

# MINUTES

Meeting of the Ontario Small Urban Municipalities

Executive Committee was held on

Thursday, November 26<sup>th</sup>, 2020 at 9:30am

(Zoom Meeting details previously sent directly to Members by AMO Staff)

## PRESENT:

Rick Milne Chair, Town of Tecumseth

Graydon Smith, Town of Bracebridge

Hilda MacDonald, Town of Leamington

Jo-Anne Albert, Township of Tweed

Lynn Dollin, Town of Innisfill

Ron Elliott, Town of Minto

Bob Kwapis, Town of New Market

Jamie McGarvey, Town of Parry Sound

Joanne Vanderheyden, Strathroy Caradoc

Dwayne Evan, North Huron

Larry McCabe- Administrative Officer

## ALSO PRESENT:

Petra Wolfbies-AMO

Brittany Ardiel-AMO

Adam Garcia-AMO

Norm Sandberg- Nuclear Waste Management Association (NWMO)

Jim Collard- OSUM Representative (NWMO)

Tim Webber-NWMO

REGRETS:

Mason Ainsworth

Chair Rick Milne calls the meeting to order.

CONFLICT OF INTEREST: None

1. DELEGATION:

Norm Sandberg and Tim Webber representing the Nuclear Waste Management Organization are present to provide an update on the activities of the NWMO. Jim Collard, OSUM Representative to NWMO is also present. The power point presentation is made by Norm Sandberg on behalf of the NWMO that details the activities and current status of the NWMO project including a summary and siting update.

Norm Sandberg also advises that he will forward for distribution to members the NWMO Draft Transportation Planning Framework document. He and other representative of NWMO would be more than willing to be part of a future OSUM conference when determined and would be available to present at a session.

At this time Mr. Sanderberg, Tim Webber and Jim Collard are available to answer any question of the Committee Members. Following a question and answer period Chair Milne thanks Norm Sandberg, Tim Webber and Jim Collard for their update on the activities of the NWMO and that the Committee look forward to receiving additional information from the NWMO and continued support from their organization.

2. Election of Vice-Chair: (Rick Milne was appointed Chair of the OSUM Executive Committee on Tuesday, August 18<sup>th</sup>, 2020 for the term of 2020-2022)

At this time Chair Rick Milne request a motion for the appointment of a Vice-Chair for the term of 2020-2022.

Moved by: Lynn Dollin

Seconded by: Jamie McGarvey

That Mayor Hilda MacDonald be appointed as Vice-Chair of the Ontario Small Urban Municipalities Executive Committee for the term of 2020-2022.

At this time Chair Milne asks if there are any other nominations for the Vice-Chair position. Seeing none Chair Milne calls for the vote on the motion to appoint Mayor Hilda MacDonald as Vice-Chair of the OSUM Executive Committee.

"CARRIED"

3. MINUTES:

Moved by: Joanne Vanderheyden

Seconded by: Ron Elliott

That the following minutes be approved and that the Administrative Officer sign the minutes per Chair Milne along with the signature of the Administrative Officer.

-August 16<sup>th</sup>, 2020 (minutes attached)

-August 18<sup>th</sup>, 2020 (minutes attached)

"CARRIED"

4. UNFINISHED BUSINESS:

- a) Vice-Chair appointment previously handled.
- b) OSUM LOGO- A copy of the new LOGO as designed by Redbrick and approved by the Committee was sent out separately to the Committee for their information. The LOGO was to be presented at the 2020 Conference in Brant County. The Logo will be used at a later date.

5. NEW BUSINESS:

- a) At this time a detailed discussion occurs with regards to a future Conference. Some options considered as follows:
- A virtual possible one day conference at the end of April on Thursday 29<sup>th</sup> or Friday 30<sup>th</sup> (A one day golf event prior to the conference followed by the one day virtual conference-Administrative Officer McCabe to address
  - Host- Brant County virtual Host- In Person Host at a later date
  - How will Sponsorship work- Administrative Officer McCabe to address
  - AMO Staff input and past involvement and organization of a virtual conference
  - Combining OSUM with another organization ie: ROMA
  - Reconsidering future conference hosts (previously approved Brant County in 2020, Orillia in 2021 and New Tecumseth in 2022). How will this change?
  - Deferring a conference until 2022 and determining future Hosts.

Following discussion concern is expressed as to proceeding with a virtual conference in April or deferring to later in the 2021 for a decision with the following motion resulting:

Moved by: Ron Elliott

Seconded by: Bob Kwapis

That the OSUM Executive Committee defer any decision with regards to a planning a virtual conference at the end of April 2021 and

That Administrative Officer McCabe consult and work with AMO Staff to provide additional information and detail for the Committee's consideration at a meeting to be called by the Chair in the second or third week of January, 2021.

"CARRIED"

In the interim Administrative Officer McCabe will prepare budget information, with the assistance of AMO Staff, that will include different scenarios for the consideration of the Committee at their January meeting. AMO Staff will research various virtual platforms.

6. FINANCIAL STATEMENT:

- Balance Sheet as at September 30, 2020
- Income Statement as at September 30, 2020
- Administrative Officer payment- Administrative Officer to address balance sheet and income statement

At this time the Committee review the Balance Sheet and Income Statement for the period ending September 30, 2020. Administrative Officer McCabe advises of the following:

- The Balance sheet reflects total Assets of \$122,592.33 and total Liabilities & Net Assets of \$122,592.33 noting that this amount includes Deferred Revenue of \$15,000.00 ( Frank Cowan Company-\$7500.00 and NWMO-\$7500.00). The balance of the money raised for the Conference in 2020 was rebated to the Sponsors as requested. It is noted that within the Income Statement most expenses for 2020 have been incurred with the exception of the Administrative Officer payment of \$7,000.00 and an amount of \$2300.00 for Administrative Expenses for Secretarial Services normally performed by staff at the Town of Goderich. This latter function was assumed by the Administrative Officer and no payment has to made in this regard. The reduced amount of \$5,000.00 is suggested for the Administrative Officer for the year 2020. As noted previously a 2021 budget will be prepared containing various scenarios for consideration of the Committee at their January meeting.

Chair Milne thanks all those attending and notes that a doodle poll will be sent out in the new year in order to set a meeting of the Committee in January of 2021.

Being no further Business:

Moved by: Ron Elliott

Seconded by: Lynn Dollin

That the Ontario Small Urban Committee Executive Committee hereby adjourns at 11:00am to meet again at the call of the Chair in January, 2021.

  
Chair Rick Milne

  
Administrative Officer Larry J. McCabe