

MINUTES

REGULAR MEETING OF COUNCIL OF THE TOWN OF CARLETON PLACE

Tuesday, November 21, 2023

6:00 p.m.

COUNCIL PRESENT: Mayor Randell
Deputy Mayor Tennant
Councillor Seccaspina
Councillor Atkinson
Councillor Comley
Councillor Cavanagh
Councillor Hinton

STAFF PRESENT: Diane Smithson, CAO
Stacey Blair, Clerk

1. LAND ACKNOWLEDGEMENT

Mayor Randell read the Town's Land Acknowledgement Statement.

2. CALL TO ORDER

Mayor Randell called the meeting to order at 6:01 p.m.

3. APPROVAL OF AGENDA

Motion No. 18-134-01

Moved by: Councillor Atkinson

Seconded by: Councillor Comley

THAT the Agenda be approved as presented.

CARRIED

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

None.

5. APPROVAL OF MINUTES

1. Council Minutes

Motion No. 18-134-02

Moved by: Councillor Hinton

Seconded by: Councillor Seccaspina

THAT the Council Minutes dated November 7, 2023 be accepted as presented.

CARRIED

6. CONSENT REPORT

Motion No. 18-134-03

Moved by: Councillor Atkinson

Seconded by: Deputy Mayor Tennant

THAT Council receive the Consent Report dated November 21, 2023:

Carleton Place Fire Department (CPFD) and By-law Enforcement – 2023 3rd Quarter Activity Report (Communication 134112)

THAT the Director of Protective Services' Report on the 3rd Quarter 2023 activities of the Carleton Place Fire Department (CPFD) and By-law Enforcement be accepted as information.

Development Permit By-law Update (Communication 134115)

THAT Council direct Staff to proceed with Option 2 to repeal and replace the current Development Permit By-law 15-2015.

Financial Report to October 31, 2023 (Communication 134116)

THAT Council receives the Financial Report from the Treasurer to October 31, 2023, as information.

ROMA Delegations

THAT Council supports the following requests for Ministry delegations at the 2024 Rural Ontario Municipal Conference (ROMA) conference:

1. Ministry of Education – requirement for new schools in Carleton Place
2. Ministry of Transportation – funding for Highway 7 and 15 Improvements through Carleton Place

Consent Items from the November 9, 2023, Special Committee of the Whole Meeting (Budget Presentations)

Reserve Policy

THAT staff be instructed to prepare a new Reserve Policy.

Tax Rate Increase for 2024

THAT Council authorizes staff to present the 2024 budget to the public at the November 21, 2023 Committee of the Whole meeting, based on a 2.25% increase.

CARRIED

7. BY-LAWS

1. By-law No. 93-2023 (To Adopt an Emergency Measures Plan)

Motion No. 18-134-04

Moved by: Councillor Comley

Seconded by: Councillor Cavanagh

THAT By-law No. 93-2023 (To Adopt an Emergency Measures Plan) be read a first, second and third time, and finally passed.

CARRIED

2. By-law No. 94-2023 (To Appoint an Emergency Management Committee)

Motion No. 18-134-05

Moved by: Councillor Cavanagh

Seconded by: Councillor Seccaspina

THAT By-law No. 94-2023 (To Appoint an Emergency Management Committee) be read a first, second and third time and finally passed.

CARRIED

3. By-law No. 95-2023 (To Adopt Official Plan Amendment No. 9 (OPA-01-2023) 163 Townline Rd.)

Motion No. 18-134-06

Moved by: Deputy Mayor Tennant
Seconded by: Councillor Comley

THAT By-law No. 95-2023 (To Adopt Official Plan Amendment No. 9 (OPA-01-2023) 163 Townline Rd.) be read a first, second and third time and finally passed.

CARRIED

4. By-law No. 96-2023 (To Adopt an Amendment to Traffic and Parking By-law No. 46-2003, All-Way Stop Signs at Certain Intersections on Morris St.)

Motion No. 18-134-07

Moved by: Deputy Mayor Tennant
Seconded by: Councillor Comley

THAT By-law No. 96-2023 (To Adopt an Amendment to Traffic and Parking By-law No. 46-2003, All-Way Stop Signs at Certain Intersections on Morris St.) be read a first, second and third time and finally passed.

CARRIED

8. ANNOUNCEMENTS

Mayor Randell noted the following date of significance during this evening's Council meeting:

- International Day for the Elimination of Violence Against Women - November 25th, 2023

Council presented the following Town of Carleton Place Staff with Service Awards:

- Jeff Atkinson, Council, 5 years
- Toby Randell, Council, 5 years
- Andrew Tennant, Council, 5 years
- Linda Seccaspina, Council, 5 years
- Trisa McConkey, Treasury, 5 years
- Diane Smithson, Administration, 5 years

- Stacey Bottema, Administration, 5 years
- Pascal Meunier, Fire Department, 5 years
- Andrew Baird, Fire Department, 5 years
- Kurt Fisher, By-law Department, 5 years
- Meriah Caswell, Library, 10 years
- Kyle Ferguson, Public Works Department, 10 years
- Tom McGonegal, Recreation and Culture, 15 years
- Mike Hart, Public Works Department, 15 years
- Brent Church, Fire Department, 15 years
- Bobbi McCann, Clerk's Department, 20 years
- Jason Jackson, Public Works Department and Fire Department, 20 years
- Greg McIntosh, Fire Department, 20 years
- Kerith Bellefeuille, Childcare Services Department, 25 years
- Shelly Smith, Childcare Services Department, 25 years

Councillor Seccaspina reminded everyone of two different events taking place on Saturday, November 25th, 2023:

- The Downtown Carleton Place Santa Claus Parade; and
- The Carleton Place and Beckwith Heritage Museum's Junk and Disorderly

Councillor Cavanagh announced that the Carleton Place Home for the Holidays Night Market will take place on November 30th, 2023 in the downtown district.

9. CONFIRMATORY BY-LAW

1. By-law No. 97-2023 (Confirmation of Council Proceedings)

Motion No. 18-134-08

Moved by: Councillor Hinton

Seconded by: Councillor Cavanagh

THAT By-law 97-2023 (Confirmation of Council Proceedings for November 21, 2023) be read a first, second and third time, and finally passed.

CARRIED

10. ADJOURNMENT

Motion No. 18-134-09

Moved by: Councillor Atkinson

Seconded by: Deputy Mayor Tennant

THAT the meeting be adjourned at 6:13 p.m.

CARRIED

Toby Randell, Mayor

Stacey Blair, Clerk