



Committee of the Whole Agenda

Tuesday, April 7, 2020

7:00 p.m.

Please silence all electronic devices.

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA

Suggested Motion:

THAT the agenda be accepted as presented.

3. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

4. MINUTES TO BE APPROVED AND RECEIVED

a. Committee of the Whole Minutes

6

Suggested Motion:

THAT the Committee of the Whole Minutes dated March 10, 2020 be accepted as presented.

5. DELEGATIONS/PRESENTATIONS

None.

6. REPORTS

a. 119 Bell Street, DP3-06-2019 (Communication 131047)

12

Joanna Bowes, Manager of Development Services

Suggested Motion:

THAT the Committee hereby authorizes application DP3-06-2019 for the construction of a 2 storey, 6-unit apartment building at 119 Bell Street and directs staff to move forward with the drafting of the Development Permit Agreement with the following conditions:

1. That garbage is stored on site in an enclosure as described in the Development Permit By-law and is removed as appropriate by a contracted waste management firm;
2. That snow be removed from site after each significant snowfall;
3. That where possible, the developer shall protect all root systems and branches of mature trees along the borders of the property;
4. Should any deeply buried archaeological material be found on the property during construction, that the Ministry of Tourism, Culture and Sport be notified immediately;
5. That a white pine be planted between the existing parking area and the property at 105 Bell Street, as well as a Hackberry Tree be planted behind the snow storage area; and

THAT the Committee authorizes staff to issue a Development Permit upon receipt of all required information, fees and securities.

b. 11 Beckwith Street - Saumure Construction - Re-submission of Approved Application DP3-01-2017, now DP3-10-2019 (Communication 131048)

39

Joanna Bowes, Manager of Development Services

Suggested Motion:

THAT the Committee hereby authorizes application DP3-10-2019 for modifications to application DP3-01-2017, construction of a 51-unit apartment building and two (2) commercial units with interior and exterior at-grade parking at 11 (and 47) Beckwith Street – Saumure Construction and directs Staff to move forward with the drafting of the Development Permit Agreement with conditions below; and

THAT the Committee authorizes staff to issue a Development Permit upon receipt of all required information, fees and securities.

Conditions:

1. That garbage and recycling be stored inside the building and removed weekly;

2. That a 10-foot privacy fence be installed and trees and shrubs be planted along the lot line facing the rear of the properties along Albert Street;
3. Where possible, protect all root systems and branches of mature trees along the borders of the property;
4. Cash-in-lieu of parking to be provided as per the direction of Council for the 13 commercial parking spaces;
5. In the event that easement(s) are required to service this development, and any future adjacent developments, the applicant will provide the easement(s) to Enbridge Gas Inc. at no cost;
6. Meet all conditions from the previous signed Development Permit agreement which include:
 1. That the Owner shall construct a 1.8m wooden privacy fence along the lot line between the subject property and the adjoining neighbour at 43 Beckwith Street;
 2. All proposed work must adhere to Enbridge Gas Distributions minimum clearance guidelines;
 3. The developer must supply, install and maintain the mail delivery equipment within these buildings to Canada Post's Specifications;
 4. Canada Post will be notified with the excavation date for the first foundation as well as the date the development work is scheduled to begin;
 5. That snow be removed from the site after each significant snow fall.

Corporate Services

c. Insurance Term and Joint RFP Opportunity (Communication 131049)

67

Trisa McConkey, Treasurer

Suggested Motion:

THAT Council approve joining the County of Lanark in its joint insurance RFP process including hiring a consultant at a cost not to exceed \$10,000; and

THAT staff proceed with negotiating with Cowan for insurance coverage from June to December 2020.

Trisa McConkey, Treasurer

Suggested Motion:

THAT Council accept the 2019 Council Remuneration Report as information.

7. NEW/OTHER BUSINESS

a. Community Improvement Plan

Suggested Motion:

WHEREAS there are brownfield sites within the Town of Carleton Place;

AND WHEREAS redeveloping brownfield sites takes significant financial resources;

AND WHEREAS environmental rehabilitation and development of brownfield properties encourages investment and development on lands by making efficient use of existing infrastructure thereby improving Carleton Place's tax base;

AND WHEREAS in order to assist developers in rehabilitating brownfield sites, some financial incentives may need to be offered;

AND WHEREAS in order to determine these financial incentives a Community Improvement Plan needs to be developed for the Town of Carleton Place;

AND WHEREAS the Town has the necessary Community Improvement Plan provisions within its Official Plan;

NOW THEREFORE BE IT RESOLVED THAT Council authorizes proceeding with a Community Improvement Plan (CIP) for the Town of Carleton Place as a whole; and

THAT staff be directed to submit an application to the Federation of Canadian Municipalities Green Municipal Fund to pay for up to 50% of the cost of the CIP; and

THAT the balance of the CIP cost be paid through Development Charges and from the Town's overall 2020 surplus if any, and if not through reserves.

8. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

a. Advisory Committee Minutes

76

Suggested Motion:

THAT the Municipal Heritage Committee minutes for January 13 and February 10, 2020 be received.

9. INFORMATION LISTING

83

- Parkinson's Awareness Month
- Application for Review of the Clean Water Act, 2006

Suggested Motion:

THAT the Information Listing dated April 7, 2020 be received as information.

10. NOTICE OF MOTIONS

None.

11. ADJOURNMENT

Suggested Motion:

THAT the meeting be adjourned at _____p.m.

Committee of the Whole Minutes

**Tuesday, March 10, 2020
Immediately Following the Council Meeting
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, Pascal Meunier,
Director of Protective Services, Lennox Smith, Chief Building
Official, Joanna Bowes, Manager of Development Services, Dee
Dee Scissons, Planning Administrative Clerk

1. CALL TO ORDER

The Chair called the meeting to order at 7:22 p.m.

2. APPROVAL OF AGENDA

Moved by: Councillor Fritz

Seconded by: Deputy Mayor Redmond

THAT the agenda be accepted as presented.

CARRIED

3. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None.

4. MINUTES TO BE APPROVED AND RECEIVED

1. Committee of the Whole Minutes

Moved by: Councillor Fritz

Seconded by: Councillor Atkinson

THAT the Committee of the Whole Minutes dated February 18 and March 3, 2020 be accepted as presented.

CARRIED

5. DELEGATIONS/PRESENTATIONS

1. Dena Comley, Chair - Carleton Place Environmental Advisory Committee

Dena Comley, Chair of the Carleton Place Environmental Advisory Committee (CPEAC) gave a presentation on the group's 2020 Work Plan. The Work Plan included information on the history of the CPEAC and its goals. The CPEAC is working to make the Town of Carleton Place a sustainable community. To help achieve this, the CPEAC is working to educate and promote environmentalism within the community through various activities such as composting, waste disposal, recycling, tree planting and Electric Vehicle Charging locations. Ms. Comley also provided the Committee with a preliminary report on the CPEAC's anti-idling campaign.

2. Development Permit Housekeeping Amendment (Communication 131042)
- Public Meeting Under the Planning Act - 8:00 p.m.

The Chair read a statutory notice as required by the Planning Act regarding the public meeting.

After the Manager of Development Services made a presentation regarding the recommended housekeeping amendment, the public was invited to make comments.

The Committee voted to defer this item pending further information on this matter being made available to members of Council.

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Tennant

THAT the Development Permit Housekeeping By-law be forwarded to Council for approval.

DEFERRED

6. REPORTS

Planning and Protection

1. Fire Master Plan (Communication 131041)

Moved by: Councillor Tennant
Seconded by: Councillor Seccaspina

THAT Council receive the 2019-2024 Master Fire Plan.

CARRIED, MOTION PREPARED

2. Sea Container Policy (Communication 131030)

Moved by: Councillor Tennant
Seconded by: Deputy Mayor Redmond

THAT Council approve the Sea Container Policy for utilization by the Building Department for all sea container building permit applications.

CARRIED, MOTION PREPARED

3. Amendment to Fees And Charges By-law 120-2019 (Communication 131043)

Moved by: Councillor Fritz
Seconded by: Councillor Tennant

THAT Fees and Charges By-Law 120-2019 be amended to include a provision under the Building Department section of the By-law to allow for cost recovery of all Orders and Agreements that are to be registered on or removed from title.

CARRIED, BY LAW PREPARED

4. Closing a Portion of Begley Street Road Allowance (Communication 131044)

Moved by: Councillor Fritz
Seconded by: Councillor Tennant

THAT Council authorize staff proceeding with the steps to close a 3m portion of Begley Street Road Allowance on the south side of the Neelin Community Centre property to accommodate an expansion to Arena No. 1.

CARRIED, BY LAW PREPARED

5. Committee Terms of Reference - Roles and Responsibilities
(Communication 131045)

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Atkinson

THAT the Terms of Reference for the following Advisory Committees be approved:

- Urban Forest/River Corridor Committee
- Parks and Recreation Committee
- Accessibility Advisory Committee

CARRIED, MOTION PREPARED

7. NEW/OTHER BUSINESS

None.

8. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

1. Advisory Committee and Board Minutes

Moved by: Councillor Fritz

Seconded by: Councillor Seccaspina

THAT the following minutes be received:

- Business Improvement Area Board of Directors - November 2019
- Urban Forest/River Corridor Advisory Committee - February 27, 2020

CARRIED

9. INFORMATION LISTING

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Tennant

THAT the Information Listing dated March 10, 2020 be received as information

CARRIED

10. NOTICE OF MOTIONS

1. Community Improvement Plan

Mayor Black

WHEREAS there are brownfield sites within the Town of Carleton Place;

AND WHEREAS redeveloping brownfield sites takes significant financial resources;

AND WHEREAS environmental rehabilitation and development of brownfield properties encourages investment and development on lands by making efficient use of existing infrastructure thereby improving Carleton Place's tax base;

AND WHEREAS in order to assist developers in rehabilitating brownfield sites, some financial incentives may need to be offered;

AND WHEREAS in order to determine these financial incentives a Community Improvement Plan needs to be developed for the Town of Carleton Place;

AND WHEREAS the Town has the necessary Community Improvement Plan provisions within its Official Plan;

NOW THEREFORE BE IT RESOLVED THAT Council authorizes proceeding with a Community Improvement Plan (CIP) for the Town of Carleton Place as a whole; and

THAT staff be directed to submit an application to the Federation of Canadian Municipalities Green Municipal Fund to pay for up to 50% of the cost of the CIP; and

THAT the balance of the CIP cost be paid through Development Charges and from the Town's overall 2020 surplus if any, and if not through reserves.

11. CLOSED SESSION

Moved by: Councillor Tennant

Seconded by: Councillor Atkinson

THAT the Committee move into closed session at 8:38 p.m. to discuss matters subject to the *Municipal Act*, S.O. 2001, Sec. 239 (2):

(b) personal matters about an identifiable individual, including municipal or local board employees;

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

1. Staff Conflict of Interest Issue
2. Sale of Lands
3. Terms of Employment

AND THAT Diane Smithson, CAO and Stacey Blair, Clerk, and Pascal Meunier, Director of Protective Services (Item 3) remain in the room.

CARRIED

Moved by: Councillor Atkinson

Seconded by: Councillor Tennant

THAT the Committee of the Whole return to regular session at 9:23 p.m.

CARRIED

12. RISE AND REPORT

During the Closed Session, the CAO was given direction on Closed Session Items 2 and 3. Item 1 was received as information.

13. ADJOURNMENT

Moved by: Councillor Atkinson

Seconded by: Councillor Tennant

THAT the meeting be adjourned at 9:24 p.m.

CARRIED

Councillor Toby Randell

Stacey Blair, Clerk

COMMUNICATION 131047

Received from Joanna Bowes, Manager of Development Services
Addressed to Committee of the Whole
Date April 7, 2020
Topic 119 Bell Street, DP3-06-2019.

SUMMARY

An application has been submitted for a Class 3 Development Permit for the property legally described as Lt 112 SEC B PI 276 Lanark N Beckwith; Pt Lot 113 Sec B PI 276 Lanark N Beckwith as in RN21707; Town of Carleton Place also known locally as 119 Bell Street. The proposed site is the result of a merging of an existing vacant property and the house located at 119 Bell Street located directly across from Commons Park.



The property is designated Mississippi District Residential in both the Town of Carleton Place Official Plan and Development Permit By-law 15-2015. The applicant was originally proposing the demolition of the existing structure in order to construct a 3-storey, 9-unit apartment on the merged lots. After the first Development Permit (DP) circulation, the developer modified his plans and has submitted a proposal to construct a 2-storey, 6-unit apartment building. The modified application still requires the existing structure pictured below at 119 Bell Street to be demolished.



The applicant is requesting relief from the following Development Permit Conditions:

- The developer is required to have 20% greenspace in the rear yard. A variation is requested to allow 17.08% of the required greenspace in the rear yard with a total of 47% greenspace throughout the site.
- A request to have the functional frontage be located along Bell Street rather than St. Paul Street.

COMMENT

Higher level documents, such as the Provincial Policy Statement (PPS), the County of Lanark Sustainable Communities Official Plan and the Town of Carleton Place Official Plan include policies and directions to consider while evaluating any development proposal. This development generally meets the requirements of these documents.

Provincial Policy Statement:

Section 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development Land Use Patterns.

“Healthy, livable, and safe communities are sustained by:

- a) Promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- b) Accommodating an appropriate range of housing and a mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries, and long-term care homes), recreation, park and open space and other uses to meet long term needs;
- c) Avoiding development and land use patterns which may cause environmental or public health and safety concerns;

- d) Avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent to or close to settlement areas;
- e) Promoting cost effective development patterns and standards to minimize land consumption and servicing costs;
- f) Improving accessibility for persons with disabilities and older persons by identifying and removing land use barriers which restrict their full participation in society.”

This project meets the above requirements.

Section 1.1.3 Settlement Areas

Section 1.1.3.1 of the PPS states “Settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted.”

This project will provide growth in the settlement area and this site will be regenerated from the previous use.

Section 1.1.3.2 of the PPS discusses the positive nature of density in the fact that it aids in the efficient use of land and resources and is appropriate to efficiently use existing infrastructure which avoids the need for unjustified or uneconomical expansion.

This development is an example of increasing density on existing services.

Section 1.1.3.3 notes that Planning Authorities should identify locations to promote opportunities for intensification and re-development where it can be accommodated.

This project is an infill site and can accommodate this level of development. There is also sufficient infrastructure to support the proposal.

Section 1.1.3.4 explains that Appropriate Development should promote or facilitate intensification, development and compact form while avoiding risks to public health and safety.

This project appropriately facilitates intensification and compact form. The proposal does not occur on lands deemed to be hazardous in any respect and so also meets the requirements of *Section 3.1 Natural Hazards* and *3.2 Human-Made Hazards* of the PPS.

Section 1.4 Housing

Section 1.4.3 provides details with respect to how development should occur. It notes that Planning Authorities should provide a range and mix of housing types and densities to meet the projected requirements of both current and future residents. It also notes that residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitates compact form, while maintaining levels of public health and safety are appropriate.

In this case, the development helps to continue to provide a mix of housing types in the area which currently ranges from single family homes to apartment buildings. Further, it is anticipated that these apartments will offer a lower cost of housing than much of the new development (i.e. townhomes, singles, etc.) in the Town of Carleton Place.

Section 1.6.6 Sewage, Water and Stormwater

Section 1.6.6.1 notes that development projects should direct and promote expected growth or development in a manner that promotes the efficient use and optimization of existing services.

This project does not require additional servicing to be provided. Further, as with most developments in Town, this project is on public services.

Section 2.6 Cultural Heritage and Archeology

Immediately adjacent to the proposed development is an Ontario Heritage Designated Home located at 105 Bell Street. The property in question is also located within 300 metres of the Mississippi River. As such, the developer was asked to perform an Archeological Study. Phases 1-3 were performed, and results have been forwarded to the Ministry of Tourism, Culture and Sport for a review of compliance. The Archeologist Report noted a fair number of artifacts were found from 1850 or later. They note that nothing showed sufficient cultural heritage value to proceed to stage 4 mitigation. 80% or more of the site's artifacts did not predate 1970 and are not associated with the first-generation settlement in the area.

Of note, the project does not disturb any natural heritage features (Section 2.1), water (Section 2.2), Agricultural Land (Section 2.3) or natural hazards (Section 3.1).

County of Lanark Sustainable Communities Official Plan (SCOP)

The County Official Plan delineates the Town of Carleton Place as a Settlement Area. Section 2.3, Settlement Area Policies, encourages efficient development patterns in Settlement Areas to optimize the use of land, resources, infrastructure and public service facilities. This project meets the intent of the SCOP.

Town of Carleton Place Official Plan

Section 2 Community Design Framework

Section 2.2 looks at the objectives relating to what developers are expected to provide in their projects. These include things such as ensuring a high quality of design, incorporating pedestrian and cycling amenities, improving the esthetic appeal of gateways and thoroughfares leading into the downtown core and recognizing the importance of street trees.

This development does all of these things by adhering to the general design policies found in the Official Plan, including bicycle storage, improving the esthetic appeal of Bell Street and through the proposed addition of four (4) maple trees along the front and side of the building. This will be discussed in more detail later in the report.

Section 2.3 General Design Policies include the review of items such as ensuring that the development maintains the character of the area and shows consistency and continuity with its surroundings, that is complementary and contributes to local landmarks, and that maintains the linkages to and from the area.

The proposed development complements the area in the sense that the massing is in between that of the Bell Street apartments and the massing of the houses in the area. The roofline is a gable roof which is the area's most prominent roof design, and the developer has added a stone looking finish on the front of the building, and on a portion of both sides of the building. This will help it to match as much as possible with the Ontario Heritage Property at 105 Bell Street.

An Urban Design Brief was prepared by an Engineer rather than by an Architect and thus professionally may not relay in detail all that would typically be provided if a professional architect or planner was to prepare the report as requested. However, the report does provide significant detail to consider with respect to how the project is compatible with the area. Details will be provided under the Development Permit By-law Section. The project is deemed to meet the character of the area and shows consistency and continuity with its surroundings. Further, no significant views are to be disturbed and the massing is acceptable given the surrounding properties. The height is within the expected range and has been dropped in order to meet the Interim Control By-law requirements, discussed later in this report. Lastly, the building is oriented to the street to provide streetscape interest.

Section 3.2.2 Mississippi District Residential

The Official Plan notes that the Mississippi District Residential Area is an established older residential area which is comprised of a mix of neighbourhoods characterized by a range of housing types.

An apartment is a permitted use within this designation. The development of undersized lots and infill lots is encouraged. This project meets the points outlined under the Mississippi District Residential Sector.

Section 3.5.4 Density Provisions

1. "Notwithstanding Section 3.5.3.1, where development is proposed on infill sites or sites which are a result of lot consolidations, and which infill sites or consolidated sites have areas of 3 hectares or less, residential density may be increased...

The density of this project is 46 units/ha.

Section 4.1 Green Infrastructure

Section 4.1.2 Objectives list the increase in the number of street trees as one objective to work towards under the Green Infrastructure section.

Many of the mature trees located on this site will remain. An additional four (4) maple trees are proposed to be added to the site along the front and exterior side of the building as a part of this development.

Section 4.3.5 Water, Wastewater and Stormwater Services

Section 4.3.5.1 General policies state that all development shall occur on the basis of full municipal water and wastewater services, and that the allocation of infrastructure capacity for infill and economic development purposes is encouraged.

This project meets these requirements.

Section 6.12 Interim Control By-law

The Town of Carleton Place currently has an Interim Control By-law in place (51-2019) which applies to this property. The builder has ensured that the project is below the required maximum height of 28 feet. At its highest point, the building will be 25'8".

Town of Carleton Place Development Permit By-law 15-2015

Below are the proposed elevations and site plan for the project:



Figure 7. Building view from Bell Street

The parking for building is accessed off St. Paul street and hidden behind the building when viewed from Bell Street.



Page 17 of 86
Figure 8. Building view from St. Paul Street

Below is a table indicating where the project meets or does not meet the requirements of the Development Permit By-law.

Site Provisions	Requirements	Provided
Lot Area	Nil	1344 square m
Lot Coverage (max)	60%	25%
Lot Frontage	35m	39.6m (functional frontage along Bell St) Actual frontage along St. Paul 33.9m
Front Yard Build Within	4.5 m-7.5m	5.12m
Exterior Side Yard	4.5 m-7.5m	4.51m
Interior Side Yard (min)	3.0m	5.56m
Rear Yard (min)	7.5m	16.07m
Usable Landscape Open Space (Rear Yard Min)	20%	17.08% in the rear, 47% total green space
Building Height (max)	14 m - with Interim Control By-law (8.5m)	7.8m
No Encroachment Area	2.5m	2.79m at closest point
Parking	9 required	9 provided
Bicycle Parking	3 spaces required	5 spaces provided

It should be noted the original application during the first circulation was for a 3 storey, 9-unit apartment with a mansard roof and significantly less brick work than the current proposal for a 2 storey, 6-unit apartment which was brought forward for the second circulation to the public with many requested changes. Parking requirements are now met, and the greenspace provided is much more significant than was previously provided. These changes were made by the developer in response to both staff and community comments provided during the circulation process.

The first variance the developer is asking for is to recognize Bell Street as the functional front yard. This allows the front of the building to be brought towards the street and allows for the rear yard (where parking should be located) to not immediately and directly impact the Ontario Heritage Property at 105 Bell Street.

The second variance requested is relating to a decrease in open space in the rear yard. The developer is requesting the variation from 20% to 17.08%, noting that the overall site has 47% open green space. Further, improvement in greenspace was provided with the amendments to the proposal where additional requirements for parking was removed. The original application showed greenspace for the entire site being at 34.68% and green space in the rear yard at just over 7.5%. Parking spaces could be removed to provide adequate greenspace, but a variance for parking would

then have to be requested.

The developer has provided four (4) additional street trees, none of which are currently in existence and he is proposing to maintain seven (7) additional trees. The removal of three (3) pine trees will occur in order to locate the building.

Trees pictured below.

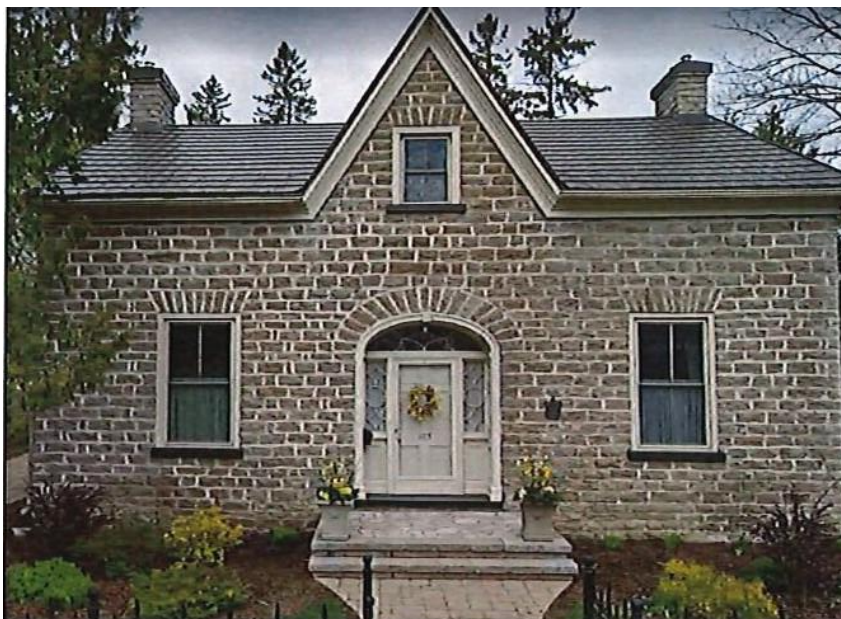


Trees to be removed.



Section 13 and 14 of the Development Permit By-law discuss Built Form and Design Criteria. The developer provided an Urban Design brief which details that the building is oriented to the street where it would be most visible, as is required by the by-law and that the parking is located in the rear where there are to be privacy fences and trees/shrubs to help provide privacy. The developer also attempted to complement the design of the adjacent heritage home by including modifications to the original mansard roof to change it to a gable roof with two (2) wall dormers to mimic the wall dormer over the front door of the heritage building. Additionally, the dormers will have false windows to add interest to the street view and again, to recreate what is seen on the heritage home.

105 Bell Street, Ontario Heritage Designated Home



Proposed Apartment façade



Long monotonous facades detract from the character of any neighbourhood and this developer has provided breaks to the façade through the use of balconies which have been added to the front units. The developer has noted the colour scheme will be grey tones and black or grey shingle. To maintain the look and feel of the existing landscaping in the neighbourhood as many mature trees as possible are to be maintained and others planted, although three (3) existing pine trees will be removed in order to place the building on the lot.

In terms of dwelling type, this neighbourhood is predominately single-family homes, however, duplex, row house and apartments exist in the neighbourhood.

The concerns with respect to compatibility with the neighbourhood were also explored

in the report above under Section 2.3 Community Design Framework and have been supported through an Urban Design Brief.

Interim Control By-law

The Town of Carleton Place currently has an Interim Control By-law in place (51-2019). This lot is within the Interim Control By-law area but meets the height requirements as outlined.

Other Studies/Supporting Documents

As part of this application, the following studies and reports have been submitted to staff for review:

- Site/Landscape/Tree Preservation Plan;
- Grading and Servicing Plan;
- Grading and Drainage Plan;
- Coloured renderings of the project;
- Elevations;
- Letter from Paterson Group consultants with respect to Archeological Assessment, Planning Rationale Report and an Urban Design Brief.

Comments received include the following:

Significant revisions were made to the original plan prior to the second circulation. All preliminary first round comments were provided to staff, Council and the developer for review. All comments listed below are in relation to the second circulation comments provided.

The Building Department noted that there were no objections to this proposal but the structure will require a building permit and will be required to meet all Code related issues.

The Clerks Department clarified that the property known as 119 Bell Street has not been designated as a heritage property by by-law. Additionally, it is not listed as a property of historical interest.

Mississippi Valley Conservation Authority had no comments or concerns.

Enbridge submitted standard comments.

The Urban Forest/River Corridor Committee was pleased to see the increase in greenspace but note they would like to see a white pine planted between the existing parking area and the heritage building, as well as a Hackberry Tree planted behind the snow storage area.

The Heritage Committee, while recognizing that the property is not deemed significant, notes that the house located at 119 Bell Street would have been the type of structure they are working towards protecting. They note that they are in the process of creating

a list of properties that could be deemed as significant interest to the Town and look forward to working with Council on these properties.

Public comments include concerns relating to traffic safety due to additional vehicles, the park across the street without fencing, the location of the bus stop on William Street and the sharp corner on Bell Street.

The Engineering Department noted that minimal additional traffic will be added to the area and the entrance to the development is set well back from the intersection. The fact that there are no sidewalks is a pre-existing condition, which is not worsening. Sidewalks are not typically discussed in a traffic study. Further, there is potential that either curbing or sidewalks could affect the mature trees along the property line. The installation of sidewalk/curbing will be considered in the future when the road is reconstructed.

Another concern raised is that as per the Development Permit By-law, bicycles should be covered and secured.

Further concerns raised related to stormwater mitigation prior to running into the river. Both Mississippi Valley Conservation Authority and our Engineering Department have had the opportunity to review this project and neither have expressed concerns in this regard.

An additional comment from a member of the public has been made asking the developer to consider re-designing the site to have a one-way road coming into the parking lot off of St. Paul Street and exiting through a one way road out onto Bell Street or to have an entrance onto Bell Street with two-way traffic in and out of the parking lot. In both scenarios, traffic is moved away from the park. They note safety concerns for children and animals given the poor visibility and the amount of foot and vehicular traffic.

Another member of the public noted concerns with respect to rental properties in the area, and concern with respect to the number of times police have been called to the area. Traffic was again mentioned as an issue, as is greenspace and the desire to have the integrity of the neighbourhood maintained. Concern with respect to the removal of cultural heritage in the 119 Bell Street building was also mentioned.

Another member of the public suggested various architectural changes be put into place as outlined in comments provided to Council for their consideration.

Further comments were received which outlined disappointment with the changes, including the addition of balconies, and synthetic stone. Comments were also made with respect to the number of rental units already on the street. Continued concerns were expressed with respect to the fact that the project is too large for the lot, and that it would, once constructed, dominate the neighbourhood. Height was not listed as a

major concern, but it was noted that a lower height doesn't necessarily improve a project.

As with any Development Permit Application, the Committee has the option of the following decisions:

- (a) Refuse the application;
- (b) Approve the application and issue a Development Permit with no conditions attached;
- (c) Approved the application and require that conditions be met before issuing a Development Permit;
- (d) Approve the application and issue a Development Permit with conditions attached; or
- (e) Approve the application, require that conditions be met before issuing a Development Permit and, when conditions have been met, issue a Development Permit with conditions attached.

STAFF RECOMMENDATION

THAT the Committee hereby authorizes application DP3-06-2019 for the construction of a 2 storey, 6-unit apartment building at 119 Bell Street and directs staff to move forward with the drafting of the Development Permit Agreement with the following conditions:

1. That garbage is stored on site in an enclosure as described in the Development Permit By-law and is removed as appropriate by a contracted waste management firm;
2. That snow be removed from site after each significant snowfall;
3. That where possible, the developer shall protect all root systems and branches of mature trees along the borders of the property;
4. Should any deeply buried archeological material be found on the property during construction, that the Ministry of Tourism, Culture and Sport be notified immediately;
5. That a white pine be planted between the existing parking area and the property at 105 Bell Street, as well as a Hackberry Tree be planted behind the snow storage area; and

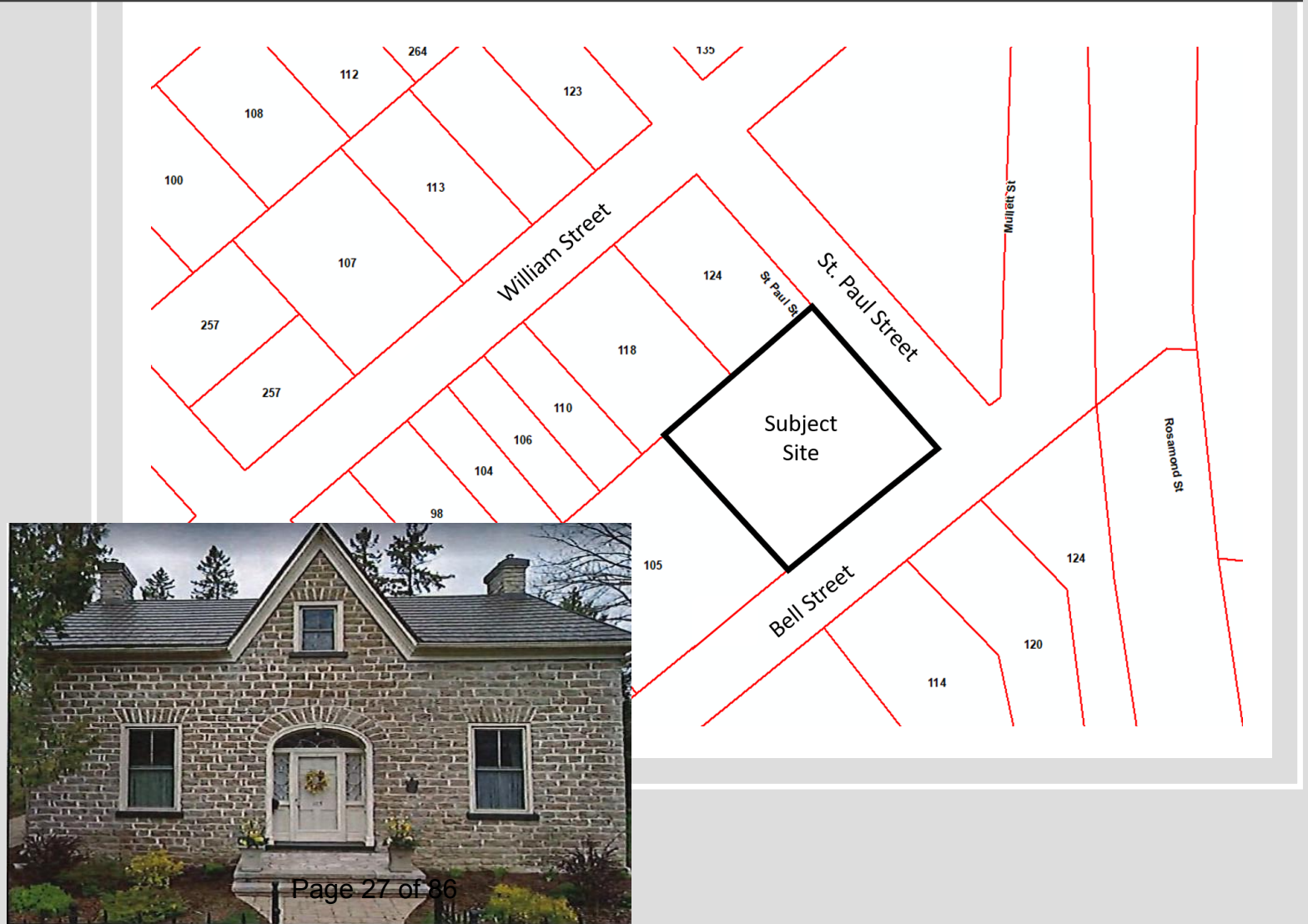
THAT the Committee authorizes staff to issue a Development Permit upon receipt of all required information, fees and securities.

119 BELL STREET

DP3-06-2019

LOCATION OF PROPERTY

- MERGED PROPERTIES ON THE CORNER OF BELL AND ST. PAUL STREETS
- LOCATED ACROSS FROM COMMONS PARK
- IMMEDIATELY ADJACENT TO AN ONTARIO HERITAGE HOME
- IN CLOSE PROXIMITY TO THE BELL STREET APARTMENTS



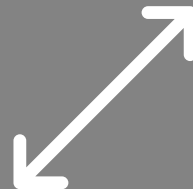
BACKGROUND CONTEXT



ORIGINAL PROPOSAL
CIRCULATED FOR FIRST ROUND
OF COMMENTS.



NUMEROUS COMMENTS
RECEIVED FROM TOWN STAFF
AND COMMUNITY WITH
PROPOSED CHANGES TO BE
MADE



DEVELOPER RESPONDED WITH
SIGNIFICANT CHANGES TO THE PLAN
INCLUDING LOWERING THE HEIGHT,
DECREASING UNIT COUNT AND
REDESIGNING TO BUILDING

COMPLIANCE WITH PLANNING DOCUMENTS

UPON REVIEW OF THIS PROJECT IT HAS BEEN DETERMINED THAT IT CONFORMS TO THE PROVINCIAL POLICY STATEMENT AND IS CONSISTENT WITH THE LANARK COUNTY SUSTIANABLE COMMUNITIES OFFICIAL PLAN AS WELL AS THE OFFICIAL PLAN FOR THE TOWN OF CARLETON PLACE.

PROPOSED LAYOUT AND USE OF PROPERTY

[illegible][illegible]

PROPOSED BUILDING ELEVATIONS

ORIGINAL PROPOSAL



MODIFIED PROPOSAL



Figure 7. Building view from Bell Street



HOUSE CURRENTLY AT 119 BELL STREET TO BE REMOVED

- This building is not considered as Ontario Heritage, nor is it currently listed as a property of interest by the Town. As such no regulations apply to this structure.
- Many comments within both the first and second round of commenting have been made with respect to its historical significance.

MATURE TREES TO BE REMOVED / MAINTAINED

- Three pine trees will be required to be removed to make way for the building.
- Other maple trees pictures are to be maintained and protected.



DEVELOPMENT PERMIT BY-LAW COMPLIANCE

Site Provisions	Requirements	Provided
Lot Area	Nil	1344 square m
Lot Coverage (max)	60%	25%
Lot Frontage	35 m	39.6m (functional frontage along Bell St) Actual frontage along St. Paul 33.9m
Front Yard Build Within	4.5 m-7.5 m	5.12 m
Exterior Side Yard	4.5 m-7.5 m	4.51 m
Interior Side Yard (min)	3.0 m	5.56 m
Rear Yard (min)	7.5 m	16.07 m
Usable Landscape Open Space (Rear Yard Min)	20%	17.08% in the rear, 47% total green space
Building Height (max)	14 m - with interim control by-law (8.5m)	7.8m
No Encroachment Area	2.5 m	2.79 at closest point
Parking	9 required	9 provided
Bicycle Parking	3 spaces required	5 spaces provided



REQUEST FOR VARIANCE

- The developer is required to have 20% greenspace in the rear yard. A variation is requested to allow 17.08% of the required greenspace in the rear yard with a total of 47% greenspace throughout the site.
- A request to have the functional frontage be located along Bell Street rather than St. Paul Street.

COMMENTS FROM STAFF, AGENCIES, PUBLIC (2ND ROUND ONLY)

- The Building Department noted that there were no objections to this proposal, but all structures will require a building permit and will be required to meet all Code related issues.
- The Clerks Department clarified that the property known as 119 Bell Street has not been designated as a heritage property by by-law. Additionally, it is not listed as a property of historical interest.
- Mississippi Valley Conservation Authority had no comments or concerns.
- Standard comments from Enbridge
- Urban Forest Committee was pleased to see the increase in greenspace but note they would like to see a white pine planted between the existing parking area and the heritage building, as well as a Hackberry Tree planted behind the snow storage area.
- The Heritage Committee, while recognizing that the property is not deemed significant, notes that the house located at 119 Bell Street would have been the type of structure they are working towards protecting. They note that they are in the process of creating a list of properties that could be deemed as significant interest to the Town and look forward to working with Council on these properties.
- Public comments include concerns relating to traffic safety due to additional vehicles, the park across the street without fencing, the location of the school bus stop on William Street and the sharp corner on Bell Street.

COMMENTS FROM STAFF, AGENCIES AND THE PUBLIC

- The Engineering Department noted that minimal additional traffic will be added to the area and entrance to the development is set well back from intersection. No sidewalks is a pre-existing condition, not getting worse. Sidewalks are not typically discussed in a traffic study. Further, there is potential that either curbing or sidewalk could affect the mature trees along the property line. The installation of sidewalk/curbing will be considered in the future when road is reconstructed.
- Another concern raised is that as per the Development Permit by-law bicycles should be covered and secured.
- Further concerns raised related to stormwater mitigation prior to running into the river. Both Mississippi Valley Conservation Authority and our Engineering Department has had the opportunity to review this project and neither have expressed concerns in this regard.
- An additional comment from a member of the public has been made asking the developer to consider re-designing the site to have a one-way road coming into the parking lot off of St. Paul Street and existing through a one way road out onto Bell Street or to have an entrance onto Bell Street with two way traffic in and out of the parking lot. In both scenarios, traffic is moved away from the park. They note safety concerns for children and animals given the poor visibility and the amount of foot and vehicular traffic.
- Another member of the public noted concerns with respect to rental properties in the area, and concern with respect to the number of times police have been called to the area. Traffic was again mentioned as an issue, as is greenspace and the desire to have the integrity of the neighbourhood maintained. Concern with respect to the removal of cultural heritage in the 119 Bell Street building was also mentioned.

STAFF RECOMMENDATION

- THAT the Committee hereby authorizes application DP3-06-2019 for the construction of a 2 storey, 6-unit apartment building at 119 Bell Street and directs staff to move forward with the drafting of the Development Permit Agreement with the following conditions:
 1. That garbage is stored on site in an enclosure as described in the Development Permit By-law and is removed as appropriate by a contracted waste management firm;
 2. That snow be removed from site after each significant snow fall;
 3. That where possible the developer shall protect all root systems and branches of mature trees along the borders of the property;
 4. Should any deeply buried archeological material be found on the property during construction, that the Ministry of Tourism, Culture and Sport be notified immediately;
 5. That a white pine be planted between the existing parking area and the heritage building, as well as a Hackberry Tree be planted behind the snow storage area.
- THAT the Committee authorizes staff to issue a Development Permit upon receipt of all required information, fees and securities.

COMMUNICATION 131048

Received from Joanna Bowes, Manager of Development Services
Addressed to Committee of the Whole
Date April 7, 2020
Topic 11 Beckwith Street - Saumure Construction - Re-submission of Approved Application DP3-01-2017, Now DP3-10-2019

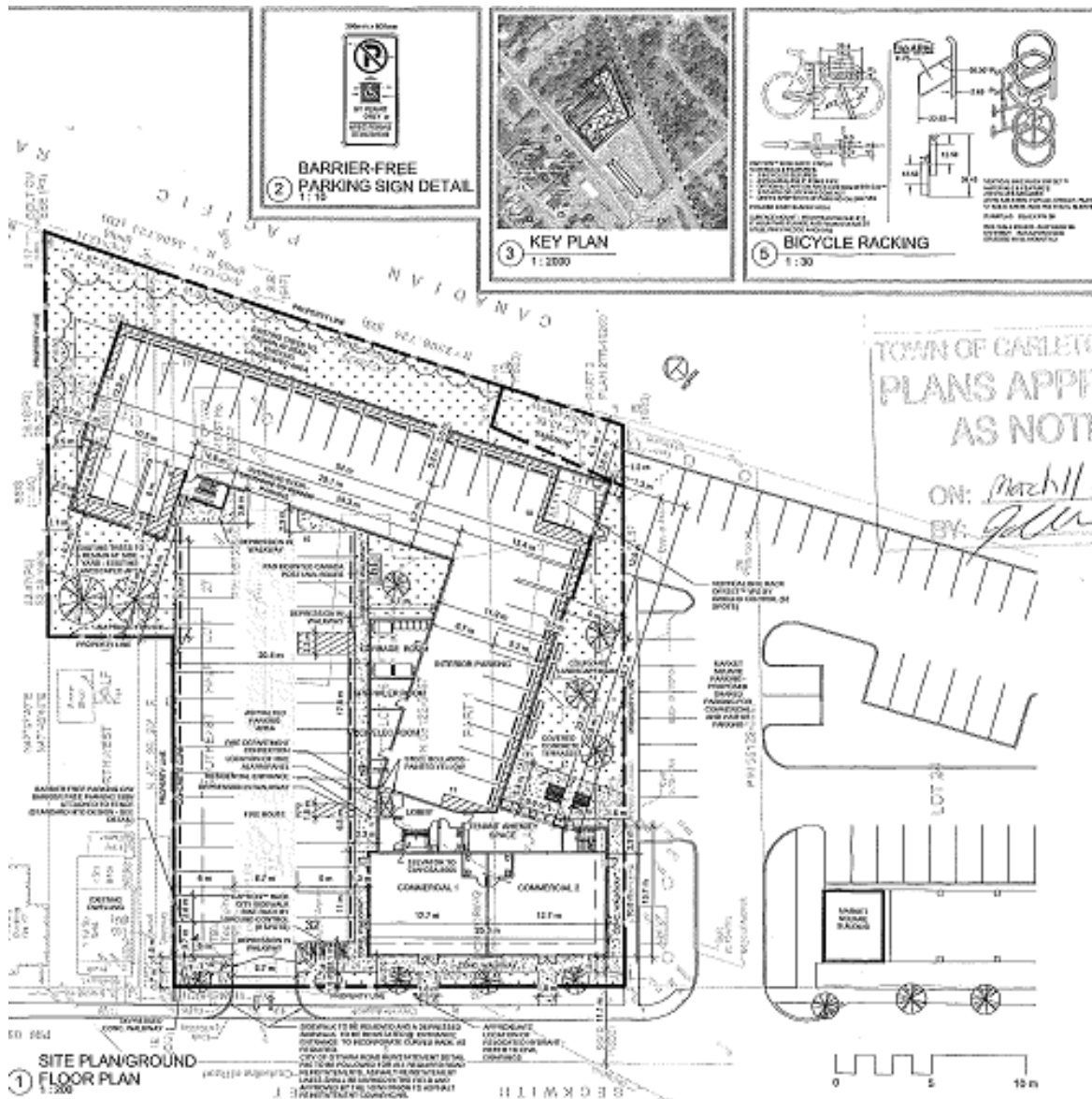
SUMMARY

An application has been re-submitted for a Class 3 Development Permit for the property locally known as 11 Beckwith Street, adjacent to the Farmer's Market, legally described as Part Lot 25, Lot 26, Lot 27, Part Lot 28, Section D, Plan 276. The property is currently under construction and nearing completion. The original Development Permit Agreement (DP3-01-2017) was signed on March 1, 2018.

The approved project was purchased by Saumure Group of Companies and at that time the developer determined that changes were required to the structure of the building impacting parking numbers and minor changes to outside appearance. The developer has now submitted this Class 3 application to deal with the variety of changes that have been made and to formally recognize the correct setbacks due to further information provided by an as-built survey. The Building Department noted the change while completing inspections based on the DP3-01-2017 approvals. Both the Planning and Building Departments have been working diligently with the developer since July 18, 2019 to provide a complete application after multiple meetings and pre-consultations with staff with respect to the project changes. An incomplete application was initially submitted on October 9, 2019 with the application being deemed complete on March 6, 2020.

The property is designated as Mississippi Residential Sector in both the Town of Carleton Place Official Plan and Development Permit By-Law 15-2015. The applicant has already been approved for a 5,632 square metre, 4-storey, 51-unit apartment building with two (2) commercial units (283 square metres) on the ground floor. Originally 70% of the units were to be barrier free while the remaining units were designed with accessibility in mind. Parking was to be located at grade and within the ground floor level of the building. A variance of 27 parking spaces was provided for the reasons outlined in Communication 128276 for DP3-01-2017.

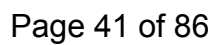
An approved site plan from 2017 is below:



The original applicant, requested and was granted relief for the following in 2017:

1. A decrease in the front yard setback from 4.5m to 3m specifically for the first floor commercial portion only;
2. A decrease in the interior side yard which varies, but at its closest point would require a variance from 3m to 1.2m;
3. A decrease in the rear yard setback from 7.5m to 6.1m at its closest point;
4. A decrease in the number of parking spaces from 91 to 64 spaces;
5. A decrease in the size of parking space for those located in the interior of the building from 2.75m x 6m to 2.6m x 5.2m;
6. A decrease in the size of parking space for those located at the exterior of the building from 2.75m x 6m to 2.6m x 6m.

RECEIVED
DEC 13 2019
Town of Carleton Place
-Planning Dept.



Currently, the following variances have been requested, many of which are now accurately based on the results of a building location survey and simply need to be recognized.

1.
 - a) A reduction in the number of parking spaces required from 91 to 64 (previously approved)
 - b) A reduction in the interior side yard setback from 3m (adjacent) to 1.18m (previously approved at 1.2m but correctly sited by as-built plan)
 - c) A rear yard setback of 7.5m to 6.38m (previously approved at 6.1m but correctly sited by as-built plan)
 - d) A front yard setback from 4.5m to 3.04m (previously approved at 3m but correctly sited by as-built plan)
 - e) Permission to vary the required parking space size from 2.75m x 6m to 3.26m x 5.50m (Interior only). All exterior parking meets the size requirements of the By-law (a significant improvement from the original approval for parking spaces)
2. To use the merged property at the rear of 47 Beckwith Street as an extended parking area and to recognize the following existing setbacks:
 - The existing non-complying single-family structure built 0.06m from the interior side lot line and 1.42m from the front lot line, within the no encroachment zone.
3. To recognize the two (2) main structures on the one, now merged, lot.



As mentioned previously, these variances are due to structural issues encountered by the developer that required posts to be installed in the parking area within the building and due to the addition of an elevator, which further decreased the parking spaces available on the site by nine (9) spaces. The developer was able to secure the lot at 47 Beckwith and has proposed an additional 15 spaces be added to make up for the losses due to the issues encountered while constructing.

Although nine (9) spaces were lost inside the building due to structural concerns and 15 spaces were gained on the new lot, six (6) spaces were lost in the original outdoor lot to accommodate a driveway access to the new lot. As such, the originally approved parking variances for number of spaces from 91 to 64 is still required.

COMMENT

Higher level documents, such as the Provincial Policy Statement (PPS), the County of Lanark Sustainable Communities Official Plan and the Town of Carleton Place Official

Plan include policies and directions to consider while evaluating any development proposal. This development generally meets the requirements of the documents.

NOTE: All of the below items have been addressed under Communication 128276 so only additional items as they relate to the change in the project will be addressed.

Provincial Policy Statement:

Section 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development Land Use Patterns.

Healthy, livable, and safe communities are sustained by:

- a) Promoting efficient development and land use patterns which sustain the financial well being of the Province and municipalities over the long term;
- b) Accommodating an appropriate range of housing and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries, and long-term care homes), recreation, park and open space and other uses to meet long term needs;
- c) Avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- d) Avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent to or close to settlement areas;
- e) Promoting cost effective development patterns and standards to minimize land consumption and servicing costs;
- f) Improving accessibility for persons with disabilities and older persons by identifying and removing land use barriers which restrict their full participation in society.

It should be noted that the original developers were intending to have 70% of the units be barrier free however, no final agreement was ever reached with the Town and thus no obligation is placed on the current owner to provide these units. The developer will be required to meet the requirements for barrier free units under the Ontario Building Code.

County of Lanark Sustainable Communities Official Plan (SCOP)

The County Official Plan delineates the Town of Carleton Place as a Settlement Area. Section 2.3, Settlement Area Policies, encourages efficient development patterns in Settlement Areas to optimize the use of land, resources, infrastructure and public service facilities. This project meets the intent of the SCOP.

Town of Carleton Place Official Plan

Section 2 Community Design Framework

Section 2.2 looks at the objectives relating to what is expected of developers to provide in their projects. These include things such as: ensuring a high quality of design,

incorporating pedestrian and cycling amenities, improving the esthetic appeal of the surrounding area in terms of massing, setbacks and orientation to the street. Minor changes have been made to the elevation plans, but the Planning Department has found them to be consistent with Section 2 of the Official Plan.

The original elevations proposed are below:



FOCKWITH STREET - LOOKING DOWN MARKET SQUARE



BECKWITH STREET - FROM MARKET SQUARE



The new proposed look as below:



Section 3.2.2 Mississippi District Residential

All residential uses are permitted in this designation.

Section 4.3.5 Water, Wastewater and Stormwater Services

Section 4.3.5.1 General policies states that all development shall occur on the basis of full municipal water and wastewater services, and that the allocation of infrastructure capacity for infill and economic development purposes is encouraged. This project meets these requirements.

Section 4.4.1 Species at Risk

A scoped EIS was completed for the lot at 47 Beckwith Street which has been merged with the existing lot at 11 Beckwith. No species at risk were observed.

Section 6.12 Interim Control By-law

The Town of Carleton Place currently has an Interim Control By-law in place (51-2019), but this lot is not within the By-law area and is therefore exempt from the restrictions included within the By-law.

Town of Carleton Place Development Permit (DP) By-Law 15-2015

Found above in the report are the proposed elevations and site plan for the project.

Below are the requests for variance from applications **DP3-01-2017** and **DP3-10-2019**

Site Provisions	Requirements	Provided 2017	Provided 2019
Lot Area	Nil	Yes	Yes
Lot Coverage (maximum)	60%	41%	31.9%
Lot Frontage	35m	47.03m	47.03m
Front Yard Build Within Area	4.5m-7.5m	3m at closest point	3.04m (improved)
Exterior Side Yard Build Within Area	4.5m-7.5m	Not applicable	Not applicable
Interior Side Yard (minimum)	3m	1.2m at closest point	1.18m (slightly less)
Rear Yard Depth (minimum)	7.5m	6.1 at closest point	6.38m (improved)
Usable Landscaped Open Space (rear yard, minimum)	20% of the lot area	35% open space (for entire lot)	35% of entire lot, 12% of rear yard.
Building Height (maximum)	14m (4 storeys)	4 storeys	4 storeys
No encroachment area (front and exterior)	2.5m	Does not encroach	Does not encroach
Parking	Residential: 1.25 per dwelling unit 0.25 visitors Total required: 77 Commercial: Retail store/personal business/office 1 space/20m ²	Request variance for all 13 visitor parking spaces. Request for 14 spaces to accommodate 279m ² of commercial space to be dealt with in a lease in the adjoining Town parking lot Total reduction of 13 parking spaces.	64 previously approved through DP3-01-2017

		<ul style="list-style-type: none"> Handicap accessible space provided as per by-law. 	
Section 3 Parking Space Size	2.75m x 6m	Interior parking Request 2.6m x 5.2m (with excess 0.7m from required aisle with parking length would be at 5.9m) Exterior parking: Request 2.6m x 6m	Interior parking space size 3.26 x 5.5 (improved) Exterior parking space size Now meets the By- law
Aisle Width	6m	6.7m- exceeds	6.39- exceeds
Bicycle Parking	Residential: Require 32 Commercial: Require 8	Residential: 32 Commercial: 8	8 spaces provided for the commercial use. A large interior area within the building has been provided for bicycle spaces

Additional requirements for DP3-10-2019

House at 47 Beckwith (now merged with 11 Beckwith)	Recognizing non-compliance of existing house	From 1.2 m to 0.06m from interior lot line From 4.5m (min) to 1.42m front yard setback, within no encroachment zone
Site specific	One dwelling per lot	Two dwellings on one lot

Variations:

1. The first variation to be requested is for the building to be located at 3.04m from the closest point of the front lot line. The DP By-law notes that it should be located a minimum of 4.5m from the front lot line. Permission was granted by the previous Committee to allow 3m. The builder has completed an as-built survey which indicates the building as it stands is further back than the permission originally granted.
2. The second variation to be requested is for the building to be located at 1.18m from the closest point of the interior lot line. The DP By-law notes that it should be located a minimum of 3m from the interior side lot line. Permission was

granted by the previous Committee to allow for 1.2m. The builder has completed an as-built survey which indicates the building as it stands is further setback than what they were originally granted.

3. The third variation is with respect to the number of parking spaces provided. Much of the planning rationale was discussed in Communication 128276 however, a variance of 27 parking spaces was granted by the previous Committee so that instead of the required 91 parking spaces, the developer at the time was permitted to vary this number to 64 spaces. The intent at the time was to have 13 commercial parking spaces be paid for as cash in lieu in the amount of \$1,000.00 each. This was never finalized or formally agreed upon outside of Committee. Saumure had noted in the Planning Rationale Report that they would be willing to pay cash-in-lieu for those spaces at the rate of \$1,000.00 each. The cash-in-lieu fees in 2020 have gone up to \$3,500.00 per parking space.

As previously mentioned, Saumure made what they deemed to be required structural changes to the building based on professional advice from an engineer which resulted in a loss of nine (9) interior parking spaces. The developer came in for a pre-consultation with the Planning Department. The developer has submitted this Class 3 application to deal with the variety of changes that have been made and to formally recognize the correct setbacks due to further information provided by the as-built survey.

Due to the tight lot setbacks and with loss of nine (9) interior parking spaces, the developer purchased the property located at 47 Beckwith Street and has proposed to add an additional 15 spaces. In the reconfiguration of the property, and particularly adding a drive aisle to access the new parking lot at 47 Beckwith (now merged with 11 Beckwith) additional parking spots were lost. As such, the requested variance granted by the former Committee stands for 64 parking spaces.

4. The fourth variation is with respect to parking space size. The original applicant was granted variation for parking space sizes for both the interior and exterior parking spaces. Due to the addition of the new parking lot, and reconfiguration of the site, both internally and externally, the parking spaces outside of the building will be able to meet the requirements of the Development Permit By-Law. The spaces within the building still require a variance but will be larger than originally proposed through DP3-01-2017.

A large room has been provided in the interior of the building to meet the required bicycle parking spaces.

5. The fifth variation is to recognize the existing setbacks of the house located at the front on 47 Beckwith Street, in front of the proposed new parking lot.

6. The final variance is with respect to allowing two (2) buildings on one (1) lot. This can be permitted through a request under the Development Permit By-Law.

Interim Control By-Law

The Town of Carleton Place currently has an Interim Control By-law in place (51-2019), but this lot is not within the area regulated by the By-law and is therefore exempt from the restrictions included within the By-law.

Studies and Drawings Submitted:

As part of this application, the following studies and reports have been submitted to staff for review:

- Planning Rationale Report;
- Scoped Environmental Impact Assessment (47 Beckwith St);
- Servicing Report;
- Site Plan;
- Landscape Plan;
- Coloured Elevations;
- Grading and Drainage Plan; and
- Stormwater Management Plan.

Comments Received:

The Building Department notes that all Ontario Building Code requirements must be adhered to for permit issuance and occupancy.

Mississippi Valley Conservation Authority, Ministry of Transportation and Rogers had no concerns.

Enbridge provided their standard comments.

Two (2) members of the public requested the construction of a privacy fence. Under the Property Standards By-law an 8-foot fence is the maximum height permitted. Additional height can be granted through a Development Permit By-Law.

Other concerns from the public include:

- the privacy of rear yards;
- the sight of vehicles;
- fumes/noise/light interference from the vehicles in the parking lot;
- a decrease in property values;
- destruction or removal of trees from the property; or damage to the root systems decreasing the lifespan of the trees which provided privacy;
- animals coming to the site for garbage and recycling left out.

As with any Development Permit Application, the Committee has the option of the following decisions:

- (a) Refuse the application;

- (b) Approve the application and issue a Development Permit with no conditions attached;
- (c) Approved the application and require that conditions be met before issuing a Development Permit;
- (d) Approved the application and issue a Development Permit with conditions attached; or
- (e) Approve the application, require that conditions be met before issuing a Development Permit and, when conditions have been met, issue a Development Permit with conditions attached.

STAFF RECOMMENDATION

THAT the Committee hereby authorizes application DP3-10-2019 for modifications to application DP3-01-2017, construction of a 51-unit apartment building and two (2) commercial units with interior and exterior at-grade parking at 11 (and 47) Beckwith Street – Saumure Construction and directs Staff to move forward with the drafting of the Development Permit Agreement with conditions below; and

THAT the Committee authorizes staff to issue a Development Permit upon receipt of all required information, fees and securities.

Conditions:

1. That garbage and recycling be stored inside the building and removed weekly;
2. That a 10-foot privacy fence be installed and trees and shrubs be planted along the lot line facing the rear of the properties along Albert Street;
3. Where possible, protect all root systems and branches of mature trees along the borders of the property;
4. Cash-in-lieu of parking to be provided as per the direction of Council for the 13 commercial parking spaces;
5. In the event that easement(s) are required to service this development, and any future adjacent developments, the applicant will provide the easement(s) to Enbridge Gas Inc. at no cost;
6. Meet all conditions from the previous signed Development Permit agreement which include:
 - a. That the Owner shall construct a 1.8m wooden privacy fence along the lot line between the subject property and the adjoining neighbour at 43 Beckwith Street;
 - b. All proposed work must adhere to Enbridge Gas Distributions minimum clearance guidelines;
 - c. The developer must supply, install and maintain the mail delivery equipment within these buildings to Canada Post's Specifications;
 - d. Canada Post will be notified with the excavation date for the first foundation as well as the date the development work is scheduled to begin;
 - e. That snow be removed from the site after each significant snow fall.



11 AND 47 BECKWITH STREET

DP3-01-2017, AMENDED BY DP3-10-2019

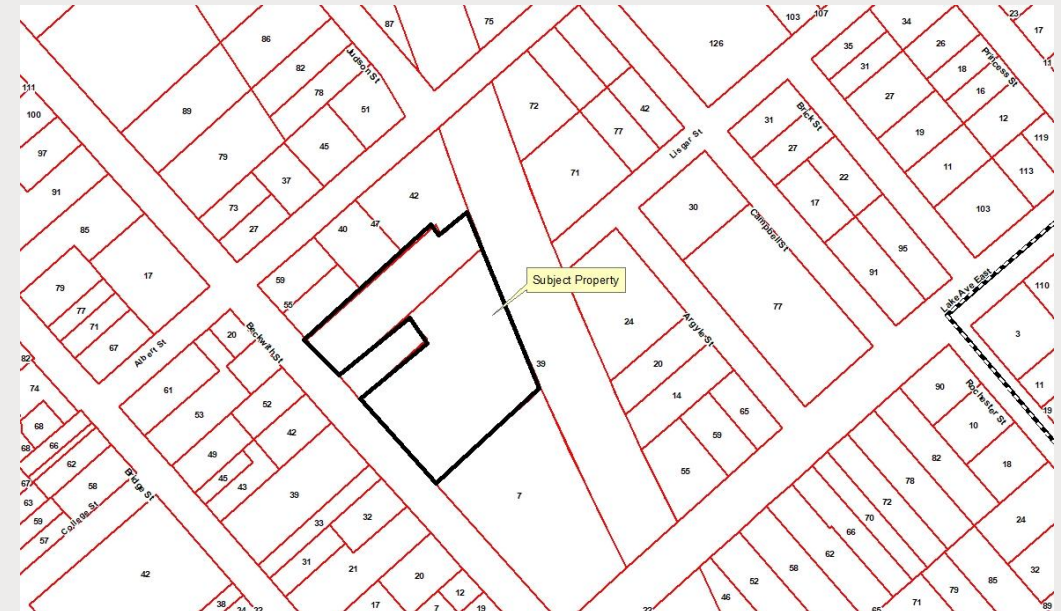


LOCATION OF PROPERTY

2017



2019, lots have merged



Background Context

- Land was purchased from the Town and proposal for a 51 unit apartment building with 2 commercial units and parking on ground floor was approved. At that time several other variances were approved including parking in anticipation of the building being 70% barrier free.
- Once project was approved and a Development Permit application was signed the owner sold to Saumure Group of Companies who took on the project and began construction. Some items agreed to at Committee were not finalized and the current developer was not made aware of items such as cash-in-lieu of parking and the anticipation of 70% barrier free units.
- Mid-construction the Building Department noted significant changes related to parking. Due to structural safety concerns Saumure added posts into the interior parking garage which lead to a decrease in 9 parking spaces.

Background

Context

Continued

- The developer came in for a pre-consultation with planning staff in July 2019 and it was determined that a number of items had to be worked through in order to apply for the required DP3 application including, merging of lots and additional studies and drawings. Other items such as barrier free accessible units and cash-in-lieu were discussed.
- Multiple discussions were had on a variety of issues in order to bring this file to Committee through the DP3 process.
- In the meantime the developer continued to construct, and no orders were placed on the property because the project was being discussed with staff.

Provincial Policy Statement, Lanark County Sustainable Communities Official Plan, Town of Carleton Place Official Plan

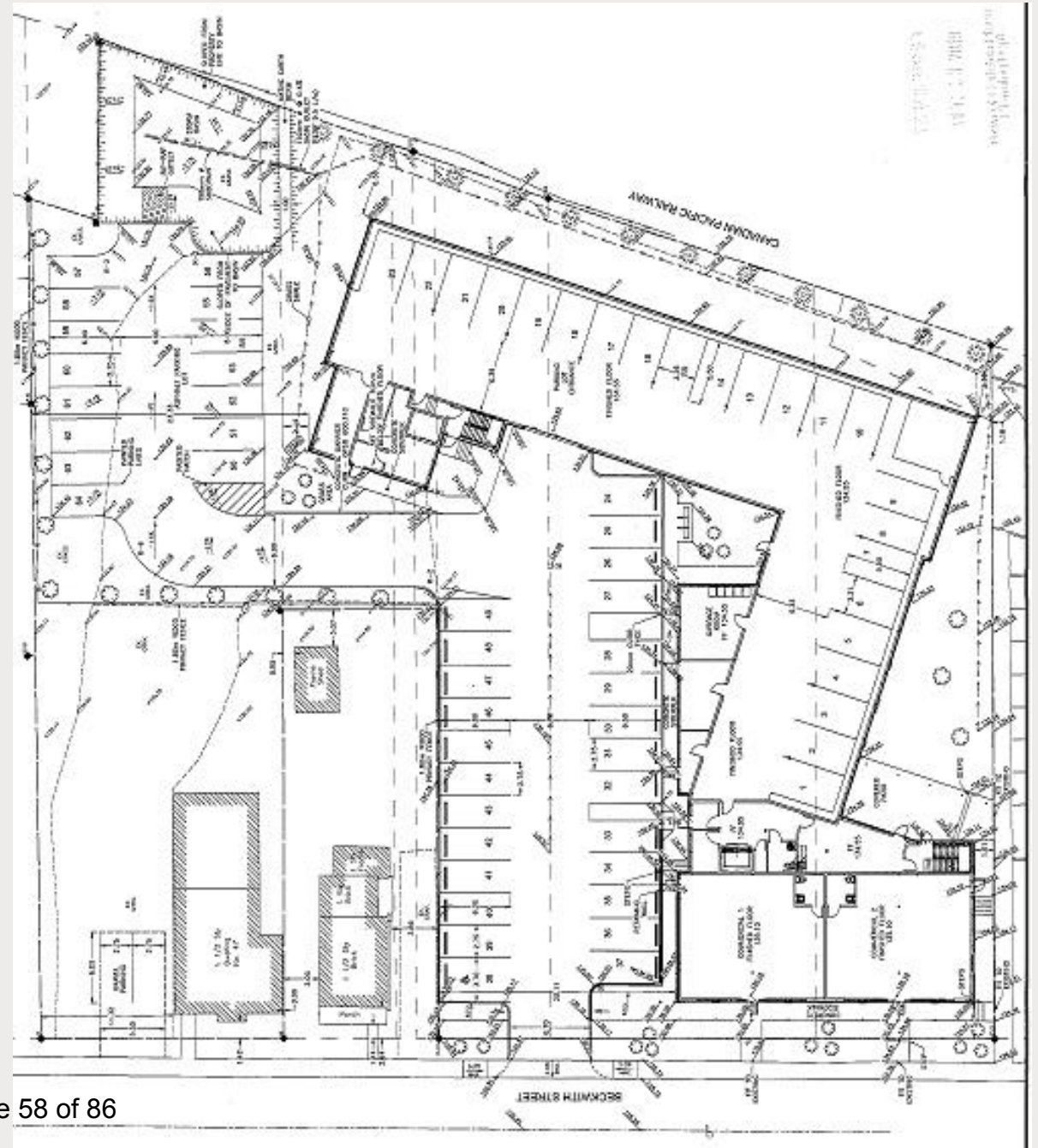
- Upon review of this project it has been determined that it conforms to the Provincial Policy Statement and is consistent with the Lanark County Sustainable Communities Official Plan as well as the Official Plan for the Town of Carleton Place.

- Adjacent to Ottawa Valley Rail Trail
- Adjacent to Market Square
- 51 Residential units
- 2 Commercial spaces



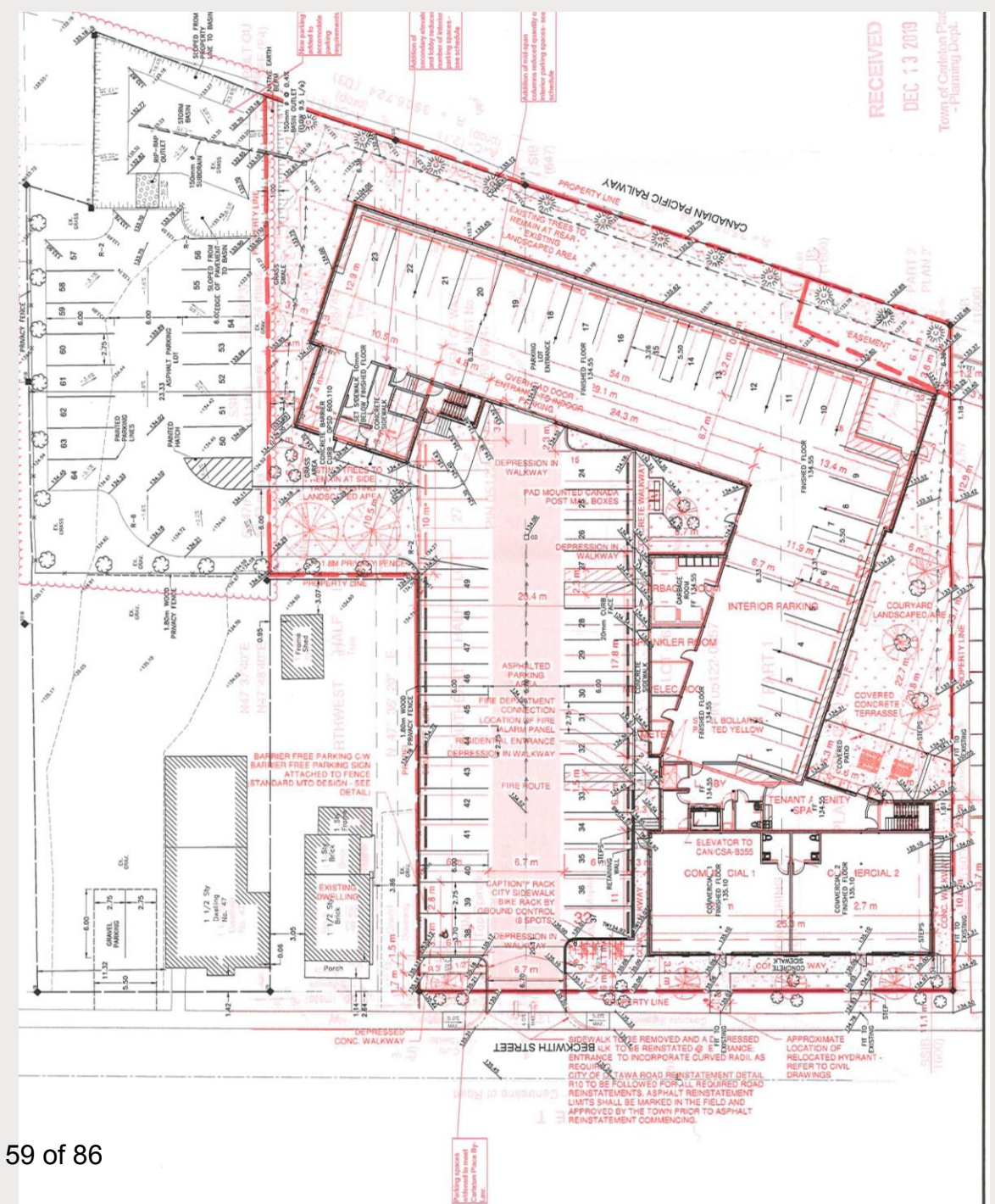
Proposed Layout and Use of Property in 2019

- 51 Residential units
- 2 Commercial units
- 11 Beckwith Street and 47 Beckwith Street merged
- Addition of parking area (15 spaces) to make up for lost parking within the building



Red Line Changes

- Merging of lots
- Reconfiguration of 15 parking spaces
- Access aisle to 47 Beckwith parking lot
- Larger interior and external parking spaces
- Recognition of actual setbacks as per the As-Built survey



Changes to Elevations

2017

2019



BECKWITH STREET - LOOKING DOWN MARKET SQUARE



BECKWITH STREET - FROM MARKET SQUARE



Development Permit Variations Requested

Site Provisions	Requirements	Provided 2017	Provided 2019
Lot Area	Nil	Yes	Yes
Lot Coverage (maximum)	60%	41%	31.9%
Lot Frontage	35m	47.03m	47.03m
Front Yard Build Within Area	4.5m-7.5m	3m at closest point	3.04 m (improved)
Exterior Side Yard Build Within Area	4.5m-7.5m	Not applicable	Not applicable
Interior Side Yard (minimum)	3m	1.2m at closest point	1.18m (slightly less)
Rear Yard Depth (minimum)	7.5m	6.1 at closest point	6.38 m (improved)

Usable Landscaped Open Space (rear yard, minimum)	20% of the lot area	35% open space (rear yard)	?
Building Height (maximum)	14m (4 storeys)	4 storeys	4 storeys
No encroachment area (front and exterior)	2.5m	Does not encroach	Does not encroach
Parking	Residential: 1.25 per dwelling unit 0.25 visitors Total required: 77 Commercial: Retail store/personal business/office 1 space/20m ²	Request variance for all 13 visitor parking spaces. Request for 14 spaces to accommodate 279m ² of commercial space to be dealt with in a lease in the adjoining town parking lot Total Reduction of 13 parking spaces. <ul style="list-style-type: none"> Handicap accessible space provided as per by-law. 	64 previously approved through DP3-01-2017

Section 3 Parking Space Size	2.75m x 6m	Interior parking Request 2.6m x 5.2m (with excess 0.7m from required aisle with parking length would be at 5.9m) Exterior parking: Request 2.6m x 6m	Interior parking space size 3.26 x 5.5 (improved) Exterior parking space size Now meets the By-law
Aisle Width	6m	6.7m- exceeds	6.39- exceeds
Bicycle Parking	Residential: Require 32 Commercial: Require 8	Residential: 32 Commercial: 8	A large interior area has been provided for the storage of bicycles
House at 47 Beckwith (now merged with 11 Beckwith)	Recognizing non-compliance of existing house	From 1.2 m to 0.06m from interior lot line From 4.5m (min) to 1.42m front yard setback, within no encroachment zone	
Site specific	One dwelling per lot	Two dwellings on one lot	

Comments from Council, Staff, Agencies and the Public

- Building Department notes OBC requirements must be adhered to for permit issuance and occupancy.
- MVCA, Rogers, Ministry of Transportation had no concerns.
- Two members of the public requested the construction of a privacy fence. Additional height over 8 feet can be requested and conditioned through the Development Permit Agreement.
- Other concerns from the public include: privacy, sight of vehicles, fumes/noise/light interference of vehicles in the parking lot, decrease in property values, destruction and removal of trees, damage to root system/life span of trees, animals coming to site to rummage through garbage and recycling.

Staff Recommendation

THAT the Committee hereby authorizes application DP3-10-2019 for modifications to application DP3-01-2017 for construction of a 51-unit apartment building with 2 commercial units with interior and exterior at grade parking at 11 (and 47) Beckwith Street and directs staff to move forward with the drafting of the Development Permit Agreement with the conditions listed below:

1. That garbage and recycling be stored inside of the building and removed weekly.
2. That a 10 foot privacy fence be installed and trees and shrubs be planted along the lot line facing the rear of the properties along Albert St.
3. Where possible, protect all root systems and branches of mature trees along the borders of the property.

Staff Rec. Continued

4. Cash-in-lieu of parking to be provided as per the direction of Council for the 13 commercial parking spaces.
5. In the event that easement(s) are required to service this development, and any future adjacent developments, the owner will provide easement(s) to Enbridge Gas at no cost.
 - **As well as all conditions from the previous signed agreement which include:**
6. That the Owner shall construct a 1.8 m wooden privacy fence along the lot line between the subject property and the adjoining neighbour at 43 Beckwith St.
7. All proposed work must adhere to Enbridge Gas Distributions minimum clearance guidelines.
8. The developer must supply, install and maintain the mail delivery equipment within the buildings to Canada Post's specifications.
9. That snow will be removed from the site after each significant snow fall.

COMMUNICATION 131049

Received from Trisa McConkey, CPA, CGA, Treasurer
Addressed to Committee of the Whole
Date March 24, 2020
Topic Insurance Term and Joint RFP Opportunity

SUMMARY:

The Town has been offered an opportunity to join with Lanark County and other local municipalities in a joint RFP process for insurance coverage.

BACKGROUND:

The Town of Carleton Place last issued an RFP for Insurance services in 2015. Upon evaluation of the proposals received, Arthur J. Gallagher was selected as the successful broker with Frank Cowan as the insurance provider. The table below details the history of premiums and the percentage increases by policy year.

POLICY YEAR	PREMIUM (+ PST)	% INCREASE OVER PREVIOUS YEAR
2019/20	\$ 214,387	6.65%
2018/19	\$ 201,027	0.74%
2017/18	\$ 199,554	1.62%
2016/17	\$ 196,364	0.60%
2015/16	\$ 195,197	

Best practice calls for issuing an RFP every five (5) years to ensure value for money and to ensure the adequacy of coverage terms. Therefore, it is time for Carleton Place to go to market for insurance services.

COMMENT:

Lanark County experienced a 76% increase in its premiums this year and have decided to go to market again this year for the following reasons even though they issued an RFP in 2017:

1. They were advised in the fall that the insurance market was hardening. Despite a great claims record, the County received an overall premium increase of 76% from Aon. With this increase, they are basically back to where they were before they went to market in 2017;
2. With their Aon renewal they had the choice of two (2) carriers for general liability coverage (Great American and MS Amlin). They chose to stay with MS Amlin as abuse limits were \$5,000,000 instead of only \$500,000 from Great American. MS Amlin is exiting the business and will not provide a 2021 renewal for general liability.

In 2017, the County hired Susan Saksida from Cameron & Associates to oversee a joint RFP process with Tay Valley Township and Lanark Highlands. Susan is an insurance expert and her knowledge resulted in a very smooth process. The County has retained Susan's services again this year for another joint RFP process looking for coverage to

begin January 1, 2021. The cost of this service if Carleton Place were to join the group would be between \$6,500 and \$10,000 depending on the complexity of the municipality's requirements. If a single municipality were to contract for this service, the cost would be over \$15,000. Services to be provided by the consultant include:

1. Update the RFP document prepared in 2017 to 2020 requirements. This would include updating the terms, conditions and deliverables of the RFP, and updating templates that are included with the RFP. Adding underwriting content to these templates is part of Service 3;
2. Confirm coverage and services objectives with each participating municipality; this includes expanding current coverage, changes in limits and deductibles or adding new policies;
3. Review all participants' applications and assist to update asset and operations data for underwriters' review;
4. Review claims histories and confirm that all reserves, payments and deductibles are correctly accounted for;
5. Assist the participants to respond to Proponents' questions post RFP release;
6. Review contents of all proposals received and assist participants with their individual reviews of the coverage, premium and services proposed and final selection;
7. Provide a summary report of the process and final results for each municipality.

The Town has historically maintained an insurance policy period of June to June. Cowan has agreed to issue a policy term for June to December 2020 thereby aligning our policy term to that of Lanark County and allowing the Town to join with the group. Staff believe that joining with other Municipalities will increase our buying power and result in better pricing. A calendar year policy will also allow for more accurate budgeting.

FINANCIAL IMPLICATIONS

Consulting services for an RFP for Insurance and Risk Management Services in 2020 will cost the Town between \$6,500 and \$10,000. This fee was not budgeted for 2020 however, could be funded from a year-end surplus or the Administration Reserve. Moving the policy term will require negotiation with Cowan for seven (7) months of coverage which may result in increased costs.

STAFF RECOMMENDATION

THAT the Council of the Town of Carleton Place approve joining the County of Lanark in its joint insurance RFP process including hiring a consultant at a cost not to exceed \$10,000; and

THAT staff proceed with negotiating with Cowan for insurance coverage from June to December 2020.

COMMUNICATION 131050

Received from: Trisa McConkey, CPA, CGA, Treasurer
Addressed to: Committee of the Whole
Date: March 24, 2020
Topic: 2019 Council Remuneration Report

SUMMARY:

To provide Council with information on the remuneration and expenses paid in 2019 to members of Council and members of the public who served on local boards, as per Section 284 of the Municipal Act, S.O. 2001, Chapter 25 as amended.

COMMENT:

Section 284 of the Municipal Act stipulates the Treasurer shall in each year on or before March 31 provide to the Council an itemized statement on remuneration and expenses paid in the previous year to:

- a) Each member of Council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
 - b) Each member of Council in respect of his or her services as an officer or employee of the municipality or other body described in clause(a); and
 - c) Each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.
- 2001, c.25, s.284(1).

Authorization of Payments

Section 284(2) of the Municipal Act stipulates that municipalities identify the by-law under which the remuneration or expenses were authorized to be paid. Salaries paid to the members of Council increased by 2% in 2019 as authorized by Motion No. 4-130-09. Travel and other expenses were authorized under By-law 39-2018 and discretionary expenditures were authorized by Motion 11-116-18.

2019 Remuneration

The following table shows 2019 expenditures by councillor. The Expenses column includes amounts paid for conference registration, travel, internet access and cell phones. The Benefits column includes amounts paid for employee benefits and group health and dental benefits. Discretionary expenditures are for items that do not provide a direct, personal benefit to the member or their families, such as donations to community organizations.

Council Member	Honorarium	Per Diem	Benefits*	Expenses Appendix A	Total Remuneration	Discretionary Expenditures Appendix B
Mayor Black	44,650.15	1,050.00	6,187.58	666.62	52,554.35	\$4,249.93
Deputy-Mayor Redmond	27,820.29	975.00	6,187.58	0.00	34,982.87	2,200.00
Councillor Fritz	22,075.75	1,125.00	6,187.58	22.51	28,297.09	1,200.00
Councillor Atkinson	22,075.75	1,875.00	6,187.58	3,444.85	31,726.93	1,200.00
Councillor Randell	22,075.75	1,650.00	6,187.58	2,084.13	30,363.96	700.00
Councillor Tennant	22,075.75	1,125.00	6,187.58	1,181.24	29,455.82	762.33
Councillor Seccaspina	22,075.75	675.00	6,187.58	0.00	28,270.08	1,175.00
Totals					\$235,651.10	\$11,487.26

**in order to protect Council's personal privacy, the total cost benefit amounts paid will be prorated and allocated between all members based on the number of months each member was in office for the particular year*

In addition to remuneration from the Town directly, Councillors appointed to outside boards may be compensated for their attendance at meetings and business. In 2019, Councillor Atkinson received \$1,226.39 and Councillor Fritz received \$729.30 from the Mississippi Valley Conservation Authority. Statements showing these amounts are attached to this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from this report. All items were paid from amounts included in the 2019 budget.

STAFF RECOMMENDATION

THAT Council accept the 2019 Council Remuneration Report as information.

ATTACHMENTS

Appendix A – Expenses

Appendix B – Discretionary Expenditures

Appendix C – MVCA Remuneration and Expenses

Appendix A - Expense Reimbursement Details

AMOUNT	
Councillor Atkinson	
FCM CONFERENCE	\$ 2,435.53
ROMA CONFERENCE	\$ 1,009.32
Councillor Atkinson Total	\$ 3,444.85
Councillor Fritz	
CHAMBER MAYOR'S LUNCH	\$ 22.51
Councillor Fritz Total	\$ 22.51
Councillor Randell	
AMO CONFERENCE	\$ 931.12
POLICE SERVICE BOARD MEETING	\$ 31.85
ROMA CONFERENCE	\$ 1,121.16
Councillor Randell Total	\$ 2,084.13
Councillor Tennant	
ROMA CONFERENCE	\$ 1,181.24
Councillor Tennant Total	\$ 1,181.24
Mayor Black	
CELL PHONE	\$ 400.08
CHAMBER BREAKFAST MEETING	\$ 18.01
CHAMBER GOLF DINNER	\$ 40.70
CHAMBER HOLIDAY EVENT	\$ 36.02
LOCAL MEETINGS	\$ 10.00
MILEAGE FOR MEETINGS	\$ 31.85
MOE MEETING	\$ 67.54
MVCA MEETING - TORONTO	\$ 31.52
SMITH FALLS FIRE DEPARTMENT MEETING	\$ 30.90
Mayor Black Total	\$ 666.62
Grand Total	\$ 7,399.35

Appendix B - Discretionary Expenditure Details

	AMOUNT
Mayor's Discretionary	
DONATION	
CARLETON PLACE CHRISTMAS BASKET	\$ 100.00
CHRISTMAS DAY COMMITTEE	\$ 100.00
COMMUNITY LIVING ASSOCIATION	\$ 100.00
LANARK COUNTY FOOD BANK	\$ 350.00
MISSISSIPPI MUDDS YOUTH	\$ 600.00
ROTARY CLUB OF MISSISSIPPI	\$ 150.00
ROYAL CANADIAN LEGION	\$ 149.00
TINY HOMETOWN HEARTS	\$ 200.00
UPPER CANADA DISTRICT SCHOOL	\$ 100.00
PARKINSONS-LINTON, DAN	\$ 100.00
L. DILLABOUGH	\$ 200.00
CP YOUTH CENTRE	\$ 200.00
THE HOSPITAL FOUNDATION	\$ 300.00
MISSISSIPPI MUDDS	\$ 300.00
EMPOWERMENT ADVOCACY & NAVIGATION SERVICES	\$ 200.00
OLYMPIC HOPES REGATTA	\$ 200.00
TICKETS	
CARLETON PLACE & DISTRICT HOSPITAL	\$ 30.00
DELEGATION HOSPITALITY	
EMBASSY OF ICELAND	\$ 400.00
KOREAN AMBASSADOR	\$ 470.93
Mayor's Discretionary Total	\$ 4,249.93
Deputy Mayor's Discretionary	
DONATION	
CARLETON PLACE CURLING CLUB	\$ 200.00
CHRISTMAS DAY COMMITTEE	\$ 400.00
LANARK COUNTY FOOD BANK	\$ 200.00
LANARK COUNTY INTERVAL HOUSE	\$ 200.00
MISSISSIPPI MUDDS OF CARLETON	\$ 100.00
NOTRE DAME HIGHT SCHOOL	\$ 200.00
MDS COMMITTEE	\$ 203.52
CARLETON PLACE & DISTRICT HOSPITAL	\$ 400.00
CARLETON PLACE & BECKWITH MUSEUM	\$ 196.48
DELEGATION HOSPITALITY	
EMBASSY OF ICELAND	\$ 100.00
Deputy Mayor's Discretionary Total	\$ 2,200.00
Councilor Tennant Discretionary	
DONATION	
CHRISTMAS DAY COMMITTEE	\$ 100.00
LANARK COUNTY FOOD BANK	\$ 100.00
LGBTCP	\$ 100.00
LIBRARY EQUIPMENT	\$ 462.33

Councilor Tennant Discretionary Total		\$ 762.33
Councilor Seccaspina Discretionary		
	DONATION	
	CARLETON PLACE & BECKWITH	\$ 350.00
	CHRISTMAS DAY COMMITTEE	\$ 100.00
	LGBTCP	\$ 100.00
	MISSISSIPPI MUDDS OF CARLETON	\$ 100.00
	PUMPKIN FEST	\$ 250.00
	CHRISTMAS LIGHT PRIZE	
	FLANNIGAN, WILLIAM	\$ 50.00
	GIARDINO LIFESTYLE SALON	\$ 50.00
	KASPAROWICZ, KRYSTAL	\$ 75.00
	MERKLEY, MINDY	\$ 100.00
Councilor Seccaspina Discretionary Total		\$ 1,175.00
Councilor Randall Discretionary		
	DONATION	
	CHRISTMAS DAY COMMITTEE	\$ 225.00
	LANARK COUNTY FOOD BANK	\$ 225.00
	SMILE COOKIES	\$ 250.00
Councilor Randall Discretionary Total		\$ 700.00
Councilor Fritz Discretionary		
	DONATION	
	CARLETON PLACE KINGS PEE WEE C	\$ 155.00
	CARLETON PLACE MINOR HOCKEY ASSOC.	\$ 250.00
	CHRISTMAS DAY COMMITTEE	\$ 155.00
	THE LITTLE BLACK DRESS	\$ 640.00
Councilor Fritz Discretionary Total		\$ 1,200.00
Councilor Atkinson Discretionary		
	DONATION	
	CORNERSTONE LANDING YOUTH SERVICES	\$ 450.00
	OPERATION GOBBLE GOBBLE	\$ 300.00
	EMPOWERMENT ADVOCACY & NAVIGATION SERVICES	\$ 400.00
	TICKETS	
	WINE'D AROUND DOWNTOWN (2)	\$ 50.00
Councilor Atkinson Discretionary Total		\$ 1,200.00
Grand Total		\$ 11,487.26

File: F13-6

February 1, 2020

Mrs. Diane Smithson
Chief Administrative Officer
Town of Carleton Place
175 Bridge Street
Carleton Place, Ontario
K7C 2V8

Dear Mrs. Smithson:

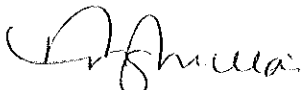
Re: Statement of Remuneration and Expenses

Under the provisions of the *Municipal Act*, the Mississippi Valley Conservation Authority is required to submit to you a statement of the remuneration and expenses paid to the member of the Authority who was appointed by your municipality.

As the calendar year represents the Authority's fiscal year, the following expenses have been paid during 2019 directly to Mr. Jeff Atkinson for attendance at Authority meetings and business:

Per Diem	\$ 1076.25
Mileage	\$ ---
Other	\$ 150.14
 Total	 \$ 1226.39

Yours very truly,



Angela Millar
Treasurer

cc: Mr. Jeff Atkinson, 2019 Representative

File: F13-6

February 1, 2020

Mrs. Diane Smithson
Chief Administrative Officer
Town of Carleton Place
175 Bridge Street
Carleton Place, Ontario
K7C 2V8

Dear Mrs. Smithson:


Re: Statement of Remuneration and Expenses

Under the provisions of the *Municipal Act*, the Mississippi Valley Conservation Authority is required to submit to you a statement of the remuneration and expenses paid to the member of the Authority who was appointed by your municipality.

As the calendar year represents the Authority's fiscal year, the following expenses have been paid during 2019 directly to Ms. Theresa Fritz for attendance at Authority meetings and business:

Per Diem	\$	717.50
Mileage	\$	12.10
Other	\$	
Total	\$	729.60

Yours very truly,



Angela Millar
Treasurer

cc: Ms. Theresa Fritz, 2019 Representative

CARLETON PLACE MUNICIPAL HERITAGE COMMITTEE

MINUTES

January 13, 2019

6:30 p.m.

Carleton Place Museum

Present: Karen Prytula, Jennifer Irwin, Blaine Cornell, Joanna Bowes, Liam Bowes

Regrets: Sean Redmond, John McIntyre

- 1. The Meeting was called to order at: 6:38 p.m.**
- 2. Declaration of pecuniary interest: Seeing none, we shall move to item 3.**
- 3. Approval of the Draft Minutes of our December 2019 meeting. Moved by BlaineC, Seconded by JenniferI.**
- 4. Are there any additions to today's Agenda? Yes; see last two items in the Minutes.**
Approval of the January 2020 agenda. Moved by JenniferI., Seconded by BlaineC.
- 5. Heritage Tool Kit – One for Dan Russett please – Dan had expressed at an earlier meeting that he had access to these on-line. In the end, Dan has decided not to be a part of this committee. The committee welcomes him back should his circumstances change.**
- 6. 119 Bell St. – Deferred from December 2019 MHC Meeting – Joanna Bowes**
–The developer had re-submitted some positive changes (2 storey, 6 unit

apartment with more greenspace and parking), however, he is currently exploring the Archeological study.

7. **MHC Email Address** – heritage@carletonplace.ca - We've tested the email address and it was not working.
8. **Municipal Heritage List** – Karen - Looks like things might not progress as quickly as we had hoped. The most **environmentally-friendly (green)** building is one that is already built. We want to **encourage**, not restrict, adaptive-reuse of an old home/building rather than see it come down and 10 more go up – and have the old structure tossed into the landfill.

KarenP has edited and brought up to date the brochure entitled “Researching Your House’s History”

9. Improvements to 45 & 49 Mill Street – Karen - Karen passed around an email from Brenda Drynan, property manager at the condominiums at 45 & 49 Mill Street. The property manager didn't appear to be asking permission to make these improvements or asking for comments from the MHC. The changes will not return it to its original design – but they are improvements that will keep the building dry, and prevent further deterioration.

10. Neighbourhood Character Study – Dan's remarks via email “It was nice to see residents so concerned in regard to the future development of our town. This will help us with protecting heritage landmarks.” KarenP added: So, it appears the people of the Town want to keep our heritage. JoannaB added - The survey closed January 3, 2020 at 9 pm. The MHC has asked to get a copy of the results.

11. Historic Preservation Plan – Karen – The MHC discussed, in the past, about **prioritizing** some properties as to what we consider to be at imminent

risk of demolition (vacant, neglected. So, how should we go about doing that, or do we want to leave it for another time? We all know that Carleton Place has a rich heritage which includes cultural resources, historic buildings cherished by its residents. The Carleton Place Heritage Preservation Plan should be part of the Town's Official Plan, and should be developed to celebrate and preserve the places that represent the Town's collective history. A Disaster Plan for heritage buildings should maybe be drawn up at the same time.

12. Bernie Thank You Card - Jennifer- We all signed the card and it has been sent to Bernie.

13. Website – Karen - we're going to have our

- list on the website,
- links to information on each property, including older pictures
- the by-laws that designated the properties
- a link to the forms on how to designate a property
- and the forms if any, to have a property removed from the list
- Property surveys are always recommended, but I don't see a reason to have an actual form, but if we do, we'd post the form. Jenniferl said she might be able to get students to work on surveys and LiamB demonstrated some interest as well.
- I did ask Stacey about having a page on the Town's website and she said she would look into it

14. Letters to property owners – we did not discuss at this meeting.

15. Plaque on Bridge? – Karen – When the bridge undergoes de-construction will the plaque be turned over to the museum? Jenniferl to ask Dave Young.

- 16. Rate of Loss** – Karen – Karen started a spreadsheet to record what heritage resources we have already lost. For instance; the Manse was lost due to fire; was located where the Scotia Bank parking lot is now. Blaine and Karen to converse via email regarding properties that we have lost.
- 17. By-Laws & Ontario Heritage Trust** – Karen – Karen reached out to the Ontario Heritage Trust to see if they require By-Laws from us/Town.
- 18. Budget & Reserves** – Karen – Karen has been advised that the money we had in our budget has been moved to Reserves – as requested per our last meeting.
- 19. Annual Report** – Karen – Still working on it. Deferred.
- 20. Heritage Committee Orientation Session** – Karen - We decided on Oct 19, 2020 to have our workshop. Karen to work with Ontario Heritage Communities in the early stages, and create an invite list. Karen would like to know if we can use the upstairs at the Town Hall for the day (more to come on this at our Feb. 10 meeting) – This way, people can walk Bridge Street at lunch time. Topics to be covered at next meeting.
- 21. Disaster Plan** – see item 11
- 22.** The meeting was adjourned at 7:30 pm.

CARLETON PLACE MUNICIPAL HERITAGE COMMITTEE

MINUTES

February 10, 2020

6:00 p.m.

Carleton Place & Beckwith Museum

Present: Karen Prytula, Jennifer Irwin, John McIntyre, Sean Redmond, Joanna Bowes, Liam Bowes

Regrets: Jason Naugler

1. The Meeting was called to order at: 6:03 p.m.
2. Declaration of pecuniary interest: Seeing none, we shall move to item 3.
3. Approval of the Draft Minutes of our January 2020 meeting, sent to everyone via email. The January minutes were not approved and are to be amended as discussed, and to be approved at our March 12 meeting.
4. Are there any additions to today's Agenda? Yes see last items.
5. Approval of the February 2020 agenda. Moved by JenI, Seconded by JohnM.
6. **Blaine Cornell**- Jennifer – The MHC was shocked and saddened to learn of Blaine's sudden passing and signed a Sympathy card to the family. JenI to mail it.
7. **Welcome Jason** – Council, a couple of weeks ago approved Jason Naugler's application to the MHC. Jason was absent from this meeting.
8. **Black Box**- Karen and John perused the MHC black file cabinets in the boardroom of the Town Hall looking for a previously approved-by-Council List of properties of interest to the Town. We found many items of interest but not what we were looking for, exactly. It was at this time that Jennifer mentioned that past president Bernie De Francesco would be delivering a box of MHC files to the museum. Karen to peruse them when the time comes.
9. **Report to Council** - Karen finished the year end report to Council. She sent it to the Committee for review. Minor changes were suggested and she shall make those changes.

10. **Heritage Permits** – ~~150 Mill Street~~ – 45-49 Mill Street. A heritage permit is required to undertake changes to properties **designated** under the Ontario Heritage Act (the Act). Jennifer Irwin to send a comment on behalf of the MHC to the Town.
11. **MHC Email Address** – heritage@carletonplace.ca – Karen to make contact with Jeff Mallory, it@carletonplace.ca and cc: the Clerk.
12. **Neighbourhood Character Study & Results of the Survey.** Joanna, and Dan's remarks via email "It was nice to see residents so concerned in regard to the future development of our town. This will help us with protecting heritage landmarks."
13. **October 19th Event** – John and Karen met with Ian McLean of Ontario Heritage Communities – he's from Almonte, and who will be our speaker (or who will get speakers) for that day. Make use of the Community Enrichment Program - accepting applications. If we hold it at the museum we will have to have a catered lunch and maybe that could be covered by the PROGRAM. Planning ongoing.
14. **The Community Enrichment Program** - Jennifer to apply.
15. **Plaque on Bridge** – Jennifer to ask Dave Young.
16. **By-Laws & Ontario Heritage Trust** – Deferred indefinitely.
17. **Bridge Street Reconstruction Survey on Town's website** - Karen asked that the plaque be returned to the museum if it will not be reinstalled on the new bridge.
18. **Emily street mill** – Karen - owner open to designations – owner questioned if the mill could be provincially designated. As per part III of the Ontario Heritage Act, only buildings owned by the province can be provincially designated. Jennifer to include this building in our presentation to Council.
19. **Website**- Karen to contact Amanda Charania.

Additions to agenda:

20. Budget – We closed the year with \$6324.77 and that was transferred to Reserves. Since then we've spent \$75 and now we have \$6,249.77.
21. Update on Bell St – Joanna Bowes informed the MHC that the owner has submitted new plans.

22. Discussion on moving the date of forth-coming meetings. Going forward the MHC meeting will be held on the 2nd Thursday of each month, 7 pm.

23. Motion to Adjourn: Moved by JenI, Seconded by JohnM, Meeting adjourned at 7:30 pm. **Next Meeting: March 12, 7 pm at the Museum.**



Parkinson Canada

Parkinson Canada Ottawa and Eastern Ontario 200 Colonnade Rd., Ottawa K2E 7K3 www.parkinson.ca

March 11, 2020

Mayor Doug Black
Members of Council
Town of Carleton Place
175 Bridge St.,
Carleton Place, Ontario
K7C2V8

Dear Mayor Black and Members of Council,

April is internationally recognized as Parkinson's Awareness Month. I am writing to ask the Town of Carleton Place to become one of the many communities across Canada to issue a proclamation declaring April 2020, Parkinson's Awareness Month. This would assist us with one of our major goals - to increase public awareness of this devastating neurological disorder.

Parkinson's Disease (PD) is the fastest growing degenerative neurological disorder in the world. It is an unforgiving disease, causing tremors, rigidity, instability, speech difficulties and in many cases, depression, anxiety and dementia. Contrary to popular belief, although the average age of onset is 60, PD is not exclusively found in the senior population. It can affect individuals of all ages and genders; men are slightly more likely to have Parkinson's. Lanark Leeds and Grenville also has the highest percentage of seniors in Ontario and pesticides use, well water and exposure to chemicals have all been associated with an increased incidence of Parkinson's.

It is estimated that there are approximately 40,000 people in Ontario, 100,000 in Canada and 4 million around the world living with PD. Those numbers are expected to almost double by 2031.

I have included a sample proclamation and I thank you in advance for your consideration of this request.

Sincerely,

Pat Evans
Person With Parkinson's
Advocate- Lanark North Leeds
(613) 272-3383

March 4, 2020

BY EMAIL

Chloe Stuart
Assistant Deputy Minister
Land and Water Division
Ministry of the Environment, Conservation and Parks
300 Water Street, 5th Floor North Tower
Peterborough, Ontario
K9J 3C7

Dear Ms. Stuart:

**RE: APPLICATION FOR REVIEW OF THE *CLEAN WATER ACT*, 2006 AND O.REG.
287/07 (19EBR002.R)**

We acknowledge receipt of your letter dated February 18, 2020 in relation to the above-noted Application for Review filed under the *Environmental Bill of Rights (EBR)*.

Your letter maintains that the public interest does not warrant our requested review of the *Clean Water Act, 2006 (CWA)* and O.Reg. 287/07 in order to protect the source water used by certain non-municipal drinking water systems.

In our view, the Ministry's position in this matter is unpersuasive, inadequate and non-responsive to the serious issues, uncontradicted evidence, and detailed legal submissions contained in our *EBR* Application for Review.

Moreover, your letter offers simplistic (if not highly debatable) claims about drinking water safety in Ontario, and fundamentally fails to commit the Ministry to making any timely progress in providing legislative protection under the *CWA* for the numerous Ontarians who not served by municipal drinking water systems.

For example, the first page of your letter proclaims that "Ontario's drinking water is among the best protected in the world," and that "Ontarians can be confident that they enjoy clean and safe drinking water." This overbroad statement may be true for those Ontarians who are lucky enough to be served by municipal drinking water systems caught under the *CWA*. However, this claim is manifestly untrue for First Nations communities in Ontario that are subject to ongoing drinking water advisories or warnings that last for many months or years, as outlined in our *EBR* Application.

The second page of your letter goes on to state, without elaboration or explanation, that the Ministry has been "considering" the Auditor General's recommendation about drinking water safety for private wells and intakes. Apparently, this "consideration" will be completed "in the

Canadian Environmental Law Association

T 416 960-2284 • 1-844-755-1420 • F 416 960-9392 • 55 University Avenue, Suite 1500 Toronto, Ontario M5J 2H7 • cela.ca

coming months,” and your letter indicates that we will be provided with the “results” of the Ministry’s internal review.

Please be advised that the Ministry’s closed-door exercise is unsatisfactory for various reasons. First, there appears to be no opportunities for meaningful public or First Nation input into the Ministry’s review process. In our view, this does not bode well for the outcome of the Ministry’s internal process, particularly since the Ministry has been adamant over the years that no further legislative and regulatory reforms are necessary. This erroneous argument has been repeated in your letter. Accordingly, it would be highly surprising if the Ministry’s review process suddenly concludes that the Ministry position has been wrong all these years, and that some non-municipal drinking water systems should now be immediately brought under the CWA.

Second, there is no evidence to substantiate your letter’s claim that the requested *EBR* review would be a “separate parallel review” that would be duplicative of what the Ministry is currently “considering” behind closed doors (page 2). While the Auditor General’s recommendation merely requires the Ministry to consider the “feasibility” of protecting non-municipal source water under the CWA, our *EBR* Application identifies the specific legislative and regulatory reforms that are necessary to implement source protection planning in relation to certain non-municipal drinking water systems. Given the different scope of these two initiatives, there appears to be no merit to your letter’s suggestion that the two reviews are substantially similar (if not identical).

Third, if our requested review had been granted under the *EBR*, then it would have been open to the Ministry to proactively solicit public and First Nation feedback on potential CWA reforms. This open and accessible approach would clearly facilitate input from interested persons and other stakeholders to assist the Ministry in reaching an informed decision on whether – and how – the CWA regime should be reformed.

On this point, we note that the Ministry conducted province-wide public consultations on *EBR* reform after granting CELA’s Application for Review of the *EBR* itself years ago. We further note that while the Ministry’s Statement of Environmental Values under the *EBR* contains a clear commitment to public consultation, it appears that the Ministry is conducting its “feasibility” review in absence of any meaningful public participation. In our view, the Ministry’s proposed *ex post facto* release of its “feasibility” outcome is both problematic and ill-advised.

Your letter also notes that it is currently possible under the CWA for certain non-municipal drinking water systems (e.g. well clusters) to be included in source protection planning (page 2). This statement is true, and is acknowledged in our *EBR* Application. However, the Ministry’s description of the status quo misses the critically important point made in the *EBR* application: no such systems have been elevated in the past 13 years under the current discretionary provisions of the CWA regime. This is precisely why the *EBR* Application contends that it is now time to make this obligation mandatory, not optional.

Similarly, your letter argues that “other legislation” (e.g. the *Municipal Act*) “can be used to manage activities on the landscape.” Again, this overgeneralized statement misses the point raised in the *EBR* Application: the existing land use planning tools under provincial law are inherently discretionary, appealable to the Local Planning Appeal Tribunal, and otherwise inadequate for the

purposes of implementing source water protection. This is precisely why the specialized CWA (including the new tools in Part IV of the Act) was enacted despite the continuing existence of the *Municipal Act*, *Planning Act*, and other provincial statutes of general application.

In addition, we draw no comfort from your letter's promise of yet more forthcoming consultation on "draft guidance" aimed at local communities, First Nations and individuals. While public education/outreach is important, it is not an acceptable substitute for effective, equitable and enforceable legislative protection of source water, especially in relation to certain non-municipal drinking water systems serving vulnerable persons.

Moreover, given your letter's insistence that no new legal reforms are necessary, we strongly suspect that the so-called "guidance" will not be prescriptive in nature, nor will it be accompanied by any firm provincial commitments to provide funding or technical assistance to help defray the cost, or to address the complexity, of source protection planning at the local level. Although we intend to review and comment upon the draft guidance when it is released, it is reasonable to anticipate that the guidance will likely repackage generic information that has long been available on basic steps that may be taken to protect groundwater/surface water quality and quantity for drinking water purposes. In our view, such non-binding "guidance" falls considerably short of the mark,

In closing, it is our conclusion that the current Ministry position, as reflected in your letter, unfortunately continues the unacceptable status quo insofar as non-municipal drinking water systems are concerned. Given the ongoing public health/safety risks for Ontarians who are not served by municipal drinking water systems, it is exceedingly difficult to understand the Ministry's intransigence on this issue.

Accordingly, we hereby request an opportunity to meet with you and your staff to further discuss this matter, including the Ministry's unjustifiable refusal to undertake the requested review of the CWA. Contrary to your letter's assertions, we respectfully submit that it is not in the public interest for the Ministry to continue to obfuscate, delay or refuse to take protective action for the benefit of the countless persons and communities that are not currently protected by Ontario's CWA regime.

Please contact the undersigned if you have any questions arising from this letter, and we look forward to your timely response to our meeting request.

Yours truly,

CANADIAN ENVIRONMENTAL LAW ASSOCIATION



Theresa A. McClenaghan
Executive Director



Richard D. Lindgren
Counsel

cc. Mr. Jerry DeMarco, Commissioner of the Environment (AGO)