



Corporate Services Committee Action Report
April 17th, 2018, 7:00 p.m.
Carleton Place Town Hall, Council Chambers

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

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 7:00 p.m.

2) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST

None declared.

3) REGISTRATION OF PUBLIC WISHING TO SPEAK

None.

4) COMMUNICATIONS (REPORTS)

**i. Support for the Township of Madawaska Valley Resolution
(Communication 129156)**

Trisa McConkey, CPA, CGA, Treasurer

Committee Decision:

THAT Council support the resolution passed by the Township of Madawaska Valley concerning the proposed changes to Asset Management as follows:

“WHEREAS Small Municipalities face significant resource capacity challenges in the collection and maintenance of accurate data for asset management planning, standardized tools should be developed at the cost of the provincial government;

AND WHEREAS These standardized tools should be piloted in several small municipalities with provincial government guidance and resources to ensure evidence-based outcomes that satisfy the regulatory frameworks outlined in O. Reg.588/2017, and the expectations of the province going forward;

AND WHEREAS These standardized tools should be designed with service level metrics for baseline data and automatic calculations and formulas that bring forward the data required to update the asset management plan in

prescribed 5-year intervals and, with built in verification of data to be uploaded electronically for reporting;

NOW THEREFORE BE IT RESOLVED THAT the Township of Madawaska Valley strongly urges Premier Kathleen Wynne and the Province of Ontario to provide adequate financial resources for both staff and infrastructure to ensure successful compliance and implementation of the required municipal function for asset management planning in small municipalities; and

THAT a copy of this resolution be sent to the Honorable Premier Kathleen Wynne, Mr. Randy Hillier, MPP Lanark-Frontenac-Lennox & Addington, Mr. Doug Ford, Leader of the Progressive Conservative Party of Ontario, and Ms. Andrea Horwath, Leader of the Ontario New Democratic Party.”

CARRIED – MOTION PREPARED

ii. Funding the Arena Dressing Rooms and the Central Bridge

Project (Communication 129157)

Trisa McConkey, CPA, CGA, Treasurer

Committee Decision:

THAT Council authorize staff to proceed with 2018 capital projects as budgeted; and

THAT Council direct staff to pursue grant funding in 2018 for the Arena Dressing Room project prior to tendering the project; and

THAT Council direct staff to pursue any available grant funding over the next 2 years for the Central Bridge project.

CARRIED – CONSENT

iii. Proposed Travel and Expense Policy (Communication 129158)

Trisa McConkey, CPA, CGA, Treasurer

Committee Decision:

THAT Council authorizes the passing of a By-law approving the Travel and Expense Policy; and

THAT Council repeal by-law 13-2008 in its entirety.

CARRIED – CONSENT AND BY-LAW PREPARED

iv. Financial Software Purchase Recommendation (Communication 129159)

Trisa McConkey, CPA, CGA, Treasurer

Committee Decision:

THAT Council authorize the passing of a by-law authorizing the Mayor and Clerk to enter into a contract with Apteau for the implementation of Diamond Municipal Solutions software to a maximum upset limit price of \$155,165 plus HST; and

THAT Council authorize utilizing the \$43,000 included in the Equipment

Reserve towards the cost of the financial software replacement project.

CARRIED – MOTION AND BY-LAW PREPARED

v. **Planning Department Monthly Activity Report (Communication 129160)**

Joanna Bowes, Manager of Development Services

Committee Decision:

THAT the Planning Department Report for the month of March 2018 be accepted as information.

CARRIED – CONSENT

vi. **Quarterly Financial Report to March 31, 2018 (Communication 129166)**

Trisa McConkey, CPA, CGA, Treasurer

Committee Decision:

THAT the Quarterly Financial Report to March 31, 2018 be accepted as information.

CARRIED – CONSENT

5) ADJOURNMENT

The meeting adjourned at 7:29 p.m.