



Corporate Services Committee Action Report  
for the February 16, 2016 meeting held in  
the Council Chambers at 7:00 p.m.

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**PRESENT:** Mayor Antonakos, Councillor Doucett, Councillor Redmond, Councillor Fritz, Councillor Trimble, Les Reynolds Director of Protective Services, Duncan Rogers, Clerk

- 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 127071**

Received from        MVCA  
Addressed to        Duncan Rogers, Clerk  
Date                    January 25<sup>th</sup>, 2016  
Topic                   Statement of Remuneration and Expenses

#### **SUMMARY**

Statement of Remuneration and Expenses for the year 2015 for Council representatives.

- Deputy Mayor Flynn        \$1,634.17
- Councillor Doucett         \$ 679.60

#### **COMMENT**

Information only

#### **STAFF RECOMMENDATION**

Receive and Record

#### **COMMITTEE DECISION**

Receive and Record

**COMMUNICATION 127072**

Received from OCWA  
 Addressed to Town of Carleton Place  
 Date February 9<sup>th</sup>, 2016  
 Topic Client Report for 2015

**SUMMARY**

	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Sewage Plant	\$957,526	\$997,707	(\$40,181)
Water Plant	\$615,488	\$549,560	\$65,928

**COMMENT**

Overall actuals to budget resulted in 25K surplus.

**STAFF RECOMMENDATION**

Receive and Record

**COMMITTEE DECISION**

Receive and Record

**COMMUNICATION 127073**

Received from County of Lanark  
 Addressed to Phil Hogan, Treasurer  
 Date February 9<sup>th</sup>, 2016  
 Topic Tax Ratios - 2016

**SUMMARY**

County of Lanark has calculated the tax ratios for 2016 which will result in revenue neutral taxation within the various tax classifications. The ratios for municipalities within the County will be:

Residential	1.00
Multi-Residential	2.298587
Commercial	1.706190
Industrial	2.609301
Pipeline	2.051450
Farm	0.25

**127073 Continued**

**COMMENT**

Information only

**STAFF RECOMMENDATION**

Receive and Record

**COMMITTEE DECISION**

Receive and Record

**COMMUNICATION 127074**

Received from Phil Hogan, Treasurer  
 Addressed to Corporate Services Committee  
 Date February 10<sup>th</sup>, 2016  
 Topic Yearend Highlights

**SUMMARY**

The audit for the municipality took place from January 25<sup>th</sup> to 29<sup>th</sup> and audited statements are being prepared with a tentative presentation date of March 8<sup>th</sup>, 2016.

The municipality finished the year with a surplus of \$12,289. The budget for 2016 had estimated a surplus of 7,000. Other financial indicators show the following:

	<b>2015</b>	<b>2014</b>
Reserves	\$13,178,001	\$11,061,773
Debt	\$ 4,345,168	\$ 5,383,009
MVCA Debt	\$ 4,580,377	-
Tax Arrears	\$ 1,027,057	\$ 1,138,718

**COMMENT**

For Council's Information

**STAFF RECOMMENDATION**

Receive and Record

**COMMITTEE DECISION**

Receive and Record

**TO BE DISCUSSED**

**COMMUNICATION 127068**

Received from Phil Hogan, Treasurer  
Addressed to Policy Review Committee  
Date February 3<sup>rd</sup>, 2016  
Topic 10 Year Capital Plan

**SUMMARY**

Treasurer is working on the annual update to the Town's 10 year Capital Plan.

**STAFF RECOMMENDATION**

THAT Council consider potential projects that should be included in the 10 year plan. Bring forward to Physical Environment Committee.

**COMMITTEE DECISION**

THAT Council consider potential projects that should be included in the 10 year plan. Bring forward to Physical Environment Committee.

**COMMUNICATION 127075**

Received from Phil Hogan, Treasurer  
Addressed to Corporate Services Committee  
Date February 9<sup>th</sup>, 2016  
Topic By-law for Final Agreement with MVCA

**SUMMARY**

By-law 40-2012 authorizing a loan agreement was entered into with MVCA in September 2012. The final agreement with terms of debenture and showing lien on the property were entered into on June 1, 2015. The original by-law needs to be repealed and a revised by-law to go to Council.

**STAFF RECOMMENDATION**

By-law to Council for Final agreement with MVCA regarding the loan for their new administrative building.

**COMMITTEE DECISION**

By-law to Council for Final agreement with MVCA regarding the loan for their new administrative building.

## COMMUNICATION 127076

Received from        BIA  
Addressed to        Corporate Services Committee  
Date                    February 3<sup>rd</sup>, 2016  
Topic                  BIA Budget 2016

### SUMMARY

BIA Board of Management had a meeting of its members and passed the BIA budget requiring a levy of \$152,568 in 2016. This is a 0% increase over the 2015 levy

### STAFF RECOMMENDATION

That Council hereby approves a 0% levy change for the Business Improvement Area budget for 2016 as approved by the BIA membership at their annual meeting.

### COMMITTEE DECISION

That Council hereby approves a 0% levy change for the Business Improvement Area budget for 2016 as approved by the BIA membership at their annual meeting.

## COMMUNICATION 127077

Received from        Les Reynolds, Director or Protective Services  
Addressed to        Corporate Services Committee  
Date                    February 11<sup>th</sup>, 2016  
Topic                  New Fire Prevention Vehicle

### SUMMARY

The 2016 budget includes a provision for the purchase of a new vehicle for fire prevention staff, to replace the retired ambulance presently being used. Staff issued a Request for Proposals to the four local automobile dealers for the supply of a basic compact SUV type vehicle. The following quotations were received.

Vehicle	Supplier	Price
2016 Kia Sorrento LX	Turpin Kia	\$26,869.60
2015 Mitsubishi RVR SE	Motorhouse Mitsubishi	\$25,693.00

Prices do not include any applicable taxes.

### COMMENT

While the Kia Sorrento is slightly more expensive, the price is still less than the budgeted amount and staff feel the fact that it is the current model year offsets the difference.

### STAFF RECOMMENDATION

THAT Council hereby authorizes the Director of Protective Services to proceed with the purchase of a 2016 Kia Sorrento LX from Turpin Kia for the price of \$26,869.60 plus applicable taxes.

**127077 Continued**

**COMMITTEE DECISION**

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