

## **Committee of the Whole Minutes**

**Tuesday, February 18, 2020  
Immediately Following the Council Meeting  
Town Hall Council Chambers**

**COUNCIL PRESENT:** Mayor Black, Deputy Mayor Redmond, Councillor Fritz,  
Councillor Seccaspina, Councillor Randell, Councillor Tennant,  
Councillor Atkinson

**STAFF PRESENT:** Diane Smithson, CAO, Stacey Blair, Clerk, Joanna Bowes,  
Manager of Development Services, Dee Dee Scissons, Planning  
Administrative Clerk

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

The Chair called the meeting to order at 7:19 p.m.

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

**Moved by:** Councillor Fritz

**Seconded by:** Councillor Tennant

THAT the agenda be accepted as amended.

- Removal of Item 6. a Sea Container Policy (Communication 131030)

**CARRIED**

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

1. Councillor Tennant - Committee of the Whole Minutes

Councillor Tennant's company was involved in the Gemmill Street project.

2. Councillor Seccaspina - RISE AND REPORT

Councillor Seccaspina did not participate in the In Camera session regarding item #2 as her sons own property which could be impacted by #2 - Negotiation Instructions Relating to a Road Issue.

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

1. Committee of the Whole Minutes

Councillor Tennant declared a conflict on this item. (Councillor Tennant's company was involved in the Gemmill Street project.)

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Mayor Black

THAT the Committee of the Whole Minutes dated January 30 and February 4, 2020 be accepted as presented.

**CARRIED**

**5. DELEGATIONS/PRESENTATIONS**

1. Treff Peters - Cycling Without Age Lanark Chapter

Mr. Peters gave a presentation to the Committee regarding the local Cycling Without Age initiative. Cycling Without Age is a global grassroots movement whose main purpose is to engage seniors or less abled citizens by offering them free bike rides in specialized bicycles, referred to as "Tri-shaws". The local chapter of this organization is still trying to gather support from the community. Mr. Peters asked if members of Council could contact the County of Lanark to encourage their support of permitting youth at a minimum of 16 years of age to participate as volunteers in the program.

**6. REPORTS**

Planning and Protection

1. 31 Townline Road West, DP3-14-2019, Marchurst Development Group Inc. (Communication 131031)

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Mayor Black

THAT the Committee hereby authorizes application DP3-014-2019 for the construction of a 14-unit apartment building at 31 Townline Road West and directs staff to move forward with the drafting of the Development Permit Agreement with the following conditions:

1. That both garbage and recycling are stored within the building and that both garbage and recycling are removed weekly;

2. That snow be removed from site after each significant snow fall;
3. That one-way signs be posted at the cost of the developer to guide or direct traffic;
4. That an 8-foot privacy fence be installed on the developer's side of the property line as indicated on the approved site plan;
5. That where possible, the developer will plant additional trees and shrubs to provide further privacy, to the satisfaction of the Town of Carleton Place;
6. That where possible the developer shall protect all root systems and branches of mature trees along the borders of the property;
7. That conditions as provided by Canada Post, Bell, and Enbridge be completed; and

THAT the Committee authorizes staff to issue a Development Permit upon receipt of all required information, fees and securities.

**CARRIED**

**Amendment:**

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Tennant

THAT the Manager of Development Services be instructed to negotiate an increase in green space in exchange for a reduction in parking space size.

**DEFEATED**

2. Development Services Planning Activity Report - January 2020  
(Communication 131032)

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Fritz

THAT the Planning Activity Report for the month of January 2020 be received as information.

**CARRIED, CONSENT**

3. Support for Continuation of Programs and Services from Mississippi Valley Conservation Authority (Communication 131033)

**Moved by:** Councillor Tennant

**Seconded by:** Councillor Atkinson

WHEREAS the Corporation of the Town of Carleton Place has been well served by the Mississippi Valley Conservation Authority (MVCA) and has representation on the Board of Directors; and

WHEREAS the Corporation of the Town of Carleton Place is an environmentally conscious community; and

WHEREAS the Board of Directors determines the policies, priorities and budget of the MVCA; and

WHEREAS the MVCA provides the Town of Carleton Place with expert advice on the environmental impact of land use planning proposals and the Municipality does not have staff with comparable expertise or experience nor appropriate funding to support the activities currently provided by the MVCA; and

WHEREAS the MVCA provides programs and services to the residents of the Town of Carleton Place which include recreation, education, water quality monitoring, reduction of vegetation loss and soil erosion as well as protecting life and property through a variety of measures;

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the Town of Carleton Place supports the continuation of the programs and services of the MVCA, both mandatory and non-mandatory, and that no programs of the MVCA or other Conservation Authorities including much needed flood risk reduction programs be dissolved at this time; and

THAT the Town of Carleton Place requests that the Provincial government improve their funding to Conservation Authorities including for flood risk reduction programs in order to provide a more stable funding base that would prevent any downloading of costs to municipalities and their tax base;

THAT the Provincial Government provide clear direction as to what programs and services are considered mandatory and non-mandatory and how those programs will be funded in the future; and

THAT this resolution be forwarded to the Ministry of the Environment, Conservation and Parks, Premier Doug Ford, MPP Randy Hillier, the Association of Municipalities of Ontario, the County of Lanark, the Mississippi Valley Conservation Authority, and Conservation Ontario.

**CARRIED, MOTION PREPARED**

4. CAO's Report - Delegated Authority (Communication 131034)

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Fritz

THAT Council accept the CAO's Delegated Authority Report dated February 18, 2020 as information.

**CARRIED, CONSENT**

**7. NEW/OTHER BUSINESS**

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

1. Committee Resignations

**Moved by:** Councillor Tennant

**Seconded by:** Mayor Black

**THAT** the resignations of Brenda MacDonald Rowe from the Municipal Drug Strategy Committee and Amanda Charania from the Childcare Committee be accepted with regrets; and

**THAT** a letter of thanks be sent to Ms. MacDonald Rowe and Ms. Charania on behalf of the Town and Council.

**CARRIED, CONSENT**

2. Advisory Committee Minutes

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Fritz

That the following minutes be received:

- Joint Meeting of Urban Forest/River Corridor Advisory Committee and Carleton Place Environmental Advisory Committee - January 23, 2020

**CARRIED**

3. Business Improvement Area Office Report - January 2020

**Moved by:** Councillor Fritz  
**Seconded by:** Councillor Tennant

THAT the BIA Office Report for January 2020 be received as information.

**CARRIED**

**9. INFORMATION LISTING**

**Moved by:** Deputy Mayor Redmond  
**Seconded by:** Councillor Atkinson

THAT the Information Listing dated February 18, 2020 be received.

**CARRIED**

**10. NOTICE OF MOTIONS**

**11. CLOSED SESSION**

**Moved by:** Councillor Fritz  
**Seconded by:** Councillor Tennant

THAT the Committee move into closed session at 8:38 p.m. to discuss matters subject to:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(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

(h) Information explicitly supplied in confidence to the municipality by Canada, a province or territory or a Crown agency of any of them

1. Update on a Legal Matter
2. Negotiation Instructions Relating to a Road Issue
3. Annexation Proposal

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

**CARRIED**

1. Approval of Closed Session Minutes
2. Receive Legal Update
3. Negotiation Instructions Relating to a Road Issue
4. Annexation Proposal

**12. RISE AND REPORT**

Councillor Seccaspina declared a conflict on this item. (Councillor Seccaspina did not participate in the In Camera session regarding item #2 as her sons own property which could be impacted by #2 - Negotiation Instructions Relating to a Road Issue.)

This item was the last to be dealt with during the Closed Session. Councillor Seccaspina left for this item and did not return to the meeting.

Direction was given to the CAO during the Closed Session for the 3 items that were on the agenda.

**13. ADJOURNMENT**

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Tennant

THAT the meeting be adjourned at 9:16 p.m.

**CARRIED**

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Councillor Toby Randell

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Stacey Blair, Clerk