



Committee of the Whole Agenda

**Tuesday, September 10, 2019
Immediately Following the Council Meeting
Town Hall Council Chambers**

Please silence all electronic devices.

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA

Suggested Motion:

THAT the agenda be accepted as presented.

3. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

4. MINUTES TO BE APPROVED AND RECEIVED

a. Committee of the Whole Minutes

5

Suggested Motion:

THAT the Committee of the Whole Minutes dated August 27, 2019 be accepted as presented.

5. DELEGATIONS/PRESENTATIONS

11

Mary Wilson Trider, President and CEO, Almonte General Hospital and Carleton Place District Memorial Hospital

6. REPORTS

PLANNING AND PROTECTION

- a. **Parkland/Cash-in-lieu of Parkland Policy (Communication 130168)** 29

Joanna Bowes, Manager of Development Services

Suggested Motion:

THAT Council approve an update to the parkland/cash-in-lieu of parkland policy as outlined in the Manager of Development Services' report dated September 10, 2019.

COMMUNITY ISSUES

- b. **New Office Assistant Position (Communication 130170)** 33

Tracey Freill, Manager of Child Care Services

Suggested Motion:

THAT Council approve the hiring of a part-time (14 hours per week) Office Assistant position for the Childcare Services Department.

CORPORATE SERVICES

- c. **Financial Report to July 31, 2019, (Communication 130170)** 35

Trisa McConkey, Treasurer

Suggested Motion:

THAT Council receive the Financial Report from the Treasurer to July 31, 2019, as information.

- d. **Development Charges Background Study and By-law (Communication 130171)** 38

Diane Smithson, Chief Administrative Officer

Suggested Motion:

THAT Council authorize retaining Watson & Associates Economists Ltd. to undertake a Development Charges Background Study and By-law at a cost of \$33,140.00 plus HST with 90% of this cost being funded by the Development Charges Reserve Fund; and

THAT the remaining 10% or \$3,314.00 plus HST be paid from the Town's overall surplus position at year end or taken from reserves, if required.

- e. **Investing in Canada Infrastructure Program –Community, Culture and Recreation Stream (Communication 130172)**

41

Diane Smithson, Chief Administrative Officer

Suggested Motion:

THAT Council authorize staff applying for the change room addition and entrance improvements to the Neelin Street Community Centre as the Town's priority under the Community, Culture and Recreation Stream of the Investing in Canada Infrastructure Program.

7. NEW/OTHER BUSINESS

8. COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

9. INFORMATION LISTING

44

Suggested Motion:

THAT the Information Listing dated September 10, 2019 be received as information

10. NOTICE OF MOTIONS

THAT all appointments made to the various Committees/Boards shall stand through to the end of the current Council term in November 2022;

AND THAT at that time, all positions for the Town's Committees/Boards shall be advertised and subject to an application process to be considered by the new Council.

11. CLOSED SESSION

Suggested Motion:

THAT the Committee move into closed session at _____ p.m. to discuss matters subject to Section 239 (2):

- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

AND THAT Diane Smithson, CAO, and Stacey Blair, Clerk, remain in the room.

12. RISE AND REPORT

13. ADJOURNMENT

Suggested Motion:

THAT the meeting be adjourned at _____p.m.



**Committee of the Whole Minutes
August 27th, 2019, Carleton Place Town Hall,
Council Chambers, following Council**

PRESENT

Mayor Black, Deputy Mayor Redmond, Councillor Atkinson, Councillor Fritz, Councillor Randell, Councillor Seccaspina, Councillor Tennant

Diane Smithson, CAO; Stacey Blair, Clerk; Dave Young, Director of Public Works; Lennox Smith, Chief Building Official; Joanna Bowes, Manager of Development Services; Trisa McConkey, Treasurer; Amanda Charania, Communications Coordinator; Dee Dee Scissons, Planning Administration Clerk

1) CALL TO ORDER

The meeting was called to order by Chair Randell at 7:23 p.m.

2) APPROVAL OF AGENDA

Councillor Tennant declared a conflict of interest to the agenda being amended as he has a professional relationship with Cardel Homes. Councillor Tennant did not vote or participate on the matter of the agenda being approved as amended and left the room for the vote on this matter and returned thereafter.

Moved by Councillor Atkinson

Seconded by Deputy Mayor Redmond

THAT the agenda be accepted as amended as follows:

- i. to remove Communication 130162 regarding Cardel Part Lot Control, Block 111 and 116, 27M-77.

CARRIED

3) DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

See item 2. above

4) MINUTES TO BE APPROVED AND RECEIVED

- i. **Committee of the Whole Minutes, August 13th, 2019**

Moved by Mayor Black

Seconded by Councillor Seccaspina

THAT the Committee of the Whole Minutes dated August 13th, 2019 be accepted as presented.

CARRIED

5) DELEGATIONS/PRESENTATIONS

None.

6) REPORTS

PHYSICAL ENVIRONMENT

ii. 7 Beckwith Street – Proposal for Monitoring Well Replacement and Groundwater Sampling Program (Communication 130155)

Dave Young, Director of Public Works

Moved by Deputy Mayor Redmond

Seconded by Councillor Fritz

THAT Council authorize staff to engage SNC-Lavalin at a cost of \$44,993.25 plus HST to proceed with the installation of groundwater monitoring wells and sampling near the 7 Beckwith Street site and to develop a report which summarizes the results; and

THAT Council approve a budget deviation of \$785.13 for this project.

CARRIED – MOTION PREPARED

iii. Drinking Water Quality Management System – 2019 Second Quarter Report (Communication 130156)

Dave Young, Director of Public Works

Moved by Councillor Tennant

Seconded by Deputy Mayor Redmond

THAT the Carleton Place Drinking Water Quality Management System 2019 Second Quarter Report be received as information.

CARRIED – CONSENT

COMMUNITY ISSUES

iv. Childcare Services Parent Fee Proposal – 2020 (Communication 130157)

Tracey Freill, Manager of Childcare Services

Moved by Deputy Mayor Redmond

Seconded by Councillor Tennant

THAT the fees at the Childcare Centre be approved based on a 2% increase for 2020 as presented; and

THAT the necessary By-law to enact the fees be forwarded to Council for approval.

CARRIED – BY-LAW PREPARED

PLANNING AND PROTECTION

- v. **Purchase of Additional Vehicle for Building Department Staff
(Communication 130158)**

Lennox Smith, Chief Building Official

Moved by Councillor Seccaspina

Seconded by Mayor Black

THAT the Committee of the Whole approve the purchase of a new Building Department vehicle to be funded from Building Department reserves.

CARRIED – MOTION PREPARED

- vi. **Pool By-law**

(Communication 130159)

Lennox Smith, Chief Building Official

Moved by Deputy Mayor Redmond

Seconded by Councillor Tennant

THAT the new Pool and Pool Enclosures By-law be forwarded to Council for approval; and

THAT Pool By-law 63-2008 be repealed.

CARRIED – BY-LAW PREPARED

- vii. **Shipping Containers**

(Communication 130160)

Joanna Bowes, Manager of Development Services

Lennox Smith, Chief Building Official

Moved by Councillor Atkinson

Seconded by Deputy Mayor Redmond

THAT all landowners with existing shipping containers within the Town of Carleton Place be required to obtain planning approvals and building permits; and

THAT the period to apply for approvals and permits be set from August 27, 2019 to December 31, 2019 or the date that the Housekeeping By-law is approved, whichever occurs first.

CARRIED – MOTION PREPARED

- viii. **Bonussing By-law**

(Communication 130161)

Joanna Bowes, Manager of Development Services

Moved by Councillor Atkinson

Seconded by Councillor Fritz

THAT Council receive the report from the Manager of Development Services with respect to a bonussing by-law dated August 27, 2019 as information.

CARRIED – CONSENT

- ix. **Cardel Part Lot Control, Block 111 and 116, 27M-77 - Information
(Communication 130162)**

Joanna Bowes, Manager of Development Services

This item was removed from the agenda.

CORPORATE SERVICES

- x. **Salary Grid Increases - 2020 to 2023
(Communication 130163)**

Trisa McConkey, Treasurer

Moved by Councillor Fritz

Seconded by Deputy Mayor Redmond

THAT Council approve a 2% increase for all compensation rates paid to staff and Council in each of the years 2020-2023.

CARRIED – MOTION PREPARED

- xi. **Employee Benefit Package
(Communication 130164)**

Trisa McConkey, Treasurer

Moved by Councillor Fritz

Seconded by Mayor Black

THAT Council approve changes to the employee benefits program as outlined in the Treasurer's Report dated August 27, 2019; and

THAT benefits be reviewed every four years, with the next review to take place in 2023.

CARRIED – MOTION PREPARED

- xii. **Contract By-law Administrative Clerk
(Communication 130165)**

Trisa McConkey, Treasurer

Moved by Councillor Atkinson

Seconded by Councillor Tennant

THAT Council approve the hiring of a By-Law Administrative Clerk on a one-year contract to review, revise and consolidate the Town's By-laws.

CARRIED – MOTION PREPARED

- xiii. **Electric Vehicle (EV) Charging Station Opportunity
(Communication 130166)**

Diane Smithson, CAO

Moved by Deputy Mayor Redmond

Seconded by Councillor Tennant

THAT Council authorize staff to provide a letter of intent to Ontario Power Generation (OPG) to partner with it to provide three (3) dual Level 2 Charging Stations to the Town which would be located at:

1. Fire / Police Station, 15 Coleman Street
2. Neelin Street Community Centre, 75 Neelin Street
3. Carleton Place Public Library, 101 Beckwith Street; and

THAT should OPG's application be successful, the Town would budget appropriately in its 2020 budget.

CARRIED – MOTION PREPARED

xiv. **Second Quarterly Digital Communications Report 2019
(Communication 130167)**

Amanda Charania, Communications Coordinator

Moved by Councillor Atkinson

Seconded by Councillor Tennant

THAT the 2nd Quarterly Digital Communications Report for 2019 be received as information.

CARRIED – CONSENT

7) NEW/OTHER BUSINESS

i. **Advisory Committee Appointments**

Moved by Councillor Atkinson

Seconded by Councillor Fritz

THAT all appointments made by the current Striking Committee/Council since December 2018 shall stand through to the end of the current Council term in November 2022.

DEFEATED

8) COMMITTEE, BOARD AND EXTERNAL ORGANIZATION UPDATES

i. **Advisory Committee Minutes and Updates**

Moved by Councillor Seccaspina

Seconded by Deputy Mayor Redmond

THAT the following minutes be received as information:

- Municipal Heritage Committee, May 13, 2019

CARRIED

9) INFORMATION LISTING

Moved by Councillor Atkinson

Seconded by Councillor Tennant

THAT the Information Listing dated August 27, 2019 be received.

CARRIED

10) NOTICE OF MOTIONS

None.

11) CLOSED SESSION

Moved by Councillor Fritz

Seconded by Deputy Mayor Redmond

THAT the Committee move into closed session at 8:47 p.m. to discuss matters subject to Section 239 (2):

- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

AND THAT Diane Smithson, CAO, and Stacey Blair, Clerk, remain in the room.

1. Update on Litigation Matters

Diane Smithson, CAO

CARRIED

RISE AND REPORT – the CAO gave an update to the Committee regarding various ongoing litigation matters.

Moved by Councillor Atkinson

Seconded by Deputy Mayor Redmond

THAT the Committee return to regular session at 9:07 p.m.

CARRIED

12) ADJOURNMENT

Moved by Councillor Fritz

Seconded by Councillor Tennant

THAT the meeting be adjourned at 9:07 p.m.

CARRIED

Carleton Place & District Memorial Hospital Update Presentation to Carleton Place Town Council September 10, 2019



AGENDA

Overview of Carleton Place & District Memorial Hospital

Mississippi River Health Alliance

Strategic Plan

Emergency Department Project

CPDMH BOARD OF DIRECTORS

Elected Directors

Chair

Rob Clayton

Vice Chair

Carol Anne Esnard

Atul Bhatt

Terry Cairns

Richard Chmiel

Russ Cooper

John Fournier

Toni Moffa

Rob Probert

Greg Smith

Chelsea Snyder

Peter Staniforth

Ex Officio Directors (non-voting)

Dr. Jamie Fullerton, Chief of Staff

Dr. Maria Bastin-Miller, President of the Medical Staff

Joyce Rolph, VP Patient Services & CNE (Interim)

Mary Wilson Trider, President & CEO/Board Secretary

MISSION

Our mission is to deliver the highest level of health care by:

- Connecting patients to responsive, integrated services*
- Leading the way in quality and safety*
- Being the kind of hospital that patients recommend to family and friends*

CPDMH Services

- ❑ Emergency Department (*18,262 visits in 2018/19*)
- ❑ 22 hospital beds (*611 admissions, 5,737 days of care*)
- ❑ Surgical program – Adult and Paediatric Ear Nose & Throat , General Surgery, Orthopaedics, Plastic Surgery, Dental Surgery (*1,445 procedures*)
- ❑ Outpatient clinics including Telemedicine and Sleep Lab (*12,983 visits*)
- ❑ Therapeutic Services – Physiotherapy, Dietician
- ❑ Diagnostic Services – laboratory, x-ray, ultrasound, holter monitor, cardiac stress testing, spirometry, ECG, pacemaker clinic – (*16,286 exams*)

MISSISSIPPI RIVER HEALTH ALLIANCE

Two Hospitals. One Goal

The very best care close to home.

MISSISSIPPI RIVER HEALTH ALLIANCE

- Each hospital remains a separate corporation with its own Board providing strategic direction and oversight for its local hospital
- A way for both Boards to identify opportunities for better care together and with other partners
- Alliance Committee, comprised of three members from each Board plus the CEO (and Chiefs of Staff as required) leads discussions and make recommendations to two Boards
- Not a merger
- Not about reducing services or reducing staff

Alliance Accomplishments

- ❑ Strong positive feedback from stakeholders
- ❑ Improved transition processes support inter-hospital assistance during busy times
- ❑ Aligned Quality Improvement Plans
- ❑ Alignment of policies and procedures
- ❑ CARE course for Emergency Department physicians, nurses and paramedics
- ❑ Recruitment of specialists in Internal Medicine, Dermatology, Respiriology and Rheumatology
- ❑ Accreditation with Exemplary Standing



Alliance Accomplishments

- ☐ Comprehensive leadership development, quality improvement and staff engagement program
- ☐ Fully integrated senior team
- ☐ Successful collaborative fundraising
- ☐ Shared strategic plan

OUR SHARED STRATEGIC DIRECTIONS

CARE

Provide outstanding care close to home and develop a shared clinical services plan

COLLABORATE

Work with health system partners to make accessing care and support as easy as possible

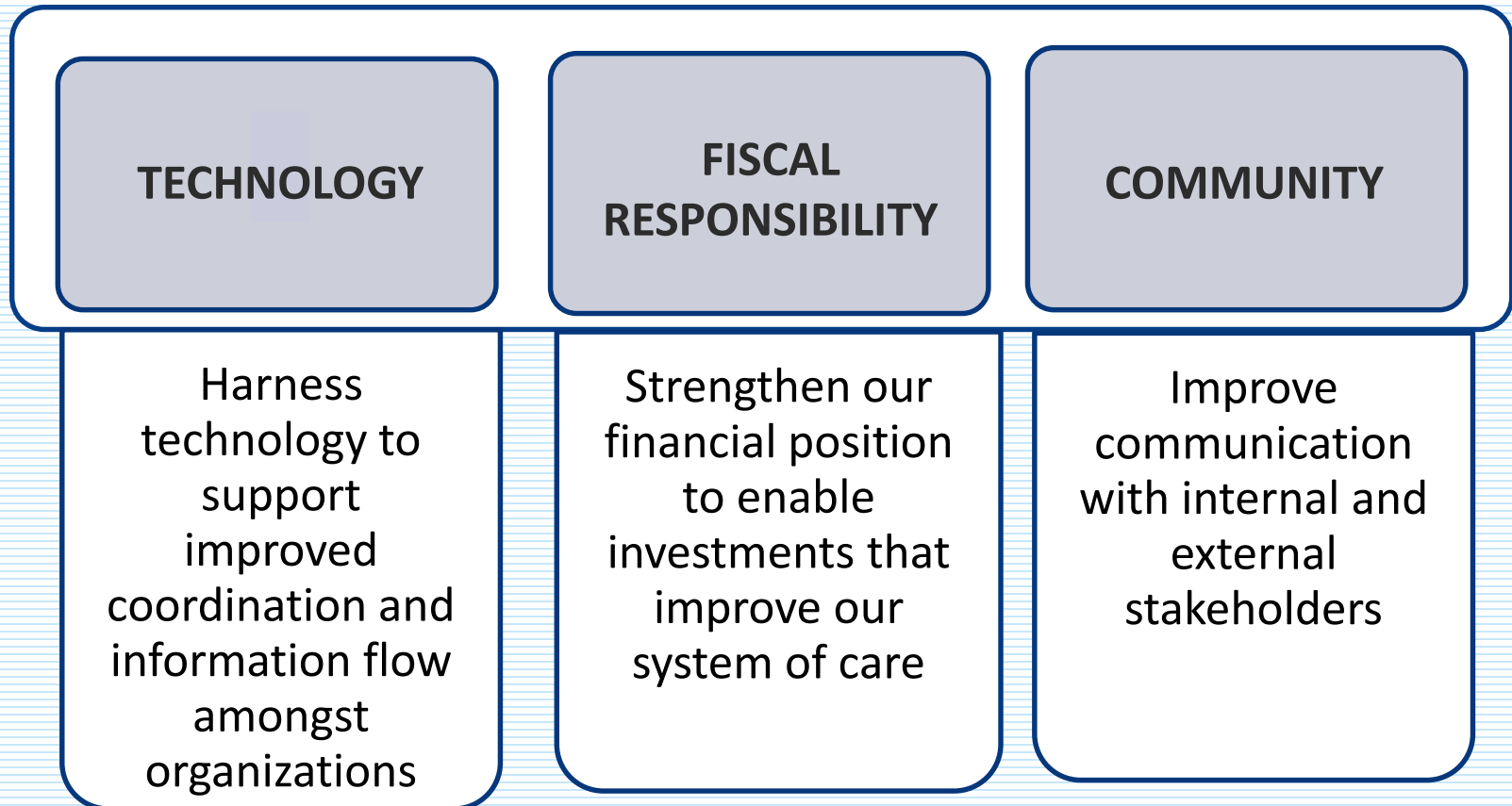
EMPOWER

Align and empower our people to bring our vision and priorities to life

ADVANCE

Maximize the potential of the Alliance and leverage opportunities to work together

OUR SHARED STRATEGIC ENABLERS



ORGANIZATION-SPECIFIC STRATEGIES TO SUPPORT THE WORK OF THE ALLIANCE

CARLETON PLACE & DISTRICT MEMORIAL HOSPITAL

- Advance redevelopment of CPDMH:
 - New Emergency Department by 2022
 - Plan for space vacated by the ED
 - Physical plan strategy consistent with shared clinical services plan and associated support services needs

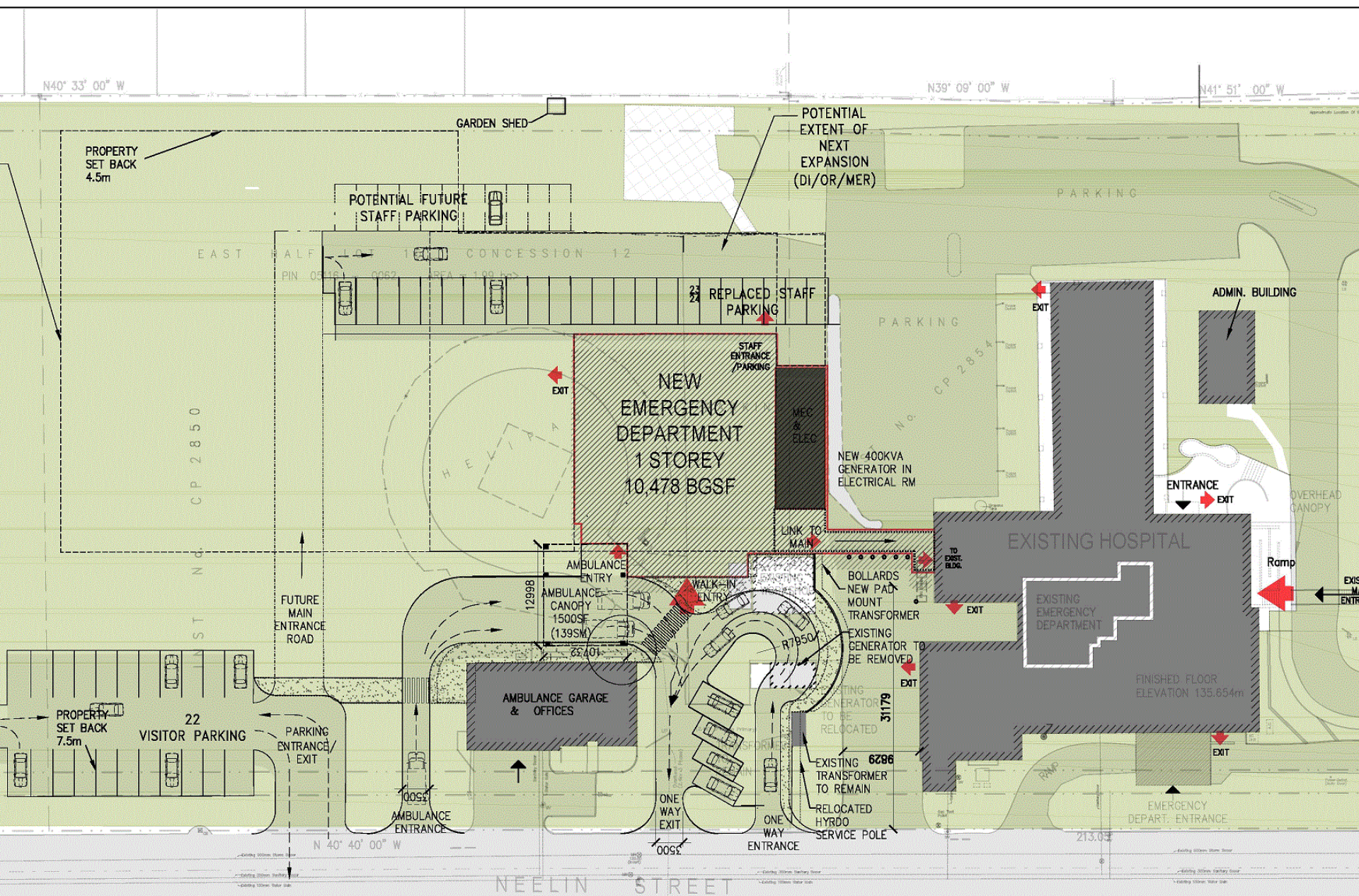
ALMONTE GENERAL HOSPITAL

- Support Regional Obstetrics Program and focus on women's health
- Meet Complex Continuing Care needs, including rehabilitation services
- Seek opportunities to expand Fairview Manor to address demand for beds

Work in Progress

- Shared clinical services plan
- Ontario Health Team participation
 - To Be Named by Kids (invited to submit a full application)
 - Lanark County (in development)

NEW EMERGENCY DEPARTMENT PROJECT





LEGEND



PATIENT INTAKE

ACUTE CARE

STAFF/ADL

MOHLTC PLANNING PROCESS

- ✓ Stage 1 Part A: Master Plan (Complete)
- ✓ Stage 1 Part B: Master Program (Complete)
- ✓ Stage 2: Functional Plan - Outlines the functions, operations, staffing, major equipment, funding and space requirements for the new space (Complete)
- Stage 3: Preliminary Design - Preliminary block and sketch level design are developed with details about all major components, timelines and costs
- Stage 4: Working Drawings - Pre-construction phase where detailed drawings and contract documents for tender are drafted and approved
- Stage 5: Implementation Approval - Approval to award tender and begin construction

REDEVELOPMENT – CURRENT SHORT TERM PRIORITIES

- ❑ Complete the Emergency Department project
- ❑ Renovate the vacated space to upgrade the Surgical Suite and move Senior Management out of the trailer
- ❑ Continue to utilize Hospital Infrastructure Renewal Funding to ensure that the existing building meets current standards for safety, environmental quality and operations
- ❑ Complete the Shared Clinical Services Plan to guide next steps

COMMUNICATION 130168

Received from Joanna Bowes, Manager of Development Services
Addressed to Committee of the Whole
Date September 10, 2019
Topic Parkland/Cash-in-lieu of Parkland Policy

SUMMARY

2015 was the last time a parkland/cash-in-lieu of parkland policy was reviewed. Significant changes in land value and an increase in development have occurred since that time. Staff feels it is appropriate to review and update this policy.

COMMENT

Parkland/linkages before Cash-in-lieu

In large developments, particularly in the areas yet to be developed south of Highway 7, it is important that parkland and pathway linkages be provided to the Town as parkland before the Town considers provisions for cash-in-lieu of parkland. Having parkland ensures a livable community for all members of society, and providing linkages to trail systems offers the opportunity for active transportation to occur within and between communities. Parkland as defined in the Town's Official Plan should be suitable for public recreational uses and acceptable to the Town.

In some cases, such as a commercial subdivision, or a 4-block townhouse development where there is no room for parkland to be provided, attempts should first be made to allow for linkages to pathways and if not, then resort to cash-in-lieu of parkland.

Section 51.1 of the Planning Act specifically speaks about parkland to be collected during the subdivision process. The Act states that parkland should be collected at a rate of 1ha of land/300 dwelling units or equivalent as cash-in-lieu. In order to determine the value of the land where cash-in-lieu is being utilized, the municipality should have an assessment completed by the developer on "the day before the day of draft approval". This is typically assessed as raw, or unserviced land.

The same holds true for the assessment of commercial or industrial lands which are being developed through subdivision. The amount collected would be at the rate of 2% of the value of the lands.

These lands or cash-in-lieu amounts would be collected at the time the subdivision agreement is signed and should form part of the draft conditions.

Section 42 of the Planning Act speaks to development or re-development of lands. This section applies to areas such as high-density blocks originally shown on a plan without specific densities listed, or commercial blocks on a plan of subdivision without any formal plans. These types of developments/re-developments would typically be subject to a DP2 or DP3 process. Often at the draft plan approval stage of a

development, it may be unclear of the densities of the high-density blocks, Section 42 allows the Town to collect cash-in-lieu at the time the Development Permit Agreement is signed. However, the land valuation is completed by an assessor on “the day before the day a building permit is issued, or if more than one building permit is required for the development or re-development, as of the day before the day the first permit is issued. In other words, the Town will collect the value of serviced land. The ratio is 1ha/300 units for residential lands, and 2% value of commercial or industrial lands.

Staff believes that in these development/re-development cases, it is likely that cash-in-lieu may be the only option rather than having parkland provided on the development site. Cash-in-lieu requirements will be collected through the Development Permit Agreement.

Currently, the Town is assessing residential lands at \$192,000/ha and \$66,000/ha for industrial or commercial developments. As mentioned above, these numbers are outdated and need to be re-examined as does the clarity of the Town’s existing policy.

Staff suggests the following:

1. Where possible, it is a priority that parkland will be collected as land or at a bare minimum, linkages between trails and other parks.
2. If cash-in-lieu is the only option when an application for subdivision is brought to the Town, the developer will be required to provide, at their own expense, an appraisal completed by a professional property appraiser in good standing, of the subject lands specific to their proposed use. This will be a draft condition and will need to be completed within 6 months prior to draft approval. All documents relating to this assessment will be provided to the Town. This document will be used for the parkland calculations which fall under Section 51.1 of the Planning Act.
3. If there are blocks on the plan of subdivision that will require a Development Permit at a later date such as high-density or commercial blocks, these blocks will be evaluated at a later date, within 6 months of a building permit being requested. The developer will be required at their own expense, to provide an appraisal completed by a professional property appraiser in good standing, of the subject lands specific to their proposed use. All documents relating to this assessment will be provided to the Town. The document provided will be used for cash-in-lieu of parkland calculations which fall under Section 42 of the Planning Act.
4. If there is a request for an extension of draft conditions, or changes to the plan, including redline changes prior to registration of the subdivision agreement, or through Part Lot Control, as well as any projects requiring a Development Permit Agreement, cash-in-lieu of parkland will need to be re-evaluated through a

revised assessment value of the lands with their proposed uses. These may be evaluated under either Section 51.1 or 42 dependant on the situation.

5. Current developments with draft approval will be exempted from this process. However, any changes coming forward for development or re-development under Section 42 of the Act will be required to have their lands reassessed and pay any differences in their required cash-in-lieu values.

Cash-in-lieu for severances

Cash-in-lieu of parkland is also collected at the time of severance. To date, we have been charging \$640.00 per severance. This was based off the \$192,000.00 valuation of land divided by the 300 units. Staff has already noted that this value needs to be reassessed. In this case, it would make sense to set a flat rate rather than have each individual property assessed. Staff recommends that Council establish the charge at \$1,500.00 per severance.

It is also important to make a distinction between properties being severed where no new development can take place (severance of an existing semi-detached house) versus the creation of a vacant lot that has development potential.

Staff recommends only collecting cash-in-lieu where development potential exists (i.e. development of a new residential unit).

A review of municipalities shows what similar municipalities are charging for cash-in-lieu of parkland for severances. North Grenville reviews their MPAC property assessments and charges using that value to a maximum of \$2,500.00 and Mississippi Mills charges \$2,000 per severance. Cornwall and Arnprior do not collect fees for consent applications.

STAFF RECOMMENDATION

THAT Council approve an update to the parkland/cash-in-lieu of parkland policy as outlined in the Manager of Development Services' report dated September 10, 2019.

COMMUNICATION 130169

Received from: Tracey Freill, Manager of Child Care Services
Addressed to: Committee of the Whole
Date: September 10, 2019
Topic: New Office Assistant Position

SUMMARY:

Staff is requesting that an Office Assistant be hired on a part-time basis for Carleton Place Childcare Services to help with the workload that has increased due to increases in enrollment numbers.

BACKGROUND:

In the past, Carleton Place Childcare Services have made use of several part-time positions to provide extra office support. However, due to recent and upcoming staff changes due to retirements as well as the growth in the Department, there is an increased need for a more permanent solution.

The Department currently has one (1) full-time Office Administration position and the incumbent is nearing retirement age. In order to address increased workload, backfill the position during vacation or sick days and to succession plan for the full-time position when the incumbent retires, a part-time Office Assistant is needed immediately. Currently the Department relies solely on the existing full-time Office Administration position and does not have a backup person with the required knowledge.

COMMENT:

The rapid growth of the community is reflected in the number of child care spaces at the Town's two (2) Childcare Centres (3 Francis Street and Carambeck). The two Centres are operating at close to capacity and this has greatly increased the volume of work of the Office Administrative position. In order to operate properly, strict and consistent deadlines need to be kept with respect to billing. There are 26 bi-weekly withdrawals and billing changes on a regular basis for approximately 70% of the Childcare Centre's parental accounts. Managing this is the responsibility of the Office Administrator. The present workload has resulted in increased overtime hours being worked by the Office Administrator. This is not a sustainable situation due to the impact on the employee and the Department's budget.

In addition, numerous changes in provincial legislation and the upcoming Childcare Centre expansion have exhausted current staffing resources. Supervisory staff have been required to assume an increased workload as well due to the usage at the Centre making it more difficult to give additional support to help aid the Office Administrator. For these reasons, staff is recommending the addition of the position of a part-time (14 hours per week) Office Assistant position.

One of the greatest successes of the Carleton Place Childcare Services is having a strong reputation for providing good quality service. Parent surveys have demonstrated that parents rank highly the need to know what is happening with their account.

FINANCIAL IMPLICATIONS

The cost for the remainder of 2019 with the proposed position starting October 7, 2019, will be \$3,500. There are sufficient funds within the 2019 budget to accommodate this increase in costs.

In 2020, the cost for this 14 hour per week position will be approximately \$15,000 and will be included in the draft budget for Council's approval.

STAFF RECOMMENDATION

THAT Council approve the hiring of a part-time (14 hours per week) Office Assistant position for the Childcare Services Department.

COMMUNICATION 130170

Received from Trisa McConkey, CPA, CGA, Treasurer
 Addressed to Committee of the Whole
 Date September 10, 2019
 Topic Financial Report to July 31, 2019

SUMMARY:

The attached Financial Report provides a review of the Town's financial performance after the first seven (7) months of 2019.

COMMENTS:

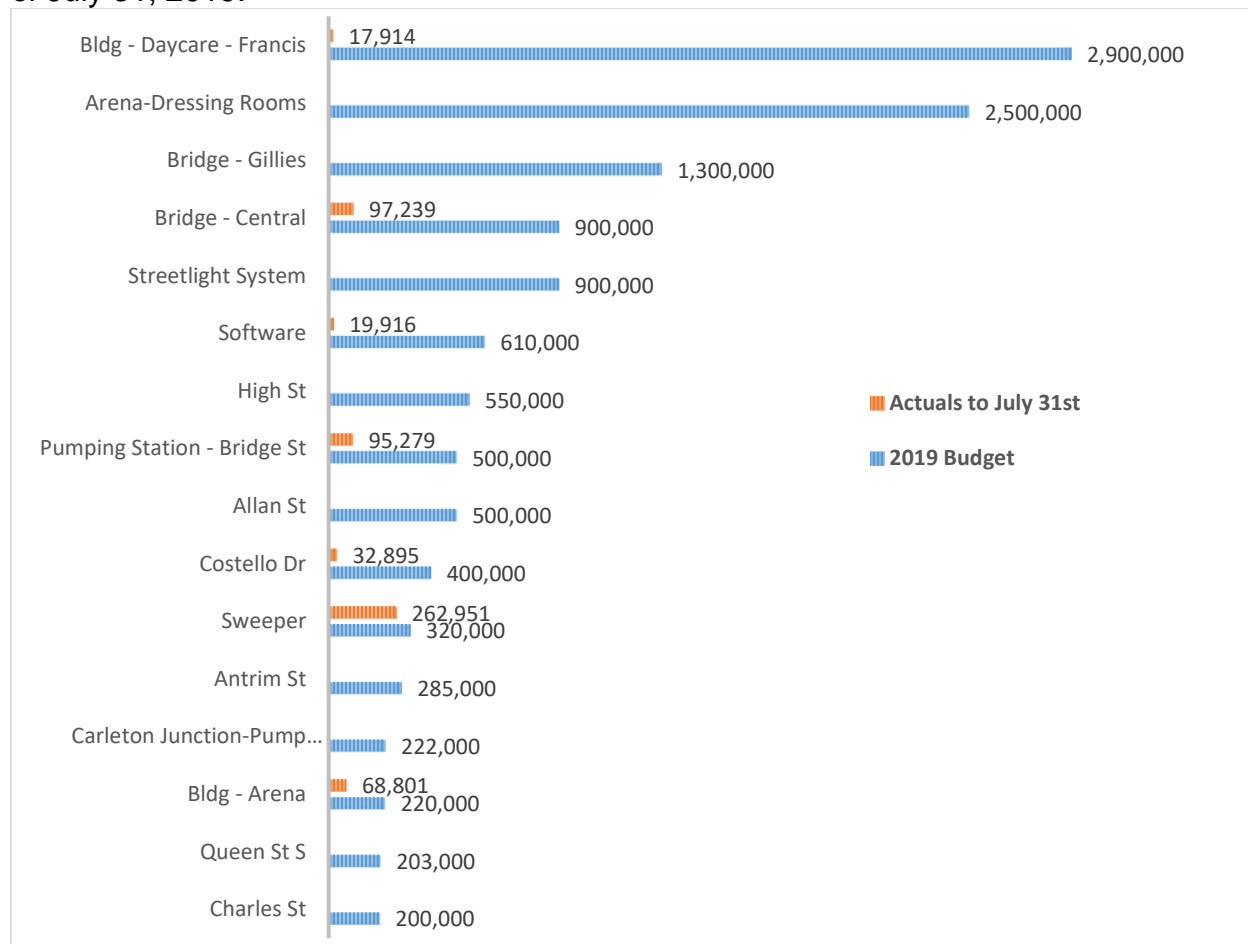
At July 31, 2019, the financial year is 58% complete. The table below shows the 2019 approved operating budget and year-to-date actual expenditures by functional category.

	BUDGET	YEAR-TO-DATE	% of Budget
REVENUES			
ADMINISTRATION	(\$1,186,505.00)	(\$1,387,230.74)	117%
PROTECTION-POLICE	(\$20,000.00)	(\$10,440.00)	52%
PROTECTION-excluding police	(\$559,758.00)	(\$1,031,446.18)	184%
SOCIAL/FAMILY SERVICES	(\$3,741,000.00)	(\$2,141,123.14)	57%
TRANSPORTATION	(\$475,318.00)	(\$272,725.85)	57%
ENVIRONMENTAL-WASTE	(\$192,000.00)	(\$56,696.36)	30%
ENVIRONMENTAL-WATER/SEWER	(\$6,291,122.00)	(\$3,908,273.45)	62%
RECREATION/CULTURE	(\$1,944,250.00)	(\$822,783.77)	42%
PLANNING/DEVELOPMENT	(\$166,000.00)	(\$143,265.26)	86%
Revenue Total	(\$14,575,953.00)	(\$9,773,984.75)	67%
EXPENSES			
ADMINISTRATION	\$2,182,191.00	\$1,160,925.21	53%
PROTECTION-POLICE	\$2,385,966.00	\$1,376,970.66	58%
PROTECTION-excluding police	\$2,119,796.00	\$1,143,683.69	54%
SOCIAL/FAMILY SERVICES	\$3,738,760.00	\$1,922,417.28	51%
TRANSPORTATION	\$3,019,923.00	\$1,671,374.65	55%
ENVIRONMENTAL-WASTE	\$882,201.00	\$455,763.13	52%
ENVIRONMENTAL-WATER/SEWER	\$5,148,612.00	\$1,471,670.73	29%
RECREATION/CULTURE	\$2,796,633.00	\$1,396,956.77	50%
PLANNING/DEVELOPMENT	\$604,005.00	\$375,039.50	62%
Expense Total	\$22,878,087.00	\$10,974,801.62	48%
Grand Total	\$8,302,134.00	\$1,200,816.87	14%

Significant variances as at July 31, 2019 include:

1. Administration revenue is significantly over budget due to the \$613,457 in unexpected Efficiency Funding received from the Province.
2. Protection (excluding police) revenue is significantly over budget. Building permit fees, were budgeted to be \$500,000 however the department has collected \$931,804 to the end of July. By-law fine revenue is also exceeding the budget of \$20,000 by over \$12,000.
3. Environmental-Waste revenue appears to be low however, we are still anticipating revenue as the Household Hazardous Waste Depot typically invoices partner municipalities later in the year.
4. Budgeted expenditures within the Environmental-Water/Sewer category include the year-end transfers to reserves which have not yet occurred. Otherwise spending appears to be on track.
5. Planning/Development expenses are a little high at this point due to the reliance on higher cost contracted services related to the Manager of Development Services while full-time staff was on leave. This will even out over the remaining months of the year.

The following chart displays spending towards major (over \$200,000) capital projects as of July 31, 2019:



A number of capital projects commenced in late July or early August so further progress will be evident on the next financial report.

FINANCIAL IMPLICATIONS

Overall, I am forecasting a surplus position at year-end that will allow for the repayment of some of the Efficiency Funding used to fund the road construction projects that were over budget earlier in the year.

STAFF RECOMMENDATION

THAT Council receive the Financial Report from the Treasurer to July 31, 2019 as information.

COMMUNICATION 130171

Received From: Diane Smithson, Chief Administrative Officer
Addressed To: Committee of the Whole
Date: September 10, 2019
Topic: Development Charges Background Study and By-law

SUMMARY

The Town of Carleton Place recovers the growth-related capital costs of the increased need for services from new development under the authority of the *Development Charges Act* (DCA) and the *Municipal Act*. Development Charges (DC) are imposed under By-law No. 77-2018 for the recovery of growth-related costs of service, excluding municipal water and wastewater services (i.e. roads, public works, parks/trails development and recreation). The growth-related costs of service for municipal drinking water and wastewater services are imposed under By-law No. 76-2018 as a water and wastewater charge. It should be noted that many municipalities include all growth-related charges within their Development Charges By-law and do not have a separate by-law passed under the Municipal Act. Staff is recommending that Watson and Associates Economists Ltd. be retained to undertake a DC background study and by-law in accordance with the DCA, as amended, to consolidate the Town's two existing by-laws.

In addition, the work plan received from Watson and Associates accounts for:

- amendments to the DCA resulting from Bill 108, which received Royal Assent on June 6, 2019 and will evolve as the effective dates and regulations for the further amendments are made available, most notably the transition of charges for "soft services" such as recreation, library and childcare, from the authority of the DCA to the Planning Act through the imposition of Community Benefits Charges (CBC);
- an examination of the long-term capital and operating costs for capital infrastructure to be included in the DC background study and considered by Council before passing a DC by-law. Under the amended DCA, an asset management plan is required to deal with all assets whose capital costs are proposed to be funded under the DC by-law and demonstrate that all assets mentioned in the asset management plan are financially sustainable over their full lifecycle.

The overall objective of the DC is to provide the funds that will allow the Town to finance capital works required for development and to permit the Town to grow on a financially sound basis and ensuring that capital costs attributable to growth are paid for by developers and not existing taxpayers.

BACKGROUND

Historically, the Town's plans for the recovery of its growth-related capital costs and increased need for services have been prepared by Staff. While the last review was undertaken in 2018, this was a project identified by Council as part of its strategic planning process in early 2019 as requiring updating. Given the level of growth in both new housing units and commercial development, Staff is recommending that this review

take place as soon as possible in order to capitalize on the study's results while the growth is occurring.

DISCUSSION

Staff is recommending that Council retain the services of Watson & Associates Economists Ltd. through sole-sourced procurement in accordance with Section 3.6 of the Town's Procurement By-law related to professional services. The reason for this is that Watson and its team of experts has undertaken over half of the consulting work in Ontario in the DC field during the past decade including participation in Ontario Municipal Board hearings to defend Background Studies undertaken, presentation at municipal conferences and participating on working groups related to the development of provincial DC legislation and methodologies. Locally, the firm has undertaken DC studies including, but not limited to: County of Lanark, Municipality of Mississippi Mills, Town of Arnprior, Municipality of North Grenville, Town of Renfrew and the City of Ottawa. The firm is recognized as a leading authority on the fiscal aspects of the municipal government sector and consider Development Charges to be one of their specialization areas.

If Staff's recommendation is accepted, the study would commence immediately, with the draft of a background report being presented to Council in November. The intent is that the statutory public meeting would take place before the Christmas break.

If and when other studies outlined in the Strategic Plan are completed which may have an impact on growth related capital projects, the DC background study can be amended at that time to include these items.

LINK TO STRATEGIC PLAN

The Council approved Strategic Plan identifies the completion of a Development Charges background study and by-law under the strategic goal of Managed Growth. This project was identified as being a requirement in order to accurately reflect new capital projects which are attributable to recent growth including the development of strategic properties.

This project was identified to commence in Q2 2020 however, given the rate of growth occurring in Town, Staff believes this project should be fast-tracked in order to ensure that the Corporation is not potentially losing out on revenues to help pay for future growth-related infrastructure.

FINANCIAL IMPLICATIONS

Based on the detailed proposal received, the upset budget estimate to undertake the scope of work is \$33,140 plus HST. It should be noted that this cost can be funded 90% through Development Charges with the remaining 10% or \$3,314.00 plus HST to be paid through the Town's municipal levy. As this project was not identified in the Town's 2019 budget, Staff is recommending that the 10% share be paid for from the Town's overall surplus at year end or alternatively, from reserves, if required.

STAFF RECOMMENDATION

THAT Council authorize retaining Watson & Associates Economists Ltd. to undertake a Development Charges Background Study and By-law at a cost of \$33,140.00 plus HST with 90% of this cost being funded by the Development Charges Reserve Fund; and

THAT the remaining 10% or \$3,314.00 plus HST be paid from the Town's overall surplus position at year end or taken from reserves, if required.

COMMUNICATION 130172

Received From: Diane Smithson, Chief Administrative Officer
Addressed To: Committee of the Whole
Date: September 10, 2019
Topic: Investing in Canada Infrastructure Program – Community, Culture and Recreation Stream

SUMMARY

The Community Culture and Recreation intake under the Investing in Canada Infrastructure Program (ICIP) was recently announced by the Province of Ontario. This is a \$727 million in infrastructure funding program focussing on Community, Culture and Recreation infrastructure. The deadline for applications under the program is November 12, 2019.

BACKGROUND

The Rural and Northern Infrastructure Fund (RNIF) is one (1) of four (4) funding streams under the Canada-Ontario Infrastructure Bilateral Agreement. It is the first of the four to be announced. The four (4) streams are as follows:

- Rural and Northern Infrastructure Fund
- Public Transit Fund
- Community, Culture and Recreation Fund
- Green Fund

The decision to introduce the various programs at different times was in response to feedback from municipal governments that opening all streams at once presents challenges to municipal administrations.

COMMENT

The ICIP is a \$30 billion infrastructure fund providing funding to municipal governments and indigenous communities with a population less than 100,000 of which there are about 500. The Ministry of Infrastructure is proposing to roll-out the Community, Culture and Recreation stream through two (2) intakes: summer 2019 and a second anticipated in 2021. The deadline for the first stream is November 12, 2019. Projects must be completed prior to 2027-28.

There is some confusion in the information pertaining to the timelines for application review and notification to successful applicants. Staff has a call into Ministry staff to clarify timelines but unfortunately the information was not available by the agenda deadline. Staff will be able to update Council at the meeting on September 14, 2019 should clarification be received.

The levels of funding available from the three levels of government are as follows:

- The federal government will provide 40% funding;
- the provincial share is 33%;
- Municipal share will be 26.67%

The Community, Culture and Recreation stream supports projects which improve access to and/or quality of community, cultural and recreation priority infrastructure projects. Priority is being given to projects that are community-oriented, non-commercial and open to the public. There are two (2) categories of funding under the 2019 intake as follows:

- **Multi-Purpose Category** – the individual project cap will generally be \$50 million in total project cost and projects consist of:
 - New build/construction projects
 - Larger scale renovation
 - Expansion of existing facilities
- **Rehabilitation and Renovation Category** – this project category focuses on maximizing the funding impact of small-scale projects that would improve the condition of existing facilities. The project cap is \$5 million in total project cost. Eligible projects consist of:
 - renovation and rehabilitations to address functionality and use of existing facilities;
 - small-scale improvements to address accessibility;
 - small new build/construction projects of recreation, cultural or community centre infrastructure

Based on the program guidelines, Staff feels that the rehabilitation and renovation category is the correct category for the Town to apply under for the change room renovations to the Neelin Street Community Centre.

Applications will be accepted through the Grants Ontario website which is a “one-window” source for applicants, handling application intake, review, nomination, reporting and transfer payment management processes all in one place.

The renovations to the Neelin Street Community Centre is the largest and most expensive recreation infrastructure project facing the Town of Carleton Place in the next few years. Given the program guidelines, staff feels that the Town’s application should focus on the change room renovations and entrance improvements to the facility only as they will address the functionality and use of existing facilities as well as the accessibility criteria. The office space on the second floor and the “face-lift” to the lobby do not meet the criteria as well so it is recommended these not be included in the application.

The Town met with the Minister of Tourism, Culture and Recreation and his staff at the Rural Ontario Municipalities Association (ROMA) Conference in January 2019 to highlight the importance to and cost of this project on our community. For these reasons, Staff is recommending that the change room renovations and entrance improvements to the Neelin Street Community Centre be the Town’s priority in our application under the Community, Culture and Recreation stream of the ICIP.

FINANCIAL IMPLICATIONS

The estimated cost of the change room and entrance improvement components of the project is approximately \$1.6 million. If the application is successful, the Town would receive 40% federal funding or \$791,000 of this amount and 33.33% provincial funding or \$533,280. The Town would be responsible for 27.67% of the projects cost or \$442,720 plus the cost of the second-floor office space and the lobby improvements. The Town will apply for funding in accordance with the program's parameters.

STAFF RECOMMENDATION

THAT Council authorize staff applying for the change room addition and entrance improvements to the Neelin Street Community Centre as the Town's priority under the Community, Culture and Recreation Stream of the Investing in Canada Infrastructure Program.

Committee of the Whole – Information list

September 10, 2019

Date	Originator	Department	Subject	Pages
2019 08 26	Solicitor General	Protective Services	Repeal of O. Reg 377/2018	
2019 08 28	County of Lanark	Policy Review	County Update	
2019 09 04	County of Lanark	Policy Review	County Update	
2019 09 04	Ministry of Municipal Affairs and Housing	Planning and Protection	Update on More Homes, More Choice Act. 2019	
2019 09 04	Ministry of Natural Resources and Forestry	Planning and Protection	Conservation Authorities	
2019 09 05	City of Kitchener	Physical Environment	Single Use Disposable Wipes	

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 325-0408
MCSCS.Feedback@Ontario.ca

Solliciteur général

Bureau de la sollicitrice générale

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August 26, 2019

As you may be aware, the Public Reports Regulation (O. Reg. 377/18) under the *Fire Protection and Prevention Act, 1997*, was scheduled to come into force on January 1, 2020. The regulation was established to standardize the reporting of fire department response time data and make this information available to the public.

Our government has heard concerns about the Public Reports Regulation, including the system updates that would be required for operationalization and the scope of the reporting requirements. After hearing this feedback, our government has decided to repeal the regulation effective August 26, 2019.

Repealing the regulation will allow the ministry to work with stakeholders on a broader review of how fire service data is collected by the province. After this review is completed, we will develop balanced options and decide about the potential publication of fire service data, to best meet the needs of all our fire safety partners.

We are committed to listening to municipalities and our first responders as we work to create a public safety regime that puts people first and provides our frontline heroes with the tools and resources they need to keep communities safe.

Should you have any questions or comments, please contact SOLGENinput@ontario.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sylvia Jones'.

Sylvia Jones
Solicitor General

Here are the highlights from the regular Lanark County Council meeting held Wednesday, Aug. 28.

- **Funds Presented to Local Hospitals:** On behalf of Lanark County Council, Warden Richard Kidd (Beckwith Reeve) presented cheques to three local hospitals to be used for capital equipment or major building renovations or to be placed into capital reserves for future capital projects. A total of \$350,000 was approved, with \$150,000 for the Perth and Smiths Falls sites, and \$100,000 each for Carleton Place and Almonte. In January, representatives from the Perth and Smiths Falls District Hospital made a presentation to the corporate services committee outlining the fact hospitals do not receive funding for capital equipment, and the need to maintain a state-of-the-art facility is outpacing the foundation's ability to fundraise. Having updated diagnostic and surgical equipment increases the hospitals' ability to attract high-level staff. "The importance of having well-funded, well-equipped local hospitals is important to all taxpayers," said Mr. Kidd. "Attracting top medical talent and providing a wide range of medical services locally is important to the county's economy and quality of life." Future funding from the county will be subject to the annual budget approval process. For more information, contact Kurt Greaves, CAO, at 1-888-9-LANARK, ext. 1101.

Presentation photos available at

<https://www.dropbox.com/sh/j4cdcmd1dn3a3wh/AACm9z4S2zfaSh6O1YL92KHoa?dl=0>

- **Provincial Cuts Affect Long-Term Care Funding:** Council received a report that was presented earlier this month at the community services committee of the whole meeting, which updated the Lanark Lodge maintenance review. Interim Lanark Lodge Director Jennie Bingley outlined the status of the mechanical and engineering systems at the long-term care home and a presented a prioritized plan for required maintenance, repairs and upgrades. Ms. Bingley explained a thorough mechanical and engineering systems analysis was undertaken as part of the Redevelopment Feasibility Study that was completed in March, which confirmed many systems are well past their expected useful life. "It is important that preventive action be taken to ensure Lanark Lodge remains functional as we will remain in this building until at least 2025," she said. The plan for maintenance, repairs and upgrades takes Long-Term Care Act regulation into consideration. Items prioritized for 2020 include the fire alarm system, the air handling units and condensers, and plumbing work related to backflow prevention. Ms. Bingley said immediate repairs and upgrades relating to the electrical distribution switchboard can be completed within the 2019 capital budget for less than \$30,000. The remaining upgrades can be deferred to the 2020 budget deliberations, which begin this fall. The plan will be updated on an ongoing basis. For more information, contact Jennie Bingley, Interim Director of Long-Term Care, at 1-888-9-LANARK, ext. 7101.
- **Upcoming Meetings: County Council, Wednesday, Sept. 4, 5 p.m.;** Community Services, Sept. 4 (following County Council); Services, Sept. 4 (following Community Services). **County Council, Wednesday, Sept. 25, 5 p.m.;** Public Works, Sept. 25 (following County Council); Economic Development, Sept. 25 (following Public Works). All meetings are in Council Chambers unless otherwise noted. For more information, contact 1-888-9-LANARK, ext. 1502. Like "LanarkCounty1" on Facebook and follow "@LanarkCounty1" on Twitter!

– 30 –

Here are the highlights from the regular Lanark County Council meeting held Wednesday, Sept. 4.

- **Remote-Control Mower to Help Combat Invasive Weeds:** Council approved an amendment to the public works department's fleet capital budget for 2019 in order to purchase a remote-control mower. At the committee meeting last week, Public Works Business Manager Janet Tysick reported all budgeted large capital fleet items have been purchased for this year except a chipper and a 3-tonne compactor. Director Terry McCann has recommended not proceeding with those two items and, instead, using the funds to purchase the mower. Ms. Tysick explained the existing chipper was satisfactorily refurbished and should remain in service for another five to six years, and there was no suitable compactor available at the budgeted amount. "With the increased focus on vegetation management, additional resources are required to complete roadside brushing, vegetation control behind guide rails and steel beams, along county trails and to assist with cutting of invasive and noxious weeds, such as phragmites and wild parsnip, in areas that are unmanageable with other equipment due to their location or terrain." She added it is crucial to control phragmites while cells are small, and the county currently does not have any equipment to assist with this in wet areas. This mower can work in wet areas and on steep slopes and uneven terrain where a regular mower or brushing unit cannot be used. Ms. Tysick said it can also be used in urban areas, such as McNeely Avenue in Carleton Place, where wild parsnip is becoming an increasing concern. The estimated cost for the mower is \$87,000, and funds not covered by the savings will come from the public works fleet reserve. Ms. Tysick added some local municipalities have expressed interest in having the county do specialized cutting for them with the mower on a cost-recovery basis. For more information, contact Janet Tysick, Public Works Business Manager, at 1-888-9-LANARK, ext. 3110.
- **Carleton Place Featured at Harvest Festival:** As it celebrates its 200th anniversary this year, the Town of Carleton Place will be the featured municipality at the 2019 Lanark County Harvest Festival, which takes place this Sunday, Sept. 8 from 11 a.m. to 4 p.m. The festival is held at Beckwith Park (1319 9th Line, Beckwith), but a different Lanark County municipality is featured each year. The sixth annual event gives visitors a chance to "get fresh with a local farmer" and celebrates the bounty of the harvest, featuring local producers, food seminars, cooking demonstrations, children's activities, local musicians, historical displays and more. Carleton Place will showcase its people, products and projects in celebration of its 200th anniversary. "The Lanark County Harvest Festival is an opportunity for people to meet our local farmers and purchase local food and other locally made products. The county has a unique blend of producers, passions and food," said Warden Richard Kidd (Beckwith Reeve). The festival runs rain or shine. For details, visit www.harvestfestival.ca. For more information, contact Marie White, Tourism Manager, at 1-888-9-LANARK, ext. 1530.
- **Upcoming Meetings: County Council, Wednesday, Sept. 25, 5 p.m.;** Public Works, Sept. 25 (following County Council); Economic Development, Sept. 25 (following Public Works). **County Council, Wednesday, Oct. 9, 5 p.m.;** Community Services, Oct. 9 (following County Council); Services, Oct. 9 (following Community Services). All meetings are in Council Chambers unless otherwise noted. For more information, contact 1-888-9-LANARK, ext. 1502. Like "LanarkCounty1" on Facebook and follow "@LanarkCounty1" on Twitter!

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

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19-4093

Dear Head of Council:

Our government believes everyone deserves a place to call home. Inadequate supply and high housing costs have made housing unattainable for too many people in Ontario. We want to put affordable home ownership in reach of more Ontario families, and provide more people with the opportunity to live closer to where they work.

That is why I am pleased to provide you with an update on the [More Homes, More Choice Act, 2019](#), which was passed by the Legislature on June 6, 2019.

In Effect Date

Schedule 12 of the *More Homes, More Choice Act, 2019* makes changes to the *Planning Act*. All changes, except for those related to community benefits charges, came into force on September 3, 2019, as specified by proclamation. This includes changes to:

- Broaden the Local Planning Appeal Tribunal's jurisdiction over major land use planning matters (i.e., official plans and zoning by-laws) and give the Tribunal the authority to make a final decision on appeals of these matters based on the best planning outcome;
- Reduce timelines for municipalities to make planning decisions;
- Remove certain "third party" appeals;
- Authorize the Minister of Municipal Affairs and Housing to mandate the use of a community planning permit system in or around specific locations to promote intensification around transit;
- Require municipalities to authorize in their official plans and zoning by-laws additional residential units in both a primary dwelling and ancillary building or structure; and
- Promote the development of affordable housing near transit by focusing the use of inclusionary zoning.

Regulations

To help implement the *Planning Act* changes, amendments to existing regulations under the Act also came into force at the same time as the related legislative provisions.

These regulations were filed on August 29, 2019 and include changes to:

- Set out transition rules for planning matters that are in process;
- Remove or update certain redundant or out-dated provisions and references;
- Remove the ability to appeal (except by the province) the implementing by-law when a municipality is required to establish a community planning permit system through a Minister's order; and

- Clarify that the new community benefits charge by-law will not apply in areas within a municipality where a community planning permit system is in effect.

A new regulation for additional residential units (ARUs) was also filed on August 29, 2019 and helps remove certain zoning barriers to the creation of additional residential units by establishing the following requirements and standards:

- One parking space for each ARU, which may be provided through tandem parking as defined;
- Where a municipal zoning by-law requires no parking spaces for the primary residential unit, no parking space would be required for the ARUs;
- Where a municipal zoning by-law is passed that sets a parking standard lower than a standard of one parking space for each ARU, the municipal zoning by-law parking standard would prevail;
- An ARU, where permitted in a zoning by-law, may be occupied by any person regardless of whether the primary residential unit is occupied by the owner of the property; and
- An ARU, where permitted in a zoning by-law, would be permitted without regard to the date of construction of the primary or ancillary building.

Our proposal for the new and amended regulations was posted on the [Environmental Registry of Ontario](#). All comments received were carefully considered.

You can view copies of the new and amending *Planning Act* regulations on Ontario's e-Laws:

- [New Ontario Regulation 299/19](#) – “Additional Residential Units”
- [Ontario Regulation 296/19](#) – amending Ontario Regulation 174/16 “Transitional Matters - General”
- [Ontario Regulation 297/19](#) – amending Ontario Regulation 543/06 “Official Plans and Plan Amendments”
- [Ontario Regulation 298/19](#) – amending Ontario Regulation 544/06 “Plans of Subdivision”
- [Ontario Regulation 301/19](#) – amending Ontario Regulation 173/16 “Community Planning Permits”
- [Ontario Regulation 300/19](#) – amending Ontario Regulation 232/18 “Inclusionary Zoning”

If you have any questions about the changes to the *Planning Act* and related regulations, please email PlanningConsultation@ontario.ca.

Sincerely,



Steve Clark
Minister

c: Chief Administrative Officer

From: [MIN Feedback \(MNRF\)](#)
To: [Diane Smithson](#)
Cc: [Correspondence Services Unit](#); RHillier-CO@ola.org
Subject: Message from the Honourable John Yakabuski, Minister of Natural Resources and Forestry
Date: September 4, 2019 4:18:50 PM

CAUTION: This email originated from an External Sender. Please do not click links or open attachments unless you verify the source.

**Ministry of Natural
Resources and Forestry**

Office of the Minister

Room 6630, Whitney Block
99 Wellesley Street West
Toronto ON M7A 1W3
Tel: 416-314-2301

**Ministère des Richesses
naturelles et des Forêts**

Bureau du ministre

Édifice Whitney, bureau 6630
99, rue Wellesley Ouest
Toronto (Ontario) M7A 1W3
Tél.: 416-314-2301

345-2019-1301

September 4, 2019

Ms. Diane Smithson
Chief Administrative Officer
Town of Carleton Place
dsmithson@carletonplace.ca

Dear Ms. Smithson:

The Office of the Ministry of the Environment, Conservation and Parks has shared with me your Council's resolution regarding provincial funding provided to Mississippi Valley Conservation Authority. I would like to provide you with the following information.

Conservation authorities play an important role in Ontario's land development process by helping protect people, property and communities from extreme weather, flooding and other natural hazards. However, as you may know, the challenges of Ontario's current fiscal situation require public sector organizations at all levels to find ways to make government spending more effective and efficient.

As part of our commitment to return to a balanced budget within a responsible timeframe, thoughtful decisions have been made to protect what matters most. We want to ensure that conservation authorities focus and deliver on their core mandate, reduce red-tape by making approval processes faster, more predictable and less costly. This approach will help strengthen Ontario's resilience to extreme weather events and ensure sustainable use of our natural resources, while saving taxpayer dollars. We had to make tough choices to protect critical public services like healthcare, education and emergency preparedness.

I would like to clarify that my ministry is proceeding with the Water and Erosion Control Infrastructure Program this year in the amount of \$5 million for the provincial grant portion of the funding. This level of funding is the same as last year with no reduction.

As the ministry moves forward with *Conservation Authorities Act* and regulatory changes, I assure you that we will continue to keep municipalities informed of changes and welcome your ideas.

Thank you for writing.

Sincerely,

John Yakabuski
Minister of Natural Resources and Forestry

c: Premier Doug Ford
The Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks
Randy Hillier, MPP, Lanark-Frontenac-Kingston

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CHRISTINE TARLING
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Kitchener, ON N2G 4G7
Phone: 519.741.2200 x 7809 Fax: 519.741.2705
christine.tarling@kitchener.ca
TTY: 519-741-2385

September 5, 2019

Dear Municipal Colleagues:

This is to advise that City Council, at a meeting held on August 26, 2019, passed the following resolution regarding single-use disposable wipes:

“WHEREAS in 2018 the City of Kitchener implemented a sustainable funding model Water Infrastructure Project (WIP) for the city’s water, sanitary and stormwater infrastructure to ensure the safe delivery of these valued utilities; and,

WHEREAS in 2018 a multi-year initiative approved through the WIP has already improved several key measures of water quality, and proactive maintenance has reduced the risk of flooding in high-risk areas; and,

WHEREAS in 2018 the City has already seen a number of impacts due to the implementation of the WIP including: 48% decrease in complaints related to discoloured water; Storm main repairs increased by 27 per cent; 300 metric tonnes of sediment removed from catch basins; and, 2,200 properties protected against backflow and cross-connection contamination; and,

WHEREAS Single-use wipes are a \$6-billion industry and growing, and are now being advertised as the clean alternative to toilet paper and are safe to flush; and,

WHEREAS there is no one standard for what the word “flushable” means; and,

WHEREAS Single-use wipes are in fact not safe to flush as they are buoyant; are not biodegradable; and, are unable to break down into small pieces quickly; and,

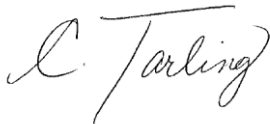
WHEREAS Single-use wipes accumulate in the sewer system and eventually clog the sanitary sewer system costing municipalities hundreds of millions of dollars in additional repairs and maintenance costs each year to municipal sewer systems across the country; and,

WHEREAS there is a lack of public awareness of the impact caused by non-flushable wipes being flushed down toilets and consumer education and outreach could play a large part in reducing the impact;

THEREFORE BE IT RESOLVED that the City of Kitchener lobby the Federal Government, to review regulations related to consumer packaging on single-use wipes to remove the word flushable; and,

BE IT FINALLY RESOLVED that this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; the Minister of the Environment, Conservation and Parks; the Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; the Local Members of Provincial Parliament; the Region of Waterloo; and, all Municipalities within the Province of Ontario.”

Yours truly,

A handwritten signature in cursive script, appearing to read 'C. Tarling'.

C. Tarling
Director of Legislated Services
& City Clerk