

Corporation of the Town of Hawkesbury

Recommendation to Council

N° : 2019_REC_33

File N°:

Date of meeting: April 29, 2019

Subject: Approval process of applications for financial incentive programs

Recommendation

Whereas the Town has a financial incentive program under the Community Improvement Plan, and;

Whereas previously the review committee was the Economic Development and Tourism Services Committee. The Committee made the decision on the request and the Committee recommended to the Treasurer.

Be it resolved to appoint the planner administrator of the said program, that the members of the Review Committee be Jean-Claude Miner, Chief of the Building Department, Rebecca Ménard, Assistant Treasurer and that the Council appoints a member of the Town Council, as recommended in document REC-33-19.

Explanation, history, context

In December 2017, Council adopted a Community Improvement Plan as well as the members of the Review Committee and the Administrator.

Since this committee no longer exists, we would like to propose a Review Committee that can meet as soon as a request is received and decisions can be made in a fair and efficient manner without too much delay.

We would like to propose a committee of three (3) members. A committee of 3 members is easy to coordinate and there can be a quorum for 2 members.

We propose the following members:

1. A member of the Town council,
2. Jean-Claude Miner, Head of the Building Department
3. Rebecca Ménard, Assistant Treasurer

We believe it is important for a board member to be a member of the committee to obtain a vision from a representative of the community. We would like this representative to be available during office hours. The presence of Jean-Claude Miner would be an asset, since he will have the opportunity to comment on the application which will subsequently be subject to a permit application. Therefore, we recommend Rebecca Ménard, since we would like to obtain a neutral opinion on the requests.

Impact on budget

n/a

Relevant studies

n/a

Supporting document

n/a

Department(s) involved

Planning

Submitted and recommended by

Manon Belle-Isle, planner, April 23, 2019

Comments of the Chief Administrative Officer

None.

Daniel Gatién, CAO