



**THE CORPORATION OF THE
TOWNSHIP OF BECKWITH
FINANCE AND ADMINISTRATION
COMMITTEE
MINUTES
MEETING # 03 – 2010**

The Beckwith Township Finance and Administration Committee held a regular meeting on Tuesday, March 16th, 2010 in the Council Chambers, Township Municipal Building, Black's Corners.

PRESENT

COMMITTEE: Councillor Faye Campbell, Chair
Reeve Richard Kidd
Deputy-Reeve Sharon Mousseau
Councillor Ross Trimble
Councillor Brian Dowdall

STAFF: Cynthia Moyle, Chief Administrative Officer/Clerk

Also Present: Lana March, Linda Cooke, Jo-Anne West and Steph Tremblay

Councillor Faye Campbell, Chair, called the meeting to order at 7:00 p.m.

1. **OPENING OF MEETING**

1.1 Additions/Deletions to the Agenda

There were no additions/deletions to the agenda.

1.2 Approval of Agenda

Moved by: Richard Kidd
Seconded by: Brian Dowdall

BE IT RESOLVED THAT, the agenda be adopted as accepted.

CARRIED

1.3 Approval of Minutes

Moved by: Brian Dowdall
Seconded by: Richard Kidd

BE IT RESOLVED THAT, the minutes of the Finance and Administration Committee regular meeting held on March 16th, 2010 be accepted as printed and circulated.

CARRIED

1.4 Declaration of Pecuniary Interest

Councillor Faye Campbell, Chair declared a pecuniary interest on any previous Committee minutes when she was absent that dealt with Cams Ridge Subdivision.

2. **DELEGATIONS**

2.1 Algonquin College Foundation – Lana March, Chair and Linda Cooke, Dean, Heritage Campus Perth

Reeve Richard Kidd welcomed and introduced Lana March, Chair and Linda Cooke, Dean. The Algonquin College Foundation “Building Our College●Our Community●Our Future Campaign is to raise funds for the new Perth Campus Expansion, which is a \$10.4 million project that will add 100 new student spaces. The Foundation is requesting Beckwith Township to consider an investment in the amount of \$10,000 that can be pledged over a five (5) year period.

Reeve Richard Kidd thanked Lana March and Linda Cooke for their presentation and referred their request to the 2010 Budget.

Lana March and Linda Cooke left the meeting at 7:25 p.m.

2.2 Jo-Anne West – Property Tax Arrears versus Davis Side Road Extension

Jo-Anne West and Steph Tremblay requested the Committee consider waiving the garbage fee for Jo-Anne West’s property. The Committee requested that Ms. West puts it in writing, addressed to the CAO. This request would be considered at the next regular Finance and Administration Committee meeting.

A signed copy of the road extension agreement was also requested for their file. Jo-Anne West requested that the site deposit fee be returned to her in order that this money could be applied to the property tax arrears. Jo-Anne West detailed the history of the development of the properties.

In-camera Session – Personal

Moved by: Ross Trimble

Seconded by: Sharon Mousseau

BE IT RESOLVED THAT, the Council of the Corporation of the Township of Beckwith moves “in-camera” at 7:28 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

AND THAT Jo-Anne West, Steph Tremblay & Cynthia Moyle remain in the room.

CARRIED

Jo-Ann West and Steph Tremblay left the meeting at 7:46 p.m.

Jo-Ann West and Steph Tremblay returned to the meeting at 7:52 p.m.

Moved by: Sharon Mousseau
Seconded by: Ross Trimble

BE IT RESOLVED THAT, Finance and Administration Committee return to regular session at 8:10 p.m.

CARRIED

Chair Faye Campbell reported that this item will be brought forward to the next meeting.

3. **BUSINESS ARISING FROM PREVIOUS MINUTES**

3.1 Purchasing and Tendering Policy

The review of the policy was deferred to the next regular committee meeting.

3.2 Tax Registration Update

Cynthia Moyle, CAO reported that the final letter has been sent to the property owners with a final date of April 28th, 2010 and the properties will be eligible for sale due to tax arrears. The Committee requested that zoning information on the properties be provided at the next meeting.

3.3 Beckwith Water Supply Program Update

- 2009 Annual Water Monitoring Report – WESA

The Committee reviewed the annual report and accepted the report as information.

- Proposal for Professional Services/Residents Open House

Cynthia Moyle, CAO informed the Committee that Culligan's fee for an open house is \$600.

The Committee discussed retaining a local plumber to inspect and assist resident's with problems they are having with the water treatment system. A draft proposal is to be prepared for the next meeting.

3.4 Waste Management

- Waste Disposal For the Storage, Haulage and Disposal Update

3.5 Reeve, Deputy-Reeve & Councillor Compensation.

The Committee reviewed the information and requested that the Town of Carleton Place be surveyed.

3.6 Squaw Point Road Association Update

Cynthia Moyle, CAO provided an update on the tender.

3.7 By-Law Enforcement Update

The Committee discussed contracting the service out versus in-house. After considerable discussion, the committee decided to stay in-house and directed the CAO to send a letter to Carleton Place.

3.8 Livestock Evaluators – *deferred to November, 2010.*

4. **REPORTS**

4.1 Lanark County Councillor's

Reeve Richard Kidd and Deputy-Reeve Sharon Mousseau up-dated the committee on the Warden's Caucus, the Broadband Project and the Tree Cutting By-Law.

4.2 Hospital Board Report

Chair Faye Campbell will have a report at the next meeting.

5. **BUSINESS**

5.1 Minutes of Settlement – Section 442.5, Commercial and Industrial Buildings

Moved by: Sharon Mousseau

Seconded by: Ross Trimble

BE IT RESOLVED THAT, the Finance and Administration Committee recommends to Council to approve the following application for rebate of 30 – 35 % of property taxes:

1. Roll # 025-12800 - change tax class from 160,688 CT to 160,688 CU effective January 10th, 2009 – October 5th, 2009

CARRIED

5.2 Minutes of Settlement – Section 39.1 of the Assessment Act

Moved by: Ross Trimble

Seconded by: Sharon Mousseau

BE IT RESOLVED THAT, the Finance and Administration Committee recommends to Council to approve the following correction in assessment by Minutes of Settlement under section 39.1 of the Assessment Act:

1. Roll #015-03800 – Reduce assessment from 224,000 RT to 212,000 RT, effective January 1st, 2009 and 204,000 RT to 193,000 RT effective January 1st, 2007 and 2008;
2. Roll #020.06100 – Reduce assessment from 188,500 RT to 152,500 RT, effective January 1st, 2007 and 2008;
3. Roll #020.23500 – Reduce assessment from 155,000 RT to 135,750 RT, effective January 1st, 2009;

4. Roll #025.17400 – Reduce assessment from 427,250 RT to 410,000 RT, effective January 1st, 2009;
5. Roll #025.24700 – Reduce assessment from 162,000 RT to 54,000 RT, effective January 1st, 2008; and
6. Roll #030.08400 – Reduce assessment from 91,000 RT to 2,000 RT, effective June 1st, 2007 and January 1st, 2008.

CARRIED

6. **CORRESPONDENCE**

- 6.1 ORMG – increasing advertising rates effective February 1st, 2010
- 6.2 Rideau Valley Conservation Authority
 - Financial Statements – December 31, 2009
 - 2009 Annual Report
- 6.3 Ministry of Natural Resources – Dealing with Human-Coyote Conflicts in your Municipality
- 6.4 MPAC Q4 2009 Report
- 6.5 County of Huron – requesting support the Ontario Agriculture Sustainability Coalition for immediate adjustments to the Agri-Stability program.
- 6.6 The Corporation of the Nation Municipality – requesting support of resolution regarding the removal of dead stock

Reeve Richard Kidd requested that a copy of this correspondence be forwarded to the Lanark County Cattleman's Association.

Moved by: Richard Kidd
Seconded by: Brian Dowdall

BE IT RESOLVED THAT, the correspondence listing be accepted as information.

CARRIED

7. **NEW BUSINESS**

- 7.1 Budgetary Item(s)
- 7.2 2010 Lanark County Plowing Match Advertisement.
The Committee reviewed last year's ad and agreed to keep it the same.
- 7.3 2010 Summer Student Position
Cynthia Moyle, CAO mentioned that last year's summer student is interested in coming back and work and can start at the end of April. The Committee approved the employment of the summer student.

7.4 Co-op Student Placement – Willis College of Business, Health and Technology

The Committee discussed the placement, however, decided that due to staffing that this offer should be declined.

7.5 Township of Montague – comments on the RVCA 2010 Preliminary Budget & Levy

The Committee accepted this as information.

7.6 Town of Carleton Place – Annexation of Roy Brown Park and Maple Lane.

The Committee discussed the request from the Town of Carleton Place and requested that the CAO obtain clarification from the Ministry of Municipal Affairs and Housing.

7.7 2009 Household Hazardous Waste Report

The Committee accepted the report as information.

7.8 2010 Budget

Cynthia Moyle, CAO reported that the 2009 final audit is scheduled for March 18th and 19th and staff are busy preparing year-end reports. After the audit is complete, staff will be focusing on the 2010 budget.

7.9 In-camera Session – Personal

Moved by: Richard Kidd
Seconded by: Brian Dowdall

BE IT RESOLVED THAT, the Council of the Corporation of the Township of Beckwith moves “in-camera” at 9:18 p.m. to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board;

AND THAT CAO/Clerk remain in the room.

CARRIED

Moved by: Sharon Mousseau
Seconded by: Ross Trimble

BE IT RESOLVED THAT, Finance and Administration Committee return to regular session at 9:55 p.m.

CARRIED

Chair Faye Campbell reported the advertisement for the positions of Accounts Payable/Payroll/Benefits Clerk and Accounts Receivable/Taxation Clerk have been approved.

8. **MEETING ANNOUNCEMENTS**

8.1 Date of Next Regular Meeting: April 20th, 2010 immediately following Public Works Committee.

