

# MINUTES

## REGULAR MEETING OF COUNCIL OF THE TOWN OF CARLETON PLACE

Tuesday, December 17, 2019, 7:00 p.m.  
Town Hall Council Chambers

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

STAFF PRESENT: Diane Smithson, CAO  
Stacey Blair, Clerk  
Jennifer Hughes, By-law Administrative Clerk

### 1. CALL TO ORDER

Mayor Black called the second regular meeting of the 131st Council to order at 7:00 p.m.

### 2. APPROVAL OF AGENDA

#### **Motion No. 2-131-01**

**Moved by:** Councillor Seccaspina

**Seconded by:** Councillor Atkinson

THAT the Agenda be approved as presented.

**AMENDED**

#### **Amendment:**

#### **Motion No. 2-131-02**

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Fritz

THAT the agenda be amended to add the following item:

1. Extension of the exemption deadline under Development Charges By-law Nos. 76-2018 and 77-2018 and extension to the Development Permit

Agreement for Phases 1a and 1b of the McArthur Island Development to January 31, 2020.

**CARRIED**

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

None.

**4. APPROVAL OF MINUTES**

1. Council Minutes

**Motion No. 2-131-03**

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Seccaspina

THAT the Council Minutes dated December 3, 2019 be approved as presented.

**CARRIED**

**5. PRESENTATIONS**

None.

**6. CONSENT REPORT**

**Motion No. 2-131-04**

**Moved by:** Councillor Fritz

**Seconded by:** Councillor Seccaspina

THAT Council receive the Consent Report dated December 17, 2019.

December 3, 2019 – Regular Meeting

**Corporate Services**

**1. Updated Advisory Committees' Terms of Reference Template (Communication 131002)**

THAT the amended Terms of Reference template be used for all of the Town's Advisory Committees/Boards; and

THAT a Special Considerations section be added to capture any of the special provisions of any committees or boards; and

THAT it be clarified that student positions are non-voting and do not count towards quorum.

**2. CAO's Report - Delegated Authority (Communication 131003)**

THAT Council accept the CAO's Delegated Authority Report dated December 3, 2019 as information.

**CARRIED**

**7. MOTIONS**

Corporate Services

1. Municipal Modernization Program Application (Communication 131001)

**Motion No. 2-131-05**

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Tennant

THAT Council authorizes the application for Intake #1 of the Municipal Modernization Program for funding to undertake the development of an Asset Management Implementation Strategy and an Asset Management Systems Review.

**CARRIED**

2. Extension of Exemption Deadline

**Motion No. 2-131-06**

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Randell

THAT Council agrees to an extension of the exemption deadline under Section 1.1 (a) and (b) of Development Charges By-law 76-2018 and Section 4 (c) of the Water and Wastewater Charges By-law 77-2018 and an extension to the Development Permit Agreement for Phases 1a and 1b of the McArthur Island Development until January 31, 2020 on the understanding that no further extensions shall be granted.

**CARRIED**

**8. BY-LAWS**

1. By-law No. 120-2019 - Annual Fees and Charges

**Motion No. 2-131-07**

**Moved by:** Councillor Randell

**Seconded by:** Deputy Mayor Redmond

THAT By-law 120-2019 (**Annual Fees and Charges**) be read a first, second and third time and finally passed.

**CARRIED**

2. By-law No. 121-2019 - NuGlobe Subdivision Agreement

**Motion No. 2-131-08**

**Moved by:** Councillor Tennant

**Seconded by:** Councillor Randell

THAT By-law 121-2019 (**NuGlobe Coleman Street Subdivision Agreement**) be read a first, second and third time and finally passed.

**CARRIED**

**9. ANNOUNCEMENTS**

Councillor Fritz congratulated Jerry Flynn on being chosen as the Citizen of the Year.

Mayor Black reviewed the highlights of 2019 – the first year of the Council’s four-year term.

**10. CONFIRMATORY BY-LAW**

1. By-law No. 122-2019 - Confirmatory By-law

**Motion No. 2-131-09**

**Moved by:** Councillor Seccaspina

**Seconded by:** Councillor Fritz

THAT By-law 122-2019 (**To Confirm Council Proceedings**) be read a first, second, and third time and finally passed.

**CARRIED**

**11. O CANADA**

All rose for the singing of O Canada.

**12. ADJOURNMENT**

**Motion No. 2-131-10**

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Seccaspina

THAT the meeting be adjourned at 7:20 p.m.

**CARRIED**

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Doug Black, Mayor

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Stacey Blair, Clerk