



Corporate Services Committee Action Report  
for the May 17<sup>th</sup>, 2016 meeting held in  
the Council Chambers at 7:00 p.m.

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**PRESENT:** Mayor Antonakos, Deputy-Mayor Flynn, Councillor Black, Councillor Doucett, Councillor Redmond, Councillor Fritz, Councillor Trimble, Duncan Rogers, Clerk, Joanna Bowes, Manager of Development Services, Les Reynolds Director of Protective Services, 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 ADDENDUM?**

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 receive and file for those items not pulled out for discussion.

### **COMMUNICATION 127175**

Received from	Deputy-Mayor Flynn
Addressed to	Corporate Services Committee
Date	April 13 <sup>th</sup> , 2016
Topic	Boat Docks on North Side

#### **SUMMARY**

Deputy-Mayor Flynn suggests there should be a dock on the North side of the river at the end of Water Street. With the stairs there, it would provide easy access to the Main Street.

#### **COMMENT**

Installation of additional docks has not been included in the 2016 budget nor identified in future plans. The current docks, immediately across the river on the south side, provide easy access to the downtown and are not well used.

**127275 Continued**

**UPDATE – May 13<sup>th</sup>, 2016**

At the May 10<sup>th</sup>, 2016 meeting of the Policy Review Committee it was decided that the \$11,000 in the budget for an Economic Development Project be used to fund the installation of signs for the Business Parks with the remainder of the funds used to identify and plan to make a safe boating channel from the lake to the downtown. Funds for appropriate additional docks could then be considered in the 2017 budget.

**STAFF RECOMMENDATION**

Receive and record

**COMMITTEE DECISION**

Receive and record

**COMMUNICATION 127217**

Received from	OGRA – ROMA
Addressed to	Paul Knowles, Chief Administrative Officer
Date	April 28 <sup>th</sup> , 2016
Topic	Annual Conferences

**SUMMARY**

OGRA/ROMA will no longer be holding a joint Annual Conference. ROMA has decided that it will return to its roots by hosting its own dedicated conference. They believe rural priorities can be better aligned, better understood and better addressed. The ROMA conference will be held January 29 – January 31, 2017.

OGRA Conference will be held on February 12 – 15, 2017.

**COMMENT**

For Council's Information

**STAFF RECOMMENDATION**

Receive and Record

**COMMITTEE DECISION**

Receive and Record

## **COMMUNICATION 127218**

Received from County of Lanark  
Addressed to Town of Carleton Place  
Date April 29<sup>th</sup>, 2016  
Topic Sun Life Policy Renewal – June 1, 2016

### **SUMMARY**

County of Lanark received its quote for premium changes on coverages for Life Insurance, Long Term Disability, and ADD through Sun Life. The renewal effective June 1<sup>st</sup> has premiums increasing by 28.4% for all municipalities having coverages through this group policy. Carleton Place is part of this group. The annual cost increase is going to be \$30,650 or an increase of approximately \$400 per employee, the impact for the 7 months of 2016 will be \$18,000.

### **COMMENT**

County switched to Sun Life 2 years ago with savings from the provider of that time. The rates are now higher than when we switched.

### **STAFF RECOMMENDATION**

Receive and Record

### **COMMITTEE DECISION**

Receive and Record

## **TO BE DISCUSSED**

## **COMMUNICATION 127219**

Received from Paul Knowles, Chief Administrative Officer  
Addressed to Corporate Services Committee  
Date May 11<sup>th</sup>, 2016  
Topic Hospital Presentation

### **SUMMARY**

Representations from the hospital have offered to expand on their exciting announcement regarding Carleton Place & District (CPDMH) and Almonte General Hospital (AGH). The two hospitals have a history of collaboration and now they are forming stronger ties with a single goal: better care.

**127219 Continued**

As part of this new partnership, the Mississippi River Health Alliance has been created to support ongoing planning. As well, the two hospitals will share a President and Chief Executive Officer. Mary Wilson Trider will assume the role in September 2016 at the time of Toni Surko's retirement as CPDMH's Chief Executive Officer.

**STAFF RECOMMENDATION**

That representative from the Hospital present their plans.

**COMMITTEE DECISION**

Receive and Record

**COMMUNICATION 127220**

Received from Dave Young, Director of Public Works  
Addressed to Corporate Services Committee  
Date May 11<sup>th</sup>, 2016  
Topic Equipment Quotations

**SUMMARY**

Public Works have received the following quotes for equipment identified in the 2016 Capital Budget.

**Vehicle Hoist**

NAPA	\$21,870.00
Benson	\$21,850.00
Carquest (Nepean)	\$22,500.00

**Tire Changer and Balancer**

NAPA	\$12,054.05
Benson	\$12,009.63
Carquest (Nepean)	\$12,750.00

**COMMENT**

Even though Benson is the low bid on both items, the difference is not significant and staff feel that splitting the purchase, between two local suppliers that we deal with on a regular basis, makes sense.

Although the hoist came in over the original budget of \$15,000, the tire changer and balancer have come in below the budget of \$20,000. Total budget amount is \$35k and total in bids is \$33,897.63 if award is split between the two companies.

**127220 Continued**

**STAFF RECOMMENDATION**

THAT Council hereby authorizes staff to issue a Purchase Order for \$21,870.00 to NAPA for the purchase of the Hoist and a Purchase Order to Benson for \$12,009.63 for the purchase of the Tire Changer and Balancer.

**COMMITTEE DECISION**

THAT Council hereby authorizes staff to issue a Purchase Order for \$21,870.00 to NAPA for the purchase of the Hoist and a Purchase Order to Benson for \$12,009.63 for the purchase of the Tire Changer and Balancer.

**COMMUNICATION 127221**

Received from        Brian Gass Chief Building Official  
Addressed to        Corporate Services Committee  
Date                    May 12<sup>th</sup>, 2016  
Topic                  Vehicle Quotations

**SUMMARY**

The 2016 capital budget has set aside funds for the replacement of the Building Department vehicle. Staff have obtained three quotations for a new vehicle from three local dealerships (all four were invited to quote).

**Vehicle Quotations**

Bean Chevrolet	2016 Chevy Colorado	\$27,933.00 plus HST
Turpin KIA Ltd	2017 Sportage	\$32,293.48 plus HST
March Ford Ltd	2016 F150	\$35,449.00 plus HST

**COMMENT**

Budget Amount for vehicle purchase is \$30,000

**STAFF RECOMMENDATION**

THAT Council hereby authorizes staff to issue a Purchase Order for \$27,933 plus HST to Bean Motors for purchase of 2016 Chevy Colorado.

**COMMITTEE DECISION**

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Corporate Services Committee Agenda  
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