

**MINUTES**  
**COMMITTEE OF THE WHOLE – ADMINISTRATION & FINANCE**  
**TUESDAY, OCTOBER 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  
Randy Hopkins, Chief Building Official (left at 7:04 pm)  
Rebecca Williams, Deputy Clerk

1. Call to Order

Mayor Sayeau called the meeting to order at 6:45 p.m. following a presentation by representatives of BBL Energy Inc. who have recently purchased the Prescott Machine and Welding property and intend to set up a demonstration machine to convert plastic waste to fuel. The machines are already in use in other parts of the world; this will be the first one in North America.

2. Approval of Agenda

**Moved** by: K. Smail seconded by: J. Bradley that the agenda be approved as presented.

Carried

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

4. Business Arising from Previous Committee Minutes

Councillor Morrell asked if there was an update on the 730 Truck Stop property sale and the suggestion of charging water and sewer service base rates to vacant lots. Mayor Sayeau advised that he would be addressing the 730 Truck Stop property question in his Mayor's report and the CAO advised that the planning consultant has been asked to look into the water and sewer issue, as it involves a plan of subdivision.

5. Delegations and Presentations – None

6. Discussion Items – None

7. Action/Information Items

a) 3<sup>rd</sup> Quarter Building Report

The CBO reviewed the report and noted some trends that were identified at a recent conference he attended, which includes a generally downward direction for the number of new housing starts in rural areas.

Committee reviewed the report and discussed possible reasons for the trend.

b) 3<sup>rd</sup> Quarter Bylaw Report

There was a general discussion with respect to Clean Yards Bylaw enforcement including the number of site visits that are performed. Committee expressed satisfaction with the work of the new Bylaw Enforcement Officer.

c) 3<sup>rd</sup> Quarter Treasury with Reserves and Reserve Funds

Committee discussed the state of the Township's reserves and noted that some will be drawn down in 2019 to cover the cost of finishing the Walker Street project.

There was a brief discussion of the recreation capital projects, specifically with respect to the Cardinal dock project, and the planned delay of the purchase of the deep fryer and the compressor.

d) 3<sup>rd</sup> Quarter Budget Variance Report

Committee noted that there was an increase in funds received from MTO with regard to fire calls on the 400 series highways. Committee also discussed the revenues from garbage bag and dump tag sales versus the cost of providing the service and the resulting deficit that will be covered from general taxation.

e) Holiday Season Office Hours

**Moved** by: M. Barrett seconded by: K. Smail that Committee recommends that Council confirm the closure of the Township office for the full day on Monday December 24 and Monday December 31.

Carried

Committee confirmed that staff are not being forced to take vacation when they do not wish to.

8. Councillor Inquiries/Notices of Motion

Deputy Mayor Taylor asked about the status of the Sayeau Drain report and staff advised it was expected to be received by the PW/ES/F Committee of the Whole meeting on October 16.

9. Mayor's Report

Mayor Sayeau reported on the following:

- He has met with the new owners of the 730 Truck Stop location. Staff will be processing a Site Plan Control Agreement Amendment for the property that includes construction of a new 8,000 square foot store and drive-through restaurant.
- The UCLG Planning Committee has reviewed the new Elizabethtown-Kitley Official Plan and a recommendation has been made to Counties Council to approve it. Committee members clarified that there is no need for the E-K OP to be approved at the provincial level once UCLG has adopted it.

10. Question Period

Questions were raised as follows:

- Projected year end budget surplus
- Industrial/Commercial building permits

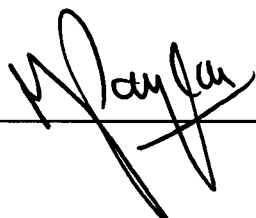
11. Closed Session – None

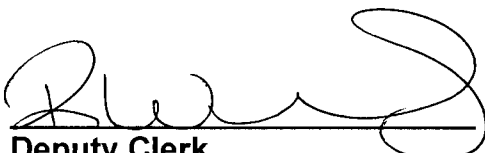
12. Adjournment

**Moved** by: K. Smail seconded by: D. Robertson that Committee does now adjourn at 7:21 p.m.

Carried

These minutes were approved in open Council this 29<sup>th</sup> day of October, 2018.

  
Chair

  
Deputy Clerk