

MINUTES
COMMITTEE OF THE WHOLE – ADMINISTRATION & FINANCE
MONDAY, MARCH 12, 2018
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE

Present: Mayor Pat Sayeau, Chair
Deputy Mayor Peggy Taylor
Councillor Michael Barrett
Councillor Gerry Morrell
Councillor Karie Smail
Jack Bradley, Advisory Member
Dave Robertson, Advisory Member

Staff: Debra McKinstry, CAO/Clerk
Melanie Stubbs, Treasurer (left at 8:05pm)
Randy Hopkins, Chief Building Official (left at 8:05pm)
Rebecca Williams, Deputy Clerk

1. Call to Order

Mayor Sayeau called the meeting to order at 6:30 pm.

2. Approval of Agenda

Moved by: M. Barrett seconded by: P. Taylor that the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest & General Nature Thereof – None

4. Business Arising from Previous Administration & Finance Committee Minutes

Committee confirmed that the Community Development Committee meeting has been rescheduled for Wednesday April 4.

5. Delegations and Presentations

a) South Grenville Chamber of Commerce – 125th Anniversary

Ms. Pidgeon Cougler, President of the South Grenville Chamber of Commerce (SGCC) gave a presentation to Committee outlining the SGCC 125th Anniversary event, which will be taking place on April 24th from 5-7pm at the Prescott Legion. Ms. Pidgeon Cougler noted that the SGCC has joined with the Historical Society to provide walking tour of Prescott for the event. It was noted that the 125th

Anniversary event will include a light meal, speeches, and a slideshow. Ms. Pidgeon Cougler highlighted that a workshop has been donated to the SGCC and anyone on Committee interested may take part in the workshop. Ms. Pidgeon Cougler requested on behalf of the SGCC that they be considered for a grant of \$500 through the 2018 Community Grants & Donations application process. It was noted that both the Town of Prescott and Township of Augusta have been contacted and will be donating towards the event.

Committee thanked Ms. Pidgeon Cougler for the presentation and noted that Committee will be reviewing all the Community Grants & Donations applications during the April meeting.

6. Discussion Items – None

7. Action/Information Items

a) Proclamation Request – Gift from the Heart Day

Moved by: M. Barrett seconded by: G. Morrell that Committee recommends that Council proclaim April 7, 2018 in the Township of Edwardsburgh Cardinal “Gift from the Heart Day”.

Carried

b) Current Internet Costs

Committee reviewed the internet costs and confirmed that the Township offers WIFI at both arenas. There was a general discussion regarding the type of internet and internet speed available at each municipal location. Committee discussed the difference between DSL, FTTN, and Fib internet, specifically the internet speed capabilities and costs associated with switching to Bell Fibre services. There was consensus from Committee to request a presentation from Bell at an April meeting.

c) Business Showcase & Expo Permit

Moved by: K. Smail seconded by: P. Taylor that Committee recommends that Council support the Business Showcase & Expo event taking place from June 8-10, 2018, for the Special Occasion Alcohol Permit at the Cardinal Ingredion Centre.

Carried

d) Investment of Industrial Park Land Sales

Moved by: J. Bradley seconded by: K. Smail that Committee recommends that Council direct staff to transfer the net proceeds of \$62,137.73 from the sale of

land in the Industrial Park, allocating \$46,603.29 to the Industrial Park Land Reserve Fund and \$15,534.44 to the Industrial Park Wastewater Reserve Fund.
Carried

e) Lamé Duck Councils

Committee reviewed the report and confirmed how council may be restricted if Council encounters a “lame duck” period during the election cycle. Committee discussed the current hiring policy and how it conflicts with the delegation of authority by-law. Members suggested that Council could suspend the clause, where Council is required to make the final hiring decision, until after the election cycle is complete. It was noted that the hiring policy is required to be reviewed by the new incoming Council next year and may be modified at that time.

There was a brief discussion with respect to spending authority and the four restrictions set out by Section 275 of the Municipal Act. Members noted that the restrictions will also affect the Port Management Committee. Committee requested that the report be included on the Port Management Committee agenda to notify Committee Members and staff of possible restrictions.

Moved by: M. Barrett seconded by: K. Smail that Committee recommends that the Hiring Policy as outlined in By-law 2015-17 be amended to remove the requirement that Council make the final hiring decision when hiring a senior management position.

Carried

f) ARB Appeals Representative

Committee reviewed the draft by-law and report and briefly discussed why Council must delegate binding authority to the Treasurer for the ARB appeals process.

Moved by: K. Smail seconded by: M. Barrett that Committee recommends that Council approve the by-law for delegated administrative matters with respect to the Assessment Review Board to the Treasurer or his/her designate, up to a limit of \$500,000.

Carried

g) Set Fines for Animal Control & Clean Yards

Committee reviewed the draft changes to the animal control and clean yards by-laws and set fine schedules. There was a brief discussion with respect to implementation and collection of the fines through the Provincial Offences Court.

Moved by: G. Morrell seconded by: K. Smail that Committee recommends that Council:

1. Amend the Animal Control By-law and Clean Yards By-law to conform with the required general penalty provisions set out by the Ministry of the Attorney General.
2. Approve the draft short form wording for the Animal Control By-law and Clean Yards By-law set fines and direct staff to submit for approval.

Carried

8. Councillor Inquiries/Notices of Motion

Deputy Mayor Taylor put forward a notice of motion to amend the Municipal Alcohol Policy by listing the Legion Park and Pavilion as a municipal facility/park that are eligible for special occasion events. Deputy Mayor Taylor requested that the motion be dealt with at the April Administration and Finance meeting.

Councillor Barrett requested that a delegation from OMAFRA or appropriate Ministry professional be scheduled to review the proposed amendments to the zoning by-law with respect to hobby farms and domestic fowl. There was a brief discussion with respect to Council's obligation to introduce the by-law at the March 26 meeting and how the concerns can be addressed. Staff suggested that a presentation could be scheduled for the April 4 Community Development Committee meeting, where all of Council is welcome to attend, to further address concerns with respect to the number of animals/fowl allowed based on lot size.

Mayor Sayeau noted his concern about the \$5 administrative charge to provide copies of tax bills.

9. Mayor's Report

Mayor Sayeau reported the following:

- February 27: Attended United Wat appreciation event
- February 28: Met with CEO of the St. Lawrence Parks Commission
- March 1: Joint Services meeting to review budget
- March 2: Attended and presented at the Augusta Mayors Breakfast
- March 6: County Council approved the UCLG budget with a 0% tax rate
- March 7: Approved UCLG Joint Services budget and received an update from the SLCEDC
- March 8: Met with Ingredion to discussion Benson, will be meeting with Cardinal Power at a later date
- March 10: Attended the Special Olympics fundraiser and the Grand Opening for Little Sisterz
- Introduced Committee to Greenergy by way of a brief PowerPoint presentation. Noted that Greenergy will be attending the Port Management Committee as a delegation on March 21

10. Question Period – None

11. Closed Session

Moved by: J. Bradley seconded by: P. Taylor that Committee moves into closed session at 8:05pm in order to address a matter pertaining to:

- Proposed or pending acquisition or disposition of land for municipal or local board purposes; Specifically: Benson School and Minutes of Closed Session dated February 12, 2018

Carried

Committee recessed for 5 minutes to clear the chambers.

Moved by: M. Barrett seconded by: G. Morrell that the closed meeting does now adjourn and the open meeting of Committee does now resume at 9:36pm.

Carried

Moved by: G. Morrell seconded by: M. Barrett that Committee approves the minutes of closed session date February 12, 2018.

Carried

Mayor Sayeau reported that Committee provided staff with instructions with respect to the offer to purchase of Benson and noted that a Special Council meeting will be held at 6:00pm on March 19, with the Committee of the Whole meeting to follow at 7:00pm.

12. Adjournment

Moved by: K. Smail seconded by: D. Robertson that Committee does now adjourn at 9:38 p.m.

Carried

These minutes were approved in open Council this 26th day of March, 2018.

Chair 

Deputy Clerk 