



**Policy Review Committee Action Report
August 7th, 2018, at 7:00 p.m.
Carleton Place Town Hall, Auditorium**

PRESENT

Council: Mayor Antonakos, Deputy Mayor Flynn, Councillor Black, Councillor Redmond, Councillor Fritz (arrived at 7:14 p.m.)

Staff: Diane Smithson, CAO, Duncan Rogers, Clerk, Stacey Blair, Deputy Clerk, Dave Young, Director of Public Works, Joanna Bowes, Manager of Development Services, Dee Dee Scissons, Planning Assistant

1) CALL TO ORDER

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

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 or at the meeting.

4) COMMUNICATIONS (REPORTS)

- i. **Second Quarterly Digital Communications Report
(Communication 129274)**
Amanda Charania, Communications Coordinator

Moved by Councillor Redmond

Seconded by Mayor Antonakos

THAT the 2nd Quarterly Digital Communications Report be received as information.

CARRIED – CONSENT

**ii. Branding Refresh Project
(Communication 129275)**

Amanda Charania, Communications Coordinator

Moved by Councillor Black

Seconded by Councillor Redmond

THAT Council authorize proceeding with Option 1 – proceed with additional logo design work that aligns with the new branding strategy at a cost of \$1,000; and

THAT the additional cost be taken from the initial project budget.

CARRIED – MOTION PREPARED

**iii. OWFC Activity Report
(Communication 129276)**

Pascal Meunier, Director of Protective Services

Moved by Councillor Redmond

Seconded by Mayor Antonakos

THAT the Director of Protective Services' Report on the activities of the Ocean Wave Fire Company (OWFC) for the month of June 2018 be accepted as information.

CARRIED - CONSENT

**iv. Update of Water and Wastewater Master Plans
(Communication 129277)**

Paul Knowles, Town Engineer

Moved by Mayor Antonakos

Seconded by Deputy Mayor Flynn

THAT Council accept the Town Engineer's report on the Update to the Town's Water and Wastewater Master Plans dated August 7, 2018 as information.

CARRIED - CONSENT

**v. Noise Barrier Fence – Johnson Street
(Communication 129278)**

Dave Young, Director of Public Works

Moved by Councillor Redmond

Seconded by Mayor Antonakos

THAT Council authorize staff to proceed with the replacement of the noise barrier fence between units 106 to 122 on Johnson Street; and

THAT Council approve a budget deviation of \$30,000.00 to be funded from Public Works Reserves.

CARRIED – MOTION PREPARED

- vi. **Planning Department Monthly Activity Report
(Communication 129279)**
Joanna Bowes, Manager of Development Services

**Moved by Councillor Redmond
Seconded by Deputy Mayor Flynn**

THAT Committee receive and record the monthly activity reports for the Planning Department for the months of June and July 2018.

CARRIED - CONSENT

- vii. **General Amendments to the Development Permit By-law
(Communication 129280)**
Joanna Bowes, Manager of Development Services

**Moved by Councillor Redmond
Seconded by Mayor Antonakos**

THAT Council support retaining the services of Jane Almond, Planner on a contract basis to make the necessary general modifications to the Development Permit By-law.

CARRIED – MOTION PREPARED

- viii. **DP3-03-2018, 145 Hooper Street, Guy Saumure & Sons Construction
Ltd. (Communication 129281)**
Joanna Bowes, Manager of Development Services

**Moved by Mayor Antonakos
Seconded by Councillor Fritz**

THAT the Committee hereby authorizes application DP3-03-2018, submitted by Guy Saumure and Sons Construction Limited, for 145 Hooper Street and directs staff to move forward with the drafting of the Development Permit Agreement and issue a development permit with conditions attached; and

THAT the Committee authorizes staff to issue a development permit upon receipt of all required information, fees and securities; and

THAT the Development Permit include standard clauses to address servicing, grading, landscaping and utility requirements as well as the following site-specific condition:

That garbage is stored on site in an enclosure as described in the Development Permit-By-law and is removed as appropriate by a contracted waste management firm.

CARRIED

**ix. Draft Conditions for Carmichael Subdivision - Phase 1
(Communication 129282)**

Joanna Bowes, Manager of Development Services

**Moved by COUNCILLOR Black
Seconded by Councillor Redmond**

THAT the draft conditions for Carmichael Subdivision – Phase 1 be forwarded to the County of Lanark for consideration.

CARRIED – MOTION PREPARED

**x. DP3-01-2018, 50 Allan Street
(Communication 129283)**

Joanna Bowes, Manager of Development Services

Councillor Redmond declared a pecuniary interest regarding DP3-01-2018. The general nature of his interest is that he lives across the street from 50 Allen Street. He left the meeting for the duration of this item and did not vote on or take part in any discussion thereof.

**Moved by Councillor Doucett
Seconded by Councillor Black**

THAT That Committee hereby defer application DP3-01-2018, until such time that further information can be provided and brought forward to Council. Information should include:

1. The final height of the building once it has been determined where the bedrock is located and how far underground the parking garage will be.
2. Redesign building elevation plans to a more compatible, heritage feel as outlined in the above report.
3. That the building be redesigned to 3 stories maximum height.

Once the application and further information is brought back to Committee some of the conditions to form part of the Development Permit Agreement will include, but not be limited to:

- snow removal;
- garbage pick-up;
- implementation of the recommendations found in the Environmental Impact Statement;
- receiving a permit from the Mississippi Valley Conservation Authority; and
- the identification and repair of any damages caused by construction at the Developer's cost.
- A condominium application is applied for at the County of Lanark

- A requirement for the Developer to perform certain offsite works. The proposed offsite works are to be cost shared with the Town and include the elimination of a sanitary pumping station, installation of new sanitary sewers, looping of two dead end water mains and the reconstruction of Allan Street from Charles to Victoria Street. Specific details of the proposed cost share agreement are to be developed and shall receive approval from Council prior to execution of the development permit agreement.

At the request of Mayor Antonakos, a recorded vote was taken.

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

The vote was declared as DEFEATED with a vote of 3 yeas and 2 nays.

DEFEATED

xi. Motion to Extend Meeting Past Curfew

Moved by Councillor Black

Seconded by Councillor Redmond

THAT the meeting be permitted to proceed beyond 11:00 p.m.

CARRIED

xii. Exemption from Refreshment Vehicle By-law

Moved by Councillor Fritz

Seconded by Councillor Black

THAT an exemption from the Refreshment Vehicle By-law 16-2016 be provided to permit Cool Treats to operate in a mobile manner, in the Town of Carleton Place, with the exception of Riverside Park; and

THAT all other applicable elements of the by-law shall apply.

CARRIED – MOTION PREPARED

xiii. Motion to Defer Items to Next Available Committee Meeting

Moved by Councillor Fritz

Seconded by Deputy Mayor Flynn

THAT the following items be deferred until the first available meetings in

September: Communication Numbers: 129284, 129285, 129287, 129288, 129289, 129290, 129291 and 129292.

CARRIED

5) CLOSED MEETING

**Moved by Deputy Mayor Flynn
Seconded by Councillor Redmond**

THAT the Committee move into closed session at 11:05 p.m. to discuss matters subject to:

- Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality (IC 129293, IC 129294 and IC 129295 and IC 129297)
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose (IC 129296)

THAT Diane Smithson, CAO, Duncan Rogers, Clerk and Stacey Blair, Deputy Clerk, remain in the room.

- i. Sale of Land – Business Park (IC 129293)**
Diane Smithson, Chief Administrative Officer
- ii. Sale of Land – Business Park (IC 129294)**
Diane Smithson, Chief Administrative Officer
- iii. Update on Sale of Land – Dunlop Industrial Park (IC 129295)**
Diane Smithson, Chief Administrative Officer
- iv. Update on Establishment of Easements (IC 129296)**
Diane Smithson, Chief Administrative Officer
- v. Sale of Land – Health Campus (IC 129297)**
Diane Smithson, Chief Administrative Officer

**Moved by Councillor Fritz
Seconded by Deputy Mayor Flynn**

THAT the committee return to regular session at 11:30 p.m.

CARRIED

Rise and Report

The CAO provided the Committee with a review of each item.

6) ADJOURNMENT

**Moved by Councillor Doucett
Seconded by Councillor Fritz**

THAT the meeting be adjourned at 11:31 p.m.

CARRIED