

COMMITTEE OF THE WHOLE REPORT

Friday, January 11, 2008

Report respectfully presented to council from the Committee of the Whole meeting held on Friday, January 11, 2008, in Council Chambers at 14:08h.

The following were present:

Chairperson - Reeve - Tammy-Lea Sonnenburg
Councillor - Jim Gibson
Councillor – Robert Reid

Absent - Councillor – Ed Aiston
Councillor – Dave Foote

1. Reports – November and December
a. Information Report from Clerk

- Snow blower is not working. Estimated age 15 – 20 years
 - Estimated repair costs - \$338 for rebuild, \$500 for new Gear Box Assembly
 - Cost for new machine - \$1,199.99, ordered from Canadian Tire
- Councillor Reid – status report - steps for disposal site vehicle – side and back? – Clerk to order appropriate steps, return existing steps to Hector Morin.
- New accounting software has been installed, payroll is now completely automated, auditors have reviewed and approved new account set up, will begin to implement new reports in 2008.
- Question from Councillor Reid re: payroll – will be referred to Treasurer.

- b. CBO Annual Report
- c. Roads - Plowing Report – December – have yet to receive invoice from Pat for December. Based on Terry's log, wages should be within budget, sand/salt will be over. Explained Pat's use of two vehicles/plows at one time if available.
- d. Summary of Department Reports – Recycling, Disposal Sites, and Building – complete reports available if Council wants to review them.
- e. Financial Working Document Report – no debatable entries.

2. Unfinished Business

- a. Date for Fire Review Public Meeting – confirmed as February 16, 2008
 - i. Fire Review – attached Report to Council/Committee
 - 1. MNR Agreement Update
 - 2. Neighbouring Municipalities Update
 - 3. Revenues received from Fire Operations

Need to set date – Confirmed February 16, 2008 – 9:00 am until completion – Address from Terry Woermke MNR, Dan Koroscil OFM, information from Clerk, open floor to questions. Provide a Suggestion box – for those who might now want to address questions to the entire body. Clerk to advertise agenda/date and time in the NRT and to complete a local mailing to all local residents, usual posters and webpage.

3. New Business
 - a. Disposal Site Reduced hours – (attached Report to Council/Committee)
 - b. Employee Evaluations – (attached Report to Council/Committee)
 - c. Health and Safety Association Training – no budget for 2008 however I recommend that at least one employee attend; should I not be able to find an interested individual, I will do it.
 - d. Draft Budget Timetable – begin to consider 2008 budget items/changes, need to set a preliminary date for February and hopefully finalize the budget by the end of March.
 - e. Municipal Infrastructure Investment Initiative Proposal – recommend that we submit a proposal for replacement of the garage focusing on energy efficiency and begin to develop a multi-year capital projects plan for roads/other so that should this opportunity present itself again, we will have some legwork completed to support an application for roads or hall retrofitting;
 - f. Fred Dean's visit
 - i. Provide refreshments and lunch
 - ii. Items to include for discussion – prepare questions
 - iii. FYI – have invited Library Board Chair and Gayle

RECOMMENDATIONS

1. The Clerk to confirm and advertise February 16, 2008 as the date for the Fire Service Public Review.
2. That the disposal sites be closed Sundays and Mondays for December, January and February effective January 25, 2008.
3. That as a result of performance evaluation and noticeable improvements to administration of the municipality, the Clerk be moved two steps on the salary grid.
4. That one employee attends the Health and Safety Association Basic Certification Training at the County in February.
5. That the Clerk and Treasurer proceed with drafting and submitting a proposal to the MIII for the replacement of the Municipal garage.
6. That for Fred Dean's visit, the municipality will provide refreshments and lunch for 10 people.

Meeting adjourned at 15:12 hrs.

Reeve – Tammy-Lea Sonnenburg

Clerk – Melinda Reith