



Policy Review Committee Action Report for the October 24th, 2017 meeting held in the Council Chambers following Council

PRESENT: Mayor Antonakos, Deputy-Mayor Flynn, Councillor Black, Councillor Redmond, Councillor Trimble, Councillor Fritz, Councillor Doucett
Staff: Paul Knowles, CAO, Duncan Rogers, Clerk, Phil Hogan, Treasurer, Joanne Henderson, Manager of Recreation, Stacey Blair, Deputy-Clerk

- 1) **DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF** – now or anytime during the meeting
 - 2) **PUBLIC MEETING – NONE AT THIS TIME**
 - 3) **REGISTRATION OF PUBLIC WISHING TO SPEAK**
 - 4) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
 - 5) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF THE STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVE THIS ADDENDUM**
-

TO BE DISCUSSED

COMMUNICATION 128406

Received from Clerk's Department
Addressed to Policy Review Committee
Date October 17, 2017
Topic By-law for Voting Hours at Seniors' Residences

SUMMARY

As in past elections and as permitted by the Municipal Elections Act, it is deemed appropriate that the hours of voting by paper ballot for the following seniors' residences: Stone Ridge Manor (256 High Street), Riverview Seniors Residence (204 Lake Avenue West), Waterside Viva Retirement Community (105 McNeely Avenue) and Carleton Place Terrace (formerly known as Carleton Place Manor) (6 Arthur Street) be between the hours of 2:00 p.m. and 8:00 p.m. on Monday, October 22, 2018.

For the residents of the above-noted facilities, should they so wish, internet voting shall commence on Monday, October 15, 2018 and will end at the close the voting stations on Voting Day, Monday, October 22, 2018.

128406 Continued

STAFF RECOMMENDATION

THAT a by-law be forwarded to Council dedicating the voting hours of the above-noted seniors' residences.

COMMITTEE DECISION

THAT a by-law be forwarded to Council dedicating the voting hours of the above-noted seniors' residences.

COMMUNICATION 128407

Received from Clerk's Department
Addressed to Policy Review Committee
Date October 17, 2017
Topic Bill 148 – Fair Workplaces, Better Jobs Act

SUMMARY

Bill 148 proposes to amend the Employment Standards Act, 2000 (ESA), the Labour Relations Act, 1995. Of primary interest to the Town are the ESA changes being proposed by the bill which include, increases in minimum wage, equal pay for equal work, scheduling, vacation increases, holiday pay and statutory leaves.

COMMENT

Bill 148 – Fair Workplaces, Better Job Act, 2017

On June 1, 2017, the Ontario government introduced Bill 148, the Fair Workplaces, Better Jobs Act, 2017 (Bill 148). Per Hicks Morley, some ESA changes will be effective January 1st, 2018.

OVERVIEW OF ESA CHANGES

- Minimum wage increasing to \$14.00/hr (\$13.15 for under 18) Effective Jan. 1, 2018; \$15/hr January 1, 2019
- Equal Pay for Equal Work – no employee may be paid less than what is paid to full-time employees of the same employer, performing the same job (does not include seniority or merit based differences). Effective April 1, 2018.
- Scheduling – employees may refuse a shift if given less than 4 days' notice; employer obligated to pay for 3 hours at regular rate if shift is cancelled within 48 hours of scheduled start; "3-hour reporting rule" required to be paid at regular rate; minimum "on call" payment if employee is placed on call and not called into work (3 hrs. at regular rate)

128407 Continued

- Vacation and Public Holidays – changes in how holiday pay is calculated; new formula based on number of days worked in the pay period immediately preceding the public holiday
- Personal Emergency Leave – changing to 10 days (2 paid + 8 unpaid), no note required
- Family Medical Leave – increasing from 8 weeks to 27 (with proof of serious medical condition)

The Association of Municipalities Ontario (“AMO”) have submitted to the Standing Committee on Finance and Economic Affairs for their review a submission pertaining to the draft Bill 148 legislation. Of concern are the consequences that the proposed changes could have on the ability of municipalities to provide critical daily and emergency services.

Financial Considerations:

- Increase to minimum wage will impact job rates (at a minimum) and may result in additional increases where minimum wage is used as Step 1 in the pay band
- Increases on the base line of the compensation structure may require increases to job rates for other positions to realign pay/relative value in the hierarchy

It is not known how on-call provisions could impact volunteer fire fighter services.

Attached is a resolution from the Township of Montague regarding this matter.

STAFF RECOMMENDATION

THAT the Town support efforts to reduce the impact of Bill 148 to municipalities and seek further information regarding implementation of the Bill.

COMMITTEE DECISION

THAT the Town support efforts to reduce the impact of Bill 148 to municipalities and seek further information regarding implementation of the Bill.

COMMUNICATION 128408

Received from Paul Knowles, CAO
Addressed to Policy Review Committee
Date October 18, 2017
Topic Ontario Good Roads Association

The OGRA 2017 Annual Conference will be held February 25 - 28. The deadline to submit requests for a Municipal Delegation is January 18, 2018.

128408 Continued

STAFF RECOMMENDATION

THAT Committee determine if they wish to submit a delegation request.

COMMITTEE DECISION

THAT staff submit the same Ministry delegation requests to OGRA as were submitted for ROMA.

COMMUNICATION 128409

Received from Phil Hogan, Treasurer
Addressed to Policy Review Committee
Date October 18, 2017
Topic 2018 Budget

SUMMARY

Staff have compiled the first draft of the 2018 Budget and will present to Council.

STAFF RECOMMENDATION

To be discussed.

COMMITTEE DECISION

THAT this matter be brought forward to the Physical Environment Committee for further discussion.

COMMUNICATION 128410

Received from Paul Knowles, CAO
Addressed to Policy Review Committee
Date October 18, 2017
Topic Request for Funding – Lanark County Interval House (LCIH)

SUMMARY

At their presentation to Council on October 10th, 2017, LCIH made a request for financial assistance in the establishment of “second stage” housing. This assistance was requested in the form of either tax relief or waiving of fees.

COMMENT

Although the Town does not waive fees or taxes, there are two options available. Council has the option of providing a grant to the charity. These funds could then be used for the payment of either taxes or fees. With respect to tax relief, other properties owned by LCIH are assessed by MPAC as exempt from taxation. LCIH would need to verify with MPAC if second stage housing would be assessed as exempt.

128410 Continued

Finally, all requests for funds are to be forwarded to Joanne Henderson, Manager of Recreation, for consideration as part of the community enrichment grant program.

STAFF RECOMMENDATION

THAT Council provide direction.

COMMITTEE DECISION

THAT Lanark County Interval House be advised to apply to the Community Grants Program;

AND FURTHERMORE THAT additional efforts be undertaken to assist Lanark County Interval House.

AND FURTHERMORE THAT this matter be brought forward.

COMMUNICATION 128411

Received from	Clerk's Department
Addressed to	Policy Review Committee
Date	October 18, 2017
Topic	Integrity Commissioner Contract

SUMMARY

Mr. Swayze informed the Town that he has completed his five-year term with Council as Integrity Commissioner for the Town of Carleton Place.

COMMENT

Neither By-law No. 29-2012 nor the motion of Council appointing Mr. Swayze as Integrity Commissioner for the Town of Carleton Place note a five-year term of office. Staff have contacted Mr. Swayze to determine if he would be interested in remaining as the Integrity Commissioner for the Town.

UPDATE

Mr. Swayze has informed the Town that he is prepared to accept a renewal of his term as integrity Commissioner but that his rates and other terms have changed. Mr. Swayze now charges \$320.00/hr and \$160.00 for travel time. He also requires an annual retainer of \$2,000.00. Currently, Mr. Swayze charges \$260.00 per hour and \$130.00 for travel time. Mr. Swayze has provided a sample draft service agreement that he now uses.

STAFF RECOMMENDATION

THAT Committee review the rates and terms of Mr. Swayze and also the draft service agreement.

128411 Continued

COMMITTEE DECISION

THAT the Mayor and Clerk enter into an agreement to engage Mr. Swayze as Integrity Commissioner for the Town of Carleton Place;
AND FURTHERMORE, THAT this contract be subject to a 30 day notice of termination provision.

At the request of Councillor Doucett, staff administered the following recorded vote:

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

The committee secretary declared the vote as CARRIED.

An additional motion was passed regarding this matter:

THAT the Clerk be instructed to proceed with engaging the services of Mr. Swayze as Integrity Commissioner for the Town of Carleton Place immediately pending the signing of the contract.

COMMUNICATION 128411

Received from	Clerk's Department
Addressed to	Policy Review Committee
Date	October 17, 2017
Topic	Closed Meetings

SUMMARY

As authorized by the Municipal Act, Council should review selected items in closed session.

STAFF RECOMMENDATION

THAT in accordance with Section 239 of the Municipal Act, S.O. 2001, that the meeting be closed to the public with the following agenda.

128411 Continued

AGENDA

- 17-10-24-1 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Striking Committee (BIA)
- 17-10-24-2 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – sale of land.

COMMITTEE DECISION

THAT in accordance with Section 239 of the Municipal Act, S.O. 2001, that the meeting be closed to the public with the following agenda.

AGENDA

- 17-10-24-1 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Striking Committee (BIA)
- 17-10-24-2 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – sale of land.

REPORT TO COUNCIL

- 17-10-24-1 THAT Council hereby instructs the Clerk to amend the Striking Committee Report to add Dena Comley as a member of Downtown Carleton Place BIA Board.
- 17-10-24-2 THAT Council hereby authorizes the Mayor and the Clerk to execute an Agreement of Purchase and Sale to sell Part 1 Hooper Street to Jim Licari Automotive for \$110,000.00.



Policy Review Committee Agenda
for the October 24th, 2017 meeting to be held in
the Council Chambers following Council

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COMMITTEE DECISION

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COMMITTEE DECISION

**THE CORPORATION OF THE
TOWNSHIP OF MONTAGUE**



6547 ROGER STEVENS DRIVE
P.O. BOX 755
SMITHS FALLS, ON K7A 4W6
TEL: (613) 283-7478
FAX: (613) 283-3112
www.township.montague.on.ca

October 2nd, 2017

Honourable Kathleen Wynne, Premier of Ontario
Legislative Building - Room 281
Queen's Park
Toronto Ontario, M7A 1A1
Via Email

Dear Premier Wynne,

Please be advised the Council of the Township of Montague passed the following resolution at its meeting of Committee of the Whole of September 19th, 2017:

MOVED BY: K. Van Der Meer RESOLUTION NO: 104-2017
SECONDED BY: I. Streight DATE: September 19, 2017

WHEREAS The Township of Montague maintains a motivated and well-functioning volunteer fire department;

AND WHEREAS changes proposed to on-call provisions in the Employment Standards Act by Bill 148 will result in exorbitant tax increases to maintain fire prevention services in a rural municipality;

AND WHEREAS many Ontario municipalities will be unable to maintain fire services if this change is enacted;

AND WHEREAS the Association of Municipalities of Ontario has submitted a position paper to the Ontario government specifically requesting the exemption of all municipal volunteer firefighters;

NOW THEREFORE The Township of Montague requests that all municipal employees be specifically exempted from the on-call changes proposed by Bill 148;

AND That the Township of Montague request that the government of Ontario conduct a full economic impact study of Bill 148 to study the effect of the Bill on businesses and municipalities across Ontario;

AND That this resolution be circulated to Premier Kathleen Wynne, Minister of Labour Kevin Daniel Flynn, the Association of Municipalities of Ontario and all Ontario municipalities.

CARRIED

THE CORPORATION OF THE
TOWNSHIP OF MONTAGUE



6547 ROGER STEVENS DRIVE
P.O. BOX 755
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TEL: (613) 283-7478
FAX: (613) 283-3112
www.township.montague.on.ca

Please contact me if you have any additional questions.

Thank you,

A handwritten signature in blue ink, appearing to read 'Jasmin Ralph', is written over the typed name.

Jasmin Ralph
Clerk

Cc: Minister of Labour Kevin Daniel Flynn;
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities