



Corporate Services Committee Action Report
May 15th, 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, Paul Knowles, Town Engineer

1) CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST

None.

3) REGISTRATION OF PUBLIC WISHING TO SPEAK

Those who spoke at the meeting registered with the Chair prior to the meeting, others wishing to speak were also given an opportunity to express their concerns.

4) DELEGATIONS / PRESENTATIONS

i. Paul Knowles, Town Engineer

Re: Water and Wastewater Resiliency Plans, Capacity Assessment, and Master Plans and Development Charges Background Study

A presentation was given regarding the Water and Wastewater Resiliency Plan in terms of:

- Flows to/from plants
- Flows in the Mississippi River and
- Climate change impacts to precipitation, temperature and wind

The effects of climate change to the water and wastewater treatment plants were discussed as well possible resiliency measures to mitigate these effects.

The Water/Wastewater Capacity Expansion Assessment was explained in terms of predicting future capacity requirements, projects required to increase capacity and how to incorporate projects into the master plan.

Development charges were addressed with respect to the background study.

Identified project recommendations related to water/wastewater charges as well as roads infrastructure and recreation expansion.

5) COMMUNICATIONS (REPORTS)

i. Water and Wastewater Resiliency Plans Update to Communication 129181 (Communication 129200)

Water/Wastewater Capacity Expansion Assessment Reports Update to Communication 129182 (Communication 129201)

Development Charges Update to Communication 129183 (Communication 129202)

Paul Knowles, Town Engineer

Committee Decision:

THAT Staff present the proposed Water/Wastewater Resiliency Plans, Water/Wastewater Capacity Expansion Assessment and Development Charges Background Study to Council; and

THAT Staff compile comments from the public for all three items and report back on June 5, 2018.

BRING FORWARD

ii. Works on Ottawa Valley Rail (OVR) Trail and Carleton Junction (Communication 129203) presentation attached.

Paul Knowles, Town Engineer

Committee Decision:

THAT the following work be completed in 2018 as Phase I funded from the existing budget:

DESCRIPTION	COST
Parking	\$9,000
Ice Rink	\$6,000
Pump Track Base/Skateboard	\$115,000
Pavilion (slab only)	\$80,000
OVR Trail	\$480,000
Illumination	\$45,000
Drainage	\$80,000
Landscaping Concept Plan	\$10,000
Play Structure	\$126,062
Total	\$951,062

THAT the fencing at the Police Station be installed at a cost of \$13,000 with the cost funded from the Police Building Maintenance Reserve; and

THAT the curbs/sidewalks on cross streets be extended to connect to the Ottawa Valley Rail (OVR) Trail at a cost of approximately \$75,000 with the cost funded from the Hydro Reserve; and

THAT adjacent owners to the OVR trail/Carleton Junction area and the community be invited to attend an Open House to view plans for the OVR Corridor on Monday, May 28th, 2018; and

THAT a sign be prepared that explains the importance of managing storm water volumes in an urban area; and

THAT staff meets with County staff to discuss:

- the lease for Carleton Junction;
- construction timing and maintenance for the remainder of the OVR Trail;
- compensation the Town will receive for constructing the granular trail for the County from Coleman Street to Townline Road;
- signage/markings at cross streets (both on the OVR Trail and on the cross streets);
- Detectable Warning Systems (TWSI) at each cross street;
- Mile markers, historical signs, etc.; and

THAT funds be included in the 2019 budget for Phase 2 as follows:

DESCRIPTON	BUDGETED AMOUNT
Install solar lighting from Moore Street to Townline Road	\$85,000
Construct Pavilion Building and Time Capsule	\$100,000 Less fundraising and grants
Construct landscape features as per landscape conceptual plan	\$ TBD after plan is completed
Construct Pump Track	\$125,000

CARRIED – MOTION PREPARED

v. 2018 Public Sector Accounting Board (PSAB) Budget (Communication 129204)

Trisa McConkey, CPA, CGA, Treasurer

Committee Decision:

THAT Council approve the 2018 Public Sector Accounting Board (PSAB) Budget prepared by the Treasurer as required by the Municipal Act, 2001 O. Reg. 284/09.

CARRIED – MOTION PREPARED

vi. Insurance Renewal (Communication 129205)

Trisa McConkey, CPA, CGA, Treasurer

Committee Decision:

THAT Council accepts the quote from Arthur J. Gallagher, Insurance Broker for Frank Cowan Insurance for the period June 15, 2018 to June 15, 2019 at the quoted price of \$201,027 + PST;

THAT Council authorizes proceeding with the Frank Cowan Facility User Policy to be able to offer insurance coverage to Town facility users; and

THAT Council direct staff to bring forward a proposal for Cyber Liability coverage once the required policies and procedures are implemented.

CARRIED – MOTION PREPARED

vii. Establish Final Tax Rates for 2018 (Communication 129206)

Trisa McConkey, CPA, CGA, Treasurer

Committee Decision:

THAT the 2018 Tax Rate By-law be forwarded to Council for approval.

CARRIED – CONSENT AND BY-LAW PREPARED

viii. 2017 Operating Fund Adjustment (Communication 129207)

Ontario Clean Water Agency

Committee Decision:

THAT Council receive the Treasurer's Report dated May 15, 2018 regarding the 2017 Operating Fund Adjustment related to the Town's contracts with the Ontario Clean Water Agency for the operation of the Wastewater and Water Treatment Plants as information.

CARRIED – MOTION PREPARED

iv. Letter of Municipal Significance from Council re Poker Run for Guide Dogs/Motorcycle Show and Shine Event (Communication 129208)

Diane Smithson, Chief Administrative Officer

Committee Decision:

THAT the Poker Run for Guide Dogs / Motorcycle Show and Shine event taking place at the Market Square on Saturday, May 26, 2018 be deemed a municipally significant event; and

THAT the Clerk be authorized to forward a letter to the Alcohol and Gaming Commission of Ontario advising them of this fact on behalf of the Municipality.

CARRIED – MOTION PREPARED

6) ADJOURNMENT

The meeting adjourned at 9:10 p.m.