

**1. CALL TO ORDER**

Meeting called to order at 12:01 p.m.

**2. ROLL CALL**

Mayor Carman Kidd

Christopher W. Oslund, City Manager

Councillor Jeff Laferriere

Shelly Zubyck, Director of Corporate Services

Councillor Danny Whalen

Laura Lee MacLeod, Treasurer

David Treen, Municipal Clerk

Kelly Conlin, Executive Assistant

**3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA**

Add under New Business:

9.4 Motion from Councilor Whalen regarding Sponsorship Program

9.5 Request for Flow-through Funding: One Foot Forward

**4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE**

None

**5. APPROVAL OF AGENDA**

Recommendation CS-2020-006

Moved by: Councilor Danny Whalen

Be it resolved that:

The Corporate Services Committee agenda for the April 15, 2020 meeting be approved as amended.

**CARRIED**

**6. REVIEW AND ADOPTION OF PREVIOUS MINUTES**

Recommendation CS-2020-007

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee minutes of the February 18, 2020 meeting be approved as presented.

**CARRIED**

**7. INTERNAL/EXTERNAL CORRESPONDENCE**

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

**9.1 Municipal Lease Agreements**

**Discussion:**

Shelly Zubyck, Director of Corporate Services explained that the City has been contacted by two of our current tenants who have lost their revenue sources due to the Covid-19 pandemic. They have requested a deferral of rent until such time they are able to generate revenue. The Committee is mindful that this request may come from other tenants as well, and directed staff to address the requests on a case-by-case basis. The Committee also requested a list of active tenants.

**Recommendation CS-2020-008**

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee hereby approves the request for monthly lease payment deferral for Haileybury Dental and the Timiskaming Gymnastics club, and further any other request that may come forward from tenants whose revenue source has been lost during Covid-19.

**CARRIED**

**9.2 Planning Matters – Direction from the Ministry**

**Discussion:**

Shelly Zubyck made the Committee aware that the Ministry of Municipal Affairs and Housing has provided municipalities with direction to hold off on any planning matters. A majority of planning matters require public meetings and due to Covid-19, public meetings are not permitted. Shelly will update the Committee as more information becomes available.

**9.3 Budget 2020**

**Discussion:**

Chris Oslund and Laura Lee MacLeod went over current cash flow, lost revenue projections and 2020 Capital and Operational budgets as they relate to the current Covid-19 pandemic. For May installment of taxes, the Committee discussed the possibility of Council passing a recommendation to support waving of penalty and interest to those who are unable to make the payment on time. This would apply to tax payments from May forward and not the March 2020 installment or any arrears that may already be in place.

Chris provided the Committee with a list of projected lost revenues that amount to approximately \$400K over 3 months. The Committee was also provided with a briefing of what staff are going to be recommending that Council consider deferring in the 2020 Capital Budget.

**9.4 Sponsorship Program – Suggested Motion from Councillor Whalen**

**Discussion:**

Recommendation CS-2020-009

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee hereby requests that Council supports the motion, with discussed changes, presented by Councillor Whalen in regards to the sponsorship program.

**CARRIED**

**9.5 Request for flow-through funding – Gord & Greyson Zubycyck Memorial Fund**

Recommendation CS-2020-009

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee hereby approves the request from the Gord & Greyson Zubycyck Memorial Fund to act as a flow-through agent for the purpose of funds being used to support community members during Covid-19.

**CARRIED**

**10. NEXT MEETING**

The next Corporate Services Committee Meeting will be for April 30<sup>th</sup> – via Video Conference at 6:00 PM.

**11. ADJOURNMENT**

Recommendation CS-2020-010

Moved by: Mayor Carman Kidd

Be it resolved that:

The Corporate Services Committee meeting is adjourned at 1:04 p.m.

**CARRIED**