

MINUTES

REGULAR MEETING OF COUNCIL OF THE TOWN OF CARLETON PLACE

Tuesday, June 23, 2020, 6:00 p.m.

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

STAFF PRESENT: Diane Smithson, CAO
Stacey Blair, Clerk

1. CALL TO ORDER

The 13th regular meeting of the 131st Council of the Town of Carleton Place was called to order by Mayor Black at 6:00 p.m.

2. APPROVAL OF AGENDA

Motion No. 13-131-01

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Tennant

THAT the Agenda be approved as presented.

CARRIED

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

4. APPROVAL OF MINUTES

1. Council Minutes

Motion No. 13-131-02

Moved by: Councillor Atkinson

Seconded by: Councillor Fritz

THAT the Council Minutes dated June 9th, 2020 be accepted as presented.

CARRIED

5. RECESS

None.

Motion No. 13-131-03

Moved by: Councillor Fritz

Seconded by: Councillor Tennant

THAT Council recess at 6:02 p.m. to move into Committee of the Whole prior to resuming with the remainder of the regular Council Meeting in order to finish the business of Council prior to the summer break.

CARRIED

Motion No. 13-131-04

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

THAT Council return to regular session at 6:45 p.m.

CARRIED

6. CONSENT REPORT

Motion No. 13-131-05

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Randell

THAT Council receive the Consent Reports dated June 9th and 23rd, 2020:

Policy Review

Annual Integrity Commissioner Report (Communication 131077)

THAT Council receive the 2019 annual report of the Town's Integrity Commissioner as information.

Consent Motions from Committee of the Whole, June 23, 2020

Corporate Services

Financial Report to May 31, 2020 (Communication 131079)

THAT Council receive the Financial Report from the Treasurer to May 31, 2020 as information.

CARRIED

7. MOTIONS

Planning and Protection

1. BIA - Licenced Patio Space Criteria (Ontario Regulation 719)

Motion No. 13-131-06

Moved by: Councillor Fritz

Seconded by: Councillor Tennant

WHEREAS The COVID-19 pandemic has had a major impact on restaurants and businesses within the Town of Carleton Place; and

WHEREAS with respect to restaurants, it is anticipated that even when restaurants are permitted by the Province to open again, it will likely be with certain public health requirements which will limit seating capacities which will continue to have negative impacts on the viability of many restaurants; and

WHEREAS, the Town would like to assist restaurants by allowing for temporary outdoor patios and other retail businesses by allowing for additional temporary retail spaces which could help improve their viability in the long-term; and

THAT as per Section 3.44.2 of the Development Permit By-law, Council has the ability to vary the standards, provisions and requirements of the Development Permit By-law of the stated standards subject to the below requirements:

1. That the project is consistent with and complies with the Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan, and the Town of Carleton Place Official Plan as well as all regulations related to the provincial COVID-19 Emergency Order;
2. That staff is satisfied that all criteria of the Development Permit By-law have been met or as directed by Council;

NOW THEREFORE, Council hereby waives all requirements of the Development Permit By-law as per Section 3.44.2 including the

requirements for, but not limited to: temporary uses, setbacks, lot coverage, parking requirements, landscaping and any other standard within the Development Permit By-law but excludes permitting development in hazard lands such as flood plains, steep slopes or brownfield sites; and

THAT the Town permits the use of a total of (6) six parking space(s) immediately in front of businesses or expanded interlock bricked area adjacent to the sidewalk to use as patio or retail space on Bridge Street to be determined between the Town and the Downtown BIA; and

THAT the Town permits the use of owner-owned parking space(s) in front of businesses to use as patios in other areas of Town; and

THAT a memorandum of understanding be entered into with the Town of Carleton Place with businesses wishing to use Town-owned property to expand their retail or patio space and/or to use their own parking areas for expanded patio space; and

THAT the completion date will be October 13th, 2020 on the Memorandum of Understanding be amended.

CARRIED

Motion No. 13-131-07

Moved by: Councillor Randell

Seconded by: Councillor Fritz

That the Memorandum of Understanding be amended to extend the deadline for the flex spaces to October 13th, 2020.

CARRIED

2. BIA - Sidewalks, Signage, Flex Spaces

Motion No. 13-131-08

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Atkinson

BE IT RESOLVED THAT in response to a letter received from the Downtown Business Improvement Area dated June 11, 2020, Council agrees to the following:

1. The Town will communicate through its various communication channels, that biking/skateboarding is not permitted on downtown sidewalks;
2. Regular foot patrols by Carleton Place By-law Officers and forwarding a request to OPP for consideration of foot patrols by them to assist in the enforcement of the Town's sidewalk guidelines;
3. Town signage, in a format to be determined by staff, in the downtown to remind pedestrians of physical distancing measures; and
4. The BIA be permitted to install two (2) flex spaces at locations to be approved by the Town, with the Town agreeing to fund the rental of one (1) flex space with the responsibility for the flex spaces remaining with the BIA; and
5. That the \$2,500 of funding for the flex space to be paid by the Town be taken from the \$12,000 that Council had previously allocated towards communications for the Downtown Revitalization Project

CARRIED

3. Downtown Speed Signage

Motion No. 13-131-09

Moved by: Councillor Randell

Seconded by: Councillor Tennant

THAT Council authorizes the expenditure of up to \$1,000 for new signage on Bridge Street for the purpose of encouraging motorists to reduce their driving speeds; and

THAT the funds for the signs be taken from the \$12,000 that had been previously allocated for Downtown Revitalization Project communications.

CARRIED

Physical Environment

4. Public Works Tender PW2-2020 - Street Reconstruction (Communication 131078)

Motion No. 13-131-10

Moved by: Councillor Tennant

Seconded by: Councillor Fritz

THAT Council award Contract PW2-2020 for the Reconstruction of High Street and the Rehabilitation of Patterson Crescent to Thomas Cavanagh Construction in the amount of \$966,234.46 (includes Town's net share of HST); and

THAT Council authorize staff to proceed with utilizing funds from the Engineering Reserve to fund Construction Inspection Services at an anticipated cost of \$48,000.

CARRIED

Corporate Services

5. Insurance Renewal (Communication 131080)

Motion No. 13-131-11

Moved by: Councillor Randell

Seconded by: Councillor Atkinson

THAT Council accepts the quote from Arthur J. Gallagher, Insurance Broker for Frank Cowan Insurance for the period June 15, 2020 to January 1, 2021 at the quoted price of \$169,875 + PST; and
THAT Council authorizes a budget deviation of \$40,535 to be funded from the Administration and Water/Sewer reserves.

CARRIED

Community Issues

6. Temporary Library Move to Train Station (Communication 131081)

Motion No. 13-131-12

Moved by: Councillor Seccaspina

Seconded by: Councillor Fritz

THAT Council supports the Carleton Place Public Library temporarily relocating to the Active Living Centre at the Train Station while renovations are completed at the Library from late summer 2020 to early winter 2021.

CARRIED

8. ANNOUNCEMENTS

None.

9. CONFIRMATORY BY-LAW

1. By-law No. 58-2020 - Confirmation of Council Proceedings

Motion No. 13-131-13

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

THAT By-law 58-2020 (To Confirm Council Proceedings) be read a first, second and third time and finally passed.

CARRIED

10. ADJOURNMENT

Motion No. 13-131-14

Moved by: Councillor Fritz

Seconded by: Councillor Atkinson

THAT the 13th meeting of the 131st Council be hereby adjourned at 6:59 p.m.

CARRIED

Doug Black, Mayor

Stacey Blair, Clerk