

MINUTES

REGULAR MEETING OF COUNCIL OF THE TOWN OF CARLETON PLACE

Tuesday, February 23, 2021, 6:00 p.m.

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

STAFF PRESENT: Diane Smithson, CAO
Stacey Blair, Clerk
Guy Bourgon, Director of Public Works
Niki Dwyer, Director of Development Services
Trisa McConkey, Treasurer

1. CALL TO ORDER

Mayor Black called the meeting to order at 6:00 p.m.

2. APPROVAL OF AGENDA

Motion No. 4-132-01

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Atkinson

THAT the Agenda be approved as amended:

- Deferral of Motion 1 - Review of Recreation and Culture Cost Sharing Agreement

CARRIED

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

None.

4. APPOINTMENT BY-LAW - OFFICE OF COUNCILLOR

1. By-law No. 30-2021 - Appointment of Wesley Parsons (Office of Carleton Place Town Councillor)

Motion No. 4-132-02

Moved by: Councillor Tennant

Seconded by: Councillor Seccaspina

THAT By-law 30-2021 (Appointment of Wesley Parsons to the office of Carleton Place Town Councillor) be read a first, second and third time, and finally passed.

CARRIED

5. DECLARATION OF OFFICE AND OATH OF ALLEGIANCE

Newly appointed Councillor Parsons read aloud the Declaration of Office, as required by subsection 232(1) of the Municipal Act, 2001.

6. CLOSED SESSION

Motion No. 4-132-03

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Randell

THAT the Committee move into closed session at 6:05 p.m. to discuss matters subject to the Municipal Act, 2001, S.O. Section 239 (2):

- (b) personal matters about an identifiable individual, including municipal or local board employees; and
- (d) labour relations or employee negotiations

AND THAT Diane Smithson, CAO, Stacey Blair, Clerk, Trisa McConkey, Treasurer, and Elizabeth Hill and Erin Holl of Pesce & Associates, be permitted to participate in the Closed Session Zoom meeting.

- Pay Equity/Internal Equity Study Findings

CARRIED

Motion No. 4-132-04

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Tennant

THAT Council return to regular session at 6:58 p.m.

CARRIED

7. RISE AND REPORT

The CAO reported that during the Closed Session Council heard a presentation from the Town's consultants, Pesce & Associates, on the findings of our Pay Equity and Internal Equity study.

8. APPROVAL OF MINUTES

1. Council Minutes

Motion No. 4-132-05

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Atkinson

THAT the Council Minutes dated February 9th, 2021, be accepted as presented.

CARRIED

9. CONSENT REPORT

Motion No. 4-132-06

Moved by: Councillor Seccaspina

Seconded by: Councillor Randell

THAT Council receive the Consent Report dated February 23rd, 2021:

Physical Environment

**Quarterly Drinking Water Quality Management System Report
(Communication 132019)**

THAT the 2020 4th quarter Drinking Water Quality Management System (DWQMS) Report be received as information.

Policy Review

2021 Council Vacancy (Communication 132021)

THAT Council approves Option 1(a) of the Clerk's report dated February 9, 2021 and directs the Clerk to contact the next eligible candidate for the position of Councillor from the 2018 municipal election, subject to acceptance.

HR Policy Amendment - Service Recognition Program (Communication 132022)

THAT Council direct staff to amend the Town's HR Policy as it relates to Councillor years of service to allow for recognition of non-consecutive years of service.

CARRIED

10. MOTIONS

1. Temporary Patios (Communication 132024)

Motion No. 4-132-07

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

WHEREAS Resolution 13-131-06 was passed on June 23, 2020 to allow a total of (6) six parking space(s) immediately in front of businesses or expanded interlock bricked areas adjacent to the sidewalk to be used as patio or retail space on Bridge Street to be determined between the Town and the Downtown BIA; and

WHEREAS the Town also permitted the use of owner-owned parking space(s) in front of businesses to be used as patios in other areas of Town; and

WHEREAS the completion date for the use of patio space was set as October 13, 2020; and was further extended until October 31, 2020; and

WHEREAS the Town has been approached to permit temporary patios in 2021;

NOW THEREFORE Council approves permitting temporary patios in 2021 until October 31, 2021 in accordance with the terms and conditions established in 2020.

CARRIED

11. BY-LAWS

1. By-law No. 31-2021 (Amend Procedural By-law 117-2018)

Motion No. 4-132-08

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Randell

THAT By-law 31-2021 (Amendment to Procedural By-law 117-2018, Reading of Part Lot Control By-laws and Duties of Striking Committee) be read a first, second and third time, and finally passed.

CARRIED

2. By-law No. 32-2021 (Amendment of Development Permit By-law 15-2015, Mississippi Residential Sector)

Motion No. 4-132-09

Moved by: Deputy Mayor Redmond

Seconded by: Councillor Atkinson

THAT By-law 32-2021 (Amendment to the Development Permit By-law 15-2015, Mississippi Residential Sector/Interim Control By-law) be read a first, second and third time and finally passed.

CARRIED

12. ANNOUNCEMENTS

1. Proclamations

Mayor Black made proclamations recognizing Black History Month and Lunar New Year.

2. Pink Shirt Day - February 24, 2021

Councillor Atkinson spoke about Pink Shirt Day and the importance of addressing bullying.

13. CONFIRMATORY BY-LAW

1. By-law No. 33-2021 - Confirmation of Council Proceedings

Motion No. 4-132-10

Moved by: Councillor Tennant

Seconded by: Deputy Mayor Redmond

THAT By-law 33-2021 (Confirmation of Council Proceedings for February 23, 2021) be read a first, second and third time, and finally passed.

CARRIED

14. ADJOURNMENT

Motion No. 4-132-11

Moved by: Councillor Randell

Seconded by: Deputy Mayor Redmond

THAT the meeting be adjourned at 7:25 p.m.

CARRIED

Doug Black, Mayor

Stacey Blair, Clerk