



Minutes of Corporate Services Advisory Committee Meeting

May 2, 2022

6:30 PM

Electronic Participation – Via Zoom

Committee and Staff Attendance

Committee Members Present:

Chair, Ted Strike
Chris Couper, Committee Member
Darrel O'Shaughnessy, Committee Member
Andy Tamas, Committee Member

Committee Members Absent:

Vice Chair Lisa McGee

Town Staff Present:

Maureen Spratt, Town Clerk
Kaila Zamojski, Deputy Clerk
Jennifer Morawiec, General Manager Client Services/Treasurer
Payton Hofstetter, Junior Planner

1. Call to Order

Chair Ted Strike called the Corporate Services Advisory Committee meeting to order at 6:30 PM and welcomed those present.

2. Roll Call

The roll was called, with all Members of the Committee being present.

3. Land Acknowledgment

Chair Ted Strike asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

I would like to begin by acknowledging that the land on which we work and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory.

4. Adoption of Agenda

Resolution Number 007-22

Moved by Andy Tamas

Seconded by Darrel O'Shaughnessy

Be It Resolved That the agenda for the Corporate Services Advisory Committee Meeting of dated Monday, May 2, 2022, be adopted.

Resolution Carried

Minutes of Corporate Services Advisory Committee Meeting

5. Disclosure of Pecuniary Interest

None

6. Adoption of Minutes of Previous Meeting(s)

Resolution Number 008-22

Moved by Chris Couper

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee approve the Minutes listed under item no. 6(a) on the Agenda (March 7, 2022).

Resolution Carried

Citizen Member Andy Tamas noted, the previous minutes listed him as present, when he was actually absent. The Deputy Clerk noted staff would make the adjustment.

7. Presentations/ Delegations

a) Presentations

i. Water Leak Adjustment Policy – Manager of Finance

Resolution Number 009-22

Moved by Chris Couper

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee receive the Water Leak Adjustment Policy Presentation as information.

Resolution Carried

The Manager of Finance requested feedback from Committee Members. The following represents a summary of the comments received:

- Clarification was made to note that this policy is dealing with a leak on the property owners land, not the Town land.
- Clarification was made to note leak adjustments would be made with a landowner, not a tenant.
- Is it possible to contact a rate payer by email/phone not just letter?
 - Staff noted this is something that could be looked into for substantial leaks, and also noted that the Town is offering e-billing, in which case the letter would be sent by email if the resident has subscribed to e-billing.
- Where do these leaks occur?
 - Staff noted that leaks can occur in faulty pipes, faulty taps, outdoors or indoors, toilets, etc.
 - There are elimination techniques for property owners to use, to find a leak, which are provided to homeowners. In some cases, a plumber is required.

Minutes of Corporate Services Advisory Committee Meeting

ii. 2022 Municipal Election Update – Town Clerk and Deputy Clerk

Resolution Number 010-22

Moved by Darrel O'Shaughnessy

Seconded by Andy Tamas

That the Corporate Services Advisory Committee receive the 2022 Municipal Election Update Presentation as information.

Resolution Carried

The Town Clerk provided a presentation outlining the 2022 Municipal Election Update.

Citizen Member Andy Tamas left the meeting at 6:54 pm.

iii. Disconnecting from Work Policy – General Manager, Client Services/Treasurer

Resolution Number 011-22

Moved by Chris Couper

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee receive the Disconnecting from Work Policy presentation as information.

Resolution Carried

The General Manager, Client Services/Treasurer provided a presentation outlining the proposed direction of the Disconnecting from Work Policy.

The following represents a summary of the comments received from Committee members:

- Clarification was made to the definition of "Disconnecting from Work".
- The number of staff in the municipality, that would be impacted by this policy, was discussed.

8. Matters Tabled/ Deferred/ Unfinished Business

None

9. Staff Reports

None

10. New Business

None

11. Adjournment

Resolution Number 012-22

Moved by Chris Couper

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee adjourns at 7:20 pm.

Resolution Carried