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

The Fifth Regular Meeting of the One Hundred and Twenty Fifth Council of the Town of Carleton Place was held in the Town Hall Council Chambers on Tuesday, March 11th 2014 at 7:00 p.m.

PRESENT: Mayor LeBlanc
Councilor Flynn
Councillor Black
Councillor Antonakos
Councillor Probert
Councillor Strike

STAFF: P. Knowles, C.A.O.
D. Rogers, Clerk

I OPENING PRAYER
Members of Council, staff and the public stood for the recitation of the Lord’s Prayer.

II DISCLOSURE OF PECUNIARY INTEREST
None

III MINUTES OF PREVIOUS MEETING
Motion No. 5-125-01
Moved by Councillor Antonakos, seconded by Councillor Strike
THAT the Minutes of the Fourth Regular Meeting of the 125th Council held on February 11, 2014 be adopted as printed.

DELEGATIONS
Motion No. 5-125-02
Moved by Councillor Flynn, seconded by Councillor Black
THAT Joshua Piche be presented to Council.

Mayor LeBlanc on behalf of the members of Council welcomed ten year old Joshua Piche and members of his family to the meeting. The Mayor informed Council that as a fund raising project (for lighted head surgery hospital equipment) Joshua had built and sold Christmas tree kits and had raised over $500.00. The Mayor then invited Joshua to the front of Council and presented a Better Community Builder Award Certificate to the student. The Mayor also gave a Town Plaque and a Town Pin to Joshua. Following a photographic taking session with the local media, Joshua and members of his family were thanked for their attendance at the meeting.

Motion No. 5-125-03
Moved by Councillor Antonakos, seconded by Councillor Antonakos
THAT Howard Allan be permitted to speak to Council.

Mr. Howard Allan, Municipal Auditor, appeared before Council and informed the members that financially, 2013 was a good year for the Town of Carleton Place. The Auditor also informed Council that the municipality was one of the first this year to file a Financial Information Return with the Ministry. Mr. Allan again noted the positive financial position of the Corporation and that management had prepared sound financial long term planning. Mr. Allan also reviewed the assets and liabilities of the municipality and commended both members of Council and staff for adherence to the budget and budget process. Mr. Allan then referred to the previously circulated Financial Information Return document dated December 31, 2013 and reviewed items such as the post-retirement benefits actuarial valuation, assets, liabilities and consolidated statement of operations Mr. Allan then answered questions from members of Council dealing with questions regarding the post-retirement benefits, the value and depreciation of assets, reserves and debt planning.

Mayor LeBlanc concluded the presentation by thanking Mr. Allan for his remarks and also thanked both members of Council and staff for the positive financial position of the municipality.
COMMUNICATIONS
125080 – 125140

READING OF BY-LAWS
By-law No. 13-2014
Motion No. 5-125-04
Moved by Councillor Black, seconded by Councillor Flynn
THAT By-law No. 13-2014, (To Amend Procedural By-law 23-2011) be read a
first time, a second time and a third time and finally passed. CARRIED

By-law No. 14-2014
Motion No. 5-125-05
Moved by Councillor Probert, seconded by Councillor Strike
THAT By-law No. 14-2014, (To Appoint a Deputy Chief Building Official) be read a
first time, a second time and a third time and finally passed. CARRIED

By-law No. 15-2014
Motion No. 5-125-06
Moved by Councillor Strike, seconded by Councillor Probert
THAT By-law No. 15-2014, (To Exempt Certain Lands from Part Lot Control) be read a
first time, a second time and a third time and finally passed. CARRIED

STANDING COMMITTEES
Community Development Committee – February 11, 2014
Motion No. 5-125-07
Communication: 125082 125081 125083 125084 125085
Moved by Councillor Strike, seconded by Councillor Probert
THAT Council hereby accepts the Community Development Committee’s decisions related
to the consent items of February 11, 2014 and approves the Council Actions. CARRIED

Policy Review Committee – February 11, 2014
Motion No. 5-125-08
Communication: 125089 125090 125096
Moved by Councillor Probert, seconded by Councillor Strike
THAT Council hereby accepts the Policy Review Committee’s decisions related
to the consent items of February 11, 2014 and approves the Council Actions. CARRIED

Corporate Services Committee – February 18, 2014
Motion No. 5-125-09
Communication: 125107 125110
Moved by Councillor Antonakos, seconded by Councillor Strike
THAT Council hereby accepts the Corporate Services Committee’s decisions related
to the consent items of February 18, 2014 and approves the Council Actions. CARRIED

Motion No. 5-125-10
Communication: 125108
Moved by Councillor Flynn, seconded by Councillor Black
THAT Council hereby authorizes the attached conference requests for 2014. CARRIED

Motion No. 5-125-11
Communication: 125109
Moved by Councillor Strike, seconded by Councillor Probert
THAT Council hereby approves a 2.0% levy change for the Business Improvement Area
budget for 2014 as approved by the BIA membership at their annual meeting. CARRIED
Motion No. 5-125-12
Communication: 125111
Moved by Councillor Black, seconded by Councillor Flynn


CARRIED

Motion No. 5-125-13
Communication: 125120
Moved by Councillor Probert, seconded by Councillor Strike

THAT Council hereby authorizes staff to issue a Purchase Order to Bennett Motors for the purchase of a 2014 Chev Express Cargo Van for the quote price of $23,798.

CARRIED

Community Issues Committee – February 18, 2014
Motion No. 5-125-14
Communication: 125112
Moved by Councillor Antonakos, seconded by Councillor Strike

THAT Council hereby accepts the Community Issues Committee’s decisions related to the consent items of February 18, 2014 and approves the Council Actions.

CARRIED

Motion No. 5-125-15
Communication: 125113
Moved by Councillor Strike, seconded by Councillor Probert

THAT Council hereby instructs the Clerk to amend the Striking Committee Report to include the Winter Carnival Committee as a Town Committee.

xx.x.1 Responsibilities: This Committee shall oversee all activities related to the planning and running of the Annual Winter Carnival.

xx.x.2 Membership: One member of staff and up to 10 members of the public.

xx.x.3 Secretary: Appointed by the Committee

xx.x.3.1 Staff Contact: Jessica Smith, Community Programmer

xx.x.4 Meeting Time: As determined by the Committee

xx.x.5 Reporting Responsibility: Community Issues Committee

CARRIED

Planning and Protection Committee – February 18, 2014
Motion No. 5-125-16
Communication: 125114 125115 125116 125117 125119
Moved by Councillor Black, seconded by Councillor Flynn

THAT Council hereby accepts the Planning and Protection Committee’s decisions related to the consent items of February 18, 2014 and approves the Council Actions.

CARRIED

Motion No. 5-125-17
Communication: 125118
Moved by Councillor Probert, seconded by Councillor Strike

THAT Council hereby instructs the Clerk to amend the Striking Committee Report to allow public meetings to be held at 7:00 p.m. on the first and third Tuesday of the month with Physical Environment Committee and the Community Issues Committee to follow.

CARRIED

Physical Environment Committee – March 4, 2014
Motion No. 5-125-18
Communication: 125121 125127 1245130 125139 125140
Moved by Councillor Flynn, seconded by Councillor Black

THAT Council hereby accepts the Physical Environment Committee’s decisions related to the consent items of March 4, 2014 and approves the Council Actions.

CARRIED
Motion No. 5-125-19
Communication: 125128
Moved by Councillor Flynn, seconded by Councillor Black
THAT Council hereby accepts the 2013 Annual and Summary Report for the Carleton Place Drinking Water System as per O. Reg 170/03.

ALSO THAT Council instructs that these reports be made available to the public at the Town Hall and posted on the Town’s website.

CARRIED

Planning and Protection Committee – March 4, 2014
Motion No. 5-125-20
Communication: 125095 125125 125126
Moved by Councillor Black, seconded by Councillor Flynn
THAT Council hereby accepts the Planning and Protection Committee’s decisions related to the consent items of March 4, 2014 and approves the Council Actions.

CARRIED

VIII OTHER BUSINESS
None

IX MAYOR’S ANNOUNCEMENTS/DATES TO REMEMBER
Mayor LeBlanc showed member of Council a model of the Town Hall completed by a Grade 1 student from St. Gregory’s Catholic School and explained the class project to Council. The Mayor also noted that the Carleton Place Canadians opening playoff game was currently taking place at the local community centre. Mayor LeBlanc also informed Council of the seven awards that the local Junior A team and players had received. Mayor LeBlanc also noted the planned re-opening of the Queen’s Hotel and also the Open House Event for the Development Permit By-law. Mayor LeBlanc then informed members of Council of the CMHC event scheduled for March 19th and that the local Chamber of Commerce would meet on March 20th at Lake Park Lodge. Councillor Flynn reminded Council of St. Patrick’s Day, scheduled for Monday, March 17th, 2014.

X BY-LAW CONFIRMING COUNCIL PROCEEDINGS
By-law No. 16-2014
Motion No. 5-125-21
Moved by Councillor Antonakos, seconded by Councillor Strike
THAT By-law No. 16-2014 (Confirm Council Proceedings) be read a first time, second time and third time and finally passed.

CARRIED

XI SINGING OF O CANADA
Members of Council, staff and the public stood for the singing of O’Canada.

XII ADJOURNMENT – 7:54 p.m.
Motion No. 5-125-22
Moved by Deputy-Mayor Sonnenburg, seconded by Councillor Black
THAT the FiFth Regular Meeting of the One Hundred and Twenty Fifth Council be hereby adjourned.

CARRIED

Wendy LeBlanc, Mayor
D.H. Rogers, Clerk
AGENDA
FIFTH REGULAR MEETING OF THE ONE HUNDRED
AND TWENTY FIFTH COUNCIL OF THE TOWN OF CARLETON PLACE
Tuesday, March 11, 2014 Council Chambers at 7:00 p.m.

I OPENING PRAYER

II DISCLOSURE OF PECUNIARY INTEREST

III MINUTES OF PREVIOUS MEETING
Minutes of the Fourth Regular Meeting of the 125th Council of February 11, 2014

IV DELEGATIONS
Joshua Piché – Plaque Presentation
Howard Allan, Municipal Auditor

V COMMUNICATIONS
125080 – 125140

VI READING OF BY-LAWS
By-law No. 13-2014 – To Amend Procedural By-law 23-2011
By-law No. 14-2014 – To Appoint a Deputy Chief Building Official
By-law No. 15-2013 – To Exempt Certain Lands from Part Lot Control

VII STANDING COMMITTEES
Community Development Committee – February 11, 2014
125082 125081 125083 125084 125085

Policy Review Committee – February 11, 2014
125089 125090 125096

Corporate Services Committee – February 11, 2014
125107 125108 125109 125110 125111 125120

Community Issues Committee – February 18, 2014
125112 125113

Planning and Protection Committee – February 18, 2014
125114 125115 125116 125117 125118 125119

Physical Environment Committee – March 4, 2014
125121 125127 125128 125130 125139 125140

Planning and Protection Committee – March 4, 2014
125095 125125 125126

VIII OTHER BUSINESS

IX MAYOR’S ANNOUNCEMENTS/DATES TO REMEMBER

X BY-LAW NO. 16-2014 CONFIRMING COUNCIL PROCEEDING

XI SINGING OF O CANADA

XII ADJOURNMENT
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BY-LAW NO. 13-2014


WHEREAS Section 238(2) of the Municipal Act, S.O. 2001 requires municipalities to adopt a Procedural By-law for the governing of the proceedings of meetings and;

WHEREAS it is deemed appropriate to amend Section III of the By-law No. 23-2011.

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

1. That Section III of By-law No. 23-2011 be amended to add the following:

4. Notice of a Special Meeting of Council shall be posted on the Town of Carleton Place website. Notice of a Special Meeting shall also be posted in the Carleton Place Public Library and in the Clerk’s Office of the Town Hall.


Wendy LeBlanc, Mayor D.H. Rogers, Clerk
BY-LAW NO. 14-2014

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE, BEING A
BY-LAW TO APPOINT A DEPUTY CHIEF BUILDING OFFICIAL

WHEREAS authority is granted pursuant to subsection 2 of Section 3 of The Building Code
Act, S.O. 1992, Chapter 23, as amended, to appoint a Building Official; and subsection
28(o) of the Interpretations Act, RSO 1990, c1.11, provides for the appointment of Deputies:

AND WHEREAS the Council of the Corporation of the Town of Carleton Place deems it
necessary and expedient to appoint a Deputy Chief Building Official to enforce The Building
Code and Regulations thereunder in the absence of the Chief Building Official;

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

1. THAT PETER STEPHEN BLACK is hereby appointed as Deputy Chief Building Official
for the Town of Carleton Place;

2. THAT the Deputy Chief Building Official shall have the same power and authority for the
enforcement of The Building Code Act, S.O. 1992, Chapter 23, as amended, and the
Regulations thereunder, as the Chief Building Official;

3. THAT the Deputy Chief Building Official is hereby empowered to act, upon notice by the
Corporation, when the Chief Building Official is absent or is unable to perform his/her duties
for any of the following occasions or circumstances:

   a. Annual leave or vacation
   b. Illness, disability, or death
   c. Attendance at training courses, seminars or conferences
   d. Bereavement leave
   e. Attendance at court or legal proceedings
   f. A conflict of interest, and
   g. As directed by the Chief Building Official's supervisor

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 11th DAY OF
MARCH 2014.

Wendy LeBlanc, Mayor                                      D.H. Rogers, Clerk
BY-LAW NO.15-2014

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO EXEMPT CERTAIN LANDS FROM PART LOT CONTROL-LOTS 37, 38 AND PART OF LOT 39 ON PLAN 825 FURTHER DESCRIBED AS PARTS 1-4 ON 27R-10380 IN THE TOWN OF CARLETON PLACE IN THE COUNTY OF LANARK.

WHEREAS Subsection 7 of Section 50 of The Planning Act, R.S.O. 1990 as amended, authorizes a Municipality to provide a by-law that part lot control does not apply to land that is within registered plans or plan of subdivision or parts thereof, subject to the approval of the County of Lanark;

AND WHEREAS it is deemed expedient to exempt certain lands located in an area designated Residential in Development Permit By-law 50-2008, and described as Lots 37, 38 and Part Lot 39, Plan 825 and Part 1 to 4 inclusive on 27R-10380, in the Town of Carleton Place in the County of Lanark;

AND WHEREAS The Planning Act, subsection 50 (7.1) does not come into effect until approved by the County of Lanark;

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

1. Subsection 5 of Section 50 of The Planning Act, R.S.O. 1990, as amended, does not apply to Lots 37, 38 and Part Lot 39, Plan 825 and further described as Part 1 to 4 inclusive on 27R-10380, in the Town of Carleton Place in the County of Lanark.

2. This by-law shall be effective only to the extent necessary to permit;
   a) The creation of blocks and parcels for construction purposes and to permit such lots to be charged and/or discharged
   b) Individual dwelling units, together with appurtenant rights and easements in land associated therewith, to be conveyed to each initial purchaser of each individual dwelling unit;
      And this by-law shall not be construed as to permit the further severance or re-subdivision of any such parcel.

3. This by-law shall become effective upon the approval of the County of Lanark and registration of the by-law in the land titles office.

4. This by-law shall expire and be of no further force and effect as of March 18, 2016.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 11TH DAY OF MARCH 2014.

Wendy LeBlanc, Mayor
Duncan Rogers, Clerk
### Community Development Committee Council Report

**Tuesday February 11th, 2014**

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<td>Addressed to</td>
<td>Community Development Committee</td>
</tr>
<tr>
<td></td>
<td>Date</td>
<td>February 4th, 2014</td>
</tr>
<tr>
<td></td>
<td>Topic</td>
<td>Recent/Upcoming Activity</td>
</tr>
</tbody>
</table>

**SUMMARY**

An overview of recent and upcoming activity in economic development in Carleton Place.

**COMMENT**

Lanark County has joined several Ontario East Sector Teams including Tourism, Logistics and Rural Opportunities. The Economic Development Coordinator has been working with County representatives to provide information regarding potential tourism and hospitality investments.

The Economic Development Coordinator attended a OMAF/RA and MEDTE summit in Kemptville in January that reviewed a number of programs that are available for economic development.

The Ontario Certified Site program application for the Hooper Street park was submitted for the Hooper Street Business Park. The Town will receive information regarding the application on March 17th, 2014.

The sign on the Costello Street property has been replaced.

**STAFF RECOMMENDATION**

For Council’s information. Receive and file.

**COMMITTEE DECISION**

Receive and File

**COUNCIL ACTION**

Receive and file

<table>
<thead>
<tr>
<th>125081</th>
<th>Received from</th>
<th>Councillor Antonakos</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Addressed to</td>
<td>Council</td>
</tr>
<tr>
<td></td>
<td>Date</td>
<td>January 30th, 2014</td>
</tr>
<tr>
<td></td>
<td>Topic</td>
<td>Economic Development</td>
</tr>
</tbody>
</table>

**SUMMARY**

Councillor would like a status update on MyFM Radio.

**UPDATE**

Issue was presented to Council on September 2013 in item 124401 (see attached), the Communications Coordinator and the Economic Development Coordinator sent letters of support to the CRTC to support MyFM’s application. Others received the email and may also
have responded. At the meeting on February 4th, 2014, it was reported that MyFM was looking for office space in Carleton Place

STAFF RECOMMENDATION
Receive and file.

COMMITTEE DECISION
Receive and file

COUNCIL ACTION
Receive and file

125083 Received from Jasmin Ralph, Economic Development Coordinator
Addressed to Community Development Committee
Date January 30th, 2014
Topic Rumours/Business closings

SUMMARY
In January 2014, Mayor LeBlanc received correspondence from a local business stating concern that a member of Council informed their staff there were rumours of the business closing. There was no truth to the rumours and the business owner was very concerned about the negative impact that the rumours could have on the operation of the business. Mayor LeBlanc responded to the business owner.

COMMENT
All representatives of the Town of Carleton Place should be cognizant that spreading rumours regarding business closures can harm the operation of local businesses and the reputation of the Town as a place to do business. Furthermore, as evidenced by this recent incident, not all rumours of closures are true and it can be damaging and insulting to spread rumours regarding businesses that continue to operate in the community.

The Town of Carleton Place has established the Outreach Program to meet with local businesses and gather information about future plans and their needs in the community.

STAFF RECOMMENDATION
THAT any rumours regarding business closures in Carleton Place be forwarded to the Economic Development Coordinator for appropriate follow-up.

COMMITTEE DECISION
THAT any rumours regarding business closures in Carleton Place be forwarded to the Economic Development Coordinator for appropriate follow-up.

COUNCIL ACTION
Receive and file

125084 Received from Michael Cimilyan
Addressed to Community Development Committee
Date January 27th, 2014
Topic Internet Kiosk

SUMMARY
In January 2014 the Economic Development Coordinator was approached by Mike Cimilyan from Paradime Design and IT Solutions regarding installing interactive kiosks in Town facilities.
COMMENT
They proposed to supply kiosks that:

"Are equipped with dual displays, the main touch-screen enables visitors to browse specific web sites and pre-loaded content. The top display can cycle news, information, events, and advertising with still images and video clips. The kiosks are equipped with stereo speakers to provide a rich, no-compromise audio/visual experience."

The kiosks can be installed at no cost to the town, with Paradime selling advertising on the top screen of the kiosk. Advertisers can be limited to local businesses. Please find more information in the attached fact sheet. There are opportunities for the kiosks to be installed in other facilities such as the Beckwith Arena.

STAFF RECOMMENDATION
THAT the Town pilot a kiosk in the Carembeck pool facility and determine if there may be further uses. Bring Forward.

COMMITTEE DECISION
THAT the Town pilot a kiosk in the Carembeck pool facility and determine if there may be further uses. Bring Forward.

COUNCIL ACTION
Receive and file

<table>
<thead>
<tr>
<th>125085</th>
<th>Received from</th>
<th>Jasmin Ralph</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Addressed to</td>
<td>Community Development Committee</td>
</tr>
<tr>
<td></td>
<td>Date</td>
<td>February 4, 2014</td>
</tr>
<tr>
<td></td>
<td>Topic</td>
<td>Action Reports</td>
</tr>
</tbody>
</table>

SUMMARY
Action Reports from Sub-Committees attached.

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Status</th>
<th>125039</th>
<th>125068</th>
<th>125064</th>
<th>125065</th>
<th>125062</th>
<th>122398</th>
<th>125088</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tourism Initiatives</td>
<td>Noteworthy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Programming Initiatives</td>
<td>Noteworthy</td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Community Enrichment Grants</td>
<td>Noteworthy</td>
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<td></td>
</tr>
<tr>
<td>Downtown Initiatives</td>
<td>See below</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Industrial Initiatives</td>
<td>No Report</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auditorium Committee</td>
<td>Noteworthy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Canada Day</td>
<td>No Report</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please note that on January 22nd, 2014 results from the First Impressions Community Exchange were presented. An action plan based on the recommendations from the program as well as other activities will be presented to the Downtown Initiatives Committee.

STAFF RECOMMENDATION
THAT Committee endorse Committee's decisions.

COMMITTEE DECISION
THAT Committee endorse Committee’s decisions.

COUNCIL ACTION
Receive and file
Policy Review Committee  
Council Report  
February 11th, 2014

Received from  
Paul Knowles, Chief Administrative Officer
Addressed to  
Policy Review Committee
Date  
February 7th, 2014
Topic  
Orientation for New Council

**SUMMARY**

Following the 2010 election, paper orientation material was distributed to the newly elected member of Council. This material included:

<table>
<thead>
<tr>
<th>Item</th>
<th>Item</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Procedural By-law</td>
<td>Striking Committee of Council</td>
<td>Code of Conduct</td>
</tr>
<tr>
<td>Municipal Conflict of Interest</td>
<td>Training and Resources</td>
<td>Municipal Act</td>
</tr>
<tr>
<td>Purchasing and Discretionary Funds</td>
<td>Assets of Municipality</td>
<td>Municipal Budget</td>
</tr>
<tr>
<td>Utility Budget - Sewer &amp; H20</td>
<td>Other Services Provided</td>
<td>Organization Charts</td>
</tr>
<tr>
<td>Business Plans for Departments</td>
<td>Community Strategic Plan</td>
<td>Council Visioning Notes</td>
</tr>
<tr>
<td>Background of Special Projects</td>
<td>Closed Sessions - Difficult Problems</td>
<td></td>
</tr>
</tbody>
</table>

During the fall of 2014 staff suggest arranging the following:

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, September 8th, 2014</td>
<td>Clerk will offer an election information session for all candidates</td>
</tr>
<tr>
<td>Tuesday, September 9th, 2014</td>
<td>Cancel regular meetings as date conflicts with OEMC Conference</td>
</tr>
<tr>
<td>Monday, October 27th, 2014</td>
<td>Election Day - results will be presented in the Town Hall Auditorium shortly after the polls close at 8:00 p.m. They will also be posted on the web site, etc.</td>
</tr>
<tr>
<td>Tuesday, October 28th, 2014</td>
<td>Cancel regular meeting</td>
</tr>
<tr>
<td>November 1st - 30th, 2014</td>
<td>Distribute selected orientation material to newly elected members of Council. Arrange meetings for each newly elected member of Council with the CAO and newly elected Mayor to discuss goals for the upcoming Term of Council</td>
</tr>
</tbody>
</table>
Date | Description
---|---
Tuesday, November 11th, 2014 | Cancel regular meeting (Remembrance Day)
Thursday, November 20th, 2014 | Lanark County Clerk/Treasurers are offering a seminar for 1st time Councillors in Lanark
Tuesday, December 2nd, 2014 | 7:00 p.m. Swearing in of new Council followed by reception
Thursday, December 4th, 2014 | 9:00 a.m. - 4:00 p.m. - Tour of major municipal facilities with accompanying presentation of significant issues.
Friday, December 5th, 2014 | 6:00 p.m. Appreciation Night - Final responsibility of current Council
Tuesday, December 9th, 2014 | Regular Committee meetings focusing on: 2015 Budget; Striking Committee; and any planning applications.
Tuesday, December 16th, 2014 | Regular Council meeting & Policy Review
December 23rd, 2014 and December 30th, 2014 | Regular meetings cancelled for Christmas Break

**STAFF RECOMMENDATION**
THAT Council provide feedback on which sections of the paper orientation material was most useful.

THAT staff proceed organizing events as outlined.

**COMMITTEE DECISION**
Feedback on orientation included:

- material should be available electronically;
- Procedural By-law, Code of Conduct, Municipal Conflict of Interest, Striking Committee, Closed Sessions - Difficult Problems, are of particular interest;
- AMO sponsored workshops for members of Council should be available;
- the planning approval process should be explained; and
- candidates should be encouraged to attend meetings in advance of the election to observe.

THAT staff proceed organizing events as outlined.

**COUNCIL ACTION**
Receive and file
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

<table>
<thead>
<tr>
<th>AGENDA</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-02-14-1</td>
</tr>
<tr>
<td>a proposed or pending acquisition or disposition of land by the municipality or local board - Allan Street Property</td>
</tr>
<tr>
<td>03-09-13-1</td>
</tr>
<tr>
<td>a proposed or pending acquisition or disposition of land by the municipality or local board - Hwy. 7/15 Employment Lands</td>
</tr>
<tr>
<td>12-11-13-3</td>
</tr>
<tr>
<td>a proposed or pending acquisition or disposition of land by the municipality or local board - 39 Beckwith Street</td>
</tr>
</tbody>
</table>

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

<table>
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</tr>
<tr>
<td>a proposed or pending acquisition or disposition of land by the municipality or local board - Hwy. 7/15 Employment Lands</td>
</tr>
<tr>
<td>12-11-13-3</td>
</tr>
<tr>
<td>a proposed or pending acquisition or disposition of land by the municipality or local board - 39 Beckwith Street</td>
</tr>
</tbody>
</table>

REPORT TO COUNCIL

<table>
<thead>
<tr>
<th>REPORT TO COUNCIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-02-14-1</td>
</tr>
<tr>
<td>Bring forward</td>
</tr>
<tr>
<td>03-09-13-1</td>
</tr>
<tr>
<td>Bring forward</td>
</tr>
<tr>
<td>12-11-13-3</td>
</tr>
<tr>
<td>Bring forward</td>
</tr>
</tbody>
</table>

COUNCIL ACTION
Receive and file
SUMMARY
Ministry of the Attorney General has requested input on two proposals to implement reform to joint and several liability that have been put forward by a private members resolution. Municipal liability premiums have increased dramatically with the current joint and several liability provisions.

The current joint and several liability provisions create situations where other parties, who are at fault and are unable to pay the settlement % awarded to them, have that potion picked up by a municipality also named in the litigation who does have the coverage. As an example the municipality could be shown to be 10% at fault yet they could pick up 50% payment of the claim under the joint and several facility clause.

Input is being requested by February 14th.

STAFF RECOMMENDATION
THAT the Policy Review Committee of the Town of Carleton Place authorize staff to send a letter as distributed to the Attorney General indicating support for the government's consideration and adoption of measures which limit the punishing impact of joint and several liability on municipalities.

COMMITTEE DECISION
THAT the Policy Review Committee of the Town of Carleton Place authorize staff to send a letter as distributed to the Attorney General indicating support for the government's consideration and adoption of measures which limit the punishing impact of joint and several liability on municipalities.

COUNCIL ACTION
Receive and file
<table>
<thead>
<tr>
<th>Document</th>
<th>Received from</th>
<th>Addressed to</th>
<th>Date</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>125107</td>
<td>MVCA</td>
<td>Duncan Rogers, Clerk</td>
<td>January 23rd, 2014</td>
<td>Statement of Remuneration &amp; Expenses</td>
</tr>
</tbody>
</table>

**SUMMARY**
Statement to the Municipality as required by the Municipal Act showing remuneration and expenditures of our member on the MVCA. Total remuneration for per diem, mileage and other expenses amounted to $2,166.85 for 2013 was paid to Councillor Black.

**COMMENT**
Information only

**STAFF RECOMMENDATION**
Receive and File

**COMMITTEE DECISION**
Receive and file

**COUNCIL ACTION**
Receive and file

<table>
<thead>
<tr>
<th>Document</th>
<th>Received from</th>
<th>Addressed to</th>
<th>Date</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>125108</td>
<td>Phil Hogan, Treasurer</td>
<td>Council</td>
<td>February 12th, 2014</td>
<td>Conferences for 2014</td>
</tr>
</tbody>
</table>

**SUMMARY**
Conferences for Council members have been submitted for 2014.

**STAFF RECOMMENDATION**
That Council authorize the conference requests for 2014.

**COMMITTEE DECISION**
THAT Council hereby authorizes the conference requests for 2014.

**COUNCIL ACTION**
THAT Council hereby authorizes the attached conference requests for 2014.
SUMMARY
BIA Board of Management had a meeting of its members and passed the BIA budget which requires a levy of $152,568. This is a 2% increase over the 2013 levy.

STAFF RECOMMENDATION
That Council hereby approve a 2.0% levy change for the Business Improvement Area budget for 2014 as approved by the BIA membership at their annual meeting.

COMMITTEE DECISION
That Council hereby approves a 2.0% levy change for the Business Improvement Area budget for 2014 as approved by the BIA membership at their annual meeting.

SUMMARY
Treasurer will review with Committee:

1) Review of various Net Debt Reserve Positions of local municipalities.

2) Yearend 2013 Surplus

3) Level of Tax Arrears

STAFF RECOMMENDATION
To be discussed

COMMITTEE DECISION
Treasurer presented financial information. Receive and file

COUNCIL ACTION
Receive and file
SUMMARY
The Capital Investment Plan covers the period of 2014-2023 is to be reviewed on an annual basis.

COMMENT
Staff will review the plan with members.

STAFF RECOMMENDATION
To be discussed

COMMITTEE DECISION

COUNCIL ACTION

SUMMARY
Parks and Recreation Department have budgeted $25,000 for a new cargo van and have received the following quotes:

<table>
<thead>
<tr>
<th>Dealer</th>
<th>Make/Model/Year</th>
<th>Cargo Capacity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town &amp; Country Crysler</td>
<td>Ram Cargo - 2014</td>
<td>155.5 ft³</td>
<td>$25,790</td>
</tr>
<tr>
<td>Bennett Motors</td>
<td>Chev Express Cargo - 2014</td>
<td>239.7 ft³</td>
<td>$23,798</td>
</tr>
<tr>
<td>Carleton Ford</td>
<td>Transit Connect Cargo - 2014</td>
<td>130.7 ft³</td>
<td>$29,714</td>
</tr>
<tr>
<td>Carleton Ford</td>
<td>E-250 Cargo - 2014</td>
<td>237.8 ft³</td>
<td>$32,564</td>
</tr>
</tbody>
</table>

STAFF RECOMMENDATION
THAT Council hereby authorizes staff to issue a Purchase Order to Bennett Motors for the purchase of a 2014 Chev Express Cargo Van for the quote price of $23,798.

COMMITTEE DECISION
THAT Council hereby authorizes staff to issue a Purchase Order to Bennett Motors for the purchase of a 2014 Chev Express Cargo Van for the quote price of $23,798.

COUNCIL ACTION
THAT Council hereby authorizes staff to issue a Purchase Order to Bennett Motors for the purchase of a 2014 Chev Express Cargo Van for the quote price of $23,798.
Community Issues Committee
Council Report
February 18th, 2014

SUMMARY
Minutes of the January 27th, 2014 meeting of the Carleton Place Environmental Advisory Committee were previously distributed. Noteworthy items include:

- Dissolve Detergent Promotion;
- Recycling Day; and
- Environment Plan Update;

Action Report for the January 27th, 2014 Parks and Recreation Committee was previously distributed. Noteworthy items include:

125060 Canoe Club Rental Fees
125061 Carleton Place Water Dragons - Lifeguards
125105 Chairs

Minutes of the January 15th, 2014 meeting of the Recreation and Culture Cost Sharing Committee were previously distributed. Noteworthy items include:

- Carleton Place Pool roof needs repairs;
- Beckwith would like to be involved in negotiations of the new lease;
- Town of Mississippi Mills Skateboard Park;
- Beckwith Trillium Fund Application.

STAFF RECOMMENDATION
THAT Council accept Committees' decisions.

COMMITTEE DECISION
THAT Council accept Committees' decisions.

COUNCIL ACTION
Receive and file

SUMMARY
Community Volunteers are working to host the 2nd Annual Winter Carnival. It is suggested that this group be designated as a Town Committee.
STAFF RECOMMENDATION
THAT Council hereby instructs the Clerk to amend the Striking Committee Report to include the Winter Carnival Committee as a Town Committee.

xx.x.1 Responsibilities: This Committee shall oversee all activities related to the planning and running of the Annual Winter Carnival.

xx.x.2 Membership: One member of staff and up to 10 members of the public.

xx.x.3 Secretary; Appointed by the Committee

xx.x.3.1 Staff Contact Jessica Smith, Community Programmer

xx.x.4 Meeting Time As determined by the Committee

xx.x.5 Reporting Responsibility Community Issues Committee

COMMITTEE DECISION
THAT Council hereby instructs the Clerk to amend the Striking Committee Report to include the Winter Carnival Committee as a Town Committee.

xx.x.1 Responsibilities: This Committee shall oversee all activities related to the planning and running of the Annual Winter Carnival.

xx.x.2 Membership: One member of staff and up to 10 members of the public.

xx.x.3 Secretary; Appointed by the Committee

xx.x.3.1 Staff Contact Jessica Smith, Community Programmer

xx.x.4 Meeting Time As determined by the Committee

xx.x.5 Reporting Responsibility Community Issues Committee

COUNCIL ACTION
THAT Council hereby instructs the Clerk to amend the Striking Committee Report to include the Winter Carnival Committee as a Town Committee.

xx.x.1 Responsibilities: This Committee shall oversee all activities related to the planning and running of the Annual Winter Carnival.

xx.x.2 Membership: One member of staff and up to 10 members of the public.

xx.x.3 Secretary; Appointed by the Committee

xx.x.3.1 Staff Contact Jessica Smith, Community Programmer

xx.x.4 Meeting Time As determined by the Committee

xx.x.5 Reporting Responsibility Community Issues Committee
Planning and Protection Committee
Council Report
February 13th, 2014

125114

Received from: AMO
Addressed to: Planning and Protection Committee
Date: February 7th, 2014
Topic: OPP Billing Steering Committee

SUMMARY
AMO has struck a steering committee to examine and report on the OPP Billing Reform initiative (see attached letter). They have included representation from the various stakeholder groups and scheduled an initial meeting for February 14th.

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and File

COMMITTEE DECISION
THAT suggestions from Council be forwarded to the Police Services Board. Receive and File

COUNCIL ACTION
Receive and File
SUMMARY
The OPP have advised their stakeholders that they have posted new informational items on their website www.opp.ca that are meant to answer many questions that their municipal clients might have. Topics include:

- Frequently asked questions about OPP Municipal Policing
- Latest updates on Municipal Policing
- Frequently asked questions about the Billing Review and Municipal Engagement
- Municipal Engagement Sessions: Executive Summary and Questions/Responses
- Municipal Consultations: 2013 Focus Groups and Online Survey
- Summary of Online Survey Responses from December 2013.

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and File

COMMITTEE DECISION
Receive and File

COUNCIL ACTION
Receive and File

SUMMARY
The attached letter and resolution has been sent by the Corporation of the United Townships of Head, Clara and Maria lobbying the provincial government to stop the roll out of mandatory on-site septic inspections. In addition, the letter requests that the mandatory inspections only be required in known vulnerable areas adjacent to source water protection areas.

COMMENT
The majority of the town is municipally serviced, however there are a small number of lots that are privately serviced. Due to this fact, any legislation related to on-site septic system inspections would have a very limited impact on the residents of Carleton Place.

STAFF RECOMMENDATION
Receive and file.

COMMITTEE DECISION
Receive and file.

COUNCIL ACTION
Receive and File
The Building Department requires the appointment of a building official in order to ensure that when the CBO is away on annual leave or sick, the municipality is still able to perform the request inspections. Peter Black is recently retired and is available and qualified to perform inspections, plans examination and issuance of permits.

Currently, Dave Connelly is appointed as the Deputy Chief Building Official as the first point for coverage. If he is unable to cover, it is necessary to ensure that the Municipality has a qualified individual who can conduct the required plans examination and inspections as indicated by the Ontario Building Code. This appointment is required by the Municipal Act and a by-law is required to be passed.

STAFF RECOMMENDATION
That Peter Black be appointed as the Deputy Chief Building Official.

COMMITTEE DECISION
That Peter Black be appointed as the Deputy Chief Building Official

COUNCIL ACTION
THAT by-law be forwarded to Council. Receive and File
COUNCIL ACTION
THAT Council hereby instructs the Clerk to amend the Striking Committee Report to allow public meetings to be held at 7:00 pm on the first and third Tuesday of the month with Physical Environment/ Community Issues Committee to follow.

SUMMARY
On January 1 O Reg. 150/13 came into effect amending O.Reg. 213/07 (the Ontario Fire Code). The amendments include significant changes to the fire safety requirements for hospitals, nursing homes, group homes and retirement residences, including the mandatory provision of fire sprinkler systems. As Fire Marshal Wieclawek details in his letter (attached) some changes are in effect immediately, while others have various implementation dates. He also has extended an invitation for members of Council to meet with OFMEM staff at the upcoming OGRA conference.

Our fire service has been conducting witnessed fire drills, reviewing and approving fire safety plans and developing pre-planning for the local facilities for some time. Staff will work closely with the owners and staff at local facilities to ensure compliance with the new requirements. Fire Prevention staff will be attending a seminar provided by the OFMEM on Apr. 10 in Arnprior.

STAFF RECOMMENDATION
That the Fire Chief and Deputy Fire Chief complete the training requirement for Chief Fire Officials once available

COMMITTEE DECISION
That the Fire Chief and Deputy Fire Chief complete the training requirement for Chief Fire Officials once available

THAT staff investigate the possibility of having local by-laws related to the requirement of sprinklers for residential dwelling units.

COUNCIL ACTION
Receive and File
Physical Environment Committee
Council Report
March 4\textsuperscript{th}, 2014

125121

Received from: Dave Young, Director of Public Works  
Addressed to: Physical Environment Committee  
Date: February 27\textsuperscript{nd}, 2014  
Topic: WWTP Centrifuge

SUMMARY
OCWA recently performed a successful commissioning of the centrifuge at the Wastewater Treatment Plant. The solution that OCWA developed and implemented has created an environment with no detectable reading of H2S, which had been at such high levels previously, attempts to commission the equipment had to be discontinued.

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and File.

COMMITTEE DECISION
Receive and File.

COUNCIL ACTION
Receive and File.

125127

Received from: Paul Knowles, Chief Administrative Officer  
Addressed to: Physical Environment Committee  
Date: February 14\textsuperscript{th}, 2014  
Topic: New Building Canada Fund

SUMMARY
The Prime Minister announced additional details of the new Building Canada Fund. The $14 billion, ten-year New Building Canada Fund was first announced in Budget 2013 and intended to flow for the 2014 construction season.

Building Canada Fund:
- $4B National Infrastructure Fund
- $10B Provincial/Territorial Infrastructure Fund; of which is the $1B Small Communities Fund – 100,000 population or lower (eligible to apply to other components as well)
Provincial/Territorial Infrastructure Fund (including Small Communities Fund)

Categories:
- Highways + Major Roads (that have economic significance; this would limit the types of roads that would be eligible
- Public Transit
- Drinking Water
- Wastewater
- Solid Waste
- Green Energy
- Brownfields Redevelopment
- Connectivity and Broadband (in addition to $350M in Budget 2014)
- Short Line Rail
- Short Sea Shipping
- Local and Regional Airports
- Northern Infrastructure (limited to the Territories)
- Innovation (knowledge infrastructure) – mostly post-secondary institutions
- Disaster Mitigation

Federal funding for all project categories will be limited to one-third, except Highways + Major Roads and Public Transit. Applications are anticipated spring 2014.

STAFF RECOMMENDATION
THAT potential projects be identified when application details are available.

COMMITTEE DECISION
THAT potential projects be identified when application details are available.

COUNCIL ACTION
Receive and File.
COMMITTEE DECISION
THAT Council hereby accepts the 2013 Annual and Summary Report for the Carleton Place Drinking Water System as per O. Reg 170/03.

ALSO THAT these reports be made available to the public at the Town Hall and posted on the Town’s website.

COUNCIL ACTION
THAT Council hereby accepts the 2013 Annual and Summary Report for the Carleton Place Drinking Water System as per O. Reg 170/03.

ALSO THAT Council instructs that these reports be made available to the public at the Town Hall and posted on the Town’s website.

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125130

Received from Dave Young, Director of Public Works
Addressed to Physical Environment Committee
Date February 27th, 2014
Topic 2014 Overlay Program

SUMMARY
The Overlay Program was identified in the 2014 Budget. Staff are proposing that Flora Street from McRostie Street to Townline Road be the overlay project for 2014. The scope of the work would be to remove the existing lift of asphalt and replace with two lifts within the proposed limits.

STAFF RECOMMENDATION
THAT staff proceed with incorporating Flora Street from McRostie Street to Townline Road as the Overlay Project for 2014.

COMMITTEE DECISION
THAT staff proceed with incorporating Flora Street from McRostie Street to Townline Road as the Overlay Project for 2014.

COUNCIL ACTION
Receive and File.

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125139

Received from Wayne Fraser, Public Works Development Coordinator
Addressed to Physical Environment Committee
Date March 4th, 2014
Topic Update - Wright/Princess Streets

SUMMARY
As Council is aware, the basements of the two five-unit buildings on Wright Street and the adjacent four-unit building on Princess Street have a long history of being flooded during heavy rainfall events. This was especially true in the spring months when heavy rain was accompanied by warm weather and melting snow.
In the fall of 2012, Public Works staff completed an in-depth review of this flooding situation, consulted with the affected residents and presented a report to Council and the Wright/Princess Street residents. It contained 10 recommendations intended to alleviate basement flooding in this area, all of which were approved by Council. The most important of these recommendations was “that the owners engage a qualified plumbing contractor to provide properly sized and properly installed sump pumps in each townhouse unit on a 50% - 50% cost-sharing basis with the Town”.

Since then, thirteen out of the fourteen residences now have efficient, high capacity sump pump systems installed in the basements and the Town has cleared all the vegetation surrounding the Sussex St. retention pond area in an attempt to eliminate leaves and twigs from plugging the two storm water exit structures.

Public Works will proceed with implementing the remaining recommendations in 2014.

COMMENT
On Friday, February 21st, 2014, Carleton Place experienced a warm day with melting snow and an extremely intense and lengthy rainfall event. This created a weather situation which had often caused basement flooding in this area in past years. It was encouraging to learn that none of the aforementioned basements were flooded on this particular day. When contacted about February 21st, residents reported that the new sump pumps worked on that day keeping basements dry.

One resident (62 Princess St.) did report having a small puddle of water on the basement floor caused by water leaking through the foundation walls. The owner understands that she will have to re-grade the basement floor so that it is graded to the new sump pump so it can do its job.

STAFF RECOMMENDATION
Receive and File.

COMMITTEE DECISION
Receive and File.

COUNCIL ACTION
Receive and File.

SUMMARY
Public Works staff are preparing for another season of operating the Household Hazardous Waste Depot. Staff are proposing an change to the historical season schedule. Staff would like to change from running from mid June to mid September to opening on Victoria Day weekend and closing Labour Day weekend.
COMMENT
The reason for this proposal is the difficulty in having staff available for the month of September when most of the summer students have returned to school.

STAFF RECOMMENDATION
THAT staff proceed with revisions to the seasonal schedule of Household Hazardous Waste Depot.

COMMITTEE DECISION
THAT staff proceed with revisions to the seasonal schedule of Household Hazardous Waste Depot.

COUNCIL ACTION
Receive and File.
Planning and Protection Committee
Council Report
March 4th, 2014

125095
Received from Les Reynolds, Director of Protective Services
Addressed to Planning and Protection Committee
Date February 27th, 2014
Topic OWFC Activity Report

SUMMARY
OWFC Activity Report for the month of January 2014 was previously distributed.

COMMENT
For Council's Information

STAFF RECOMMENDATION
Receive and File

COMMITTEE DECISION
Receive and File

COUNCIL ACTION
Receive and File

125125
Received from Ministry of Municipal Affairs and Housing
Addressed to Planning and Protection Committee
Topic Provincial Policy Statement 2014
Date February 2014

SUMMARY
The Ministry of Municipal Affairs and Housing has release the Provincial Policy Statement, 2014 (PPS, 2014) which will come into effect April 30, 2014. They state that it will provide a "strong and clear foundation for land use planning and development in Ontario”. All planning decisions are to be consistent with these policies. The new PPS gives more direction with relation to the support of active communities, strong economies and responsible management of resources in a healthy environment. It recognizes that each community faces different challenges. Draft Rural and Northern primers are available for download at www.ontario.ca/pps. Discussion on these ends April 25, 2014.
125125 Continued

**COMMENT**
For Council's Information

**STAFF RECOMMENDATION**
Receive and File

**COMMITTEE DECISION**
Receive and File

**COUNCIL ACTION**
Receive and File

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<table>
<thead>
<tr>
<th>125126</th>
<th>Received from</th>
<th>Renwick and Associates</th>
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<tbody>
<tr>
<td>Addressed to</td>
<td>Planning and Protection Committee</td>
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<tr>
<td>Topic</td>
<td>Part Lot Control 14-18 Wright St</td>
<td></td>
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<tr>
<td>Date</td>
<td>February 14th, 2014</td>
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</tbody>
</table>

**SUMMARY**
The application for exemption from Part Lot Control has been submitted by Renwick and Associates for Lots 37, 38 and Part of Lot 39 on Plan 825, further described as Parts 1-4 on 27R-10380. The block of dwelling units has been constructed. In order to be able to create individual lots, part lot control is required to be lifted. A total of 3 parcels will be created by this process. The required reference plans have been submitted and all other requirements are satisfied.

In addition, as part of the Class 3 Development application, an easement is required to be provided by the Town to allow access to the centre unit. The Developers solicitor has prepared the appropriate documents. This easement will be required to be registered prior to the registration of the part lot control by-law in the Land Titles office. The Developer is responsible for the costs associated with the registration of this agreement.

**STAFF RECOMMENDATION**
That a By-law be forwarded to Council for approval and the required documents be forwarded to the County for approval.

That the Mayor and Clerk are authorized to sign the easement agreement associated with the Class 3 Development Permit application.

That the Town’s solicitor is authorized to register the transfer of the easement in the Land Tittles office as part of the registration of the part lot control bylaw.
COMMITTEE DECISION
That a By-law be forwarded to Council for approval and the required documents be forwarded to the County for approval.

That the Mayor and Clerk are authorized to sign the easement agreement associated with the Class 3 Development Permit application.

That the Town's solicitor is authorized to register the transfer of the easement in the Land Titles office as part of the registration of the part lot control bylaw.

COUNCIL ACTION
Receive and File
BY-LAW NO. 16-2014


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 125TH Council of the Corporation of the Town of Carleton Place at the FIFTH Regular Meeting of Council held on MARCH 11, 2014, 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 11TH DAY OF MARCH 2014.

Wendy LeBlanc, Mayor                                      Duncan Rogers, Clerk