

MINUTES

REGULAR MEETING OF COUNCIL OF THE TOWN OF CARLETON PLACE

Tuesday, November 26, 2024

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

1. LAND ACKNOWLEDGEMENT

Mayor Randell read the Town's Land Acknowledgement Statement.

2. CALL TO ORDER

Mayor Randell called the meeting to order at 6:02 p.m.

3. APPROVAL OF AGENDA

Motion No. 18-135-01

Moved by: Councillor Comley

Seconded by: Councillor Cavanagh

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. 18-135-02

Moved by: Councillor Seccaspina

Seconded by: Councillor Atkinson

THAT the Council Minutes dated November 12, 2024, be accepted as presented.

CARRIED

6. MOTIONS

1. Growth and the need for Water and Wastewater Plant Expansions

Motion No. 18-135-03

Moved by: Councillor Hinton

Seconded by: Councillor Comley

THAT the Water and Wastewater Plant expansions be added as capital projects in the 2025 Water and Sewer Budget; and

THAT the Treasurer be directed to seek long term debt financing for the expansion projects and report back to Council; and

THAT staff be authorized to proceed to tender the Water and Wastewater Plant expansions in January and report back on tender results.

CARRIED

7. CONSENT REPORT

Motion No. 18-135-04

Moved by: Deputy Mayor Tennant

Seconded by: Councillor Cavanagh

THAT Council receive the Consent Report dated November 26, 2024.

Consent Items from the November 12, 2024, Committee of the Whole Meeting

1. **Carleton Place Fire Department and Municipal Law Enforcement 2024 3rd Quarter Activity Report (Communication 135188)**

THAT the Acting Director of Protective Services' Report on the 3rd Quarter 2024 activities of the Carleton Place Fire Department (CPFD) and Municipal Law Enforcement be accepted as information.

2. Updated Emergency Plan (Communication 135189)

THAT Council approves the updated Emergency Plan for 2025 and instructs staff to forward this information to the Office of the Fire Marshal and Emergency Management Ontario as part of the Province's annual compliance process.

3. Financial Report to October 31, 2024 (Communication 135190)

THAT Council receives the Financial Report from the Treasurer to October 31, 2024, as information.

Consent Items from the November 21, 2024, Special Committee of the Whole Meeting

4. THAT Council supports proceeding with the renovations to the Town Hall at a cost of \$298,000 which will be funded from the funding for the Building Automation System for the Arena (\$150,000), \$45,000 carried over from 2024 for the second floor painting/flooring and \$103,000 from reserves.
5. THAT Council supports a total 8% tax increase for 2025 comprised of 4% to offset the OPP increase and 4% for Town purposes.
6. THAT Council supports retaining the approved 4% OPP increase and 4% Town purposes tax increase should funding be provided by the Province of Ontario to offset the cost of the OPP increase for 2025; and

THAT should Provincial funding be received, it be placed into reserves.

7. THAT Council directs the Treasurer to present to the public for comment at the November 26, 2024 Committee of the Whole meeting the Draft 2025 Budget based on a 4% increase to offset the OPP increase and 4% for Town purposes.

CARRIED

8. BY-LAWS

1. By-law No. 80-2024 (Emergency Management By-law)

Motion No. 18-135-05

Moved by: Councillor Hinton
Seconded by: Councillor Cavanagh

THAT By-law 80-2024 (the Emergency Management By-law) be read a first, second, and third time, and finally passed.

CARRIED

2. By-law No. 81-2024 (To Amend Traffic and Parking By-law 46-2003 - Riddell Street)

Motion No. 18-135-06

Moved by: Councillor Atkinson
Seconded by: Councillor Comley

THAT By-law 81-2024 (Amend Traffic and Parking By-law 46-2003 - Riddell Street) be read a first, second and third time, and finally passed.

CARRIED

9. ANNOUNCEMENTS

- Deputy Mayor Tennant thanked all involved in organizing the successful and well attended Winterfest event last weekend.
- Deputy Mayor Tennant announced that Mayor Randell was recently elected as County Warden, the first representative from Carleton Place since 2007.
- Councillor Seccaspina noted that today, November 26, 2024 is Wear Purple Day in solidarity with victims and survivors of violence, to raise awareness and spark change.
- The Carleton Place Chamber of Commerce 2025 Information Guide is coming out soon.

Other highlighted and announced events can be found on the Community Events calendar on the Town's website.

10. CONFIRMATORY BY-LAW

1. By-law No. 82-2024 (Confirmation of Council Proceedings)

Motion No. 18-135-07

Moved by: Councillor Hinton
Seconded by: Deputy Mayor Tennant

THAT By-law 82-2024 (Confirmation of Council Proceedings for November 26, 2024) be read a first, second and third time, and finally passed.

CARRIED

11. ADJOURNMENT

Motion No. 18-135-08

Moved by: Councillor Cavanagh
Seconded by: Councillor Seccaspina

THAT the meeting be adjourned at 6:11 p.m.

CARRIED

Toby Randell, Mayor

Diane Smithson, CAO/Deputy Clerk