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

MEETING NO. FIVE HELD: ***TUESDAY***, May 21, 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. **APPOINTMENTS/PRESENTATIONS:**

(a) **ITEM A42-13**

Diane Chase, Supervisor – POA Collections

Re: Adding Provincial Offences Act (POA) Fines to Township of West Lincoln Tax Roll

RECOMMENDATION:

That, the request from the Region of Niagara to enter into an Inter-Municipal Tax Collection Agreement for the collection of POA fines through the tax roll, be received and approved; and,

That a by-law be enacted authorizing the Mayor and Clerk to sign the Inter-Municipal Tax Collection Agreement.

(b) **ITEM A43-13**

Mr. Terry Bell

Re: Presentation of Petition regarding construction traffic restrictions in the development of Phase III – Brookside on the Twenty Subdivision

RECOMMENDATION:

That, the letter (dated May 7, 2013) and petition submitted by Terry Bell, outlining concerns and requests regarding construction traffic restrictions in the development of Phase III of the Brookside on the Twenty subdivision, be received and....

4. **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.

5. **FIRE DEPARTMENT UPDATE:**

(a) **ITEM A44-13**

Fire Chief (Dennis Fisher)

Re: Fire Department Monthly Update – April 2013

6. **CONSENT AGENDA ITEMS:**

There are no consent agenda items.

7. **COMMUNICATIONS:**

There are no communications.

8. **STAFF REPORTS:**

(a) **ITEM A45-13**

Clerk (Carolyn Langley)

Re: Report No. RFD-C-02-2013 – Proposed Procedural By-law Amendments

NOTE: *COLOURED CHARTS A, B AND C and DRAFT BY-LAW PREVIOUSLY DISTRIBUTED – PLEASE BRING TO MEETING*****

RECOMMENDATION:

1. That, Report RFD-C-02-2013, dated April 15, 2013, regarding “Proposed Procedural By-law Amendments”, be received; and,
2. That, the recommendation to accept the minutes of Council and Standing Committee meetings, be reworded to provide that the minutes be “accepted” only and that the notation “without errors and omissions” be excluded from all future recommendations; and,
3. That, a new section be added to the agenda after the Invocation section, to provide for the singing of our national anthem, O Canada.
4. That, a new section be added to the agenda immediately following the singing of O Canada, providing for the opportunity to change the order of the agenda and relocate a particular item.
5. That the changes proposed in Chart B be approved; and,
6. That, the changes proposed in Chart C be approved; and,
7. That a new procedural by-law be presented to Council for approval, incorporating the approved changes; and,
8. That the policy relating to “Audio Taping of Township Council and Committee Meetings” adopted on April 6, 1999, be and is hereby repealed.

(b) **ITEM A46-13**

Treasurer/Director of Finance (Stephanie Nagel)

Re: Report RFD-T-10-13 - Corporate Sponsorships – 2013 REVISED

(Sponsorship applications and financial statements under separate cover)

RECOMMENDATION:

1. That, Report RFD-T-10-13 regarding “Corporate Sponsorships – 2013 REVISED”, dated May 21, 2013 be received; and,
2. That, the Corporate Sponsorships for 2013, as contained in this report, be approved.

(c) **ITEM A47-13**

IT Administrator (Brett Slaght)

Re: Report RFD-T-11-13 - IT Policy Updates: IT-01-13 - Social Media Policy and IT-02-13 - Mobile Device Policy – REVISED

RECOMMENDATION:

1. That, report RFD-T-11-13, regarding "IT Policy Update – IT-01-13: Social Media Policy and IT-02-13: Mobile Device Policy – REVISED", dated May 21, 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 A48-13

Joint Accessibility Advisory Committee
Re: March 28, 2013 Minutes

RECOMMENDATION:

That, the Joint Accessibility Advisory Committee minutes of a meeting held on March 28, 2013, be accepted.

(b) ITEM A49-13

Alderman Sue-Ellen Merritt
Re: Change title from Alderman to Councillor
FOR DISCUSSION

(c) ITEM A50-13

Members of Committee
Re: Verbal Updates from Members of Boards and Committees - If required

(d) ITEM A51-13

Members of Committee
Re: Referred Matters List
UNDER SEPARATE COVER

(e) ITEM A52-13

Members of the Committee
Re: Other Business Items

10. CONFIDENTIAL MATTERS:

11. ADJOURNMENT:

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