



Minutes of Corporate Services Advisory Committee Meeting

May 7, 2018

6:30 PM

Town Hall – Council Chambers

105 Elgin St. W. Arnprior ON.

Present:

Chair, Walter Stack
Vice-Chair, Frank Dugal
Citizen Member Peter Anas
Citizen Member, Chris Couper (6:40 pm)
Citizen Member, Marc Bissonnette

Also Present:

Maureen Spratt, Town Clerk
Kaila Zamojski, Deputy Clerk
Jennifer Morawiec, General Manager, Client Services/
Treasurer
Estelle Moynes, Manager of Finance & Support
Services

Absent:

Citizen Member, Lori van Wyk

1. Call to Order

Chair Walter Stack called the Corporate Services Advisory Committee Meeting to order at 6:30 PM and welcomed those present.

2. Roll Call

The Deputy Clerk called the roll with all Members of the Corporate Services Advisory Committee being present, except Citizen Members, Lori van Wyk, and Chris Couper.

3. Adoption of Agenda

Resolution No. CSC009-18

Moved by Peter Anas

Seconded by Marc Bissonnette

Be It Resolved That the agenda for the Corporate Services Advisory Committee Meeting dated Monday, May 7, 2018 be adopted.

Resolution CARRIED

4. Disclosures of Pecuniary Interest

None

5. Adoption of Minutes of Previous Meetings

a) Corporate Services Advisory Committee Minutes – February 5, 2018

Resolution No. CSC010-18

Moved by Frank Dugal

Seconded by Peter Anas

That the minutes of the Corporate Services Advisory Committee meeting dated February 5, 2018 be adopted.

Resolution CARRIED

Minutes of Corporate Services Advisory Committee Meeting

6. Presentations/ Delegations

a) **Commemorative Naming Policy (Benches/Trees) – Deputy Clerk**

Resolution No. CSC011-18

Moved by Marc Bissonnette

Seconded by Peter Anas

That the Corporate Services Advisory Committee receive the Commemorative Naming Policy (Benches/Trees) presentation as information

Resolution CARRIED

The Deputy Clerk provided a Power Point Presentation, attached as Appendix A and forming part of these minutes, and responded to questions.

Discussion ensued, with Committee Members noting:

- Benches should be purchased by the Town of Arnprior, and should be the same make/model/colour/style, and the plaques should have a template and follow the same pattern/ style.
- If a bench or tree is replaced in the future after being commemorated, it is important to make sure the plaque is moved to the “new” bench or tree.
- The Operations Department, under the director of the General Manager, Operations should be given the control to choose appropriate locations for the commemorative benches/trees/ picnic tables.
- Staff may want to consider the benches/ trees that are already in place and allowing plaques to be placed on them.
- Fees should be cost recovery, plus administrative costs.
- Staff should consider whether or not they want to recommend also selling advertising spots on these benches/picnic tables.
 - Look at options for a different policy in regards to advertising on municipal assets, like benches/garbage cans/ picnic tables, etc.
- Other items could be considered – plaques on bricks/ boardwalk/ stones/ street lamps.
 - Maybe look at putting in a clause for any other items not listed in the policy that are requested for commemoration, to be reviewed approved/ not approved by the General Manager, Operations.
- Consider how many commemorations can be placed on one item.

Citizen Member Chris Couper assumed his seat at the Committee table at 6:40 pm.

Minutes of Corporate Services Advisory Committee Meeting

b) 2018 Crossing Guard Review

Resolution No. CSC012-18

Moved by Chris Couper

Seconded by Marc Bissonnette

That the Corporate Services Advisory Committee receive the 2018 Crossing Guard Review presentation as information.

Resolution CARRIED

The Deputy Clerk provided a Power Point presentation, attached as Appendix B and forming part of these minutes, and responded to questions.

Discussion ensued among Committee Members, with the following feedback being provided:

- Other means of signalized crossings should be looked at, like the crosswalk installed at CIBC on Elgin Street with the Downtown Revitalization.
- Eliminate lunch hour crossing coverage in all locations, as younger students no longer leave the school for lunch.
- Look at the safety of all crossings, including Madawaska and Bell Street as this location specifically is:
 - crossing into a parking lot;
 - very close to the traffic lights at John Street;
 - more high school students seem to be using the location near Milano's Pizza and the convenience store and/or walking downtown on John Street because of the revitalization and new restaurants;
- Look at other incentives for helping recruit/ maintain Crossing Guards for the future.

c) 2018 Municipal and School Board Election Update – Town Clerk

Resolution No. CSC013-18

Moved by Peter Anas

Seconded by Frank Dugal

That the Corporate Services Advisory Committee receive the 2018 Municipal and School Board Election Update presentation as information.

Resolution CARRIED

The Town Clerk provided a Power Point presentation, attached as Appendix C and forming part of these minutes, and responded to questions.

7. Matters Tabled/Deferred/Unfinished Business

None

8. Staff Reports

None

Minutes of Corporate Services Advisory Committee Meeting

9. New Business

a) Cannabis Legislation – Municipal Guides

The General Manager, Client Services/ Treasurer and Town Clerk provided an overview of the research papers presented in the package, and noted staff has been looking at various correspondence, as well as receiving any available training on the upcoming Cannabis Legislation. Staff noted the Town would be looking at amending any necessary polices and/or by-laws, and requirements for by-law enforcement changes.

10. Closed Session

None

11. Adjournment

Resolution No. CSC014-18

Moved by Frank Dugal

Seconded by Peter Anas

That this meeting of the Corporate Services Advisory Committee be adjourned at 7:37 pm.

Resolution CARRIED