

14

MINUTES
COMMITTEE OF THE WHOLE - ADMINISTRATION & FINANCE
MONDAY, JUNE 10, 2019
6:30 PM
SPENCERVILLE MUNICIPAL OFFICE

Present: Mayor Sayeau, Chair
Deputy Mayor Deschamps
Councillor Cameron
Councillor Dillabough
Councillor Hunter
Jack Bradley, Advisory Member
Dave Robertson, Advisory Member

Staff: Debra McKinstry, CAO/Clerk
Dave Grant, Director of Operations
Melanie Stubbs, Treasurer
Rebecca Williams, Deputy Clerk

1. Call to Order

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

The CAO/Clerk administered the Declaration of Confidentiality to the citizen advisory members, Mr. Bradley and Mr. Robertson.

2. Approval of Agenda

Moved by: T. Deschamps seconded by: H. Cameron that the agenda be approved as presented.

Carried

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

4. Business Arising from Previous Committee of the Whole

There was a general discussion with respect to whether the Town of Prescott is still interested in using some of the MMAH modernization funding to fund the new Prescott arena. Members noted that during the previous meeting between the Township of Augusta, Town of Prescott and Township of Edwardsburgh Cardinal, the Town of Prescott mentioned that they may seek a letter of support from Edwardsburgh Cardinal if Prescott applies for grant funding. Committee confirmed that the Town of Prescott currently has not made any formal requests for support or funding from Edwardsburgh Cardinal.

Members confirmed that the Township received confirmation of receipt from the Ministry for the ICIP – Rural and Northern Funding application for Rooney Road. Staff confirmed that an acknowledgement was received and additional mapping was supplied to the Ministry.

Members enquired if the Township has been able to acquire the videos from the fire seminar training session to be shared on social media. It was noted that staff will review the documents and determine what can be shared.

5. Delegations and Presentations – None

6. Discussion Items – None

7. Action/Information Items

a) AMCTO Modernizing the Voters' List – Position Paper

Committee reviewed the report and briefly discussed how the voters' list may be better managed by a different organization. Members enquired what the next step is in the process through the Township office. There was consensus from Committee to direct staff to prepare a resolution for the June Council meeting to endorse the position paper and highlight concerns that relate to the Township.

b) Spencerville Legion Beer Garden Request

Moved by: H. Cameron seconded by: T. Deschamps 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 2019:

- August 24, 2019 – Ball Banquet
- September 14, 2019 – Spencerville Fair Weekend

Carried

c) Reserve Fund Transfer – Water & Wastewater

Committee reviewed the report and briefly discussed how the transfers to/from the reserve fund are shown in the financial statement. It was noted that in accordance with the reserve and reserve fund policy, a resolution of Council is required in order for the Treasurer to move the funds between the operating and reserve fund accounts. Once Council passes the resolution during the upcoming June meeting, staff will have the needed authorization to complete the transfers.

There was a brief discussion with respect to if the surplus funds are from metered revenue. It was noted that the Township budgets to add to reserves.

Moved by: J. Hunter seconded by: J. Bradley that Committee recommends that Council approve the transfers to and from the reserve fund account from the operating account for the Water and Wastewater funds in accordance with the table included herein.

Carried

d) 2018 Year-End Township Surplus

Committee reviewed the report and asked for clarification with respect to how the allocations are calculated. It was noted that the allocation percentages are calculated based on the 10-year capital forecast.

Moved by: J. Hunter seconded by: J. Bradley that Committee recommends that Council approve the proposed allocation of the 2018 surplus to capital expenditure reserves.

Carried

e) PSAB Budget Addendum

Staff provided a summary of the report and noted that the consolidated accumulated surplus shown on the financial statements represents the net resources available, not available cash.

Moved by: H. Cameron seconded by: S. Dillabough that Committee recommends that Council adopt the 2019 PSAB Budget Addendum report to meet the requirements of Regulation 284/09.

Carried

f) Vacant Land Disposal – Dundas St.

Committee reviewed the report and discussed how the Township should market the land, specifically whether by public tender or by way of a real estate firm/broker. It was noted that standard practice has been to issue a public tender for surplus lands.

Members noted that Habitat for Humanity is actively seeking a donated parcel of land to build on in Cardinal. Committee briefly discussed the size of the lot and noted that it could be too narrow for Habitat for Humanity to develop their standard duplex. Members noted that regardless of who acquires the lot it would result in tax revenue for the Township.

Committee discussed the idea of including a condition within the purchase and sale agreement that development must occur within a specific timeframe. It was noted that the Township could not legally enforce such a condition.

Moved by: J. Bradley seconded by: S. Dillabough that Committee recommends that Council offer the surplus land legally described as Part of Lot 290, plan 25, Part 1 on Plan 15R11989 PIN 68152-0066 for sale by means of a public tender, with a minimum price of \$17,966.88.

Carried

g) Fit for Duty Policy

Moved by: T. Deschamps seconded by: H. Cameron that Committee recommends that Council adopt the Fit for Duty Policy by By-law as presented.

Carried

8. Inquiries/Notices of Motion

Councillor Dillabough requested an update with respect to Mayor Sayeau's meeting with BBL Energy. It was noted that Mayor Sayeau met with BBL Energy approximately 3 weeks ago to discuss BBL's grant application to the provincial government.

9. Mayor's Report

Mayor Sayeau reported on the following:

- Attending the South Grenville Chamber of Commerce networking BBQ on June 20, hosted at Dewar's Inn in Prescott
- SLCEDC representatives meeting on June 11 to discuss the Township's interest in renewing contract
- Ontario Job Site Challenge conference call taking place on June 12 with the Deputy Minister

10. Question Period – None


11. Closed Session – None

12. Adjournment

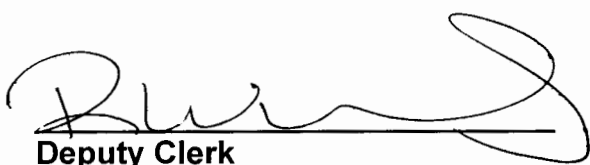
Moved by: T. Deschamps seconded by: H. Cameron that Committee does now adjourn at 7:37 pm.

Carried

These minutes were approved in open Council this 24th day of June, 2019.



Chair



Deputy Clerk