

**TOWNSHIP OF WEST LINCOLN
ADMINISTRATION/FINANCE/FIRE
COMMITTEE AGENDA**

MEETING NO. THREE HELD: Monday, March 18, 2013, Township Administration Building,
318 Canborough Street, Smithville - 6:30 p.m.

1. **CHAIR:** Alderman Eric Leith
2. **DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST:**
3. **REQUEST TO ADDRESS ITEMS ON THE AGENDA:**
Chair to inquire if there are any members of the public present who wish to address any items on the Administration/Finance/Fire Committee agenda.
4. **APPOINTMENTS/PRESENTATIONS:**
 - (a) Cindy Knaus, West Lincoln Skating club
Re: Update – Upcoming Ice Show and Grant
 - (b) Maria Brigantino, Manager of Tobacco Programme & Gillian McDonald, Health Promoter of Niagara Region Tobacco Programme
Re: Niagara Region Smoke-Free outdoor Spaces By-law
5. **FIRE DEPARTMENT UPDATE:**
 - (a) **ITEM A20-13**
Fire Chief (Dennis Fisher)
Re: Fire Department Monthly Update – February 2013
6. **CONSENT AGENDA ITEMS:**
 - (a) **ITEM A21-13**
 1. Joint Accessibility Advisory Committee Minutes- January 10, 2013
 2. Report WLFD-13-02 - Computer-Aided Dispatch Agreement with the City of St. Catharines

RECOMMENDATION:

The Administration/Finance/Fire Committee approve the following Consent Agenda Items:

1. Item 1 be hereby accepted.
2. Item 2 be hereby received and the recommendations contained therein, be approved.
with the exception of Item #(s)_____.

7. **COMMUNICATIONS:**

There are no communications.

8. **STAFF REPORTS:**

(a) ***AMENDMENT TO BUDGET***

ITEM A22-13

Fire Chief (Dennis Fisher)

Re: Report WLFD-06-13 – Purchase of Used Aerial

RECOMMENDATION:

AMENDMENT TO BUDGET

1. That, Report WLFD – 06-13 regarding “ Purchase of Used Aerial, dated March 18, 2013 be accepted, and,
2. That the Fire Chief be authorized to enter into purchase by negotiations with Brampton Fire & Emergency Services and,
3. That the amount for purchase of the aerial not to exceed \$10,000.00

(b) **ITEM A23-13**

CAO (Derrick Thomson) and Clerk (Carolyn Langley)

Re: RFD-C-01-2013 - 2013 Summer and December Meeting Schedules and Christmas Break Hours

RECOMMENDATION:

- (1) That, Report RFD-C-01-2013 dated March 18, 2013 regarding the “2013 Summer and December Meeting Schedules and Christmas Break Hours”; be received; and,
- (2) That, the Meeting Schedules for the months of July, August and December, 2013 as provided in “Schedule A” to this report, be approved; and,
- (3) (a) That, the Main Administration Office be closed on December 27th, 30th & 31st, 2013; and,
(b) That, the Public Works Yard remain open on these days; and,
(c) That, the Arena remain open subject to program scheduling, from December 24th, 2013 to January 1, 2014 inclusive, with the exception of December 25th, 2013.

(c) **ITEM A24-13**

Treasurer/Director of Finance (Stephanie Nagel) & Deputy Treasurer (Donna DeFilippis)

Re: Report RFI-T-05-13 - 2012 Statement of Remuneration and Expenses for Council Members and Persons Serving on any Bodies

RECOMMENDATION:

That, Report RFI-T-05-13, regarding the “2012 Statement of Remuneration and Expenses for Council Members and Persons Serving on any Bodies” , be received for information.

- (d) **ITEM A25-13**
Treasurer/Director of Finance (Stephanie Nagel)
Re: Report – RFI-T-04-13 - Annual Repayment Limit - ARL

RECOMMENDATION:

That, Treasurer/Director of Finance Report RFI-T-04-13 “2013 Annual Repayment Limit – ARL” dated March 18, 2013, be received for information.

- (e) **ITEM A26-13**
IT Administrator (Brett Slaght)
Re: Report RFD-T-06-13 - IT Policy Updates: IT-01-13 - Social Media Policy and IT-02-13 - Mobile Device Policy

RECOMMENDATION:

1. That, Report RFD-T-06-13, regarding “IT Policy Update – IT-01-13: Social Media Policy and IT-02-13: Mobile Device Policy”, dated March 6, 2013 be received; and,
2. That, the current Cellular Phone policy (POL- IT-02-09) be and is hereby repealed; and,
3. That, the Social Media Policy (POL-IT-01-13) attached as Appendix “A” to this report, be approved; and,
4. That, the Mobile Device Technology Policy (POL-IT-02-13) attached as Appendix “B” to this report be approved.

9. **OTHER BUSINESS:**

- (a) **ITEM A27-13**
Alderman Sue-Ellen Merritt
Re: Electronic Council & Standing Committee Agendas
FOR DISCUSSION

- (b) **ITEM A28-13**
Members of Committee
Re: Verbal Updates from Members of Boards and Committees - If required

- (c) **ITEM A29-13**
Members of Committee
Re: Referred Matters List
UNDER SEPARATE COVER

- (d) **ITEM A30-13**
Members of the Committee
Re: Other Business Items

10. **CONFIDENTIAL MATTERS:**

There are no confidential matters.

11. **ADJOURNMENT:**

That, this Committee does now adjourn at the hour of _____ p.m.