



Corporate Services Committee Action Report
for the September 19th, 2017 meeting held in
the Council Chambers at 7:00 p.m.

PRESENT: Mayor Antonakos, Deputy Mayor Flynn, Councillor Black, Councillor Redmond, Councillor Fritz, Paul Knowles, CAO, Phil Hogan, Treasurer, Duncan Rodgers, Clerk, Stacey Blair, Deputy Clerk, Joanna Bowes, Manager of Development Services

- 1) **DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF** – now or anytime during the meeting
- 2) **REGISTRATION OF PUBLIC WISHING TO SPEAK**
- 3) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 4) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVE THIS**

The following items are for information only and will not be discussed unless the Committee chooses to do so. The Chair will entertain a motion to proceed as recommended for those items not pulled out for discussion.

COMMUNICATION 128362

Received from Assessment Review Board (ARB)
Addressed to Phil Hogan, Treasurer
Date August 29th, 2017
Topic Prioritizing ARB Appeals for Town of Carleton Place

SUMMARY

The Assessment Review Board (ARB) has created a new system to be inclusive of Town staff in scheduling of ARB appeals. The current schedule has been prepared by the ARB with input from MPAC. It was my hope that this scheduling was to prioritize the current appeals (Carleton Place has 10 properties under appeal with some having multiple year appeals going back as far as 2009) to get faster results in 2017.

128362 Continued

The reality is that the ARB has so many appeals that the 10 for Carleton Place have been tentatively scheduled by MPAC as follows to be heard. The instructions by ARB has been to smooth the appeals over the 4 year period.

2017	- 0	
2018	- 3	Jan (1), Sept (2)
2019	- 6	Jan (2), Feb (1), March (1) April (2)
2020	- 1	Dec (1)

COMMENT

As much as they wish to have municipal involvement in the scheduling process the ability of the ARB to hear these cases seems to have major problems. I am not sure if this is a staffing issue or that these appeals are so complex that they take this long. My expectation would have been to have appeals heard in no more than 12 months. As noted above we now have an appeal submitted by a taxpayer in Carleton Place that is not scheduled to be heard until December 2020 with 6 others not heard until sometime in 2019. Further appeals can be added to this list on an annual basis. For Council's Information

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

TO BE DISCUSSED

COMMUNICATION 128343

Received from	Phil Hogan, Treasurer
Addressed to	Physical Environment Committee
Date	August 30 th , 2017
Topic	2018 Sewer and Water Budget

SUMMARY

Staff have prepared a proposed Sewer and Water Budget for 2018 that requires a 1.80% increase to the sewer and water rate.

UPDATE – September 19th, 2017

Results of Public Meeting will be presented.

STAFF RECOMMENDATION

That a By-law be prepared and forwarded to Council reflecting the 1.8% increase to the 2018 sewer and water rates.

128343 Continued

COMMITTEE DECISION

THAT a By-law be prepared and forwarded to Council reflecting the 1.8% increase to the 2018 sewer and water rates.

COMMUNICATION 128353

Received from Deputy-Mayor Flynn
Addressed to Physical Environment Committee
Date September 5th, 2017
Topic Roy Brown Statue

SUMMARY

Each year the Town budgets funds for murals in the Downtown. A group is pursuing creating a Roy Brown Statue.

UPDATE – September 19th, 2017

Treasurer has met with the Roy Brown Society to discuss details related to the project. The grant, which has been approved, is to the Roy Brown Society not the Town and will only be paid upon successful completion of the project. Funding for the project will need to flow through the Roy Brown Society so any municipal support needs to be a contribution to the Roy Brown Society.

STAFF RECOMMENDATION

THAT Council hereby confirms that the \$12,500 funds in the 2017 budget for murals can be reallocated to make a donation to the Roy Brown Society for a share of the cost of the Roy Brown Statue but that these funds, from the Town, will only be advanced to the Roy Brown Society after Council has reviewed and approved the Society's financial plan for the entire \$205,000.

COMMITTEE DECISION

THAT Council hereby confirms that the \$12,500 funds in the 2017 budget for murals can be reallocated to make a donation to the Roy Brown Society for a share of the cost of the Roy Brown Statue

At the request of Mayor Antonakos, staff administered the following recorded vote:

Mayor Antonakos: Nay
Deputy Mayor Flynn: Yay
Councillor Black: Yay
Councillor Doucett: Absent
Councillor Fritz: Yay
Councillor Redmond: Yay
Councillor Trimble: Absent

The committee secretary declared the vote as CARRIED.

COMMUNICATION 128363

Received from Phil Hogan, Treasurer
Addressed to Corporate Services Committee
Date September 13th, 2017
Topic Procurement By-law

SUMMARY

Procurement By-law has been upgraded to include new paragraphs related to deal with Single Source Procurement (Paragraph 3.6) and Trade Agreements entered into by the Federal or Provincial Governments (Paragraph 7.1). Changes have also been made to the dollar level of procurement in Paragraphs 3.2 – 3.5 and adding in standing committee approval for urgent items.

STAFF RECOMMENDATION

THAT a By-law be prepared to update the existing Procurement of Goods and Services Policy.

COMMITTEE DECISION

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Corporate Services Committee Agenda
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