

**TOWNSHIP OF SOUTH ALGONQUIN**  
**ASSET MANAGEMENT COMMITTEE MEETING – MINUTES**

On Wednesday, November 15, 2023 the Asset Management Committee held an in-person and Zoom Meeting, livestreamed to YouTube.

**Council Present:**

Councillor Sandra Collins  
Councillor Joe Florent, Chair  
Councillor Joan Kuiack  
Councillor Shawn Pigeon  
Councillor Laurie Sydock  
Councillor Bill Rodnick

Mayor Ethel LaValley - Regrets

**Township Staff Present:**

Bryan Martin, CAO, Clerk-Treasurer  
Steven Ronholm, Works Superintendent  
Jennifer Baragar, Deputy Treasurer  
Jackie Wilson, Admin. Assistant/Accts Receivable Clerk

**Guests:**

Sarah Hobbs, TownSuite

Chair of the Asset Management Committee, Councillor Florent called the meeting to order at 9:04 a.m.

**LAND ACKNOWLEDGEMENT**

**ADDITIONS/AMENDMENTS TO THE AGENDA: None**

**ADOPTION OF THE AGENDA**

**Moved by: Councillor Collins**

**Seconded by: Councillor Rodnick**

To adopt the agenda as circulated.

**DISCLOSURE OF PECUNIARY INTEREST: None**

**PRESENTATIONS:**

Sarah Hobbs, TownSuite conducted a presentation on the new software.

**UNFINISHED BUSINESS: None**

**NEW BUSINESS:**

**Draft Parking By-Law**

A draft Parking By-Law was provided in the package. Staff to revise per discussion and bring back to the December Council Meeting.

**Draft Memorial Policy**

A draft Memorial Policy was provided in the package. Staff to revise and bring back to the December Council Meeting.

**Proposed Cell Phone Project**

A report from Bryan Martin, CAO/Clerk Treasurer was provided in the package.

- Staff will proceed with the recommendations in the report and will send a copy to Federal Member of Parliament.

**Draft DNSSAB Agreement**

A draft Lease Agreement between the Township and DNSSAB for the Employment Resource Centre, 9 Post Street was included in the package.

- Agreement will be brought back to December Council Meeting.

**Draft Roads Maintenance Service Agreement**

A draft Roads Maintenance Service Agreement between the Township and the Ministry of the Environment, Conservation and Parks for road maintenance services in the Non-Operational

Parks was included in the package.

- By-law to be brought to the December Council Meeting.

Discussion pertaining to EV charging stations. B. Martin CAO/Clerk-Treasurer will look into grants and costs.

**Moved by: Councillor Rodnick** **Seconded by: Councillor Siydock**

To adjourn the Asset Management Committee meeting of November 15, 2023, at 11:36 a.m.

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Councillor Joe Florent/Chairperson

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Jackie Wilson, Recording Secretary