

Minutes of a regular meeting of the Municipality of Middlesex Centre Corporate Services Committee held this date at the Municipal Office, Coldstream at 9:00 a.m.

**PRESENT**

Council Members: Albert Bannister, Clare Bloomfield and Frank Berze

Staff Members:

Cathy Saunders	Chief Administrative Officer/Clerk
Greg Watterton	Treasurer
John Elston	Supervisor, Emergency Services and Fire Chief
Sarah Axford	Corporate Services Assistant
Stephanie Troyer-Boyd	Tax Collector/Deputy Clerk
Michael Barnier	Corporate Services Specialist/Economic Development
Andrea Gottfried	Utility Clerk/Deputy Tax Collector

1. **CALL TO ORDER**

Chair Bannister called the meeting to order at 9:15 a.m.

2. **ADDITIONS TO AGENDA**

Frank Berze requested that correspondence from the Fanshawe Pioneer Village be added as item 6.6 under Treasury.

Clare Bloomfield requested that correspondence from the Animal Care Centre Lobo be added to the discussion under Contract Services item 10.1 Animal Control and Dog Licencing Middlesex Centre (2008).

3. **DISCLOSURE OF PECUNIARY INTEREST**

None were disclosed by any of the members.

4. **MINUTES**

The Committee reviewed the January 26, 2009 minutes of the Corporate Services Committee.

Resolution # CSC/2009/11  
Moved by Clare Bloomfield  
Seconded by Frank Berze

THAT the minutes of the Corporate Services Committee meeting dated January 26, 2009 be approved.

- Carried -

5. **FIRE AND EMERGENCY SERVICES**

5.1 **Fire & Emergency Services 2008 Annual Report**

The Committee reviewed the report as submitted by John Elston, Supervisor Emergency Services and Fire Chief. John Elston indicated that this report is a follow up the MFPIS program. Chair Bannister inquired into the updates of the identification system for the municipality and Frank Berze inquired into how carbon monoxide alarms are handled.

Resolution # CSC/2009/12  
Moved by Clare Bloomfield  
Seconded by Frank Berze

THAT the Corporate Services Committee Report Number PS-F-2009-001 entitled **Fire & Emergency Services 2008 Summary**, prepared by the Supervisor of Emergency Services and Fire Chief be received.

- Carried -

5.2 Update to Fire Regulating By-law

John Elston indicated that the updates to the to Regulating By-law are generally grammatical as well as updating the reference from "Township" to "Municipality". Frank Berze requested clarification on the organizational structure of the Fire Department as outlined in Section 4 of the By-law.

Chair Bannister also requested clarification on Schedule "D" of the By-law pertaining to the member appointment to the Fire Department. John Elston indicated that appointments to the Fire Department do not require Council approval unless they are exceeding the numbers approved by Council.

Resolution # CSC/2009/13  
Moved by Frank Berze  
Seconded by Clare Bloomfield

THAT the Corporate Services Committee recommend to Council:

THAT By-law Number 2005-048, being an Establishing and Regulating By-law to Continue the Establishment of the Middlesex Centre Fire Department be repealed; and

FURTHER THAT By-law 2009-013, being an Establishing and Regulating By-law to Continue the Establishment of the Middlesex Centre Volunteer Fire Department, be approved.

- Carried -

5.3 Inquiries

There were no further reports or inquiries.

6. TREASURY

6.1 Policy Amendment GG-4.17 – Collection of Outstanding Utility Accounts

The Committee reviewed the report as submitted by Andrea Gottfried, Utility Clerk/Deputy Tax Collector. Andrea Gottfried indicated that the purpose of the new policy is to shorten the period of collection. Chair Bannister requested the reference to American Water be changed to read contractor.

Resolution # CSC/2009/14  
Moved by Clare Bloomfield  
Seconded by Frank Berze

THAT Report Number CST001/09, dated February 6, 2009 and entitled "Policy Amendment GG-4.17 – Collection of Outstanding Utility Accounts", be received.

THAT the amendment to Policy GG-4.17 – Collection of Outstanding Utility Accounts be approved, as amended.

- Carried -

6.2 Penalty Write-Off Request

The Committee reviewed the report as prepared by the Tax Collector/Deputy Clerk, Stephanie Troyer-Boyd.

Resolution # CSC/2009/15

Moved by Frank Berze

Seconded by Clare Bloomfield

THAT Corporate Services Committee receive Report T002-TC and recommend to Council that the penalty charges be confirmed on roll no. 39-39-000-010-05501-0000.

- Carried -

6.3 2008 Tax Levy

Greg Watterton, Treasurer reviewed the report with the Committee. It was indicated that there would need to be a 2/3 majority at Council to reopen the decision and pass the resolution. Cathy Saunders, Chief Administrative Officer/Clerk indicated that it would be noted on the agenda for March 4, 2009.

Resolution # CSC/2009/16

Moved by Clare Bloomfield

Seconded by Frank Berze

THAT Report Number CSD005/09 dated February 19, 2009 and entitled "2008 Tax Levy" be received; and

THAT Resolution Number 2008/052 of the February 20, 2008 meeting of Council be amended by replacing the Expenditure amount of \$35,684,420 with \$35,790,788 and by replacing the Taxes amount of \$8,188,065 with \$8,294,433.

- Carried -

6.4 Reimbursement of Community Centre Rental Fee – VON Canada

The Committee reviewed the report as presented.

Resolution # CSC/2009/17

Moved by Clare Bloomfield

Seconded by Frank Berze

It is recommended to that the Committee recommend to Council:

THAT Report PRD09-02 be received, dated January 26, 2009, and that the request for a waiving of rental fees for the VON Middlesex rental of the Ilderton Community Centre on Sunday, May 24, 2009 be denied.

- Carried -

6.5 Reimbursement of Community Centre Rental Fee – Delaware Knights of Columbus

The Committee reviewed the report as presented.

Resolution # CSC/2009/18

Moved by Frank Berze

Seconded by Clare Bloomfield

It is recommended to that the Committee recommend to Council:

THAT Report PRD09-03 be received, dated February 6, 2009, and that the request for a reduction in rental fees for the Delaware Knights of Columbus rental of the Delaware Community Centre on Friday, February 06, 2009 be denied.

6.6 Fanshawe Pioneer Village – Grant Request

Frank Berze inquired if Administration has received a grant request from the Fanshawe Pioneer Village. Sarah Axford, Corporate Services Assistant indicated that they had received a request for the 2009 year.

6.7 Inquiries

There were no further reports or inquiries.

7. **CORPORATE SERVICES SPECIALIST/ECONOMIC DEVELOPMENT**

7.1 City of London Report – “Economic Strategy for London”

Michael Barnier, Corporate Services Specialist/Economic Development reviewed his report with the Committee. It was indicated as staff discussed the issue with the City of London that the plans with CN and CP railways are premature. It was recommended that the Municipality issue a letter addressing their concerns.

Clare Bloomfield indicated that the subject property is close to the Municipality of Strathroy-Caradoc and that it would be beneficial to include them with the correspondence. It was also indicated that should further meetings take place regarding this subject that municipal staff work together with elected officials.

Resolution # CSC/2009/19

Moved by Frank Berze

Seconded by Clare Bloomfield

It is recommended to that the Committee recommend to Council:

THAT Corporate Services Committee receive Report Number CSS0209, dated February 20th, 2009 and entitled “**City of London Report – “Economic Strategy for London”**”; and

FURTHER THAT staff be directed to submit a letter to the City of London and the London Economic Development Corporation requesting that representatives from Middlesex Centre, including an elected official, be involved in any further discussions regarding the potential of a multi-modal facility in Middlesex Centre.

- Carried -

7.2 Inquires

There were no further reports or inquiries.

8. **ADMINISTRATION**

8.1 Inquiries

Cathy Saunders, Chief Administrative Officer/Clerk indicated that there would be a follow up to the Weapons Training in Gravel Pits at the March meeting of Corporate Services Committee.

9. **HUMAN RESOURCES**

9.1 Inquiries

There were no further reports or inquiries.

10. **CONTRACT SERVICES**

10.1 Animal Control and Dog Licencing Middlesex Centre (2008)

The Committee reviewed the report as submitted by Animal Care Centre in Lobo. It was noted that the Committee and Council has received all reports as submitted by Animal Care Centre in Lobo.

The Committee also discussed other correspondence received pertaining to animal services. It was indicated that staff would be following up regarding the matter.

Resolution # CSC/2009/20

Moved by Frank Berze

Seconded by Clare Bloomfield

THAT the Committee receive the report entitled "Animal Control and Dog Licencing Middlesex Centre 2008".

- Carried -

11. **OTHER**

11.1 February Information Items

The Committee reviewed the Information Memo and attachments highlighting the following items:

1. Ministry of Citizenship and Immigration – Newcomer Champion Awards
2. Ministry of Municipal Affairs and Housing – Long-Standing Service Awards
3. Ontario Association of Fire Chiefs – Municipal Politicians Seminar
4. Ausable Bayfield Conservation Authority – Winder Fun for Kids at ABCA's March Break Day Camps
5. Ausable Bayfield Conservation Authority – Board of Directors Meeting Minutes – December 18, 2008
6. Ausable Bayfield Conservation Authority – 20<sup>th</sup> Anniversary Conservation Dinner Homecoming for Business Leader and Watershed Native John McNaughton
7. Upper Thames River Conservation Authority – Board of Directors Meeting Minutes – January 27, 2009
8. Upper Thames River Conservation Authority – FYI – January 2009
9. Lake Erie Region Source Protection Committee – Meeting Minutes – November 6, 2008
10. OMAFRA – Update February 6, 2009
11. Middlesex Centre Community Policing Committee/Lobo – Annual Meeting Minutes – January 15, 2009

12. Ministry of Agriculture, Food and Rural Affairs – Growing Your Opportunities - Wyoming
13. Ministry of Agriculture, Food and Rural Affairs – Growing Your Opportunities - Clinton
14. Local Foods Farmer / Food Buyer Speed Networking Event

11. **ADJOURNMENT**

This meeting of the Corporate Services Committee adjourned at 10:20 a.m. to meet again at 9:00 a.m. on Monday, March 23, 2009.

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CHAIR

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RECORDING SECRETARY