

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

Committee Members:

Al Edmondson, Albert Bannister, Clare Bloomfield, Frank Berze

Staff Members:

Greg Watterton	Acting Chief Administrative Officer/Director of Finance & Community Services
Wayne Shipley	Acting Fire Chief
Stephanie Troyer-Boyd	Acting Clerk (Arrived 9:15 a.m.)
Kim Thompson	Tax Collector/Deputy Treasurer
Mike Barnier	Corporate Support Specialist
Andrea Gottfried	Financial Assistant - Accounts Receivable
Shannon Leitch	Corporate Services Assistant – Fire & Emergency Services
Claudia Thar	Acting Corporate Services Assistant – Administration

1. **CALL TO ORDER**

Chair Bannister called the meeting to order at 9:00 a.m.

2. **ADDITIONS TO AGENDA**

None were disclosed by any of the members.

3. **DISCLOSURE OF PECUNIARY INTEREST**

None were disclosed by any of the members.

4. **MINUTES**

The Committee reviewed the February 18, 2010 minutes of the Corporate Services Committee.

Resolution # CSC/2010/024

Moved by Clare Bloomfield

Seconded by Frank Berze

THAT the minutes of the Corporate Services Committee meeting dated February 18, 2010 be approved.

- Carried -

5. **FIRE AND EMERGENCY SERVICES**

5.1 In response to an inquiry from Frank Berze, Fire Department staff confirmed it is recommended that both hardwired and battery operated smoke detectors be replaced every 10 years.

6. **FINANCE AND COMMUNITY SERVICES**

6.1 **Report No. CST 001/10 – Utility Penalty Charges Waived**

Financial Assistant, Accounts Receivable Andrea Gottfried provided a copy of the email request from the account holder.

Resolution # CSC/2010/025

Moved by Frank Berze

Seconded by Al Edmondson

THAT Report Number CST001/10, dated March 22, 2010 and entitled "Utility Penalty Charges Waived", be received; and

THAT Corporate Services Committee recommends to Municipal Council that the penalty waived on the December 2009 billing for account 8256130000 not be extended.

- Carried -

6.2 Report No. T014-TC – Waive Penalty on Supplemental Tax Billing

In response to an inquiry from Frank Berze, Tax Collector/Deputy Treasurer, Kim Thompson provided background on the tax arrears for this property. Kim Thompson stated the owner appealed the initial assessment to the Municipal Property Assessment Corporation and eventually received a credit on the assessment. Kim Thompson confirmed the owner is making regular payments on the account and also noted this multi-residential property is not yet fully occupied.

Resolution # CSC/2010/026

Moved by Clare Bloomfield
Seconded by Frank Berze

THAT Report T014-TC, dated March 9, 2010 and entitled "Waive Penalty on Supplemental Tax Billing", be received; and

THAT Corporate Services Committee recommends to Municipal Council that the penalty charges be confirmed on roll no. 39-39-034-080-31050-0000.

- Carried -

6.3 Report No. PRD10-03 – Reimbursement of Park Pavilion Rental Fee

Frank Berze stated he supports the request on the basis this is a heritage event which is provided free of charge to everyone. Members discussed similar community events for which subsidies have, from time to time, been requested. Acting Chief Administrative Officer/Director of Finance & Community Services, Greg Watterton suggested the request should be considered in the context of the Grant Requests policy. Mr. Watterton stated he would like to see all such requests handled in a consistent manner; notionally by having event organizing committees apply for sponsorship toward eligible events through the Grant Requests process and paying for rental of municipal facilities from the proceeds of grant funding.

Frank Berze stated he will contact the Del-Ko-Brydge Canada Day Committee and ensure they make application for a 2010 municipal grant before the April 30th deadline.

Resolution # CSC/2010/027

Moved by Frank Berze
Seconded by Al Edmondson

THAT Report PRD10-04, dated February 19, 2010 and entitled "Waiving of Community Centre Rental Fee", be received; and

THAT the request of the Delaware Canada Day Committee to waive the rental fee for the Delaware Community Centre meeting room leading up to the Canada Day Celebration on July 1st be denied.

- Carried -

6.4 Inquiries

There were no further reports or inquiries.

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

7.1 Clare Bloomfield inquired regarding the requirements for solar energy operations within the municipality. Corporate Support Specialist, Mike Barnier suggested he would speak directly with the proponent to provide further information.

8. **ADMINISTRATION**

8.1 Report No. CDS008-AC – Amendments to 2010 Fees and Charges By-law

Acting Clerk, Stephanie Troyer-Boyd presented the staff report recommending a by-law to amend the Municipality's fee by-law in order to update fees charged for specified goods and services.

Chair Albert Bannister suggested the charge for the sale of green cones should be reduced from the municipality's cost of \$90.00 to one half that amount to encourage the sale and use of green cones in the municipality. Chair Bannister stated his opinion that subsidizing the sale and use of green cones throughout the municipality would promote environmental conservation by helping to reduce the amount of waste diverted to land fill and ultimately have some impact on tipping fees paid by the municipality. Members discussed potential subsidization of various other 'green initiatives' and agreed there would be merit in further discussion at another time.

Resolution # CSC/2010/028

Moved by Clare Bloomfield

Seconded by Frank Berze

THAT Report Number CSD008-AC, dated March 8, 2010 and entitled "Amendments to 2010 Fees and Charges By-law", be received, and

THAT By-law 2010-026 being a By-law to amend By-law 2009-098 Establishing Various Fees and Charges for Services Provided by the Municipality of Middlesex Centre (Fee Consolidation By-law) be approved.

- Carried -

8.2 Report No. CSD009-AC – Fireworks By-law 2010-027 and Open Air Burning By-law 2010-028

Acting Clerk, Stephanie Troyer-Boyd stated By-law 2010-027 (Fireworks By-law) and 2010-028 (Open Air Burning By-law) are being presented and recommended for enactment to repeal and replace the existing Fireworks and Open Air Burning by-laws. Offences have been added to both by-laws in order to obtain approval from the Office of the Attorney General of the short form wording and set fines which are required to permit the municipality to issue fines for contravention. In addition, it was noted the proposed new Open Air Burning By-law also includes a couple of other minor changes requested by the Fire Department, including the addition of petroleum as a prohibited burn material.

Fire Department staff requested the Fire Chief be given enforcement authority under both by-laws.

Stephanie Troyer-Boyd indicated the definition of "Officer" as set out in Section 1.1 of the proposed Fireworks By-law 2010-027 would be amended to include "III. the Fire Chief". Authority for the Fire Chief to enforce the Open Air Burn By-law will be addressed through an amendment to the Provincial Offences By-law 2008-093.

Resolution # CSC/2010/029

Moved by Al Edmondson

Seconded by Clare Bloomfield

THAT Corporate Services Committee receive Report No. CSD009-AC dated March 10, 2010 and entitled "Fireworks By-Law 2010-027 and Open Air Burning By-Law 2010-028"; and

THAT By-Law 2010-027 being a by-law to provide for the regulation of the display, sale and discharge of fireworks in The Municipality of Middlesex Centre be approved as amended; and

FURTHER THAT By-law 2010-028 being a by-law to regulate the establishment of open air burning be approved.

- Carried -

8.3 There were no further reports or inquiries.

9 **HUMAN RESOURCES**

9.1 There were no reports or inquiries.

10. **CONTRACT SERVICES**

10.1 Al Edmondson provided a status update on the Middlesex Centre Regional Medical Clinic. A full report will be provided to Council once the lease agreement has been completed.

11. **INFORMATION ITEMS**

Members reviewed and discussed the Information Items.

12. **ADJOURNMENT**

On a motion duly carried this meeting of the Corporate Services Committee was adjourned at 10:04 a.m. to meet again at 9:00 a.m. on Monday, April 26, 2010.

CHAIR

RECORDING SECRETARY

INFORMATION ITEMS

Item	Item Index
1	Ausable Bayfield Conservation Authority February 18, 2010 Annual Meeting Agenda and Board of Directors December 17, 2009 Meeting Minutes
2	Ausable Bayfield Conservation Authority Board of Directors March 18, 2010 Meeting Agenda and February 18, 2010 Annual Meeting Minutes
3	Kettle Creek Conservation Authority Announcement – Elizabeth VanHooren appointed General Manager/ Secretary Treasurer
4	St. Clair Region Conservation Authority – 2010 Budget
5	Upper Thames River Conservation Authority February 16, 2010 Annual General Meeting Agenda and Minutes