

## **Committee of the Whole Minutes**

**Tuesday, March 11, 2025  
Immediately Following Council**

**COUNCIL PRESENT:** Andrew Tennant, Linda Seccaspina, Jeff Atkinson, Dena Comley, Sarah Cavanagh

**COUNCIL ABSENT:** Toby Randell, with regrets, Mark Hinton, with regrets

**STAFF PRESENT:** Diane Smithson, CAO, Stacey Blair, Clerk, Guy Bourgon, Director of Public Works, Ross Rankin, Property and Project Manager, Jessica Hansen, Community Development Coordinator

### **1. CALL TO ORDER**

Councillor Dena Comley called the meeting to order at 6:05 p.m.

### **2. APPROVAL OF AGENDA**

**Moved by:** Sarah Cavanagh

**Seconded by:** Jeff Atkinson

THAT the agenda be accepted as presented.

**CARRIED**

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

1. Sarah Cavanagh - Community Enrichment Program - First Intake 2025 (Communication 136024)

Councillor Cavanagh's employer benefits from the Community Enrichment Program.

### **4. MINUTES TO BE APPROVED AND RECEIVED**

1. Committee of the Whole Minutes

**Moved by:** Andrew Tennant

**Seconded by:** Sarah Cavanagh

THAT the Committee of the Whole Minutes dated February 18, 2025 be accepted as presented.

**CARRIED**

**5. REPORTS**

1. Carleton Place Drinking Water System 2024 Annual Report (Communication 136020)

**Moved by:** Andrew Tennant

**Seconded by:** Jeff Atkinson

THAT Council accepts the Carleton Place Drinking Water System 2024 Annual Report as information; and

THAT the report be made available to the Public via the Town's Website.

**CARRIED, CONSENT**

2. Carleton Place 2024 Stormwater Management Annual Report (Communication 136021)

**Moved by:** Linda Seccaspina

**Seconded by:** Andrew Tennant

THAT Council accepts the Carleton Place 2024 Stormwater Management Annual Report as information; and

THAT the report be made available to the Public via the Town's Website.

**CARRIED, CONSENT**

3. Recreation Concept Plan (Communication 136022)

**Moved by:** Sarah Cavanagh

**Seconded by:** Andrew Tennant

THAT Council directs the Property and Project Manager to proceed with Option 1 – Addition onto Arena Facility with a New Pool as outlined in the report by the Property and Project Manager and report back to Council once the Recreation Concept Plan is completed.

**CARRIED, CONSENT**

4. 2025 Highlight Community for Lanark County Festival (Communication 136023)

**Moved by:** Sarah Cavanagh

**Seconded by:** Linda Seccaspina

THAT Council supports the submission of a request to Lanark County for the Town of Carleton Place to be considered as the “Highlight Community” for the 2025 Lanark County Harvest Festival.

**CARRIED, CONSENT**

5. Community Enrichment Program - First Intake 2025 (Communication 136024)

Sarah Cavanagh declared a conflict on this item. (Councillor Cavanagh's employer benefits from the Community Enrichment Program.)

Councillor Cavanagh did not participate in the discussion or in the voting on this matter.

**Moved by:** Andrew Tennant

**Seconded by:** Jeff Atkinson

THAT the allocation of Community Enrichment Grants to various organizations under Intake 1 be approved in the amount of \$24,867.00.

**CARRIED, CONSENT**

## **6. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES**

1. Heritage Committee Council Representative

**Moved by:** Jeff Atkinson

**Seconded by:** Sarah Cavanagh

THAT Linda Seccaspina be appointed as the Council Representative on the Heritage Committee.

**CARRIED, CONSENT**

2. Committee, Board and External Organization Minutes and Communications

**Moved by:** Jeff Atkinson  
**Seconded by:** Sarah Cavanagh

That the following minutes be received:

- Lanark County Traffic Advisory Working Group - November 20, 2024 and February 19, 2025
- Library Board - January 15, 2025
- Urban Forest/River Corridor - February 26, 2025
- Parks and Recreation - March 3, 2025

**CARRIED**

## **7. INFORMATION LISTING**

- Town of Halton Hills, Request for Redistribution of Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding, January 23, 2025
- Mississippi Valley Conservation Authority, Board Summary Report, February 25, 2025
- Township of Uxbridge, Implementation of "Buy Canadian" Policy, February 14, 2025
- Eastern Ontario Warden's Caucus News Release - February 18, 2025
- Town of Parry Sound, Federal and Provincial Call to Action to Buy Canadian, February 18, 2025
- Township of McGarry, Amendments to the Building Code Act, February 18, 2025
- Enbridge Gas Inc., Certificate of Public Convenience and Necessity, February 21, 2025

**Moved by:** Andrew Tennant  
**Seconded by:** Sarah Cavanagh

THAT the Information Listing dated March 11, 2025, be received.

**CARRIED**

## **8. ADJOURNMENT**

**Moved by:** Sarah Cavanagh  
**Seconded by:** Andrew Tennant

THAT the meeting be adjourned at 6:32 p.m.

**CARRIED**

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Councillor Comley

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Stacey Blair, Clerk