



**Committee of the Whole Minutes  
Council Chambers, Carleton Place Town Hall  
September 10<sup>th</sup>, 2019 following Council**

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**PRESENT**

Mayor Black, Deputy Mayor Redmond, Councillor Atkinson, Councillor Fritz, Councillor Randell, Councillor Seccaspina, Councillor Tennant

Diane Smithson, CAO; Stacey Blair, Clerk; Joanna Bowes, Manager of Development Services; Trisa McConkey, Treasurer; Amanda Charania, Communications Coordinator; Dee Dee Scissons, Planning Administration Clerk

**1) CALL TO ORDER**

The meeting was called to order by Chair Randell at 7:22 p.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**

None.

**4) MINUTES TO BE APPROVED AND RECEIVED**

**i. Committee of the Whole Minutes, August 27<sup>th</sup>, 2019**

**Moved by Mayor Black**

**Seconded by Deputy Mayor Redmond**

**THAT** the Committee of the Whole Minutes dated August 27<sup>th</sup>, 2019 be accepted as presented.

**CARRIED**

**5) DELEGATIONS/PRESENTATIONS**

- ii.** Mary Wilson Trider, President and CEO, Almonte General Hospital and Carleton Place District Memorial Hospital

Mary Wilson Trider, President and CEO of Almonte General Hospital and Carleton Place District Memorial Hospital, made a presentation to Council and gave an overview of the Hospital's mission and services, accomplishments of the Mississippi River Health Alliance, priorities within their strategic plan and an update on the new emergency room project.

**6) REPORTS**

**PLANNING AND PROTECTION**

**i. Parkland/Cash-in-lieu of Parkland Policy  
(Communication 130168)**

Joanna Bowes, Manager of Development Services

**Moved by Deputy Mayor Redmond**

**Seconded by Councillor Tennant**

**THAT** Council approve an update to the parkland/cash-in-lieu of parkland policy as outlined in the Manager of Development Services' report dated September 10, 2019.

**CARRIED – BY-LAW PREPARED**

**COMMUNITY SERVICES**

**ii. New Office Assistant Position  
(Communication 130169)**

Tracey Freill, Manager of Child Care Services

**Moved by Deputy Mayor Redmond**

**Seconded by Councillor Atkinson**

**THAT** Council approve the hiring of a part-time (14 hours per week) Office Assistant position for the Childcare Services Department.

**CARRIED – MOTION PREPARED**

**CORPORATE SERVICES**

**iii. Financial Report to July 31, 2019  
(Communication 130170)**

Trisa McConkey, Treasurer

**Moved by Mayor Black**

**Seconded by Councillor Atkinson**

**THAT** Council receive the Financial Report from the Treasurer to July 31, 2019, as information.

**CARRIED – CONSENT**

iv. **Development Charges Background Study and By-law  
(Communication 130171)**

Diane Smithson, Chief Administrative Officer

**Moved by Councillor Tennant  
Seconded by Councillor Seccaspina**

**THAT** Council authorize retaining Watson & Associates Economists Ltd. to undertake a Development Charges Background Study and By-law at a cost of \$33,140.00 plus HST with 90% of this cost being funded by the Development Charges Reserve Fund; and

**THAT** the remaining 10% or \$3,314.00 plus HST be paid from the Town's overall surplus position at year end or taken from reserves, if required.

**CARRIED – MOTION PREPARED**

v. **Investing in Canada Infrastructure Program – Community, Culture and  
Recreation Stream  
(Communication 130172)**

Diane Smithson, Chief Administrative Officer

**Moved by Councillor Atkinson  
Seconded by Councillor Fritz**

**THAT** Council authorize staff applying for the change room addition and entrance improvements to the Neelin Street Community Centre as the Town's priority under the Community, Culture and Recreation Stream of the Investing in Canada Infrastructure Program.

**CARRIED – MOTION PREPARED**

7) **NEW/OTHER BUSINESS**

None.

8) **COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES**

None.

9) **INFORMATION LISTING**

**Moved by Deputy Mayor Redmond  
Seconded by Councillor Fritz**

**THAT** the Information Listing dated September 10, 2019 be received.

**CARRIED**

**10) NOTICE OF MOTIONS**

**THAT** all appointments made to the various Committees/Boards shall stand through to the end of the current Council term in November 2022;

**AND THAT** at that time, all positions for the Town’s Committees/Boards shall be advertised and subject to an application process to be considered by the new Council.

**11) CLOSED SESSION**

**Moved by Deputy Mayor Redmond**

**Seconded by Councillor Tennant**

**THAT** the Committee move into closed session at 8:33 p.m. to discuss matters subject to Section 239 (2):

- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

**AND THAT** Diane Smithson, CAO, and Stacey Blair, Clerk, remain in the room.

**1. Update Various Litigation Matters**

Diane Smithson, CAO

**CARRIED**

**Moved by Deputy Mayor Redmond**

**Seconded by Councillor Tennant**

**THAT** the committee return to regular session at 8:51 p.m.

**CARRIED**

**RISE AND REPORT** – the CAO gave an update to the Committee regarding various ongoing litigation matters and received direction related to an easement issue.

**12) ADJOURNMENT**

**Moved by Deputy Mayor Redmond**

**Seconded by Councillor Tennant**

**THAT** the meeting be adjourned at 8:52 p.m.

**CARRIED**