

**MINUTES**  
**TOWNSHIP OF EDWARDSBURGH/CARDINAL**  
**ADMINISTRATION & FINANCE**  
**COMMITTEE OF THE WHOLE**  
**January 26, 2007**  
**9:00 a.m.**

Present: Mayor L. Dishaw  
Deputy Mayor F. Noccey  
Councillor H. Cameron  
Councillor D. Gladstone  
Councillor K. Jones  
Councillor L. Levere  
Councillor P. Sayeau

Staff Present: R. Trivett, CAO/Treasurer  
D. McKinsty, Clerk/Planning Administrator

Other Guests: F. Dicaire and Stantec Representatives

1. Call to Order

Mayor Dishaw called the meeting to order at 9:03 a.m. It was agreed that the first order of business would be a discussion with the Stantec representatives regarding a possible funding application for a water treatment plant in Johnstown.

2. Johnstown Water Treatment Plant

Mr. Dicaire advised that discussions with MOE representatives had revealed that the existing Environmental Study Report would not satisfy the requirements of the funding application and that it would take a minimum of three months to complete a new study. An alternative might be to have a private partner construct the plant with the Township as project manager and proponent on the application. The private entity would then turn the plant over to the Township at the end of the project. This would permit the application to go ahead with existing reports, but would require a formal agreement with the private partner.

Committee discussed other projects that might be suitable for the funding application and the process required in order to meet the application deadline.

Rough cost estimates for a water treatment plant were discussed together with ongoing operating costs associated with the installation.

The Committee agreed that negotiations with the private partner should commence as soon as possible. A final decision based on the results of the negotiations will be made at a special Council meeting on Tuesday, January 30 at 5:00 p.m.

3. Disclosure of Interest – None

4. Approval of Minutes

**Moved** by H. Cameron, seconded by K. Jones that the minutes of the October 10, 2006 meeting be accepted as circulated. Carried.

5. Business Arising from the Minutes

Staff will bring forward the Animal Control By-law for further consideration.

6. Deputations - None

7. Items for Recommendation to Council

a) Telephone protocols

As a result of information obtained at Effective Municipal Councillor sessions, staff was requested to identify themselves by name and offer assistance when answering the telephone.

b) Tax Sale Property

The process surrounding the sale of property for tax arrears was discussed, as were the potential impacts of demolishing the building on the site should the municipality end up with the deed to the property.

c) Walter Baker Building, Cardinal

Staff was requested to report to Committee on the status of the building – ownership, property details, etc.

d) By-law Enforcement Officer

Committee discussed various options for enforcement of municipal by-laws. It was agreed that the recommendation for appointment would be left in the hands of the CAO/Treasurer with a goal of having a by-law enforcement officer in place by March 31. Committee requested a list of by-laws that the enforcement officer would be responsible for and an example of a property standards by-law for review.

e) Council Expense By-law

Committee discussed revising the travel expense guidelines and recommended that a revised by-law be brought forward for Council's consideration on February 5. The following changes will be included in the new by-law:

- Registration costs for companion programs to be payable by the municipality
- First class rail travel to be payable by the municipality
- Economy class rail travel for spouses to be payable by the municipality
- Parking, taxi, public transportation costs to be payable by the municipality
- Meals outside of registration to be reimbursed at \$75.00 per day without receipt
- Meal allowance to be based on a 24-hour day.

Councillors Noccey and Jones expressed their disagreement with the proposed changes to the by-law, citing the inclusion of spouses and first class rail travel as expenses that should continue to be ineligible.

It was agreed that the remaining items for recommendation would be tabled until the next meeting of the Committee on February 12, 2007 at 7:30 p.m.

8. Adjournment - the Committee adjourned at 12:30 p.m. on a motion by Councillor Cameron.

These minutes were adopted by the Administration & Finance Committee on the 12<sup>th</sup> day of February, 2007.

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Chair

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Secretary