



AGENDA
REGULAR MEETING OF THE TOWN OF CARLETON PLACE

Tuesday, December 3, 2019, 7:00 p.m.

Pages

1. CALL TO ORDER

Call to order of the first meeting of the 131st Council of the Town of Carleton Place.

2. APPROVAL OF AGENDA

Recommended Motion:

THAT the Agenda be approved as presented.

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

4. APPROVAL OF MINUTES

1. Council Minutes

5

Recommended Motion:

THAT the Council Minutes dated November 26, 2019 be approved as presented.

5. PRESENTATIONS

6. CONSENT REPORT

12

Recommended Motion:

THAT Council receive the Consent Report dated December 3, 2019.

7. MOTIONS

Special Committee of the Whole - November 22, 2019

1. Upgrades to Library Interior

Recommended Motion:

THAT Council supports the use of reserves to upgrade the interior of the Library and encourages the Library Board to authorize upgrades to proceed.

2. Capital Reserve - Recreation and Pool

Recommended Motion:

THAT Council approves the capital reserve be increased from 3% to 7% for the recreation and pool as part of the Howard Allan Cost Sharing Agreement; and

THAT this issue be discussed at the next Joint Recreation and Culture Cost Sharing Committee meeting.

Committee of the Whole - November 26, 2019

3. Investing in Canada Infrastructure Program - Green Stream
(Communication130214)

Recommended Motion:

THAT Council authorize staff applying for the replacement/upgrade of the Joseph Street Pumping Station as the Town's priority under the Green Stream of the Investing in Canada Infrastructure Program.

4. 3 Francis Street Childcare Centre Tender (Communication130217)

Recommended Motion:

THAT Council deem the addition / renovation project for the 3 Francis Street Childcare Centre to be a growth-related project which is to be included in the Town's Development Charges Background Study being prepared by Watson & Associates Economists Ltd.; and

THAT Council allocate a budget of \$100,000 to deal with any change orders which may arise during construction in order to allow for timely decision-making throughout the project to ensure it is completed by the required deadline; and

THAT the Town's share of the project which exceeds grant funding and includes construction, professional fees and change orders be funded first by Development Charges and then Childcare reserves.

5. Role of Mayor as Spokesperson for Council

Recommended Motion:

THAT Resolution No. 5-128 -16 passed on March 14, 2017 to authorize the Deputy Mayor to be the spokesperson to the media on behalf of Council be repealed; and

THAT in accordance with Section 20 of By-law 103-2018, being a By-law to adopt a Council and Employee Code of Conduct, the Mayor, or his or her designate, shall be the spokesperson regarding decisions and resolutions of Council.

8. BY-LAWS

1. By-law No. 115-2019 - Interim Tax Levy 13

Recommended Motion:

THAT By-law 115-2019 (**Interim Tax Levy**) be read a first, second, and third time and finally passed.

2. By-law No. 116-2019 - Agreement with Hydro One - LED Streetlights 14

Recommended Motion:

THAT By-law 116-2019 (**Authorize an Agreement with Hydro One - LED Streetlights**) be read a first, second, and third time and finally passed.

3. By-law No. 117-2019 - Agreement with Ottawa River Power Corporation - LED Streetlights 15

Recommended Motion:

THAT By-law 116-2019 (Authorize an Agreement with Ottawa River Power Corporation - LED Streetlights) be read a first, second, and third time and finally passed.

4. By-law No. 118-2019 - Part Lot Control (36-46 Peever Pl.) 16

Recommended Motion:

THAT By-law 118-2019 (Part Lot Control - 36-46 Peever Pl.) be read a first, second, and third time and finally passed.

9. ANNOUNCEMENTS

10. CONFIRMATORY BY-LAW

1. By-law No. 119-2019 - Confirm Council Proceedings 17

Recommended Motion:

THAT By-law 119-2019 (To Confirm Council Proceedings) be read a first, second, and third time and finally passed.

11. O CANADA

12. ADJOURNMENT

Recommended Motion:

THAT the Regular Council Meeting of December 3, 2019 of the Town of Carleton Place be hereby adjourned at _____ p.m.

MINUTES

REGULAR MEETING OF COUNCIL OF THE TOWN OF CARLETON PLACE

**Tuesday, November 26, 2019, 7:50 p.m.
Town Hall Council Chambers**

COUNCIL PRESENT: Mayor Black
Deputy Mayor Redmond
Councillor Fritz
Councillor Seccaspina
Councillor Randell
Councillor Tennant
Councillor Atkinson

STAFF PRESENT: Diane Smithson, CAO
Stacey Blair, Clerk

1. CALL TO ORDER

Mayor Black called the meeting to order at 7:50 p.m.

Motion No. 22-130-01

Moved by: Councillor Atkinson

Seconded by: Councillor Seccaspina

THAT section 5.3.1 of the Town's Procedural By-law 117-2018 be waived to allow the Committee of the Whole to commence at 7:00 p.m., prior to Council.

CARRIED

2. APPROVAL OF AGENDA

Motion No. 22-130-02

Moved by: Councillor Seccaspina

Seconded by: Councillor Randell

THAT the Agenda be approved as presented.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

1. Councillor Tennant - By-law No. 110-2019 - Part Lot Control for 67-77 Stokes Drive

Councillor Tennant worked for Cardell in January and February.

4. APPROVAL OF MINUTES

1. Council Minutes

Motion No. 22-130-03

Moved by: Councillor Randell

Seconded by: Councillor Fritz

THAT the Council Minutes dated November 12, 2019 be approved as presented.

CARRIED

5. PRESENTATIONS

6. CONSENT REPORT

Motion No. 22-130-04

Moved by: Councillor Atkinson

Seconded by: Councillor Tennant

THAT Council receive the Consent Report dated November 12, 2019.

Consent Report from Committee of the Whole, November 12, 2019

Physical Environment

1. Waste Management Contracts (Communication 130205)

THAT Staff work with other local municipalities of similar interests to develop a Request for Proposal for solid waste collection services and disposal, and blue box collection services and material processing; and

THAT proposals incorporate service delivery options for Multi-Residential Properties; and

THAT when the Solid Waste By-law is presented to Council in the spring of 2020, the provision relating to the expiry of the green tags be rescinded.

2. Traffic Safety Report (Communication 130206)

THAT staff forward a request, along with supporting documentation, to the Municipality of Mississippi Mills to implement a 60km/hr speed limit on the 7th Line of Ramsay for a distance of 500m from the municipal boundary between the Municipality of Mississippi Mills and Carleton Place; and

THAT staff proceed with enhancements of signage and line painting on Lake Avenue East at Francis Street in order to improve compliance with the existing all-way stop at this intersection.

Policy Review

3. 2020 Council and Committee Calendar (Communication 130209) THAT the 2020 Council/Committee of the Whole Calendar be approved as presented.

4. Committee Resignations

THAT the resignation of Michel Villeneuve from the Environmental Advisory Committee be accepted with regrets; and

THAT a letter of thanks be sent to Mr. Villeneuve on behalf of the Town and Council.

CARRIED

7. MOTIONS

1. Advisory Committee Appointments

Motion No. 22-130-05

Moved by: Councillor Fritz

Seconded by: Councillor Seccaspina

THAT Council approves the following Committee appointments:

- Jack Havel – Environmental Advisory Committee
- Colin MacDuff – Environmental Advisory Committee
- Doreen Watson-Donald – Urban Forest River Corridor Committee
- Jennifer Rogers – Urban Forest River Corridor Committee

CARRIED

2. Concerns Over Changes to Pool By-law - Rear Yard Setback (Communication 130201)

Motion No. 22-130-06

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Tennant

THAT Council support Option 2 – allow a variance to the Pools and Pools Enclosures By-law 87-2019 of 1.8m (from 3m to 1.2m) for the rear yard setback for 77 Stonewater Bay due to the timing of the application with the passing of the new By-law.

CARRIED

3. Request for Downtown BIA Signs on Town Property(Communication 130207)

Motion No. 22-130-07

Moved by: Councillor Tennant

Seconded by: Councillor Atkinson

THAT the Downtown Carleton Place Business Improvement Area (BIA) be authorized to install their entrance signs on the following Town property:

1. The green space adjacent to the Carleton Place Veterinary Hospital on Franktown Road – requested install date before winter 2019; and

THAT all costs of this project be borne by the BIA.

CARRIED

8. BY-LAWS

1. By-law No. 108-2019 - Authorize an Agreement with the Minister of the Solicitor General of Ontario for the Provision of Police Services

Motion No. 22-130-08

Moved by: Councillor Fritz

Seconded by: Councillor Seccaspina

THAT By-law 108-2019 (**Authorize an Agreement with the Minister of the Solicitor General of Ontario for the Provision of Police Services**) be read a first, second, and third time and finally passed.

CARRIED

2. By-law 109-2019 - Amend Traffic and Parking By-law 46-2003 (Stop Signs)

Motion No. 22-130-09

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Atkinson

THAT By-law 109-2019 (**To Amend the Traffic and Parking By-law No. 46-2003 - Stop Signs**) be read a first, second, and third time and finally passed.

CARRIED

3. By-law No. 110-2019 - Part Lot Control for 67-77 Stokes Drive

Councillor Tennant declared a conflict on this item. (Councillor Tennant worked for Cardell in January and February.)

7:54 returned at 7:55

Motion No. 22-130-10

Moved by: Councillor Atkinson

Seconded by: Deputy Mayor Redmond

THAT By-law 110-2019 (**Part Lot Control for 67-77 Stokes Drive**) be read a first, second, and third time and finally passed.

CARRIED

4. By-law No. 111-2019 - Part Lot Control for 270-276 Munro Street

Motion No. 22-130-11

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

THAT By-law 111-2019 (**Part Lot Control for 270-276 Munro Street**) be read a first, second, and third time and finally passed.

CARRIED

5. By-law No. 112-2019 - Part Lot Control for 280-290 Munro Street

Motion No. 22-130-12

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Atkinson

THAT By-law 112-2019 (**Part Lot Control for 280-290 Munro Street**) be read a first, second, and third time and finally passed.

CARRIED

6. By-law No. 114-2019 - Authorize Tender for 3 Francis Street Childcare Centre

Motion No. 22-130-13

Moved by: Councillor Fritz

Seconded by: Councillor Seccaspina

THAT By-law 114-2019 (**Authorize Tender for 3 Francis Street Childcare Centre**) be read a first, second, and third time and finally passed.

CARRIED

9. ANNOUNCEMENTS

Councillor Tennant congratulated Ian Carswell of the Black Tartan Restaurant on his win at the Great Canadian Kitchen Contest.

10. CLOSED SESSION

11. CONFIRMATORY BY-LAW

1. By-law No. 113-2019 - Confirm Council Proceedings

Motion No. 22-130-14

Moved by: Councillor Seccaspina

Seconded by: Councillor Randell

THAT By-law 113-2019 (**To Confirm Council Proceedings**) be read a first, second, and third time and finally passed.

CARRIED

12. O CANADA

All rose for the singing of O Canada.

13. ADJOURNMENT

Motion No. 22-130-15

Moved by: Councillor Randell

Seconded by: Councillor Fritz

THAT the Regular Council Meeting of November 26, 2019 of the Town of Carleton Place be hereby adjourned at 7:59 p.m.

CARRIED

Doug Black, Mayor

Stacey Blair, Clerk

Consent Report from Committee of the Whole

November 22, 2019 – Special Budget Meeting

THAT Council authorizes proceeding to the public budget meeting on December 17, 2019 showing a 1.99% levy increase to the Town's budget.

November 26, 2019 – Regular Meeting

Physical Environment

1. Investing in Canada Infrastructure Program - Green Stream (Communication 130214)

THAT Council authorize staff seeking technical assistance from JL Richards as necessary for the Town's Green Stream Intake 1 application for the replacement/upgrade of the Joseph Street Pumping Station to ensure all of the technical issues are addressed appropriately in the application.

Corporate Services

2. Director of Public Works Hiring Process (Communication 130216)

THAT Council accept as information the CAO's report dated November 26, 2019 on the hiring process for a Public Works Director.

BY-LAW NO. 115-2019

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO PROVIDE FOR AN INTERIM TAX LEVY ON REAL PROPERTY.

WHEREAS Section 317 (1) of the Municipal Act, 2001 (S. (. 2001, c. 25) provides for the levying of an interim tax levy;

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

1. Before the adoption of the estimates for the year 2020, there shall be levied and collected on each assessment for real property, according to the last revised assessment roll (December 2019), fifty percent (50%) of the applicable taxes for the preceding year for the all property classes.
2. Taxes for the municipality shall be collected in accordance with the statutes and regulations of the Province of Ontario.
3. The taxes levied using regular installments shall be due and payable on Monday, March 2nd, 2020 and Monday, June 1st, 2020.
4. Properties with payments through the Town's monthly payment plan will be due on the 10th day of each month from February to November 2020.
5. If taxes are not paid on or before the due dates, a penalty of one and one-quarter percent (1.25%) of the unpaid taxes shall be levied immediately, and a further penalty of one and one-quarter percent (1.25%) calendar month thereafter for as long as the default continues.

READ A FIRST TIME, SECOND TIME AND THIRD TIME AND FINALLY PASSED THIS 3RD DAY OF DECEMBER, 2019.

Doug Black, Mayor

Stacey Blair, Clerk

BY-LAW NO. 116-2019

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AUTHORIZE THE SIGNING OF AN AGREEMENT BETWEEN HYDRO ONE AND THE CORPORATION OF THE TOWN OF CARLETON PLACE FOR THE VARIOUS PHASES OF WORK RELATING TO THE REHABILITATION OF THE TOWN'S STREETLIGHT NETWORK AND THE CONVERSION TO LED STREETLIGHT FIXTURES.

WHEREAS Section 5.3 of the Municipal Act, 2001 (S.O. 2001, c.25) authorizes that municipal powers, including municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 9 of the Municipal Act, 2001 (S.O. 2001, c.25), provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Council of the Town of Carleton Place deems it expedient to enter into an agreement with Hydro One for the various phases of work relating to the rehabilitation of the Town's Streetlight Network and the conversion to LED streetlight fixtures;

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

1. **SHORT TITLE**
This By-Law is short titled "Streetlight Conversion Contract – Hydro One"
2. **AGREEMENT**
 - (a) **THAT** the Mayor and Clerk shall be and are hereby authorized on behalf of the Corporation of the Town of Carleton Place to enter into an agreement between the Corporation of the Town of Carleton Place and Hydro One to provide services to the Town for the rehabilitation and conversion of the Town's streetlight fixtures.
 - (b) **THAT** the Clerk shall be and is hereby authorized to affix the corporate seal of the Corporation of the Town of Carleton Place to the said agreement.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 3RD DAY OF DECEMBER, 2019.

Doug Black, Mayor

Stacey Blair, Clerk

BY-LAW NO. 117-2019

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AUTHORIZE THE SIGNING OF AN AGREEMENT BETWEEN OTTAWA RIVER POWER CORPORATION AND THE CORPORATION OF THE TOWN OF CARLETON PLACE FOR THE VARIOUS PHASES OF WORK RELATING TO THE REHABILITATION OF THE TOWN'S STREETLIGHT NETWORK AND THE CONVERSION TO LED STREETLIGHT FIXTURES.

WHEREAS Section 5.3 of the Municipal Act, 2001 (S.O. 2001, c.25) authorizes that municipal powers, including municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 9 of the Municipal Act, 2001 (S.O. 2001, c.25), provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Council of the Town of Carleton Place deems it expedient to enter into an agreement with Ottawa River Power Corporation (ORPC) for the various phases of work relating to the rehabilitation of the Town's Streetlight Network and the conversion to LED streetlight fixtures;

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

1. **SHORT TITLE**
This By-Law is short titled "Streetlight Conversion Contract – ORPC"
2. **AGREEMENT**
 - (a) **THAT** the Mayor and Clerk shall be and are hereby authorized on behalf of the Corporation of the Town of Carleton Place to enter into an agreement between the Corporation of the Town of Carleton Place and Ottawa River Power Corporation to provide services to the Town for the rehabilitation and conversion of the Town's streetlight fixtures.
 - (b) **THAT** the Clerk shall be and is hereby authorized to affix the corporate seal of the Corporation of the Town of Carleton Place to the said agreement.

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 3RD DAY OF DECEMBER, 2019.

Doug Black, Mayor

Stacey Blair, Clerk

BY-LAW NO. 118-2019

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO EXEMPT CERTAIN LANDS FROM PART LOT CONTROL, BEING BLOCK 175, REGISTERED PLAN 27M-81, PARTS 1 TO 11 INCLUSIVE ON PLAN 27R-11352, 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 15-2015, and described as Block 175, Registered Plan 27M-81, Parts 1 to 11 inclusive on Plan 27R-11352 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 Block 175, Registered Plan 27M-81, further described as Parts 1 to 11 inclusive on Plan 27R-11352 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 December 3, 2021.
5. The property is locally known as 36, 38, 40, 42, 44 and 46 Peever Place.

READ A FIRST TIME, SECOND TIME AND THIRD TIME AND FINALLY PASSED THIS 3rd DAY OF DECEMBER, 2019.

Doug Black, Mayor

Stacey Blair, Clerk

BY-LAW NO. 119-2019

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9; shall be exercised by by-law;

AND WHEREAS the Council for The Corporation of the Town of Carleton Place deems it expedient that the proceedings of meetings of Council 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 actions of the Council of the Corporation of the Town of Carleton Place at its meeting held on **December 3, 2019**, in respect to each report, motion, resolution or other actions recorded and taken by the Council at its said meeting, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law;
2. That the Mayor and appropriate Manager of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said actions of the Council of the Town of Carleton Place referred to in the proceeding section;
3. That the Mayor and Clerk, and their designates, are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporate seal of the Corporation of the Town of Carleton Place to all such documents;
4. That the Treasurer, or designate, is hereby directed to execute any documents necessary on behalf of the Council of the Town of Carleton Place and to affix the corporate seal of the municipality to all such documents.
5. That this by-law shall come into effect upon final passage.
6. This by-law may be cited as the "**December 3, 2019 Confirmatory By-Law**"

READ A FIRST TIME, SECOND TIME AND A THIRD TIME AND FINALLY PASSED THIS 3rd DAY OF DECEMBER 2019.

Doug Black, Mayor

Stacey Blair, Clerk