
**Wednesday, April 9th, 2008
Immediately Following the Community Services Committee Meeting
Lanark County Municipal Office
Council Chambers**

Al Lunney, Chair

1. **CALL TO ORDER**
2. **DISCLOSURE OF PECUNIARY INTEREST**
3. **APPROVAL OF MINUTES**

Suggested Motion:

***“THAT**, the minutes of the Corporate Services Committee meeting held on March 12th, 2008 and the minutes of the “Special” Corporate Services Committee meetings held on March 19th, 26th and April 2nd, 2008 be approved as circulated.”*

4. **ADDITIONS & APPROVAL OF AGENDA**

Suggested Motion:

***“THAT**, the agenda be adopted as presented.”*

5. **PRESENTATIONS & DELEGATIONS**

- i) Tax Ratios and Capping Provisions for Multi-Residential, Industrial and Commercial Property Classes.
**Finance Consultant, Tammy Wolters
Town of Carleton Place, Treasurer, Phil Hogan.**

- a) Presentation.

- b) Report #FIN-04-2008 Tax Ratios and Capping Provisions for Multi-Residential, Industrial and Commercial Property Classes – *attached, page 10.*

Suggested Motion:

***“THAT**, the County of Lanark set the industrial property tax ratio at 2.94112 being the starting tax ratio for that class subject to levy restrictions and retain the current tax ratios for all other property classes as follows:*

- a) *the tax the residential/farm property class shall be 1.00000000;*
- b) *the farmland awaiting development – Phase 1 class shall be 0.25000000;*
- c) *the farmland awaiting development – Phase 2 class shall be 0.25000000;*
- d) *the multi-residential property class shall be 2.27930000;*
- e) *the commercial property class shall be 1.50680000;*
- f) *the industrial property class shall be 2.90672787;*
- g) *the pipelines property class shall be 1.68630000;*
- h) *the farmlands property classes shall be 0.25000000; and*
- i) *the managed forest property class shall be 0.25000000;*

THAT, no new property classes be created such that:

- a) *the multi-residential property class includes all new multi-residential property;*
- b) *the commercial property class includes all commercial shopping centre property and parking lot property; and*
- c) *the industrial property class includes all large industrial property;*

THAT, the tax reductions for vacant and excess lands be retained as follows:

- a) *the vacant land and excess land subclasses in the commercial property class is 30%; and*
- b) *the vacant land and excess land subclasses in the industrial property class is 35%;*

THAT, tax rates for all classes be calculated based upon these tax ratios;

THAT, the capping for the multi-residential, industrial and commercial property classes be based upon 10% of the annualized taxes;

THAT, capping be eliminated for properties where the capping amount is \$250 or less;

THAT, the County Clerk prepare by-laws to this effect for presentation at the “Special” County Council meeting on April 9, 2008;

AND THAT, the County Clerk forward this report and the by-laws to all municipal clerks of the local municipalities within Lanark County.”

6. COMMUNICATIONS

- i) Report of the Lanark County Ambulance Service: February 2008 – attached, page 21.
- ii) Tay Valley Township: Misuse of Disabled Parking Permits and Parking Spaces – attached, page 32.

- iii) Big Brothers Big Sisters of Lanark County: Loan Request from County – *attached, page 34.*
- iv) Memo to FCM National Board of Directors: Summary of the Meeting of the National Board of Directors and Standing Committee Meetings in Brandon, Manitoba, March 5th-8th, 2008 – *attached, page 35.*
- v) Leonore Foster, FCM National Board Member: Report to Council on the FCM Board & Committee Meetings, Brandon, Manitoba, March 5th-8th, 2008 – *attached, page 42.*
- vi) City of Port Colborne: Resolution Re Provincial Funding to Offset Municipal Costs Relating to Compliance with O.Reg 429/07 (AODA, 2005) – *attached, page 46.*
- vii) City of Ottawa: Requesting that the Province of Ontario pay a proportional share of MPAC costs related to education property taxes – *attached, page 48.*

Suggested Motion:

“THAT, the communication items for the April 2008 Corporate Services Committee be received as information only.”

7. REPORTS

- i) Report #ESC-01-2008 ARES Agreement – *attached, page 50.*
Emergency Services Coordinator, Rick Hannah.

Suggested Motion:

“THAT, By-Law No. 2007-11 be amended to exclude the Town of Perth from the Amateur Radio Emergency Services (ARES) Agreement.”

- ii) Report #ESC-02-2008 Emergency Preparedness Week – *attached, page 53.*
Emergency Services Coordinator, Rick Hannah.

Suggested Motion:

“THAT, the County of Lanark proclaims the week of May 4 – 11, 2008 as Emergency Preparedness Week.”

- iii) Report of the Emergency Services Sub-Committee (verbal).
Chair, Councillor Bruce Horlin.

- a) Minutes: March 19th, 2008 (excluding attachments) – *attached, page 57.*

Suggested Motion:

“THAT, the Report of the Emergency Services Sub-Committee (verbal) be received as information only.”

iv) Report of the Lanark County Accessibility Advisory Sub-Committee (verbal).
Chair, Councillor Bruce Horlin.

a) Minutes: April 7th, 2008 (excluding attachments) – *to be distributed at the meeting.*

Suggested Motion:

“THAT, the Report of the Lanark County Accessibility Advisory Sub-Committee (verbal) be received as information only.”

v) Report #C-02-2008 Lanark County Accessibility Advisory Sub-Committee – Review of County Policies & Procedures – *to be distributed at the meeting pending the outcome of the Accessibility Advisory Sub-Committee meeting scheduled for April 7th, 2008.*
Clerk, Cathie Ritchie.

vi) GIS Monthly Update (verbal) – **deferred** to the next meeting.
Director of Information Technology, Sam Law.

vii) Contingency Expenditures Update (verbal).
Financial Analyst, Kurt Greaves.

No Expenditures.

viii) Report #C-XX-2007 Corporate Media Policy – **deferred** to a future meeting.
Clerk, Cathie Ritchie.

ix) Report of the Building Renovation & Construction Steering Committee – Lanark Ambulance Base (verbal).
Warden Bob Fletcher.

No Report.

First Meeting: At the Call of the Warden.

x) Report of the Building Renovation & Construction Steering Committee – Administration & Public Works Renovations (verbal).
Warden Bob Fletcher.

a) Minutes: March 13th, 2008 (excluding attachments) – *attached, page 61.*

Suggested Motion:

“THAT, the March 13th, 2008 Minutes of the Building Renovation & Construction Steering Committee – Administration & Public Works Renovations be received as information.”

- b) Trades Holdback.

Suggested Motion:

“THAT, the Director of Public Works be authorized to release the hold back to the trades where the work is completed to the Director’s satisfaction for the Building Renovations Project.”

- xi) Report of the Broadband Steering Committee (verbal).
Chair, Councillor Richard Kidd.

No Report.

Next Meeting: Wednesday, March 9th, 2008.

- xii) Report of the Strategic Planning Steering Committee (verbal).
Warden Bob Fletcher.

No Report.

Next Meeting: At the Call of the Warden.

- xiii) Report of the Eastern Ontario Warden’s Caucus (EOWC) (verbal).
Warden Bob Fletcher.

Suggested Motion:

“THAT, the Report of the Eastern Ontario Warden’s Caucus (EOWC) (verbal) be received as information.”

- xiv) Report of the Council and NUG Pay Equity/Compensation Review Steering Committee (verbal).
Warden Bob Fletcher.

No Report.

Next Meeting: At the Call of the Warden.

8. CONFIDENTIAL REPORTS

- i) CONFIDENTIAL: Property Acquisition (verbal) – Intersection of County Road 49 and County Road 17 Roundabout.
Director of Public Works, Steve Allan.

Suggested Motion:

“THAT, the Committee move “in camera” at ___ p.m. to address a matter pertaining to a proposed or pending acquisition or dispersion of land by the municipal or local board;

AND THAT, P. Wagland, Chief Administrative Officer; C. Ritchie, Clerk; S. Allan, Director of Public Work and A. Mabo, Council and Clerk Services Assistant remain in the room.”

Suggested Motion:

“THAT, the Committee return to regular session at ____ p.m.”

- Chair’s Rise and Report

- ii) CONFIDENTIAL: Changzhou City, China Delegation Update (verbal).
Warden, Bob Fletcher & CAO, Peter Wagland

Suggested Motion:

“THAT, the Committee move “in camera” at ____ p.m. to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees;

AND THAT, P. Wagland, Chief Administrative Officer; C. Ritchie, Clerk and A. Mabo, Council and Clerk Services Assistant remain in the room.”

Suggested Motion:

“THAT, the Committee return to regular session at ____ p.m.”

- Chair’s Rise and Report

- iii) CONFIDENTIAL: Transportation Master Plan RFP Award.
Director of Public Works, Steve Allan.

Suggested Motion:

“THAT, the Committee move “in camera” at ____ p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

AND THAT, P. Wagland, Chief Administrative Officer; C. Ritchie, Clerk; S. Allan, Director of Public Works and A. Mabo, Council and Clerk Services Assistant remain in the room.”

Suggested Motion:

“THAT, the Committee return to regular session at ____ p.m.”

Suggested Motion:

“THAT, Contract #PW-13-2008 Consulting Engineering Services for the Analysis of Existing Road Network and Transportation Master Plan Development be awarded to _____, with an upset cost of \$_____.”

9. NEW/OTHER BUSINESS

- i) Transportation Master Plan (verbal).
Chair, Councillor Susan Freeman.

Suggested Motion:

“THAT, the Striking Committee revise the Terms of Reference for the Analysis of Existing Road Network and Transportation Master Plan Request For Proposal Evaluation Steering Committee to increase the allotted number of meetings to six (6) additional meetings over the next fourteen (14) months in order to monitor the deliverables throughout the contract”.

- ii) 2008 Municipal Road and Bridge Infrastructure Investment – attached, page 69.
Chief Administrative Officer, Peter Wagland.

Suggested Motion:

“THAT, the \$2,436,012 allocated to the County of Lanark by the province will be used for municipal road and bridge capital investment needs in accordance with the 2008 Budget as approved by Council on April 2nd, 2008;

AND THAT, the necessary by-law be presented at the April 23rd, 2008 County Council meeting.”

- ii) Meeting Schedule.
Clerk, Cathie Ritchie.

Accessibility Advisory Sub-Committee:	3:00 p.m.	Monday, April 7 th
Broadband Steering Committee:	3:30 p.m.	Wed., April 9 th
Community Services Committee:	5:00 p.m.	Wed., April 9 th
Corporate Services Committee:		Wed., April 9 th
Past Wardens Pay Equity Interview: (Pre-Meeting)	2:00 p.m.	Wed., April 16 th
Past Wardens Pay Equity Interview:	3:00 p.m.	Wed., April 16 th
Councillor Pay Equity Interviews:	4:30 p.m.	Wed., April 16 th
Agricultural Advisory Sub-Committee:	1:00 p.m.	Thurs., April 17 th
LC Municipal Trails Corporation Board:	1:30 p.m.	Monday, April 21 st
Forestry Sub-Committee:	5:00 p.m.	Monday, April 21 st
Lanark County Housing Corporation:	6:30 p.m.	Tues., April 22 nd
Building Renovations Steering Committee:	4:00 p.m.	Wed., April 23 rd
Striking Committee:	5:00 p.m.	Wed., April 23 rd
Council Photo:	6:00 p.m.	Wed., April 23 rd
County Council:	7:00 p.m.	Wed., April 23 rd

LC Municipal Trails Corporation Board (AGM) 7:00 p.m. Thurs., April 24th

Lanark Lodge Steering Committee: 4:00 p.m. Wed., April 30th

10. ADJOURNMENT

DELEGATIONS/ PRESENTATIONS

THE COUNTY OF LANARK

CORPORATE SERVICES COMMITTEE

April 9, 2008

Report #FIN-04-2008
of the Treasurer

2008 TAX RATIOS AND CAPPING PROVISIONS FOR MULTI-RESIDENTIAL, INDUSTRIAL AND COMMERCIAL PROPERTY CLASSES

1. STAFF RECOMMENDATIONS

Staff recommends:

THAT, the County of Lanark set the industrial property tax ratio at 2.94112 being the starting tax ratio for that class subject to levy restrictions and retain the current tax ratios for all other property classes as follows:

- a) the tax the residential/farm property class shall be 1.00000000;
- b) the farmland awaiting development – Phase 1 class shall be 0.25000000;
- c) the farmland awaiting development – Phase 2 class shall be 0.25000000;
- d) the multi-residential property class shall be 2.27930000;
- e) the commercial property class shall be 1.50680000;
- f) the industrial property class shall be 2.90672787;
- g) the pipelines property class shall be 1.68630000;
- h) the farmlands property classes shall be 0.25000000; and
- i) the managed forest property class shall be 0.25000000.

AND THAT, no new property classes be created such that:

- a) the multi-residential property class includes all new multi-residential property;
- b) the commercial property class includes all commercial shopping centre property and parking lot property; and
- c) the industrial property class includes all large industrial property.

AND THAT, the tax reductions for vacant and excess lands be retained as follows:

- a) the vacant land and excess land subclasses in the commercial property class is 30%; and
- b) the vacant land and excess land subclasses in the industrial property class is 35%.

AND THAT, tax rates for all classes be calculated based upon these tax ratios;

AND THAT, the capping for the multi-residential, industrial and commercial property classes be based upon 10% of the annualized taxes

AND THAT, capping be eliminated for properties where the capping amount is \$250 or less;

AND THAT, the County Clerk prepare by-laws to this effect for presentation at the Special County Council meeting on April 9, 2008;

AND THAT, the County Clerk forward this report and the by-laws to all municipal clerks of the local municipalities within Lanark County.

2. PURPOSE

To provide Corporate Services Committee with recommendations regarding 2008 tax ratios and capping provisions as required by the Municipal Act.

3. BACKGROUND

TAX RATIOS

Subsection 308(5) of the Municipal Act requires that the County set uniform tax ratios for all property classes by April 30th of each year as follows:

“208 (5) An upper-tier municipality shall pass a by-law on or before April 30 in each year to establish the tax ratios for that year for the upper-tier municipality and its lower-tier municipalities. 2001, c. 25, s. 308 (5).....

208(7) A by-law under subsection (5) must establish, for each property class, a single tax ratio for the upper-tier municipality and its lower-tier municipalities. 2001, c. 25, s. 308 (7).”

Subsection 308(3) defines tax ratios as follows:

“ The tax ratios are the ratios that the tax rate for each property class must be to the tax rate for the residential property class where the residential property class tax ratio is 1. 2002, c. 22, s. 152 (1).”

In other words, the tax ratios for all property taxes are expressed in terms of the residential class and the associated tax rates are calculated with these ratios as follows:

$$\boxed{\begin{array}{c} \text{Tax} \\ \text{Rate} \\ \text{for} \\ \text{Class} \end{array}} = \boxed{\begin{array}{c} \text{Tax Rate for} \\ \text{Residential} \\ \text{Class} \end{array}} \times \boxed{\begin{array}{c} \text{Tax} \\ \text{Ratio} \\ \text{for} \\ \text{Class} \end{array}}$$

For example, in 2007, the tax rate for the residential class with a tax ratio of 1 was 0.434984% (or \$434.98 per \$100,000 in assessment) and the tax ratio for the industrial class was 2.94111696. Therefore, the industrial tax rate would be 0.434984% x 2.94111696 = 1.2793% (\$1,279 per \$100,000 in assessment).

The tax ratios for classes are subject to a range of fairness (subsection 308(8)), flexibility and provincial thresholds. The range of fairness outlines the desired tax ratio policies set out by the Municipal Act. However, the high end of the range of fairness is not mandated. The range of flexibility provides for the maximum tax ratios based upon the starting tax ratios for the County. Regulation O.Reg 385/98 set these ranges of flexibility for 2001. Prior to regulatory changes in 2005, those tax ratios that are above the range of fairness cannot be increased over the range of flexibility. Further, if the tax ratios for the municipality were above the “provincial average” for that class, no budgetary increases could be passed onto these classes (subsections 311(7) and 312(7)).

For 2008 these ranges are as follows:

Class	Range of Fairness		Range of Flexibility		Actual	Provincial Average
	Low	High	Low	High		
Residential/Farm	1	1	1	1	1	1
Farmland Awaiting Development - Phase 1	0.25	0.75			0.25	
Farmland Awaiting Development - Phase 2	0.25	0.75			n/a	
Multi-residential	1	1.1	1	2.3031	2.2793	2.74
Commercial	0.6	1.1	0.6	1.7099	1.5068	1.98
Industrial	0.6	1.1	0.6	2.90673	2.90673	2.63
Pipelines	0.6	0.7	0.6	1.9397	1.6863	
Farmlands	0.01	0.25	0.01	0.25	0.25	
Managed Forests	0.25	0.25	0.25	0.25	0.25	

In Lanark County, the only class where the tax ratio is above the provincial average is the industrial class and therefore, has been subject to the levy restriction described above. That is, no budgetary increases can be passed on to the industrial class. However, it is important to note that the tax ratio for the industrial class is naturally declining due to the levy restriction and the requirement that the starting tax ratios reflect the impact of no budgetary increases on this class. For illustration, in 2000, the tax ratio for the industrial class was 3.3021 and the 2008 starting tax ratio is 2.90673 (an 12% decrease). This shift results in the tax burden being transferred from the

industrial class to all other classes (primarily residential class due to the large portion of assessment in the residential class 80%).

In 2005, regulatory changes were introduced that allowed budgetary increases up to 50% for those classes (multi-residential, commercial and industrial) where the tax ratio was above the provincial average to reduce the burden on the residential taxpayer. Lanark County did not reduce the levy restriction for the industrial class as the impact is minimal.

CAPPING

Section 329 of Municipal Act also requires that the tax impact due to changes in assessment be capped for certain classes: multi-residential, commercial and industrial. The provisions required that increases not exceed 5% of previous year's current value assessment tax limit. These provisions also allowed clawbacks for properties that experienced decreases in order to fund these capped taxes. The capping program did not achieve its intended result and most properties that were capped, continued to be capped due to reassessment cycles. In Lanark County, the capping program meant that shortfalls were experienced in the capped classes and not all increases could be funded by the decreases. This was borne primarily by the residential taxpayer.

In 2005, changes to the capping provisions allowed for increases up to 10% of the previous year's annual taxes and eliminate capping where the cap was less than \$250 (increases or decreases). These changes were introduced to attempt to reduce the number of capped properties, allow for the decreases to be realized by those property owners who experienced decreased assessments and simplify the administration of the capping program by eliminating the small capped amounts on a large number of properties.

In 2005, 2006 and 2007, Lanark County adopted the capping changes to increase the cap to 10% of previous year annual taxes and elimination of the properties from the capping program under the \$250 cap. These provisions resulted in a reduction of unfunded cap from \$33,954 to \$2,933 and decreased the number of properties capped from 1,423 to 545 (a reduction of 878 properties, 62% decrease).

4. DISCUSSION

TAX RATIOS

As mentioned above, the County's tax ratios for all property classes are below the range of fairness, range of flexibility and the "provincial average" except the tax ratio for the industrial class. Due to the fact that the industrial ratio is above the provincial average, no budgetary increase (except as provided by 2005 regulation) can be passed on to the industrial class until the tax ratio for that class is set at the provincial average of 2.63 (down from the current 2.906). As shown in Appendix A, any changes in tax ratios of one class will shift the tax burden to the other classes (primarily residential) in order to move the industrial ratio to 2.63, \$155,552 in taxation would be transfer to the other property classes. Further, it is important to note, that even though

the industrial ratio is above the “provincial average”, this average was not calculated on a weighted basis.

Due to the fact that the County’s industrial tax ratio is below the provincial threshold, it is subject to the levy restriction and no budgetary increases can be passed on to that class. However, this levy restriction results in a natural decline of the tax ratio as the starting tax ratios are calculated to ensure this levy restriction is maintained and thus the range of tax ratio flexibility declines. In 2005, regulatory changes allowed for a reduction in the levy restriction to 50% for classes where the tax ratio is above the provincial average. Due to the small industrial assessment base in Lanark County, the impact of this is minimal on the other classes but has relatively large impact on the few industrial properties. Appendix B shows the impact of the reduction of the levy restriction to 50%.

CAPPING

As mentioned above, there are capping options for the capped classes which reduce the amount being capped and the number of properties being capped. This allows for reduced administration in that fewer properties are capped. Further, for those properties that should have reduced taxes experience these reductions sooner. As shown in Appendix C, In the case of Lanark County for 2008, the utilization of all capping options will reduce the number of properties capped by 878. Further, the amount of assessment subject to capping ranges from \$250 million to \$371 million depending upon the capping method employed.

5. ANALYSIS AND OPTIONS

The first two options outlined above affects many properties and would also affect local taxation. Each option is analyzed below:

TAX RATIOS

Option 1: Reduce the tax ratio for the industrial class to the provincial threshold

Reducing the industrial tax ratio from 2.90672787 to 2.63 would result in all other classes absorbing an increase of approximately \$155,552 with the bulk being funded by the residential class. This has generally not been seen as a favourable approach since the residential class bears the bulk of the levy increases. Further, from a practicality point of view, the reduction of the tax ratio to the provincial average simply allows for the tax increases to be passed on to that class. Therefore, any savings that the industrial class may experience from the reduction will be eroded.

Option 2: Maintain starting tax ratio for industrial class at 2.90672787

As mentioned above, due to the levy restriction, the industrial tax ratio will decline naturally towards the provincial average. Therefore, in order to minimize the impact on the other classes, it would seem reasonable to allow this to happen gradually rather than a large hit to the commercial and residential taxpayers in one year.

CAPPING

Option 1: Retain capping options utilized in 2007 with annualized tax at 10% and removal of capping for properties where the cap is \$250 or less

The capping program is very complicated not only for the administrators but also for the taxpayers. In particular, those taxpayers that expected reductions in their taxes do not realize them due to the clawback to fund those properties experiencing increases. Further, many capped properties have very small caps which results in increased administration and communications with these taxpayers. The introduction of these changes has resulted in improvements in efficiencies and understanding by taxpayers and should be maintained. Further, in 2008, for the first time, all capping can be funded within the class with this option and therefore, does not result in the funding shortfall which would be borne by the other classes.

Option 2: Revert capping to 5% of annualized cap

This option would result in an increase in the number of properties capped and the amount of the cap. Since the County adopted Option 1 in the past three years, reverting back to this option would be confusing and increase the amount of administration for little value. This option would result in a funding shortfall within the industrial class and would have to be funding by all other classes through an overall levy increase by the County or through reserve financing. This is not recommended.

6. FINANCIAL IMPLICATIONS

The setting of the industrial tax ratio, maintaining the levy restriction (Tax ratio Option 1) and adopting all capping options (Capping Option 1) will have the least impact on the majority of taxpayers. Further, from an efficiency point of view, these options provide for the least amount of resources to manage the billings and communications with taxpayers.

7. LOCAL MUNICIPAL IMPACT

All local municipalities have been consulted with regards to the tax ratio policies and capping options and all agree with these recommendations.

8. CONCLUSIONS

Staff recommends that the industrial tax ratio be maintained at the starting tax ratio of 2.90672787, that the 100% levy restriction for that class be maintained and that all available capping options (10% annualized tax and \$250 elimination threshold) be utilized. It is further recommended that the County Clerk prepare by-laws to this effect for presentation at a Special County Council meeting on April 9, 2008 and forward this report and the by-laws to all municipal clerks of the local municipalities within Lanark County.

9. ATTACHMENTS

Appendix A: IMPACT OF INDUSTRIAL RATIO REDUCTION TO PROVINCIAL AVERAGE

Appendix B: IMPACT OF REDUCTION IN LEVY RESTRICTION TO 50% ON INDUSTRIAL CLASS

Appendix C: IMPACT OF CAPPING OPTIONS

Prepared, Recommended and Approved for Submission By:



Peter F. Wagland,
Chief Administrative Officer.

APPENDIX A: IMPACT OF INDUSTRIAL RATIO REDUCTION TO PROVINCIAL AVERAGE (FROM 2.90672787 TO 2.63)

Class	2008 Estimated Total Taxation (\$)			Difference Between 2007 and 2008 Taxation	
	Upper Tier	Lower Tier	Total 2008	Upper Tier	Lower Tier
				\$	\$
Residential	56,506	70,696	127,052	56,506	70,696
Res FAD I	1	0	152	1	0
Multi-residential	1,601	5,160	6,761	1,601	5,160
Com. Occupied	5,509	13,706	17,750	5,509	13,706
Com. Exc. Land	42	96	1,602	42	96
Com. Vac. Land	158	334	469	158	334
Ind. Occupied	-63,363	-88,330	-151,670	-63,363	-88,330
Ind. Exc. Land	-728	-1,150	-1,877	-728	-1,150
Ind. Vac. Land	-776	-1,229	-2,005	-776	-1,229
Pipelines	526	353	879	526	353
Farm	493	332	825	493	332
Managed Forests	32	31	63	32	31
Com Total Taxable	5,709	14,136	19,821	5,709	14,136
Ind Total Taxable	-64,867	-90,709	-155,552	-64,867	-90,709
Total Taxable	0	0	0	0	0

**APPENDIX B: IMPACT OF REDUCTION IN LEVY RESTRICTION
TO 50% ON INDUSTRIAL CLASS**

CHANGE PER \$100,000 IN ASSESSMENT

Class	100% Levy Restriction	50% Levy Restriction	Change	
	\$	\$	\$	%
Residential/Farm	\$473.29	\$472.85	-\$0.43	-0.09%
Multi-residential	\$1,078.76	\$1,077.78	-\$0.98	-0.09%
Commercial	\$713.15	\$712.50	-\$0.65	-0.09%
Industrial	\$1,296.93	\$1,335.70	\$38.76	2.99%
Pipelines	\$798.10	\$797.37	-\$0.73	-0.09%
Farmlands	\$118.32	\$118.21	-\$0.11	-0.09%
Managed Forests	\$118.32	\$118.21	-\$0.11	-0.09%

APPENDIX C: IMPACT OF CAPPING OPTIONS

# OF PROPERTIES CAPPED	5%	10%	5% \$250	10% \$250
Protected by Annualized Tax Limit	205	178	176	146
CVA Tax due to Protection Below Limits	109	136	109	136
CVA Tax - New Construction/Class	34	34	34	34
Clawed Back or Decreasing Properties	1,075	1,075	251	229
TOTAL NUMBER OF PROPERTIES	1423	1423	570	545
CHANGE FROM 5% OPTION	0	0	-853	-878

Property Assessments Capped	5%	10%	5%\$250	10% \$250
Protected by Annualized Tax Limit	\$50,752,525	\$41,615,580	\$45,587,752	\$37,433,742
CVA Tax due to Protection Below Limits	\$60,258,815	\$69,395,760	\$60,258,815	\$69,395,760
CVA Tax - New Construction/Class	\$15,183,780	\$15,183,780	\$15,183,780	\$15,183,780
Clawed Back or Decreasing Properties	\$244,866,350	\$244,866,350	\$132,436,149	\$128,572,714
TOTAL \$ CAPPED	\$371,061,470	\$371,061,470	\$253,466,496	\$250,585,996
CHANGE FROM 5% OPTION	\$0	\$0	-\$117,594,974	-\$120,475,474

Shortfall due to capping	-7,952	-2,335	-8,957	-2,933
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COMMUNICATIONS

**Report to
The County of Lanark**

Summary of Activities

February 2008

Lanark County Ambulance Service

Lanark County Ambulance Service

Summary of Activities through February 2008

- Continued to meet with our Ontario partners (AMEMSO) to discuss issues regarding mutual concerns and partnerships in Ontario.
- Monitoring of the The Ministry of Health and Long Term Care, Emergency Health Services Branch MPR & ADDAS system at our administrative office continues.

Being over the mandated 1996 90th percentile of **15:49** for three consecutive months, requires notification to Mr. Blake Forsyth, Field Manager, MOH<C, Eastern Region. Note that responses *by other UTM's* into Lanark County are included in our 90th percentile, and therefore I will report any outside response time over our 1996, 90th percentile.

January 2008 County 90th Percentile Response Time **13:54**

(Note: Leeds Grenville County 90th Percentile Response time for January 2008 within Lanark County 16:50, Ottawa 90th Percentile Response time for January 2008 within Lanark County 19:12)

February 2008 County 90th Percentile Response Time **16:04** *(Up to latest data rec'd Feb 19-08)*

(Note: Renfrew County 90th Percentile Response time for February 2008 within Lanark County 19:59)

Overall 2007 Average **15:28**

- Attached you will find additional reports attached with the breakdown of calls done in outside Upper Tier Municipalities as well as 90th Percentile response times from previous months.

Respectfully submitted;

James R. McIsaac, Manager

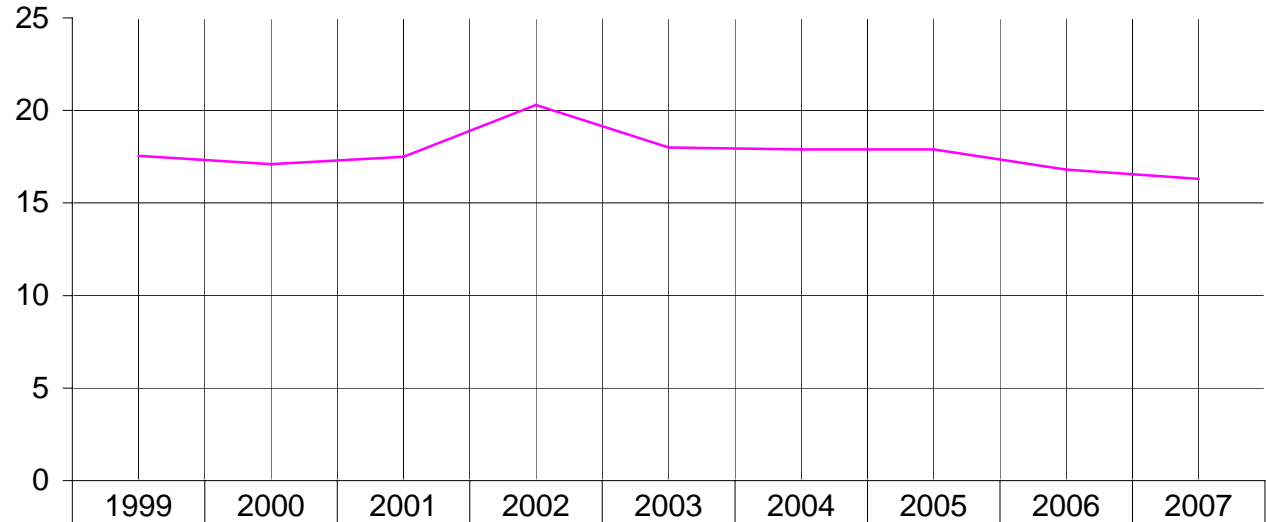
Dated March 24th, 2008

**Lanark County Land Ambulance Service
Activity Levels / Response Times Within Municipalities
For the Activity Period Ended February 29, 2008**

Chart 1 - Response Time Within Various Municipalities (To Nearest Minute) Codes 3 & 4

Region	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	Ten Year Average	Inc/Dec Year Since 2001
Smiths Falls	8	9	9	10	10	10	10	10	11	13	10	1
Carleton Place	12	11	10	10	10	10	10	10	9	9	10	0
Perth	10	9	11	11	13	13	12	12	12	13	12	2
Beckwith	17	18	18	22	16	18	18	16	17	17	18	-2
Drummond North Elmsley	14	15	15	20	19	16	17	16	16	16	16	4
Mississippi Mills	18	16	16	18	16	16	15	16	15	16	16	0
Montague	16	17	18	28	18	14	17	18	13	24	18	0
Non Jurisdictional	26	27	27	29	23	26	24	22	22	24	25	-4
Tay Valley	25	21	22	25	25	25	26	22	23	19	23	3
Lanark Highlands	30	28	29	30	30	31	30	26	25	31	29	1
Overall Average Time For County	18	17	18	20	18	18	18	17	16	18	18	1

Average Annual Response Times



Overall Average Response Times	1999	2000	2001	2002	2003	2004	2005	2006	2007
	18	17	18	20	18	18	18	17	16

Year



Chart 2 - Call Volume by Municipality - Year to Date - Codes 1 to 4 and 8

Region	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008 Projected Total	2008 Year To Date	2008 Inc/Dec Since 2001
Drummond North Elmsley	2,941	2,948	1,376	2,104	2,398	2,342	2,475	2,408	2,493	2,280	380	904
Mississippi Mills	2,139	1,956	1,529	1,838	2,391	2,414	2,555	2,925	3,124	3,468	578	1,939
Smiths Falls	699	699	1,837	2,304	2,239	2,094	1,946	1,866	1,875	2,070	345	233
Perth	2,067	1,906	2,157	2,107	2,202	2,240	2,086	1,941	2,482	2,454	409	297
Carleton Place	962	928	1,245	1,214	1,425	1,442	1,540	1,780	1,810	1,914	319	669
Non Jurisdictional	825	950	1,100	1,271	1,185	1,021	1,008	937	977	882	147	-218
Beckwith	253	314	255	347	457	559	607	633	675	696	116	441
Tay Valley	497	539	334	293	313	159	181	153	142	144	24	-190
Lanark Highlands	140	134	118	194	234	202	246	281	439	378	63	260
Montague	118	142	56	66	64	66	57	67	69	36	6	-20
Total Calls	10,641	10,516	10,007	11,738	12,908	12,539	12,701	12,991	14,086	14,322	2,387	4,315

Volume of Calls

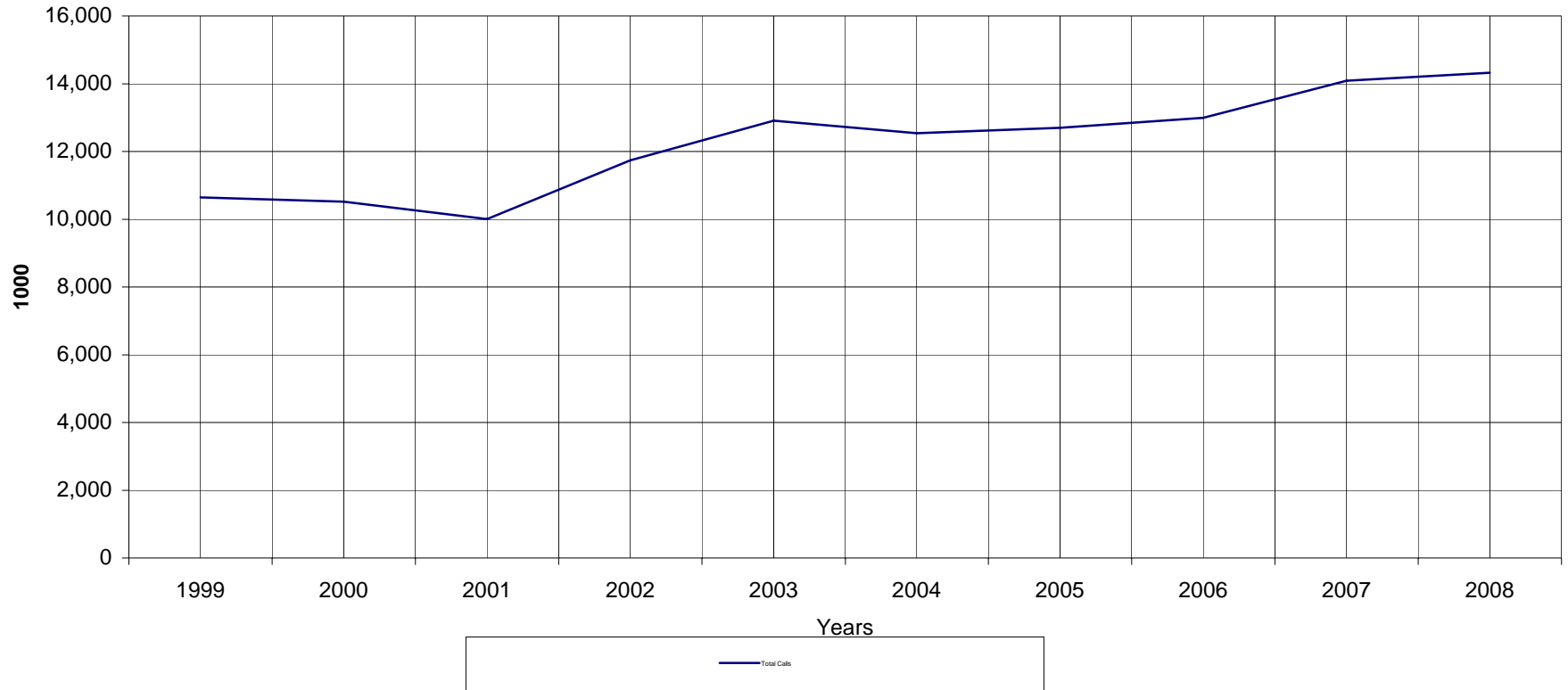


Chart 3 - Call Volume by Ambulance Base - Year to Date - Codes 1 to 4 and 8

Region	Almonte	Carleton Place	Perth	Smiths Falls	2008 To Date	2008 Projected Total	% Calls By Mun
Drummond North Elmsley	0	6	203	171	380	2,280	0.9%
Mississippi Mills	258	313	5	2	578	3,468	46.4%
Smiths Falls	0	10	55	280	345	2,070	1.5%
Perth	2	6	321	80	409	2,454	0.9%
Carleton Place	70	239	6	4	319	1,914	35.4%
Non Jurisdictional	13	23	24	87	147	882	3.4%
Beckwith	13	77	4	22	116	696	11.4%
Tay Valley	0	0	23	1	24	144	0.0%
Lanark Highlands	6	1	54	2	63	378	0.1%
Montague	0	0	1	5	6	36	0.0%
Total	362	675	696	654	2,387	14,322	100.0%
Percentage of Calls by Base	15.2%	28.3%	29.2%	27.4%	100.0%		

Call Volumes By Base

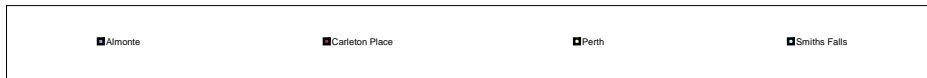
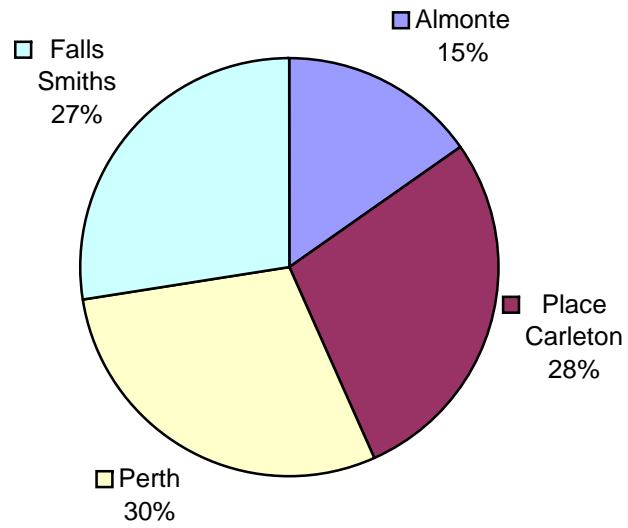
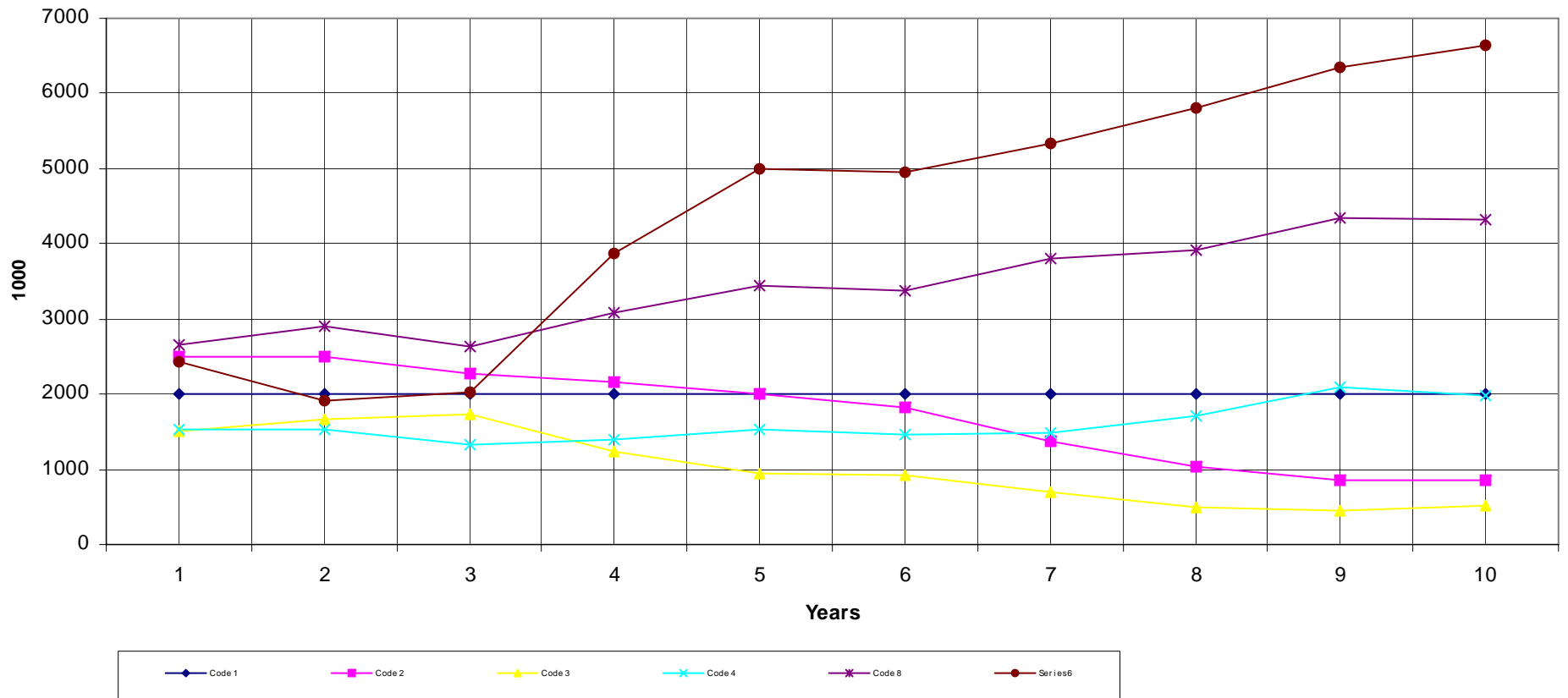


Chart 4 - Dispatch Priority Codes - Year To Date

<i>Priority Codes</i>	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008 Projected Total	2008 Calls To Date	% Calls By Code
Code 1 - Routine Transfer	2,508	2,501	2,276	2,153	2,000	1,828	1,366	1,045	856	864	144	6.0%
Code 2 - Booked Call	1,516	1,657	1,732	1,229	943	931	706	505	457	522	87	3.6%
Code 3 - Urgent Not Life Threatening	1,523	1,541	1,338	1,390	1,537	1,455	1,496	1,710	2,084	1,974	329	13.8%
Code 4 - Life Threatening	2,653	2,910	2,643	3,088	3,441	3,382	3,807	3,925	4,347	4,320	720	30.2%
Code 8 - Standby Call	2,441	1,907	2,018	3,880	4,987	4,943	5,326	5,806	6,342	6,642	1,107	46.4%
Total Calls	10,641	10,516	10,007	11,740	12,908	12,539	12,701	12,991	14,086	14,322	2,387	100.0%

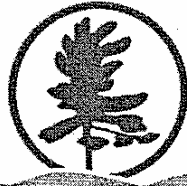
Volume of Dispatch Codes



From: 1/01/08 to 12/31/08
Codes 1 to 4 and 8
Base: Head Office

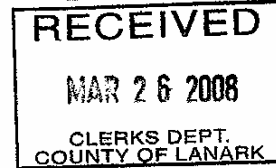
Call Volume by NonJurisdiction Area

Leeds & Grenville County	76	51.7 %
Ottawa Region	56	38.1 %
Kingston	6	4.1 %
Renfrew County	7	4.8 %
Frontenac County	2	1.4 %
Total Calls:	147	



Tay Valley Township

March 20, 2008



Premier of Ontario, Hon. Dalton McGuinty
Main Legislative Building, Room 281
Queen's Park
Toronto, ON, M7A 1A1

Dear Minister McGuinty:

RE: Misuse of Disabled Parking Permits and Parking Spaces

At its regular Council meeting of March 11, 2008, the Council of the Corporation of Tay Valley Township passed the following resolution:

MOTION # 3A-08-65

Moved by: S. Freeman

Sec'd by: B. Campbell

"THAT the Council of Tay Valley Township supports the Town of Newmarket in their lobby to the Province of Ontario to take action to eliminate the misuse of disabled parking permits and parking spaces, including but not limited to such actions as:

- *Ensuring that Justices of the Peace enforce the minimum fines that apply to offenders*
- *Provide for a two point penalty on the offender's driver's license*
- *Establish penalties for the misuse of a disabled parking permit including fines and a two point penalty on the offender's driver's license*
- *Require people who hold a disabled parking permit to obtain a special photo identification card*
- *Provide for minimum fines for those who block disabled parking spaces"*

Carried


Tay Valley Township
217 Harper Road, R.R. # 4, Perth, Ontario K7H 3C6
www.tayvalleytp.ca

Fax: (613)-264-8516 Phone: (613)-267-5353
(613) 1-800-810-0161

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If you require any further information, please do not hesitate to contact our office.

Sincerely



Leslie Drynan
Clerk

cc: Hon. Rob Nicholson, Attorney General of Canada
Hon. David C Onley, Lieutenant Governor of Ontario
Hon. Scott Reid, MP
Hon. Randy Hillier, MPP
County of Lanark, C. Ritchie, Clerk
Anita Moore, Town Clerk, Newmarket

Tay Valley Township
217 Harper Road, R.R. # 4, Perth, Ontario K7H 3C6
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Big Brothers Big Sisters of Lanark County



14 Russell Street East, Smiths Falls, Ontario K7A 1E8

(613) 283-0570 • 1-888-283-7511 • Fax (613) 283-2251

e-mail: bbbslan@aol.com

www.bigbrothersbigsisters.ca/bbbslanark

April 2, 2008

Corporation of the County of Lanark
Attention: Peter Wagland, CAO
P.O. Box 37,
Sunset Boulevard
Perth, Ontario,
K7H 3E2

Dear Peter,

Big Brothers Big Sisters of Lanark County has been serving children through one on one mentoring programs throughout all of Lanark County for almost 35 years. Our offices are based in Smiths Falls, and after paying rent for all of these years, we have just purchased our own building.

Through the support of a mortgage, our own savings, a Valley Heartland retrofit loan, and private investors, we have purchased a building at 18 William St. E. in Smiths Falls, and are planning extensive renovations before moving in at the end of May, 2008.

Our agency is not writing you today for a hand out. We would like to ask the County to consider a hand up to our agency in the form of an interest free loan of \$18,000.00 over ten years. The terms are negotiable, but we could make monthly or quarterly payments, and would like the option of paying out the loan should we have a successful fundraising year. Over the years we have proven to be financially sustainable, through our partnership with the United Way, our second hand clothing store, and our annual fundraising (I.e. 28 years of Bowl for Kids).

Thank you in advance for considering our request.

Yours truly,

Jennifer Miller
Executive Director

RECEIVED
APR 03 2008

WARDEN / C.A.O.'s OFFICE
COUNTY OF LANARK



MEMORANDUM TO
THE FCM NATIONAL BOARD OF DIRECTORS:

SUMMARY OF THE MEETING OF THE NATIONAL BOARD OF DIRECTORS
AND STANDING COMMITTEE MEETINGS

BRANDON, MANITOBA

MARCH 5 - 8, 2008

OVERVIEW

The Government of Canada's recent decision to make the gas tax transfer permanent was among the main topics of discussion when FCM's National Board of Directors met in Brandon, Man., March 5-8, 2008. Municipal leaders from across the country gathered to discuss and develop FCM policy on municipal issues ranging from policing costs facing Canada's cities and communities to eliminating the municipal infrastructure deficit.

One of the highlights of the week consisted of FCM and the Government of Canada signing a Memorandum of Understanding to work together to better conserve, protect and enhance fish and fish habitat throughout Canada. Minister Vic Toews, President of the Treasury Board and MP for Provencher, and Merv Tweed, MP for Brandon-Souris, represented the federal government at the March 7 ceremony which was attended by members of the Rural Forum and covered by the local media. FCM President Gord Steeves said, "We share the federal government's commitment to protecting fish habitat and we are eager to work with federal officials to conserve and protect those resources under the direct and indirect influence of municipalities."

The Board's Standing Committees covered a broad range of issues in their meetings. For example, the Committee on Community Safety and Crime Prevention voted unanimously to endorse FCM's report on policing costs, "Towards Equity and Efficiency in Policing", that calls on the Government of Canada to compensate municipal governments for their role in enforcing federal policing mandates and to provide sufficient funding for them to meet their growing responsibilities.

The Committee on Social-Economic Development discussed the lack of new or continued funding for housing in the federal budget. The Committee on Municipal Finance and Intergovernmental Affairs reiterated the importance of FCM being consulted by the federal government on the establishment of the new federal P3 Office and P3 Fund. And the Committee on Increasing Women's Participation in Municipal Government received and discussed the new Pilot Election Toolkit, which contains tips and strategies for candidates running in municipal elections and which is already being used by candidates in the May 2008 New Brunswick municipal elections.

During the March 8 Board meeting, members adopted a motion recommending that FCM work with the federal government to ensure that the legislation for the permanent Gas Tax Fund include an escalator clause that protects the long-term value of this investment. Board members also voted to support FCM's parallel housing summit to coincide with a meeting of federal/provincial/territorial housing ministers in Ottawa on April 2.

The Board also focused on FCM governance issues, unanimously approving a package of revised bylaws, as well as a Code of Ethical Conduct, including conflict of interest guidelines. The bylaws will be voted on by the FCM membership at the annual conference in June 2008.

The Board approved FCM's 2008-09 budget, which proposes major changes originating from FCM's Strategic Plan. The proposed changes are to focus on: a shift of resources from operations to the key areas of policy, advocacy and communications; a stronger CEO's office; human resources in general; and long-term programs that anticipate and respond to member needs.

Finally, a new process for selecting conference and board meeting locations resulted in the Board awarding the 2013 annual conference to the City of Vancouver, B.C., the 2014 annual conference to the City of Niagara Falls, Ont., and, in principle, the 2015 conference to the municipalities of P.E.I., pending further analysis and Board approval in November 2008. The Board also voted to hold the September 2010 board meeting in Iqaluit, Nunavut.

STANDING COMMITTEE ON MUNICIPAL FINANCE AND INTERGOVERNMENTAL ARRANGEMENTS

Chair Claude Dauphin welcomed committee members to Brandon and introduced new policy analyst Talusier LaSalle.

Staff provided an overview of progress on the committee's three priority areas: restoring municipal fiscal balance; eliminating the municipal infrastructure deficit; and securing new growth revenues.

The Chair of the Payments in Lieu of Taxes Subcommittee provided a brief update. Committee members were informed that the Government of Canada has withdrawn one of the three appeals of federal court decisions on the City of Montreal PILT cases.

The committee discussed in detail the recent federal budget. Committee members agreed that the permanent Gas Tax Fund was an important achievement - one that responds to FCM's longstanding request for a long-term, predictable share of federal revenues. The committee recommended that FCM call on the federal government to include an escalator clause in future gas tax legislation.

The committee also discussed the absence of new funding for affordable housing and the insufficient assistance for Canada's struggling manufacturing and forestry sectors. While the budget's targeted investments in public transit and policing were appreciated, members noted that there was a need for much longer-term funding in these and other areas. The committee also discussed the merits of the recent commitment by the Leader of the Opposition to devote future "unanticipated" federal surpluses to infrastructure investments. Finally, the committee was pleased to learn that the budget had directly responded to FCM requests for investments in improved trade and tourism across the Canada-U.S. border.

The committee reiterated the importance of the federal government consulting FCM on the establishment of the new federal P3 Office and P3 Fund. The committee also noted there are some questions and concerns regarding FCM's current P3 policy positions and asked staff to report back with additional information on the issue.

The committee approved a proposed strategic planning session for its September board meeting. Members noted a number of issues that should be addressed at the session, including greater coordination of financial requests across policy areas, from housing to public transit to infrastructure. It was also noted that the committee's strategic discussions need to be coordinated with the Standing Committee on Municipal Infrastructure and Transportation Policy. The committee approved the draft policy statement and gave staff direction on potential speakers for the upcoming annual conference policy forum.

The committee also briefly discussed new research on the connection between local infrastructure investments and economic returns to different orders of government. Committee members agreed that work in this area would be important for future FCM advocacy.

THE RURAL FORUM

The Chair welcomed everyone to the meeting and provided brief opening remarks. He noted that because of the official signing ceremony of the FCM-DFO Memorandum of Understanding the meeting would break early so members could attend the event.

FCM staff provided a report on Dr. Donald Savoie's paper and outlined his recommendations and conclusions on how the machinery of the federal government works on rural issues, and suggestions for getting rural issues on the federal agenda. There was a general discussion on the paper and members of the Rural Forum supported the recommendations. The 2008 policy statement will be revised to reflect

this new policy strategy.

There was discussion on the structure of the policy forum and members directed FCM staff to raise their concerns with the appropriate conference planning staff.

There was discussion on the bylaw 7.05 and the definition of the Rural Forum. The Chair closed the meeting with a brief presentation on the Rural Matters conference in July.

STANDING COMMITTEE ON MUNICIPAL INFRASTRUCTURE AND TRANSPORTATION POLICY

Chair Jeff McConnell welcomed committee members and introduced new FCM policy and research analysts Tess Ackland and Talusier LaSalle.

Committee members discussed the federal budget, noting the permanent Gas Tax Fund, new funding for vital ferry services and the \$500 million dollars in new transit funding. The committee also discussed a resolution calling on the federal government to establish a National Airline Passenger Bill of Rights.

Staff provided an update on progress in the committee's three priority areas: eliminating the municipal infrastructure deficit; restoring fiscal balance; and securing new public transit funding. The committee discussed the opportunities and challenges of building on the advocacy momentum of the Mirza report.

The committee received an update on the implementation of the Building Canada Fund, and staff reported on research and advocacy initiatives for establishing a plan to eliminate the municipal infrastructure deficit.

Committee members noted the importance of tracking the extent to which federal investments have responded to FCM's fiscal asks. Committee members also discussed the value of distributing new communication materials to raise awareness of the significance of recent federal-municipal funding commitments.

Members discussed advocacy strategies for a national transit plan, including in rural communities, as well as telecommunications issues. The committee received FCM's recent submission on guidelines for resolving railway noise and vibration disputes, approved the draft policy statement and recommended potential speakers for the June policy forum.

STANDING COMMITTEE ON INCREASING WOMEN'S PARTICIPATION IN MUNICIPAL GOVERNMENT

Chair Pam McConnell welcomed Vice-President Shirley Kalyniuk of the Association of Manitoba Municipalities. The chair called on FCM to observe Saturday, March 8, 2008, as International Women's Day, urging members to evaluate the progress women have made in their struggles for equal rights; to celebrate the contributions women have made by participating in the political, economic and volunteer sectors; and to acknowledge that women continue to face challenges to achieving equality.

The committee enthusiastically received the new pilot Election Toolkit, which contains tips and strategies for women interested in running as candidates in municipal elections. The toolkit is available on FCM's website and is already being used by candidates running in the May 2008 New Brunswick municipal elections. Updates will be made to the toolkit up to its official release at the 2008 Annual Conference and beyond.

The first draft of the Regional Champions How-To Manual was distributed to committee members, with their feedback to be sent to staff no later than March 31, 2008. There are now 26 Regional Champions from across Canada who have volunteered to recruit, encourage and mentor women who are interested in

running for municipal office. The committee will continue recruiting regional champions in all areas of the country to ensure the network has representatives in all provinces and territories. The manual is scheduled to be released during the official launch of the Regional Champions Campaign at FCM's 2008 Annual Conference in June.

The committee voted to adopt the 2008 Policy Statement with the amendment that the committee promote and encourage greater participation by women on community advisory boards and committees.

Four committee members volunteered to review the 2008 scholarship application packages. The new deadline for scholarship submissions is April 30, 2008. Committee members discussed possible keynote speakers for the conference policy forum in Quebec City in June. The committee also discussed logistics and format for the scholarship fundraising breakfast event at the conference which is to be held in memory of the late Quebec City Mayor Andrée Boucher.

STANDING COMMITTEE ON COMMUNITY SAFETY AND CRIME PREVENTION

Committee Chair Randy Goulden welcomed members to Brandon, and thanked her co-Chairs for standing in for her at the November meeting.

The committee considered and adopted three resolutions on the Youth Criminal Justice Act, Flood Protection Funding, and Equitable Police Funding. Staff provided an update on Budget 2008, and a discussion followed with regard to the five-year, \$400 million Police Officers Recruitment Fund set aside in a trust fund for provinces and territories.

Staff provided an update on the Correctional Services Canada Review Panel, Private Members legislation related to community Safety and the Tackling Violent Crime Act. A draft of the police report was provided and discussed, and committee members unanimously approved the report's recommendations.

Committee members considered and approved the 2008 Policy Statement and Policy Forum agenda.

Councillor Ron Hayter provided an update on the Joint Committee on Community Corrections and discussed recommendations from the Correctional Services Canada Review Panel.

Mr. Alexis Carty, Ms. Louise Logue and Dr. Robert Cormier presented to the Committee work being done by the Government of Canada on the National Anti-Drug Strategy.

STANDING COMMITTEE ON ENVIRONMENTAL ISSUES AND SUSTAINABLE DEVELOPMENT

Councillor Bev Dubois began the meeting by welcoming everyone to the session, and noted that she would chair the meeting in the absence of the Chair, Councillor Bill Marra.

A resolution calling on the Government of Canada to introduce a nation-wide ban on the cosmetic use of pesticides was referred to staff and the sponsor for additional research and suggested amendments.

An outline for policy research on municipal solid waste received committee support. It was agreed that the scope and content would be further defined and a section added to determine available federal programs (including funds and incentives) as well as the ecological footprint and life-cycle analysis of municipal solid waste.

An update on the National Waters Protection Act (NWP) highlighted that federal, provincial, municipal and private stakeholders are being invited to appear in front of the Senate to speak on the proposed changes to the NWP. Committee members agreed with the recommendation to provide the federal government a list of municipal representatives interested in appearing and speaking in front of the Senate. To strengthen the municipal stance, FCM staff will obtain quantifiable data, including engineering cost-overruns resulting from current inefficiencies of the NWP.

Andrew Cowan, Senior Manager of the Knowledge Management Unit at the Centre for Sustainable Community Development (CSCD) provided a short presentation on the Centre's framework for sustainable community development plans. Staff will email an electronic copy of the presentation (in English and French) to committee members. Mr. Cowan also offered to provide the committee with an update on current initiatives to streamline the application process for Green Municipal Fund dollars in Quebec City.

Finally, Councillor Marguerite Ceschi-Smith reminded committee members that Earth Hour takes place on March 29, 2008 and asked staff to email to all committee members the broadcast fax that was distributed on behalf of the City of Toronto in February.

STANDING COMMITTEE ON INTERNATIONAL RELATIONS

The Director of the International Centre for Municipal Development reported on FCM's international program operations since November 2007. The growing interest of members to become involved in FCM's international programs currently exceeds the availability of international opportunities. The Director noted the significant in-kind contribution by FCM members to the MPP program which included more than 5,000 hours of volunteer time to support international cooperation in the past year. Emerging business development opportunities were also presented that focused on the Ukraine, the Middle East and Cameroon. Lastly, the Director briefed the Committee on the financial challenges that have been created by CIDA's overhead policy and FCM's effort to advocate for changes to the policy.

Committee members were updated on the work that has been undertaken to 'operationalize' the ICMD Strategic Framework. A Strategic Planning Working Group will work with staff to finalize the Implementation Plan for the ICMD Strategic Framework which will be presented to the SCIR at the September 2008 meeting in Jasper.

Staff presented draft Terms of Reference (TORs) for the Standing Committee on International Relations. Members acknowledged the value of having a clearer articulation of their roles and responsibilities with respect to the Committee. The Committee adopted the Terms of Reference as amended.

The Committee discussed the need to develop criteria to guide the selection of Canadian partners for the Municipal Partnership Program. The Chair agreed that a small reference group under the leadership of Vice Chairs Joe Ceci and Marvin Hunt will work with staff to develop guiding principles for member recruitment and partnership selection over the coming months.

The Committee expressed strong support for holding a policy forum at the AGM in Quebec City that explores the possibility of becoming involved in the international effort to support the reconstruction and development of Afghanistan. The policy forum would be an initial step to engage key stakeholders to better understand the local context, risks and opportunities. It was recommended that a Committee task force work together with FCM staff to help frame the parameters and issues for discussion that would take place at the policy forum and provide advice on the structure and content for the panel.

Under other business, several Committee members highlighted the need to mobilize FCM member support to advocate on behalf of FCM's post-tsunami programs to allow them to continue their work beyond March 2009. Members interested in getting involved in this advocacy campaign were advised to contact the ICMD Policy Analyst.

THE NORTHERN FORUM

The Chair of the Northern Forum provided opening remarks. There was a general discussion on the

present structure of the Northern Forum, the relationship with the Rural Forum and the future policy direction of the forum. As well, there was discussion on the bylaw changes put forward by the Governance Committee, and suggestions were made for changes.

There was also a brief discussion on the policy statement and the policy forum agenda and revisions were suggested and approved.

STANDING COMMITTEE ON SOCIAL-ECONOMIC DEVELOPMENT

The acting chair, Mayor Marc Poulin welcomed members of the committee to the meeting and provided brief opening remarks. The committee meeting was used as a pilot for testing simultaneous interpretation services at standing committees, which was very well received.

Staff provided comments on the federal budget as well as a report on the FCM National Action Plan on Homelessness and Housing. There was an in-depth discussion about the lack of new or continued funding for housing in the federal budget and suggestions were made about how staff could respond to this growing national crisis. Staff provided information on an upcoming meeting of housing ministers on April 2 in Ottawa, and FCM's plan to hold a parallel housing summit at that time and place.

Staff provided an overview of the planned scoping research paper on immigration which will set out the priorities for a national strategy. This work will be done in tandem with the Quality of Life Reporting System 2008 thematic report on immigration.

Guest speaker Ryan Walker presented his research paper entitled *Improving the Municipal-Aboriginal Interface: Areas of Highest Priority, Opportunities and Challenges*. One highlight of this paper was the assertion that FCM's Land Management Project is a primary example of best practices in working with First Nations and municipal governments.

REPORT TO COUNCIL

To: Mayor & Members of Council
From: Leonore Foster
Subject: FCM Board & Committee Meetings, Brandon, MB 5 – 8 March, 2008
Date: 27 March, 2008

Meetings Attended:

Wednesday, 5 March: 5.00pm – 8.00pm Governance Review Meeting – all members; 8.00pm – 10.00pm Mayor of Brandon's reception at City Hall.

Thursday, 6 March: 8.15am – 8.45am Committee of the Whole; 8.45am – 10.15am Ontario Caucus; 10.30am – 2.30pm Standing Committee on Environmental Issues and Sustainable Development; 3.00pm – 5.00pm Standing Committee for Increasing Women's Participation in Municipal Government; 6.00pm – 10.30pm Reception and Meal hosted by City of Brandon.

Friday, 7 March: 7.30am – 8.30am Ontario Caucus Breakfast; 8.30am – 1.00pm Standing Committee on Community Safety and Crime Prevention; 1.00pm – 3.00pm Rural Forum; 3.15pm – 6.00pm Executive Committee; 6.00pm to 10pm Tour to Town of Virden.

Saturday, 8 March: 8.00am – 1.00pm FCM National Board Meeting.

FCM Federal Budget Analysis

The FCM's pre-budget asks (that were emphasized during advocacy days in November and by staff meetings on the Hill) included a permanent Gas Tax fund with an escalator and a significant new sharing agreement equivalent of one cent of the GST; an extension of existing dedicated transit funding and a commitment to a fully-funded national transit strategy; additional funding to meet the costs of new, proposed national wastewater standards and climate change adaptation; and long-term, sustainable funding for affordable housing and homelessness, policing, and immigrant settlement.

The Government committed to make the federal Gas Tax Fund permanent, and with that single commitment has, for the first time, assumed a significant role in funding municipalities.

Beginning next year the fund will deliver \$2 billion a year to municipalities. Together with other commitments announced in the Budget, the total federal/municipal funding support will be in the range of \$3 - \$4 billion dollars in 2009-2010. In comparison, the 2003 Budget only provided \$125 million in its annual federal funding for municipalities.

Items of note are:

- \$500 million over two years for public transit;
- \$400 million over five years for a Police Recruitment Fund. This is to fund the Tory election promise of 2,500 officers on the streets. As the cost of a new police officer is a conservative \$100,000, the promised \$400 million falls short of fulfilling that promise;
- \$72 million over two years for farm programs and improved access to cash advances;
- Establishment of new federal P3 Crown Corporation and parameters for a seven-year \$1.25 billion federal P3 Fund.

Rural Forum

The Rural Forum is not a Standing Committee of the FCM, but a caucus similar to the Northern Forum, and the Ontario, Quebec, Prairies & Territories, Atlantic, and BC Caucuses. During the FCM's Governance Review, the definition of a rural municipality was challenged by some Rural Forum members, including Kingston. The original definition was "a municipality of no more than 150 persons per square kilometer and of no more than 10,000 people". This would have prevented municipalities such as Kingston (with 80% of its land mass rural), Welland, Chatham-Kent, and Ottawa from sitting on the Rural Forum and bringing the urban/rural issues they face to the table. Also, these rural/urban municipalities are dealing in microcosm with the issues of the rural/urban divide experienced in Canada. This argument was recognized by Rural Forum members and championed by the Chair. The final definition approved by the FCM Board was "municipalities that are rural in nature or urban communities that have a significant rural component or a significant rural interest, as may be defined from time to time by the Forum."

Recently, FCM commissioned Dr. Donald J. Savoie (for a brief biography see: http://www.tbs-sct.gc.ca/spsm-rgsp/media/savoie_e.asp) to examine rural development issues. His paper, *Reflections on Rural Development*, (referred to as the Savoie Report) included comments from Kingston made with input from the Rural Affairs Advisory Committee (RAAC). RAAC has been provided with a hardcopy of the Savoie Report and the FCM Memorandum to the Rural Forum on the Savoie Report. (The Savoie Report and the Memorandum are attached to the electronic version of my Report to Council.)

Increasing Women's Participation in Municipal Government

Kingston is fortunate to have a council that has true gender representation, with ~50% of its elected members being female. Although women comprise 52% of the Canadian population, they currently have only 22% representation on municipal councils in Canada. Of the 152 communities surveyed by the FCM in 2004, 86% said they did not have an equality of women with men on council, and 14% reported there were no women elected to council. The United Nations defines 30% female representation as the minimum required for policy to reflect women's concerns. That means that 1,980 more women would have to be elected to local office in Canada to reach the 30% target.

The FCM has produced an excellent toolkit for women seeking to be elected to municipal government. The document may be found at: <http://www.fcm.ca/english/policy/toolkit.pdf> I suggest that it would be beneficial if this resource were highlighted by the City at least one year before an election.

There is also a drive to recruit regional champions that will recruit local volunteers to begin the process of coordinating activities, such as setting up campaign schools, organizing public meetings, and recruiting potential candidates to run in municipal elections. If you know of anyone interested in being such a regional champion, see:

<http://www.fcm.ca/english/policy/rc.pdf>

Joint Committee on Community Corrections:

For continuity, the Chair of FCM's Standing Committee on Community Safety and Crime Prevention (of which I am Vice Chair) has indicated that it would be advisable for me to continue to attend the Joint Committee on Community Corrections meetings, which take place three times a year, prior to the commencement of FCM Board and Committee meetings. Attendance at these meetings in terms of hotel room and meals is funded by

Corrections Canada and so will be at no extra cost to the municipality.

I have a hardcopy of the Report of the Correctional Service of Canada Review Panel, entitled *A Roadmap to Strengthening Public Safety* should anyone be interested. It is also available online at: <http://www.ps-sp.gc.ca/csc-scc/report-eng.aspx>

Changes to the Navigable Waters Act

Municipalities have raised concerns with the FCM over the *Navigable Waters Act* (NWP). Specifically, the crux of the issue lies in the definition of 'navigable', which is somewhat vaguely defined as:

“any body of water which is capable, in its natural state, of being navigated by floating vessels of any description for the purpose of transportation, recreation or commerce, and includes a canal or any other body of water created or altered for public use, as a result of the construction of any work.”

Under this definition, 'navigable' can refer to anything from a four-foot deep stream used for recreational canoeing, to the Inner Harbour, to a major waterway, such as the St. Lawrence River. The subsequent implications and costs to municipalities are mainly incurred through federally required approvals and federal environmental assessments when any kind of development or alteration to the navigable water is contemplated.

The FCM sent a letter to the responsible Minister, the Honourable Lawrence Cannon in October 2007. The response acknowledged that the NWP was out of date and in need of modernization and indicated that Transport Canada (TC) was nearing completion of an internal policy review of the NWP.

According to recent FCM discussions with TC, the policy review recommended that the Act be amended to include a new policy framework focusing on navigation, rather than navigability. In order to seek an amendment, TC will address the Standing Committee on Transport, Infrastructure and Communities (SCOTIC). If SCOTIC approves the amendment, TC will draft a preliminary report, which will be open for public consultation in Spring/Summer 2008. If SCOTIC does not approve the amendment, TC will seek approval for changes through a Memorandum to Cabinet.

Miscellaneous Items

- John Cross, Kingston's Manager, Fire and Emergency Planning has been working - by teleconferencing - with a subcommittee of the Standing Committee on Community Safety and Crime Prevention. He has been involved with the Domestic Group on Emergency Management (DGEM) on the municipal role within the four phases of emergency management. The DGEM is co-chaired by Public Safety Canada and the Canadian Red Cross, and gives major stakeholders in emergency preparedness and response a formal venue in which to exchange information with the Government of Canada. One of the major objectives of DGEM is to improve collaboration amongst emergency first responders by clarifying roles and responsibilities. John will also be participating by teleconference in FCM's Pandemic Working Group that aims to examine strategies to engage the federal government and gain a seat at the table on federal/provincial/territorial committees established to discuss pandemic

planning nationally.

- The Police Chief and the Chair of the Police Services Board have had input into an FCM report on Policing and Policing Costs.
- There will be an item in next month's FORUM magazine on the Kingston's new police building.

.....

I thank Council for their continued support, which is very much appreciated. If you have any questions, please get in touch.

Leonore Foster
Councillor, City of Kingston
FCM National Board Member
AMO Board Member

March 27th, 2008.

Municipalities of Ontario

Dear Councils:

**City of Port Colborne Resolution Re Provincial Funding to
Offset Municipal Costs Relating to Compliance with O.Reg. 429/07**

At its meeting of March 25th, 2008, the Council of the Corporation of the City of Port Colborne resolved as follows:

WHEREAS Ontario Regulation 429/07 under the Accessibility for Ontarians with Disabilities Act, 2005 establishes accessibility standards for customer services which apply to every designated public sector organization, including municipalities, and others that provide goods or services to members of the public or other third parties;

AND WHEREAS designated public sector organizations, including municipalities, must comply with the accessibility standards established by O.Reg. 429/07 by January 1, 2010;

AND WHEREAS, in order to comply with O.Reg. 429/07, public sector organizations, including municipalities must by January 1, 2010 establish policies, practices and procedures governing the provision of their goods or services to persons with disabilities in a manner that respects the dignity and independence of persons with disabilities; enables persons with disabilities to obtain use or benefit from the goods or services; and gives persons with disabilities equal opportunity to obtain, use and benefit from the goods or services;

AND WHEREAS, in order to comply with O.Reg. 429/07, public sector organizations, including municipalities, must by January 1, 2010 prepare document(s) describing such policies, practices and procedures and make available a copy of any such document(s) free of charge;

AND WHEREAS, in order to comply with O.Reg. 429/07, public sector organizations, including municipalities, must by January 1, 2010 prepare document(s) that set out the steps to be taken in connection with the temporary disruption of the provision of goods and services to persons with disabilities and the giving of notice in connection with such disruption of service;

AND WHEREAS, in order to comply with O.Reg. 429/07, every provider of goods or services, including municipalities, must ensure that every person who deals with members of the public or participates in developing the provider=s policies, practices and procedures receives training about the provision of its goods or services to persons with disabilities and maintain records of such training and provide such training on an ongoing basis;

AND WHEREAS the Council of the City of Port Colborne supports the objectives of Ontario Regulation 429/07 and believes that persons with disabilities have a right to equal opportunity to attain the same level of performance or to enjoy the same level of benefits and privileges experienced by persons without disabilities;

...2

AND WHEREAS the Council of the City of Port Colborne believes that the requirement that the provisions of O.Reg. 429/07 be implemented at the municipal rather than provincial level imposes an inequitable per capita financial burden on small municipalities and other public sector organizations;

NOW THEREFORE BE IT RESOLVED THAT:

- 1) The Council of the Corporation of the City of Port Colborne call upon the Association of Municipalities of Ontario to petition for and work with the Province of Ontario on the development and provision of a proper and fair provincial funding mechanism to assist municipalities and other provincially funded public sector organizations in complying with the provisions of O.Reg. 429/07 so that the financial burden imposed by the Regulation is fairly shared by all the residents of Ontario;
- 2) That all municipalities in Ontario be requested to support this resolution and to advise A.M.O. and their relevant provincial representatives accordingly;
- 3) That P. Kormos, M.P.P. be so advised.

The above noted resolution is being circulated to all municipalities in Ontario and your favourable consideration of Council's request for support would be greatly appreciated.

Janet Beckett
City Clerk
City of Port Colborne

DISCLAIMER

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The Council of the City of Ottawa, at its meeting of 26 and 27 March 2008, adopted the following resolution:

WHEREAS the work of the Municipal Property Assessment Corporation provides services to both municipal governments and the provincial government for the purpose of collecting property taxes; and

WHEREAS Ontario municipalities pay for MPAC services and costs and the Province does not;

THEREFORE BE IT RESOLVED that the City of Ottawa request that the Province of Ontario pay a proportional share of MPAC costs related to education property taxes; and

BE IT FURTHER RESOLVED that the City of Ottawa communicate this request to MPAC Board of Directors, LUMCO, MARCO and AMO's Regional and Single Tier Caucus to solicit the support for this request.

BE IT FURTHER RESOLVED that the City of Ottawa communicate this request to the Association of Municipalities of Ontario for distribution to their membership.

City of Ottawa
110 Laurier Avenue
Ottawa, ON
K1P 1J1

Attention: Dawn Whelan, Council Coordinator
Telephone: 580-2424, Ext. 21837
Facsimile: 580-9609
E-mail: dawn.whelan@ottawa.ca

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REPORTS

THE COUNTY OF LANARK

CORPORATE SERVICES COMMITTEE

April 9, 2008

Report #ESC-01-2008 of the
Emergency Services Coordinator

ARES AGREEMENT

1. STAFF RECOMMENDATIONS

It is recommended:

THAT, the County of Lanark Bylaw # 2007- 11 be amended to exclude the Town of Perth from the Amateur Radio Emergency Services (ARES) Agreement.

2. PURPOSE

This report is to provide members of Council information on the status of the ARES agreement associated with Bylaw #2007-11.

3. BACKGROUND

The bylaw was adopted at the February 2007 County Council meeting, authorizing the County of Lanark enter into an agreement with each Local Municipality and the ARES group. The Clerk for the Town of Perth sent a letter, dated September 24, 2007, identifying that the Town of Perth would not be signing the agreement. Also in the letter the Town of Perth requested, from the County of Lanark, access to the County Emergency Operations Centre (EOC) for the ARES group, should the situation arise that the ARES group was required for an emergency situation.

The request was discussed at the February 27, 2008 Emergency Services Sub-Committee with the recommendation that staff develop a report. The concern relayed during the meeting was that the Perth EOC is situated in the Police facility and due to security and clearance requirements associated with the facility, the Town of Perth request that the ARES group not have access to this site.

The incomplete agreement, relating to the missing signature of the Town of Perth, nullifies the agreement.

4. DISCUSSION

The rationale that the Town of Perth employed relating to the access for the ARES group suggests that the services are warranted but are not suitable to that facility. The request to the County of Lanark is for the ARES group to perform the much needed services on behalf of the Town of Perth from the County EOC. The role of the County

of Lanark is to support the Local Municipality in the event of an emergency, this would be an opportunity for the County of Lanark to provide such support.

5. ANALYSIS AND OPTIONS

Two options exist in relation to the agreement. The first option is to strike the agreement as incomplete and nullify the bylaw, this is not recommended. The optimum course of action is to enact an amendment to Bylaw 2007-11 to exclude the Town of Perth from this bylaw and associated agreement.

6. FINANCIAL IMPLICATIONS

There is no financial impact in this recommendation.

7. LOCAL MUNICIPAL IMPACT

The impact to the Local Municipality with the amendment of the bylaw, to exclude the Town of Perth, is maintaining the services of the ARES group under the agreement in the event of an emergency situation.

8. CONCLUSIONS

It is recommended that the bylaw be amended to exclude the Town of Perth from the ARES agreement, to continue in force the agreement with the County and remaining parties, the Local Municipalities, for the services of the ARES group.

9. ATTACHMENTS

- i) Request from Town of Perth.

Recommended By:



Rick Hannah
Emergency Services Coordinator

Approved for Submission By:



Peter Wagland
Chief Administrative Officer



**THE CORPORATION OF
THE TOWN OF PERTH**

80 Gore Street East
Perth, Ontario K7H 1H9
Phone: (613) 267-3311
Fax: (613) 267-5635

September 24, 2007

Mr. Rick Hannah
CEMC
County of Lanark
Email only: rhannah@county.lanark.on.ca

Dear Mr. Hannah:

Re: Request Access to Lanark County EOC for A.R.E.S.

On August 2, a report was presented to Perth's Committee of the Whole regarding the County's request for all lower tier municipalities to sign the partnership agreement with A.R.E.S. The report provided two options for Committee's consideration as a result of discussions with Barry Crampton, and County staff:

1. Provide A.R.E.S. with their requirements, at an estimated cost of \$2,500, and establish a suitable location.
2. Inform the County that Council does not wish to enter into a partnership agreement with ARES at this time; and further request formal approval from Lanark County to allow A.R.E.S. access to space at their location should the Town of Perth require their support in the event of an emergency.

At a meeting on August 28th, the Council of the Town of Perth unanimously passed Motion No. 2007-192, option 2 above.

On behalf of Perth Town Council, I request this item be placed on your next Committee of the Whole agenda for consideration.

Sincerely,

Lauren Walton
Clerk

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THE COUNTY OF LANARK

CORPORATE SERVICES COMMITTEE

April 9th, 2008

Report #ESC-03-2008 of the
Emergency Services Coordinator

EMERGENCY PREPAREDNESS WEEK

1. STAFF RECOMMENDATIONS

That, the County of Lanark proclaims the week of May 4 – 11, 2008 as Emergency Preparedness Week.

2. PURPOSE

The purpose of this report is to provide information to the members of council on the importance of public awareness and education activities relating to Emergency Preparedness.

3. BACKGROUND

The aim of the County of Lanark in the Emergency Plan is to support the Local Municipality in the mitigation of an emergency and in the implementation and operation of the Local Municipal Emergency Plan, promote public education and/or awareness relating to Emergency Planning and to protect the health, safety, welfare and property of the residents of Lanark County.

At the March 20, 2008 meeting of the Community Emergency Management Coordinators of Lanark County discussion revealed that several of the Local Municipalities recognize the importance of supporting Emergency Management Ontario public awareness program relating to Emergency Preparedness Week. Part of the Emergency Preparedness Week program is to have the Head of Council make the proclamation of Emergency Preparedness Week. The intent of the proclamation is to bring to the attention of the residents that Emergency Preparedness is a priority for the council.

4. DISCUSSION

The Public Awareness and Education strategy of the County of Lanark for Emergency Planning is to foster awareness about individual/family emergency preparedness and public safety risks in the event of an emergency. To promote the awareness of Emergency Preparedness Week through as many means as possible will support the importance to the message that each person must prepare to protect their family in the event of an emergency. The realization that in the first 72 Hours of an emergency it is important that as many individuals, families and businesses that participate in self-

sustaining efforts will alleviate the strain on the resources of the municipality and allow for the resolve and mitigation of the emergency.

5. ANALYSIS AND OPTIONS

Mitigation of an emergency can take place prior to an event by the process of planning. The promotion of Emergency Preparedness Week and the associated activities of family planning and preparedness for the first 72 hours of an emergency will reduce the strain on the municipal resources during an emergency. The efforts and planning processes that individuals, families and business undertake will allow for self sustaining actions to take over, to take precedence over the need to have municipal support and lessen the impact of an emergency.

Not supporting the Local Municipal actions in relation to Emergency Preparedness Week is contrary to precedence set by Council.

To support the Local Municipality in the promotion of Emergency Preparedness Week will adhere to the aim of the County of Lanark Emergency Plan.

6. FINANCIAL IMPLICATIONS

There is no financial impact on the County of Lanark to support the Emergency Preparedness Week proclamation.

7. LOCAL MUNICIPAL IMPACT

The County of Lanark proclamation will support the effort of the several Local Municipalities that currently promote Emergency Preparedness Week .

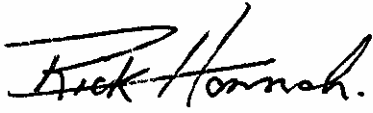
8. CONCLUSIONS

The residents of Lanark County receive a consistent message from both Local Municipal and County Councils on the importance of Emergency Preparedness is vital to ensure the message is delivered and becomes effective in relation to self sustaining activities. The importance of the proclamation is to deliver a consistent message with the Local Municipalities.

9. ATTACHMENTS

i) Emergency Preparedness Week Proclamation.

Recommended By:



**Rick Hannah
Emergency Services Coordinator**

Approved for Submission By:



**Peter Wagland
Chief Administrative Officer**

EMERGENCY PREPAREDNESS WEEK PROCLAMATION

WHEREAS our County of Lanark does recognize the importance of Emergency Management in Ontario; and

WHEREAS the goal of Emergency Preparedness Week is to raise community awareness and the need to prepare for the possibility of an emergency; and

WHEREAS the safety of our community is the responsibility of each and every one of us we must prepare now and learn how to secure a strong and healthy tomorrow.

THEREFORE I, Bob Fletcher as Warden of Lanark County, do hereby proclaim the week of May 4 to 10, 2008, to be EMERGENCY PREPAREDNESS WEEK IN OUR COMMUNITY, and encourage all citizens to participate in educational activities on emergency preparedness.

Bob Fletcher
Warden of Lanark County

**MINUTES
FOURTH MEETING OF 2008
EMERGENCY SERVICES SUB-COMMITTEE**

The Sub-Committee met on Wednesday, March 19th, 2008 at 4:00 p.m. at the Lanark County Municipal Office, 99 Christie Lake Road, Perth, Ontario.

Members Present: Chair Bruce Horlin
Warden Bob Fletcher
Councillor Brenda Hurrle
Councillor John MacTavish
Councillor Keith Kerr
Councillor Ed Sonnenburg
Councillor Richard Kidd
Councillor John Fenik (arrived at 4:04 p.m.)
Councillor Aubrey Churchill (arrived at 4:09 p.m.)

Staff/Others Present: Peter Wagland, Chief Administrative Officer
Rick Hannah, Emergency Services Co-ordinator
Amanda Mabo, Council and Clerk Services Assistant
Garry Rolston, Lapp Hancock Representative

Absent: None.

EMERGENCY SERVICES SUB-COMMITTEE

Chair: Councillor Bruce Horlin

1. CALL TO ORDER

The meeting was called to order at 4:03 p.m.
A quorum was present.

2. DISCLOSURE OF PECUNIARY INTEREST

None at this time.

3. ADDITIONS AND APPROVAL OF AGENDA

MOTION #ES-2008-39

MOVED BY: Richard Kidd
SECONDED BY: Keith Kerr

“**THAT**, the agenda be adopted as presented.”

ADOPTED

4. APPROVAL OF MINUTES

- i) Under Staff/Others Present:

Change Brent Lewis, Beckwith Deputy Fire Chief to Wayne Drummond, Deputy Fire Chief of Carleton Place.

MOTION #ES-2008-40

MOVED BY: John MacTavish

SECONDED BY: Richard Kidd

“**THAT**, the minutes of the Emergency Services Sub-Committee meeting held on February 27th, 2008 be approved as amended.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

None.

6. COMMUNICATIONS

None.

Councillor J. Fenik arrived at 4:04 p.m.

7. REPORTS

- i) **CONFIDENTIAL** : Communications Infrastructure RFP.
Emergency Services Coordinator, Rick Hannah.

MOTION #ES-2008-41

MOVED BY: Keith Kerr

SECONDED BY: John MacTavish

“**THAT**, the Sub-Committee move “in camera” at 4:04 p.m. to address a matter pertaining to litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board;

AND THAT, P. Wagland, CAO; R. Hannah, Emergency Services Coordinator; Lapp Hancock Representative G. Rolston and A. Mabo, Council and Clerk Services Assistant remain in the room.”

ADOPTED

Councillor A. Churchill arrived at 4:09 p.m.

The minutes of the “in-camera” session are considered to be confidential and shall be subject to the provisions contained in section 7.10 of Procedural By-Law 2006-43.

MOTION #ES-2008-43

MOVED BY: Keith Kerr

SECONDED BY: Brenda Hurrle

“**THAT**, the Sub-Committee return to regular session at 4:39 p.m.”

ADOPTED

The Chair rose and reported that the Sub-Committee received information regarding the Communications Infrastructure RFP which will be presented to the Corporate Services Committee meeting at their meeting tonight.

- ii) **CONFIDENTIAL: Rescue Services Specialty Box & Equipment Tender. Emergency Services Coordinator, Rick Hannah.**

MOTION #ES-2008-44

MOVED BY: John MacTavish

SECONDED BY: Keith Kerr

“**THAT**, the Sub-Committee move “in camera” at 4:41 p.m. to address a matter pertaining to litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board;

AND THAT, P. Wagland, CAO; R. Hannah, Emergency Services Coordinator and A. Mabo, Council and Clerk Services Assistant remain in the room.”

ADOPTED

The minutes of the “in-camera” session are considered to be confidential and shall be subject to the provisions contained in section 7.10 of Procedural By-Law 2006-43.

MOTION #ES-2008-45

MOVED BY: Keith Kerr

SECONDED BY: John MacTavish

“**THAT**, the Sub-Committee return to regular session at 4:44 p.m.”

ADOPTED

MOTION #ES-2008-46

MOVED BY: Richard Kidd

SECONDED BY: Bob Fletcher

“**THAT**, the Emergency Services Sub-Committee recommend to the Corporate Services Committee that the Rescue Services Specialty Box & Equipment Tender be reissued due to the lack of clarity in the original tender.”

ADOPTED

- iii) 9-1-1 Public Awareness & Education (verbal) – **deferred** to a future meeting.
Emergency Services Coordinator, Rick Hannah.
- iv) Ambulance Deployment Plan – **deferred** to a future meeting.
Emergency Services Coordinator, Rick Hannah.

8. NEW/OTHER BUSINESS

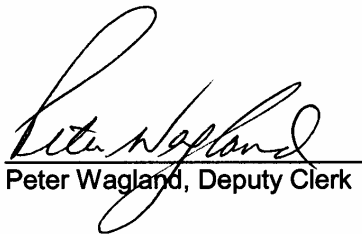
None.

9. NEXT MEETING

At the call of the Chair.

10. ADJOURNMENT

The Sub-Committee adjourned at 4:45 p.m. on motion by Warden B. Fletcher and Councillor J. Fenik.



Peter Wagland, Deputy Clerk

**MINUTES
FIRST MEETING OF 2008
BUILDING RENOVATION STEERING COMMITTEE**

The Sub-Committee met on Thursday, March 13th, 2008 at 9:00 a.m. at the Lanark County Municipal Office at 99 Christie Lake Road, Perth, Ontario.

Members Present: Chair, Councillor Al Lunney
Warden Bob Fletcher (left at 11:56 a.m.)
Councillor Aubrey Churchill
Councillor John Fenik

Others Present: Peter Wagland, CAO
Steve Allan, Director of Public Works
Amanda Mabo, Council and Clerk Services Assistant
Cathie Ritchie, Clerk

Absent: Councillor Paul Dulmage
Councillor Richard Kidd

BUILDING RENOVATION STEERING COMMITTEE

Chair: Warden Al Lunney

1. CALL TO ORDER

The meeting was called to order at 9:11 a.m.
A quorum was present.

2. DISCLOSURE OF PECUNIARY INTEREST

None at this time.

3. APPROVAL OF MINUTES

MOTION #BR-2008-01

MOVED BY: Aubrey Churchill
SECONDED BY: Bob Fletcher

“**THAT**, the minutes of the Building Renovation Steering Committee meeting held on November 14th, 2007 be approved as circulated.”

ADOPTED

4. **ADDITIONS AND APPROVAL OF AGENDA**

MOTION #BR-2008-02

MOVED BY: Bob Fletcher
SECONDED BY: John Fenik

“**THAT**, the agenda be adopted as presented.”

ADOPTED

5. **COMMUNICATIONS**

None.

6. **REPORTS**

- i) Project Budget Update - *attached, page 9.*
Director of Public Works, Steve Allan.

The Director provided an interim update as based on County figures, the County is still waiting on confirmation from Daoust.

An additional 2,000 square feet was added to the building. The overpayment for the building permit is still unresolved. The Steering Committee would like to see a breakdown of how Tay Valley arrived at the final fee of \$45,792, an increase from the original quote of \$17,000.

MOTION #BR-2008-03

MOVED BY: John Fenik
SECONDED BY: Aubrey Churchill

“**THAT**, staff request representatives from Tay Valley Township to come to the next Building Renovation Steering Committee meeting to provide a rationalization and clarification for the building permit fee.”

ADOPTED

At this point the county is holding back 10% of the \$3,875,302 for Daoust as Daoust has not provided answers with regards to supervision fees after November. These costs are supposed to be assumed by them as per discussion at a previous Steering Committee meeting.

There may also be a cost savings as Daoust was doing some of the work instead of the trades.

The County has questioned the reimbursables and have asked for a breakdown that has not been provided at this point.

Until final figures are received from Daoust the County cannot determine how to finance the remainder of the project.

The Committee suggested that the hold back on the trades for the work that has been completed should be released and that the hold back be reduced by 50% in order to hold back McNamee Plumbing and Mel Evans Electrical portions as they are still completing their work.

MOTION #BR-2008-04

MOVED BY: Bob Fletcher

SECONDED BY: John Fenik

“**THAT**, the Director of Public Works be authorized to release the hold back to the trades where the work is completed to Director’s satisfaction for the Building Renovations Project.”

ADOPTED

- ii) Discussion: Council Chambers Acoustics Report – *attached, page 10.*
Director of Public Works, Steve Allan.

The decision at the onset of the renovation project was to not include the Council Chambers acoustics study in the scope of the project. Prior to the project the noise levels in the Council Chambers were tested by the consultant. The consultant was brought back in January to take more measurements. The post and pre construction measurements were compared resulting in minimal change.

There are three main problems:

- 1) the design; hard surfaced walls and wood ceiling
- 2) mechanical noise
- 3) sound system issues; design, location of speakers and use of mikes

Staff and the consultant looked at the ceiling and wall problem. There is a lot of overlapping noise which takes the echo a while to dissipate. The consultant suggested to take a look at acoustic treatment for the ceiling. This route would cost \$50,000 at the high end and an additional \$10,000 for the walls. As well, once acoustic material is on the walls nothing can be hung from the walls without special hanging requirements. In the short term, acoustic treatment to the ceiling and walls is out of the question.

The next suggestion was to look at staff and councillor training for the current sound system. There is a possibility to have remote speakers at the press and staff tables. One problem with the current set-up is that the table around the Council Chambers is too small for the current mikes and therefore they are being pushed aside. The CAO suggested to look at gooseneck mikes that take up less space. Another option is to limit the number of mikes and have people share in order to provide more table space. This would then require the Councillors to pull the mike close to them in order to speak.

The Committee suggested that the first step be to conduct a 15 minute education session on the mike’s at the beginning of a meeting. Then at

subsequent meetings have the Chairs at each meeting give a reminder about the mikes and their proper use.

The final decision will have to take into account the accessible requirements that are to be in place by 2010.

- iii) 2008 Administration Building Budget – *attached, page 27.*
Director of Public Works, Steve Allan.

On the attachment, item #3 should be \$6,000 not \$3,000 for a total \$51,400.

Blinds

Staff used the remainder of the old blinds and those that were not pink on the windows but there were not enough to do the entire building. The Clerk obtained quotes. One option is to furnish the entire building in mini-blinds. Another option is to have roller shades as they are more hypo-allergenic, easier to clean and let light in but not sun and therefore you can still see outside. Quotes were received for both options from three companies. The roller-blinds came in at \$7,000, including installation and therefore were the preferred option. There will be some mini-blinds where privacy is a must (ex. HR Boardroom).

MOTION #BR-2008-05

MOVED BY: Bob Fletcher
SECONDED BY: John Fenik

“**THAT**, staff proceed with the purchase of Window Blinds for the Administration Building in the amount of \$7,000.”

ADOPTED

Bronze Plaque

Picture of original plaques – *attached, page 28.*

Staff would like to produce new plaques for the renovation of the building. The plaques will be exactly the same with just a change of information. The wording on the plaques will be circulated at council so everyone can check the spelling of their own name. The small plaque with the names of the dignitaries attending the Official Opening will be produced after the event to ensure that the names of the dignitaries are correct. A mock-up of this plaque will be used for the Opening Ceremony.

MOTION #BR-2008-06

MOVED BY: John Fenik
SECONDED BY: Aubrey Churchill

“**THAT**, the expenditure for \$6,000 for the Building Renovation Project Bronze Plaques be approved.”

ADOPTED

Councillor Chairs

A combination of low and high back chairs will be purchased.

Tourism Display Shelving

There are a couple of options. The Tourism Department currently has three old grey display cabinets that can be sanded down and repainted for \$300/each or they can be replaced at \$800/each.

False Ceiling in Lobby

- cedar ceiling
- does not look as good as had planned
- received quote to improve look

Window Treatment for Main Entrance

- sample – *attached, page 33.*
- will not use “Municipal Office”
- will just use logo
- trying to continue to brand County
- to be done prior to May

Map on Exterior Wall

- 4' x 4' map
- could show all local municipalities, major roads (locational)
- or could use puzzle approach where each municipality would be a cut-out and then placed in a 3-D effect along with municipal crests (artistic)
- downside of first option is quality of image to be provided by County
- will be used to educate public and brand County of Lanark

Outdoor Furniture

- old furniture will go to the Community Gardens
- currently looking at picnic tables, bicycle racks

Lunch Room “Corporate Values” Wall Treatment

- County to supply materials
- staff to approach Algonquin College to do mural

All items will be presented during the budget process. Staff would like to see as many items completed for the grand opening. \$50,000 will be incorporated into the budget each year to replace items such as furniture and items that require replacement.

MOTION #BR-2008-07

MOVED BY: Bob Fletcher

SECONDED BY: Aubrey Churchill

“**THAT**, the 2008 Administration Building Budget be adopted as presented.”

ADOPTED

iv) Discussion: Building Renovations Opening Ceremony.
Clerk, Cathie Ritchie.

a) Lanark County Accessibility Advisory Sub-Committee Letter:
Participation in the Buildings Renovation Grand Re-Opening.

The Committee reviewed the Sub-Committee's request.

Opening Ceremony Brainstorming

- have in early afternoon
- will be open to the public
- will send out specific invites
- need to look at advertising on local radios, newspapers, media release
- focus should be on 25th anniversary of building and grand opening
- invite to all local councillors, Past Wardens and those invited to original grand opening
- hold outside under a tent
- have sound system and stage, with dignitaries on stage
- light lunch at noon prior for only those with specific invites, then take dignitaries on tour
- have tours of building
- hold on Saturday, March 24th instead in order to have public
- have 2 pm opening and provide refreshments and snacks
- official opening at 2 p.m. and open house for the afternoon from 1 – 4 p.m.

Staff will draft a budget of approximately \$15,000 and guest list and bring back recommendations to the Committee.

MOTION #BR-2008-08

MOVED BY: John Fenik

SECONDED BY: Aubrey Churchill

“**THAT**, the Building Renovation Steering Committee request County Council at their March 26th meeting to consider holding the Building Renovations Opening Ceremony on Saturday, March 24th, 2008 instead of Wednesday, March 28th, 2008.”

ADOPTED

The accessibility component will be incorporated but kept to a minimum in order to not overshadow the opening.

7. NEW/OTHER BUSINESS

i) Building Tour.

The Steering Committee toured the building. They viewed the cedar structure at the main entrance which is warped. Staff will contact Daoust and challenge

the workmanship.

The Committee also looked at the Cisterns.

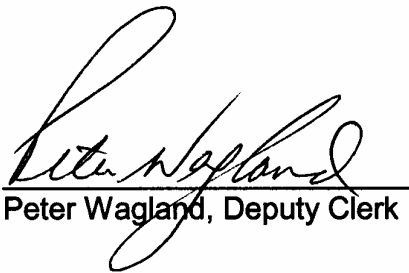
8. NEXT MEETING

At the call of the Chair.

9. ADJOURNMENT

Warden B. Fletcher left at 11:56 p.m.

The meeting adjourned at 11:56 a.m. due to no quorum.



Peter Wagland, Deputy Clerk

NEW/OTHER BUSINESS

**Ministry of
Transportation**

Office of the Minister
Ferguson Block, 3rd Floor
77 Wellesley St. West
Toronto, Ontario
M7A 1Z8
416 327-9200
www.mto.gov.on.ca

**Ministère des
Transports**

Bureau du ministre
Édifice Ferguson, 3^e étage
77, rue Wellesley ouest
Toronto (Ontario)
M7A 1Z8
416 327-9200
www.mto.gov.on.ca



MAR 31 2008

Mr. Bob Fletcher
Warden
County of Lanark
99 Christie Lake Road
Perth, Ontario
K7H 3E2

RECEIVED
APR 02 2008

**WARDEN / C.A.O.'s OFFICE
COUNTY OF LANARK**

Dear Warden Fletcher:

Re: 2008 Municipal Road and Bridge Infrastructure Investment

As announced in the 2008 Provincial Budget, I am pleased to advise you that the County of Lanark has been approved to receive funds in the amount of \$2,436,012 towards your municipal road and bridge capital investment needs.

Addressing municipal road and bridge capital investment needs is an important part of maintaining and improving the province's transportation network, economic success and Ontarians' quality of life. To this end, the approved funds will be transferred to you by June 30, 2008, at which time the province will also provide details on reporting requirements and other accountability related requirements. These requirements will include as a minimum a description of the types of eligible expenditures for which the funding is intended, and requirement for a final report on how the funds were used. In addition, the province reserves audit rights to ensure that funds were used for the purpose intended and to recover funds if it is determined that they were not used, or will not be used for the intended purpose.

The province also requests the following additional information:

- An authorizing bylaw/council resolution from the County of Lanark which should be dated no later than April 30, 2008. The bylaw/council resolution should reference:
 - That the \$2,436,012 allocated to the County of Lanark by the province will be used for municipal road and bridge capital investment needs;
 - That a final summary report detailing expenditures, use of provincial funding, and outcomes achieved shall be submitted to the ministry and the ministry may request an independent audit of the project; and
 - Any funds intended for the project that are not used in accordance with rehabilitation of municipal road and bridge capital investment needs or the terms outlined above will be returned to the ministry.

.../2

Please acknowledge your receipt of this letter by signing and returning the enclosed duplicate copy of this letter to Steve Naylor, Director, Finance Branch, 6th Floor, 301 St. Paul Street, St. Catharines, ON L2R 7R4, Fax (905) 704-2515 by April 30 to initiate payment processing. If you anticipate any issues or concerns with meeting any of the above-noted dates, please advise as soon as possible.

Yours sincerely,



Jim Bradley
Minister

c: Bruce McCuaig, Deputy Minister, Ministry of Transportation
Randy Hillier, MPP, Lanark-Frontenac-Lennox and Addington

Acknowledged by:

Signature & Title

Date