



**Corporate Services Committee Action Report**  
**June 19<sup>th</sup>, 2018, 7:00 p.m.**  
**Carleton Place Town Hall, Council Chambers**

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**PRESENT:** Mayor Antonakos, Deputy Mayor Flynn, Councillor Black, Councillor Redmond, Councillor Trimble, Councillor Fritz

Staff: Diane Smithson, CAO, Duncan Rogers, Clerk, Stacey Blair, Deputy-Clerk, Trisa McConkey, Treasurer

**1) CALL TO ORDER**

The meeting was called to order at 7:03 p.m.

**2) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST**

None.

**3) REGISTRATION OF PUBLIC WISHING TO SPEAK**

None.

**4) COMMUNICATIONS (REPORTS)**

**i. Change Canada Revenue Agency Contacts  
(Communication 129246)**

Trisa McConkey, Treasurer

**Moved by Councillor Black**

**Seconded by Councillor Redmond**

**THAT** Council approve the Directors for Canada Revenue Agency (CRA) purposes as follows:

Trisa McConkey, Treasurer

Diane Smithson, Chief Administrative Officer

Stacey Blair, Deputy Clerk

Karen Jennings, Payroll & HR Administrator

**AND THAT** a copy of this motion be forwarded to the CRA.

**CARRIED – MOTION PREPARED**

**ii. Part-Time Wages**

**(Communication 129247)**

Trisa McConkey, Treasurer

**Moved by Mayor Antonakos**

**Seconded by Councillor Redmond**

**THAT** the part-time pay scale be approved and paid retro-actively to May 6<sup>th</sup>, 2018 for all part-time staff with the respective cost implications to be paid as follows:

- Daycare – from 2017 year-end surplus;
- Library – from reserves;
- All other Departments – to be accommodated within 2018 operating budgets; and

**THAT** the part-time pay scale for 2019 be implemented effective January 1, 2019; and

**THAT** increases for 2020 and beyond will be applied at the same time and percentage rate as full-time staff.

**CARRIED – MOTION PREPARED**

**iii. 2019 Full-time Staff and Council Wages**

**(Communication 129248)**

Trisa McConkey, Treasurer

**Moved by Councillor Fritz**

**Seconded by Mayor Antonakos**

**THAT** Council approve a 2% increase for staff and Council for the 2019 year.

**CARRIED – MOTION PREPARED**

**iv. Changes to Income Tax for Council Members**

**(Communication 129249)**

Trisa McConkey, Treasurer

**Moved by Deputy Mayor Flynn**

**Seconded by Councillor Black**

**THAT** Option 2, increase 2019 Council remuneration by the amount necessary to offset the tax increase resulting from the implementation of Bill C44, be approved.

**CARRIED – MOTION PREPARED**

**5) CLOSED MEETING**

**Moved by Deputy Mayor Flynn**

**Seconded by Councillor Redmond**

**THAT** the Committee move into closed session at 7:13 p.m. to discuss a matters subject to:

- Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality (IC 129250) and
- Section 239 (2)(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 (IC 129251); and

**THAT** Diane Smithson, CAO, Duncan Rogers, Clerk, Stacey Blair, Deputy Clerk, Trisa McConkey, Treasurer, remain in the room.

**i. Reconsideration of Disposition of Town Land (IC 129250)**

Diane Smithson, CAO

**ii. Pending Land Lease (IC 129251)**

Diane Smithson, CAO

**CARRIED**

**Moved by Deputy Mayor Flynn**

**Seconded by Councillor Redmond**

**THAT** the committee return to regular session at 7:48 p.m.

**CARRIED**

**RISE AND REPORT**

**i. Reconsideration of Disposition of Town Land (IC 129250)**

Direction was provided to staff to continue negotiation of sale of Town land.

**Moved by Councillor Fritz**

**Seconded by Deputy Mayor Flynn**

**THAT** Council declare the 10 acres of land formerly dedicated to a new hospital campus as surplus to the Town's requirements; and

**THAT** a letter be forwarded to the Chair of the Carleton Place and District Hospital Board and the Town's partner in the new Hospital construction, the Township of Beckwith, advising them that the Town plans on selling these lands as the construction of a new hospital will not be developed in the near future.

**CARRIED – MOTION PREPARED**

**ii. Pending Land Lease (IC 129251)**

**Moved by Councillor Redmond**

**Seconded by Councillor Fritz**

**THAT** Council pass a by-law to authorize the Mayor and Clerk to enter into a 45-year lease agreement with the County of Lanark for use of the Carleton Junction lands as a community park.

**CARRIED – CONSENT AND BY-LAW PREPARED**

**6) ADJOURNMENT**

**Moved by Councillor Fritz**

**Seconded by Councillor Redmond**

**THAT** the meeting be adjourned at 7:50 p.m.

**CARRIED**