

# Committee of the Whole Minutes

**Tuesday, April 21, 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, Pascal Meunier, Director of Protective Services, Trisa McConkey, Treasurer, Joanna Bowes, Manager of Development Services, Dee Dee Scissons, Planning Administrative Clerk

## VIRTUAL MEETING VIA ZOOM

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

The Chair called the meeting to order at 7:06 p.m.

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

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Fritz

THAT the agenda be accepted as presented.

**CARRIED**

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

1. Councillor Seccaspina - Secondary Plan, Official Plan Amendment OPA-01-2020 (Communication 131058)

Councillor Seccaspina's family owns land that could be impacted by this matter.

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

1. Committee of the Whole Minutes

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

THAT the Committee of the Whole Minutes dated April 7, 2020 be accepted as presented.

**CARRIED**

**5. DELEGATIONS/PRESENTATIONS**

**6. REPORTS**

Corporate Services

1. 2020 Business Improvement Area (BIA) Budget (Communication 131051)

**Moved by:** Councillor Fritz  
**Seconded by:** Councillor Seccaspina

THAT the 2020 Operating Budget for the Carleton Place Business Improvement Area (BIA) be approved;

THAT the levy portion of the Operating Budget for the Carleton Place Business Improvement Area in the amount of \$166,403 be approved;

THAT the Treasurer be authorized and directed to prepare the requisite By-law pursuant to Section 208 of the Municipal Act, 2001, to invoice on the tax bills the levy portion of the BIA Operating Budget;

THAT the following schedule of payments for 2020 be approved:

April \$83,433

June \$83,400

**CARRIED, MOTION PREPARED**

2. Annual Repayment Limit (Communication 131052)

**Moved by:** Councillor Randell  
**Seconded by:** Councillor Tennant

THAT Council receives the Treasurer's report regarding the Town's Annual Repayment Limit dated April 21, 2020 as information.

**CARRIED, CONSENT**

3. Financial Report to March 31, 2020 (Communication 131053)

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Randell

THAT Council receives the Financial Report from the Treasurer to March 31, 2020 as information.

**CARRIED, CONSENT**

4. Establish Final Tax Rates for 2020 (Communication 131054)

**Moved by:** Councillor Seccaspina

**Seconded by:** Mayor Black

THAT the 2020 Tax Rate By-law be forwarded to Council for approval.

**CARRIED, BY LAW PREPARED**

Physical Environment

5. Carleton Place Drinking Water System 2019 Annual Report (Communication 131055)

**Moved by:** Councillor Tennant

**Seconded by:** Mayor Black

THAT Council accepts the Carleton Place Drinking Water System 2019 Annual Report as information; and

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

**CARRIED, MOTION PREPARED**

6. Carleton Place Wastewater System 2019 Annual Report (Communication 131056)

**Moved by:** Councillor Fritz

**Seconded by:** Councillor Atkinson

THAT Council accepts the Carleton Place Wastewater System 2019 Annual Report as information; and

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

**CARRIED, MOTION PREPARED**

Community Issues

7. Community Enrichment Grants - Intake 1 (Communication 131057)

**Moved by:** Councillor Randell

**Seconded by:** Councillor Atkinson

THAT Council approves the allocation of Community Enrichment Grants to various organizations under Intake 1 in the amount of \$13,638.47.

**CARRIED, MOTION PREPARED**

8. Secondary Plan, Official Plan Amendment OPA-01-2020 (Communication 131058) - Public Meeting Under the Planning Act - 8:00 p.m.

Councillor Seccaspina declared a conflict on this item. (Councillor Seccaspina's family owns land that could be impacted by this matter.)

Councillor Seccaspina left the meeting at 7:50 p.m. and did not return.

This Public Meeting was the second part of the Public Meeting on OPA-01-2020, the first part of which took place on March 3rd. The purpose of this meeting was to receive public comments from agencies with respect to the Highway District Secondary Plan.

**Moved by:** Councillor Fritz

**Seconded by:** Councillor Randell

THAT a by-law for the Official Plan Amendment OPA-01-2020 for the Secondary Plan be forwarded to Council and the County of Lanark for adoption; and

THAT staff be directed to prepare the public record for submission to the County of Lanark.

**CARRIED, BY LAW PREPARED**

7. **NEW/OTHER BUSINESS**

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

**Moved by:** Councillor Fritz  
**Seconded by:** Councillor Seccaspina

THAT the Parks and Recreation Committee minutes dated March 2, 2020 be received.

**CARRIED**

**9. INFORMATION LISTING**

**Moved by:** Councillor Atkinson  
**Seconded by:** Councillor Tennant

THAT the Information Listing dated April 21, 2020 be received as information.

**CARRIED**

**10. NOTICE OF MOTIONS**

None.

**11. ADJOURNMENT**

**Moved by:** Councillor Atkinson  
**Seconded by:** Councillor Tennant

THAT the meeting be adjourned at 8:05 p.m.

**CARRIED**

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Deputy Mayor Sean Redmond

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Stacey Blair, Clerk