

Committee of the Whole Minutes

**Tuesday, January 28, 2025
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, Niki Dwyer, Director of Development Services, Tyler Duval, Senior Planner, Guy Bourgon, Director of Public Works

OTHERS PRESENT: Emily Hollington, Director of Social Services, Lanark County, Robin Daigle, Project Manager, Inverness Homes & Realty, Tony Fleming, Solicitor/Integrity Commissioner

1. CALL TO ORDER

Councillor Dena Comley called the meeting to order at 6:09 p.m.

2. APPROVAL OF AGENDA

Moved by: Sarah Cavanagh

Seconded by: Mark Hinton

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: Toby Randell

Seconded by: Jeff Atkinson

THAT the Committee of the Whole Minutes dated January 14, 2025, be accepted as presented.

CARRIED

5. DELEGATIONS/PRESENTATIONS

1. Emily Hollington, Director of Social Services, Lanark County

Ms. Hollington was in attendance to give a presentation on the current situation regarding homelessness in the County. Her presentation included statistical information specific to the Town of Carleton Place. She outlined information with respect to prevention, response, and resolution. Ms. Hollington advised that the best course of action when trying to address individual incidents of homelessness is to contact Lanark County Social Services as they are best equipped to provide support.

6. REPORTS

1. McNeely Landing Subdivision Phase 1A (Communication 136003)

Moved by: Jeff Atkinson

Seconded by: Sarah Cavanagh

THAT Council authorize staff to execute a Pre-Servicing Agreement with Uniform Urban Developments to permit the construction of all on-site and off-site works associated with Phase 1A of the McNeely Landing Subdivision.

CARRIED, BY LAW PREPARED

2. SmartCentres 450 McNeely Avenue DP3-03-2024 (Communication 136004)

Moved by: Toby Randell

Seconded by: Mark Hinton

THAT the Committee of the Whole hereby authorizes the approval of application DP3-03-2024 for the property known as 450 McNeely Avenue, legally described as Beckwith Con 11 Pt Lots 15 and 16 Pt Rd Allow RP 27R9045 Parts 1 to 15 29 Pt Parts 16 to 20; Town of Carleton Place; and

THAT the Committee directs Staff to issue a Development Permit in accordance with Section 2.24 of Development Permit By-law 15-2015.

CARRIED

3. Inverness Homes, Comrie Hills DPA-02-2024 (Communication 136005)

Committee members expressed apprehensions regarding the private driving aisles of the planned unit development (PUD) component of the application. Their concerns focused on future maintenance responsibilities, potential challenges for emergency vehicle access due to road design, and parking congestion.

Staff clarified that the development would operate under a single ownership rental framework, with a sole property owner responsible for services such as garbage collection and snow removal. Staff summarized that the main objection voiced by the Committee is the creation of a residential district, Special Exception 2 Provision, which relates to the PUD.

Robin Daigle, Project Manager for Inverness Homes & Realty was present and answered questions regarding the rationale behind the PUD concept and its use of private driving aisles.

Considering the Committee's concerns regarding private driving aisles, and because the application filed by Inverness Homes Inc. was seeking amendments for several elements of the Development Permit By-law, the Director of Development Services recommended that the matter be deferred until the February 18, 2025, Committee of the Whole meeting so that staff could seek legal advice regarding the possibility of a partial approval of the application.

Moved by: Andrew Tennant

Seconded by: Jeff Atkinson

THAT Council pass a by-law to amend Development Permit By-law 15-2015 in accordance with DPA-02-2024 for the Comrie Hills Subdivision as outlined in the report by the Senior Planner dated January 28, 2025.

DEFERRED

4. Interim Report, Development Permit By-law Update (Communication 136006)

Senior Planner, Tyler Duval advised that members of the Committee will be provided with a tracked changes copy of the updated By-law in advance of its consideration at Council.

Moved by: Andrew Tennant

Seconded by: Jeff Atkinson

THAT Council receive the Development Permit By-law Background Report as information.

CARRIED, CONSENT

7. NEW/OTHER BUSINESS

1. Development Charges Background Study and By-law

CAO, Diane Smithson reported that since the statutory public meeting to consider new Development Charges, staff has been working with the consultant on the questions that were submitted. She reported that several road-related projects that the Town was working on with the County of Lanark have been removed from the calculation.

The roads projects removed from the Services Related to a Highway included on Table 5-8 Page 74 of the Development Charges Background Study include the following:

- Project 11 – McNeely Bridge / Road Widening / Multi Use Pathway (MUP) Town's Share
- Project 14 - Coleman/Cavanagh Rd MUP (north Side)
- Project 15 – Townline Road MUP (north side)
- Project 16 – Lake Ave MUP (north side)
- Project 17 – Gillies/Mill St. Bridges MUPs
- Project 18 – McNeely Ave Widening (with County) Hwy 7 to Cavanagh
- Project 19 – Townline (McNeely to east Town Limit) with County

The rate presented at the December 5th Special Council meeting was \$44,001 per new single-family dwelling but has now been reduced to \$39,549. There are two (2) remaining questions that need to be addressed and if the answers result in a lower rate, the change would be reflected in the by-law that is presented to Council on February 18, 2025.

The Committee confirmed that:

1. no further exemptions beyond those required by legislation would be included in the by-law, and
2. the effective date of the by-law would be the date of passing (February 18, 2025).

8. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

1. Advisory Committee and Board Minutes

Moved by: Mark Hinton

Seconded by: Sarah Cavanagh

THAT the following minutes be received:

- Heritage Committee - October 7, 2024
- Urban Forest/River Corridor Committee - October 23, 2024
- Environmental Advisory Committee - November 4, 2024, and January 6, 2025
- Carleton Place Public Library Board - November 20, 2024
- Business Improvement Area Board - November 28, 2024

CARRIED

2. OPP Detachment Board Transition Committee

CAO, Diane Smithson reported that the Ministry of the Solicitor General has approved the reduction in the size of the OPP Detachment Board from 20 members to 12 members. Consequently, amendments to the Terms of Reference were required to reflect this change.

This reduction has resulted in a significant decrease in the Board's budget. Last year, with a twenty-member board, the budget was \$152,950.00, whereas the 2025 budget, based on twelve members, is \$110,345.00. This represents a savings of \$42,605.00. The Town's proportional share of this levy is 17.2%, resulting in a savings of \$7,150.00 for the Town in 2025.

Additionally, it was reported that the reconfiguration of the Board has reduced the number of community representatives from eight (8) to two (2). Of the 13 applicants, Michael Vermette and Rod Bowes have been recommended by the Transition Committee for Council approval from each of the member municipalities.

Moved by: Toby Randell
Seconded by: Sarah Cavanagh

THAT the Council of the Town of Carleton Place approves the amended Terms of Reference for the Lanark County OPP Detachment Board; and

THAT the appointment of Michael Vermette and Rod Bowes as selected by the Transition Committee to the Community Representative positions on the Board be approved; and

THAT the draft 2025 budget for the Lanark County OPP Detachment Board be approved.

CARRIED, CONSENT

9. INFORMATION LISTING

Moved by: Linda Seccaspina
Seconded by: Mark Hinton

THAT the Information Listing dated January 28, 2024, be received:

- Drinking Water Quality Management Standard Management Review Minutes, December 11, 2024
- Drinking Water Quality Management Standard Management 2024 4th Quarter Report
- City of Markham, Solve the Crisis, December 18, 2024
- City of Peterborough, Bill 242, January 13, 2025

CARRIED

10. CLOSED SESSION

- Legal Advice – Community Planning Matter

Moved by: Mark Hinton
Seconded by: Sarah Cavanagh

THAT the Committee move into closed session at 8:09 p.m. to discuss a matter subject to the *Municipal Act* Section 239 (2):

(f) advice that is subject to solicitor-client privilege;

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

- Diane Smithson, CAO
- Stacey Blair, Clerk
- Niki Dwyer, Director of Development Services
- Tony Fleming, Solicitor

CARRIED

Moved by: Mark Hinton

Seconded by: Sarah Cavanagh

THAT the Committee of the Whole return to regular session at 8:34 p.m.

CARRIED

11. RISE AND REPORT

The CAO reported that solicitor Tony Fleming provided information to the Committee during the closed session.

12. ADJOURNMENT

Moved by: Mark Hinton

Seconded by: Sarah Cavanagh

THAT the meeting be adjourned at 8:34 p.m.

CARRIED

Councillor Comley

Stacey Blair, Clerk