

## MINUTES

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

Tuesday, March 26, 2024

6:00 p.m.

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

COUNCIL ABSENT: Councillor Atkinson, with regrets  
Councillor Hinton, with regrets

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. 04-135-01

**Moved by:** Councillor Cavanagh

**Seconded by:** Deputy Mayor Tennant

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. 04-135-02**

**Moved by:** Councillor Comley

**Seconded by:** Councillor Seccaspina

THAT the Council Minutes dated March 5, 2024, be accepted as presented.

**CARRIED**

**6. MOTIONS**

1. Lanark County Traffic Advisory Working Group

**Motion No. 04-135-03**

**Moved by:** Deputy Mayor Tennant

**Seconded by:** Councillor Cavanagh

THAT Dena Comley be appointed to represent the Council of the Town of Carleton Place on the Lanark County Traffic Advisory Working Group.

**CARRIED**

**7. CONSENT REPORT**

**Motion No. 04-135-04**

**Moved by:** Councillor Cavanagh

**Seconded by:** Councillor Comley

THAT Council receive the Consent Report dated March 26, 2024:

1. Carleton Place Drinking Water System 2023 Annual Report  
(Communication 135014)

THAT Council accepts the Carleton Place Drinking Water System 2023 Annual Report as information; and

THAT the report be made available to the public via the Town's website.

**RISE AND REPORT**

2. THAT Jessey Rice be appointed to the Environmental Advisory Committee for the remainder of this term of Council.

**CARRIED**

**8. BY-LAWS**

1. By-law No. 15-2024 (To Regulate Open Air Burning - Repeals By-law 21-2004)

**Motion No. 04-135-05**

**Moved by:** Councillor Seccaspina

**Seconded by:** Deputy Mayor Tennant

THAT By-law 15-2024 (To Regulate Open Air Burning - Repeals By-law 21-2004) be read a first, second, and third time, and finally passed.

**CARRIED**

2. By-law No. 16-2024 (To Amend Fees and Charges By-law 81-2023 - Childcare Fees)

**Motion No. 04-135-06**

**Moved by:** Councillor Cavanagh

**Seconded by:** Councillor Comley

THAT By-law 16-2024 (To Amend Fees and Charges By-law 81-2023 - Childcare Fees) be read a first, second, and third time, and finally passed.

**CARRIED**

3. By-law No. 17-2024 (To Authorize an Agreement with Veolia Canada)

**Motion No. 04-135-07**

**Moved by:** Councillor Seccaspina

**Seconded by:** Deputy Mayor Tennant

THAT By-law 17-2024 (To Authorize an Agreement with Veolia Canada) be read a first, second, and third time, and finally passed.

**CARRIED**

4. By-law No. 18-2024 (To Amend Development Permit By-law 15-2015 - McNeely Landing Subdivision)

**Motion No. 04-135-08**

**Moved by:** Councillor Comley

**Seconded by:** Councillor Cavanagh

THAT By-law 18-2024 (To Amend By-law 15-2015 - McNeely Landing Subdivision) be read a first, second, and third time, and finally passed.

**CARRIED**

5. By-law No. 19-2024 (To Amend the Town of Carleton Place Official Plan, By-law 34-2023 - Subdivision Community Consultation Provisions)

**Motion No. 04-135-09**

**Moved by:** Deputy Mayor Tennant

**Seconded by:** Councillor Seccaspina

THAT By-law 19-2024 (To Adopt Official Plan Amendment No. 10 (Subdivision Community Consultation Provisions)) be read a first, second, and third time, and finally passed.

**CARRIED**

6. By-law No. 20-2024 (To Remove One Foot Reserves - O'Donovan Drive)

**Motion No. 04-135-10**

**Moved by:** Councillor Comley

**Seconded by:** Councillor Cavanagh

THAT By-law 20-2024 (To Remove One Foot Reserves - O'Donovan Drive) be read a first, second, and third time, and finally passed.

**CARRIED**

**9. ANNOUNCEMENTS**

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

- April 9th – Vimy Ridge Day

- April 11th – World Parkinson’s Awareness Day

The Mayor also noted that there is a fire ban in the Town of Carleton Place as well as in other nearby communities.

Councillor Seccaspina thanked Councillor Comley for her efforts in selling tulips as a fundraising initiative for Parkinson's Disease.

The Mayor wished everyone a Happy Easter.

**10. CONFIRMATORY BY-LAW**

1. By-law No. 21-2024 (Confirmation of Council Proceedings)

**Motion No. 04-135-11**

**Moved by:** Deputy Mayor Tennant

**Seconded by:** Councillor Cavanagh

THAT By-law 21-2024 (Confirmation of Council Proceedings for March 26, 2024) be read a first, second and third time, and finally passed.

**CARRIED**

**11. ADJOURNMENT**

**Motion No. 04-135-12**

**Moved by:** Councillor Cavanagh

**Seconded by:** Councillor Comley

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

**CARRIED**

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Toby Randell, Mayor

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Stacey Blair, Clerk