes, Manager of Development Services, Paul Knowles, Town Engineer

1) CALL TO ORDER

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

On a motion of the Mayor, an addition to the agenda was approved to permit MPP Randy Hillier to make a presentation to the Committee regarding the new provincial government.

MPP Hillier addressed the Committee and presented the key priorities for the new provincial government and discussed how the relationship between the provincial government and its municipal partners will change.

2) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST

None.

3) REGISTRATION OF PUBLIC WISHING TO SPEAK

Those who spoke at the meeting registered with the Chair prior to the meeting.

4) COMMUNICATIONS (REPORTS)

- i. **Development Charges Update to Communication 129183 (April 24, 2018) & 129202 (May 15, 2018) (Communication 129229)**

Paul Knowles, Town Engineer

Committee Decision:

THAT the Water/Wastewater Charges By-law and the Development Charges By-law, with the revision to include allocating \$200,000 for Library Resources, be forwarded to Council for adoption.

A recorded vote was requested for item 129229 by Mayor Antonakos.

Mayor Antonakos – No

Councillor Black – Yes

Councillor Doucett – Yes
Deputy Mayor Flynn – Yes
Councillor Fritz – No
Councillor Redmond – Yes
Councillor Trimble – Yes

The vote was declared as CARRIED with a vote of 5 yeas and 2 nays.

CARRIED – CONSENT AND BY-LAW PREPARED

- ii. **Water and Wastewater Resiliency Plans Update to Communication 129181 (April 24, 2018) and 129204 (May 15, 2018) (Communication 129230)**
Paul Knowles, Town Engineer

Committee Decision:

THAT Council accept the Water/Wastewater Resiliency Plans; and

THAT operational plans at the Water/Wastewater Plants be modified to include the recommended resiliency measures; and

THAT Staff submit its claims to the Municipalities for Climate Innovation Program for the grant associated with this project.

CARRIED – MOTION PREPARED

- iii. **Pumping Station Assessment (Communication 129231)**
Paul Knowles, Town Engineer

Committee Decision:

THAT the Town's 10-Year Capital Plan be amended to include the additional \$2,261,260 value of work for the Town's pumping stations within the 10-year timeframe; and

THAT as the 10-Year Capital Plan is updated annually, it be amended to include upcoming capital works on the Pumping Stations in the respective years that the work is to be completed; and

THAT staff submit final reports and obtain funds from the Municipal Asset Management Program (MAMP) for the cost of preparing the Condition Assessment report on the Pumping Stations; and

THAT staff authorize J.L. Richards and Associates to proceed with design work to improve the Bridge Street Pumping Station and arrange for recommended flow monitoring.

CARRIED – MOTION PREPARED

**iv. Public Works Replacement of 2009 One-Ton Truck
(Communication 129232)**

Paul Knowles, Town Engineer

Committee Decision:

THAT staff be authorized to proceed with the replacement of the Public Works Department's 2009 One-Ton Truck in 2018; and

THAT the funding for this purchase be taken from the Equipment Reserve.

CARRIED – CONSENT AND MOTION PREPARED

**v. Carambeck Construction Project Update
(Communication 129233)**

Paul Knowles, Town Engineer

Committee Decision:

THAT the Carambeck Construction Project Update be received as information.

CARRIED – CONSENT

**vi. Update on Central Bridge Project
(Communication 129234)**

Paul Knowles, Town Engineer

Committee Decision:

THAT the by-law imposing load restrictions on Central Bridge be passed and include a provision to exempt the Town's Aerial Ladder Truck and Pumper Truck; and

THAT the Consultant and Sub-Consultants continue with their Environmental Assessment of the Central Bridge Project; and

THAT the public be invited to attend the Open Houses scheduled for Wednesday, June 27, 2018 and Monday, October 29, 2018.

CARRIED – CONSENT AND BY-LAW PREPARED

The By-law pertaining to Communication 129234 was dispensed with at the June 12th, 2018 Council meeting.

**vii. Update on Ottawa Valley Rail Trail
(Communication 129235)**

Paul Knowles, Town Engineer

Mark Smith enquired whether an environmental assessment process was required for the storm water management works for Carleton Junction.

Committee Decision:

THAT Council award the tender to George W. Drummond Ltd. in the amount of \$401,830.70, for work on the Ottawa Valley Rail Trail and Carleton

Junction Project, removing fill/asphalt/concrete from Roe Street properties, screening topsoil and completing work at the snow dump.

CARRIED – BY-LAW PREPARED

The By-law pertaining to Communication 129235 was dispensed with at the June 12th, 2018 Council meeting.

**viii. Planning and Engineering Fees Proposal
(Communication 129236)**

Joanna Bowes, Manager of Development Services

Committee Decision:

THAT the proposed Planning and Engineering fees be approved as presented; and

THAT the necessary by-law to enact the fees be forwarded to Council for approval.

CARRIED – CONSENT AND BY-LAW PREPARED

**ix. Cash-in-lieu of Parkland Condition, B18/031, 565 McNeely Avenue
(Communication 129237)**

Joanna Bowes, Manager of Development Services

Committee Decision:

THAT the parkland fee imposed through condition of severance application B18/031 for a 21-Year lease for the TD Bank site be waived.

CARRIED – MOTION PREPARED

x. Request to Fast Track Development Permit Application for 50 Allan Street (Communication 129238)

Diane Smithson, CAO

Councillor Redmond declared a conflict of interest on this item as he lives across the street from the subject property and left the room at 7:20 p.m.

Cheryl Batten gave a power point presentation outlining reasons as to why her DP3 application for 50 Allan Street should be advanced to July 3rd.

The staff recommendation on Communication 129238 was split into two separate motions.

Committee Decision:

THAT Committee maintain the meeting date scheduled for August 7, 2018 for 50 Allan Street as provided in a notice to all persons or public bodies who previously commented

CARRIED – CONSENT

Councillor Redmond returned to the room at 7:35 p.m.

THAT Council support the requirement for a Professional Planning Report related to Development Permit Applications before being placed on a Committee Agenda for a decision.

A recorded vote was requested Mayor Antonakos:

Mayor Antonakos - No
Councillor Black - Yes
Councillor Doucett - Yes
Deputy Mayor Flynn - Yes
Councillor Fritz - Yes
Councillor Redmond - Yes
Councillor Trimble – Yes

The vote was declared as CARRIED with a vote of 6 yeas and 1 nay.

CARRIED – CONSENT

**xi. Records Retention By-Law
(Communication 129239)**

Stacey Blair, Deputy Clerk

Committee Decision:

THAT Council approve the purchase of The Ontario Municipal Records Management System (TOMRMS); and

THAT the proposed Records Retention By-law including the Records Retention Program Policy be approved.

CARRIED – CONSENT AND BY-LAW PREPARED

**xii. Allocation of Main Street Revitalization Program Funding
(Communication 129240)**

Diane Smithson, CAO

Committee Decision:

THAT Council support Option 3 - to share the Main Street Revitalization Program Funding towards the OVRT/Carleton Junction Project and Downtown Carleton Place with \$27,061.78 of the funds going towards the OVRT paved pathway and \$20,000.00 towards the downtown signage project.

CARRIED – MOTION PREPARED

5) CLOSED MEETING

Committee Decision:

THAT the Committee move into closed session at 8:47 p.m. to discuss a matters subject to:

- Section 239 (2)(b) personal matters about an identifiable individual (IC 129241) and

o Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality (IC 129242 and IC 129243); and
THAT Diane Smithson, CAO, Duncan Rogers, Clerk, Stacey Blair, Deputy Clerk and Paul Knowles, Town Engineer, remain in the room.

i. Elizabeth Street Connection Fee (IC 129241)

ii. Sale of Land (IC 129242)

iii. Sale of Land Related Item (IC 129243)

Committee Decision:

THAT the committee return to regular session at 9:24 p.m.

Rise and report:

i. Elizabeth Street Connection Fee (IC 129241)

THAT Council support Option 2 – Repeal By-law Nos. 59-89 and 20-2000 and pass a new By-law to list the one outstanding parcel subject to a connection fee related to services on Elizabeth Street and account for inflationary increases as per the Consumer Price Index.

CARRIED – CONSENT AND BY-LAW PREPARED

ii. Sale of Land (IC 129242)

THAT Council hereby authorizes the Mayor and Clerk to execute an Agreement of Purchase and Sale with Thomas Cavanagh Construction Limited for the sale of lots on Roe Street described as part of Lot 4, and Lots 5, 6, 7 and 8 on Part of Lot 16, Concession 11, Geographic Township of Beckwith, now in the Town of Carleton Place for the listed price of \$474,660.00 plus HST which includes a condition that the Town extend the current Roe Street construction contract to service these lots; and

THAT staff be authorized to execute a contract extension, based on the previously tendered unit prices, with Thomas Cavanagh Construction Limited for the completion of Roe Street at an estimated cost of \$474,660.00 plus HST; and

THAT staff be authorized to extend the contract for Construction Administration Services with Ainley for \$50, 937 + HST to oversee the construction work to complete Roe Street.

CARRIED – CONSENT AND BY-LAW PREPARED

iii. Sale of Land Related Item (IC 129243)

THAT staff work with Volundur Thorbjornsson to finalize a cost sharing agreement for the extension of Bates Avenue that requires him to break all of the rock required for the project and the Town to install services and construct the road; and

THAT the finalized cost sharing agreement be presented to Council in open session for approval; and

THAT the two new lots on Bates Drive, identified as B2 and B3 on the sketch, be declared surplus to the requirements of the Town; and

THAT the price for industrial property be adjusted as follows:

Bates Avenue \$115,000/Ac

Roe Street \$130,000/Ac (effective January 1, 2019)

Costello Drive \$140,000/Ac

CARRIED – CONSENT AND BY-LAW PREPARED

A recorded vote was requested Mayor Antonakos:

Mayor Antonakos - No

Councillor Black - Yes

Councillor Doucett - Yes

Deputy Mayor Flynn - Yes

Councillor Fritz - Yes

Councillor Redmond - Yes

Councillor Trimble – Yes

The vote was declared as CARRIED with a vote of 6 yeas and 1 nay.

CARRIED – CONSENT AND BY-LAW PREPARED

6) ADJOURNMENT

That the meeting be adjourned at 9:36 p.m.