



**Community Issues Committee Action Report
for the June 21st, 2011 meeting held
following Corporate Services Committee**

PRESENT: Mayor LeBlanc, Deputy-Mayor Sonnenburg, Councillor Antonakos, Councillor Flynn, Councillor Probert, Councillor Black, Councillor Strike, Duncan Rogers, Clerk, Phil Hogan, Treasurer, Dave Young, Director of Public Works, Paul Knowles, Chief Administrative Officer

- 1) **DECLARATION OF PECUNIARY INTEREST** - now or anytime during the meeting
- 2) **REGISTRATION OF PUBLIC WISHING TO SPEAK** - with the secretary
- 3) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 4) **Communication 122291 is a closed meeting**
- 5) **If there is an addendum, in accordance with Section 15.2.4 (of Striking Report) does the committee wish to approve this addendum?**
- 6) **Opportunity for members of Council to provide updates from Committees on which they serve.**

COMMITTEE/BOARD	MEMBER OF COUNCIL	UPDATES
Municipal Heritage Committee		
BIA Board	Councillor Strike	
Hospital Board	Councillor Antonakos	
Mississippi Valley Conservation	Councillor Black	
Chamber of Commerce	Councillor Flynn	
Carleton Place & Beckwith Historical Society	Mayor LeBlanc	
Youth Centre Board	Deputy-Mayor Sonnenburg	
Communities in Bloom	Mayor LeBlanc	
Economic Development		
Local Municipal Drug Strategy Committee	Councillor Antonakos	
	Councillor Flynn	
Health Village Committee	Mayor LeBlanc	
	Councillor Antonakos	
County Council	Mayor LeBlanc	
	Deputy-Mayor Sonnenburg	

TO BE DISCUSSED

122102 Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date February 9th, 2011
Topic Commemorative Naming for Municipal Parks and Facilities, Commemorative
or Benches

SUMMARY

Commemorative naming or re-naming of certain parks or facilities and commemorative benches has been discussed. A proposed policy was previously distributed for review.

COMMENT

An Executive Summary of Inputs, used by the City of Vancouver, was previously distributed and likely reflects the views of residents in Carleton Place. Council should consider this information when reviewing requests.

UPDATE

Revised Commemorative Bench Policy and Commemorative Tree Policy are attached. Local firm has advised they will donate the lettering and provide granite markers for \$100 if they are the exclusive supplier of plaques for this program.

A local resident has requested permission to place a memorial plaque on a particular existing park bench. The proposed policy has been modified to address requests of this type.

STAFF RECOMMENDATION

THAT Council hereby approves the attached Commemorative Bench Policy and the Commemorative Tree Policy.

COMMITTEE DECISION

THAT Council hereby approves the attached Commemorative Bench Policy and the Commemorative Tree Policy. Trees planted under previous program may add a marker for the incremental cost of the marker.

122251 Received from Ruth and Brooke McNabb
Addressed to Councillor Black
Date May 5th, 2011
Topic 39 Mill Street Resident Development Proposal

SUMMARY

The McNabb's own a vacant residential lot at 39 Mill Street and have plans to construct a single family home on this lot.

In discussion with Town Staff in 2010, it was determined that the 40 metre section of sewer and water mains on Mill Street did not meet current standards. The McNabbs were advised that this section of Mill Street was on the Town's Capital Program and included in Beckwith Street upgrades planned for 2011. In the spring of 2011 staff advised the McNabbs that Mill Street had been removed from the Beckwith Street upgrade and it was now planned for 2012 subject to budget approval.

The McNabbs pointed out that their plans support the Town's Official and Strategic Plans by:

- encouraging infill;
- promoting development that complements the small town character;
- revitalizing the downtown; and
- enhancing downtown heritage streetscapes.

122251 Continued

They also point out that also the Town is possibly going to forego over \$17,000 in development fees and a minimum of \$3,000 in annual tax revenue.

The McNabbs are concerned that staff did not make Council aware of this potential development opportunity during budget deliberations. They are requesting that the Town allow connection to the existing pipes on Mill Street or reallocate resources and upgrade the existing sewer and water infrastructure so that they may proceed with this project that is in keeping with the Town's Official and Strategic Plan. They are requesting an opportunity to appear before Committee to present further information.

COMMENT

Staff did remove this portion of the Beckwith Street reconstruction program in order to keep the 2011 program manageable in terms of financial and human resources. The current sewer and water infrastructure on Mill Street is essentially a service lateral that has been extended from the mains located at the intersection of Beckwith Street and Mill Street and as such, is not configured to provide access for maintenance by means of manholes at either end of the line. This also creates an issue in terms of allowing the McNabbs to connect to the existing lines as there is no means to determine elevations in order for them to create lot grading and drainage plans.

It would be very difficult to undertake this project this year as there is no design in place at this time and other projects have either been tendered or are nearing completion and it would jeopardize other projects to delay and try and incorporate this project. Also, as previously stated, the work has not been budgeted in 2011.

Staff feel that it would be possible to move forward with the field work and design phase by a consultant, and this would at least allow the McNabbs to develop plans as the design for the street will provide information needed for their design.

UPDATE

Staff met with the McNabbs and both parties agreed that the McNabbs can proceed with developing a lot grading plan that deals with constraints on the surface and will establish a desirable sewer elevation. Town staff will review as part of the planning process and will confirm if the proposed elevation is achievable.

As far as the detail design process, the usual flow would occur with Town staff undertaking the detail design late in the year.

The McNabbs still would require a commitment from the Town to undertake the Mill Street project in the 2012 construction season with an inclusion in the contract documents to have the Mill Street sewer and water services in place no later than June 30th, 2012.

STAFF RECOMMENDATION

THAT Council commit to the reconstruction of Mill Street, in particular, sewer and water services east of Beckwith Street.

ALSO THAT contract would incorporate a clause that would commit the Contractor to have sewer and water services complete by June 30th, 2012.

COMMITTEE DECISION

THAT Council commit to the reconstruction of Mill Street, in particular, sewer and water services east of Beckwith Street.

ALSO THAT contract would incorporate a clause that would commit the Contractor to have sewer and water services complete by June 30th, 2012.

Striking Committee

122253 Received from Chamber of Commerce
Addressed to Mayor and Members of Council
Date May 3rd, 2011
Topic Economic Development

SUMMARY

Both the Chamber of Commerce and the BIA are interested in providing a representative to serve on the Town's new Economic Development Committee.

COMMENT

Earlier, Council decided to reorganize committees and form the following three Committees with the associated mandates;

21.2 PARKS AND RECREATION COMMITTEE

Introduction The Recreation Committee has responsibility for the planning and operating of all Town buildings, parks and trails owned by the Town including the arena, pool, sports fields, tennis courts and other facilities and programs related to physical activities.. In addition the committee has the responsibility for the administration of any contracts or cost sharing agreements entered into by the Town and are assigned to the committee by Council.

21.16 ECONOMIC DEVELOPMENT COMMITTEE

21.16.1 Responsibilities: This Committee shall oversee activities related to industrial business retention, expansion and attraction including preparation of promotional and community profile information, active marketing of the Community and support for existing businesses. NOTE: Land purchases and sales will be approved directly by Council.

Responsibilities include programs that:

- prepare industrial development promotional material;
- actively market industrial property;
- actively encourage Economic Development in the downtown;
- respond to business inquiries;
- encourage business (industry) retention; and
- assist with development applications from business

21.17 COMMUNITY AND CULTURAL DEVELOPMENT COMMITTEE

21.17.1 Responsibilities: This Committee shall oversee the planning and operation of programs and facilities for cultural and non-physical activities including the Town Hall auditorium, Community Enrichment Grants, Festivals, promotion of the Community, beautification initiatives, Downtown initiatives and Tourism initiatives.

NOTE: The Committee will operate by assigning tasks to staff or sub-committees and monitoring to ensure tasks are completed. Sub Committees will be established for:

- Community Enrichment Grants;
- Auditorium;
- Canada Day;
- Facade Improvements;

122253 Continued

- Selected capital projects and
- other appropriate projects.

The Chamber of Commerce has been focussing on branding the community and tourism and the BIA's focus is the downtown. All work related to these area fall under the new Community and Cultural Development Committee and both the Chamber of Commerce and BIA have been invited to have representatives on this Committee.

The Economic Development Committee's primary focus will relate to industry and Council had decided to invite 3 members of the business community to serve on the Committee. The Clerk is currently gathering names of interested individuals. These members of the business community may also be members of either the Chamber of Commerce or the BIA.

STAFF RECOMMENDATION

THAT Council decide if the membership for the Economic Development Committee, as described in the Striking Committee Report, is to be revised.

COMMITTEE DECISION

Staff are to rework proposed Committee structure. Bring forward

122282

Received from David and Patricia Cave
Addressed to Mayor Wendy LeBlanc
Date May 16th, 2011
Topic Dog Park

SUMMARY

Through a petition 56 residents (16 from outside the Town) ask Council to reconsider their decision regarding the Dog Park and proceed with opening a Dog Park in the fenced area adjacent to the Wastewater Treatment Plant.

COMMENT

Council has three (3) choices:

- 1) Reconfirm the earlier decision to not create a dog park at this location. Note - no other location is currently being investigated;
- 2) Reverse the earlier decision and create a dog park at this location; or
- 3) Establish a committee to investigate alternatives and recommend a location for a new dog park. Note: The former Council appointed a Committee for this task. However, a more suitable location was not identified.

STAFF RECOMMENDATION

THAT Council determine how to proceed.

COMMITTEE DECISION

Council reconfirmed their earlier decision not to create a dog park at this location. Receive and file. Residents will contact Councillor Flynn to explore other potential locations.

122283 Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date June 2011
Topic Heritage Committee Budget

SUMMARY

Heritage Committee intends to utilize their 2011 budget as attached.

STAFF RECOMMENDATION

THAT the Heritage Committee proceed as outlined and that the Striking Committee Report be updated to include Heritage Committee`s mandate.

COMMITTEE DECISION

THAT the Heritage Committee proceed as outlined and that the Striking Committee Report be updated to include Heritage Committee`s mandate.

122284 Received from Various Committees
Addressed to Community Issues Committee
Date June 10th, 2011
Topic Action Reports/Minutes

SUMMARY

Minutes of the May 30th, 2011 meeting of the **Environmental Advisory Committee** are attached. Noteworthy items include:

- Rain Barrels; and
- Freecycle Day;

STAFF RECOMMENDATION

THAT Council endorse Committee`s recommendations.

COMMITTEE DECISION

THAT Council endorse Committee`s recommendations.

122285 Received from Councillor Strike
Addressed to Community Issues Committee
Date June 15th, 2011
Topic Canada`s Tribute to 10th Anniversary 9-11

SUMMARY

Councillor Strike would like to address the Committee regarding signing the Canadian Signature Flag and the 10th Anniversary of September 11, 2011.

STAFF RECOMMENDATION

To be discussed

COMMITTEE DECISION

Councillors all signed a flag and Councillor Strike will present flag.

122286 Received from Councillor Strike
 Addressed to Community Issues Committee
 Date June 15th, 2011
 Topic Request for Seed Money - \$2,500 - Market Square Pavilion Project

SUMMARY

Councillor Strike would like staff to provide a cost estimate for both phases of the above noted project.

STAFF RECOMMENDATION

Councillor Strike to review this matter with the Committee.

COMMITTEE DECISION

THAT the Town advance \$2,500 to engage a grant writer with funds repaid from fundraising activities.

122287 Received from John Gibson
 Addressed to Community Issues Committee
 Date June 7th, 2011
 Topic 400 Franktown Road

SUMMARY

Developer feels that the April 6th, 2010 decision of Council (121196) is unfair and that the Town should not be seeking to recoup funds from almost 20 years ago.

BACKGROUND

In the 1980s when the service was installed, the actual cost of the installation was assigned to be recovered from the property and interest was applied to the charge. By 1994, this charge had increased significantly so Council decided to accept \$20,000 as a fair payment and apply inflation rather than interest increases to the amount. Applying the 1994 decision, the current charge is approximately \$27,500. As a comparison, the single family lots recently created on Francis Street have been assessed a fee of \$23,900 per lot for their share of servicing costs.

STAFF RECOMMENDATION

THAT Council confirm the April 6th, 2010 decision that the Town will accept \$20,000 plus inflation from July 1994 as payment for the recovery of cost owed for the services to 400 Franktown Road.

COMMITTEE DECISION

THAT Council confirm the April 6th, 2010 decision that the Town will accept \$20,000 plus inflation from July 1994 as payment for the recovery of cost owed for the services to 400 Franktown Road.

RECORDED VOTE

Councillor Antonakos	Nay	Councillor Black	Nay
Councillor Flynn	Yea	Mayor LeBlanc	Yea
Councillor Probert	Yea	Deputy-Mayor Sonnenburg	Nay
Councillor Strike	Yea		

CARRIED

122288 Received from Paul Knowles, Chief Administrative Officer
Addressed to Community Issues Committee
Date June 16th, 2011
Topic ``Trends Opportunities and Priorities Report``

SUMMARY

The labour Market Group of Renfrew & Lanark has completed a ``Trends Opportunities and Priorities Report - A Lens on Local Industry 2011-2012``. The report contains considerable data and analysis of labour and industry in the area that could be useful. The report can be viewed at www.renfrewlanark.com

STAFF RECOMMENDATION

THAT the web link be included on the Town`s web site and shared with the BIA and Chamber of Commerce.

COMMITTEE DECISION

THAT the web link be included on the Town`s web site and shared with the BIA and Chamber of Commerce.

122289 Received from Wayne Fraser, Public Works Development Coordinator
Addressed to Policy Review Committee
Date June 16th, 2011
Topic 7 Beckwith Street Redevelopment Update

SUMMARY

The redevelopment of the #7 Beckwith site and the adjoining portion of Beckwith Street has been divided up into two contracts:

- 1) Demolition of the three buildings; and
- 2) Construction of parking lot (including storm sewer) and storage building/foundation on the site and reconstruction of Beckwith Street from Lake Ave to Albert Street (including re-lining or replacing water, storm and sanitary sewers).

The following is an update of progress on the project:

1) Demolition

- The demolition contract has been awarded to Robert Gourlay Demolition. The contractor is progressing with the demolition of the old CTC building and appears to be on schedule for completion by July 1, 2011.

2) Road and Site

- The architect and his structural engineer has completed the design of the base site plan, the public washroom/storage building and the reinforced concrete slab which will form the floor of the future covered open-air facility, all of which have now been incorporated into the construction tender documents.
- The environmental consultant, SNC Lavalin, has developed health and safety requirements for work in contaminated areas (e.g. personal protective equipment, etc.) which have been built into the construction tender documents.

122289 Continued

Lavalin will also be responsible for management of contaminated soil and ground water, construction and/or operation of remedial facilities (e.g. infiltration galleries, water treatment systems, etc.) and will provide health and safety consultation during construction

- The general consultant, Genivar, has designed and prepared drawings and specifications for the construction of the parking lot (including storm sewer), for the reconstruction of Beckwith Street from Lake Ave to Albert Street (including re-lining water, storm and sanitary sewers and associated by-passing, grading, paving and sidewalks and other related issues) and has now completed construction tender documents for the above work. The construction tender was publicly advertised on Tuesday June 13, 2011 using the Ottawa Construction Association's website. Genivar will coordinate the response to any questions from potential bidders or issue addenda if required, during the tender advertising period.
- The Town's construction administration consultant, Ainley Group, will work closely with Town staff, the architect and SLC Lavalin, to coordinate full time contract administration and site observation for the construction phase of the project when it begins.

COMMENT

Public Works staff met recently with MOE to discuss the approval process for the new storm sewer being constructed on the 7 Beckwith site. The old storm main that runs under the old existing Canadian Tire building is in very poor condition and beyond repair. Staff members were concerned that ministry approval of the Town's application for a certificate of approval (requested by MOE) would take too long and delay the project. At the aforementioned meeting MOE committed to fast tracking this application and therefore staff will submit the application as soon as it is prepared.

MOE also reminded staff that it was waiting for a revised Remedial Action Plan (RAP) from Carleton Place to deal with the most highly concentrated area of contamination on the 7 Beckwith site and Lake Avenue. MOE is requiring the removal of all dense non-aqueous phase liquid (DNAPL) tetrachloroethylene (cleaning chemical) that exists below the surface of the site and Lake Avenue. Public Works is presently reviewing a draft copy of the latest test results which more accurately establishes the size and location of the DNAPL. The results are very encouraging inasmuch as contamination concentrations have decreased substantially in some areas where DNAPL was previously thought to exist indicating that the area to be remediated is significantly smaller than earlier testing had indicated (see sketch attached). Nevertheless, the Town must prepare a RAP to deal with this smaller area of DNAPL.

SNC Lavalin is recommending that the Town consider two options:

Either a **DESIGN-SPECIFICATION CONTRACT** or a **DESIGN-BUILD CONTRACT** (see information sheets attached), one of which would which would form the basis of a revised RAP. Either contract would reflect solutions to all Town concerns ie. disruption to traffic, water and Sanitary services, and local properties etc. The contract would also ensure that the end result of the remediation would satisfy the MOE's requirements. As they are interested more in the final result of the RAP than in the method of obtaining that result, MOE would likely approve such a RAP.

122289 Continued

STAFF RECOMMENDATION

That Council receive this report and authorize staff to investigate Lavalin's recommendation and report back to Council prior to commencing a new Remedial Action Plan

COMMITTEE DECISION

That Council receive this report and authorize staff to investigate Lavalin's recommendation and report back to Council prior to commencing a new Remedial Action Plan

Special Council meeting will be held on July 7th, 2011 @ 9:00 a.m. to award contract for project.

122290 Received from Deputy-Mayor Sonnenburg
 Addressed to Community Issues Committee
 Date June 17th, 2011
 Topic 298 Napoleon Street

SUMMARY

Resident believes there is an unresolved problem with Town services related to 298 Napoleon Street

BACKGROUND

In 2004, the owner complained that construction on an adjacent lot impacted his septic system. After a thorough investigation and several site meetings it was concluded that the construction on the adjacent lot was not interfering with the septic system. Servicing options were discussed however, the Town was not responsible for costs and the owner did not pursue.

In 2007, the Owner approached members of Council. He was asked to identify his concerns in writing. However, the Owner did not respond.

STAFF RECOMMENDATION

THAT the Owner be asked to identify concerns and expectations in writing.

COMMITTEE DECISION

THAT staff meet with owner and determine if situation has changed. Bring forward

122291 Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date June 16th, 2011
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

01-02-11-1 a proposed or pending acquisition or disposition of land by 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

01-02-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;

11-01-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;

REPORT TO COUNCIL

01-02-11-1 THAT Council hereby authorizes the Mayor and the Clerk to execute amending Agreements to purchase 30 Ac of property from The Incumbent Rector and Wardens of St. James Anglican Church, Carleton Place for \$8,000 per Ac.

11-01-11-1 Bring Forward

COUNCIL ACTION

THAT Council hereby authorizes the Mayor and the Clerk to execute amending Agreements to purchase 30 Ac of property from The Incumbent Rector and Wardens of St. James Anglican Church, Carleton Place for \$8,000 per Ac.