



Policy Review Committee Action Report for the October 11th, 2016 meeting held in the Council Chambers following Council

PRESENT: Mayor Antonakos, Deputy-Mayor Flynn, 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 127369 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 17th, 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.

STAFF RECOMMENDATION

THAT staff review, with the Committee, comments from the local Chamber of Commerce, Business Improvement Association and any local residents or businesses that are received.

COMMITTEE DECISION

THAT the proposed by-law be redrafted to address input and limit the impact to smaller businesses. Bring forward

COMMUNICATION 127366

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Policy Review Committee
Date	October 3 rd , 2016
Topic	Asset Management Plan

SUMMARY

The Town's Asset Management Plan (AMP) is a living document that is updated regularly to reflect current priorities. A re-write of the AMP is anticipated in 2017 after the province enacts a regulation that sets out specific requirements for all Asset Management Plans.

STAFF RECOMMENDATION

THAT Council hereby adopts the updated 2016 Asset Management Plan. AMP is to be posted on the Town's web site.

COMMITTEE DECISION

THAT Council hereby adopts the updated 2016 Asset Management Plan. AMP is to be posted on the Town's web site.

COMMUNICATION 127367

Received from Carleton Place and Beckwith Historical Society
Addressed to Phil Hogan, Treasurer
Date September 30th, 2016
Topic 2017 Budget Request

SUMMARY

The Carleton Place and Beckwith Historical Society would like to make a presentation to Council concerning their 2017 budget request.

STAFF RECOMMENDATION

THAT presentation be made.

COMMITTEE DECISION

THAT the Carleton Place and Beckwith Historical Society's request for an increase in funding from the Town from \$29,000 to \$34,000 be included for consideration in the 2017 budget.

COMMUNICATION 127368

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date October 3rd, 2016
Topic 2017 ROMA Conference

SUMMARY

This year OGRA and ROMA are holding separate conferences. ROMA 2017 Annual Conference will be held January 29th – 31st. The deadline to submit requests for a Municipal Delegation is November 14th, 2016.

STAFF RECOMMENDATION

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

COMMITTEE DECISION

Bring forward

COMMUNICATION 127369

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date October 6th, 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 – Property Purchase
- 11-10-16-2 personal matters about an identifiable individual, including municipal or local board employees – General Nature – Striking Committee

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.

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REPORT TO COUNCIL

- 11-10-16-1 Bring forward
- 11-10-16-2 Receive and Record



**Policy Review Committee Agenda
for the October 11th, 2016 meeting to be held in
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COMMITTEE DECISION

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 RETAIL BUSINESS ESTABLISHMENTS WITHIN THE CARLETON PLACE BUSINESS IMPROVEMENT AREA 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 and;

WHEREAS the Carleton Place Business Improvement Association and the Carleton Place and District Chamber of Commerce are supportive of permitting retail business establishments to be open on statutory holidays within the Carleton Place Business Improvement Area.

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

The owner of a retail business establishment within the Carleton Place Business Improvement Area may, if so desired, open their business on statutory holidays as defined by Section 1(1) of the Retail Business Holidays Act.

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, SECOND TIME AND A THIRD TIME AND FINALLY PASSED
THIS 11th DAY OF OCTOBER 2016.

Louis Antonakos, Mayor

D.H. Rogers, Clerk