



Policy Review Committee Action Report
for the April 12th, 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 127159 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**
-

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 127151

Received from Minister Leal
Addressed to Lynn Fawn, Peterborough County (Copy of)
Date March 23rd, 2016
Topic OMFRA Scoring

SUMMARY

Perhaps in part in response to the motion recently adopted by Council, Minister Leal has announced changes to the permanent Ontario Community Infrastructure Fund (OCIF) program. Key changes include the following:

- There will be annual application intakes;
- The application process will be improved to include more targeted eligibility, and there will be a greater focus on the health and safety aspects of projects. This means less focus on municipal fiscal circumstances.

127151 Continued

- Approximately \$50 million will be available for the 2016 intake. Future intakes will be up to \$100 million each. By 2018-19, OCIF funding will total \$300 million a year.

Further details will be made available when the expanded program is launched this spring.

In addition, formula-based funding will quadruple from \$50 million a year up to \$200 million a year by 2018-19. Recipients may accumulate formula-based funding for up to five years to invest in larger projects.

COMMENT

The increased funding and flexibility to the formula-based funding is good news for the Town. However, for the application based program, switching focus for eligibility from fiscal circumstance to health and safety aspects of the project will do little for the Town as the Town plans to upgrade infrastructure before it becomes a health or safety risk to the community.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

COMMUNICATION 127152

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Policy Review Committee
Date	April 6 th , 2016
Topic	Trillium Foundation

SUMMARY

The Trillium Foundation has launched a new program titled Collective Impact Funding Stream. Collective Impact is the commitment of a group of important actors from different sectors to a common goal for solving a specific social problem, using a structured form of collaboration. It is a method of getting people to work together differently in pursuit of a clearly defined common goal to address complex social issues in communities. Issues suited to collective impact are those that are not easy to resolve, have persisted over time and cannot be solved in isolation. Significant funds could potentially be available from Trillium.

127152 Continued

COMMENT

Further information is available on this topic. So far, staff have not identified any potential projects.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and record

COMMUNICATION 127153

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Policy Review Committee
Date	April 6 th , 2016
Topic	Big Data Small Places

SUMMARY

A group is offering training where staff could learn how to better search and analyze data bases to provide conclusions that would support evidence based on decision making. The Town is being asked to consider sending a team (normally 5 people) of staff for training to increase their capacity to identify and access relevant data sources and systems and utilize common analytic techniques to attain a deeper understanding of their community's strengths, weaknesses and opportunities. Training would occur on four days spread over the fall of 2016 and cost \$1,000 per person.

COMMENT

The Management Committee has reviewed and did not identify any upcoming projects that would benefit from this training.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and record

COMMUNICATION 127154

Received from FCM
Addressed to Policy Review Committee
Date March 31st, 2015
Topic Federal Budget 2016

SUMMARY

FCM's analysis of the Federal Budget 2016 highlights Phase 1 of Canada's New Infrastructure Plan. A total of \$11.9 billion is to be spent on Social Infrastructure, Public Transit and Green Infrastructure.

Most of the funds are being directed towards priorities not directly relevant to the Town. However, significant funds (\$2 billion) will be available for Water and Wastewater but the priority for allocation will be health and safety. Small amounts of funding will be available for recreation and cultural infrastructure. Disappointingly it seems all of the funds will be distributed based on applications.

COMMENT

For Council's Information

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and record

TO BE DISCUSSED

COMMUNICATION 126387

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date October 2nd, 2015
Topic Rural Economic Development (RED) Program

SUMMARY

The Rural Economic Development (RED) program provides cost-shared funding support (up to 50%) for projects that will strengthen rural Ontario. With the support of the RED program, rural communities, organizations and businesses are better positioned to create jobs and attract investment.

Carleton Place has been approved previously for \$27,500 for a two-phase project to design and develop infrastructure and servicing to extend its business park area. Application intakes are outlined below:

126387 Continued

- October 2, 2015 to January 15, 2016
- January 16, 2016 to April 15, 2016
- April 16, 2016 to July 15, 2016
- July 16, 2016 to October 15, 2016
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Eligible Projects can fall under any of the following categories

1. Plans or strategies

- Business plan
- Economic development strategic plan
- Business retention and expansion plan
- Downtown revitalization plan
- Workforce plan
- Community improvement plan
- Performance measurement plan
- Succession plan

2. Applied research and analysis to support planning and priority setting

- Sector or economic analysis
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- New market access
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- Website development or enhancements
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- Targeted workforce development (e.g. newcomers, youth)
- Leadership development
- Mentorship
- Entrepreneurship
- Industry or sector training

126387 Continued

UPDATE – November 10th, 2015

An application could be submitted for a project to examine the streetscape along Bridge Street. However, only \$7,000 is available in the current draft of the budget for the local share of a project. A joint project with the BIA or Chamber of Commerce could be considered.

UPDATE – April 12th, 2016

It appears that the province is reviewing the RED program and not currently accepting applications for grants under this program. The 2016 budget included \$11,000 that was designated to be the local share for an application under this program. The Town's funds could now be re-purposed.

STAFF RECOMMENDATION

That the Town's budget of \$11,000 be used to fund the cost of installing new signage at business parks etc. Staff will be organizing this work in 2016.

COMMITTEE DECISION

That the Town's budget of \$11,000 be used to fund the cost of installing new signage at business parks etc. Staff will be organizing this work in 2016.

COMMUNICATION 127116

Received from	Deputy-Mayor Flynn
Addressed to	Paul Knowles, Chief Administrative Officer
Date	March 21 st , 2016
Topic	Industrial Park Dedication

SUMMARY

Deputy-Mayor Flynn would like to discuss the business park dedications.

STAFF RECOMMENDATION

To be discussed.

COMMITTEE DECISION

A dedication will be organized for May 7th, 2016 at 10:00 a.m.

COMMUNICATION 127155

Received from Nicole Guthrie, Acting Communications Coordinator
Addressed to Policy Review Committee
Date March 29th, 2016
Topic Closing the Gap

SUMMARY

“Stretching over 1600km along the Canadian shores of Lake Ontario, Lake Erie, Lake St. Clair and the Niagara, Detroit and St. Lawrence Rivers, the Waterfront Trail connects 76 communities and over 405 parks and natural areas including wetlands, forests and beaches. Created to regenerate, celebrate and reconnect people to our Great Lake waterfronts, the Trail has become a well-loved and used recreation, fitness and green transportation amenity and a world-renowned tourism attraction”.

This trail has one small gap which extends from Deep River to Ottawa and we have an opportunity to have control over where that gap is closed though the communities of Carleton Place, Beckwith and Mississippi Mills. Jeff Mills, local cycling advocate has recently approached the Tourism working group with an idea for closing this gap with the assistance of the Town of Mississippi Mills and Beckwith.

Working with Jeff Mills and his connections with the three most important cycle advocacy, cycle tourism, and cycle trail groups in Ontario Share the Road, Ontario by Bike, Waterfront Regeneration Trust we have an opportunity to create the route ourselves. The Executive Director of the Waterfront Regeneration Trust, Marlaine Koehler, has visited Lanark County twice, is familiar with our region and has already indicated support for a grass roots solution to closing the gap through our communities.

All the pieces are in place and the connections exist, all that remains is to identify our portion of the route. With our public works departments, local partners and cyclists we can pinpoint an exact route which would showcase our best assets. We can then lead by example and assist our neighbours in Renfrew County in doing the same.

Jeff Mills is willing to present to Council on April 12th, 2016 to highlight the plan and we would request that Council consider the following recommendation in order that we get the project rolling in time to make a formal announcement at the Eastern Ontario Active Transportation Summit in Kemptville on May 13th, 2016.

STAFF RECOMMENDATION

THAT Jeff Mills be permitted to present trail proposal.

AND FURTHERMORE THAT Council in partnership with the Councils of Mississippi Mills and Beckwith work together to close the gap of the Waterfront Trail within Lanark County.

COMMITTEE DECISION

Bring forward

COMMUNICATION 127156

Received from Lanark County Plowmen's Association
Addressed to Members of Council
Date April 7th, 2016
Topic Lanark County Plowing Match

SUMMARY

Members of Council are invited to Plow at the Lanark County Plowing Match on Saturday, August 20th, 2016 at 1:00 p.m. and 2677 Scotch Line in Tay Valley.

STAFF RECOMMENDATION

THAT available members of Council participate and notify Association of your intention to participate by email to barbdowdall@storm.ca.

COMMITTEE DECISION

THAT available members of Council participate and notify Association of your intention to participate by email to barbdowdall@storm.ca.

COMMUNICATION 127157

Received from Maurine Adair
Addressed to Town of Carleton Place
Date April 7th, 2016
Topic Open House/Great Veggie Grow-Off

SUMMARY

Members of Council are invited to an Open House/Great Veggie Grow-Off kick off event by the Lanark County Food bank at 5 Allan Street from 12:30 p.m. – 4:00 p.m. on May 1st, 2016.

STAFF RECOMMENDATION

THAT available members of Council participate.

COMMITTEE DECISION

THAT available members of Council participate.

COMMUNICATION 127158

Received from Councillor Fritz
Addressed to Policy Review Committee
Date April 8th, 2016
Topic Update Council

SUMMARY

Councillor Fritz would like to update Council on a day-long seminar she attended in Cornwall of Friday, April 1st, 2016. The seminar was put on by the Minister of Safety and Correctional Services on policing reform.

STAFF RECOMMENDATION

THAT Councillor Fritz update Council.

COMMITTEE DECISION

Receive and Record

COMMUNICATION 127159

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date April 7th, 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

- 12-04-16-1 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Integrity Commissioner
- 02-09-16-4 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Drug Strategy Committee
- 12-04-16-2 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Sick Time

127159 Continued

- 12-04-16-3 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue
- 03-08-16-1 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Carambeck Property
- 10-02-15-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local boards; General Nature - South of Highway 7
- 13-01-15-1 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Succession Planning
- 12-04-16-4 a proposed or pending acquisition or disposition of land by the municipality of local board; General Nature – Bates Avenue
- 15-09-15-2 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local boards; General Nature – Easement on McNeely

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

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REPORT TO COUNCIL

- 12-04-16-1 Receive and Record
- 02-09-16-4 Receive and Record
- 12-04-16-2 Receive and Record
- 12-04-16-3 Bring forward
- 03-08-16-1 Bring forward
- 10-02-15-2 Bring forward
- 13-01-15-1 Bring forward
- 12-04-16-4 Bring forward
- 15-09-15-2 Bring forward

COMMUNICATION 127166

Received from Dave Young, Director of Public Works
Addressed to Policy Review Committee
Date April 11th, 2016
Topic Quotations for Manhole Sealing

SUMMARY

Staff received quotations up until 4:00 p.m. Friday, April 8th, 2016 for the provision of Sanitary Sewer Manhole Sealing services. The following quotes were received:

DM Robichaud Ltd	\$44,100 + taxes
Clean Water Works	\$25,200 + taxes

Clean Water Works has provided a variety of services to the Town in the past and are a qualified Contractor.

COMMENT

This work is part of the Infiltration Program that has been carried forward from the 2015 Sewer and Water Capital Program. The approved budget is \$40,000.

This work will see sanitary sewer manholes that have active groundwater infiltration repaired with high pressure epoxy grout and thereby reducing unwarranted flows in the sanitary sewer collection system and the Wastewater Treatment Plant.

STAFF RECOMMENDATION

THAT Council hereby authorizes staff to issue a Purchase Order to Clean Water Works Inc. for sanitary sewer manhole sealing.

COMMITTEE DECISION

THAT Council hereby authorizes staff to issue a Purchase Order to Clean Water Works Inc. for sanitary sewer manhole sealing.



**Policy Review Committee Agenda
for the April 12th, 2016 meeting to be held in
the Council Chambers following Council**

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COMMITTEE DECISION

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COMMENT

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STAFF RECOMMENDATION

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COMMITTEE DECISION

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Topic	Big Data Small Places

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COMMENT

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COMMITTEE DECISION

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SUMMARY

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COMMITTEE DECISION

TO BE DISCUSSED

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SUMMARY

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COMMITTEE DECISION

ADDENDUM

COMMUNICATION 127166

Received from Dave Young, Director of Public Works
Addressed to Policy Review Committee
Date April 11th, 2016
Topic Quotations for Manhole Sealing

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COMMITTEE DECISION