

**MINUTES
COMMITTEE OF THE WHOLE
ADMINISTRATION & FINANCE
MONDAY, NOVEMBER 11, 2019
SPENCERVILLE MUNICIPAL OFFICE
6:30 PM**

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

Staff: Dave Grant, CAO
Debra McKinstry, Clerk
Rebecca Williams, Deputy Clerk
Melanie Stubbs, Treasurer (left at 7:42 pm)

1. Call to Order

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

2. Approval of Agenda

Moved by: H. Cameron seconded by: J. Hunter 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 – Administration & Finance – None

5. Delegations and Presentations – None

6. Discussion Items

a) Council Budget Priorities – Mayor Sayeau

Each member was asked to outline their budget priorities, specifically with respect to the operational and capital items and proposed taxation levels.

Councillor Dillabough:

- Operations:

- Reduce operational costs – hydro at arenas by 10%
- Reduce operational costs – fleet repairs by 10%
- Capital:
 - Cardinal Legion/Galop Canal waterfront improvements
 - Resurface Cedar Grove Rd
- Taxation:
 - 1.7% to 2% increase

Councillor Cameron:

- Operations:
 - Requested that the Canteen revenue and expenses be broken down per location
 - Requested that a staff report be prepared to outline how each department may find additional efficiencies and make each department “leaner”
- Capital:
 - Additional gravel to surface treatment – specifically Scott Rd and Blair Rd
 - Installation of security lights and cameras at the Cardinal Library to deter vandalism
- Taxation:
 - 2% to 3.5% increase

Deputy Mayor Deschamps:

- Operations:
 - Increase crack sealing and pavement preservation
 - Removal from St. Lawrence Corridor Economic Development Commission
- Capital:
 - Improvements to the Cardinal boat launch and dock areas
 - Continue to work with the Provincial government to release land from the Edwardsburgh land bank
 - Organize another free tree day event
- Taxation:
 - 2% to 4% increase

Councillor Hunter:

- Operations:
 - Increase equipment maintenance and records throughout all departments
 - Increase gravel shoulder maintenance
- Capital:
 - Ventnor Rd reconstruction
 - Installation of heaters in the Spencerville arena stands
 - Snow plow truck replacement

- New docks in Cardinal
 - Taxation:
 - 2% to 5%
- Mr. Robertson:**
- Operations/Capital:
 - Solar panels on arenas
 - Taxation:
 - Noted that a 2% tax increase will only cover the reduction in OMPF funding

- Mr. Bradley:**
- Operations:
 - Reduce arena expenses
 - Capital:
 - Resurfacing short stretches of roads
 - Ventnor Rd reconstruction
 - Begin review of the Cardinal Fire Hall project
 - Taxation:
 - 2% spending increase

- Mayor Sayeau:**
- Operations:
 - Increase By-law Enforcement operations – specifically with respect to clean yards/property standards
 - Requested monthly update reports with respect to any vandalism/damage of any public/private properties, including estimated costs
 - Capital:
 - Gravel to surface treatment, with an update to the roads needs study
 - Taxation:
 - Requested a report be prepared with respect to the current assessment rates and possible estimates on assessment increases

b) Cogeco Network Expansion – Letter of Support

Committee was provided a summary of why the letter of support request was being discussed and it was noted that Cogeco wanted the Township to sign a non-disclosure agreement before they would release information with respect to the company's plan. It was noted that the letter of support was originally requested from the Eastern Ontario Mayors Caucus, however the draft letter authored by EORN has been withdrawn. It was noted that Mr. Pine prepared and submitted a letter dated October 23 which was acceptable as it doesn't interfere with the EORN mandate.

Committee discussed if supporting Cogeco would negatively impact other broadband providers in the area. Members spoke to the idea of supporting the

installation of additional fibre internet within the Township. Committee commented on Cogeco's request for residents to complete speed tests to be submitted in order to supply Cogeco with additional information to support their initiative. It was noted that it should not be up to the Township to survey residents for speed test data to be provided to Cogeco or any other broadband company.

7. Action/Information Items

a) MMAH Modernization Fund Update

Committee received and reviewed the information.

b) Planning Fee By-law Update

Moved by: H. Cameron seconded by: J. Bradley that Committee recommends to Council that a new Tariff of Fees By-law for Planning Matters be adopted with increases.

Carried

c) Community Grants & Donations Policy Update

Moved by: T. Deschamps seconded by: J. Hunter that Committee recommends that Council repeal By-law 2015-51 and replace it with the updated Community Grants & Donations Policy as attached.

Carried

d) Council Code of Conduct Policy Update

Committee reviewed the draft policy and confirmed that Citizen Advisory Committee Members would be included and held to the same standard within the policy. Members spoke to section 5.2 being too restrictive and that Members of Council should have a higher level of access than the public. There was consensus from Committee to delete the second sentence of section 5.2, which read as follows: "Members of Council have the same level of access rights to information as any other member of the public and shall follow the same processes as any private citizen."

Members noted their concern with respect to section 13.3 where individual Members of Council are not able to direct staff. It was noted that Council as a whole directs staff, and if a Member has a concern then that individual member may bring the item forward at a Committee/Council meeting to be discussed, at which time, Committee/Council may provide direction to staff if consensus is reached.

Moved by: J. Hunter seconded by: D. Robertson that Committee recommends that Council repeal By-laws 2007-28 and 2010-70 and replace it with the updated Council Code of Conduct Policy attached.

Carried

8. Inquiries/Notices of Motion

Councillor Cameron noted that he will bring forward a request with respect to the installation of security lighting/cameras at the Cardinal Library during the Committee of the Whole meeting on November 18.

Councillor Hunter requested information with respect to the recent sale of Township fleet vehicles. There was consensus from Committee that staff forward the requested information to Committee members.

9. Mayor's Report

Mayor Sayeau reported the following:

- Highlighted UCLG Social Housing
- Provided update with respect to the AMO gas tax surplus and confirmed that the Township has received funds. Reminded Committee and staff that signage indicating that a project was funded through the gas tax grant should be visible to the public.

10. Question Period

The following questions/comments were raised:

- Response to Town of Prescott's request for Edwardsburgh Cardinal to be involved in ICIP grant and cost sharing model.

11. Closed Session

Moved by: J. Hunter seconded by: T. Deschamps that Committee of the Whole proceeds into closed session at 7:42 p.m. in order to address a matter pertaining to:

- Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: **Industrial Land**
- Person matters about an identifiable individual including municipal or local board employees; Specifically: **Citizen of the Year**
- Trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; Specifically: **Minutes of Closed Session dated August 12, 2019**

Carried

Committee recessed for five minutes to clear the chamber.

Moved by: J. Hunter seconded by: T. Deschamps that the closed session does now adjourn and the open meeting of Committee of the Whole does now resume at 8:55 p.m.

Carried

Moved by: T. Deschamps seconded by: J. Hunter that Committee of the Whole approves the minutes of closed session dated August 12, 2019.

Carried

Mayor Sayeau reported that Committee:

- Reviewed the closed session minutes
- Reviewed submissions and selected the 2019 Citizen of the Year
- Met with a delegation and provided direction to staff with respect to industrial property

12. Adjournment

Moved by: S. Dillabough seconded by: H. Cameron that Committee does now adjourn at 8:57 pm.

Carried

These minutes were approved in open Council this 25th day of November, 2019.

Chair



Deputy Clerk

