



Policy Review Committee Action Report  
for the August 16<sup>th</sup>, 2016 meeting held in  
the Council Chambers at 7:00 p.m.

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**PRESENT:** Mayor Antonakos, Deputy-Mayor Flynn, Councillor Black, Councillor Doucett, Councillor Redmond, Councillor Fritz, Councillor Trimble, Duncan Rogers, Clerk, Joanne Henderson, Manager Parks and Recreation, Dave Young, Director of Public Works, Paul Knowles, Chief Administrative Officer

- 1) **DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF** – now or anytime during the meeting
- 2) **PUBLIC MEETING – NONE THIS EVENING**
- 3) **REGISTRATION OF PUBLIC WISHING TO SPEAK**
- 4) **COMMUNICATION 127316 IS A CLOSED MEETING**
- 5) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 6) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF THE STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVED THIS ADDENDUM**

**TO BE DISCUSSED**

**COMMUNICATION 127282**

Received from      Paul Knowles, Chief Administrative Officer  
Addressed to        Planning and Protection Committee  
Date                    June 7<sup>th</sup>, 2016  
Topic                  SWM Pond – Roy Brown Park

**SUMMARY**

Earlier there had been a general agreement with Cavanagh that the required SWM pond could be located in Roy Brown Park in exchange for compensation. With approval of the Canada 150 grant for signage in Roy Brown Park, it is urgent to finalize plans for Roy Brown Park so that the signage is installed in the correct locations. The previously distributed concept plan illustrates how the park will be developed in phases and has been reviewed with MVCA. It will also be reviewed with the public (Urban Forest/River Corridor Committee and Boundary Road residents) on June 28<sup>th</sup>, 2016.

It is proposed that Cavanagh be permitted to construct the SWM pond on the Town's property. In exchange, Cavanagh would perform work with a value of \$80,000 x the number of acres occupied by the pond. Note – Roy Brown Park will also drain into the SWM pond so the Town would be responsible for a share of the cost for the pond.

## **127282 Continued**

Cavanagh will prepare a detailed construction drawing for Roy Brown Park Phases 1 & 2 and construct Phase 1 in 2016. Cavanagh would construct Phase 2, including installing services for MVCA building and the potential future Community Centre in conjunction with the development of their adjacent subdivision. MVCA will construct Phase 3. The Town would construct Phase 4 in the future when required.

### **UPDATE – June 28<sup>th</sup>, 2016**

In September 2014, the Town and MVCA partnered together and sought public input regarding the development of Roy Brown Park. As a result, it was determined that plans for the park should include:

- a system of pathways built in partnership with MVCA with appropriate signage;
- protection of the property below the flood line;
- a playing field area;
- a dog park
- tables/benches
- treatment of stormwater runoff;
- road and pedestrian access through the adjacent subdivision;
- extension of services to MVCA's building; and
- provision for the future construction of a community centre and tennis courts.

The first pathway connecting Lake Avenue with the MVCA building has now been completed and in September 2015, the Town submitted a Canada 150 grant application for funds to install signage in Roy Brown Park that will honour Capt. A. Roy Brown and other WWI veterans. The Town recently learned that the Canada 150 grant has been approved. While this announcement is positive, it imposes a deadline and work must proceed in 2016.

The Roy Brown Society and the Historical Society have begun preparing wording for the signs and staff have worked with Cavanagh to develop the previously distributed concept plan for Roy Brown Park. This concept plan has been reviewed with MVCA and they will be working on the pathways in the flood plain over time. They are also investigating how the existing pathway can best connect to Riverside Park.

Treatment of stormwater runoff is mandatory and, as this area is in no an Intake Protection Zone, source water protection regulations require enhanced treatment of the stormwater before it is discharged into the river.

SWM ponds are compatible with the recreational uses in parks and the Town regularly plans to locate parkland adjacent to SWM ponds. The previously distributed concept plan illustrates how all of the features (trails, playing field, dog park, tennis, space for future community centre), the Town is looking to include in the Park can be incorporated together. Staff feel that the proposed plan is a good plan for Roy Brown Park and encourage constructing the SWM pond in this location as it will enhance the Park.

## 127282 Continued

Even though the SWM pond will enhance the park, Cavanagh will benefit by utilizing the Town's property for the SWM pond so the Town should be compensated. Cavanagh would be required to pay the Town:

Cash-in-lieu of parkland	\$ 98,700
Compensation for SWM Pond property	<u>\$185,000</u>
<b>Total</b>	<b>\$283,700</b>

The Town would then use these funds to:

- Pay Cavanagh for the Town's fair share of the cost of the pumping station and SWM pond;
- hire Cavanagh in 2016 to complete the detailed design of Roy Brown Park and construct Phase I;
- hire Cavanagh to construct the Town's work in Phase 2; and
- fund other parkland capital costs.

The work in Phase 1 and 2 will be completed by Cavanagh with the price for the work negotiated based on recent tender prices. It is not usual to negotiate a price for municipal work with the contractor on site – for example extra work on High Street that was done in conjunction with the Highgate Subdivision.

### **UPDATE – August 2<sup>nd</sup>, 2016**

At the June 28<sup>th</sup> meeting, Council heard concerns raised related to the location of the SWM pond, the use of parkland for a SWM pond and negotiating with a contractor for the work and Council did not approve proceeding as proposed. Alternative options for the drainage of this area must now be considered.

#### **1) Construct one SWM Pond for the area located on Developer's property:**

Impacts:

- one outlet and SWM pond to monitor and maintain;
- outlet is closer to water plant intake;
- limited community access to SWM pond;
- significant cost to deepen and oversize storm sewers to convey water from Roy Brown Park and Commercial property to the pond;
- Town would need to contribute to costs related to the pond including the cost of the property.

**127282 Continued**

**2) Developer constructs pond on their property for their use and Town deals with drainage of Roy Brown Park and Commercial property in the future.**

Impacts:

- two outlets and SWM ponds to monitor and maintain;
- outlet for majority of flow is closer to the water plant intake;
- higher cost and more land used to construct two SWM ponds;
- development of Roy Brown Park would need to recognize need for future SWM facility.

**3) Construct one SWM pond for the area located in Roy Brown Park as shown on the revised concept plan.**

Impacts:

- pond relocated further from river;
- one SWM pond and one small stormsepor to monitor and maintain;
- outlet as far away as possible from water plant intake;
- community access to SWM pond;
- Town is compensated for use of property.

**UPDATE – August 16<sup>th</sup>, 2016**

Consultant has now provided approximate costs for Storm Water Management Options. The following shows the Town’s estimated cost for each option:

<b>Description</b>	<b>Original Proposal</b>	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>
SWM Pond	\$252,000	\$124,000	\$201,000	\$126,000
Convey water to SWM Pond	—	\$117,000	—	—
Contribution from Developer	\$186,000	—	—	\$186,000
<b>TOTAL</b>	<b>\$66,000</b>	<b>\$241,000</b>	<b>\$201,000</b>	<b>(\$60,000)</b>

Wherever the Stormwater Management Pond is located, it will be designed to comply with all regulations, including the Source Water Protection regulations. However, some options are more desirable.

127282 Continued

**COMPARISON OF OPTIONS**

Description	Pond on Developer’s Property	Pond in Roy Brown Park	
Impact of SWM Pond	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>
Proximity to river	Less desirable	Less desirable	More desirable
Outlet route	Less desirable	Less desirable	More desirable
Outlet location	Less desirable	Less desirable	More desirable
Operation/Maintenance	Most desirable	Less desirable	More desirable
Community Access	Least desirable	Less desirable	More desirable
Cost to Taxpayers	Least desirable	Less desirable	More desirable (\$300,000 savings to taxpayer)
On Roy Brown Park	None	Yes – limited	Yes

Option 2 should not be considered as it offers no advantages, costs are similar to Option 1 and it leaves uncertainty about the design for Roy Brown Park that would delay work in the Park.

Council must now decide whether to accept the Developer’s proposal to construct the SWM Pond in Roy Brown Park (Option 3) or decline, in which case, the Developer will proceed on their own property (Option 1).

**STAFF RECOMMENDATION**

That staff proceed with design of the park based on revised Concept Plan (Option 3) and construction of Phase 1 of the Roy Brown Park including signage and pavilions. Trail names and signage details are to be recommended by the Roy Brown Society and Historical Society.

THAT staff engage Stantec and Cavanagh Construction, on a time and material basis, to construct Phase 1 of Roy Brown Park so that the pavilions and signage can proceed.

THAT staff draft a proposed Agreement with Cavanagh whereby Cavanagh performs work in Roy Brown Park for a negotiated price that is equivalent to the area occupied by the SWM pond valued at \$80,000/Ac. Any difference between the value of the property for the SWM pond and the value of the work will be settled with a cash payment.

**COMMITTEE DECISION**

That staff proceed with design of the park based on revised Concept Plan (Option 3) and construction of Phase 1 of the Roy Brown Park including signage and pavilions. Trail names and signage details are to be recommended by the Roy Brown Society and Historical Society.

THAT staff engage Stantec and Cavanagh Construction, on a time and material basis, to construct Phase 1 of Roy Brown Park so that the pavilions and signage can proceed.

**127282 Continued**

THAT staff draft a proposed Agreement with Cavanagh whereby Cavanagh performs work in Roy Brown Park for a negotiated price that is equivalent to the area occupied by the SWM pond valued at \$80,000/Ac. Any difference between the value of the property for the SWM pond and the value of the work will be settled with a cash payment.

**RECORDED VOTE**

Mayor Antonakos	Yea	Councillor Black	Nay
Councillor Doucett	Yea	Deputy-Mayor Flynn	Yea
Councillor Fritz	Nay	Councillor Redmond	Yea
Councillor Trimble	Nay		

**CARRIED**

**COMMUNICATION 127283**

Received from Cavanagh Construction  
Addressed to Town of Carleton Place  
Date June 8<sup>th</sup>, 2016  
Topic Subdivision Application

**SUMMARY**

An application for conceptual subdivision has been submitted to the Town of Carleton Place. The subject lands are located between Highway 7 and Lake Avenue West. The lands are approximately 24.8ha with 98.5, of frontage on Lake Avenue West. The lot depth is approximately 1,106.7m. The subject lands are described as Con 11, NE ½ of Part Lot 12, 27-R5504, Parts 2, 3 and 3 and are illustrated below:



## **127283 Continued**

The previously distributed concept plan shows a mix of residential uses (single, semi-detached and towns) and a storm pond (proposed to be located on adjacent Town lands). There has been no official subdivision application filed, however this is an opportunity to comment on the general layout and features of the proposed subdivision.

The proposed subdivision layout indicates that there will be 10 streets within the subdivision, street 9 being the extension of Johnston Street. Streets number 2, 6 and 10 will provide access from the adjoining subdivision, allowing linkages through the proposed subdivision towards Roy Brown Park as well as to the commercial block through Street 1. Street 3 will also provide access into Roy Brown Park.

In an effort to increase active transportation, and in order to meet development requirements, a 2.5 metre pathway is shown along street 3 linking directly into Roy Brown Park and along streets 6 and 9. Sidewalks will be required on one side of the remaining streets.

A stormwater pond, which will be used by the developer for this proposed subdivision, the Town of Carleton Place (for drainage of Roy Brown Park) and the commercial property, is proposed to be constructed on the adjacent Town owned lands located in Roy Brown Park.

### **Sanitary Sewer and Water**

Servicing will be extended for the proposed development to occur. This servicing will be sized to allow for the future connection of nearby un-serviced properties. A fair share of the cost of shared infrastructure (SWM pond and pumping station) will be recovered from other benefitting owners in the future.

### **COMMENT**

Parking has been a problem in some existing townhome neighbourhoods.

### **STAFF RECOMMENDATION**

THAT the Town supports the conceptual plan as submitted provided it is refined to:

- improve on-street parking opportunities near townhomes;
- include appropriate tree planting, landscaping and fencing;
- ensure pathways along the street are a pleasant landscaped space; and
- ensure the SWM pond is designed to meet all regulations, provide treatment and function properly.

### **COMMITTEE DIRECTION**

THAT the Town supports the conceptual plan as submitted provided it is refined to:

- improve on-street parking opportunities near townhomes;
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**127283 Continued**

**RECORDED VOTE**

Mayor Antonakos	Yea	Councillor Black	Yea
Councillor Doucett	Yea	Deputy-Mayor Flynn	Yea
Councillor Fritz	Yea	Councillor Redmond	Yea
Councillor Trimble	Yea		

**CARRIED**

**COMMUNICATION 127315**

Received from Deputy-Mayor Flynn  
Addressed to Paul Knowles, Chief Administrative Officer  
Date August 3<sup>rd</sup>, 2016  
Topic Chamber Golf Tournament

**SUMMARY**

The Chamber is requesting that the Town sponsor a hole at their tournament on September 12<sup>th</sup>, 2016.

**STAFF RECOMMENDATION**

THAT the Town sponsor a hole and the Chamber golf tournament at a cost of \$150.00.

**COMMITTEE DECISION**

THAT the Town sponsor a hole and the Chamber golf tournament at a cost of \$150.00.

**COMMUNICATION 127316**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date August 12<sup>th</sup>, 2016  
Topic Closed Meetings

**SUMMARY**

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

**STAFF RECOMMENDATION**

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



**127316 Continued**

**AGENDA**

- 09-02-16-3 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Watermain Easement
- 07-06-16-1 personal matters about an identifiable individual, including municipal or local board employees – Public Works Succession Planning
- 02-08-16-1 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board: General Nature – Carmel Street Corridor
- 13-01-15-1 personal matters about an identifiable individual, including municipal or local board employees – Succession Planning

**COMMITTEE DECISION**

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**REPORT TO COUNCIL**

- 09-02-16-3 Receive and Record
- 07-06-16-1 Receive and Record
- 02-08-16-1 Bring forward
- 13-01-15-1 Bring forward



**Policy Review Committee Agenda  
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## 127282 Continued

### UPDATE – June 28<sup>th</sup>, 2016

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Impacts:

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- outlet is closer to water plant intake;
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**127282 Continued**

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**COMPARISON OF OPTIONS**

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### COMMITTEE DECISION

## COMMUNICATION 127283

Received from	Cavanagh Construction
Addressed to	Town of Carleton Place
Date	June 8 <sup>th</sup> , 2016
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### SUMMARY

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## 127283 Continued

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### COMMENT

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### STAFF RECOMMENDATION

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### COMMITTEE DIRECTION

## COMMUNICATION 127315

Received from	Deputy-Mayor Flynn
Addressed to	Paul Knowles, Chief Administrative Officer
Date	August 3 <sup>rd</sup> , 2016
Topic	Chamber Golf Tournament

### SUMMARY

The Chamber is requesting that the Town sponsor a hole at their tournament on September 12<sup>th</sup>, 2016.

### STAFF RECOMMENDATION

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### COMMITTEE DECISION



## **COMMUNICATION 127316**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Policy Review Committee  
Date August 12<sup>th</sup>, 2016  
Topic Closed Meetings

### **SUMMARY**

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

### **STAFF RECOMMENDATION**

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

### **AGENDA**

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### **COMMITTEE DECISION**