



Corporate Services Committee Action Report  
for the January 19, 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 Trimble, Joanna Bowes, Manager of Development Services, j f, 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 127037**

Received from      MVCA  
Addressed to      Clerk  
Date                  January 13, 2016  
Topic                2016 Draft Budget

#### **SUMMARY**

MVCA draft budget for 2016 has been prepared and will be considered for approval on February 17, 2016. The levy for Carleton Place will increase from \$58,416 in 2015 to \$60,881 in 2016.

#### **COMMENT**

Information only

#### **STAFF RECOMMENDATION**

Receive and Record

#### **COMMITTEE DECISION**

Receive and Record

**TO BE DISCUSSED**

**COMMUNICATION 127042**

Received from Duncan Rogers  
Addressed to Corporate Services  
Date January 13, 2016  
Topic List of 2016 user fees and charges

**SUMMARY**

The Clerk has prepared a listing of 2016 fees and charges for the Town of Carleton Place.

**STAFF RECOMMENDATION**

That Council accept the list of 2016 fees and charges for the Town of Carleton Place as prepared by the Clerk.

**COMMITTEE DECISION**

THAT Council hereby accepts the list of 2016 Fees and Charges for the Town of Carleton Place as prepared by the Clerk.

**COMMUNICATION 127043**

Received from Ministry of Municipal Affairs  
Addressed to Treasurer  
Date January 13, 2016  
Topic Financial Indicators

**SUMMARY**

The report provided shows the various financial indicators and indicates the various level of challenges as Low, Moderate or High. Carleton Place has been ranked with low risk in all of the Financial Indicators based on the 2014 FIR.

	CP	Low Risk
Net Financial Assets as a % of Own P Taxation plus user fees	27.3%	(50.0%)
Total Reserves as a % of Operating Expenses	54.0%	>20.0%
Debt Servicing as a % of Operating Revenue	3.1%	5.0%
Total Taxes Receivable as a % of Total Taxes Levied	6.5%	10.0%
Total Cash and Cash Equivalents as a % of Operating Expenses	27.7%	>10.0%
Net Working Capital as a % of Operating Expenses	25.1%	>10.0%
Net Book Value of Capital Assets as a % of Capital Asset Cost	63.6%	>50.0%

**STAFF RECOMMENDATION**

To be discussed

**COMMITTEE DECISION**

Receive and Record

## COMMUNICATION 127044

Received from Phil Hogan  
Addressed to Corporate Services  
Date January 13, 2016  
Topic Application Based Criteria – Provincial Funding

### SUMMARY

Determination of Challenging Economic Conditions in determining application based projects for Funding. Carleton Place was ranked 190<sup>th</sup> when it comes to challenging circumstances.

	<u>CP</u>	<u># of Mun.</u>	<u>Challenging Average</u>
1) Household Income	\$67000	70	\$42,000
2) Assessment per Household	\$303,000	110	\$100K– 200K
3) Net Financial Assets per House	\$800	65	\$2,000)+
4) User fees as % of Household Inc.	7%	50	8%
5) Bonus for Additions & Betterments	200%	275	0%-199%

### COMMENT

With many of the above criteria not changing in the short term our ability to be assessed as having challenging circumstances are pretty low.

### STAFF RECOMMENDATION

To be discussed

### COMMITTEE DECISION

Receive and Record

## COMMUNICATION 127045

Received from Phil Hogan  
Addressed to Corporate Services  
Date January 14, 2016  
Topic Conference Budget 2016

### SUMMARY

Conference requests for 2016 by Council members have been made for submission to committee for approval.

### STAFF RECOMMENDATION

That Council hereby approves the conference schedule for 2016

### COMMITTEE DECISION

THAT Council hereby approves the conference schedule for 2016.



Corporate Services Committee Agenda  
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**COMMENT**

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