



**Policy Review Committee Action Report  
for June 14<sup>th</sup>, 2011 held in the  
Council Chambers Immediately following Council**

**PRESENT:** Mayor LeBlanc, Deputy-Mayor Sonnenburg, Councillor Antonakos, Councillor Flynn, Councillor Probert, Councillor Black, Councillor Strike, Lisa Young, Director of Planning and Development, Duncan Rogers, Clerk, 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 122276 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?**

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.

122271      Received from    Source Water Protection Committee  
                 Addressed to      Town of Carleton Place  
                 Date                May 2011  
                 Topic                Source Water Protection.

**SUMMARY**

The Source Water Protection Committee is currently preparing draft regulations that will be designed to address significant threats to municipal water systems. The attached Source Protection Planning Bulletin provides an overview of the Committee's mandate. The Attached Assessment Report update includes a summary of potentially significant threats to each municipal system (see page 35 for Carleton Place). Regulations will be addressed for each of these significant threats.

**COMMENT**

For Council's Information.

**STAFF RECOMMENDATION**

Receive and file

**COMMITTEE DECISION**

Receive and file

**TO BE DISCUSSED**

122246      Received from    Joanne Henderson, Manager of Recreation & Culture  
Addressed to    Community Issues Committee  
Date              May 16<sup>th</sup>, 2011  
Topic             Cairn - St. James Park

**SUMMARY**

As requested, Manager of Recreation & Culture has obtained a quote to tear down and rebuild the Cairn in St. James Park. The quote is \$3,100.00 + HST. The plaque on the Cairn also needs some work. This is an unbudgeted item.

**UPDATE**

Council Strike was tasked with obtaining further information.

**STAFF RECOMMENDATION**

THAT Council Strike update Committee

**COMMITTEE DECISION**

THAT Councillor Strike be tasked with developing a repair plan for the Cairn that may include acquiring additional stones from other countries. Project to be included in 2012 budget. Receive and file.

122272      Received from    Dave Young, Director of Public Works  
Addressed to    Policy Review Committee  
Date              June 9<sup>th</sup>, 2011  
Topic             Tender for the Supply of Plow Equipment for Existing Cab & Chassis

**SUMMARY**

Tenders were received up until 11:00 a.m. Thursday, June 9<sup>th</sup>, 2011 for the supply of new plow & sand/salt unit for the recently acquired cab & chassis.

Tenders received were:

Malmberg Truck Trailer Equipment Ltd.	\$92,051.34
Larochelle Equipment	\$94,240.87

**COMMENT**

Staff have reviewed both tenders and Malmberg's bid satisfies tender requirements.

**STAFF RECOMMENDATION**

THAT Council hereby authorizes staff to issue a Purchase Order to Malmberg Truck Trailer Equipment Ltd. for the supply of plow equipment for existing cab & chassis (supplied by Town) for the tender price of \$92,051.34.

**COMMITTEE DECISION**

THAT Council hereby authorizes staff to issue a Purchase Order to Malmberg Truck Trailer Equipment Ltd. for the supply of plow equipment for existing cab & chassis (supplied by Town) for the tender price of \$92,051.34.

122273      Received from   Lisa Young, Director of Planning and Development  
Addressed to   Policy Review Committee  
Date                June 6<sup>th</sup>, 2011  
Topic              Partners in Planning Workshop

**SUMMARY**

The Ministry of Municipal Affairs and Housing in conjunction with the Ministry of Environment and Ministry of Natural Resources is offering a one day training workshop/web cast on June 27<sup>th</sup>. The attached brief outline provides the topics for discussion. This session is intended for the municipal audience.

**STAFF RECOMMENDATION**

That Councillors confirm with staff their attendance for this event.

**COMMITTEE DECISION**

Lisa Young, Director of Planning and Development will circulate info to Council. Receive and File.

122274      Received from   Lisa Young, Director of Planning and Development  
Addressed to   Policy Review Committee  
Date                June 6<sup>th</sup>, 2011  
Topic              Naming of Cavanagh Road (formerly Coleman Street)

**SUMMARY**

The committee decision on Communication 121139 was that a by-law renaming Coleman Street, from east of McNeely Avenue to the Town boundary, to Cavanagh Road be forwarded to Council. In order to do this the property had to be under the jurisdiction of the Town. The Ministry of Transportation has conveyed ownership of the portion of road built from the Coleman and Hooper Street intersection to the boundary of the Town. A public notice has been placed in Municipal Matters indicating that Council would be considering this issue on June 14<sup>th</sup>.

**STAFF RECOMMENDATION**

That a by-law be forward to Council renaming Coleman Street east of McNeely Avenue to the intersection of Hooper Street to Cavanagh Road and the portion of the road from the intersection of Coleman and Hooper Street to the Town boundary be dedicated as public highway and named Cavanagh Road.

**COMMITTEE DECISION**

That a by-law be forward to Council renaming Coleman Street east of McNeely Avenue to the intersection of Hooper Street to Cavanagh Road and the portion of the road from the intersection of Coleman and Hooper Street to the Town boundary be dedicated as public highway and named Cavanagh Road.

122275      Received from    Councillor Probert  
Addressed to    Policy Review Committee  
Date             June 9<sup>th</sup>, 2011  
Topic            Commemorative Program

**SUMMARY**

At the April 19<sup>th</sup>, 2011 meeting of the Community Issues Committee Communication 122171 was discussed (naming a street of the McKittrick Family) and Councillor Probert was tasked with developing a plan to have a bench installed as per the Commemorative Bench Policy.

The proposal, developed by Councillor Probert, has been distributed.

**STAFF RECOMMENDATION**

To be discussed

**COMMITTEE DECISION**

Councillor Probert was authorized to proceed with the proposed Victory Tree Program revised to be similar to the Commemorative Tree Policy. Cost of first tree to be funded from Council Promotions.

122276      Received from    Paul Knowles, Chief Administrative Officer  
Addressed to    Policy Review Committee  
Date             June 9<sup>th</sup>, 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**

- 11-01-11-1      a proposed or pending acquisition or disposition of land by the municipality or local board;
- 22-02-11-1      a proposed or pending acquisition or disposition of land by the municipality or local board;
- 12-10-10-2      a proposed or pending acquisition or disposition of land by the municipality or local board;
- 14-09-10-2      a proposed or pending acquisition or disposition of land by the municipality or local board;
- 12-04-11-1      personnel matters about an identifiable individual, including municipal or local board employees;
- 03-05-11-1      personnel matters about an identifiable individual, including municipal or local board employees;
- 14-06-11-1      a proposed or pending acquisition or disposition of land by the municipality or local board;
- 08-03-11-1      a proposed or pending acquisition or disposition of land by the municipality or local board;

**122276 Continued**

**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**

- 11-01-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 22-02-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 12-10-10-2 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 14-09-10-2 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 12-04-11-1 personnel matters about an identifiable individual, including municipal or local board employees;
- 03-05-11-1 personnel matters about an identifiable individual, including municipal or local board employees;
- 14-06-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;
- 08-03-11-1 a proposed or pending acquisition or disposition of land by the municipality or local board;

**REPORT TO COUNCIL**

- 11-01-11-1 Bring Forward
- 22-02-11-1 Bring Forward
- 12-10-10-2 THAT Council hereby authorizes the Mayor and the Clerk to execute an Agreement of Purchase and Sale with Turpin Group Limited for Parts 12 and 20 shown on the attached sketch for a price of \$295,900.
- 14-09-10-2 Receive and File.
- 12-04-11-1 Bring Forward
- 03-05-11-1 Receive and File.
- 14-06-11-1 Receive and File.
- 08-03-11-1 Bring Forward