



**Date:** December 10, 2024  
**To:** Municipal Council  
**cc:** Kim Ramsay, Chief Administrative Officer  
**From:** Councillor Sandra Garden-Cole, Corporate and Residential Services Committee Chairperson  
**RE:** Corporate & Residential Services Committee Report

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The Committee held its regular meeting on December 10, 2024, and the following motion is coming forward as a result of that meeting:

## **1. EXPENSES & HOSPITALITY POLICY - RE-ADOPTION**

The Municipal Government Act states that by January 31st immediately following a regular election held under the Municipal Elections Act, Council shall review the expense and hospitality policies and, following a motion by the Council, either re-adopt the policies or amend one or both and adopt as amended.

*Per Section 23(7) of the Municipal Government Act, the Corporate & Residential Services Committee recommends to Council, that Council give notice of intent to re-adopt the Hospitality Policy and the Council Remuneration & Travel Reimbursement Policy, as attached to the Executive Committee agenda dated December 10, 2024.*

*As Chair of the Committee, I so move...*

## **2. ADMINISTRATION FEE FOR PRIVATE ROADS**

Approximately \$16,000 of administration fee revenue is collected annually from 24 private road associations. Estimates of the actual cost of all municipal staff time to administer private road issues range from \$5,000 to \$6,000 per year. Staff are recommending continuing with a fee for private road administration that will at least cover the estimated costs of providing this service. It is recommended Council instruct the CAO to reduce the annual administration fee charged to road associations from 5% to 3%, starting in the 25/26 budget year.

*The Corporate & Residential Services Committee recommends to Council, that Council instruct the CAO to reduce the annual administration fee charged to road associations from 5% to 3%, starting in the 25/26 budget year.*

*As Chair of the Committee, I so move...*

*As Chair of the Committee, I move the adoption of this report.*