

## MINUTES

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

**Tuesday, November 10, 2020, 7:00 p.m.**

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  
Guy Bourgon, Director of Public Works  
Pascal Meunier, Director of Protective Services

#### 1. **CALL TO ORDER**

The 20th regular meeting of the 131st Council of the Town of Carleton Place was called to order by Mayor Black at 7:00 p.m.

#### 2. **APPROVAL OF AGENDA**

**Motion No. 20-131-01**

**Moved by:** Councillor Fritz

**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. **APPROVAL OF MINUTES**

1. Council Minutes

**Motion No. 20-131-02**

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Randell

THAT the Council Minutes dated October 27th, 2020 be accepted as presented.

**CARRIED**

**5. CONSENT REPORT**

**Motion No. 20-131-03**

**Moved by:** Councillor Randell

**Seconded by:** Councillor Seccaspina

THAT Council receive the Consent Report dated November 10th, 2020:

Physical Environment

1. Quarterly DWQMS Report - 3rd Quarter 2020 (Communication 131113)  
THAT the 3rd quarter DWQMS report be received as information.

Corporate Services

2. Development Permit By-law Housekeeping Amendment - Update (Communication 131108)

THAT Council receive as information the Financial Report from the Treasurer to September 30, 2020 and the Town's forecasted year end.

3. 2021 Water and Sewer Budget (Communication 131117)

THAT staff be authorized to present the draft 2021 Water and Sewer budget to the public for comment at the Committee of the Whole meeting on November 10, 2020.

Planning and Protection

4. Public Meeting Summary Report - Holding Zones (Communication 131119)

THAT Council receives the Public Meeting Summary Report for information and have regard for public comments received at the public meeting.

5. Public Meeting - 2021 Permit Fees (Communication 131121)

THAT staff be directed to advertise the public meeting on the Building Department's proposed 2021 Building Permit Fee Schedule as outlined in the Chief Building Official's report dated October 27, 2020.

6. Ocean Wave Fire Company (OWFC) and By-law Enforcement Activity Report for September 2020 (Communication 131122)

THAT the Director of Protective Services' Report on the activities of the Ocean Wave Fire Company (OWFC) and By-law Enforcement for the month of September 2020 be received as information.

Information Listing

7. Registry Office Closure and Storage

THAT the Town of Carleton Place supports the letter from the County of Lanark to support retaining the storage of surplus records.

**CARRIED**

**6. MOTIONS**

1. Transportation Master Plan Award (Communication 131115)

**Motion No. 20-131-04**

**Moved by:** Councillor Fritz

**Seconded by:** Councillor Atkinson

THAT Council award the Transportation Master Plan to Parsons as outlined in the report prepared by the Director of Public Works dated October 27, 2020; and

THAT the project be funded from Development Charges and from funds to be budgeted in the 2021 budget.

**CARRIED**

**7. BY-LAWS**

1. By-law 91-2020 Pedestrian Cross Overs - Ottawa Valley Rail Trail

**Motion No. 20-131-05**

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Fritz

THAT By-law 91-2020 (Pedestrian Crossovers Ottawa Valley Rail Trail - Amending Traffic and Parking By-law 46-2003) be read a first, second and third time, and finally passed.

**CARRIED**

2. By-law 92-2020 - Lake Avenue West Parking Restrictions

**Motion No. 20-131-06**

**Moved by:** Councillor Fritz

**Seconded by:** Councillor Randell

THAT By-law 92-2020 (Lake Avenue West Restrictions - Amending Traffic and Parking By-law 46-2003) be read a first, second and third time, and finally passed.

**CARRIED**

3. By-law 93-2020 Property Standards By-law (Repeals By-law 64-2008)

**Motion No. 20-131-07**

**Moved by:** Councillor Fritz

**Seconded by:** Councillor Atkinson

THAT By-law 93-2020 (Property Standards - Repeals By-law 64-2008) be read a first, second and third time, and finally passed.

**CARRIED**

4. By-law 94-2020 - Delegation of Authority (Repeals By-law 59-2019)

**Motion No. 20-131-08**

**Moved by:** Councillor Randell

**Seconded by:** Deputy Mayor Redmond

THAT By-law 94-2020 (Delegation of Authority - Repeals By-law 59-2019) be read a first, second and third time, and finally passed.

**CARRIED**

5. By-law 95-2020 - Part Lot Control 14-16 Taber Street

**Motion No. 20-131-09**

**Moved by:** Councillor Tennant

**Seconded by:** Councillor Fritz

THAT By-law 95-2020 (Part Lot Control 14-16 Taber Street) be read a first, second and third time, and finally passed.

**CARRIED**

**8. ANNOUNCEMENTS**

On behalf of the Council of the Town of Carleton Place, the Mayor acknowledged Remembrance Day.

Councillor Fritz announced that the giant pumpkin displayed outside of the Chamber of Commerce was purchased and donated by the Sister City Committee. In regular years, the Committee donates a pumpkin to the Town of Franklin, Tennessee which was not possible this year due to COVID-19.

**9. CONFIRMATORY BY-LAW**

1. By-law No. 96-2020 Confirmation of Council Proceedings

**Motion No. 20-131-10**

**Moved by:** Councillor Atkinson

**Seconded by:** Deputy Mayor Redmond

THAT By-law 96-2020 (Confirmation of Council Proceedings for November 10th, 2020) be read a first, second and third time, and finally passed.

**CARRIED**

**10. ADJOURNMENT**

**Motion No. 20-131-11**

**Moved by:** Councillor Tennant

**Seconded by:** Councillor Seccaspina

THAT the 20th regular meeting of the 131st Council of the Town of Carleton Place be hereby adjourned at 7:14 p.m.

**CARRIED**

---

Doug Black, Mayor

---

Stacey Blair, Clerk