

MINUTES

EMERGENCY MEETING OF COUNCIL OF THE TOWN OF CARLETON PLACE

**Wednesday, March 25, 2020, 4:00 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
Dave Young, Director of Public Works
Tracey Freill, Manager of Childcare Services
Lennox Smith, CBO
Meriah Caswell, Manager of Library Services
Robin Daigle, Manager of Engineering
Trisa McConkey, Treasurer
Joanna Bowes, Manager of Development Services
Joanne Henderson, Manager of Recreation and Culture
Pascal Meunier, Director of Protective Services

1. **CALL TO ORDER**

Mayor Black called the meeting to order at 4:02 p.m.

He opened the meeting by offering a sincere thank you for the cooperation that has been witnessed in the community during this crisis.

2. **APPROVAL OF AGENDA**

Motion No. E-2-131-01

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

THAT the Agenda be approved as presented.

CARRIED

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

None.

4. MOTIONS

1. Electronic Meeting Participation During a Declared Emergency

Motion No. E-2-131-02

Moved by: Councillor Atkinson

Seconded by: Councillor Fritz

THAT Procedural By-law 117-2018 be amended to allow for Council, Local Boards and Committees to hold electronic meetings in the event of a municipal or provincially declared emergency.

CARRIED

2. Municipal Interest Penalties/Charges During COVID-19 Pandemic

Motion No. E-2-131-03

Moved by: Councillor Randell

Seconded by: Deputy Mayor Redmond

THAT Council pass a By-law to waive penalties for late payments incurred from the date of passing of the By-law until it is repealed.

CARRIED

3. Waste Collection During COVID-19 Pandemic

Motion No. E-2-131-04

Moved by: Councillor Tennant

Seconded by: Councillor Randell

THAT one (1) additional bag of garbage per week per household be permitted during the declared province wide state of emergency for the COVID-19 pandemic.

CARRIED

5. BY-LAWS

1. By-law No. 25-2020 Lifting of one Foot Reserves - Dunlop Road, Antonakos Drive and Hooper Street

Motion No. E-2-131-05

Moved by: Councillor Fritz

Seconded by: Councillor Atkinson

THAT By-law 25-2020 (**To remove one foot reserves legally described as Block 267, Block 224 and Block 243 on Plan 27M-81 and to dedicate said reserves as a public highway**) be read a first, second and third time, and finally passed.

CARRIED

2. By-law No. 26-2020 Part Lot Control - 26-28 Matthews Street

Motion No. E-2-131-06

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Randell

THAT By-law 26-2020 (**Part Lot Control for 26-28 Matthews St.**) be read a first, second and third time and finally passed.

CARRIED

3. By-law No. 27-2020 Part Lot Control - 7-9 Berryman St.

Motion No. E-2-131-07

Moved by: Councillor Fritz

Seconded by: Councillor Seccaspina

THAT By-law No. 27-2020 (**Part Lot Control - 7-9 Berryman St.**) be read a first, second and third time and finally passed.

CARRIED

4. By-law No. 28-2020 Part Lot Control - 13-15 Berryman St.

Motion No. E-2-131-08

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Tennant

THAT By-law No. 28-2020 (**Part Lot Control - 13-15 Berryman St.**) be read a first, second and third time and finally passed.

CARRIED

5. By-law No.29-2020 Part Lot Control - 19-21 Berryman St.

Motion No. E-2-131-09

Moved by: Councillor Atkinson

Seconded by: Deputy Mayor Redmond

THAT By-law No. 29-2020 (**Part Lot Control - 19-21 Berryman St.**) be read a first, second and third time and finally passed.

CARRIED

6. By-law No. 30-2020 Part Lot Control - 25-27 Berryman St.

Motion No. E-2-131-10

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Randell

THAT By-law No. 30-2020 (**Part Lot Control - 25-27 Berryman St.**) be read a first, second and third time and finally passed.

CARRIED

7. By-law No. 31-2020 Amendment to Procedural By-law - Emergency Electronic Participation

Motion No. E-2-131-11

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

THAT By-law No. 31-2020 (**Electronic Participation During a Declared Emergency**) be read a first, second and third time and finally passed.

CARRIED

8. By-law No. 32-2020 Amend Fees and Charges, Water Rates and Interim Tax By-law

Motion No. E-2-131-12

Moved by: Councillor Atkinson

Seconded by: Councillor Fritz

THAT By-law No. 32-2020 (**Amends By-law Nos. 120-2019 Fees and Charges, 106-2019 Water Rates, and 115-2019 Interim Tax By-law**) be read a first, second and third time and finally passed.

CARRIED

6. CLOSED SESSION

Motion No. E-2-131-13

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

THAT the Council move into closed session at 4:21 p.m. to discuss matters subject to:

(b) personal matters about an identifiable individual, including municipal or local board employees;

(d) labour relations or employee negotiations;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

1. Terms and Conditions of Employment

2. Council/Staff Relations

AND THAT Diane Smithson, CAO and Stacey Blair, Clerk, and management staff (item 1) remain in the room, and Pascal Meunier, Director of Protective Services (item 2).

CARRIED

Motion No. E-2-131-14

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

THAT Council return to regular session at 6:32 p.m.

CARRIED

7. RISE AND REPORT

1. The CAO was provided with direction from Council.
2. A discussion was held regarding staff and council relations.

Councillor Atkinson left the meeting at 5:55 p.m. during the Closed Session.

8. CONFIRMATORY BY-LAW

1. By-law No. 33-2020 Confirmation of Council Proceedings

Motion No. E-2-131-15

Moved by: Councillor Randell

Seconded by: Councillor Tennant

THAT By-law 33-2020 (**To Confirm Council Proceedings**) be read a first, second and third time, and finally passed.

CARRIED

9. ADJOURNMENT

Motion No. E-2-131-16

Moved by: Councillor Fritz

Seconded by: Councillor Seccaspina

THAT the second Emergency Council Meeting of the Town of Carleton Place be adjourned at 6:35 p.m.

CARRIED

Doug Black, Mayor

Stacey Blair, Clerk