

MINUTES
COMMITTEE OF THE WHOLE – ADMINISTRATION & FINANCE
MONDAY, APRIL 9, 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
Dave Grant, Director of Operations
Melanie Stubbs, Treasurer
Randy Hopkins, Chief Building Official (left at 7:43pm)
Rebecca Williams, Deputy Clerk

1. Call to Order

Mayor Sayeau called the meeting to order at 6:30 pm following a scroll presentation to Team Solutions welcoming them in their return to the Johnstown Industrial Park.

2. Approval of Agenda

Moved by: M. Barrett seconded by: G. Morrell that the agenda be approved as amended to add 5c) Philip Bury as a delegation.

Carried

3. Disclosure of Pecuniary Interest & General Nature Thereof

Councillor Morrell, Councillor Smail and Deputy Mayor declared an interest on item 7h), noting that they would not participate in discussions on specific grant applications. Deputy Mayor Taylor declared an interest on item, 6a) noting that she is part of the Legion executive and had requested the amendment to the policy.

4. Business Arising from Previous Administration & Finance Committee Minutes

Members enquired if a presentation or report with respect to the Hobby Farms and Domestic Fowl has been prepared. Staff confirmed that it had been

presented at Community Development Committee and that no changes to the proposed bylaw were recommended.

5. Delegations and Presentations

a) Lisa Severson & Paula Preston – EORN – Internet Costs

Ms. Severson and Ms. Preston gave a presentation to Committee regarding the EORN's arrangement with Bell to provide Fibre internet to municipalities. Ms. Severson outlined phase 1 and 2 of the broadband project, noting that the contract is in place until 2025 for secured pricing and that municipalities can take advantage of the 100/100 fibre connection at a reduced rate of \$475 per month. Ms. Preston confirmed the Township's current services and compared them to the potential speeds and services offered by Bell Fibre.

Committee discussed the additional costs of fibre internet and enquired about the possible additional capital costs to run the fibre from the Bell station to the municipal office. Members enquired if residents would be able to access fibre services or if this would be a dedicated service request for the Township. There was a brief discussion with respect to EORN/Bell's partnership with the UCLG IT department and if they would be able to coordinate with the Township's IT services.

Committee thanked Ms. Severson and Ms. Preston for the presentation and information.

b) Connect Youth – Grant Request

Ms. Howard, Ms. Onstein and Ms. Spence gave a presentation to Committee requesting \$3,000 in grant funding for Connect Youth through the 2018 community grants and donations program. Ms. Howard provided Committee with a summary of Connect Youth's mandate, mission, and funding opportunities, noting they are supported by the United Way, ministry grants, and local funding through grant applications. Ms. Onstein outlined the core programming currently available at Connect Youth and highlighted the number of youth from Edwardsburgh Cardinal accessing services and programs through Connect Youth.

Committee enquired about the number of full time and part time staff at Connect Youth and how those positions are funded. There was a brief discussion with respect to the annual programming budget and specific areas the programs are focused on to best suit the youth.

Committee thanked Connect Youth staff for the presentation and noted that the community grants and donations will be discussed later in the meeting.

c) Philip Bury – 2nd Spencerville Scouting Group

Mr. Bury, group commissioner with the 2nd Spencerville Scouting Group, requested Committee to consider increasing the Scouting Groups original \$1000 cash request during their review of the community grants and donations applications. Mr. Bury noted that the trailer used to store and transport camping equipment was destroyed by a fallen tree during the wind storm last week.

Committee enquired about the size and cost of replacing the trailer. Members asked if there was insurance on the trailer which would cover the costs to replace it with something similar. Committee thanked Mr. Bury for the information and noted that the grants and donations requests will be discussed later in the meeting.

6. Discussion Items

a) Special Occasion Permits at Legion Park/Pavilion

Deputy Mayor Taylor did not participate in the discussion.

Committee reviewed the report and noted their concerns about amending the policy to allow for alcohol to be served for special occasion permits at the legion park/pavilion, noting liability and safety concerns about the location. There was a brief discussion with respect to the Township policy and AGCO conditions for the number of staff/volunteers required to hold the smart serve certificate. Members commented on how events involving liquor may affect the Legion and enquired about the number of requests the Township has received for events involving alcohol at the location. There was consensus from Committee that the Municipal Alcohol Policy should remain as is, with the Legion Park and Pavilion as an area not eligible for a Special Occasion Permit.

7. Action/Information Items

a) 1st Quarter Building Report

Committee reviewed the report and clarified the method of calculations of the project values and permit fees.

b) 1st Quarter By-law Report

Committee reviewed the report and commented on the illegal dumping in the Township and how staff are trying to investigate the issues.

c) 1st Quarter Treasury Report

Committee reviewed the report and confirmed the date and time of the hot mix tender closing. Members asked for clarification with respect to the current Port investments. Committee noted an increase to the taxes receivable line item and staff advised that an additional \$70,000 has been collected since the end of March.

d) 1st Quarter Reserves & Reserve Funds Update

Committee reviewed the report and confirmed that the audit was completed last week and that the interest rate reflects the Bank of Canada change. There was a brief discussion with respect to the Cardinal water and wastewater reserve funds, specifically noting that the Walker Street rehabilitation project will deplete the reserves.

e) 1st Quarter Budget Variance Report

Committee reviewed the report and briefly discussed the public works vehicle expenses and winter control efforts.

f) Bank Deposit Procedure

Committee reviewed and received the new bank deposit procedures.

g) 2018 Tax Rate

Moved by: K. Smail seconded by: G. Morrell that Committee recommends that Council approve the 2018 tax rates and direct staff to draft a by-law.

Carried

h) 2018 Community Grants & Donations

Councillor Morrell, Councillor Smail and Deputy Mayor Taylor did not participate in the discussion with respect to organizations they are associated with that submitted applications.

Committee reviewed the applications summary and noted that the budget allocated \$10,000 for the grants and donations, while the Township received a total of \$35,501 in funding requests. Committee commented on the values now being provided for the in-kind requests and discussed which applications could be removed from consideration at the beginning of the review due to not conforming with the current policy. There was consensus from Committee to remove the St. John Ambulance of Leeds Grenville Lanark, St. Lawrence and Ottawa Valley Canadian Pony Club, Johnstown ATV Club, and the Prescott Curling Centre requests for funding.

The following was consensus of the Committee:

Organization	Grants & Donations	In-kind Granted
Friends of the Windmill	\$500	
Grenville Militia	\$0	+in-kind
Spencerville Mill Foundation	\$1000	+in-kind
Grenville County Historical Society	\$300	
Spencerville English Country Dance Club	\$0	+in-kind
Art Scene	\$500	
416 Art Kruze	\$250	
Spencerville Business & Community Connections	\$130	+in-kind
St. John's Choir	\$500	
South Grenville Bluegrass Festival	\$2000	+in-kind
South Grenville Chamber of Commerce	\$0	
Cardinal Festival Committee	\$1000	+in-kind (no to Port Trolley request)
Spencerville Skating Club	\$500	+in-kind
Cardinal Youth Centre	\$1200	
2 nd Spencerville Scout Group	\$1000	+in-kind
Connect Youth Inc	\$1000	
1 st Cardinal Beavers/Cubs	\$500	+in-kind
Girls Inc of Upper Canada	\$500	+in-kind
Cardinal Outdoor Rink	\$350	+in-kind
7 th Prescott Skip Ventures	\$0	+in-kind (equal to 2 days of tipping fees)
Food for All Food Bank	\$1000	+in-kind
First Responders United Outreach	\$2000	
Friends of the E/C Library		+in-kind
Johnstown ATV Club (removed from review)	\$0	None
South Edwardsburgh Recreation Association	\$500	+in-kind
Prescott Curling Centre (removed from review)	\$0	None
St. Lawrence River Institute of Environmental Sciences	\$400	
St. Lawrence & Ottawa Valley Canadian Pony Club (removed from review)	\$0	None
St. John Ambulance of L&G, Lanark (removed from review)	\$0	
Total 2018 Grants & Donations	\$15,130	

Moved by: M. Barret seconded by: J. Bradley that Committee recommends that Council adjust the 2018 Township budget from \$10,000 to \$15,130 and that Council approves the 2018 Grants & Donations.

Carried

8. Councillor Inquiries/Notices of Motion – None

9. Mayor's Report

Mayor Sayeau reported the following:

- Attending an event at HFI Pyrotechnics April 20
- Would like to discuss the Senior of the Year nominations at the Committee of the Whole meeting on April 17
- Grenville Mutual building is sold, but has not closed yet
- Clarified 730 Truck Stop rumours. It's in receivership and is for sale
- Attending the SLCEDC meet and greet on April 10 to introduce the new SLCEDC Commissioner
- Update about Greenergy
- Giant Tiger is starting to receive goods, currently limited distribution
- Attended an investors meeting April 7 with respect to Aquaworld in the Township of Augusta

10. Question Period – None

11. Closed Session

Moved by: M. Barrett seconded by: G. Morrell that Committee moves into closed session at 8:56pm in order to address a matter pertaining to:

- Proposed or pending acquisition or disposition of land for municipal or local board purposes; Specifically: Minutes of Closed Session dated March 12, 2018
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; Specifically: Prescott WWTP Arbitration

Carried

Committee recessed for 5 minutes to clear the chambers.

Moved by: G. Morrell seconded by: M. Barrett that the closed meeting does now adjourn and the open meeting of Committee does now resume at 9:11pm.

Carried

Moved by: J. Bradley seconded by: K. Smail that Committee approves the minutes of closed session date March 12, 2018.

Carried

Mayor Sayeau reported that Committee reviewed the minutes of March 12, 2018 and received a report outlining the results of the Prescott WWTP arbitration cost award.

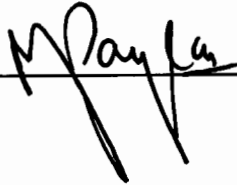
12. Adjournment

Moved by: K. Smail seconded by: J. Bradley that Committee does now adjourn at 9:13 p.m.

Carried

These minutes were approved in open Council this 23rd day of April, 2018.

Chair

A handwritten signature in black ink, appearing to read "M. Sayeau", written over a horizontal line.

Deputy Clerk

A large, stylized handwritten signature in black ink, written over a horizontal line.