

Committee of the Whole Minutes

Tuesday, May 23, 2023
Immediately Following Council

COUNCIL PRESENT: Toby Randell, Andrew Tennant, Linda Seccaspina, Jeff Atkinson, Dena Comley, Sarah Cavanagh, Mark Hinton

STAFF PRESENT: Diane Smithson, CAO, Stacey Blair, Clerk, Joanne Henderson, Manager of Recreation and Culture, Niki Dwyer, Director of Development Services, Jessica Hansen, Community Programmer, Guy Bourgon, Director of Public Works

1. CALL TO ORDER

Deputy Mayor Tennant called the meeting to order at 6:10 p.m.

2. APPROVAL OF AGENDA

Moved by: Sarah Cavanagh

Seconded by: Mark Hinton

THAT the agenda be accepted as presented.

CARRIED

3. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None.

4. MINUTES TO BE APPROVED AND RECEIVED

1. Committee of the Whole Minutes

Moved by: Toby Randell

Seconded by: Dena Comley

THAT the Committee of the Whole Minutes dated May 9, 2023, be accepted as presented.

CARRIED

5. DELEGATIONS/PRESENTATIONS

1. Ramy Saadeldin, Water Resources Engineer, Mississippi Valley Conservation Authority - Dam Upgrades and Requirements

Ramy Saadeldin, Water Resources Engineer for Mississippi Valley Conservation Authority, gave a presentation which reviewed existing public safety measures for the Carleton Place dam. The presentation also included recommendations on how to improve the safety of this area.

2. Diane Smithson, CAO - Strategic Plan 2023-2026

CAO Diane Smithson presented the Town's Strategic Plan for the current term of Council. CAO Smithson reviewed the priorities, goals, objectives, and action plans of the Plan.

Following the presentation, the Committee considered the following motion.

Moved by: Dena Comley

Seconded by: Jeff Atkinson

THAT the 2023-2026 Strategic Plan be approved.

CARRIED, CONSENT

6. REPORTS

1. Platform with Water Tank Tender Award (Communication 134055)

Moved by: Sarah Cavanagh

Seconded by: Linda Seccaspina

THAT Tender PW1-2023 for the purchase of a new platform with water tank be awarded to Aebi Schmidt Canada Inc. in the amount of \$119,216.24 (inclusive of net HST); and

THAT the budget deviation of \$4,216.24 be taken from any year end surplus or alternatively from the equipment reserve.

CARRIED, CONSENT

2. Bridge Street Re-Opening (Communication 134052)

Moved by: Sarah Cavanagh

Seconded by: Toby Randell

THAT Council approves providing \$10,000.00 to support the Bridge Street Re-Opening Celebration Event on June 24, 2023, with the cost to be funded from the Bridge Street Construction Contingency Fund.

CARRIED, CONSENT

3. 2023 Community Events (Communication 134053)

Councillor Atkinson requested that the motion be split into 2 (two) separate motions.

Moved by: Sarah Cavanagh

Seconded by: Linda Seccaspina

THAT Council approves proceeding with Option one (1) as outlined in the Community Programmer's Report dated May 23, 2023 for the Summer Nights Outdoor Concert Series.

CARRIED, CONSENT

Moved by: Toby Randell

Seconded by: Linda Seccaspina

THAT an additional \$10,000.00 be allocated for the post-parade event in November 2023 with the budget deviation being funded from any year-end surplus, if any or from the Administrative reserve.

CARRIED, CONSENT

4. Official Plan Review – Final Amendment Proposal (Communication 134054)

This matter was deferred until the Committee of the Whole meeting of June 6, 2023 to allow members more time to consider the proposed amendments.

Moved by: Jeff Atkinson

Seconded by: Dena Comley

THAT Council pass a by-law to amend the Official Plan as presented in Communication 134054 by the Director of Development Services dated May 23, 2023.

DEFERRED

5. Community Improvement Plan (CIP) 2023 Priority Funding Area(s)
(Communication 134056)

Moved by: Linda Seccaspina

Seconded by: Sarah Cavanagh

THAT Council prioritize the \$50,000 included in the 2023 budget to
Community Improvement Programs for Affordable Housing and/or
Accessibility as outlined in the CAO's report dated May 23, 2023; and

THAT any unused funds at year-end be carried over into the next fiscal
year and funded to a level as determined by Council as part of the Town's
annual budgeting process.

CARRIED, CONSENT

7. NEW/OTHER BUSINESS

None.

8. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

Moved by: Sarah Cavanagh

Seconded by: Toby Randell

THAT the following minutes be received:

- Urban Forest River Corridor - April 26, 2023
- Environmental Advisory - May 4, 2023

CARRIED

9. INFORMATION LISTING

None.

10. NOTICE OF MOTIONS

None.

11. ADJOURNMENT

THAT the meeting be adjourned at 8:15 p.m.

Deputy Mayor Tennant

Stacey Blair, Clerk