

## **Committee of the Whole Minutes**

**Tuesday, June 22, 2021  
Immediately Following the Council Meeting**

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

**STAFF PRESENT:** Diane Smithson, CAO, Stacey Blair, Clerk, Pascal Meunier, Director of Protective Services, Joanne Henderson, Manager of Recreation and Culture, Niki Dwyer, Director of Development Services, Trisa McConkey, Treasurer, Amanda Charania, Communications Coordinator, Meriah Caswell, Library CEO

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

Chair Linda Seccaspina called the meeting to order at 7:02 p.m.

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

**Moved by:** Mayor Black

**Seconded by:** Councillor Atkinson

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**

1. Committee of the Whole Minutes

**Moved by:** Councillor Parsons

**Seconded by:** Councillor Tennant

THAT the Committee of the Whole Minutes dated June 8, 2021 be accepted as presented.

**CARRIED**

**5. DELEGATIONS/PRESENTATIONS**

None.

**6. REPORTS**

1. Amendment to Traffic and Parking By-law 46-2003 (Communication 132085)

The Director of Protective Services noted that on Schedule 'III' the word "Both" in Column 2 be replaced with the word "East" and the maximum parking time for the Market Square parking lot should read "4 hours" so that this parking lot will have the same maximum time allowance as other municipal parking lots.

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Councillor Randell

THAT a By-law to amend Traffic and Parking By-law 46-2003 to enact parking restrictions in the following locations be forwarded to Council for approval:

- 4-hour parking maximum - Market Square parking lot
- 2-hour parking maximum - between Lake Ave. East and the entrance to Market Square
- "No parking" restriction on the east side of McGregor Street from Coleman Street to Miguel Street.

**CARRIED, BY LAW PREPARED**

2. Carmichael Farms Phase 1 Subdivision Conditions (Communication 132086)

**Moved by:** Councillor Atkinson

**Seconded by:** Councillor Parsons

THAT Council direct staff to provide the draft conditions for Phase 1 of the Carmichael Farms Subdivision to the County of Lanark as outlined in the Director of Development Services' Report dated June 22, 2021.

**CARRIED, MOTION PREPARED**

3. DP3-02-2021, DJW Enterprises Inc. 50 Roe Street (Communication 132087)

**Moved by:** Councillor Tennant

**Seconded by:** Councillor Randell

THAT the Committee hereby authorizes the approval of application DP3-02-2021 respecting the property known as 50 Roe Street with the following conditions:

1. That the approval is granted for the development in accordance with the plans identified in a Development Agreement; and
2. That the approval is granted to recognize the variation of the Development Permit By-law to permit a "Building Contractors Shop" as a permitted use on the subject property; and
3. That the approval is granted to recognize the variation of the Development Permit By-law to reduce the parking requirement from 18 spaces to 14 spaces which shall be paid in accordance with the Town's Fee By-law for Cash-in-Lieu of Parking.

THAT the Committee directs Staff to execute a Development Permit Agreement in accordance with Section 2.25 of Development Permit By-law 15-2015.

**CARRIED**

4. Mississippi River Watershed Plan (Communication 132088)

**Moved by:** Mayor Black

**Seconded by:** Councillor Tennant

THAT Council directs staff to provide a letter to the Mississippi Valley Conservation Authority outlining the Town's comments on the proposed Mississippi River Watershed Plan (dated May 11, 2021).

**CARRIED, MOTION PREPARED**

5. Train Station Lease Proposal (Communication 132089)

**Moved by:** Deputy Mayor Redmond

**Seconded by:** Mayor Black

THAT Council not proceed with any of the options outlined in the proposal by Under Pressure Coffee House for lease of space in the former Train Station.

**CARRIED**

6. Amendment to Social Media Policy (Communication 132090)

**Moved by:** Mayor Black

**Seconded by:** Councillor Atkinson

THAT Council approves Option 1-making amendments to the Social Media Policy as outlined in the Communications Coordinator's report dated June 22, 2021.

**CARRIED, MOTION PREPARED**

**7. NEW/OTHER BUSINESS**

None.

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

**Moved by:** Councillor Parsons

**Seconded by:** Councillor Randell

THAT the following Committee minutes be received:

- Urban Forest/River Corridor Advisory Committee - May 26, 2021

**CARRIED**

**9. INFORMATION LISTING**

None.

**10. NOTICE OF MOTIONS**

None.

**11. CLOSED SESSION**

**Moved by:** Councillor Parsons

**Seconded by:** Deputy Mayor Redmond

THAT the Committee move into closed session at 8:31 p.m. to discuss matters subject to the Municipal Act Section 239 2:

(b) personal matters about an identifiable individual, including municipal or local board employees; and

(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

AND THAT Diane Smithson, CAO, Stacey Blair, Clerk, Trisa McConkey, Treasurer (item a only), Joanne Henderson, Manager of Recreation and Culture (item a only), Meriah Caswell, Manager of Library Services (item a only), and Niki Dwyer (item b only), participate in the Closed Session Zoom.

**CARRIED**

**Moved by:** Councillor Parsons

**Seconded by:** Councillor Tennant

THAT the Committee return to Regular Session at 10:08 p.m.

**CARRIED**

## **12. RISE AND REPORT**

A motion to extend beyond 10:00 pm was passed during the closed session.

The CAO reported that :staff direction was provided regarding Item (a) Cost Sharing Agreement Status.

Motions for items (b)Official Plan Ad Hoc Committee Appointments and (c) Heritage Committee and Accessibility Advisory Committee Appointments, were to be considered in Open Session.

**Moved by:** Councillor Parsons

**Seconded by:** Councillor Randell

THAT Council appoints the following individuals to the Official Plan Ad Hoc Committee:

Members of the Community

1. Jean Muncy
2. Aaron Niedbala
3. Nahanni McIntosh
4. Jessica Hansen

5. Kate Murray
2. Member with Expertise in Sustainability/Climate Change
  1. Bill Slade
  2. Janet McGinnis
3. Expertise in Affordable/Equitable Housing
  1. Shawna Stone
4. BIA
  1. Mark Hinton
5. Chamber of Commerce
  1. Jackie Kavanagh
6. Member of the Building/Development Sector
  1. Kyle McCutcheon
  2. Duncan McNaughton
7. Member of Council
  1. Deputy Mayor Sean Redmond

**CARRIED, MOTION PREPARED**

**Moved by:** Councillor Atkinson

**Seconded by:** Deputy Mayor Redmond

THAT Council approves the following advisory committee appointments:

Heritage Committee: Dustin Rodgers

Accessibility Advisory Committee: Jacquelyn Hoult

**CARRIED, MOTION PREPARED**

### **13. ADJOURNMENT**

**Moved by:** Councillor Tennant

**Seconded by:** Councillor Parsons

THAT the meeting be adjourned at 10:13 p.m.

**CARRIED**

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Councillor Linda Seccaspina

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Stacey Blair, Clerk