

## Committee of the Whole Minutes

**Tuesday, November 21, 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, Trisa McConkey, Treasurer, Meriah Caswell, Library CEO, Guy Bourgon, Director of Public Works, Niki Dwyer, Director of Development Services

OTHERS PRESENT: Daniel Sirois - Delegate

### 1. CALL TO ORDER

Councillor Jeff Atkinson called the meeting to order at 6:15 p.m.

### 2. APPROVAL OF AGENDA

**Moved by:** Dena Comley

**Seconded by:** Sarah Cavanagh

THAT the agenda be accepted as presented.

**CARRIED**

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

1. Andrew Tennant - Interim Control By-law – Strategic Properties (Communication 134125)

Deputy Mayor Tennant is the owner of a property close to one of the strategic properties.

### 4. MINUTES TO BE APPROVED AND RECEIVED

1. Committee of the Whole Minutes

**Moved by:** Mark Hinton

**Seconded by:** Linda Seccaspina

THAT the Committee of the Whole Minutes dated November 7, and November 9, 2023 be accepted as presented.

**CARRIED**

**5. DELEGATIONS/PRESENTATIONS**

1. Trisa McConkey, Treasurer - Presentation of 2024 Draft Budget  
Treasurer Trisa McConkey presented the 2024 draft budget which proposes a 2.25% levy increase.
2. Meriah Caswell, Library CEO - Library Strategic Plan  
Library CEO Meriah Caswell presented the 2024-2028 Carleton Place Public Library Strategic Plan. She provided details of the strategic priorities which are focused on increased community connections, adapting and growing with the community and raising the profile of the library.

**6. REPORTS**

1. Nelson Street Reconstruction - Scope Change (Communication 134124)

**Moved by:** Andrew Tennant

**Seconded by:** Linda Seccaspina

THAT Council approves the scope change to the Nelson Street Road Reconstruction to include the upsizing of the watermain from 200mm to 300mm as per the Water and Wastewater Master Plan to support future development; and

THAT the funds for the upsizing of the watermain be taken from Development Charges.

**CARRIED, CONSENT**

2. Interim Control By-law – Strategic Properties (Communication 134125)

Andrew Tennant declared a conflict on this item. (Deputy Mayor Tennant is the owner of a property close to one of the strategic properties.)

Deputy Mayor Tennant did not participate in the discussion or decision of this matter.

Daniel Sirois was registered as a delegate regarding this topic. Representing the owners of 150 Rosamond Street, Mr. Sirois requested that this property be excluded from the area subject to the Interim Control By-law.

**Moved by:** Dena Comley  
**Seconded by:** Mark Hinton

THAT the motion be amended to exclude the property at 150 Rosamond Street.

**CARRIED**

**Moved by:** Dena Comley  
**Seconded by:** Toby Randell

THAT Council pass an Interim Control By-law to pause the review of Development Permits for "Strategic Properties" identified in the current Development Permit By-law pending the completion of an updated Development Permit By-law; and

THAT the property located at 150 Rosamond Street be excluded from the identified "Strategic Properties".

**CARRIED, BY LAW PREPARED**

**7. NEW/OTHER BUSINESS**

None.

**8. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES**

**Moved by:** Mark Hinton  
**Seconded by:** Dena Comley

THAT the following minutes be received:

- Urban Forest/River Corridor Committee - October 25, 2023
- Environmental Advisory Committee - November 6, 2023

**CARRIED**

**9. NOTICE OF MOTIONS**

None.

**10. ADJOURNMENT**

**Moved by:** Linda Seccaspina

**Seconded by:** Sarah Cavanagh

THAT the meeting be adjourned at 7:24 p.m.

**CARRIED**

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Councillor Atkinson

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Stacey Blair, Clerk