



TOWNSHIP OF WEST LINCOLN CAUCUS AGENDA



CAUCUS TO BE HELD: Monday, November 22, 2010, 318 Canborough St. Smithville,
dinner to commence at 6:00 p.m. (Informal Setting), meeting to start at 6:45 p.m.

DISCUSSION ITEMS:

1. CLERK:

- (a) Payroll Information - Handout of Payroll Information Sheets
(2 TD 1 forms + Direct Deposit Form - Must be returned by December 3rd to be
paid on December 9th - and copy of Remuneration By-law)
OMERS ENROLMENT FORMS TO BE PROVIDED

2. INAUGURAL:

- (a) Draft Agenda (based on 2006 Election – requires revisions – for discussion)
- (b) Procedural Review for Inaugural
- (c) Oath of Office

3. COMMITTEE/COUNCIL MEETING SCHEDULE:

- (a) December 2010 Schedule:
Inaugural – Wednesday, December 1, 2010 – 7:30 p.m.

Proposed resolution for presentation at Inaugural - December Mtg Schedule:

Cancel all committee meetings and reschedule Council Meeting to December
13, 2010

4. STANDING COMMITTEES & COUNCIL STRUCTURE:

- (a) **COUNCIL**
Acting Mayor _____

CURRENT STRUCTURE:

(b) PLANNING/BUILDING/ENVIRONMENTAL:

Chair - Alderman Sue-Ellen Merritt (proposed-for discussion)

Vice Chair - Alderman Joann Chechalk (proposed-for discussion)

NOTE: Public Meeting under the Planning Act scheduled for January 10, 2011

(c) ADMINISTRATION/FINANCE/FIRE:

Chair - Alderman John Glazier (proposed-for discussion)

Vice Chair - Alderman Eric Leith (proposed-for discussion)

(d) PUBLIC WORKS/RECREATION/ARENA:

Chair - Alexander Micallef (proposed-for discussion)

Vice Chair - VACANT (Joe Maloney Resignation attached)

5. **DISCUSSION ITEMS:**

- (a) Clerk
Re: Resignation of Joe Maloney – for Information
- (b) CAO
Re: Training:
 - 1. Meeting Procedures
 - 2. Integrity Commissioner
 - 3. Orientation with Township Solicitor
 - 4. Emergency Measures (alternate)
- (c) CAO
Re: Service Plan
- (d) CAO
Re: Budget (including Five Year Capital Programs)
- (e) CAO
Re: Email Addresses
- (f) CAO
Re: Christmas Office Closure – Notification

6. **COUNCIL APPOINTMENTS ON BOARDS & COMMITTEES:**

FOR DISCUSSION – SEE ATTACHED SCHEDULE “A”

7. **ADJOURNMENT:**