



Corporate Services Committee Action Report
for the February 21st, 2017 meeting held in
the Council Chambers at 7:00 p.m.

PRESENT: Mayor Antonakos, Deputy-Mayor Flynn, Councillor Black, Councillor Doucett, Councillor Redmond, Councillor Fritz, Councillor Trimble, Les Reynolds, Director of Protective Services, Duncan Rogers, Clerk, Paul Knowles, Chief Administrative Officer, Phil Hogan, Treasurer

- 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 128094

Received from	Ministry of Municipal Affairs
Addressed to	Phil Hogan, Treasurer
Date	February 8 th , 2017
Topic	Annual Repayment Limit

SUMMARY

The Town of Carleton Place is currently utilizing 14.5% of its debt capacity. The remaining annual limit of \$4,080,357 would fund \$51 million of debt for a 20 year debenture at 5% interest

Our current forecast for sewer and water requirements for the period from 2025 to 2035 show approximately \$27 million of expenditures requiring \$17 million of debt. (NOTE: that the current budget has the municipality updating the cost estimates for these works in 2017 since the last engineering report was in 2011).

128094 Continued

COMMENT

Information only

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COMMUNICATION 128095

Received from MVCA
Addressed to Duncan Rogers, Clerk
Date January 16th, 2017
Topic Statement of Remuneration and Expenses

SUMMARY

Statement of Remuneration and Expenses for the year 2016 for Council representatives.

Deputy Mayor Flynn	\$679.60	Councillor Doucett	\$475.72
--------------------	----------	--------------------	----------

COMMENT

Information only

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COMMUNICATION 128096

Received from Phil Hogan, Treasurer
 Addressed to Corporate Services Committee
 Date February 14, 2017
 Topic Yearend Highlights

SUMMARY

The audit for the municipality took place from January 30th to February 2nd and audited statements are being prepared with a tentative presentation date in March. The municipality finished the year with surplus of \$5,016. The budget for 2017 had estimated a surplus of \$7,000. Other financial indicators show the following:

	<u>2016</u>	<u>2015</u>
Reserves	\$14,614,771	\$13,178,001
Debentures	\$ 3,697,491	\$ 4,094,110
MVCA Debt	\$ 4,458,075	\$ 4,580,377
Tax Arrears	\$ 1,083,536	\$ 1,027,057

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

TO BE DISCUSSED

COMMUNICATION 128097

Received from Phil Hogan, Treasurer
 Addressed to Corporate Services Committee
 Date February 14th, 2017
 Topic Conference Budget for Council 2017

SUMMARY

Conference requests for 2017 by Council members have been made for submission to committee for approval.

STAFF RECOMMENDATION

That Council hereby approves the conference schedule for 2017

COMMITTEE DECISION

That Council hereby approves the conference schedule for 2017

COMMUNICATION 128098

Received from Phil Hogan, Treasurer
Addressed to Corporate Services Committee
Date February 14th, 2017
Topic Statement of Remuneration

SUMMARY

Statement of Remuneration to Mayor and Council for 2016.

STAFF RECOMMENDATION

That Council hereby approves the Statement for Remuneration as prepared by the Treasurer for the year 2016

COMMITTEE DECISION

That Council hereby approves the Statement for Remuneration as prepared by the Treasurer for the year 2016



Corporate Services Committee Agenda
for the February 21st, 2017 meeting held in
the Council Chambers at 7:00 p.m.

- 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 128094

Received from Ministry of Municipal Affairs
Addressed to Phil Hogan, Treasurer
Date February 8th, 2017
Topic Annual Repayment Limit

SUMMARY

The Town of Carleton Place is currently utilizing 14.5% of its debt capacity. The remaining annual limit of \$4,080,357 would fund \$51 million of debt for a 20 year debenture at 5% interest

Our current forecast for sewer and water requirements for the period from 2025 to 2035 show approximately \$27 million of expenditures requiring \$17 million of debt. (NOTE: that the current budget has the municipality updating the cost estimates for these works in 2017 since the last engineering report was in 2011).

COMMENT

Information only

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

COMMUNICATION 128095

Received from MVCA
 Addressed to Duncan Rogers, Clerk
 Date January 16th, 2017
 Topic Statement of Remuneration and Expenses

SUMMARY

Statement of Remuneration and Expenses for the year 2016 for Council representatives.

Deputy Mayor Flynn \$679.60 Councillor Doucett \$475.72

COMMENT

Information only

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

COMMUNICATION 128096

Received from Phil Hogan, Treasurer
 Addressed to Corporate Services Committee
 Date February 14, 2017
 Topic Yearend Highlights

SUMMARY

The audit for the municipality took place from January 30th to February 2nd and audited statements are being prepared with a tentative presentation date in March. The municipality finished the year with surplus of \$5,016. The budget for 2017 had estimated a surplus of \$7,000. Other financial indicators show the following:

	<u>2016</u>	<u>2015</u>
Reserves	\$14,614,771	\$13,178,001
Debentures	\$ 3,697,491	\$ 4,094,110
MVCA Debt	\$ 4,458,075	\$ 4,580,377
Tax Arrears	\$ 1,083,536	\$ 1,027,057

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

TO BE DISCUSSED

COMMUNICATION 128097

Received from Phil Hogan, Treasurer
Addressed to Corporate Services Committee
Date February 14th, 2017
Topic Conference Budget for Council 2017

SUMMARY

Conference requests for 2017 by Council members have been made for submission to committee for approval.

STAFF RECOMMENDATION

That Council hereby approves the conference schedule for 2017

COMMITTEE DECISION

COMMUNICATION 128098

Received from Phil Hogan, Treasurer
Addressed to Corporate Services Committee
Date February 14th, 2017
Topic Statement of Remuneration

SUMMARY

Statement of Remuneration to Mayor and Council for 2016.

STAFF RECOMMENDATION

That Council hereby approves the Statement for Remuneration as prepared by the Treasurer for the year 2016

COMMITTEE DECISION