



Policy Review Committee Action Report
for the June 14th, 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, Nicole Guthrie, Acting Communications Coordinator, Les Reynolds, Director of Protective Services, 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 127263 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 127257

Received from Duncan Rogers, Clerk
Addressed to Policy Review Committee
Date June 8th, 2016
Topic Municipal Elections Modernization Act, 2016

SUMMARY

On Tuesday, June 7th, 2016, the Ontario Legislature passed legislation reforming the Municipal Elections Act. Revisions to the Municipal Elections Act for the 2018 Election include the following:

- Making a campaign finance rules clearer and easier to follow for voters, candidates and contributors;
- Banning corporate and union contributions to candidates;
- Creating a framework to regulate third party advertising, including contribution and spending limits and to define third party advertising as advertisements supporting or opposing a candidate;

127257 Continued

- The option of using ranked ballots;
- Shortening the length of campaigns by opening nominations for candidates on May 1st instead of January 1st of election year;
- Requiring the Municipal Clerk to prepare a plan regarding the identification, removal and prevention of barriers that could affect electors and candidates with disabilities.
- Making it easier to add or change certain information on the Voters' List.

COMMENT

The Clerk will research the subject of ranked ballots and make a recommendation to Council prior to December 31st, 2016. For Council's Information.

STAFF RECOMMENDATION

Receive and Record

COMMITTEE DECISION

Receive and Record

TO BE DISCUSSED

COMMUNICATION 125284

Received from Gary Lynfield and Yvonne Harvey
Addressed to Planning and Protection Committee
Date May 25th, 2014
Topic McNeely Fence and Stonewater Bay Pond

SUMMARY

The previously distributed email briefly describes the concerns of the residents with respect to the condition of the fence along McNeely Avenue as well as the stormwater management pond within the Stonewater Bay neighbourhood.

The residents have requested to make a presentation to Council with respect to the above noted items.

The function of the Stonewater Bay storm pond is being investigated by staff (Communication 124442) as discussed on the Physical Environment agenda for June 3rd, 2014.

125284 Continued

COMMENT

There were numerous meetings with the residents with respect to a variety of options for repairing the fence. It was decided that the Property Standards bylaw would be utilized to resolve the sections of the fence that were in disrepair. This practice continues today and property owners are provided with a reasonable time period in which to repair their fence.

UPDATE 1

At the June 3, 2014 meeting of the Planning and Protection Committee staff were directed to draft a letter for the committee's review that would be sent to all property owners bordering the fence that runs along McNeely and Lake Aves. Between Stonewater Bay and Peckett Dr. The letter is meant to solicit their approval for construction of a new fence to be funded through the imposition of a Local Improvement Charge on their tax bills. Approval of two-thirds of all 81 property owners is required to proceed.

UPDATE 2

To ensure the fence along McNeely Ave is maintained the Town has four options;

- 1) Continue the current practice of enforcing the Property Standards Bylaw and requiring owners to repair damaged fence sections. This is a piecemeal approach that will never result in a complete rebuild of the fence. Furthermore it is time consuming to enforce.
- 2) Rebuild the fence as a municipal project but this would result in the general taxpayer funding the entire cost.
- 3) Rebuild the fence as a Local Improvement authorized by section 322 of the Municipal Act. The cost of the fence would be collected via the tax bill from adjacent owners but it requires a majority of owners to agree and was not successful when attempted in 2011.
- 4) Rebuild the fence as a municipal project and impose a fee on benefiting owners as authorized by section 391 of the Municipal Act. This section allows the municipality to imposed a fee or charge for a service or capital project and collect the fee or charge from the benefiting property owners. This is similar to a Local Improvement but there is no requirement for agreement by the owners – this is entirely a Council decision. While not mandatory, staff would recommend an opportunity for public input prior to proceeding.

125284 Continued

COMMENT

Historically, the Town has used section 391 of the Municipal Act to authorize a number of charges, generally related to recovering sewer and water capital cost. However, for these charges, the Town has only required owners to pay the charge when they choose to benefit (connect to the sewer and water). Note – section 391(2) provides authority to impose a charge on persons not receiving an immediate benefit from the service but who will receive a benefit at some later point in time. Before Council proceeds with a section 391 project of this type, other potential projects that could be foreseen in the future should be considered and the powers of the act applied with some consistency.

When Developers build infrastructure it is commonly accepted that roads, sidewalks, streetlights etc. become the municipality's responsibility to maintain whereas driveways (including the portion located on the road allowance) are the owner's responsibility to maintain. It could be argued that fencing constructed by a Developer along a property line benefits the owner on both sides (in the case of along a road, the community benefits because of the consistent look from the street – the owner benefits from the barrier between their yard and the public street) but most municipalities have located fencing on private property and determined that fences adjacent to roads are the owner's responsibility. Fencing between a private yard and a pathway should be viewed similarly.

Complicating the particular situation along McNeely there is an access easement at the rear of the lots along McNeely with a fence on both sides so the Owner does not really see the fence along the road. Also, over the past 3 years, approximately 17 of the 81 owners have already paid the cost of repairing their fence as they complied with Property Standards By-law enforcement.

As a policy, the Town should require:

- THAT maintenance of all fences erected by an owner, on their property, be the sole responsibility of the owner. Proper maintenance would be ensured by utilizing the property standards by-law. examples include:
 - fences erected by the Town around a facility or a park (maintenance by Town);
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- THAT maintenance of fences which are installed on private property by a developer as a condition of a Development Agreement be the responsibility of the owner who purchases the property from the developer. This includes fences along roads, pathways and parks. Proper maintenance would be ensured by utilizing the Property Standards By-law for local repairs or Section 391 of the Municipal Act for repairs involving multiple owners. If the entire fence along a road, park or trail has reached the end of its useful life the entire fence should be replaced by the Town with the Town funding 50% of the cost from general taxes and collecting the other 50% of the cost from the benefitting owners utilizing section 391 of the Municipal Act. NOTE: Fences erected by a Developer, but not required by a specific condition in the Development Agreement, are considered fences erected by the subsequent owner;

125284 Continued

- THAT maintenance for all fences between two private properties be the responsibility of the owner of the property on which the fence is erected. If the fence is erected on a property line, the maintenance shall be shared equally between the two owners unless it is known which property owner installed the fence. Proper maintenance would be ensured by utilizing the Property Standards By-law for local repairs or Section 391 of the Municipal Act for repairs involving multiple owners.
- THAT maintenance for all sound barrier installed along roads by the Town's responsibility (even if the sound barrier is installed by the developer).

UPDATE – June 14th, 2016

Staff have obtained updated budget quotes to replace the fence:

1) sound barrier style	\$240,000
2) vinyl	\$100,000
3) steel posts with wood panels	\$ 70,000

Installing the sound barrier style fence is consistent with the Town's streetscape guidelines. Consistent with the above policy, the cost should be shared between the Town and the Owners. Once installed, this fence would become the Town's responsibility.

Staff have inspected the fence and recommend that the fence be replaced in 2017, as much of it has reached the end of its useful life. Owners that have been ordered to repair their portion of the fence recently should receive some form of discount.

NOTE: If fence was extended north of Stonewater Bay cost would be \$300,000.

STAFF RECOMMENDATION

THAT impacted Owners be invited to comment on the Town's proposal to replace the deteriorated wood fence along McNeely Avenue with a sound barrier style fence in 2017 and that, consistent with the Town's policy, owners would be required to contribute 50% of the cost (owners that have been ordered to repair their portion of the fence recently would contribute 25% of the cost). The Town would collect the Owner's contribution over 5 years on their taxes with a quarterly payment of \$100/quarter (\$50/quarter for the 17 owners that have completed repairs). Also, the Town would need to include \$120,000 in the 2017 budget for this project.

125284 Continued

COMMITTEE DECISION

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COMMUNICATION 127183

Received from	Mayor Antonakos
Addressed to	Policy Review Committee
Date	April 21 st , 2016
Topic	Webcasting

SUMMARY

Earlier Council has discussed Webcasting meeting but, at that time, Council decided not to proceed. Webcasting meetings has become increasingly common, particularly with larger municipalities but is still not common with smaller municipalities in Eastern Ontario.

COMMENT

If Council wishes to proceed, staff could investigate the technical options for webcasting and archiving meetings and the costs associated.

UPDATE – May 24th, 2016

At the April 26 policy review meeting staff were tasked with investigating the option of Live Streaming Council meetings. Live streaming will provide video over the internet in real time to constituents who have high speed internet access. The video may also be saved and archived allowing those with internet access to view the recordings at their convenience.

Staff reviewed the live stream offerings of other municipalities and the various technologies available. Live streaming can be done in a variety of ways and at different price points depending on how simple or elaborate the system. A typical system will require the following components:

Video and Audio – A camera is required to capture the meetings and convert them to a digital file suitable for streaming. Some municipalities utilize the services of local cable companies (i.e. COGECO) and have them take the video and stream it out. We cannot access this option.

127183 Continued

We will require an HD camera or cameras to be mounted in the Council Chamber. Systems vary in complexity based on the number of cameras recording the sessions.

It is anticipated that our current audio system can be plugged into this system.

Video Compression/Decompression (Codec) - Video files are large and in order to send them quickly over the internet they must be condensed. The codec device and its related software must be installed on a dedicated computer.

Storage and Bandwidth – The video files are large both to save and to transmit. Currently we do not have the bandwidth capacity to enable a live stream and a 3rd party service is probably the best option. An independent provider can both store and serve the videos to our residents faster and more efficiently than we can. Costs for the service vary.

Archiving and indexing – In order for constituents to be able to easily access, search for, find and view past meetings the videos must be indexed. We must also keep the file as part of any records management protocol.

Staff Time – Any live streaming solution will require staff to operate the equipment at every meeting. Tasks at each meeting may include monitoring the live feed, capturing the timing of proceedings, converting and uploading the files, and indexing the video to correspond with the agenda.

Other considerations – The Procedural By-law will need to be updated to reference which meeting(s) will be captured and how those will be made available online. We will have to address how in camera meetings will be handled, backup plans if the live feed is dropped (i.e. bandwidth/internet problems) and dealing with Freedom of Information, archiving the video, communicating that meetings will be streamed and their dates and times and accessibility issues (closed captioning and voice enabled).

Lighting in the council chambers may also need to be adjusted or replaced (the chandeliers currently have a pink cast which may not provide the best light for the camera). We will also need to purchase block out blinds for the stained glass windows at the front of Council Chambers for the summer months.

Staff met with Steve Osztertag of AVIAS audio to discuss the best solution for our council chamber. He was responsible for the setup of the system used by the City of Belleville and the City of Cornwall. The estimate is \$23,128.93 (HST not included) and includes all components/equipment and hardware plus installation.

The second component of the live stream is the third party streaming and hosting. Neulion estimates their cost to include a one-time set up fee of \$2500 and a monthly fee of \$979. Should we commit to a three year term – they would be willing to waive the setup fee).

127183 Continued

Another possible third part solution to the streaming and archiving is Adobe Connect. I have phoned and emailed the company but have not heard back yet.

In addition, there would be an estimated \$20,000 staff time required to organize and operate the system.

UPDATE – June 14th, 2016

At the May 24th, 2016 Policy Review Committee meeting, staff was tasked with investigating the option of having Rogers record and broadcast council meetings and costing of an audio loop for Council Chambers. Subsequent to the meeting, another proposal for live streaming come to our attention and that is included in this report as well.

SOUND

Our sound board currently has a capacity of eight microphones all of which are utilized. To add two additional microphones we would need either a new board (\$530) or a two channel mixer to plug into the existing board (\$130). Shure microphones of comparable quality to the existing Audio Technical units average between \$420 to \$1,000 at the higher end.

To move to a conference style microphone system with push button sound control, the cost ranges in price from \$4,900 to \$10,000 with an additional cost for installation (\$2,800).

A closed loop mini system for the hearing impaired could be easily achieved with a person monitor (\$70) and noise canceling headphones (\$65 to \$900) which would plug into the sound board.

ROGERS

Gavin Lumsden, Supervising Producer at Rogers Ottawa, indicated that they simply do not have the capacity to film meetings in Carleton Place at present.

LIVE STREAMING

Brad Alford of ISI Live reached out to us after the Council meeting to provide the Town with an alternative to NeuLion with respect to hosting, broadcasting and archiving the video content. The cost comparison follows:

NeuLion	ISI Live
\$11,748	\$7,500 (\$6,000 if the Town signs a three year commitment)

127183 Continued

Mr. Alford suggested that we mount a single camera (\$1,200 estimated) at the back of the Council Chambers. The installation of the camera and wiring it and the sound system to the ISI encoder would cost \$1,500 (estimated). There permanently installed encoder (included in their annual fee) would take the feed from the camera and the sound system and send it to their servers for broadcast. Our one time cost for the camera and the installation would be \$2,500 (estimate).

ISI Live has a proven municipal track record and are currently being used by Quinte West, Milton (record and archive all meetings, committee and Council) and Bracebridge (record and archive all meetings, committee and Council) to name a few.

In addition, there would be an estimated \$10,000 staff time required annually to organize and operate the system.

STAFF RECOMMENDATION

THAT \$12,000 capital and \$17,500 annually be included in the 2017 budget for consideration to allow webcasting meetings.

COMMITTEE DECISION

THAT \$12,000 capital and \$17,500 annually be included in the 2017 budget for consideration to allow webcasting meetings.

A survey to gather data on potential use by the Community of webcast meetings is to be conducted. Bring forward.

COMMUNICATION 127208

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Policy Review Committee
Date	May 4 th , 2016
Topic	AMO Conference

SUMMARY

The Municipal Delegation Request Form for the AMO Annual Conference (August 14 – August 17, 2016 in Windsor) is now available. Delegation Request deadline is June 29th, 2016.

STAFF RECOMMENDATION

THAT meetings be scheduled in Toronto with Ministers, as required, outside the conference setting.

COMMITTEE DECISION

THAT meetings be scheduled in Toronto with Ministers, as required, outside the conference setting.

COMMUNICATION 127258

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date May 27th, 2016
Topic Appreciation Night 2016

SUMMARY

Appreciation Night is scheduled for Friday, December 2nd, 2016. Responsibilities need to be assigned.

Invitation List
Food/Beverage
Coat Check
Greet and Food Bank
Decorations
Entertainment and Program

STAFF RECOMMENDATION

THAT Councillor responsibilities be assigned.

COMMITTEE DECISION

Invitation List	Councillor Trimble
Food/Beverage	Councillor Doucett
Coat Check	Councillor Black
Greet and Food Bank	Mayor Antonakos, Councillor Fritz
Decorations	Nicole Hynes
Entertainment	Deputy-Mayor Flynn
Program	Councillor Redmond

COMMUNICATION 127259

Received from Municipality of Chatham-Kent
Addressed to Ontario Municipalities
Date May 31st, 2016
Topic Climate Change Action Plan

SUMMARY

The Municipality of Chatham-Kent has passed the following motion and is looking for support.

WHEREAS any policy to move Ontario residents from affordable natural gas to more expensive energy sources would create an unmanageable burden on household and municipal budgets;

127259 Continued

AND WHEREAS the rising costs of electricity in Ontario are already forcing families and local governments to choose between electricity bills and other basic necessities/services. A move to electric heat would add an additional \$3,000 annually to home heating costs and impacts on municipal building would be even greater;

AND FURTHER any move by the provincial government to force Ontario industry and business away from natural gas to more expensive electric power options will have devastating consequences on the local economy as employers will relocate to other jurisdictions with more competitive energy choices;

THEREFORE BE IT RESOLVED THAT the Municipality of Chatham-Kent strongly urges the Government of Ontario to reconsider any policy or strategy within the forthcoming “climate Change Action Plan” that would force rural residents and businesses to replace the most affordable energy option available, natural gas, with more expensive options:

AND FURTHER THAT this resolution be circulated to all other municipalities in Ontario asking for their support by passing a similar resolution.

STAFF RECOMMENDATION

THAT Council authorizes staff to send a letter of support of Chatham-Kent motion to the Minister of Environment and Climate Change and AMO.

COMMITTEE DECISION

THAT Council authorizes staff to send a letter of support of Chatham-Kent motion to the Minister of Environment and Climate Change and AMO.

COMMUNICATION 127260

Received from	Paul Knowles, Chief Administrative Officer
Addressed to	Policy Review Committee
Date	May 27 th , 2016
Topic	2016 Christmas Meeting Schedule

SUMMARY

The Town Hall will close for the holidays at 12:00 p.m. (noon) on December 23rd, 2016 and will reopen on January 3rd, 2017. A meeting schedule for over the holidays should be established.

127260 Continued

STAFF RECOMMENDATION

THAT the Council meeting normally scheduled for the 4th Tuesday be rescheduled to December 20th, 2016 after the Committee meetings and that this be the final meeting in December.

THAT regular meetings resume on January 10th, 2017 as January 2017 has 5 Tuesdays.

COMMITTEE DECISION

THAT the Council meeting normally scheduled for the 4th Tuesday be rescheduled to December 20th, 2016 after the Committee meetings and that this be the final meeting in December.

THAT regular meetings resume on January 10th, 2017 as January 2017 has 5 Tuesdays.

COMMUNICATION 127261

Received from	Nicole Pearson
Addressed to	Paul Knowles, Chief Administrative Officer
Date	June 7 th , 2016
Topic	Brett Pearson Run for Your Life

SUMMARY

The 6th Annual Brett Pearson Run for Your Life will be held on Saturday, September 24th, 2016 from 9:00 a.m. to 1:00 p.m. at Town Hall Square. The event supports our citizens, members of the Canadian Armed Forces and First Responders (Police, Fire, Paramedics) re mental illness, PTSD and drug/abuse/misuse. This year's key note speakers are Kathie Donovan, formerly CTV broadcaster Regional Contact and Honourable Vernon White, Senate of Canada and former Ottawa Police Chief.

STAFF RECOMMENDATION

THAT available members of Council participate.

COMMITTEE DECISION

THAT available members of Council participate.

COMMUNICATION 127262

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date June 8th, 2016
Topic Charting Channel – Mississippi River

SUMMARY

At the May 10th, 2016 meeting of the Policy Review Committee, Council decided funds from the remaining Economic Development Project be used to identify and plan to mark a safe boating channel from the lake to the downtown.

COMMENT

The first step to marking a channel in the river is to accurately map the bottom of the river. If the Mississippi Lake Association had equipment valued at approximately \$1,000 US, they could create this mapping.

STAFF RECOMMENDATION

THAT staff arrange to purchase equipment that can map the bottom of the river.

COMMITTEE DECISION

THAT staff arrange to purchase equipment that can map the bottom of the river.

COMMUNICATION 127263

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date June 9th, 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:

AGENDA

14-06-16-1 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Negative Actions

127263 Continued

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 with CAO and Clerk attending the meeting:

AGENDA

14-06-16-1 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Negative Actions

THAT the motion too close the meeting to the public be amended to include that the Director of Protective Services to also remain in the closed session of the meeting:

RECORDED VOTE

Mayor Antonakos	Yea	Councillor Black	Nay
Councillor Doucett	Yea	Deputy-Mayor Flynn	Nay
Councillor Fritz	Nay	Councillor Redmond	Yea
Councillor Trimble	Nay		

DEFEATED

Main Motion

CARRIED

REPORT TO COUNCIL

14-06-16-1 Receive and Record



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127257 Continued

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127183 Continued

COMMENT

If Council wishes to proceed, staff could investigate the technical options for webcasting and archiving meetings and the costs associated.

UPDATE – May 24th, 2016

At the April 26 policy review meeting staff were tasked with investigating the option of Live Streaming Council meetings. Live streaming will provide video over the internet in real time to constituents who have high speed internet access. The video may also be saved and archived allowing those with internet access to view the recordings at their convenience.

Staff reviewed the live stream offerings of other municipalities and the various technologies available. Live streaming can be done in a variety of ways and at different price points depending on how simple or elaborate the system. A typical system will require the following components:

Video and Audio – A camera is required to capture the meetings and convert them to a digital file suitable for streaming. Some municipalities utilize the services of local cable companies (i.e. COGECO) and have them take the video and stream it out. We cannot access this option.

We will require an HD camera or cameras to be mounted in the Council Chamber. Systems vary in complexity based on the number of cameras recording the sessions.

It is anticipated that our current audio system can be plugged into this system.

Video Compression/Decompression (Codec) - Video files are large and in order to send them quickly over the internet they must be condensed. The codec device and its related software must be installed on a dedicated computer.

Storage and Bandwidth – The video files are large both to save and to transmit. Currently we do not have the bandwidth capacity to enable a live stream and a 3rd party service is probably the best option. An independent provider can both store and serve the videos to our residents faster and more efficiently than we can. Costs for the service vary.

Archiving and indexing – In order for constituents to be able to easily access, search for, find and view past meetings the videos must be indexed. We must also keep the file as part of any records management protocol.

Staff Time – Any live streaming solution will require staff to operate the equipment at every meeting. Tasks at each meeting may include monitoring the live feed, capturing the timing of proceedings, converting and uploading the files, and indexing the video to correspond with the agenda.

127183 Continued

Other considerations – The Procedural By-law will need to be updated to reference which meeting(s) will be captured and how those will be made available online. We will have to address how in camera meetings will be handled, backup plans if the live feed is dropped (i.e. bandwidth/internet problems) and dealing with Freedom of Information, archiving the video, communicating that meetings will be streamed and their dates and times and accessibility issues (closed captioning and voice enabled).

Lighting in the council chambers may also need to be adjusted or replaced (the chandeliers currently have a pink cast which may not provide the best light for the camera). We will also need to purchase block out blinds for the stained glass windows at the front of Council Chambers for the summer months.

Staff met with Steve Osztertag of AVIAS audio to discuss the best solution for our council chamber. He was responsible for the setup of the system used by the City of Belleville and the City of Cornwall. The estimate is \$23,128.93 (HST not included) and includes all components/equipment and hardware plus installation.

The second component of the live stream is the third party streaming and hosting. Neulion estimates their cost to include a one-time set up fee of \$2500 and a monthly fee of \$979. Should we commit to a three year term – they would be willing to waive the setup fee).

Another possible third part solution to the streaming and archiving is Adobe Connect. I have phoned and emailed the company but have not heard back yet.

In addition, there would be an estimated \$20,000 staff time required to organize and operate the system.

UPDATE – June 14th, 2016

At the May 24th, 2016 Policy Review Committee meeting, staff was tasked with investigating the option of having Rogers record and broadcast council meetings and costing of an audio loop for Council Chambers. Subsequent to the meeting, another proposal for live streaming come to our attention and that is included in this report as well.

SOUND

Our sound board currently has a capacity of eight microphones all of which are utilized. To add two additional microphones we would need either a new board (\$530) or a two channel mixer to plug into the existing board (\$130). Shure microphones of comparable quality to the existing Audio Technical units average between \$420 to \$1,000 at the higher end.

To move to a conference style microphone system with push button sound control, the cost ranges in price from \$4,900 to \$10,000 with an additional cost for installation (\$2,800).

127183 Continued

A closed loop mini system for the hearing impaired could be easily achieved with a person monitor (\$70) and noise canceling headphones (\$65 to \$900) which would plug into the sound board.

ROGERS

Gavin Lumsden, Supervising Producer at Rogers Ottawa, indicated that they simply do not have the capacity to film meetings in Carleton Place at present.

LIVE STREAMING

Brad Alford of ISI Live reached out to us after the Council meeting to provide the Town with an alternative to NeuLion with respect to hosting, broadcasting and archiving the video content. The cost comparison follows:

NeuLion	ISI Live
\$11,748	\$7,500 (\$6,000 if the Town signs a three year commitment)

Mr. Alford suggested that we mount a single camera (\$1,200 estimated) at the back of the Council Chambers. The installation of the camera and wiring it and the sound system to the ISI encoder would cost \$1,500 (estimated). There permanently installed encoder (included in their annual fee) would take the feed from the camera and the sound system and send it to their servers for broadcast. Our one time cost for the camera and the installation would be \$2,500 (estimate).

ISI Live has a proven municipal track record and are currently being used by Quinte West, Milton (record and archive all meetings, committee and Council) and Bracebridge (record and archive all meetings, committee and Council) to name a few.

In addition, there would be an estimated \$10,000 staff time required annually to organize and operate the system.

STAFF RECOMMENDATION

THAT \$12,000 capital and \$17,500 annually be included in the 2017 budget for consideration to allow webcasting meetings.

COMMITTEE DECISION

COMMUNICATION 127208

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date May 4th, 2016
Topic AMO Conference

SUMMARY

The Municipal Delegation Request Form for the AMO Annual Conference (August 14 – August 17, 2016 in Windsor) is now available. Delegation Request deadline is June 29th, 2016.

STAFF RECOMMENDATION

THAT meetings be scheduled in Toronto with Ministers, as required, outside the conference setting.

COMMITTEE DECISION

COMMUNICATION 127258

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date May 27th, 2016
Topic Appreciation Night 2016

SUMMARY

Appreciation Night is scheduled for Friday, December 2nd, 2016. Responsibilities need to be assigned.

Invitation List
Food/Beverage
Coat Check
Greet and Food Bank
Decorations
Entertainment and Program

STAFF RECOMMENDATION

THAT Councillor responsibilities be assigned.

COMMITTEE DECISION

COMMUNICATION 127259

Received from Municipality of Chatham-Kent
Addressed to Ontario Municipalities
Date May 31st, 2016
Topic Climate Change Action Plan

SUMMARY

The Municipality of Chatham-Kent has passed the following motion and is looking for support.

WHEREAS any policy to move Ontario residents from affordable natural gas to more expensive energy sources would create an unmanageable burden on household and municipal budgets;

AND WHEREAS the rising costs of electricity in Ontario are already forcing families and local governments to choose between electricity bills and other basic necessities/services. A move to electric heat would add an additional \$3,000 annually to home heating costs and impacts on municipal building would be even greater;

AND FURTHER any move by the provincial government to force Ontario industry and business away from natural gas to more expensive electric power options will have devastating consequences on the local economy as employers will relocate to other jurisdictions with more competitive energy choices;

THEREFORE BE IT RESOLVED THAT the Municipality of Chatham-Kent strongly urges the Government of Ontario to reconsider any policy or strategy within the forthcoming “climate Change Action Plan” that would force rural residents and businesses to replace the most affordable energy option available, natural gas, with more expensive options:

AND FURTHER THAT this resolution be circulated to all other municipalities in Ontario asking for their support by passing a similar resolution.

STAFF RECOMMENDATION

THAT Council authorizes staff to send a letter of support of Chatham-Kent motion to the Minister of Environment and Climate Change and AMO.

COMMITTEE DECISION

COMMUNICATION 127260

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date May 27th, 2016
Topic 2016 Christmas Meeting Schedule

SUMMARY

The Town Hall will close for the holidays at 12:00 p.m. (noon) on December 23rd, 2016 and will reopen on January 3rd, 2017. A meeting schedule for over the holidays should be established.

STAFF RECOMMENDATION

THAT the Council meeting normally scheduled for the 4th Tuesday be rescheduled to December 20th, 2016 after the Committee meetings and that this be the final meeting in December.

THAT regular meetings resume on January 10th, 2017 as January 2017 has 5 Tuesdays.

COMMITTEE DECISION

COMMUNICATION 127261

Received from Nicole Pearson
Addressed to Paul Knowles, Chief Administrative Officer
Date June 7th, 2016
Topic Brett Pearson Run for Your Life

SUMMARY

The 6th Annual Brett Pearson Run for Your Life will be held on Saturday, September 24th, 2016 from 9:00 a.m. to 1:00 p.m. at Town Hall Square. The event supports our citizens, members of the Canadian Armed Forces and First Responders (Police, Fire, Paramedics) re mental illness, PTSD and drug/abuse/misuse. This year's key note speakers are Kathie Donovan, formerly CTV broadcaster Regional Contact and Honourable Vernon White, Senate of Canada and former Ottawa Police Chief.

STAFF RECOMMENDATION

THAT available members of Council participate.

COMMITTEE DECISION

COMMUNICATION 127262

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date June 8th, 2016
Topic Charting Channel – Mississippi River

SUMMARY

At the May 10th, 2016 meeting of the Policy Review Committee, Council decided funds from the remaining Economic Development Project be used to identify and plan to mark a safe boating channel from the lake to the downtown.

COMMENT

The first step to marking a channel in the river is to accurately map the bottom of the river. If the Mississippi Lake Association had equipment valued at approximately \$1,000 US, they could create this mapping.

STAFF RECOMMENDATION

THAT staff arrange to purchase equipment that can map the bottom of the river.

COMMITTEE DECISION

COMMUNICATION 127263

Received from Paul Knowles, Chief Administrative Officer
Addressed to Policy Review Committee
Date June 9th, 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:

AGENDA

14-06-16-1 personal matters about an identifiable individual, including municipal or local board employees; General Nature – Negative Actions

COMMITTEE DECISION