

## **Committee of the Whole Minutes**

**Tuesday, June 21, 2022**  
**Immediately Following the Council Meeting**

COUNCIL PRESENT: Doug Black, Sean Redmond, Andrew Tennant, Linda Seccaspina, Toby Randell, Jeff Atkinson, Wes Parsons

STAFF PRESENT: Diane Smithson, CAO, Trisa McConkey, Treasurer, Guy Bourgon, Director of Public Works, Niki Dwyer, Director of Development Services, Joanne Henderson, Manager of Recreation and Culture

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

Councillor Atkinson called the meeting to order at 7:02 p.m.

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

**Moved by:** Sean Redmond

**Seconded by:** Andrew Tennant

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:** Toby Randell

**Seconded by:** Linda Seccaspina

THAT the Committee of the Whole Minutes dated June 7, 2022, be accepted as presented.

**CARRIED**

## **5. DELEGATIONS/PRESENTATIONS/PUBLIC MEETINGS**

### **1. Audited Financial Statements 2021**

The Town's former auditor, Howard Allan and Associates merged with KPMG in October 2021. Serena Deschamps of KPMG reviewed the following documents:

- Town's Audit Findings Report
- Balance Sheet
- Statement of Operations
- Five Year Review Comparison; and
- Noted Highlights on each document.

She commended the Town on its strong financial position and its staff for their work throughout the year on the Town's finances.

**Moved by:** Sean Redmond

**Seconded by:** Andrew Tennant

THAT Council approve the 2021 Audited Consolidated Financial Statements; and

THAT the statements be posted on the Town's website.

**CARRIED, CONSENT**

### **2. McNeely Landing Subdivision Application - Statutory Public Meeting**

- Niki Dwyer, Director of Development Services made a statutory declaration at the beginning of her presentation.
- Julie Stewart, Planner for the County of Lanark was in attendance to answer any questions.
- No members of the public registered to speak.
- Speaking on behalf of the developer were Emily Meyer, Uniform Urban Developments and Jordan Jackson, Novatech Engineering Consultants.

Ms. Dwyer made a presentation that included information on applicable Official Plan and Development Permit policies and reviewed next steps. Ms. Meyer provided information on Uniform's company profile, product

sampling and attention to streetscape/variation in design and materiality. Ms. Jackson provided further details on the proposed development in terms of number of singles, townhomes and multi-residential dwellings and other highlights of the development. After the presentation, committee members were afforded the opportunity to ask questions. Councillor Atkinson thanked the delegation members for their presentation.

## **6. REPORTS**

1. Mississippi Valley Conservation Authority - Part 8 Septic Systems (Communication 133061)

**Moved by:** Andrew Tennant

**Seconded by:** Linda Seccaspina

THAT Council approve a By-law to authorize the Mayor and Clerk to enter into a Sewage System Management Agreement with the Mississippi Valley Conservation Authority to delegate the requirements of Part 8 of the Ontario Building Code related to Septic permits.

**CARRIED, BY LAW PREPARED**

2. Transportation Master Plan Completion (Communication 133062)

**Moved by:** Sean Redmond

**Seconded by:** Doug Black

THAT Council receive the completed Transportation Master Plan as outlined in the report prepared by the Director of Public Works dated June 21, 2022; and

THAT Council consider the recommended capital expenditures during the 2023 budget process; and

THAT Council consider the recommended policy changes as part of the next update of the Town's Official Plan.

**DEFERRED**

**Moved by:** Toby Randell

**Seconded by:** Linda Seccaspina

THAT the receipt of the completed Transportation Master Plan be deferred to allow time to review and discuss the plan at an upcoming working session to be scheduled.

**CARRIED**

3. Purchase of Pick-up Trucks (Communication 133063)

**Moved by:** Andrew Tennant

**Seconded by:** Toby Randell

THAT Council authorizes proceeding with Option 2 to lease the three pick-up trucks through LAS/Enterprise Fleet Management.

**CARRIED, CONSENT**

**7. NEW/OTHER BUSINESS**

**Moved by:** Andrew Tennant

**Seconded by:** Toby Randell

THAT Council supports continued delivery of Category 2 and 3 programs by Mississippi Valley Conservation Authority (MVCA); and

THAT Town Staff work with MVCA staff on Memorandum of Understanding (MOU) and Cost Apportionment Agreement (CAA) development to be presented to Council in early 2023.

**CARRIED, CONSENT**

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

1. Board and Committee Minutes

**Moved by:** Sean Redmond

**Seconded by:** Linda Seccaspina

THAT the following Board and Committee minutes be received:

- Carleton Place Public Library - May 18, 2022
- Urban Forest/River Corridor - June 1, 2022
- Parks and Recreation - June 15, 2022

**CARRIED**

2. Recommended Ice Rental and Pool Fees 2022-2023 (Recreation Communication 133060)

**Moved by:** Sean Redmond

**Seconded by:** Doug Black

THAT the pool user fees and ice rental rates be increased effective September 5, 2022 to September 3, 2023 based on an approximate 5.94% increase.

**CARRIED, BY LAW PREPARED**

**9. INFORMATION LISTING**

**Moved by:** Toby Randell

**Seconded by:** Sean Redmond

THAT the Information Listing dated June 21, 2022 be received as information:

- Letter from Shannon Stubbs, M.P., Shadow Minister for Rural Economic Development and Rural Broadband Strategy

**CARRIED**

**10. NOTICE OF MOTIONS**

**11. ADJOURNMENT**

**Moved by:** Doug Black

**Seconded by:** Sean Redmond

THAT the meeting be adjourned at 8:56 p.m.

**CARRIED**

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Councillor Atkinson

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Diane Smithson, CAO/Deputy Clerk

