

Committee of the Whole Minutes

Tuesday, June 11, 2024
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, Guy Bourgon, Director of Public Works, Ross Rankin, Property and Project Manager, Niki Dwyer, Director of Development Services, Trisa McConkey, Treasurer, Joanne Henderson, Manager of Recreation and Culture

1. CALL TO ORDER

Councillor Sarah Cavanagh called the meeting to order at 6:23 p.m.

2. APPROVAL OF AGENDA

Moved by: Linda Seccaspina

Seconded by: Jeff Atkinson

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: Mark Hinton

Seconded by: Toby Randell

THAT the Committee of the Whole Minutes dated May 21, 2024, be accepted as presented.

CARRIED

5. REPORTS

1. Industrial Avenue Pumping Station (Communication 135139)

Moved by: Jeff Atkinson

Seconded by: Linda Seccaspina

THAT Council receive the Industrial Avenue Pumping Station report dated June 11, 2024 by the Director of Public Works as information in advance of 2025 Water and Sewer budget considerations.

CARRIED, CONSENT

2. Zamboni Snow Melting Pit Grate Emergency Repairs (Communication 135140)

Moved by: Andrew Tennant

Seconded by: Dena Comley

THAT Council receive as information the report from the Property and Project Manager on the emergency repairs to the Zamboni Snow Melting Pit Grate dated June 11, 2024; and

THAT the budget deviation of \$31,160.63 be funded through the year end surplus, if any, or from the Administrative Reserve.

CARRIED, CONSENT

3. Reserve Policy (Communication 135141)

Moved by: Linda Seccaspina

Seconded by: Jeff Atkinson

THAT Council approves the Reserve Policy as outlined in the Treasurer's report dated June 11, 2024.

CARRIED, CONSENT

4. Year-End Results for 2023 (Communication 135142)

Moved by: Jeff Atkinson

Seconded by: Toby Randell

THAT Council receives the Year-End Financial Report from the Treasurer dated June 11, 2024 as information.

CARRIED, CONSENT

- 5. Financial Report to April 30, 2024 (Communication 135143)

Moved by: Mark Hinton
Seconded by: Dena Comley

THAT Council receives the Financial Report from the Treasurer to April 30, 2024, as information.

CARRIED, CONSENT

- 6. Miller’s Crossing and Coleman Central Parks (Communication 135144)

Moved by: Mark Hinton
Seconded by: Toby Randell

THAT Council approves up to an additional \$75,000.00 to address any change orders which may arise during the construction of the Miller’s Crossing and Coleman Central parks and that the additional amount be funded from Development Charges.

CARRIED, CONSENT

- 7. 2024/2025 Ice Rental Rates (Communication 135145)

After a discussion regarding the increased cost of living, the Town's finances and annual rate increases, the following amended motion was passed which exempts contributing individuals (Town of Carleton Place and Township of Beckwith residents) from the 3% rate increase for the 2024/2025 season.

Moved by: Andrew Tennant
Seconded by: Toby Randell

THAT the necessary By-law be prepared to authorize a 0% increase for contributing individuals and a 3% increase for non-contributing individuals for the to ice rental rates for the 2024/2025 ice rental season.

CARRIED, BY LAW PREPARED

8. 2024/2025 Pool Rental Rates (Communication 135146)

This matter was discussed in tandem with the discussion regarding Ice Rental Rates. The following amended motion was considered on the same rationale as previously discussed.

Moved by: Toby Randell

Seconded by: Mark Hinton

THAT the necessary By-law be passed to authorize a 0% increase for contributing individuals and a 3% increase for non-contributing individuals for pool rental rates for the upcoming year, effective Monday, September 2, 2024 to Sunday, August 31, 2025.

CARRIED, BY LAW PREPARED

6. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

1. Receiving of Minutes

Moved by: Andrew Tennant

Seconded by: Dena Comley

THAT the following minutes be received:

- BIA Board - February 22, March 14 and April 4, 2024
- Library Board - April 17, 2024
- Urban Forest/River Corridor - May 22, 2024

CARRIED

2. BIA Resignation

Moved by: Jeff Atkinson

Seconded by: Mark Hinton

THAT Council accept the resignation from Kaitey Cosgrove from the BIA board of directors; and

THAT the BIA be directed to advertise for a new board member.

CARRIED

7. INFORMATION LISTING

- Mississippi Valley Conservation Authority Board Summary - May 13, 2024
- Letter of Support - Building to Net Zero Project - June 6, 2024

Councillor Atkinson requested that the Letter of Support - Building to Net Zero Project, be voted on separately.

Moved by: Jeff Atkinson
Seconded by: Dena Comley

THAT the Information Listing dated June 11, 2024 be received:

- Mississippi Valley Conservation Authority Board Summary - May 13, 2024

CARRIED

Moved by: Jeff Atkinson
Seconded by: Dena Comley

THAT Council authorize staff to send a letter of support to the County of Lanark for their application to ICLEI Canada Building to Net-Zero Project.

CARRIED, CONSENT

8. CLOSED SESSION

- Purchase or Disposition of Land (items 1, 2, 3, 4 and 6)
- Legal Matter (item 5)

Moved by: Linda Seccaspina
Seconded by: Mark Hinton

THAT the Committee move into closed session at 7:29 p.m. to discuss matters subject to the *Municipal Act* Section 239 (2):

(c) Proposed or pending acquisition or disposition of land by the municipality or local board (items 1, 2, 3, 4, and 6);

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (item 5);

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; (items 2, 3, and 4)

AND THAT the following persons be permitted to participate in the meeting:

- Diane Smithson, CAO (all items)
- Stacey Blair, Clerk (all items)
- Niki Dwyer, Director of Development Services (items 1 and 2)
- Trisa McConkey, Treasurer (item 2)
- Joanne Henderson, Manager of Recreation and Culture (item 5)

CARRIED

Moved by: Mark Hinton

Seconded by: Dena Comley

THAT the Committee return to regular session at 8:41 p.m.

CARRIED

9. RISE AND REPORT

CAO Diane Smithson reported that during the closed session, staff direction was provided for all items.

10. ADJOURNMENT

Moved by: Jeff Atkinson

Seconded by: Andrew Tennant

THAT the meeting be adjourned at 8:43 p.m.

CARRIED

Councillor Cavanagh

Stacey Blair, Clerk