



Planning and Protection Committee Agenda
for the February 7th, 2012 meeting to be held in the
Council Chambers following Physical Environment Committee

- 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) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVE THIS ADDENDUM?**

The following items are for information only and will not be discussed unless the Committee chooses to do so. The Chair will entertain a motion to receive and file for those items not pulled out for discussion.

123053 Received from Nottawasaga Police Services Board
 Addressed to All Ontario Municipalities
 Date November 24, 2011
 Topic Photo Radar

SUMMARY

The Nottawasaga PSB has passed a resolution requesting that the Premier re-introduce a photo radar program and are requesting support from all municipalities and police services boards in the province.

COMMENT

For Council's Information

UPDATE

At their meeting Jan. 23/12 our Police Services Board supported this resolution and the Administrator has already sent a letter to that effect to the Premier.

STAFF RECOMMENDATION

Receive and File

COMMITTEE DECISION

123102 Received from Les Reynolds, Director of Protective Services
Addressed to Planning and Protection Committee
Date February 1st, 2012
Topic OWFC Activity Report

SUMMARY

The December 2011 activity report is attached.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and File

COMMITTEE DECISION

123103 Received from Les Reynolds, Director of Protective Services
Addressed to Planning and Protection Committee
Date February 1st, 2012
Topic By-law Activity Report

SUMMARY

By-law enforcement staff have seen a significant increase in activity in the last three years as detailed in the attached chart.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and File

COMMITTEE DECISION

TO BE DISCUSSED

123104 Received from Tom Gallagher, Chief Building Official
Addressed to Planning and Protection Committee
Date February 1ST, 2012
Topic Appointment of Building Official

SUMMARY

The Building Department requires the appointment of a building official in order to ensure that when the CBO or plans examiner is away on annual leave or sick, the municipality is still able to perform the request inspections. Bob Demerath, is recently retired from the municipal sector and is available and qualified to perform inspections, plans examination and issuance of permits. This appointment is required by the Municipal Act and a by-law is required to be passed.

STAFF RECOMMENDATION

That Bob Demerath is appointed the Deputy Chief Building Official.

COMMITTEE DECISION

123105 Received from Lisa Young, Director of Planning and Development
Addressed to Planning and Protection Committee
Date February 1ST, 2012
Topic Part Lot Control – Block 81 and 82 on Plan 27M-38 (Cardel)

SUMMARY

An application for exemption from part lot control has been submitted by Cardel Homes for Block 81 and 82 on Plan 27M-38. The property is located on the west side of Hackberry Trail. Townhouse units have been constructed on these two blocks. In order to be able to create individual lots, part lot control is required to be lifted. A total of 8 units will be created by this process. The required reference plans have been submitted and all other requirements are satisfied.

STAFF RECOMMENDATION

That a by-law be forwarded to Council for approval and the required documents be forwarded to the County for approval.

COMMITTEE DECISION

123106 Received from Les Reynolds, Director of Protective Services
 Addressed to Planning and Protection Committee
 Date December 14th, 2011
 Topic Licensing By-law

SUMMARY

The existing definition of ‘salesperson’ in By-law 65-2008 does not cover salespeople who are selling services rather than goods.

UPDATE

Council tabled the amending by-law because it was felt the new definition might be interpreted to include students or charitable groups. The definition has been revised to make the intent more clear. Part II S.2 of the by-law addresses non-profit and charitable groups.

STAFF RECOMMENDATION

That the attached draft by-law amending By-law 65-2008 (Licensing) be forwarded to Council for approval

COMMITTEE DECISION

123107 Received from Les Reynolds, Director of Protective Services
 Addressed to Planning and Protection Committee
 Date January 30, 2012
 Topic Police Service Board Minutes

SUMMARY

Minutes of the Police Service Board January 23, 2012 meeting are attached. Noteworthy items include:

- Jamie DeBaie has been elected Chair for 2012. Mayor LeBlanc was elected Vice-Chair
- The cost estimates for 2012 provide for a 1.75% increase
- The Board supported the Nottawasaga PSB’s resolution on photo radar

STAFF RECOMMENDATION

Receive and File

COMMITTEE DECISION

123108 Received from Les Reynolds, Director of Protective Services
Addressed to Planning and Protection Committee
Date January 30th, 2012
Topic Sign By-law

BACKGROUND

Concerns have been raised recently that our current sign by-law is cumbersome and not being enforced.

SUMMARY

Staff is seeking direction on what changes Council would like included in the new sign by-law. Some possible changes could include

- Simplifying the application process
- Moving the approval process from the Building department to Protective Services
- Addressing electronic notice board signs and yard sale signs
- Prohibiting sandwich board signs

STAFF RECOMMENDATION

That the committee supports updating the sign by-law and direct staff to prepare a report comparing our regulations to those in place in other municipalities. Bring Forward

COMMITTEE DECISION

123109 Received from Barbara Erb (Property Manager – Elizabeth Court)
Addressed to Dave Young, Director of Public Works
Date January 2012
Topic Parking Restrictions on Elizabeth Street

SUMMARY

Ms. Erb is requesting that the Town implement on-street parking restrictions on the west side of Elizabeth Street from their access to their parking lot at the north end to the southern end of their building. The reason for this request is related to winter maintenance and the fact there have been several instances of vehicles parked on the street legally when municipal plows have been plowing Elizabeth Street which has resulted in a build up of ice.

STAFF RECOMMENDATION

THAT staff amend the Traffic and Parking By-law to restrict on-street parking on the west side of Elizabeth Street 40m south of Laura Street to 80 m south of Laura Street.

COMMITTEE DECISION

OWFC Activity Report December 2011

EMERGENCY CALLS	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD	YOY
Fire Related	11	12	10	18	15	12	20	14	13	20	14	8	167	32
MVC	1	1	0	1	1	2	1	1	0	0	1	2	11	-5
Medical Assist	1	0	3	2	0	1	3	2	0	0	3	0	15	4
Other	0	0	0	1	1	0	0	0	1	0	1	0	4	-6
Total	13	13	13	22	17	15	24	17	14	20	19	10	197	25
Automatic Aid to Miss.														
Mills (incl. in above calls)	1	2	0	5	0	0	2	2	0	1	2	1	16	7
NON-EMERGENCY CALLS														
Meetings	1	1	1	1	1	1	1	1	1	1	1	1	12	-3
Training	2	3	3	2	3	2	1	2	3	2	3	3	29	NC
Other	0	1	0	1	0	0	1	3	1	2	3	0	12	-5
Total	3	5	4	4	4	3	3	6	5	5	7	4	53	-8
TOTAL CALLS	16	18	17	26	21	18	27	23	19	25	26	14	250	17
Avg. Response (%) All Calls	62%	66%	65%	68%	67%	57%	55%	62%	66%	67%	51%	65%	63%	-2%
Avg. Response (%)														
Mon-Fri 6am-6pm	55%	56%	66%	63%	61%	53%	55%	52%	48%	56%	46%	56%	56%	2%
Fire Loss (\$)	0	178000	0	500	9000	0	0	0	0	57000	0	0	244500	176100
Rescues	0	1	0	0	1	0	0	0	0	0	0	0	2	-5
Injuries	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
Fatalities	0	0	0	0	0	0	0	0	0	0	0	0	0	NC
FIRE PREVENTION														
Fire Safety Inspections	16	15	13	18	44	16	22	2	8	9	17	18	198	-24
Orders Issued	7	15	10	10	14	3	2	1	4	7	16	17	106	-6
Charges Laid	0	2	1	0	1	0	1	0	1	1	0	0	6	4
Public Education (Hrs.)	36	16	38	42	50	58	41	20	48	120	92	34	595	55

Items of Interest

December was a relatively quiet month. Dep. Chief Black attended his final Training Officer course at the Ontario Fire College and once he receives his final marks will be pursuing his certification as a Training Officer. We ended the year with total calls being up slightly and a fire loss of \$244,500 which is outstanding for a community this size. I am glad to see that our attendance levels remain strong, particularly during workday responses, which is a testament not only to our volunteers but also to the local employers who permit them to leave for emergency calls.

BY-LAW ENFORCEMENT ACTIVITIES 2009 - 2011

YEAR	TYPE OF COMPLAINT										
	Property Standards	Garbage	Parking	Yard Mntce.	Noise	Animal Control	Sales Licensing	Watering	Snow Removal	Other	Total
2009	37	29	46	27	9	5	1	1	4	28	187
2010	38	11	32	16	9	13	0	5	4	34	162
2011	81	33	68	54	12	25	0	3	5	51	332

BY-LAW NO. XX-2012

**A BY-LAW OF THE CORPORATION OF THE TOWN OF CARLETON PLACE TO
AMEND THE LICENSING BY-LAW NO. 65-2008.**

WHEREAS the Council of the Town of Carleton Place adopted By-law 65-2008, the Licensing Bylaw;

AND WHEREAS it is deemed expedient and necessary to amend By-law 65-2008;

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

THAT By-law 65-2008 be amended by

1. Deleting the definition of Salesperson and inserting in its place the following: "means any and every person employed by a firm or company who goes from place to place (or to a particular place) with goods, wares or merchandise for sale or lease. This definition shall also include any person or persons who carries and exposes samples, patterns or specimens of any goods, wares or merchandise that are to be delivered in the Town of Carleton Place. Further, every person who offers or promotes the entering into a contract for the provision of goods or a service shall also be included within this definition."

**READ A FIRST TIME, A SECOND TIME AND A THIRD TIME AND FINALLY PASSED
THIS 14TH DAY OF FEBRUARY 2012.**

Wendy LeBlanc, Mayor

D.H. Rogers, Clerk

**CARLETON PLACE POLICE SERVICES BOARD
REGULAR MEETING**

Minutes

January 23, 2012

Town Hall – Council Chamber

4:00 p.m.

Present: Jamie DeBaie, Mayor LeBlanc, Councillor Black, Sgt. R. Croth, Les Reynolds (Administrator)

Chris Gray joined the meeting at 4:15 pm

Regrets: Wayne Drummond, Insp. G. Salisbury

I. CALL TO ORDER

The Administrator called the meeting to order at 4:02 pm and asked for nominations for the 2012 Chair

Moved by Wendy LeBlanc

Seconded by Doug Black

THAT Jamie DeBaie act as Chair for the year 2012

No other nominations were forthcoming so Jamie DeBaie was acclaimed as Chair

The Chair then called for nominations for Vice-Chair

Moved by Jamie DeBaie

Seconded by Doug Black

THAT Wendy LeBlanc act as Vice-Chair for the year 2012

No other nominations were forthcoming so Wendy LeBlanc was acclaimed as Vice-Chair

II. DELEGATIONS:

III. ADOPTION OF MINUTES:

Motion 2012-01

Moved by Doug Black

Seconded by Wendy LeBlanc

THAT the minutes of the November 21, 2011 regular meeting be approved as circulated.

CARRIED

IV. COMMUNICATIONS

- 301** Received from OPP Business and Financial Services Bureau
Date November 21, 2011
Topic 2012 Municipal Policing Cost Estimates

SUMMARY

Copy of letter sent to the Town's CAO with the cost estimates for our police service in 2012.

COMMENT

We are still on the 2003 cost recovery formula until the completion of the current agreement in April 2013. The cost estimates indicate an increase of \$42,658 (1.75%) from the previous year.

STAFF RECOMMENDATION

Receive and File

BOARD DECISION

Receive and File

- 302** Received from Sharon Mousseau, Lanark County Warden
Date November 24, 2011
Topic County OPP Costing

SUMMARY

Memo from Warden Mousseau outlining the rationale for the County requesting a service proposal and costing for a single agreement with the OPP along with the workplan to consider the proposal. She is asking all local municipalities to pass a resolution supporting this initiative.

COMMENT

Since support was not forthcoming from all municipalities this issue appears to have stalled.

STAFF RECOMMENDATION

Receive and File

BOARD DECISION

Mayor LeBlanc reported that the costing was going to proceed without support from all municipalities. Receive and File.

303 Received from OAPSB Zone 2
Topic 2012 Annual General Meeting
Date December 20, 2011

SUMMARY

Notice of the Annual General Meeting to be held January 27, 2012 in Smiths Falls.

STAFF RECOMMENDATION

Available members to attend. Receive and File

BOARD DECISION

Receive and File

304 Received from Ontario Association of Police Services Boards
Topic 50th Annual General Meeting and Conference
Date December 22, 2011

SUMMARY

Preliminary agenda for the 50th annual conference which is being hosted by the Ottawa PSB and held Apr. 18-21, 2012 at the Westin hotel.

STAFF RECOMMENDATION

Members who plan on attending the conference should let the Administrator know as soon as possible.

BOARD DECISION

All members plus the Administrator and Community Sgt. will attend. The Administrator will submit the conference registrations and individual members will be responsible for any hotel reservations.

305 Received from Nottawasaga Police Services Board
Topic Photo Radar
Date January 3, 2012

SUMMARY

The Nottawasaga PSB has passed a resolution asking the Premier to reintroduce photo radar in the province and are asking all other PSBs and municipal Councils to support them. This request was presented to the Planning and Protection Committee of Council at their last meeting and they are waiting for comment from the Board before making a decision.

STAFF RECOMMENDATION

Receive and File

BOARD DECISION

Motion 2012 – 02

Moved by Chris Gray

Seconded by Wendy LeBlanc

THAT this Board supports the resolution from the Nottawasaga PSB and that a letter be sent to Premier McGuinty expressing our support.

CARRIED

- 306** Received from Ontario Association of Police Services Boards
Topic 50th Annual General Meeting and Conference
Date January 5, 2012

SUMMARY

Notice of the upcoming Annual General Meeting and the minutes of the 2011 meeting along with information about sponsorship opportunities

COMMENT

Last year we contributed \$300 to Niagara PSB when they were hosts and the previous year we gave Cornwall PSB \$250.

STAFF RECOMMENDATION

To be discussed

BOARD DECISION

Motion 2012 – 03

Moved by Wendy LeBlanc

Seconded by Doug Black

THAT we contribute \$500 in sponsorship of the 2012 OAPSB conference being hosted by the Ottawa PSB.

CARRIED

V. REPORTS

None

VI. BUSINESS/DISCUSSIONS REQUIRING PARTICIPATION OF DETACHMENT COMMANDER

1. Financial Statements

November 2011 statements were reviewed

2. Detachment Commander's Report

The crime statistics for 2011 were reviewed with Sgt. Croth

VII. BY-LAWS

None

VIII. OTHER BUSINESS

1. Detachment Commander's Performance Review

The Board is required by the Police Service Act and our Policy No. 7 to monitor the Detachment Commander's performance and provide input to the Regional Commander by Mar. 31 each year. The Policy/Joint Protocol and a template for the review are enclosed

Bring Forward

2. 2012 Detachment Business Plan

Sgt. Croth is seeking input from the Board as he prepares the Detachment Business Plan

Bring Forward

There are no items for an **IN CAMERA** agenda at this time

IX. NEXT REGULAR MEETING

February 27, 2012 at 4:00 pm

X. ADJOURNMENT

The meeting was adjourned at 5:14 pm

Jamie DeBaie – Chair

Les Reynolds – Administrator

Date Approved -