AGENDA

FIFTEENTH REGULAR MEETING OF THE ONE HUNDRED AND TWENTY SIXTH COUNCIL OF THE TOWN OF CARLETON PLACE
Tuesday, September 15, 2015 Council Chambers at 7:00 p.m.

I OPENING PRAYER

II DISCLOSURE OF PECUNIARY INTEREST

III MINUTES OF PREVIOUS MEETING
Minutes of the Fourteenth Regular Meeting of the 126th Council of June 23, 2015
Minutes of the First, Second, Third and Fourth Special Meetings of the 126th Council

IV DELEGATIONS
None

V COMMUNICATIONS
126200 – 126352 (copies of communications are available to view in the Clerk’s Dept.)

VI READING OF BY-LAWS
By-law 40-2015 – To Appoint a By-law Officer

VII STANDING COMMITTEES
Physical Environment Committee – September 8, 2015
126180 126328 126183 126184 126190 126220 126329 126330 126331
126332 126333 126334

Planning and Protection Committee – September 8, 2015
125075 126106 126335 126336 126337 126337 126338 126339 126340
126341 125336 125417 126144 126322 126342 126343 126344 126345
126346 126347 126348

VIII OTHER BUSINESS
Proclamation – National Tree Day September 23, 2015

IX MAYOR’S ANNOUNCEMENTS/DATES TO REMEMBER

X BY-LAW NO. 41-2015 CONFIRMING COUNCIL PROCEEDING

XI SINGING OF O’CANADA

XII ADJOURNMENT
BY-LAW NO. 40-2015

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE,
BEING A BY-LAW TO APPOINT A BY-LAW ENFORCEMENT OFFICER FOR
THE ADMINISTRATION AND ENFORCEMENT OF MUNICIPAL BY-LAWS OF
THE SAID CORPORATION

WHEREAS Section 15(1) of the Police Services Act, R.S.O. 1990, Chapter P.15 permits
a Municipality to appoint an officer for the enforcement of municipal by-law;

AND WHEREAS subsection (o) of Section 28 of The Interpretation Act, R.S.O. 1990,
Chapter I.11 as amended, confers authority upon a municipal council to appoint a By-law
Enforcement Officer;

AND WHEREAS the Council of the Corporation of the Town of Carleton Place deems it
necessary and expedient to appoint a By-law Enforcement Officer for the Town of Carleton
Place;

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

1. THAT Jesse Mask is hereby appointed as a By-Law Enforcement Officer for the
Town of Carleton Place;

2. THAT the By-law Enforcement Officer shall have the same power and authority
for enforcement of the Building Code, S.O. 1992, Chapter 23, as amended, and the
Regulations thereunder, as the Chief Building Official;

3. THAT the By-law Enforcement Officer is hereby authorized and directed to
administer and enforce provisions of all municipal by-laws of the Town of Carleton
Place in the absence of and/or on behalf of the Chief By-law Enforcement Officer.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 15TH DAY OF
SEPTEMBER 2015.

____________________  ____________________
Louis Antonakos, Mayor                     D.H. Rogers, Clerk
Consent Item
Communication 126180

Received from       Dave Young, Director of Public Works
Addressed to       Physical Environment Committee
Date                March 31st, 2015
Topic               Hydro Upgrades in Carleton Place

SUMMARY
Staff have continued to work with Hydro One regarding Hydro’s proposed upgrades to the Carleton Place Hydro distribution system. Issues that require addressing are modifications to the Town’s streetlight system to ensure continued lighting. Impacts to trees on both public and private land has been identified. Staff have reviewed the proposed works with the Town’s arborist and significant issues have not been identified.

Also, staff have sought proposals for electrical engineering services for the lighting design work for Riverside Park and will share the recommendation with the Committee when available.

UPDATE – September 8th, 2015
See Communication 126304

STAFF RECOMMENDATION
Receive and Record

COMMITTEE DECISION
Receive and record

COUNCIL ACTION
Receive and record
Consent Item
Communication 126328

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date September 2nd, 2015
Topic DWQMS Quarterly Report

SUMMARY
The attached quarterly report identifies activities that have occurred over the period from April 2015 through June 2015. Noteworthy items include:

- the upcoming license renewal process; and
- completion of the Water Tower project.

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and Record

COMMITTEE DECISION
Receive and record

COUNCIL ACTION
Receive and record

Communication 126183

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date March 31st, 2015
Topic Traffic Concerns Regarding Vehicle Speeding on Thomas Street.

SUMMARY
A resident has brought forward concerns relating to the speed of vehicles, in particular, those coming into Town from Ramsay Concession 7A to Thomas Street. The resident feels that the speed of traffic makes for a hazardous situation for pedestrians.

COMMENT
There is no existing data on file for this particular location.

UPDATE – September 8th, 2015
Staff have acquired traffic data from this location and have confirmed the following:

- The 85th percentile speed is greater than 5km over the base speed.
126183 Continued

The 85th percentile is the standard used in Traffic Management Analysis and is defined as the speed at or below which 85% of all vehicles are observed to travel under free flowing conditions past a nominated point. The base speed is defined as 50 km/h for all local/collector roads including locations with posted speeds of 40 km/h or 50 km/h. Staff have also reviewed accident history with the OPP and no significant findings were observed.

It was noted that this location is an entry point to Town from a road with a posted speed of 80 km/h. There is no signage to indicate the entry to an urban area.

Speed Management is the recommended course of action and would include improved signage, pavement markings, public education/driver awareness and increased enforcement.

After a period of time with these action in place, more data will need to be collected to determine effectiveness.

STAFF RECOMMENDATION
THAT staff proceed with Speed Management measures at this location. Receive and Record

COMMITTEE DECISION
THAT staff proceed with Speed Management measures on Thomas Street and at other entrances into the Town.

COUNCIL ACTION
Receive and record

Communication 126184

Received from    Dave Young, Director of Public Works
Addressed to     Physical Environment Committee
Date             March 31st, 2015
Topic            Traffic Concerns at Caldwell St. and Woodward Ave.

SUMMARY
A resident is requesting that Council put in place on all-way stop at the intersection of Caldwell Street and Woodward Avenue. The basis for this request is that the resident feels that there is a history of accident involving pedestrians and vehicles and vehicles are travelling at excessive speeds coming down the hill on Woodward Avenue.

COMMENT
Previous count information did not warrant further action from the perspective of the Town’s Speed Management and Traffic Calming Policy but further investigation is warranted due to the proximity to Caldwell Street School.
126184 Continued

UPDATE – September 8th, 2015
Staff have acquired traffic data from this location and confirmed the following:

- The 85th percentile speed is at base speed or less; and
- Review of accident history did not reveal any usual events and/or number of events.

It should be noted this area is within a vicinity of vulnerable users, which is a criteria within the policy that would warrant select enforcement regardless of speed findings.

STAFF RECOMMENDATION
THAT staff identify this location to Carleton Place OPP for select enforcement. Receive and Record.

COMMITTEE DECISION
THAT staff identify this location to Carleton Place OPP for select enforcement. Receive and Record.

COUNCIL ACTION
Receive and record

Communication 126190

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date April 7th, 2015
Topic Concerns Regarding Speed on Flora Street

SUMMARY
Residents of Flora Street, in particular between Townline Road and MacKenzie Street, are concerned about the speed of vehicles in this area and are requesting that the Town investigate.

COMMENT
Several years ago, the Town reviewed this matter and implemented a reduced speed limit.

UPDATE – September 8th, 2015
Staff have acquired traffic data from this location and confirmed the following:

- The 85th percentile speed is at base speed or less; and
- Review of accident history did not reveal any usual events and/or number of events.
126190 Continued

It should be noted this area is within a vicinity of vulnerable users, which is a criteria within the policy that would warrant select enforcement regardless of speed findings.

STAFF RECOMMENDATION
THAT staff identify this location to Carleton Place OPP for select enforcement. Receive and Record.

COMMITTEE DECISION
THAT staff identify this location to Carleton Place OPP for select enforcement. Receive and Record.

COUNCIL ACTION
Receive and record

Communication 126220
Received from Dave Young, Director of Public Works  
Addressed to Physical Environment Committee  
Date April 30th, 2015  
Topic Traffic Concerns John St/Hawthorne St

SUMMARY
Concerns have been raised by residents in the area of John Street and Hawthorne Street regarding the speed of vehicles, specifically those going to and from the High School.

UPDATE – September 8th, 2015
Staff have acquired traffic data from this location and confirmed the following:

- The 85th percentile speed is at base speed or less; and
- review of accident history did not reveal any usual events and/or number of events.

It should be noted this area is within a vicinity of vulnerable users, which is a criteria within the policy that would warrant select enforcement regardless of speed findings.

STAFF RECOMMENDATION
THAT staff identify this location to Carleton Place OPP for select enforcement. Receive and Record.
126190 Continued

COMMITTEE DECISION
THAT staff identify this location to Carleton Place OPP for select enforcement. Receive and Record.

Communication 126329

Received from Paul Knowles, Chief Administrative Officer
Addressed to Physical Environment Committee
Date August 24th, 2015
Topic OCIF Grant Program

SUMMARY
The province has just announce intake 2 for the OCIF grant program. Last year we applied for funds to rehabilitate the Bridge St bridge including replacing the railing with a new steel railing that complies with current safety standards. While the Expression of Interest for this project qualified and we were invited to submit a full application, in the end, the province did not fund all applications and we were not successful.

The Expression of Interest must be submitted by September 11/15.

COMMENT
Staff spoke with a program application evaluator that indicated that our 2014 submission for the bridge, scored reasonably well but that there was a large number of applications and funds were only available for projects with the most critical of needs. Our bridge was not going to collapse. The evaluator could not of course predict how many bridge applications would be submitted this year and how critical the repairs to these bridges would be.

Relevant sections from the Program Guide are copied below.

5.7 What types of projects are eligible for funding?
Ontario Community Infrastructure Fund
• Roads
• Bridges
• Water
• Wastewater

5.8 Can I reapply with the same project that was unsuccessful in the first intake?
It is up to each applicant to determine which project to put forward. Re-submitted projects will be accepted and re-evaluated according to the assessment criteria
5.10 What types of projects are priorities for the province?
A focus of the Municipal Infrastructure Strategy is to provide support for critical core infrastructure projects. Ontario’s priority will be projects that focus on renewal, rehabilitation, and replacement projects. If expansion projects are proposed they will only be considered if the eligible applicant demonstrates that core infrastructure projects are being addressed and that there is a plan to fund the lifecycle costs of the expansion (e.g., ongoing maintenance). The province may also prioritize projects that assist in meeting other provincial policy, operation, and implementation and design requirements. The province may also prioritize First Nations drinking water system projects.

Projects must be aligned and support the expected and required provincial priorities and outcomes, as set out in provincial land use policy, provincial land use plans, and municipal official plans.

Two-stage project selection process
The Ontario Community Infrastructure Fund and the Small Communities Fund will have a two-staged project selection process. First, eligible applicants are invited to submit an Expression of Interest for pre-screening. Applicants that pass this Expression of Interest process will be given an opportunity to submit a full application. The application will build on the Expression of Interest and will require more detailed project information.

Small Communities Fund applications will go through an additional review. This review will involve Ontario nominating a list of proposed projects to the joint Small Communities Fund Oversight Committee for review and approval by the federal government. Ontario and the federal government are represented on this committee. Of note is that projects from private sector for profit entities that are nominated to the federal government will require federal Treasury Board approval to be funded. The timing and speed of federal approval is managed by the federal government.

Projects will be reviewed, assessed and prioritized based on the criteria outlined in this Guide for each stage of the intake. The Ontario Community Infrastructure Fund projects selected for funding and the Small Communities Fund projects nominated to the federal government will have demonstrated the clearest evidence of merit based on the criteria outlined in this Guide.

6.1 How will Expression of Interests be assessed?
Ontario Community Infrastructure Fund
For all applicants and all projects types:
The Expression of Interest process will consist of a preliminary review of proposed projects to determine the potential for alignment with the objectives of the Ontario Community Infrastructure Fund. Expression of Interests will be assessed based on the following criteria:
preliminary evidence of current or future health and/or safety issue. Wastewater projects required to meet a regulated environmental protection requirement will be considered. The Province will review projects based on the information in the completed Expression of Interests to confirm whether or not the proposed project would address an existing health and/or safety issue or reduce the risk of a specific health and/or safety issue occurring in the future; and Applicant’s economic conditions and fiscal situation (e.g., tax base). The Province will review Financial Information Returns and Statistics Canada data to determine which municipalities have the most challenging economic conditions and the least fiscal flexibility. Consideration will be given to municipalities that are proactively investing in infrastructure.

6.2 How will applications be assessed?

Ontario Community Infrastructure Fund

For all applicants and all projects types:
The application will build on the Expression of Interest, with more detailed and refined project-level information. Scores will be assigned according to each of the criteria below and projects will be prioritized for funding based on their total score:

1) Expected benefit in relation to health and/or safety and technical merit of proposed projects;
2) Comprehensiveness of asset management plans; and
3) Additional consideration will be given to joint projects.

For further information please see table “Ontario Community Infrastructure Fund application assessment details” in Appendix A.

8.1 What amount of funding may be requested?

Ontario Community Infrastructure Fund

Up to a maximum of 90% of total project costs or $2 million, whichever is the lower amount.

Applicants are asked to request only the amount of funding that is needed to move forward with the project.

Joint projects may request more funding (e.g., up to 90% of total project costs or $2 million, whichever is the lower amount, for each applicant (See Section 4 above).
APPENDIX A – Ontario Community Infrastructure Fund application assessment details

<table>
<thead>
<tr>
<th>Expectations</th>
<th>Assessment Details</th>
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</table>
| 1) Expected benefit in relation to health and/or safety and technical merit of proposed project | The Province will review projects based on specific technical assessment criteria used for each project type. Combined projects will be assessed on all their technical components.  

Road projects  
Health and/or safety issues related to road infrastructure will be assessed primarily in terms of accident risk.  

Bridge projects  
Health and/or safety issues related to bridges will be assessed primarily on the condition of the structure, which must be determined through an inspection carried out in accordance with the Ontario Structure Inspection Manual (OSIM) or equivalent. Submission of an inspection form is a requirement for all bridge projects or projects that contain bridges as one of their components.  

Water and/or Wastewater projects  
Health and/or safety issues related to water and wastewater systems will be assessed within the framework of the standards, policies and requirements of the Ministry of the Environment and Climate Change. Projects required to meet a regulated environmental protection requirement will be considered. |
| 2) Comprehensiveness of asset management plan | Applicants are required to submit their asset management plans as part of their application package.  
The Province will assess the content of these plans against the guidelines set out in Building Together: Guide for Municipal Asset Management Plans, with the focus on:  
1. state of local infrastructure  
2. desired levels of service  
3. asset management strategy  
4. financing strategy  
In general, applicants whose asset management plans contain more of the content set out in Building Together: Guide for Municipal Asset Management Plans will be more likely to receive funding. The Province will also ensure the proposed project is a priority within the asset management plan. |
Expectations | Assessment Details
--- | ---
For joint projects, both applicants must submit their asset management plans.

STAFF RECOMMENDATION
THAT Council hereby authorizes staff to submit an application to the Ontario Community Infrastructure Fund (OCIF) to rehabilitate the bridges and improve roadside safety requesting 50% funding of the eligible costs.

COMMITTEE DECISION
THAT Council hereby authorizes staff to submit an application to the Ontario Community Infrastructure Fund (OCIF) to rehabilitate the bridges and improve roadside safety requesting 50% funding of the eligible costs.

COUNCIL ACTION
THAT Council hereby authorizes staff to submit an application to the Ontario Community Infrastructure Fund (OCIF) to rehabilitate the bridges and improve roadside safety requesting 50% funding of the eligible costs.

Communication 126330

Received from Paul Knowles, Chief Administrative Officer
Addressed to Physical Environment Committee
Date August 28th, 2015
Topic Expansion of Cavanagh Road

SUMMARY
The 2015 budget includes capital funding to complete design work for the future expansion of Cavanagh Road. With the pending development of the adjacent subdivision, it is important to proceed with preparing a functional design for the road so that we can ensure subdivision works will accommodate the future design needs for the Cavanagh Road. Novatech is an experienced firm that is undertaking all of the surrounding work for the developer.

STAFF RECOMMENDATION
THAT staff engage Novatech Engineering to complete a functional design of Cavanagh Road for $31,000.

COMMITTEE DECISION
THAT staff engage Novatech Engineering to complete a functional design of Cavanagh Road for $31,000.

COUNCIL ACTION
Receive and record
Communication 126331

Received from Wayne Fraser, P/W Development Coordinator
Addressed to Physical Environment Committee
Date Sept 3rd, 2015
Topic 130 Industrial Avenue Development Update

SUMMARY
In October 2014 council approved W. Fraser’s recommendations for completing the site plan requirements for 130 Industrial Ave. and to pay the contractors who completed this work out of site plan securities held by the Town at that time. The approval included the following:
1. $5,000 (HST incl.) upon town approval of final storm sewer plans;
2. $12,000 (HST incl.) for completion of storm sewer work on concrete water retention tank;
3. $22,000 (HST incl.) for curb work and asphalt completion;
4. Planting a 70 mm Hackberry tree in the island and intersperse shrubs among the rocks presently located at the entrance to 130 Industrial Ave.;
5. Revising the landscaping drawing to show these changes and also the new locations of trash containers and the deletion of two trees adjacent to the area where the storm sewer is to be installed;
6. Constructing a three meter landscaped open space or a six foot fence for buffering along the north property line.

Since then the following has been completed or addressed at the site:
1. The storm sewer plans were completed and approved by the Town;
2. The work on the concrete storm sewer retention tank has been completed and is now in operation. Note: tie-back supports for the South wall of the tank have yet to be installed;
3. Curbing and asphalt work has been completed. Note: curbs have yet to be backed with granular material;
4. Approved revised landscaping work has now been completed;
5. Revised landscaping drawings have yet to be submitted to the Town;
6. Neither the six foot fence nor the landscaped open space has been constructed along the north property line. Note: In October 2014 Council approved leaving this site plan requirement until the grading of the adjacent proposed subdivision was established.

COMMENT
The outstanding work as noted above is minor in nature and with the exception of #6 above, the cost to complete the work is relatively small. When it is completed by the developer the site plan requirements for the development at 130 Industrial Avenue will be complete except for #6 above. At present, the town holds $10,218 in site plan security for this project. Staff will now release $2000 of this security for recent work completed. This will leave $8,218 as security to ensure completion of the aforementioned minor outstanding site work and the six foot fence eventually. Staff of the building department continues to work with the Developer toward satisfying outstanding permit issues regarding the development of 130 Industrial Avenue.
Communication 126332

Received from Carleton Place Environmental Advisory Committee
Addressed to Mayor Antonakos
Date August 19th, 2015
Topic Wild Parsnip

SUMMARY
CPEAC is concerned about the use of the herbicide Clearview as a means to combat the growth and spread of Wild Parsnip and is asking that the Town convey these concerns to Lanark County and also incorporate them in the Town's strategies.

COMMENT
This concern was included in the June 16th, 2015 Community Issues Committee and it was recommended that the Mayor and Deputy-Mayor convey these concerns to the County.

Also, over the course of the summer, the Town has developed strategies in dealing with Wild Parsnip. These include:

- making information available to the public;
- identifying areas accessed by the public that has Wild Parsnip present; and
- developing standard operating procedures (SOP) for Town staff to deal with removal by mechanical means.

The Town has no plans spray herbicide at this point in time.

STAFF RECOMMENDATION
Receive and Record

COMMITTEE DECISION
Receive and record

COUNCIL ACTION
Receive and Record
Communication 126333

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date September 2\textsuperscript{nd}, 2015
Topic Replacement of 2009 Trackless Sidewalk Plow

SUMMARY
Public Works staff have developed a proposal to accelerate the replacement of the 2009 Trackless Sidewalk Plow. The basis for this proposal is that there is reason to believe that there is considerable resale value in the existing unit that was to be replaced in 2017.

Based on pricing that was provided for the 2015 Holder unit that has been confirmed as still available, there is a possibility that a replacement can be achieved for a relatively small capital investment, possible as little as $30,000.

Staff are suggesting that the existing unit be advertised with a minimum bid that would support this proposal, otherwise defer replacement until 2017 as originally scheduled.

STAFF RECOMMENDATION
THAT Council hereby authorizes Public Works staff to advertise the sale of the 2009 Trackless Plow with a minimum bid requirement.

COMMITTEE DECISION
THAT Council hereby authorizes Public Works staff to advertise the sale of the 2009 Trackless Plow with a minimum bid requirement.

COUNCIL ACTION
Receive and Record

Communication 126334

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date September 2\textsuperscript{nd}, 2015
Topic Town of Carleton Place Drinking Water License Renewal – Financial Plan

SUMMARY
The Town Drinking Water License is due for renewal in April of 2016. There are a number of submissions required as part of the renewal process. One of these submissions is the update of the Financial Plan included in the original application for license issuance.
126334 Continued

COMMENT
Essential components of the Financial Plan is the long range planning and full cost recovery which the Town of Carleton Place has been practising well in advance of the regulatory requirement. The updated Financial Plan is attached.

STAFF RECOMMENDATION
THAT the Council of the Town of Carleton Place, as the owner of the Carleton Place Water System approves the Town of Carleton Place Water System Financial Plan #172-301.

AND THAT staff submit the Town of Carleton Place Water System Financial Plan #172-301 to the Ministry of Municipal Affairs by October 4th, 2015 in compliance with Ontario Regulation 453/07.

COMMITTEE DECISION
THAT the Council of the Town of Carleton Place, as the owner of the Carleton Place Water System approves the Town of Carleton Place Water System Financial Plan #172-301.

AND THAT staff submit the Town of Carleton Place Water System Financial Plan #172-301 to the Ministry of Municipal Affairs by October 4th, 2015 in compliance with Ontario Regulation 453/07.

COUNCIL ACTION
THAT the Council of the Town of Carleton Place, as the owner of the Carleton Place Water System approves the Town of Carleton Place Water System Financial Plan #172-301.

AND THAT staff submit the Town of Carleton Place Water System Financial Plan #172-301 to the Ministry of Municipal Affairs by October 4th, 2015 in compliance with Ontario Regulation 453/07.
Consent Item
Communication 125075

Received from Devcore Developments
Addressed to Planning and Protection Committee
Date January 23, 2014
Topic 09-T-13006-Devcore Boyd Street Subdivision

SUMMARY
An application for subdivision has been submitted to Lanark County for the parcel of land south of Woodward Street and east of Boyd Street. The parcel is approximately 2.36 hectares and will have a total of 63 units. There will be 20 townhouse units, 24 semi-detached units and 19 apartment units. The subject lands are Part of Lots 3, 5, 7 and all of Lots 9, 11, 13, 15 and 17 on Registered Plan 7211 Beckwith, now in the Town of Carleton Place. The site is considered to be an infill subdivision since it is located between two existing subdivisions and above a new infill development (Jackson Ridge Subdivision).

Further information was provided in the February 4th, 2014 Planning and Protection Committee Agenda.

UPDATE – September 8th, 2015
Developer currently has property listed for sale.

STAFF RECOMMENDATION
Re-introduce when further action. Receive and record
125075 Continued

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record

Consent Item
Communication 126106

Received from Jane Almond Acting Director of Planning and Development
Addressed to Planning and Protection Committee
Date February 5th, 2015
Topic County Invoice for Review of the Official Plan

SUMMARY
The Town had received a second invoice in the amount of $4,936.68 from the County of Lanark for fees associated with the review and approval of the new Official Plan. Previously the Town has paid the County $10,557.58 (cheque dated 10/08/2014) for services related to the Official Plan review. Total billed by the consultants to the County for the Carleton Place OP review is $17,205.67.

UPDATE
Due to the costly review fees staff has requested from the County a more detailed outline of efforts from the consultant on this file and a copy of the County’s Tariff of Fees by-law (previously distributed).

The County’s Tariff of Fees By-law outlines fees for the following sections of the Planning Act:
- Section 53, Consent
- Section 57, Validation of Title
- Section 9, Condominium, Condominium Exemption
- Section 51, Subdivision
- Section 50(7.1), Part Lot Control
- Alternative Energy Project Review under O. Reg 359/09
- Section 17(1) and (4), Official Plan Amendment.

The County’s Tariff of Fees By-law does not outline fees associated with and update of municipal plans as required by the Planning Act every five years. The Town of Carlton Place’s new Official Plan was undertaken as a comprehensive review and update under section 26 of the Planning Act (notice enclosed).
UPDATE – September 8th, 2015
An invoice for approximately $5,000 was justified and paid.

STAFF RECOMMENDATION
Receive and record

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record

Consent Item
Communication 126335

Received from        Les Reynolds, Director of Protective Services
Addressed to        Planning and Protection Committee
Date                August 27th, 2015
Topic               OWFC Activity Report

SUMMARY
The July 2015 activity report is attached

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and Record

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record
Consent Item
Communication 126336

Received from Joanna Bowes, Manager of Development Services
Addressed to Planning and Protection Committee
Date August 10th, 2015
Topic Planning and Development Department Activity

SUMMARY
Committee has requested, from the Planning Department, a monthly review of planning matters received or approved within the department. The following outline represents only those matters that were accompanied by a submitted application. The overview does not represent the numerous inquiries received throughout the reporting period, as these inquiries may or may not come to fruition. In addition the accompanying chart does not illustrate the ongoing efforts with respect to various submitted subdivision files.

A monthly review of building department statistics are also attached. This overview represents only those matters which were accompanied by a submitted application, it does not reflect the numerous inquiries received throughout the month.

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and Record

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record

Consent Item
Communication 126337

Received from Mark Smith
Addressed to Les Reynolds, Director of Protective Services
Date August 4th, 2015
Topic Complaint – Bicycles on Sidewalks

SUMMARY
Mr. Smith has expressed concerns regarding the cyclists using sidewalks and lack of enforcement. He requested that his concerns be placed on the next Planning and Protection agenda.
126337 Continued

COMMENT
This type of enforcement would largely be done by police, so the complaint was referred to the Police Services Board and was discussed at their meeting of August 31/15. OPP are aware of the concern.

STAFF RECOMMENDATION
Receive and Record.

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record

Consent Item
Communication 126338

Received from Stephanie Noel, Resident 29 William Street
Addressed to By-Law Department
Date August 17th, 2015
Topic St. James Church Bells

SUMMARY
Ms. Noel feels that the ringing of the church bells is bothersome and disturbs her relaxation. She feels that they should not be permitted to ring every day.

COMMENT
The schedule of bell ringing at St. James has been in place for many years without complaints being raised. Staff feel that the resultant noise is reasonable for the use, short in duration and does not constitute a violation of the by-law.

STAFF RECOMMENDATION
Receive and Record

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record
Consent Item
Communication 126339

Received from   Vince Hawkes, OPP Commissioner
Addressed to    Mayors/Reeves, Ontario Municipalities
Date            June 26th, 2015
Topic           Promotions

SUMMARY
Letter from Commissioner Hawkes writing to OPP policed municipalities informing them of recent promotions.

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and Record

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record

Consent Item
Communication 126340

Received from   Town of Perth
Addressed to    Mayor and Council
Date            June 2, 2015
Topic           Provincial Offences first Quarter 2015 Summary Report

SUMMARY
The Town of Perth has provided their staff report detailing first quarter results for Provincial Offences Court activity in 2015.

In the first quarter there were approximately 100 fewer matters sentenced in the court room resulting in approximately $20,000 less revenue from fines compared to the same period in 2014.

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and Record
Consent Item
Communication 126341

Received from Michelle Goland, Special Investigations Unit
Addressed to Duncan H. Rogers, Clerk
Date July 17th, 2015
Topic Special Investigations Unit’s 25th Annual Report

SUMMARY
The Special Investigations Unit (SIU), which oversees and investigates police conduct, has sent every municipality a copy of their 25th Annual Report which provides an overview of the key initiatives, statistics, and significant cases handled by the SIU in its 25th year of operations. More information about the activities of the SIU is available at www.siu.on.ca

COMMENT
For Council’s Information

STAFF RECOMMENDATION
Receive and Record

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record
Communication 125336

Received from    Paul Knowles, Chief Administrative Officer
Addressed to    Policy Review Committee
Date            July 2nd, 2014
Topic           Proposed Development

SUMMARY
Recently Bodnar’s consultant has sought direction from the Town so they can incorporate appropriate features in their proposed subdivision so it functions in the community. Also, staff have begun discussions with MVCA to accomplish the joint goals for pathways and a public ‘conservation area’ in Roy Brown Park. As well, the extension of sewer, water and gas services to their property is important to the MVCA.

UPDATE September 8th, 2014 – Recreation Committee
Distributed sketch will be presented at the Open House on September 15th, 2014.

UPDATE – September 8th, 2015
The attached sketch was presented at Open House last September and has been provided to the adjacent developer for general guidance while they are preparing their development plans.

The first phase of pathway construction has been completed and is open for use by the public. Construction of further pathways and a dog park are planned in the coming years. Also, an application has been submitted to the Canada 150 Fund for a grant to assist with the cost of signage that commemorates Roy Brown and other significant WWI events/heros.

With the public now encouraged to use Roy Brown, regular maintenance (garbage collection, grass cutting, etc) will begin.

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and record

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record
Communication 125417

Received from Lisa Young, Director of Planning and Development
Addressed to Planning and Protection Committee
Date September 11th, 2014
Topic Pegasus Subdivision – 09T-09001

SUMMARY
Communication 123532 dealt the Pegasus subdivision. The public meeting was held on November 6, 2012 and draft conditions were created as part of this communication. Since that time, the applicant has revised their plan and altered the number of units.

The original plan of subdivision for these lands consisted of 218 single detached dwellings, 153 townhouses and 152 apartment dwellings, for a total of 523 units. The revised plan of subdivision (see attached plan) consists of 144 single detached dwellings, 66 semi-detached dwellings and 232 townhouses, for a total of 442 dwelling units. This revised plan meets the policies of the new Official Plan.

COMMENT
Revised draft conditions have now been created (see attached) that reflect the new proposed plan and address issues identified by Council at the September 11th, 2014 meeting, specifically, parking, trails, traffic calming and streetscape requirements.

UPDATE – September 8th, 2015
The attached updated Draft Conditions have been provided to the County. Conditions 22 & 51 reflect recent discussions with Developers.

STAFF RECOMMENDATION
THAT the attached revised draft conditions for the Pegasus Subdivision, north of Hwy. 7, be forwarded to the County.

COMMITTEE DECISION
THAT the attached revised draft conditions for the Pegasus Subdivision, north of Hwy. 7, be forwarded to the County.

COUNCIL ACTION
Receive and Record
Communication 126144

Received from Joanne Henderson, Manager of Recreation and Culture
Addressed to Parks and Recreation Committee
Date February 27th, 2015
Topic Draft Policy for Determining Cash in Lieu for Parkland

SUMMARY
Staff have prepared a draft policy for Determining Cash in Lieu for Parkland as per the Committee’s request.

COMMENT
The intent of the policy is to provide a clear guideline for determining the value of land for cash in lieu purposes.

UPDATE –April 7th, 2014
The Community Issues Committee Agenda of March 17, 2015 included an item brought forward from the Parks and Recreation Committee that included recommendations regarding a draft policy for determining Cash in Lieu of Parkland. These criteria for determining cash in lieu of parkland included:

1. If the purchase of the subject property has taken place within two years of the day prior to draft approval, the sale price will be accepted as the current value in determining the amount of cash-in-lieu of parkland.
2. Proof of the sale including a copy of the transfer of deed is required by the Town for properties sold within two years of the draft approval.
3. For properties which do not fall under the above criteria, the developer is required to provide a property appraisal of the subject lands at their own expense.
4. The property appraisal professional is required to be a member of the Appraisal Institute of Canada and be in good standing.
5. A copy of the summary appraisal report is to be provided by the developer to the Town for review.

Prior to Council approving these criteria the planning department was asked for comment.

Section 51 of the Planning Act allows for the conveyance of parkland or payment in lieu. Generally, municipalities can charge up to 5% of the value of the land the day prior to the severance or subdivision of the land. The same ability also allows the municipality to charge 2% for commercial or industrial lands. The Planning Act also allows municipalities to outline other criteria in their Official Plan up to a maximum of one (1) hectare of land dedicated to the Town for every 300 residential units provided. The Town of Carleton Place has chosen this option.

Currently the Town does not charge cash in lieu of parkland dedication amounts for commercial, industrial or individual residential severances.
126144 Continued

The issue identified by the Parks and Recreation Committee is pertaining to the value of the land and how that is determined. Generally town staff has been using comparable sales or taxation values if there has not been a recent property transfer or sale. The committee has recommended that a professional appraiser be retained at the property owners cost to determine value. This is usually an expensive undertaking and may actually cost more than the parkland dedication value itself. An option to this would be to request local realtors to run a comparable report for similar properties to determine current market value.

UPDATE – June 16th, 2015
Staff have reviewed the proposed criteria for determining cash in lieu of parkland dedication. Staff have reviewed a fairly recent sale of raw land being within the lands subject to an ongoing subdivision application. The value of that transaction was $192,000 per hectare. When applications are received the calculation for cash in lieu can then be done as per the ratio of 1 ha of parkland for every 300 residential units as outlined in the Official Plan. The exact value of cash-in-lieu would be specific for each property and outlined in the agreements to be signed by the developer and the Town of Carleton Place staff or Council.

UPDATE – September 8th, 2015
Staff has determined that the value of a raw hectare of land is $192,000 and applied it to the Jackson Ridge Subdivision agreement as outlined in the June meeting with respect to that subdivision agreement. This will enable staff to calculate all cash-in-lieu of parkland values by means of an equation to equal 1 ha of land provided per 300 residential units. The payment is collected at the agreement stage. This will also apply to any condo applications outside of the subdivision process such as the Brigil condo.

Council requested that staff undertake an informal survey to determine what other neighbouring municipalities are doing for Industrial, Commercial and individual severances. Mississippi Mills has recently updated their policies and now charges for individual severances both in the rural ($1500) and urban area ($2000). Beckwith does not charge for severances. They do have the ability to charge for industrial and commercial applications. Belleville charges $1500 a severance. Kingston charges $1750 for each consent and for commercial and industrial applications.

STAFF RECOMMENDATION
THAT, for all subdivisions and condominiums, as part of the standard draft conditions, that staff include a draft condition to require the applicant to pay cash-in-lieu of parkland for any shortfall in the parkland provided to the Town. Parkland requirement is 1.0 Ha per 300 residential units and the value of the property shall reflect current market prices (currently $192,000/Ha).
126144 Continued

THAT, for all commercial and industrial development, as part of the standard development agreement, that staff include a requirement to pay cash-in-lieu of parkland unless the required parkland is provided to the Town. Parkland requirement is 2.0% of the gross land area being developed and the value of the property shall reflect current market prices (currently $66,000/Ha for Industrial and $66,000/Ha for commercial).

THAT, for all severances, as part of the standard conditions, that staff include a condition to require the applicant to pay cash-in-lieu of parkland for each severed parcel (no payment for retained parcel). Parkland requirement is 1.0 Ha per 300 residential units and, with the current value of $192,000 per Ha, the cash-in-lieu payment is $640 per unit.

THAT the above conditions related to cash-in-lieu of parkland become effective immediately therefore these will be applied to 126342 (Condo on Lake Ave), 126345 (Severance on Moffatt Street), 126347 (Severance on Franklin Street), and 126346 (severance on Sarah Street), 126322 (Taber Street Subdivision).

That if the applicant does not agree if the Town’s calculation of amounts owing the applicant may retain the services of an accredited appraiser to determine value. Council will then review this information and make a final determination regarding cash-in-lieu of parkland payments.

COMMITTEE DECISION
THAT, for all subdivisions and condominiums, as part of the standard draft conditions, that staff include a draft condition to require the applicant to pay cash-in-lieu of parkland for any shortfall in the parkland provided to the Town. Parkland requirement is 1.0 Ha per 300 residential units and the value of the property shall reflect current market prices (currently $192,000/Ha).

THAT, for all commercial and industrial development, as part of the standard development agreement, that staff include a requirement to pay cash-in-lieu of parkland unless the required parkland is provided to the Town. Parkland requirement is 2.0% of the gross land area being developed and the value of the property shall reflect current market prices (currently $66,000/Ha for Industrial and $66,000/Ha for commercial).

THAT, for all severances, as part of the standard conditions, that staff include a condition to require the applicant to pay cash-in-lieu of parkland for each severed parcel (no payment for retained parcel). Parkland requirement is 1.0 Ha per 300 residential units and, with the current value of $192,000 per Ha, the cash-in-lieu payment is $640 per unit.

THAT the above conditions related to cash-in-lieu of parkland become effective immediately therefore these will be applied to 126342 (Condo on Lake Ave), 126345 (Severance on Moffatt Street), 126347 (Severance on Franklin Street), and 126346 (severance on Sarah Street), 126322 (Taber Street Subdivision).
126144 Continued

That if the applicant does not agree if the Town’s calculation of amounts owing the applicant may retain the services of an accredited appraiser to determine value. Council will then review this information and make a final determination regarding cash-in-lieu of parkland payments.

COUNCIL ACTION
Receive and Record

Communication 126322

Received from Joanna Bowes, Building and Planning Technician
Addressed to Planning and Protection Committee
Date June 30th, 2015
Topic Taber Street Subdivision Application

SUMMARY
An application has been submitted by Volundur Thorbjornsson approval of a proposed subdivision located to the north of Jackson Ridge Subdivision and below the Devcore Boyd Street subdivision on Taber Street. A public meeting has been advertised for August 4, 2015.

UPDATE – September 8th, 2015
Recommended Draft Conditions for this subdivision are attached.

STAFF RECOMMENDATION
THAT the attached draft conditions for the Taber Street Subdivision be forwarded to the County
126322 Continued

COMMITTEE DECISION
Receive and Record

COUNCIL ACTION
Receive and Record

Communication 126342

Received from Joanna Bowes, Building and Planning Technician
Addressed to Planning and Protection Committee
Date July 29th, 2015
Topic Brigil Condominium Draft Conditions, Block 107

SUMMARY
Brigil Homes filed a condominium application with the County of Lanark. Council has approved a condominium exemption for the application given that it has been through the public process. The County of Lanark is now looking for draft conditions from the Town that would be required for the Condominium to be developed.

COMMENT
Staff has reviewed the application and has drafted the required conditions for this application. The draft conditions are attached.

UPDATE – September 8th, 2015
Although this condominium is within a Plan of Subdivision, the property was zoned commercial when the subdivision was created and no parkland was provided for this property.

STAFF RECOMMENDATION
THAT the draft conditions be modified to include a condition requiring a cash-in-lieu of parkland contribution of $30,720 and forward to the County.

COMMITTEE DECISION
THAT the draft conditions be modified to include a condition requiring a cash-in-lieu of parkland contribution of $30,720 and forward to the County.

COUNCIL ACTION
THAT the draft conditions be modified to include a condition requiring a cash-in-lieu of parkland contribution of $30,720 and forward to the County.
Communication 126343

Received from Jane Almond, Acting Director of Development Services
Addressed to Planning and Protection Committee
Date September 1, 2015
Topic St. James Status

SUMMARY
The Town has received an appeal of their decision to deny the St. James’ Church application DP3-01-2015 application for a specific commercial use being Artisan Chocolate Shop and Café. The appeal and associated documents will be forwarded to the Ontario Municipal Board.

The church has also applied for severance being severance B044 which will be heard at the County on September the 14th. In addition, there is another related Development Permit application DP2-05-2015 to recognize an existing stand-alone parking lot as the requested severance would sever the parking lot from the Old Parish Hall property.

Town Council supported the severance application with conditions as it would enable the church to divest itself of excess real estate. Town also supported the application to recognize the parking lot. The submission of an appeal to the associated DP3 may have an effect on the proposed configuration being the location of the severance line. At present the proposed severance line and right-of-way will allow for the creation of 6 parking spaces. This would allow for the creation of 4 residential units within the existing structure as permitted by the residential designation. If the appeal is successful at the Board this may affect the location of the severance line.

The severance was first before Planning Committee in April and at that time staff recommended to defer their decision on the severance until all the details of the application were received. Staff continues to believe that these three applications are related and decisions on use may affect the severance and that a request to defer the severance decision should be made to the County.

STAFF RECOMMENDATION
That the Committee request that staff make a request to the Land Division Committee to defer their decision on severance B044 until the Ontario Municipal Board has made a decision on the appeal.

COMMITTEE DECISION
That the Committee request that staff make a request to the Land Division Committee to defer their decision on severance B044 until the Ontario Municipal Board has made a decision on the appeal.

COUNCIL ACTION
That the Committee request that staff make a request to the Land Division Committee to defer their decision on severance B044 until the Ontario Municipal Board has made a decision on the appeal. Receive and File.
Communication 126344

Received from  Paul Knowles, Chief Administrative Officer
Addressed to    Planning and Protection Committee
Date       August 24th, 2015
Topic       MVCA – Wetlands

SUMMARY
In their letter of August 4th, 2015, MVCA announces that they have decided to designate local wetlands throughout the entire drainage area. They have prepared the attached screening map which shows the proposed new wetlands in Carleton Place. Once wetland is designated, any owner wishing to undertake work on their property that could impact the area within 30m of the wetlands must first obtain MVCA’s permission.

MVCA identified the areas on the screening map using aerial mapping and they have not yet visited each identified location.

MVCA is currently seeking input on their proposal. Verbally they have advised that the screening map can be altered based on field data and that existing and proposed uses will be recognized. Public Consultation is scheduled for September 23rd, 2015.

COMMENT
Specific comments on the wetlands proposed in Carleton Place follow:

<table>
<thead>
<tr>
<th>Wetland 1</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Designation</strong></td>
</tr>
<tr>
<td>Property Evaluation</td>
</tr>
<tr>
<td>Property Status</td>
</tr>
<tr>
<td>Recommendation</td>
</tr>
</tbody>
</table>
126344 Continued

Wetland 2

<table>
<thead>
<tr>
<th>Designation</th>
<th>Recently Annexed – planned to be Residential</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Evaluation</td>
<td>No formal evaluation at this time (formal evaluation of the property would take place during the subdivision approval process). Drainage ditch crosses property but owner is not aware of any wetlands.</td>
</tr>
<tr>
<td>Property Status</td>
<td>Property was just annexed for the purpose of residential development. Owner intends to submit applications late 2015.</td>
</tr>
<tr>
<td>Recommendation</td>
<td>THAT the Town cooperate and assist the Owner to provide MVCA with detailed environmental information on their property so appropriate protection for the environment can be incorporated into future development agreements.</td>
</tr>
</tbody>
</table>

Wetland 3

<table>
<thead>
<tr>
<th>Designation</th>
<th>Employment</th>
</tr>
</thead>
</table>
| Property Evaluation | Dry – fresh Sugar Maple – Ironwood Deciduous Forest  
                      Dry – fresh White Cedar Coniferous Forest  
                      Fresh – moist Deciduous Woodland |
| Property Status | Site for future Business Park. Detailed design nearly complete. Initial site work will be completed early 2016. MVCA has provided comments related to water balance but not mentioned wetlands. |
| Recommendation | THAT the Town’s field information and plans for this property be shared with MVCA and that MVCA be asked to remove this area from the wetlands screening map and confirm that MVCA’s proposal to create new wetlands will not impact this property. |

Wetland 4

<table>
<thead>
<tr>
<th>Designation</th>
<th>Commercial/Residential</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Evaluation</td>
<td>Area has been evaluated and the first phase of a water channel that includes aquatic habitat has been constructed.</td>
</tr>
<tr>
<td>Property Status</td>
<td>Development of adjacent Residential and Commercial property has been approved. The water channel that includes aquatic habitat will be completed to Franktown Road in conjunction with this Residential and Commercial Development.</td>
</tr>
<tr>
<td>Recommendation</td>
<td>THAT the Town, in cooperation with property owners, seek confirmation from MVCA that continuation of the already constructed water channel, that includes aquatic habitat, through to Franktown Road will satisfy requirements. Wetlands designation is redundant as area will be protected as a condition of development.</td>
</tr>
</tbody>
</table>
126344 Continued

### Wetland 5

<table>
<thead>
<tr>
<th>Designation</th>
<th>Residential</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Evaluation</td>
<td>Marsh, tall shrub swamp, treed coniferous swamp, treed deciduous swamp</td>
</tr>
<tr>
<td>Property Status</td>
<td>Areas planned for development following the Community Design Plan which was prepared to address recommendations from a formal environmental evaluation</td>
</tr>
<tr>
<td>Recommendation</td>
<td>THAT the Town work with the property owner to provide detailed information on this property to MVCA. Once approval of the subdivision is finalized the wetlands designation is redundant as the area will be protected through the provisions of the subdivision agreement.</td>
</tr>
</tbody>
</table>

### Wetland 6

<table>
<thead>
<tr>
<th>Designation</th>
<th>Residential</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Evaluation</td>
<td>Wetlands</td>
</tr>
<tr>
<td>Property Status</td>
<td>Subdivision plans prepared that show alteration to the wetland and associate compensation. MVCA has reviewed plans and draft approval expected shortly.</td>
</tr>
<tr>
<td>Recommendation</td>
<td>THAT the Town work with the property owner to provide detailed information on this property to MVCA. Once approval of the subdivision is finalized the wetlands designation is redundant as the area will be protected through the provisions of the subdivision agreement.</td>
</tr>
</tbody>
</table>

### Wetland 7

<table>
<thead>
<tr>
<th>Designation</th>
<th>Residential</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Evaluation</td>
<td>No formal evaluation at this time (formal evaluation of the property would take place during the subdivision approval process). Elevations and habitat details along the eastern edge of the property need to be formally assessed before any wetland area can be defined.</td>
</tr>
<tr>
<td>Property Status</td>
<td>Property is included in the Town’s Master Servicing Plan and owner intends to proceed with residential development in the future.</td>
</tr>
<tr>
<td>Recommendation</td>
<td>THAT the Town cooperate and assist the Owner to provide MVCA with detailed environmental information on their property so appropriate protection for the environment can be incorporated into future development agreements.</td>
</tr>
</tbody>
</table>
126344 Continued

General comments include; Imposing a wetland designation places significant restrictions on a property and the MVCA has had a long time practice of only designating wetland if it is included in municipality’s Official Plan. This ensures appropriate community involvement and consultation with owners. It appears MVCA is now proposing to change this practice and designate wetlands without ensuring consistency with Official Plans.

The initiative to designate new wetlands is being portrayed as now mandated by the province. However the regulation providing this authority was issued in 2006. There have not been any recent changes to the regulation and the decisions remain entirely local.

The Town recently adopted its new Official Plan which included consultation with MVCA. In the OP, the Town made particular efforts to protect the environment and designated considerable area as Natural Environment. The possibility of new wetlands within the urban boundary was never identified by MVCA. Furthermore, it appears that the aerial mapping, used by MVCA to select the areas for designation as wetland, is not accurate.

MVCA’s web site includes some information about their proposal to designate wetlands. When considering local wetlands, it appears other Conservation Authorities have developed policies regarding compensation for property owners, recognition of existing and planned uses and programs to encourage voluntary creation of wetlands. None of this information is featured on MVCA’s web site. However, it is presented very much as information so owners can be aware rather than truly seeking input. This contrasts with the recent adoption of Source Water Protection regulations that were only introduced after extensive consultation and ground truthing.

STAFF RECOMMENDATION
For Wetlands 1 and 3
THAT the Town’s field information and plans for this property be shared with MVCA and that MVCA be asked to remove this area from the wetlands screening map and confirm that MVCA’s proposal to create new wetlands will not impact this property.

For Wetlands 2 and 7
THAT the Town cooperate and assist the Owner to provide MVCA with detailed environmental information on their property so appropriate protection for the environment can be incorporated into future development agreements.

For Wetland 4
THAT the Town, in cooperation with property owners, seek confirmation from MVCA that continuation of the already constructed water channel, that includes aquatic habitat, through to Franktown Road will satisfy requirements. Wetlands designation is redundant as area will be protected as a condition of development.
For Wetlands 5 and 6
THAT the Town work with the property owner to provide detailed information on this property to MVCA. Once approval of the subdivision is finalized the wetlands designation is redundant as the area will be protected through the provisions of the subdivision agreement.

THAT, prior to proceeding to designate new wetlands, the MVCA should:

Firstly – work with municipalities and conduct field inspections to refine their screening map. Property which is obviously already developed or with firm plans for development should not be impacted and properties which appear to be obvious wetlands highlighted.

Secondly – develop and post recommended policies regarding:
- compensation for impacted property owners;
- recognition of existing and planned uses; and
- encouraging voluntary designation of wetlands;

Thirdly – phase in any formal designation of wetlands beginning with critical, obvious wetlands where on the ground information is available.

COMMITTEE DECISION
For Wetlands 1 and 3
THAT the Town’s field information and plans for this property be shared with MVCA and that MVCA be asked to remove this area from the wetlands screening map and confirm that MVCA’s proposal to create new wetlands will not impact this property.

For Wetlands 2 and 7
THAT the Town cooperate and assist the Owner to provide MVCA with detailed environmental information on their property so appropriate protection for the environment can be incorporated into future development agreements.

For Wetland 4
THAT the Town, in cooperation with property owners, seek confirmation from MVCA that continuation of the already constructed water channel, that includes aquatic habitat, through to Franktown Road will satisfy requirements. Wetlands designation is redundant as area will be protected as a condition of development.

For Wetlands 5 and 6
THAT the Town work with the property owner to provide detailed information on this property to MVCA. Once approval of the subdivision is finalized the wetlands designation is redundant as the area will be protected through the provisions of the subdivision agreement.
126344 Continued

THAT, prior to proceeding to designate new wetlands, the MVCA should:

Firstly – work with municipalities and conduct field inspections to refine their screening map. Property which is obviously already developed or with firm plans for development should not be impacted and properties which appear to be obvious wetlands highlighted.

Secondly – develop and post recommended policies regarding:
- compensation for impacted property owners;
- recognition of existing and planned uses; and
- encouraging voluntary designation of wetlands;

Thirdly – phase in any formal designation of wetlands beginning with critical, obvious wetlands where on the ground information is available.

COUNCIL ACTION
THAT the above comments be forwarded to the MVCA. Receive and record
Communication 126345

Received from Joanna Bowes, Manager of Development Services
Addressed to Planning and Protection Committee
Date July 31st, 2015
Topic Consent Application B15/089, 341-343 Moffatt St

SUMMARY

A consent application has been received from the property known municipally as 341-343 Moffatt St. The subject lands are legally described as Part of Lot 18, Plan 1222 and illustrated below.

This consent application is to sever a 359 m² residential lot, leaving a 298.4 m² portion of retained residential property. The purpose of this severance is to split the existing semi-detached units into separate ownership. The semi-detached units were constructed and approved through building permit 15N011.

The Provincial Policy Statement, 2014 (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 resources throughout the province.
126345 Continued

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 Residential (R). This designation allows for a mix of housing types which complements the existing small town character. The Development Permit By-law also designated the property as residential (R). The severance will allow for the creation of a new residential building lot within the Town of Carleton Place. Both the retained and severed lot will meet the minimum frontage required under the Development Permit By-law.

COMMENT
The proposal, if approved, will allow for the existing semi-detached to be under separate ownership. The lots are 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 new deed. It should be noted that once Council makes a decision, the applicant must clear all conditions within one year from the date of that decision. The proposed conditions 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. The applicant shall provide a Site Grading and Drainage Plan for the retained and severed parcels to the satisfaction of the Town of Carleton Place.
4. That a deposited reference plan be submitted to the Town of Carleton Place.
5. That a cash-in-lieu of parkland payment of $640.00 be collected from the applicant.

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
THAT staff forward the above conditions to the County of Lanark for consideration.
Receive and Record
SUMMARY
A consent application has been received from the property known municipally as 119-121 Sarah Street. The subject lands are legally described as Parts 1 and 2 on Plan 27R-10178 and illustrated below.

This consent application is to sever a 310.79 m² residential lot, leaving a 315.57m² portion of retained residential property. The purpose of this severance is to split the existing semi-detached units into separate ownership. The semi-detached units were constructed and approved through building permit 12N018.

The Provincial Policy Statement, 2014 (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 resources throughout the province.
126346 Continued

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 Residential (R). This designation allows for a mix of housing types which complements the existing small town character. The Development Permit By-law also designated the property as residential (R). The severance will allow for the creation of a new residential building lot within the Town of Carleton Place. Both the retained and severed lot will meet the minimum frontage required under the Development Permit By-law.

COMMENT
The proposal, if approved, will allow for the creation of an infill residential lot as well as to allow for the existing semi-detached to be under separate ownership. The lots are 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 new deed. It should be noted that once Council makes a decision, the applicant must clear all conditions within one year from the date of that decision. The proposed conditions 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. The applicant shall provide a Site Grading and Drainage Plan for the retained and severed parcels to the satisfaction of the Town of Carleton Place.
4. That a deposited reference plan be submitted to the Town of Carleton Place.
5. That a cash-in-lieu of parkland payment of $640.00 be collected from the applicant.

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
THAT staff forward the above conditions to the County of Lanark for consideration. Recieve and Record
Communication 126347

Received from Joanna Bowes, Manager of Development Services
Addressed to Planning and Protection Committee
Date August 21st, 2015
Topic Consent Application B15/114

SUMMARY
A consent application has been received from the property known municipally as 104 Franklin Street. The subject lands are legally described as Parts 3 and 7 on Plan 26R-2228 and illustrated below.

This consent application is to sever a 460.85 m² residential lot, leaving a 1013.76 portion of retained residential property. The purpose of this severance is to create a new residential lot.

The Provincial Policy Statement, 2014 (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 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 Residential (R). This designation allows for a mix of housing types which complements the existing small town character. The Development Permit By-law also designated the property as residential (R). The severance will allow for the creation of a new residential building lot within the Town of Carleton Place. Both the retained and severed lot will meet the minimum frontage required under the Development Permit By-law.

**COMMENT**

The proposal, if approved, will allow for the creation of an infill residential lot. The lots are 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 new deed. It should be noted that once Council makes a decision, the applicant must clear all conditions within one year from the date of that decision. The proposed conditions are:

1. The balance of any 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 a Site Grading and Drainage Plan for the retained and severed parcels to the satisfaction of the Town of Carleton Place.
3. The applicant shall provide the Town of Carleton Place with a digital copy of the reference plan (in NAD83 datum).
4. 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 surveyor's information shall include confirmation of adequate frontage for both the severed and retained parcels along the maintained road. Should compliance not be demonstrated, the applicant will take any and all steps to bring the property into compliance.
5. Satisfactory evidence shall be provided to the Town of Carleton Place by way of a building location survey to confirm that the setback for the existing building to the new property lines and existing property lines meet the Ontario Building Code and Development Permit by-law.
6. That a copy of the deposited reference plan be submitted to the Town of Carleton Place.
7. There is currently a moratorium on road cut on Franklin St. as it was reconstructed in 2014. The Town’s current policy is that there are 2 years before any excavation permits can be issued on a recently paved street. Services will be unable to be installed until the two year period has passed.
126347 Continued

8. Town of Carleton Place Public Works notes that there are some constraints with servicing. They note that the sanitary sewer is shallow and a pump may be required.
9. A backflow prevented is required to be installed on the sanitary connection.
10. That a cash-in-lieu of parkland payment of $640.00 be collected from the applicant.

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
THAT staff forward the above conditions to the County of Lanark for consideration.
Receive and Record

Communication 126348

Received from Paul Knowles, Chief Administrative Officer
Addressed Planning and Protection Committee
Date September 1st, 2015
Topic Closed Meeting

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

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

AGENDA
08-09-15-1 personal matters about an identifiable individual, including municipal or local board employees. – General Nature – Appointment of an Individual

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
08-09-15-1 personal matters about an identifiable individual, including municipal or local board employees. – General Nature – Appointment of an Individual
126348 Continued

REPORT TO COUNCIL
08-09-15-1 THAT Council hereby appoints Deputy-Mayor Jerry Flynn to serve on the MVCA Board and instructs the Clerk to amend the Striking Report to reflect the above.

COUNCIL ACTION
THAT Council hereby appoints Deputy-Mayor Jerry Flynn to serve on the MVCA Board and instructs the Clerk to amend the Striking Report to reflect the above.
BY-LAW NO. 41-2015


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 126TH Council of the Corporation of the Town of Carleton Place at the Fifteenth Regular Meeting of Council held on SEPTEMBER 15, 2015, the FIRST Special Meeting of Council held on June 30, 2015, the SECOND Special Meeting of Council held on July 21, 2015, the THIRD Special Meeting of Council held on August 4, 2015 and the FOURTH Special Meeting of Council held on August 13, 2015, in respect to 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 15TH DAY OF SEPTEMBER 2015.

______________________________
Louis Antonakos, Mayor

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Duncan Rogers, Clerk