



AGENDA

FOURTH REGULAR MEETING OF THE ONE HUNDRED
AND TWENTY THIRD COUNCIL OF THE TOWN OF CARLETON PLACE
Tuesday, January 31, 2012 Council Chambers at 7:00 p.m.

I OPENING PRAYER

II DISCLOSURE OF PECUNIARY INTEREST

III MINUTES OF PREVIOUS MEETING

Minutes of the Third Regular Meeting of the 123rd Council of January 17, 2012

IV DELEGATIONS

Marion Reilly – Rotary Club/Ontario Trillium Foundation Grant

V COMMUNICATIONS

123060 – 123092

VI READING OF BY-LAWS

By-law No. 04-2012 – To Provide an Interim Tax Levy on Real Property

By-law No. 05-2012 – To Authorize Extension Agreement for Payment of Tax Arrears

By-law No. 06-2012 – Establish Procedures to Purchase, Sell or Dispose of Real Property

VII STANDING COMMITTEES

Policy Review Committee – January 17, 2012

123060 123061 123062

Community Development Committee – January 17, 2012

123022 123023

Community Issues Committee – January 24, 2012

123064 123065 123066 123067

123068 123069 123070 123083

Corporate Services Committee – January 24, 2012

123071 123072 123073 123084

Planning & Protection Committee – January 24, 2012

123075 123076 123077 123078

123079 123080 123081 123082

VIII OTHER BUSINESS

IX MAYOR'S ANNOUNCEMENTS/DATES TO REMEMBER

X BY-LAW NO. 07-2012 CONFIRMING COUNCIL PROCEEDINGS

XI SINGING OF O CANADA

XII ADJOURNMENT

**COMMUNICATIONS OF THE FOURTH REGULAR
MEETING OF THE 123rd COUNCIL OF THE TOWN OF CARLETON PLACE**

| NO. | DATE RECEIVED | RECEIVED FROM | REFERRED TO |
|------------|----------------------|---|-------------------------------------|
| 123060 | January 3, 2012 | Paul Knowles, Chief Administrative Officer | Policy Review Committee |
| 123061 | January 10, 2012 | Paul Knowles, Chief Administrative Officer | Policy Review Committee |
| 123062 | January 10, 2012 | Paul Knowles, Chief Administrative Officer | Policy Review Committee |
| 123063 | January 17, 2012 | Joanne Henderson, Manager of Recreation & Culture | Auditorium Sub-Committee |
| 123064 | December 19, 2011 | Paul Knowles, Chief Administrative Officer | Community Issues Committee |
| 123065 | January 10, 2012 | Mississippi Mills | Community Issues Committee |
| 123066 | January 10, 2012 | Big Brothers Big Sisters | Community Issues Committee |
| 123067 | January 2012 | Various Committees | Community Issues Committee |
| 123068 | January 3, 2012 | Paul Knowles, Chief Administrative Officer | Community Issues Committee |
| 123069 | January 9, 2012 | Paul Knowles, Chief Administrative Officer | Community Issues Committee |
| 123070 | January 10, 2012 | Paul Knowles, Chief Administrative Officer | Community Issues Committee |
| 123071 | January 9, 2012 | MVCA | Corporate Services Committee |
| 123072 | January 3, 2012 | Ministry of Municipal Affairs and Housing | Corporate Services Committee |
| 123073 | January 19, 2012 | Phil Hogan, Treasurer | Corporate Services Committee |
| 123074 | January 11, 2012 | Carleton Place BIA | Corporate Services Committee |
| 123075 | January 13, 2012 | County of Huron | Planning & Protection Committee |
| 123076 | January 12, 2012 | Mary Kirkham | Planning & Protection Committee |
| 123077 | January 17, 2012 | Lisa Young, Director of Planning & Development | Planning & Protection Committee |
| 123078 | January 17, 2012 | Lisa Young, Director of Planning & Development | Planning & Protection Committee |
| 123079 | January 16, 2012 | Tim Gervais – Noremac Drillers | Planning & Protection Committee |
| 123080 | August 24, 2011 | Kenneth Bennett | Planning & Protection Committee |
| 123081 | January 15, 2012 | Les Reynolds, Director of Protective Services | Planning & Protection Committee |
| 123082 | January 19, 2012 | Councillor Black | Planning & Protection Committee |
| 123083 | January 24, 2012 | Councillor Flynn | Community Issues Committee |
| 123084 | January 24, 2012 | Phil Hogan, Treasurer | Corporate Services Committee |
| 123085 | January 10, 2012 | Chris Winters, Calabogie Peaks Resort | Community Programming Sub-Committee |
| 123086 | September 29, 2011 | Jessica Smith, Community Programmer | Community Programming Sub-Committee |
| 123087 | January 24, 2012 | Sylvia Giles | Community Programming Sub-Committee |
| 123088 | January 24, 2012 | Sylvia Giles | Community Programming Sub-Committee |
| 123089 | October 23, 2011 | Matt Drury | Community Programming Sub-Committee |
| 123090 | January 27, 2012 | Jessica Smith, Community Programmer | Community Programming Sub-Committee |
| 123091 | January 24, 2012 | Bruce Paulauskas | Community Programming Sub-Committee |
| 123092 | January 24, 2012 | Jessica Smith, Community Programmer | Community Programming Sub-Committee |

BY-LAW NO. 04-2012

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

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

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

1. Before the adoption of the estimates for the year 2012, there shall be levied and collected on each assessment for real property, according to the last revised assessment roll (December, 2011), fifty percent (50%) of the applicable taxes for the preceding year for the following property classes:
 - a. Residential
 - b. Pipelines
 - c. Farmland
 - d. Managed Forest
 - e. Commercial
 - f. Industrial
 - g. Multi-Residential
2. Taxes for the municipality shall be collected in accordance with the statutes and regulations of the Province of Ontario.
3. The taxes levied using regular installments shall be due and payable on Thursday February 23rd, 2012 and Thursday May 31, 2012. Properties with payments through the monthly payment plan will be due on the 10th day of each month from February to November 2011.
4. If this interim tax levy has not been paid on or before the due date, interest and penalty shall be added to the taxes owing on the account in the amount of one and one quarter percent (1.25%) per month, such interest to be added on the first day of each month following the due date until collected.

READ A FIRST, SECOND AND A THIRD TIME AND FINALLY PASSED THIS 31st DAY OF JANUARY 2012.

Wendy LeBlanc, Mayor

Duncan Rogers, Clerk

BY-LAW NO. 05-2012

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO AUTHORIZE EXECUTION OF AN EXTENSION AGREEMENT FOR THE PAYMENT OF TAX ARREARS UNDER A TAX ARREARS CERTIFICATE REGISTERED AGAINST THE LANDS OWNED BY 2131690 ONTARIO INC AND MORTGAGEE B2B TRUST. THE PROPERTY IS KNOWN AS PT LOT 11, PART LOT 12, PLAN 1594 PARTS 1-4 26R2129 PIN 05121-0031, AND KNOWN AS 132 BECKWITH ST. AND PART LOT 11, PART LOT 12, PLAN 1594 PIN 05121-030 AND KNOWN AS 133 BRIDGE ST, WITHIN THE TOWN OF CARLETON PLACE. THESE PROPERTIES WERE REGISTERED ON FEBRUARY 10, 2011 UNDER INSTRUMENTS NUMBERED 107504 AND 107496.

WHEREAS pursuant to Section 378. (1) of the Municipal Act S.O. 2001 c. 25 the Council of the municipality may pass a by-law to authorize an Extension Agreement with the mortgagee of the property extending the period of time in which the cancellation price is to be paid;

WHEREAS it is deemed advisable to accept the proposed extension agreement regarding the said lands as described above. Copy of Agreement Attached.

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

1. THAT the Mayor and Clerk are authorized to execute the Extension Agreement from B2B Trust respecting the property described as PT LOT 11, PART LOT 12, PLAN 1594 PARTS 1-4 26R2129 PIN 05121-0031, AND KNOWN AS 132 BECKWITH ST. AND PART LOT 11, PART LOT 12, PLAN 1594 PIN 05121-030 AND KNOWN AS 133 BRIDGE ST, WITHIN THE TOWN OF CARLETON PLACE.
All terms and conditions of the Extension Agreement shall be as mutually agreed between the parties.
2. THAT the Mayor and Clerk be authorized to execute all other necessary documentation required to complete the above-noted transaction.
3. THAT the provisions of this by-law shall come into force and take effect upon the passing thereof.

READ A FIRST, SECOND AND A THIRD TIME AND FINALLY PASSED THIS 31st DAY OF JANUARY 2012.

Wendy LeBlanc, Mayor

Duncan Rogers, Clerk

THIS EXTENSION AGREEMENT dated the 1st day of February 2012.

BETWEEN:

THE CORPORATION OF THE TOWN OF CARLETON PLACE

hereinafter called the "TOWN" (OF THE FIRST PART)

- and -

B2B TRUST

WHEREAS B2B TRUST is the registered mortgagee of Pt Lt 11, Pt Lt 12, PL 1594 Pts 1-4, 26R2129 Pin 05121-0031 known municipally as 132 Beckwith St and Pt Lt 11 and Pt Lt 12, Plan 1594 Pin 05121-0030 known municipally as 133 Bridge St;

AND WHEREAS the properties are in arrears of municipal tax;

AND WHEREAS a Tax Arrears Certificate concerning the arrears of taxes are registered in the Registry Division of Lanark on February 10, 2011 as Instrument Number 107504 and 107496.

AND WHEREAS the parties enter into this Agreement to extend the payment of the arrears;

NOW THEREFORE THIS INDENTURE WITNESSETH that in consideration of the mutual covenants and agreements herein contained and subject to the terms and conditions hereinafter set out the parties agree as follows:

- 1) That B2B Trust shall pay to the Town of Carleton Place by cheque a monthly amount of \$12,000 beginning on February 5th 2012 and monthly thereafter until September 5th, 2012 at which time any remaining balance for the cancellation price will be paid in full.
- 2) All payments are to be made by cheque and will include all interest and legal fees on the outstanding arrears.
- 3) If B2B Trust fail to make any of the above payments on the above noted dates, this agreement is considered to be in default.
- 4) If this agreement falls into default, all payments are immediately due and payable on demand by the Town and if not immediately paid the Tax Sale of the Properties shall continue immediately.
- 5) Any person may pay the cancellation price which includes, the arrears of taxes, plus legal fees and interest, at any time.

- 6) This Agreement terminates upon payment in full of the cancellation price by any person.
- 7) Each payment is to be made before 4:30 pm on each day noted above in paragraph # 1.
- 8) That B2B Trust agree that all taxes that become due on the property during this agreement will be included as part of the cancellation price that must be paid as noted in paragraph #1.
- 9) If this agreement is terminated as noted in Paragraph #6 than B2B Trust properties shall not be subject to procedures in the Municipal Act as it was before entering into this Extension Agreement.
- 10) If any payments have been made against the balance outstanding, this will only create a new cancellation price to terminate the Tax Sale. The Town agrees that upon completion of all the payments within the established time in the manner set out, the agreement shall be terminated and the Treasure of the Town shall register in the appropriate land Registry Office a Tax Arrears Cancellation Certificate in respect of the land.
- 11) This agreement extends to and binds the respective heirs, legal personal representatives and successors of both parties.

IN WITNESS Whereof the parties have hereto set their hands this 1st day of February 2012.

SIGNED, SEALED & DELIVERED

THE CORPORATION OF THE TOWN OF CARLETON PLACE

PER:

MAYOR

CLERK

B2B TRUST (MORTGAGEE OF 2131690 ONTARIO LTD)

BY-LAW 06-2012

A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO ESTABLISH PROCEDURES FOR THE AUTHORITY TO PURCHASE OR SELL OR OTHERWISE DISPOSE OF REAL PROPERTY.

WHEREAS Section 270(1) of the Municipal Act, S.O. 2001 authorizes a municipal council to establish by policies, procedures for the sale or disposal of real property;

AND WHEREAS the Council of the Corporation of the Town of Carleton Place, from time to time, may wish to sell or otherwise dispose of surplus real property;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts the following policy procedures:

SECTION 1 DEFINITIONS

Local Board

means a local board as defined in *The Municipal Affairs Act* but does not include a school board as defined in Section 306 of *The Municipal Act*;

Sale

includes a lease of twenty-one years or longer;

Surplus Property (Class 1)

real property designated for industrial development and marketed by the Town;

Surplus Property (Class 2)

real property that is an individual parcel;

Surplus Property (Class 3)

large parcels of land that are appropriate for the registration of a Plan of Subdivision and/or severance and subject to development;

Surplus Property (Class 4)

real property that has no frontage on a public road or is surplus portions of a road allowance provided it is being conveyed to an adjacent property owner;

SECTION II PROCEDURES OF THE SELLING OR OTHER DISPOSAL OF CLASS 1 SURPLUS PROPERTY

- a) Council shall formally declare, by resolution of Council, that the subject property is surplus to the needs of the municipality;
- b) A Standing Committee of Council will determine the fair market value of a subject industrial real property. Land to be used for sites for the establishment and carrying on of industries and of industrial operations and incidental uses may be sold by Council without an appraisal of the subject property;
- c) A Standing Committee of Council shall negotiate the sale of the subject property or properties and present the proposed Agreements of Purchase and Sale to Council for consideration and approval;

- d) Council shall give notice of the proposed sale of the subject property to the public. The notice to the public shall be given by a resolution of Council; and
- e) Council shall confirm the sale of the subject real property with the adoption of an appropriate by-law. Upon completion of the sale, if appropriate, the successful realtor shall be paid the applicable commission for the sale of the subject property. The commission shall be clearly shown in the Agreement of Purchase and Sale.

SECTION III PROCEDURES FOR DISPOSAL OF CLASS 2 SURPLUS PROPERTY

- a) Council shall formally declare the subject real property surplus to municipal requirements by the adoption of a resolution of Council;
- b) At least one appraisal of the fair market value of the real property shall be obtained. After considering the appraisal, a Standing Committee of Council shall establish a selling price for the property;
- c) The property shall then be advertised for sale by publication, that is, in the opinion of the Clerk, of sufficient general circulation in the municipality to give the public reasonable notice of the sale of the land;
- d) Local Realtors, with a business address within the Town of Carleton Place, shall be advised also that the subject real property is for sale;
- e) A Standing Committee of Council, on behalf of Council, shall review the Agreement of Purchase and Sale documents as recommended by staff. The recommended Agreement of Purchase and Sale shall then be forwarded to Council for approval;
- f) The Council shall then give notice to the public of the proposed sale of property. Notice to the public shall be given by resolution of Council; and
- g) Council shall confirm the sale of the subject real property with the adoption of the appropriate by-law. Upon completion of the sale, if appropriate, the successful realtor shall be paid the applicable commission for the sale of the subject property. The commission shall be clearly shown in the Agreement of Purchase and Sale.

SECTION IV PROCEDURES FOR DISPOSAL OF CLASS 3 SURPLUS PROPERTY

- a) Council shall formally declare the subject real property surplus for municipal requirements by resolution of Council;
- b) The property shall then be advertised for sale by publication that is, in the opinion of the Clerk, of sufficient general circulation in the municipality to give the public reasonable notice of the sale of the land;
- c) Local Realtors, with a business address within the Town of Carleton Place, shall be advised also that the subject real property is for sale;
- d) A Standing Committee of Council, on behalf of Council, shall obtain at least one appraisal of the fair market value of the real property taking into consideration the proposed use of the property;

- e) A Standing Committee of Council, on behalf of the Council shall review the Agreement of Purchase and Sale documents as recommended by staff. The recommended Agreement of Purchase and Sale shall then be forwarded to Council for approval;
- f) The Council shall then give notice to the public of the proposed sale of property. Notice to the public shall be given by resolution of Council; and
- g) Council shall confirm the sale of the subject real property with the adoption of the appropriate by-law. Upon completion of the sale, if appropriate, the successful realtor shall be paid the applicable commission for the sale of the subject property. The commission shall be clearly shown in the Agreement of Purchase and Sale.

SECTION V PROCEDURES FOR DISPOSAL OF CLASS 4 SURPLUS PROPERTY

- a) Council shall formally declare the subject real property surplus for municipal requirements by resolution of Council; and
- b) A Standing Committee will determine the fair market value of the subject property. Compensation could be cash, nearby property or some other compensation acceptable to Council.
- c) A Standing Committee of Council shall negotiate the sale of the subject property or properties and present the proposed Agreements of Purchase and Sale to Council for consideration and approval;
- d) Council shall give notice of the proposed sale of the subject property to the public. The notice to the public shall be given by a resolution of Council; and
- e) Council shall confirm the sale of the subject real property with the adoption of an appropriate by-law. Upon completion of the sale, if appropriate, the successful realtor shall be paid the applicable commission for the sale of the subject property. The commission shall be clearly shown in the Agreement of Purchase and Sale.

SECTION VI PROCEDURES FOR PURCHASING PROPERTY

- a) A Standing Committee of Council shall determine which properties are to be purchased and the reasons for purchasing the property;
- b) A Standing Committee of Council shall appoint a representative to negotiate for the purchase of properties. If the representative is to be compensated, the details of the compensation are to be clearly defined prior to the representative beginning the negotiation;
- c) At least one appraisal of the fair market value of the real property shall be obtained and presented to a Standing Committee of Council unless the Committee deems an appraisal not to be required. A Standing Committee of Council shall establish negotiating parameters for its representative after reviewing the appraisal;
- d) A Standing Committee of Council shall review Agreement of Purchase and Sale documents recommended by the representative. If the Agreement is acceptable, the seller will be asked to execute the documents;

- e) Steps (a) to (d) shall normally be conducted in closed meetings. After an Agreement of Purchase and Sale, which is acceptable to a Standing Committee of Council, is executed by the seller, it shall be presented to Council for approval; and
- f) The Agreement of Purchase and Sale will include any conditions deemed appropriate by a Standing Committee of Council and may require an environmental assessment of the property.

SECTION VII NOTICE ON CLOSING AND SALE OF A PUBLIC HIGHWAY

Provided that the provisions for the giving of Notice of the closing and sale of a public highway, (which is surplus real property to the requirements of the Municipality,) shall be governed by the specific Provincial legislation applicable thereto, such Notice shall be deemed Notice under this By-law.

SECTION VII REPEAL OF BY-LAWS

THAT By-law 30-2005 and any amendments thereto are hereby repealed in their entirety;

READ A FIRST, SECOND AND A THIRD TIME AND FINALLY PASSED THIS 31ST DAY OF JANUARY 2012.

Wendy LeBlanc, Mayor

D. H. Rogers, Clerk



Policy Review Committee
Council Report
January 17th, 2012

123060 Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date January 3rd, 2012
Topic Recorded Vote Procedure

SUMMARY

In December, Council asked for the procedure of voting during a recorded vote to be reviewed.

COMMENT

The Clerk has research both the Municipal Act and Robert's Rules of Order and there is nothing specific on this topic. Council is free to establish rules as Council sees fit.

STAFF RECOMMENDATION

THAT the current format of voting alphabetically remain.

COMMITTEE DECISION

THAT the current format of voting alphabetically remain.

COUNCIL ACTION

Receive and file

123061 Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date January 10th, 2012
Topic 7 Beckwith Street

SUMMARY

Nevil Hunt has now written the distributed article on this topic. Our Consultant has provided the corrections shown in boxes.

STAFF RECOMMENDATION

THAT a letter be forwarded to Nevil Hunt, with a copy to Ryland Coyne and Duncan Weir, asking him to correct the identified errors in the recent article so the public can be accurately informed. The corrected information will also be displayed on the Town's web site.

COMMITTEE DECISION

THAT a letter be forwarded to Nevil Hunt, with a copy to Ryland Coyne and Duncan Weir, asking him to correct the identified errors in the recent article so the public can be accurately informed. The corrected information will also be displayed on the Town's web site.

COUNCIL ACTION

Receive and file

123062 Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date January 10th, 2012
Topic Closed Meetings

SUMMARY

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

STAFF RECOMMENDATION

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

AGENDA

- 25-10-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 11-10-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 13-12-11-3 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 17-01-12-1 personal matters about an identifiable individual, including municipal or local board employees;
- 15-11-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 17-01-12-2 litigation of potential litigation, including matters before administrative-tribunals, affecting the municipality or local board;

COMMITTEE DECISION

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

AGENDA

- 25-10-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 11-10-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 13-12-11-3 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 17-01-12-1 personal matters about an identifiable individual, including municipal or local board employees;
- 15-11-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 17-01-12-2 litigation of potential litigation, including matters before administrative-tribunals, affecting the municipality or local board;

123062 Continued

REPORT TO COUNCIL

25-10-11-1 Receive and File.

11-10-11-1 Bring Forward

13-12-11-3 THAT By-law 30-2005, the Land Sale By-law, be revised to include provisions to convey property, with no road frontage, to adjacent owners and provisions for land swapping.

THAT Council here declares the south portion of Block 121 Plan 72925 on Woodward Street to be surplus to municipal needs and hereby authorizes the Mayor and the Clerk to execute an Agreement of Purchase and Sale where the property is traded for Part 10 Plan 26R65 thereby resulting in a rectangular shape for the Park at Woodward Street and Boyd Street.

17-01-12-1 Receive and file

18-11-11-1 THAT the attached letter, which confirms the Town's willingness to cooperate with the private effort to introduce water power generation at the historical site on McArthur Island be issued.

Upon issuance of this letter the public review and approved process, which is outlined in the attached, will begin.

17-01-12-2 Bring forward

COUNCIL ACTION

THAT Council here declares the south portion of Block 121 Plan 72925 on Woodward Street to be surplus to municipal needs and hereby authorizes the Mayor and the Clerk to execute an Agreement of Purchase and Sale where the property is traded for Part 10 Plan 26R65 thereby resulting in a rectangular shape for the Park at Woodward Street and Boyd Street.



Community Development Committee
Council Report
January 17th, 2012

123022 Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Development Committee
Date November 16th, 2011
Topic Doyletech Reports

SUMMARY

Doyletech has produced the attached Situation Analysis and Review of Assistance Programs Report (distributed in December 2011). They have also completed their consultation workshops and prepared the final reports for Industrial Strategy and Downtown Corridor Study.

Doyletech will present both reports at the meeting.

STAFF RECOMMENDATION

THAT Committee review Doyletech Reports and that data and recommendations be incorporated into Town's new Official Plan.

COMMITTEE DECISION

The Committee accepted the Doyletech reports for information. Paper copies (25), of all reports, are to be compiled and copies made available.

COUNCIL ACTION

Receive and file

123023 Received from Various Sub-Committees
Addressed to Community Development Committee
Date December 12th, 2011
Topic Action Reports

SUMMARY

Action Reports from Sub-Committees were distributed in December 2011.

Tourism Initiatives Noteworthy: 122327 Signage
122479 Town Map
122480 Trade Shows

Community Programming Initiatives Noteworthy: 122404 Celebrate Ontario
2012 Grant
122409 After School Program
122507 Video Dance
122508 Outdoor Movie
122509 Chamber of Horrors
122510 Ski School Program

123023 Continued

| | |
|--|--|
| Community Enrichments Grants Noteworthy: | 123018 Grant Applications 123019 Tents |
| Town Hall Auditorium | Noteworthy: 122395 Town Hall Carpeting 122396 Balcony 122397 Balcony Railing |
| Downtown Initiatives | No Report |
| Industrial Initiatives | No Report |
| Canada Day | No Report |

STAFF RECOMMENDATION

THAT Committee endorse Committee's decisions.

COMMITTEE DECISION

THAT Committee endorse Committee's decisions.

COUNCIL ACTION

Receive and File.



Community Issues Committee
Council Report
January 24th, 2012

123064 Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date December 19th, 2011
Topic Immigrants

SUMMARY

The Federal Government's initiative to encourage immigrants to locate in rural areas has conducted research locally. The findings were distributed.

COMMENT

Most identified issues do not directly involve municipalities. For Council's Information.

STAFF RECOMMENDATION

Receive and file

COMMITTEE DECISION

Receive and file

COUNCIL ACTION

Receive and file

123065 Received from Mississippi Mills
Addressed to Clerk
Date January 10th, 2012
Topic AMO Training

SUMMARY

Mississippi Mills is trying to put together an in-house training session through AMO for Council and Senior Staff.

COMMENT

Topics were covered in our Orientation Sessions. For Council's Information.

STAFF RECOMMENDATION

Receive and file

COMMITTEE DECISION

Receive and file

COUNCIL ACTION

Receive and file

123066 Received from Big Brothers Big Sisters of Lanark County
Addressed to Paul Knowles, Chief Administrative Officer
Date January 10th, 2012
Topic Presentation

SUMMARY

Big Brothers Big Sisters of Lanark County would like to make a presentation to explain the different programs they offer and what it is they do for the Lanark County Community.

STAFF RECOMMENDATION

THAT Big Brothers Big Sisters of Lanark County give their presentation.

COMMITTEE DECISION

Funding request has been forwarded to Community Enrichment Grant Committee. Receive and file

COUNCIL ACTION

Receive and file

123067 Received from Various Committees
Addressed to Community Issues Committee
Date January 2012
Topic Action Reports/Minutes

SUMMARY

Minutes of the **Carleton Place Environmental Advisory Committee** meeting of December 5th, 2011 were distributed. Noteworthy items include:

Creation of a Facebook page; and
purchase of new banners and booth material.

STAFF RECOMMENDATION

THAT Committee endorse Committee's decisions.

COMMITTEE DECISION

THAT Committee endorse Committee's decisions.

COUNCIL ACTION

Receive and File.

123068 Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date January 3rd, 2012
Topic Market Square

SUMMARY

The Market Square project on Beckwith Street has now been substantially completed. Public Works will be maintaining the parking lot area (snow removal, sweeping, line painting, etc). Facilities Department will be maintaining the landscaping and the washroom building and will be responsible for use of the Market Square slab. The Promotion Coordinator will be responsible for posting appropriate messages on the new notice board sign.

STAFF RECOMMENDATION

THAT the washroom building be open for public use from May 15th to Labour Day from 7:00 a.m. - 7:00 p.m.

THAT the Market Square slab can be booked for use by community groups following the established process for booking facilities at a cost of \$75.00 for half day and \$125.00 for a full day plus the direct cost for any set up or clean up. The revenues from these rentals (less expenses) will be tracked and contributed towards the roof project and/or future maintenance. Community groups may be eligible to apply for a Community Enrichment Grant to assist with the cost of rental.

THAT the messages on the notice board conform with the distributed Policy.

COMMITTEE DECISION

THAT the washroom building be open for public use from May 15th to Labour Day from 7:00 a.m. - 7:00 p.m. plus during rental events.

THAT the Market Square slab can be booked for use by community groups following the established process for booking facilities at a cost of \$75.00 for half day and \$125.00 for a full day plus the direct cost for any set up or clean up. The revenues from these rentals (less expenses) will be tracked and contributed towards the roof project and/or future maintenance. Community groups may be eligible to apply for a Community Enrichment Grant to assist with the cost of rental.

THAT the messages on the notice board conform with the distributed Policy.

COUNCIL ACTION

Receive and File.

123069 Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date January 9th, 2012
Topic Cancellation of February 28th, 2012 Meetings

SUMMARY

The 2012 OGRA/ROMA conference is being held from February 27th - 29th, 2012. 5 members of Council are registered for the Conference. There is a Council meeting and Policy Review Committee meeting scheduled for February 28th, 2012.

STAFF RECOMMENDATION

THAT the Council meeting and Policy Review Committee meeting on February 28th, 2012 be cancelled. Receive and File.

COMMITTEE DECISION

THAT the Council meeting and Policy Review Committee meeting on February 28th, 2012 be cancelled. Receive and File.

COUNCIL ACTION

Receive and File.

123070 Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date January 10th, 2012
Topic BIA Annual Meeting

SUMMARY

The Annual General meeting of the BIA is on Thursday, January 26th, 2012. The event will be held in the Town Hall Auditorium beginning at 6:00 p.m. Tickets are \$25.00 per person. Also, the Chamber of Commerce is holding a comedy night on February 11th, 2012. Cost is \$25.00 per ticket.

STAFF RECOMMENDATION

THAT those available attend.

COMMITTEE DECISION

THAT those available attend.

COUNCIL ACTION

Receive and File.

123083 Received from Councillor Flynn
 Addressed to Policy Review Committee
 Date January 24th, 2011
 Topic Community Bonspiel

SUMMARY

Annual Community Bonspiel will be held January 23rd - 28th, 2012. Entry fee is \$100.00.

STAFF RECOMMENDATION

THAT Councillor Flynn arrange to enter a Town Team with fee funded from Council Promotion.

COMMITTEE DECISION

THAT Councillor Flynn arrange to enter a Town Team with fee funded from Council Promotion.

COUNCIL ACTION

Receive and File.



Corporate Services Committee
Council Report
January 24th, 2012

123071

Received from MVCA
Addressed to Clerk
Date January 5th, 2012
Topic MVCA Budget 2012

SUMMARY

The MVCA will have a levy requirement in 2012 of \$2,276,145 and the Carleton Place Levy amount will equal \$54,172. This is an increase of 6.7% increase over the 2011 levy amount of \$50,730.

Carleton Place contributes 2.38% towards the total MVCA levy.

COMMENT

For Council's Information.

STAFF RECOMMENDATION

Receive and File

COMMITTEE DECISION

Receive and file

COUNCIL ACTION

Receive and file

123072

Received from Ministry of Municipal Affairs
Addressed to Phil Hogan, Treasurer
Date January 3rd, 2012
Topic Annual Repayment Limit

SUMMARY

The 2012 Annual Repayment Limit as calculated by the Ministry amounts to \$3,443,828 based on the December 31, 2010 Financial Information Return. We are currently utilizing approximately 20% of our debt capacity.

The funds that could be borrowed with this annual repayment amount could be the following:

| | |
|-------------------|--------------|
| 15 year term @ 5% | \$35,745,754 |
| 15 year term @ 7% | \$31,366,087 |

The 2010 FIR would not have reflected borrowing of 3.7 million for the centrifuge work at the sewage plant and 1.0 million of work not yet financed for the market square project.

COMMENT

For Council's Information.

STAFF RECOMMENDATION

Receive and file

COMMITTEE DECISION

Receive and file

COUNCIL ACTION

Receive and file

123073 Received from Phil Hogan, Treasurer
Addressed to Council
Date January 19th, 2012
Topic By-law for Interim tax levy

SUMMARY

A by-law for an interim tax levy equal to 50% of the taxes levied for the previous year based on the revised assessment roll delivered in December.

STAFF RECOMMENDATION

THAT by-law be forwarded to Council

COMMITTEE DECISION

THAT by-law be forwarded to Council.

COUNCIL ACTION

Receive and file

123084 Received from Phil Hogan, Treasurer
Addressed to Corporate Services Committee
Date January 24th, 2012
Topic Closed Meeting

SUMMARY

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

STAFF RECOMMENDATION

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

AGENDA

24-01-12-1 personal matters about an identifiable individual, including municipal or local board employees;

COMMITTEE DECISION

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

AGENDA

24-01-12-1 personal matters about an identifiable individual, including municipal or local board employees;

REPORT TO COUNCIL

24-01-12-1 THAT Treasurer prepare a by-law to authorize execution of an extension agreement to collect taxes owing.

COUNCIL ACTION

Receive and file



Planning and Protection Committee
Council Report
January 24th, 2012

123075 Received from County of Huron
Addressed to Honourable James J. Bradley
Date January 16, 2012
Topic Low Frequency Noise and Renewable Energy Options

SUMMARY

The distributed letter has been sent to the Ministry of the Environment indicating the findings and recommendations of the Low Frequency Noise Committee.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and file.

COMMITTEE DECISION

Receive and file.

COUNCIL ACTION

Receive and File

123076 Received from Mary Kirkham,
Addressed to Planning and Protection Committee
Date January 12, 2011
Topic Lanark County Official Plan

SUMMARY

The Lanark County Community Development Committee has directed staff to release the Official Plan section of the Draft Sustainable Communities Official Plan (SCOP) for review by the staff and council members of the local municipalities. Comments are to be submitted to the County Clerk or to the Planning Administrator provided by **February 12th, 2012.**

Although the document is being circulated to the local municipalities in advance, the consultation requirements as set out in the Planning Act Section 17 (15) still need to occur where public bodies including the province will be consulted and public meetings will be held. Commencement of the formal consultation process is still awaiting County Council approval.

123076 Continued

STAFF RECOMMENDATION

That Councillors provide staff with comments by February 10, 2012 so that staff can provide comments to County Clerk by requested date.

COMMITTEE DECISION

That Councillors provide staff with comments by February 10, 2012 so that staff can provide comments to County Clerk by requested date.

COUNCIL ACTION

Receive and File

123077

Received from Lisa Young, Director of Planning and Development
Addressed to Planning and Protection Committee
Date January 17th, 2012
Topic Liquor License – 155 Bridge Street

SUMMARY

An application for liquor licensing the restaurant known as Ponticello Trattoria has been received. Access will be from Bridge Street and this license is for the interior only.

The applicant is working with the Building and Fire Department to resolve existing Fire Code violations. The applicant is working towards completing a building permit application.

STAFF RECOMMENDATION

That the Clerk proceeds with providing municipal approval in principle for the requested liquor license.

Once outstanding violations have been corrected, the Fire and Building officials will provide liquor license compliance letters for 155 Bridge Street.

COMMITTEE DECISION

That the Clerk proceeds with providing municipal approval in principle for the requested liquor license.

Once outstanding violations have been corrected, the Fire and Building officials will provide liquor license compliance letters for 155 Bridge Street.

COUNCIL ACTION

Receive and File

123078 Received from Lisa Young, Director of Planning and Development
Addressed to Planning and Protection Committee
Date January 17th, 2012
Topic Striking Committee

SUMMARY

The Planning and Protection Committee holds meetings at 8:00 pm on the first Tuesday of the month and a meeting will be held on the third Tuesday after the regular committees, if required.

COMMENT

A time is required to be stated for the 3rd Tuesday of the month in order to address the scheduling of public meetings under the Planning Act or meetings of the public.

STAFF RECOMMENDATION

That the Striking Committee be revised to state that public meetings will be held at 8 pm on the third Tuesday for Planning and Protection Committee.

COMMITTEE DECISION

That the Striking Committee be revised to state that public meetings will be held at 8 pm on the third Tuesday for Planning and Protection Committee.

COUNCIL ACTION

Receive and File

123079 Received from Tim Gervais – Noremac Drillers Ltd.
Addressed to Dave Young, Director of Public Works
Date January 16th, 2012
Topic Request for Explosive Permit

SUMMARY

Mr. Gervais is requesting the Town of Carleton Place issue an Explosive Permit to allow for the installation of services for Phase II of Carleton Crossing (Brigil).

COMMENT

Mr. Gervais has provided all the required documentation to support his request. Information included a pre-blast survey, Certificate of Insurance which names the Town as co-insured, blasting plan and notice letter.

STAFF RECOMMENDATION

THAT Council authorize staff to issue an Explosive Permit as per By-law 75-2004 to Noremac Drillers Ltd. for Phase II of Carleton Crossing.

COMMITTEE DECISION

THAT Council authorize staff to issue an Explosive Permit as per By-law 75-2004 to Noremac Drillers Ltd. for Phase II of Carleton Crossing.

COUNCIL ACTION

THAT Council hereby authorizes staff to issue an Explosive Permit as per By-law 75-2004 to Noremac Drillers Ltd. for Phase II of Carleton Crossing.

123080

Received from Ken Bennett
Addressed to Lisa Young, Director of Planning and Development
Date August 24, 2011
Topic By-law 07-2007

SUMMARY

The Town's solicitor has indicated that By-law 07-2007 was not able to be registered. The map that was attached to the by-law to illustrate the location of the street was not acceptable to the Registry Office and the description did not include the parts on the plan that comprise Patterson Street. This by-law was to rename the portion of Patterson Street on the east side of McNeely Avenue to Stonewater Bay so that the street name was contiguous in the community. The by-law needs to be repealed and a new by-law passed.

STAFF RECOMMENDATION

THAT by-law 07-2007 be repealed and replaced with a new by-law setting out the legal description of the parts that are to be renamed from Patterson Street to Stonewater Bay.

COMMITTEE DECISION

THAT by-law 07-2007 be repealed and replaced with a new by-law setting out the legal description of the parts that are to be renamed from Patterson Street to Stonewater Bay.

COUNCIL ACTION

Receive and File

123081

Received from Les Reynolds, Director of Protective Services
Addressed to Planning and Protection Committee
Date January 19th, 2012
Topic Winter Parking Regulations

SUMMARY

The new policy of initiating an overnight parking ban whenever 7 cm or more snow is forecast generally seems to be working well, but, as with any new system, a few wrinkles have occurred that necessitate minor changes. Going forward rather than towing cars that are in violation to a nearby street, they will all be towed to the Library parking lot. This will make it easier for residents to determine where their car is and allow staff to arrange removal in a more timely manner.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and File

COMMITTEE DECISION

Receive and File

COUNCIL ACTION

Receive and File

123082 Received from Councillor Black
Addressed to Planning and Protection Committee
Date January 19th, 2012
Topic MVC – Adaptation Planning in Eastern Ontario

SUMMARY

MVC is holding a workshop on climate change. The workshop is aimed at bringing local decision makers together to consider the impacts our changing climate will have on water resources and other public service sectors in the region. The workshop will be held on Thursday, February 2nd, 2012 in the Carleton Place Town Hall Auditorium, a light breakfast, and lunch will be provided. There is no registration charge but you must register by January 25th, 2012 by forwarding your name and any dietary restrictions to smcfarlane@mvc.on.ca or by calling 613-259-2421 ext 225. Updated agenda was distributed.

STAFF RECOMMENDATION

THAT interested parties attend.

COMMITTEE DECISION

THAT interested parties attend. Receive and File

COUNCIL ACTION

Receive and File

BY-LAW NO. 07-2012

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE ONE HUNDRED AND TWENTY THIRD COUNCIL OF THE CORPORATION OF THE TOWN OF CARLETON PLACE AT THE FOURTH REGULAR MEETING OF COUNCIL OF JANUARY 31, 2012

AND WHEREAS Section 5 of the Municipal Act, S.O. 2001, the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS it is deemed expedient that the proceeding of the Council of the Corporation of the Town of Carleton Place at this meeting be confirmed and adopted by by-law;

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

1. **THAT** the action of the 123RD Council of the Corporation of the Town of Carleton Place at the FOURTH Regular Meeting of Council held on January 31, 2012, in respect of each motion and resolution passed, and other action taken by the Council of the Corporation of the Town of Carleton Place at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. **THAT** the Mayor and proper officials of the Corporation of the Town of Carleton Place are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Town of Carleton Place referred to in the preceding section thereof.
3. **THAT** the Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Town of Carleton Place.

READ A FIRST, SECOND AND A THIRD TIME AND FINALLY PASSED THIS 31st DAY OF JANUARY 2012.

Wendy LeBlanc, Mayor

Duncan Rogers, Clerk