

Committee of the Whole Minutes

Tuesday, June 10, 2025

COUNCIL PRESENT: Toby Randell, Andrew Tennant, Linda Seccaspina, Jeff Atkinson, Dena Comley, Sarah Cavanagh, Mark Hinton

STAFF PRESENT: Diane Smithson, CAO, Stacey Blair, Clerk, Tyler Duval, Senior Planner, Trisa McConkey, Treasurer, Amanda Charania, Communications Coordinator

1. CALL TO ORDER

Councillor Dena Comley called the meeting to order at 6:11 p.m.

2. APPROVAL OF AGENDA

Mayor Randell requested that Communication 136058 (2025-2026 Recreation User Fees) be removed from the agenda and deferred until the June 24, 2025 meeting, and that Communication 136059 (Amendment to Approved O'Donovan Drive Apartments (DP3-02-24)) be removed and deferred until a later date.

Moved by: Toby Randell

Seconded by: Mark Hinton

THAT the agenda be accepted as amended:

- removal of 2025-2025 Recreation User Fees (Communication 136058)
- removal of Amendment to Approved O'Donovan Drive Apartments (DP3-02-24) (Communication 136059)

CARRIED

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

1. Closed Session Item 2, Potential Sale of Land

Councillor Hinton has a business relationship with the owner of the subject property.

4. MINUTES TO BE APPROVED AND RECEIVED

1. Committee of the Whole Minutes

Moved by: Andrew Tennant

Seconded by: Jeff Atkinson

THAT the Committee of the Whole Minutes dated May 20, 2025, be accepted as presented.

CARRIED

5. DELEGATIONS/PRESENTATIONS

1. Tyler Duval, Senior Planner

A Statutory Public Meeting under the Planning Act was held to consider proposed amendments to Development Permit By-law 15-2015. Tyler Duval, the Town's Senior Planner, provided updates on the amendment process that have taken place since the last Public Meeting which occurred on April 22, 2025.

6. REPORTS

1. 2025 - 2026 Recreation User Fees (Communication 136058)

This item was removed from the evening's agenda and deferred until the June 24, 2025 Committee of the Whole meeting.

2. Amendment to Approved O'Donovan Drive Apartments (DP3-02-24) (Communication 136059)

This item was removed from the evening's agenda and deferred until a yet to be determined date.

3. OVRT Rest Stop (Communication 136060)

Moved by: Linda Seccaspina

Seconded by: Mark Hinton

THAT Council approve proceeding with Option 2 to complete the entire Rest Stop Project in 2025 as outlined in the Communications Coordinator's report dated June 10, 2025.

CARRIED, CONSENT

4. 2025 Strategic Planning Update (Communication 136061)

Moved by: Andrew Tennant
Seconded by: Mark Hinton

THAT Council receive the CAO's report dated June 10, 2025, providing a progress update on the 2022-2026 Strategic Plan.

CARRIED, CONSENT

7. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

Moved by: Toby Randell
Seconded by: Sarah Cavanagh

THAT the Library Board minutes dated April 16, 2025 be received.

CARRIED

8. INFORMATION LISTING

Moved by: Mark Hinton
Seconded by: Linda Seccaspina

THAT the Information Listing dated June 10, 2025 be received.

CARRIED

9. CLOSED SESSION

Moved by: Andrew Tennant
Seconded by: Toby Randell

THAT the Committee move into closed session at 6:36 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 (item 2);

(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; (item 1)

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

- Diane Smithson, CAO
- Stacey Blair, Clerk

CARRIED

Moved by: Sarah Cavanagh

Seconded by: Toby Randell

THAT the Committee return to regular session at 6:42 p.m.

CARRIED

10. RISE AND REPORT

Mark Hinton declared a conflict on this item. (Councillor Hinton has a business relationship with the owner of the subject property.)

During the closed session, Councillor Hinton declared a conflict of interest with item 2 - Potential Sale of Land. This item was dispensed with at the end of the closed session and Councillor Hinton exited the meeting prior to the discussion of this matter and returned when the Committee returned to regular session.

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

11. ADJOURNMENT

Moved by: Jeff Atkinson

Seconded by: Mark Hinton

THAT the meeting be adjourned at 6:45 p.m.

CARRIED

Councillor Comley

Stacey Blair, Clerk