

**COMMITTEE OF THE WHOLE
ADMINISTRATION
February 3, 2020**

**NOTE: SUBMISSIONS RECEIVED FROM THE PUBLIC EITHER
ORALLY OR IN WRITING MAY BECOME PART OF THE PUBLIC
RECORD**

CHAIR: JAMES BROSE

1. Call to Order
2. Declaration of Pecuniary Interest and General Nature Thereof
3. Adoption of Minutes
 - 3.1 December 3, 2019
4. Delegations
5. Reports (New Business)
 - 5.1 RED Grant – Signage
 - 5.2 RED Grant – Skills training
 - 5.3 Administration Update
6. Correspondence Action & Non-Action
7. Matters of Urgency
8. Upcoming Meetings & Unfinished Business
9. Question Period
10. Adjournment

**COMMITTEE OF THE WHOLE
ADMINISTRATION
MINUTES
DECEMBER 3, 2019**

PRESENT Chair: James Brose
 Janet Reiche-Schoenfeldt, Melvin Berndt, Doug Buckwald,
 Maria Robinson
 Staff: CAO/Acting Clerk, Andrew Sprunt, Treasurer Daniel Burke
 and Recording Secretary Laura Griffith

1. CALL TO ORDER.

Chair Brose called the meeting to order at 5:00 pm

2. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE
THEREOF - None

3. ADOPTION OF MINUTES.

Motion to accept the minutes of October 1, 2019.

Carried

4. DELEGATIONS - None

5. REPORTS (NEW BUSINESS)

5.1 Service Review

A report was presented regarding a service review of efficiencies / expenditures.

The Committee recommends that Council accepts the report as presented and authorize staff to prepare a by law to establish a modernization and efficiencies reserve and that of the \$478,939, \$250,000.00 to be preapproved in the 2020 budget year to find efficiencies and further that all expenditures are to be approved through a report to Council.

Carried

5.2 Finance Update

Wage Grid update and Year to Date Financial Report were reviewed.

The Committee accepted the reports as information and recommends to Council that a resolution be passed to approve the pay grid and report.

FEB 03 2019

A-3.

5.3 Review of By Law to Authorize Appointments

The appointments by law will have minimal changes. Councillor Berndt will move to chair of the Public Works and Green Spaces Committee and Councillor Buckwald will move to Chair of the Compliance Committee. All other appointments will remain the same.

Councillor Reiche-Schoenfeldt requested that Doctor Recruitment be changed to Medical Recruitment.

The health and safety committee for the Fire Department is not required on the By Law therefore it was removed.

The changes were made.

5.4 Community Grant

The Committee reviewed the amended Township Community Grant Application.

When an event bridges more than one date only one application will need to be completed.

6. CORRESPONDENCE ACTION & NON- ACTION

7. MATTERS OF URGENCY - NONE

8. UPCOMING MEETINGS & UNFINISHED BUSINESS

9. QUESTION PERIOD

None

10. ADJOURNMENT

Motion to adjourn at 5:22 pm.

Carried

Chair Maria Robinson

CAO/Acting Clerk



**Township of North Algona Wilberforce
COUNCIL / COMMITTEE REPORT**

Title: Rural Economic Development Grant signage coordination	Date: February 4, 2019
	Council/Committee: Administration
	Author: Andrew Sprunt
	Department: Public Works and Greenspaces

RECOMMENDATIONS:

That Council approves the application through the Rural Economic Development funding stream Community Grants for a community electronic and wayside sign coordination and beautification project for up to \$75,000.

BACKGROUND:

The Provincial Rural Economic Development fund stream for the Strategic Economic Infrastructure Fund closes on February 24th. This is a 30/70 funding project where the Township has to fund 70% of the project.

Staff is recommending a community electronic and wayfinding sign coordination project.

The project would include new signage at Snodrifters road, partnership with the Rankin Community Centre, wayside signage, and beautification of all sign sites through landscaping and branding.

Further, there would be a coordination of messages on three sign boards in "real Time".

Cost estimate:

Snodrifters sign	\$35,000.00
Sign coordination	\$10,000.00
Wayfinding	\$12,000.00
Landscaping	\$15,000.00
Contingency	\$ 3,000.00

FEB 03 2019

A- 5.1

ALTERNATIVES:

Do nothing

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature



**Township of North Algona Wilberforce
COUNCIL / COMMITTEE REPORT**

Title: Rural Economic Development Grant Skill training and placement	Date: February 4, 2019
	Council/Committee: Administration
	Author: Andrew Sprunt
	Department: Administration

RECOMMENDATIONS:

That Council approves the application though the Rural Economic Development funding grants for a Training and placement grant for kitchen workers up to \$82,000.00.

BACKGROUND: The Provincial Rural Economic Development fund stream for the Economic Diversification and Competitiveness Stream closes on February 24th. This is a 50/50 funding project where the Township has to fund 50% of the project.

Staff is recommending a training and placement program for kitchen workers. The business expansion and retention report generated from the Township's recent RED grant indicates a severe shortage of available trained cooking and kitchen staff in the community.

It is recommended that the Township apply for funds to facilitate and implement a training, mentoring and placement program for kitchen workers in the township to support the needs of the hospitality industry in the township that focuses on local youth as well as immigrants

Cost estimate:

Plan	\$10,000.00
Training	\$40,000.00
Placement	\$20,000.00
Support:	\$12,000.00
Mentoring	\$ 5,000.00

FEB 03 2019

5.2

ALTERNATIVES:

Do nothing

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature