



Special Committee of the Whole Minutes
November 22nd, 2019, 9:00 a.m.
Carleton Place Town Hall, Council Chambers

PRESENT Mayor Black, Deputy Mayor Redmond, Councillor Fritz, Councillor Randell (arrived at 9:18 a.m.), Councillor Seccaspina, Councillor Atkinson

Diane Smithson, CAO, Trisa McConkey, Treasurer, Dave Young, Director of Public Works, Robin Daigle, Manager of Engineering, Joanne Henderson, Manager of Recreation and Culture, Pascal Meunier, Director of Protective Services, Joanna Bowes, Manager of Development Services, Tracey Freill, Manager of Childcare Services, Meriah Caswell, Manager of Library Services, Dave Joy, Deputy Fire Chief

1) CALL TO ORDER

In the absence of Councillor Toby Randell at the start of the meeting, Mayor Black chaired the meeting and called the meeting to order at 9:03 a.m.

2) APPROVAL OF AGENDA

Moved by Councillor Tennant

Seconded by Councillor Fritz

THAT the agenda be accepted as presented.

CARRIED

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

No interest was disclosed by any member at this time.

4) BUSINESS

The meeting commenced with an update by Trisa McConkey, Treasurer regarding the up to date status of the budget. The latest draft shows a requirement for 2% increase to the levy which equates to an increase of \$35.25 on the median assessed property in Town valued at \$273,750.

Following her update, presentations by the following managers took place reviewing their proposed 2020 capital as well as major changes to operations budgets:

- Dave Young, Director of Public Works and Robin Daigle, Engineering Manager
- Meriah Caswell, Manager of Library Services
- Tracey Freill, Manager of Childcare Services

The members took a break for lunch at 12 noon. The Committee resumed with the budget presentations by the following Managers:

- Joanne Henderson, Manager of Recreation and Culture
- Pascal Meunier, Director of Protective Services and Dave Joy, Deputy Fire Chief
- Joanna Bowes, Manager of Development Services

Councillor Randell left the meeting at 3:23 p.m. and returned at 3:42 p.m.

- Trisa McConkey, Treasurer presented the Building Department and Administration (Council, Clerk, Economic Development and Treasury) sections of the budget

Throughout the various discussions, the following changes were made to the budget:

- \$20,000 was added to the budget to complete road improvements for Edmund Street to improve access to the Edmund Street Dog Park
- \$5,000 was added to the budget to be paid from the Library reserve for the upgrades to the Library's website
- Add \$30,000 from land sale reserve to complete landscaping on Roe Street
- The \$10,000 for Lolly's green space to be paid from Development Charges
- The \$120,000 for Town Hall Capital to be paid by \$60,000 carried over from 2019 and \$60,000 from taxation
- \$40,000 is to be added to Carleton Junction with \$36,000 to be paid by Development Charges and \$4,000 from taxation
- \$7,500 for the caboose project for Carleton Junction is to be removed from the budget for 2020 and deferred to a future year
- The hot water boiler (\$15,000) and lighting (\$25,000) for the pool are to be paid by a grant if possible and if not, from the pool reserves
- \$5,000 for the Findlay Cairn to be funded by taxes instead of parkland reserves
- \$7,000 for Town Hall Square to be funded by taxes instead of parkland reserves
- \$50,000 for the Hot Pool Roof project is to be set aside in reserves for completion in a future year
- Funding is to be added to the budget to allow the Director of Development Services position is to be commenced as soon as possible in 2020 from the proposed June 2020 date
- \$12,000 is to be set aside in a reserve for the Central Bridge Communications Plan

Throughout the day, the following points were raised as part of the discussions:

- The CBO is to be asked for a comparison on staffing versus permits compared to other Departments
- Staff was asked to look into naming rights for facilities such as the pool, arena, etc. which could be used to raise funds or to recognize deserving people in the community
- Staff was asked to have John Cooke, Structural Engineer reassess the Town Hall exterior as it was last reviewed in 2012
- The Director of Protective Services was asked to provide information to members of Council on the level of honorarium paid to the Volunteer Fire Fighters in 2019 as compared to 2018
- Council requested that a hybrid vehicle or one with start/stop capability be considered for the new fire vehicle

The following motions were presented throughout the day:

Moved by Councillor Fritz

Seconded by Councillor Randell

THAT Council supports the use of reserves to upgrade the interior of the Library and encourages the Library Board to authorize upgrades to proceed.

CARRIED – MOTION PREPARED

Moved by Mayor Black

Seconded by Deputy Mayor Redmond

THAT Council approves the capital reserve be increased from 3% to 7% for the recreation and pool as part of the Howard Allan Cost Sharing Agreement; and

THAT this issue be discussed at the next Joint Recreation and Culture Cost Sharing Committee meeting.

CARRIED – MOTION PREPARED

Moved by Deputy Mayor Redmond

Seconded by Councillor Fritz

THAT Council authorizes proceeding to the public budget meeting on December 17, 2019 showing a 1.99% levy increase to the Town's budget.

CARRIED – CONSENT

Following the public budget meeting on December 17, 2019, the budget will be posted for public comment over the holidays with the final approval to be considered at the January 14, 2020 Council meeting.

6) ADJOURNMENT

Moved by Councillor Atkinson

Seconded Councillor Seccaspina

THAT the meeting be adjourned at 3:58 p.m.

CARRIED