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**MINUTES
COMMITTEE OF THE WHOLE – ADMINISTRATION & FINANCE
MONDAY, MAY 14, 2018
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE**

Present: Mayor Pat Sayeau, Chair
Deputy Mayor Peggy Taylor
Councillor Michael Barrett
Dave Robertson, Advisory Member

Regrets: Councillor Gerry Morrell
Councillor Karie Smail
Jack Bradley, Advisory Member

Staff: Debra McKinstry, CAO/Clerk
Dave Grant, Director of Operations
Melanie Stubbs, Treasurer
Randy Hopkins, Chief Building Official (left at 7:38pm)
Rebecca Williams, Deputy Clerk

1. Call to Order

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

2. Approval of Agenda

Moved by: M. Barrett seconded by: D. Robertson that the agenda be approved as presented.

Carried

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

4. Business Arising from Previous Committee Minutes – None

5. Delegations and Presentations – None

6. Discussion Items

a) Giant Tiger Assessment & Taxation

Committee reviewed the list of options that could be recommended to the next Council once the Township receives funds from the Giant Tiger assessment and taxation. Committee discussed all 7 options and considered how each option could benefit from the additional tax revenue. Members discussed the current

amount of Industrial Park Land still owned by the Township and if there was a need for the Township to purchase more land in the near future. Members considered investing the revenue to increase the current reserve levels which could in turn benefit the other options, including increasing the funding for annual capital projects, assisting in economic development, improving service levels, and/or stabilizing the tax rate.

Committee discussed the need to have a general idea of how much money may be generated in order to better determine how it could be used. Committee discussed the need to improve and maintain Township roads. Members mentioned that the revenue could be split between capital spending, specifically geared towards Township roads and increasing the reserve levels.

There was a brief discussion with respect to the UCLG sending their 2019 tenders out earlier than previous years to increase their chances of receiving better bids for the contracts.

There was a general discussion with respect to the possible timeframe for taxation to begin on the Giant Tiger development. There was consensus from Committee that the additional expected revenue should be split between capital project spending, specifically on roads, and increasing the current reserve levels.

b) Appointment of Alternate to Counties Council

Committee reviewed the report and it was noted that the Counties' Clerk is working to incorporate the changes from Bill 68 into the UCLG procedural by-law and is determining which municipal councils are interested in appointing alternates. Committee briefly discussed the County of Renfrew structure and how it differs from the UCLG structure.

Committee noted that the Township's procedural by-law addresses the role of the Deputy Mayor, including that the Deputy Mayor shall act as the Head of Council in place of the Mayor when the Mayor is unable to act. There was consensus from Committee to continue with the Deputy Mayor as the official alternate to the Mayor for Counties Council.

Staff noted that the municipalities are waiting for the UCLG to finalize their procedural by-law before amending the municipal by-laws to coincide with the UCLG for alternates. It was noted that any potential candidates for the Deputy Mayor position in the upcoming election should be aware of the role and how he/she could potentially be asked to act as the alternate at Counties' Council when needed.

7. Action/Information Items

a) Spencerville Legion Beer Garden Request

Moved by: M. Barrett seconded by: D. Robertson that Committee recommends that Council support the events of the Spencerville Legion, specifically their request to host two outdoor beer gardens on the following dates in 2018:

- August 18, 2018 - Ball Banquet
- September 22, 2018 - Legion Week Event

Carried

b) Appointment of Alternate Building Inspectors

Moved by: D. Robertson seconded by: M. Barrett that Committee recommends that Council adopt a by-law to appoint Karen Lavigne and Ray Scissions as Building Inspectors for the Township of Edwardsburgh Cardinal to act in the absence of Randy Hopkins.

Carried

c) Parking By-law Review & Set Fines

Committee reviewed the parking by-law and set fines and asked for clarification with respect to bicycle paths and gradient parking. Committee asked for clarification with respect to Section 6 – Winter Parking and Cleaning, specifically if the allotted timeframe would be sufficient for the Public Works Department to clear the roads.

Committee reviewed the set fine schedule and discussed if the proposed fees would be enough to deter reoffenders. There was a general discussion with respect to the accessible parking set fine fee and why there is no early payment offered.

Moved by: D. Robertson seconded by: P. Taylor that Committee recommends that Council:

1. Adopt a by-law to regulate parking within the Township;
2. Repeal by-law 2004-58 and 2005-09; and
3. Approve the draft short form wording for the parking by-law set fines and direct staff to submit for approval.

Carried

d) Use of Corporate Resources Policy

Committee reviewed the policy and confirmed that under the Municipal Elections Act, the adoption of a corporate resource policy is now mandatory for all municipalities. There was a brief discussion with respect to election signs along Township and County roadsides and various other locations within the Township. Members confirmed that enforcement is at the discretion of the Clerk.

Moved by: M. Barrett seconded by: P. Taylor that Committee recommends that Council adopts a by-law to establish a Use of Corporate Resources Policy.
Carried

8. Councillor Inquiries/Notices of Motion – None

9. Mayor's Report

Mayor Sayeau reported the following:

- Grenville Mutual building deal has yet to close
- North Channel Supply has applied for building permit
- Spencerville Fair Ambassadors will be appearing at 6:00pm, May 28 before regular Council
- Provided update to the 730 Truck Stop bankruptcy meeting, noted that property is for sale and the Township is working with receiver to pay costs of fire cleanup
- County Council and Joint Services Committee meetings – reviewed the Highway Operations Safety Review Group Report
- Garden Trail launched on May 11
- Children's Water Festival took place on May 11
- GCFDC AGM will be held on June 22, 8:00am at the Spencerville Mill

10. Question Period

Questions/comments were raised with respect to the following:

- Parking enforcement and set fines issued per year

11. Closed Session

Moved by: M. Barrett seconded by: P. Taylor that Committee moves into closed session at 7:38pm in order to address a matter pertaining to:

- Proposed or pending acquisition or disposition of land for municipal or local board purposes; Specifically: Industrial Land
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; Specifically: Minutes of Closed Session dated April 9, 2018

Carried

Committee recessed for 5 minutes to clear the chambers.

Moved by: M. Barrett seconded by: P. Taylor that the closed meeting does now adjourn and the open meeting of Committee does now resume at 8:10pm.
Carried

Moved by: P. Taylor seconded by: D. Robertson that Committee approves the minutes of closed session date April 9, 2018.

Carried

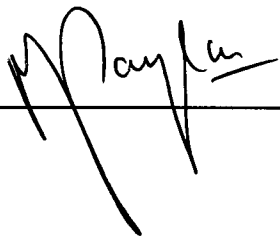
Mayor Sayeau reported that Committee reviewed the minutes of April 9, 2018 and met with staff to discuss and provide direction with respect to the potential acquisition of Industrial Land.

12. Adjournment


Moved by: D. Robertson seconded by: P. Taylor that Committee does now adjourn at 8:12 p.m.

Carried

These minutes were approved in open Council this 28 day of May, 2018.



Chair



Deputy Clerk