



Policy Review Committee Action Report
for the November 8th, 2016 meeting held in
the Council Chambers following Council

PRESENT: Mayor Antonakos, Deputy-Mayor Flynn, Councillor Black, Councillor Doucett, Councillor Redmond, Councillor Fritz, Councillor Trimble, Duncan Rogers, Clerk, Paul Knowles, Chief Administrative Officer

- 1) **DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF** – now or anytime during the meeting
- 2) **PUBLIC MEETING – NONE THIS EVENING**
- 3) **REGISTRATION OF PUBLIC WISHING TO SPEAK**
- 4) **COMMUNICATION 127407 IS A CLOSED MEETING**
- 5) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 6) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF THE STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVED THIS ADDENDUM**

TO BE DISCUSSED

COMMUNICATION 127285

Received from	Stalwart Brewing Co.
Addressed to	Town of Carleton Place
Date	June 17 th , 2016
Topic	Retail Business Holidays Act

SUMMARY

Section 4 of the Retail Business Holidays Act allows a municipality by by-law to permit retail business establishments to be open on holidays for the maintenance or development of tourism. Ontario Regulation 711/91 defines the tourism criteria and application process. Should the municipality decide to proceed with a by-law to permit an exemption, a public meeting is required to be held giving the public thirty days' notice of the meeting to consider the proposed by-law.

UPDATE – August 2nd, 2016

Both the Carleton Place BIA and the Carleton Place and District Chamber of Commerce support the creation of tourism area to permit local businesses to be open on Statutory Holidays. The Chamber of Commerce would support the designation of the whole community as a tourism area. The Town of Perth By-law No. 3118 permits retail business establishments to open on holidays within the Town Limits.

127285 Continued

Should Council wish to proceed, Section 4(6) of the Retail Business Holidays Acts requires Council to hold a public meeting in respect of a proposed By-law under the said Section 4.

UPDATE – October 11th, 2016

Notice of the meeting was given as per Section 4(1) of the Retail Business Holidays Act. Input has been received from the local Chamber of Commerce and Business Improvement Association. Staff have prepared the attached draft By-law for the meeting.

UPDATE – October 25th, 2016

Staff has revised the draft by-law and has recirculated the same to the local Chamber of Commerce and Business Association for comment by October 28th, 2016.

UPDATE – November 8th, 2016

As requested at the October 25, 2016 Policy Review Committee meeting, staff revised the original draft By-law and re-circulated the same for comment.

Comment received back on the revised By-law included the following recommendation from the Carleton Place BIA regarding the wording of the draft By-law:

The BIA suggests the following wording:

Furthermore, to support the economic development of small businesses, in respect of the carrying on of a retail business on a statutory holiday where, on that day:

- (a) There is no specific limitation on the type of product sold; and
- (b) The number of persons engaged in the service of the public in the establishment does not at any time exceed five; and
- (c) The total area used for serving the public or for selling or displaying to the public in the establishment is less than 5,000 square feet

Comment from the BIA also noted that the Livestock Store associated with the Wool Shop is 7,500 square feet.

Stalwart Brewing Company commented that their business may in the future have up to ten employees, however the wording for the number of employees as noted above would be acceptable.

127285 Continued

STAFF RECOMMENDATION:

THAT the recommendations from the Carleton Place Business Improvement Association and Stalwart Brewing Company be incorporated within a second revised draft By-law as attached to the Agenda. Further, that subject to amendments by the Committee that the draft By-law be forwarded to Council.

COMMITTEE DECISION:

Staff are to investigate and gather further input. Bring forward

COMMUNICATION 127403

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date October 31st, 2016
Topic Cap and Trade

SUMMARY

The Province has enacted legislation that will begin a Cap and Trade system for carbon and establishes legally binding targets (from 1990) of;

- 15% reduction by end of 2020
- 37% reduction by end of 2030
- 80% reduction by end of 2050

Large emitters (> 25,000 t/yr) will be required to comply or purchase credits but there are no large emitters in Carleton Place. Smaller users will be impacted by the costs that are passed through from suppliers of fuel.

Petroleum	4.3 cents/l
Diesel	5.0 cents/l
Natural Gas	3.3 cents/m ³
Propane	4.0 cents/m ³
Heating Oil	unknown
Electricity	small

All businesses and homeowners should expect this increase to begin January 2017.

This new tax money will be collected by the province and then used to fund initiatives reasonable likely to reduce GHGs emissions. The province plans to spend \$5.9 – \$8.3 billion on climate initiatives over the next 5 years. To put this in perspective, a consultant calculated that the community of Kingston would be contributing \$20,000,000 per year for this new tax. This would translate into \$1.5 - \$2,000,000 per year from the Carleton Place community.

127403 Continued

COMMENT

What specific climate initiatives will be relevant or available to Carleton Place residents and businesses? How will the money flow?

STAFF RECOMMENDATION

That the Town lobby for regional revenue neutrality with the new GHG taxes. Also the Town should try to be prepared to act on opportunities to proceed with worthwhile initiatives. Particular care should be taken when drafting an Environmental Action Plan to ensure it supports worthwhile initiatives that will be funded by the province.

COMMITTEE DECISION

That the Town lobby for regional revenue neutrality with the new GHG taxes. Also the Town should try to be prepared to act on opportunities to proceed with worthwhile initiatives. Particular care should be taken when drafting an Environmental Action Plan to ensure it supports worthwhile initiatives that will be funded by the province.

COMMUNICATION 127404

Received from	Chamber of Commerce
Addressed to	Paul Knowles, Chief Administrative Officer
Date	November 1 st , 2016
Topic	Chamber of Commerce Update

SUMMARY

The Chamber would like to update Committee on their activities for the year.

STAFF RECOMMENDATION

THAT Committee hear update.

COMMITTEE DECISION

THAT the 2% increase in funding, requested by the Chamber of Commerce, be forwarded to the Treasurer.

COMMUNICATION 127405

Received from AMO
Addressed to AMO Members
Date November 2nd, 2016
Topic National Infrastructure

SUMMARY

Federal Government has announced that investment in Infrastructure will increase by \$81 billion in the next 12 years to \$187 billion. This funding includes \$200m/yr, beginning in 2018-2019 for rural and norther communities. AMO feels these funds will be distributed based on Municipal Asset Management and Capital Plans rather that the old incrementality rule and continuing an allocation formula.

COMMENT

A re-write of the Town's Asset Management Plan, to align with the proposed new regulation, is planned for 2017. For Council's Information

STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

Receive and Record

COMMUNICATION 127406

Received from Duncan Rogers, Clerk
Addressed to Policy Review Committee
Date November 1st, 2016
Topic Striking Committee Report

SUMMARY

The Clerk has prepared a draft Striking Committee Report.

STAFF RECOMMENDATION

THAT Clerk review draft Striking Committee Report

COMMITTEE DECISION

THAT an Active Transportation Committee be included in the report. Bring forward

COMMUNICATION 127407

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date November 3rd, 2016
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.

AGENDA

- 11-10-16-1 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Land Purchase
- 08-11-16-1 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Striking Committee
- 02-08-16-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - General Nature – 130 Industrial Avenue
- 08-11-16-2 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

- 11-10-16-1 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Land Purchase
- 08-11-16-1 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Striking Committee
- 02-08-16-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - General Nature – 130 Industrial Avenue
- 08-11-16-2 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Sale of Land

127407 Continued

REPORT TO COUNCIL

11-10-16-1 Bring forward

08-11-16-1 Bring forward

02-08-16-2 Bring forward

08-11-16-2 Bring forward



**Policy Review Committee Agenda
for the November 8th, 2016 meeting to be held in
the Council Chambers following Council**

- 1) **DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF** – now or anytime during the meeting
- 2) **PUBLIC MEETING – NONE THIS EVENING**
- 3) **REGISTRATION OF PUBLIC WISHING TO SPEAK**
- 4) **COMMUNICATION 127407 IS A CLOSED MEETING**
- 5) **PLEASE TURN OFF ALL CELL PHONES AND PAGERS**
- 6) **IF THERE IS AN ADDENDUM, IN ACCORDANCE WITH SECTION 15.2.4 (OF THE STRIKING REPORT) DOES THE COMMITTEE WISH TO APPROVED THIS ADDENDUM**

TO BE DISCUSSED

COMMUNICATION 127285

Received from	Stalwart Brewing Co.
Addressed to	Town of Carleton Place
Date	June 17 th , 2016
Topic	Retail Business Holidays Act

SUMMARY

Section 4 of the Retail Business Holidays Act allows a municipality by by-law to permit retail business establishments to be open on holidays for the maintenance or development of tourism. Ontario Regulation 711/91 defines the tourism criteria and application process. Should the municipality decide to proceed with a by-law to permit an exemption, a public meeting is required to be held giving the public thirty days' notice of the meeting to consider the proposed by-law.

UPDATE – August 2nd, 2016

Both the Carleton Place BIA and the Carleton Place and District Chamber of Commerce support the creation of tourism area to permit local businesses to be open on Statutory Holidays. The Chamber of Commerce would support the designation of the whole community as a tourism area. The Town of Perth By-law No. 3118 permits retail business establishments to open on holidays within the Town Limits.

Should Council wish to proceed, Section 4(6) of the Retail Business Holidays Acts requires Council to hold a public meeting in respect of a proposed By-law under the said Section 4.

127285 Continued

UPDATE – October 11th, 2016

Notice of the meeting was given as per Section 4(1) of the Retail Business Holidays Act. Input has been received from the local Chamber of Commerce and Business Improvement Association. Staff have prepared the attached draft By-law for the meeting.

UPDATE – October 25th, 2016

Staff has revised the draft by-law and has recirculated the same to the local Chamber of Commerce and Business Association for comment by October 28th, 2016.

UPDATE – November 8th, 2016

As requested at the October 25, 2016 Policy Review Committee meeting, staff revised the original draft By-law and re-circulated the same for comment.

Comment received back on the revised By-law included the following recommendation from the Carleton Place BIA regarding the wording of the draft By-law:

The BIA suggests the following wording:

Furthermore, to support the economic development of small businesses, in respect of the carrying on of a retail business on a statutory holiday where, on that day:

- (a) There is no specific limitation on the type of product sold; and
- (b) The number of persons engaged in the service of the public in the establishment does not at any time exceed five; and
- (c) The total area used for serving the public or for selling or displaying to the public in the establishment is less than 5,000 square feet

Comment from the BIA also noted that the Livestock Store associated with the Wool Shop is 7,500 square feet.

Stalwart Brewing Company commented that their business may in the future have up to ten employees, however the wording for the number of employees as noted above would be acceptable.

STAFF RECOMMENDATION:

THAT the recommendations from the Carleton Place Business Improvement Association and Stalwart Brewing Company be incorporated within a second revised draft By-law as attached to the Agenda. Further, that subject to amendments by the Committee that the draft By-law be forwarded to Council.

COMMITTEE DECISION:

COMMUNICATION 127403

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date October 31st, 2016
Topic Cap and Trade

SUMMARY

The Province has enacted legislation that will begin a Cap and Trade system for carbon and establishes legally binding targets (from 1990) of;

15% reduction by end of 2020
37% reduction by end of 2030
80% reduction by end of 2050

Large emitters (> 25,000 t/yr) will be required to comply or purchase credits but there are no large emitters in Carleton Place. Smaller users will be impacted by the costs that are passed through from suppliers of fuel.

Petroleum	4.3 cents/l
Diesel	5.0 cents/l
Natural Gas	3.3 cents/m ³
Propane	4.0 cents/m ³
Heating Oil	unknown
Electricity	small

All businesses and homeowners should expect this increase to begin January 2017.

This new tax money will be collected by the province and then used to fund initiatives reasonable likely to reduce GHGs emissions. The province plans to spend \$5.9 – \$8.3 billion on climate initiatives over the next 5 years. To put this in prospective, a consultant calculated that the community of Kingston would be contributing \$20,000,000 per year for this new tax. This would translate into \$1.5 - \$2,000,000 per year from the Carleton Place community.

COMMENT

What specific climate initiatives will be relevant or available to Carleton Place residents and businesses? How will the money flow?

STAFF RECOMMENDATION

That the Town lobby for regional revenue neutrality with the new GHG taxes. Also the Town should try to be prepared to act on opportunities to proceed with worthwhile initiatives. Particular care should be taken when drafting an Environmental Action Plan to ensure it supports worthwhile initiatives that will be funded by the province.

COMMITTEE DECISION

COMMUNICATION 127404

Received from Chamber of Commerce
Addressed to Paul Knowles, Chief Administrative Officer
Date November 1st, 2016
Topic Chamber of Commerce Update

SUMMARY

The Chamber would like to update Committee on their activities for the year.

STAFF RECOMMENDATION

THAT Committee hear update.

COMMITTEE DECISION

COMMUNICATION 127405

Received from AMO
Addressed to AMO Members
Date November 2nd, 2016
Topic National Infrastructure

SUMMARY

Federal Government has announced that investment in Infrastructure will increase by \$81 billion in the next 12 years to \$187 billion. This funding includes \$200m/yr, beginning in 2018-2019 for rural and norther communities. AMO feels these funds will be distributed based on Municipal Asset Management and Capital Plans rather that the old incrementality rule and continuing an allocation formula.

COMMENT

A re-write of the Town's Asset Management Plan, to align with the proposed new regulation, is planned for 2017. For Council's Information

STAFF RECOMMENDATION

Receive and record

COMMITTEE DECISION

COMMUNICATION 127406

Received from Duncan Rogers, Clerk
Addressed to Policy Review Committee
Date November 1st, 2016
Topic Striking Committee Report

SUMMARY

The Clerk has prepared a draft Striking Committee Report.

STAFF RECOMMENDATION

THAT Clerk review draft Striking Committee Report

COMMITTEE DECISION

COMMUNICATION 127407

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date November 3rd, 2016
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.

AGENDA

- 11-10-16-1 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Land Purchase
- 08-11-16-1 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Striking Committee
- 02-08-16-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - General Nature – 130 Industrial Avenue
- 08-11-16-2 a proposed or pending acquisition or disposition of land by the municipality or local board – General Nature – Sale of Land

COMMITTEE DECISION

D R A F T – November 8, 2016 Edition

BY-LAW NO. XX-2016

**A BY-LAW OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF
CARLETON PLACE TO PERMIT THE OPENING OF CERTAIN RETAIL BUSINESS
ESTABLISHMENTS ON STATUTORY HOLIDAYS.**

WHEREAS Section 4(1) of the Retail Business Holidays Act allows a municipality by by-law to permit retail business establishments to be open on statutory holidays for the maintenance or development of tourism.

NOW THEREFORE, The Council of The Town of Carleton Place hereby enacts as follows:

The owner of a retail business establishment may, if so desired, open their business on statutory holidays as defined by Section 1(1) of the Retail Business Holidays Act to support tourism and the economic development of small businesses, in accordance with the following criteria;

- a) There is no specific limit on the type of product sold.
- b) The number of persons engaged in the service of the public in the business does not at any time exceed seven and;
- c) The total area used for serving the public or for the selling or displaying to the public in the establishment does not exceed 7,500 square feet.

This By-law shall come into force and take effect on the day of passage subject to an appeal to the Ontario Municipal Board within thirty days of final passage.

READ A FIRST TIME, A SECOND TIME AND A THIRD TIME AND FINALLY PASSED
THIS _____ OF _____, 2016

Louis Antonakos, Mayor

D.H. Rogers, Clerk