

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: Al Edmondson, Albert Bannister, Clare Bloomfield and Frank Berze

Staff Members:

Cathy Saunders	Chief Administrative Officer/Clerk
Greg Watterton	Treasurer
Stephanie Troyer-Boyd	Tax Collector/Deputy Clerk
Michael Barnier	Corporate Services Specialist/Economic Development
Sarah Axford	Corporate Services Assistant – Administration
Shannon Leitch	Corporate Services Assistant – Emergency Services

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 23, 2009 minutes of the Corporate Services Committee.

Resolution # CSC/2009/21
Moved by Clare Bloomfield
Seconded by Frank Berze

THAT the minutes of the Corporate Services Committee meeting dated February 23, 2009 be approved.

- Carried -

5. **FIRE AND EMERGENCY SERVICES**

5.1 Emergency Preparedness Week

The Committee reviewed the report as submitted by Shannon Leitch, Corporate Services Assistant. Chair Bannister inquired into how much time is spent for the school visitation program. Shannon Leitch indicated that approximately one entire week is dedicated to the program.

Resolution # CSC/2009/22
Moved by Al Edmondson
Seconded by Frank Berze

THAT the Corporate Services Committee receive Report Number PS-F-2009-004/FC of the Corporate Services Assistant dated March 19, 2009 and entitled "**Emergency Preparedness Week 2009**".

- Carried -

5.2 Fire Department Responses/Call-Outs – December 1, 2008 to February 28, 2009

The Committee reviewed the report as submitted. It was noted that the number of call outs have increased from the same period as last year. It was also indicated that response to Carbon Monoxide alarms have increased as well.

Resolution # CSC/2009/23
Moved by Clare Bloomfield
Seconded by Frank Berze

THAT the Corporate Services Committee receive Report Number PS-F-2009-005/FC of the Corporate Services Assistant dated March 19, 2009 and entitled "**Fire Department Responses/Call-Outs – December 1, 2008 to February 28, 2009**".

- Carried -

5.3 Inquiries

There were no further reports or inquiries.

6. TREASURY

6.1 2009 UTRCA Building Capital Levy

The Committee reviewed the report as submitted by Greg Watterton, Treasurer/Deputy Clerk. It was noted that at the last Council meeting a motion to appeal the Upper Thames River Conservation Authority Building Capital Levy with other municipalities within the watershed was not supported.

Frank Berze suggested the option that the municipality pay the General Levy, Dam/Flood Control Levy, and Capital Surcharge and not pay the capital portion of the levy until the results of the appeal determine that municipalities are responsible for capital costs. In addition, the municipality could provide a letter with the payment explaining the concerns of the municipality.

Clare Bloomfield raised a concern with the facility options of the Conservation Authority and Chair Bannister provided a review of the UTRCA Building Committee process.

Resolution # CSC/2009/24
Moved by Clare Bloomfield
Seconded by Frank Berze

THAT Report Number CSD008/09 dated March 5, 2009 and entitled "**2009 UTRCA Building Capital Levy**" be received; and

THAT Corporate Services Committee recommend to Council that staff be directed to pay the levy of \$57,147.00 to Upper Thames Conservation Authority; and

FURTHER THAT the new administration capital levy be deferred pending the outcome of legal challenges; and

FURTHER THAT staff be directed to provide letter to the Upper Thames Conservation Authority providing explanation.

- Carried -

6.2 There were no further reports or inquiries.

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

7.1 Business Visitation / Retention Program

Michael Barnier, Corporate Services Specialist/Economic Development reviewed the staff report with the Committee. It was noted that the Business Visitation/Retention program is set up with structure, but contains flexibility for Council members to participate.

Resolution # CSC/2009/25

Moved by Frank Berze

Seconded by Clare Bloomfield

THAT Corporate Services Committee receive Report Number CSS0309, dated March 20th, 2009 and entitled "**Business Visitation/Retention Program**"; and

FURTHER THAT Corporate Services Committee recommend to Council that staff be directed to coordinate and schedule meetings for a Business Visitation/Retention program as outlined in report CSS0309 of the Corporate Services Specialist.

- Carried -

7.2 Inquires – Longwoods Road Update

Michael Barnier indicated that together with Chris Traini, County Engineer a meeting was facilitated with the stakeholders on Longwoods Road to discuss upgrades to Longwoods Road at Martin Drive to work out a possible cost sharing for the improvements to the County Road.

The Committee discussed the benefits of having a Site Specific Development Charge By-law from the County to deal with upgrades similar to this situation.

Resolution # CSC/2009/26

Moved by Al Edmondson

Seconded by Frank Berze

THAT Corporate Services Committee recommend to Council that staff be directed to request that the County of Middlesex consider undertaking an area specific Development Charges Study pertaining to County road improvement matters for the Municipality of Middlesex Centre.

- Carried -

7.3 There were no further reports or inquiries.

8. **ADMINISTRATION**

8.1 By-Law 2009-019 and 2009-020 - Short Form Wording and Set Fine Schedules

The Committee reviewed the report with questions answered by Stephanie Troyer-Boyd, Tax Collector/Deputy Clerk. Chair Bannister inquired how the fines were determined. Stephanie Troyer-Boyd indicated that the fines were not compared with other municipalities, but determined by the applicable section of the by-law. She also indicated that the Ministry has the authority to adjust any fines that would be determined unreasonable.

The Committee members also expressed concern that the fines would be charged in addition to the equipment costs of responding to incidents. Shannon Leitch, Corporate Services Assistant indicated that the set fines are meant to be used as a proactive measure or to deter equipment call out

Resolution # CSC/2009/27

Moved by Frank Berze

Seconded by Al Edmondson

THAT Corporate Services Committee receive the Report No. CSD003-DC of the Tax Collector/Deputy Clerk dated March 6, 2009 entitled "By-Law 2009-019 and 2009-020 – Short Form Wording and Set Fine Schedules"

FURTHER THAT Corporate Services Committee recommend to Council that By-law 2009-019 being a by-law to amend By-Law 2007-060 being a by-law to regulate the establishment of open air burning be approved; and

FURTHER THAT Corporate Services Committee recommend to Council that By-Law 2009-020 being a by-law to amend By-Law 2008-008 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.

- Carried -

8.2 London Police Services Agreement

The Committee reviewed the report as submitted by Stephanie Troyer-Boyd. Chair Bannister inquired if the Letter of Understanding dealt with the noise factor and complaint. Stephanie Troyer-Boyd indicated that the use does not currently violate the Noise By-law. It was also indicated that the insurance amount to be held by the City be included in the Letter of Understanding.

Resolution # CSC/2009/28

Moved by Clare Bloomfield

Seconded by Frank Berze

THAT Corporate Services Committee receive Report No. CSD004-DC of the Tax Collector/Deputy Clerk dated March 19, 2009 entitled "London Police Services Agreement."

THAT the Letter of Agreement between Middlesex Centre and London Police Services be amended to include the amount of insurance liability coverage; and

FURTHER THAT Corporate Services Committee recommend to Council that the Mayor and Clerk be authorized to execute the Letter of Understanding and forward it to London Police Services.

- Carried -

8.3 Request for Road Closing and Purchase – Unopened Lavina Avenue South of Medway Road Part 14, Concession 6 (geographic Township of London)

The Committee reviewed the report as submitted by Chief Administrative Officer/Clerk. Chair Bannister expressed concern with closing the unopened road allowance because it provides an

alternate access for emergency vehicles to the land south of the property and will close up options for the future development of that land.

Clare Bloomfield expressed concern that once the land is purchased by adjacent landowner(s) it could be severed into a separate lot. Cathy Saunders indicated the land is not large enough and will not meet the severance requirements.

Resolution # CSC/2009/29
Moved by Clare Bloomfield
Seconded by Frank Berze

THAT Corporate Services Committee recommend to Council that the request to close the land known as the unopened portion of Lavina Avenue, south of Medway Road contained within Lot 14, Concession 6 (geographic Township of London), now Municipality of Middlesex Centre be denied.

- Carried -

9. **HUMAN RESOURCES**

9.1 Inquiries

There were no reports or inquiries.

10. **CONTRACT SERVICES**

10.1 Inquiries

There were no reports or inquiries.

11. **OTHER**

11.1 March Information Items

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

1. Upper Thames River Conservation Authority – Board of Directors Meeting Minutes – February 17, 2009
2. Upper Thames River Conservation Authority – 2009 Levy Notices
3. Lower Thames Valley Conservation Authority – Board of Directors Meeting Minutes – February 26, 2009
4. Lower Thames Valley Conservation Authority – Media Releases
5. St. Clair Region Conservation Authority – Board of Directors Meeting Minutes – February 19, 2009
6. Ausable Bayfield Conservation Authority – Board of Directors Meeting Minutes – February 19, 2009
7. Ausable Bayfield Conservation Authority – Media Release – Success of Local Community Watershed Planning Now Considered for Other Areas
8. Ausable Bayfield Conservation Authority – Draft ABCA Stormwater Management Policy for Review
9. Ministry of Agriculture, Food and Rural Affairs – Healthy Lands for Healthy Horses

12. **ADJOURNMENT**

This meeting of the Corporate Services Committee adjourned at 10:20 a.m. to meet again at 9:00 a.m. on Monday, April 27, 2009.

CHAIR

RECORDING SECRETARY