

## **Committee of the Whole Minutes**

**Tuesday, January 26, 2021  
Immediately Following the Council Meeting**

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

**STAFF PRESENT:** Diane Smithson, CAO, Stacey Blair, Clerk, Niki Dwyer, Director of Development Services, Amanda Charania, Communications Coordinator

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

The Chair of the Committee of the Whole called the meeting to order at 7:40 p.m.

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

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Randell

THAT the agenda be accepted as presented.

**CARRIED**

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

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

#### **1. Committee of the Whole Minutes**

**Moved by:** Councillor Atkinson

**Seconded by:** Deputy Mayor Redmond

THAT the Committee of the Whole Minutes dated December 1st and 8th, 2020, be accepted as presented.

**CARRIED**

### **5. DELEGATIONS/PRESENTATIONS**

1. Jackie Kavanagh, General Manager, Carleton Place and District Chamber of Commerce - 2020 and 2021 Activities and Budget Request

Ms. Kavanagh gave a presentation on behalf of the Carleton Place & District Chamber of Commerce. The presentation provided a summary of the following:

- The role of the Chamber of Commerce in the community including supporting and attracting local businesses and increasing tourism;
- A look back at 2020 and its deliverables and marketing materials;
- Visitation statistics;
- Objectives for 2021 including the creation of a Carleton Place Tourism Profile and a 2021 Community Guide; and
- 2021 proposed budget of \$45,728.10

The Chair thanked Ms. Kavanagh for her presentation.

2. Niki Dwyer, Director of Development Services - Statutory Public Meeting Under the Planning Act - Interim Control By-law

The Director of Development Services gave a presentation regarding the nature and purpose of the proposed amendment to the Development Permit By-law for the Mississippi Residential District which is a municipally led application relating to the Interim Control By-law.

## 6. REPORTS

1. Comprehensive Review - Progress Report (Communication 132014)

Tim Chadder, Planning Consultant of J.L. Richards spoke to Council about the comprehensive review of the Town's Official Plan.

**Moved by:** Councillor Atkinson

**Seconded by:** Mayor Black

THAT the progress update on the Carleton Place Comprehensive Review (Boundary Expansion) be received as information.

**CARRIED**

2. Municipal Letter of Support - National Disaster Mitigation Program (Communication 132015)

**Moved by:** Councillor Atkinson

**Seconded by:** Deputy Mayor Redmond

THAT Committee direct staff to provide a letter of support to the Mississippi Valley Conservation Authority for its application for National Disaster Mitigation Program funding towards its Mississippi River Flood Forecasting and Warning Model project.

**CARRIED, CONSENT**

3. Procedural By-law 117-2018 Updates (Communication 132016)

**Moved by:** Mayor Black

**Seconded by:** Deputy Mayor Redmond

THAT staff be directed to proceed with the steps to amend the Procedural By-law in order that the Striking Committee responsibilities become a function of Committee of the Whole; and

THAT Part Lot Control By-laws be permitted to be dispensed with in a single motion.

**CARRIED, BY LAW PREPARED**

4. 2020 Annual Website and Digital Communications Report  
(Communication 132017)

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Mayor Black

THAT the 2020 Annual Website and Digital Communications Report be received as information.

**CARRIED, CONSENT**

**7. NEW/OTHER BUSINESS**

None.

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

1. Advisory Committee Minutes

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Tennant

THAT the following advisory committee minutes be received:

- Environmental Advisory Committee - November 2, 2020
- Urban Forest/River Corridor Committee - November 25, 2020

**CARRIED**

**9. INFORMATION LISTING**

Staff direction was provided to bring forward the motion received from the Municipality of Mississippi Mills for further discussion at the next meeting.

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Randell

THAT the Information Listing dated January 26, 2021, be received as information

**CARRIED**

**10. NOTICE OF MOTIONS**

None.

**11. ADJOURNMENT**

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Randell

THAT the meeting be adjourned at 9:13 p.m.

**CARRIED**

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Councillor Linda Seccaspina

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Stacey Blair, Clerk