

THE CORPORATION OF THE TOWNSHIP OF BROCK

MUNICIPAL ADMINISTRATION BUILDING

FINANCE COMMITTEE

SESSION ONE

MONDAY, DECEMBER 11, 2006

The First Meeting of the Finance Committee of the Township of Brock, in the Regional Municipality of Durham, was held on Monday, December 11, 2006, in the Municipal Administration Building Council Chamber.

Members present: Mayor: Larry O'Connor
Regional Councillor: John Grant
Councillors: Mike Manchester
Harold Lodwick
Anthony Woodruff
David Marquis
W.E. Ted Smith

Staff Members present: Clerk-Administrator George S. Graham
(recording the minutes)
Deputy Clerk-Administrator Thomas G. Gettinby
Clerk-Stenographer Susan Creighton
Treasurer Michael Legge

I. CALL TO ORDER

Chair W.E. Ted Smith called the meeting to order at 2:52 p.m.

II. CONFIRMATION OF MINUTES

(1) 13th meeting – October 23/06

Resolution No. 1-1

MOVED BY Larry O'Connor that the minutes of the 13th meeting of the Finance Committee as held on October 23, 2006, be adopted as typed and circulated.

MOTION CARRIED

III. HEARING OF DEPUTATIONS – N I L

IV. PETITIONS – N I L

V. COMMUNICATIONS REFERRED OR SUBMITTED TO COMMITTEE

2370 Canadian Federation of Independent Business – “Property tax system needs complete overhaul, CFIB says”

2478 Kawartha Conservation – Kawartha Conservation Authority 2007 Budget

2504 mpac – information package re: Property Assessment Notices

2518 Deloitte – Auditors Report

2526 Ontario Good Roads Association – Heads UP Alert re: *PSAB/Asset Management Newsletter*

2595 Ministry of Municipal Affairs and Housing – providing reporting requirements for the 2006 Municipal Performance Measurement Program (MPMP)

Resolution No. 2-1

MOVED BY John Grant that communications 2370, 2478, 2504, 2518, 2526 and 2595 be received for information and filed.

MOTION CARRIED

2427 Canadian Association of Staff Physician Recruiters – CASPR 2007 Membership Renewal

Mayor Larry O'Connor enquired what benefit the municipality receives by having a membership in CASPR and whether information obtained from this organization could be shared with the CHC Committee and the Medical Centre Boards. The Deputy Clerk-Administrator advised that advertisements for medical professionals anywhere in Canada are mostly posted and that this information can be provided to the CHC Committee.

Resolution No. 3-1

MOVED BY Harold Lodwick that Brock Finance Committee approve renewal fee of \$75.00 for CASPR Membership renewal, reference communication 2427/06.

MOTION CARRIED

2648 Michael Legge – Report 2006-FI-13 – Brock Summer Youth Camp

Mayor Larry O'Connor commented that previous Parks & Recreation Chair, Councillor Debbie Bath was instrumental in the operation/success of the day camp and suggested that the current Parks & Recreation Chair speak to Ms. Bath and staff.

Councillor Anthony Woodruff advised of his support for the continuation of the day camp, advising further that he will assist with the operation of same. He further advised of his willingness to meet with staff and Ms. Bath to discuss the operation of the day camp.

Resolution No. 4-1

MOVED BY John Grant that Report 2006-FI-12 be received for information and staff be directed to proceed with 20076 Brock Youth Camp, reference communication 2648.

MOTION CARRIED

2649 Michael Legge – Report 2006-FI-14 – 2006 Expenditures – Sick & Injured Animal Reserve

The purpose of the Sick & Injured Animal Reserve was explained for the benefit of the committee members. Treasurer Michael Legge explained that the recommendation contained within Report 2006-FI-14 is an annual “housekeeping” issue

Councillor David Marquis noted that Brelmar Veterinary Clinic appears to be the clinic of choice and was advised by the Treasurer that this is the case due to their rates being reasonable and due to the care given to the animals.

Councillor W.E. Ted Smith enquired whether this is a typical monthly account and was advised that this report contains the transactions which took place over the course of 2006.

Deputy Clerk-Administrator Thomas G. Gettinby advised that the monies within this fund are not tax dollars but donations and contributions specifically for this purpose.

Resolution No. 5-1

MOVED BY Harold Lodwick that Brock Finance Committee approve recommendations in Report # 2006-FI-14, reference communication 2649/06.

MOTION CARRIED

VI. REPORTS OF SUBCOMMITTEES – N I L

VII. GENERAL ITEMS & ENQUIRIES

(1) Payment of Accounts

Mayor Larry O'Connor announced that a proposed future change in procedure will result in there being only 1 motion to authorize the payment of accounts.

Councillor Harold Lodwick declared a pecuniary interest with respect to accounts pertaining to Weller Tree Service and Lodwick Transport as contained within Departments 35 and 40, as he is employed by Weller Tree Service and occasionally by Lodwick Transport. He refrained from taking part in any discussions and/or voting in this regard.

Resolution No. 6-1

MOVED BY Anthony Woodruff that Department No. 10 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Beaverton Arena in the amount of \$6,124.39 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 7-1

MOVED BY Anthony Woodruff that Department No. 11 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Cannington Arena in the amount of \$6,492.96 be approved and the Treasurer be authorized to pay the same.

MOTION CARRIED

Resolution No. 8-1

MOVED BY Anthony Woodruff that Department No. 12 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Sunderland Arena in the amount of \$2,521.91 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 9-1

MOVED BY Mike Manchester that Department No. 20 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Building Department in the amount of \$3,589.32 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 10-1

MOVED BY Mike Manchester that Department No. 21 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for Canine Control in the amount of \$6,184.87 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Harold Lodwick noted an invoice from the Crossroads Veterinary Clinic as contained within the transaction listing for Department No. 21.

Resolution No. 11-1

MOVED BY Mike Manchester that Department No. 22 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for By-law Enforcement in the amount of \$318.36 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 12-1

MOVED BY Mike Manchester that Department No. 23 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for Livestock Claims/Fenceviewers in the amount of \$4,941.63 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Mike Manchester asked what the function of a fenceviewer is and was advised by the Clerk-Administrator that a fenceviewer is an individual appointed by by-law to act in the capacity of fenceviewer to deal with line fence disputes through a process regulated within the Line Fences Act. A brief explanation of the process was provided.

Resolution No. 13-1

MOVED BY David Marquis that Department No. 25 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Fire Department in the amount of \$27,075.34 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 14-1

MOVED BY John Grant that Department No. 30 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for General Administration in the amount of \$61,358.92 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 15-1

MOVED BY Anthony Woodruff that Department No. 35 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Parks Department in the amount of \$4,636.76 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 16-1

MOVED BY Anthony Woodruff that Department No. 36 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for Brock Library Board in the amount of \$21,737.10 be received for the information of the committee.

MOTION CARRIED

Finance Chair/Councillor W.E. Ted Smith noted the change in wording of this motion and was advised by the Clerk-Administrator that the previous motions involved municipal accounts. The municipality, at the direction of the library, processes their invoices. This is also the case for the Community Employment Resource Centre and therefore, the accounts are received for the information of the committee as an acknowledgement of the process.

Resolution No. 17-1

MOVED BY Anthony Woodruff that Department No. 37 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for Grants, Manilla & Wilfrid Halls in the amount of \$1,218.67 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Finance Chair/Councillor W.E. Ted Smith enquired whether grants are part of this voucher and was advised by the Clerk-Administrator that there are none on this particular voucher. The Treasurer pointed out that very few grants are approved by the municipality, however some annual examples are the Horticultural Societies and Brock Community Care.

Resolution No. 18-1

MOVED BY Larry O'Connor that Department No. 40 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Roads Department in the amount of \$512,415.37 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 19-1

MOVED BY Harold Lodwick that Department No. 45 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for Public Buildings in the amount of \$34,129.65 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Harold Lodwick enquired whether the invoice for elevator maintenance is a yearly charge and was advised it is a monthly charge.

Resolution No. 20-1

MOVED BY Harold Lodwick that Department No. 55 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Sidewalks Department in the amount of \$14,101.13 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 21-1

MOVED BY Harold Lodwick that Department No. 56 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for Parking Lots/Traffic Control in the amount of \$22,355.51 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Regional Councillor John Grant requested clarification that one half of the Samis Fencing invoice will be paid by the property owner affected and that this does not involve a fence dispute. The Clerk-Administrator confirmed that this is the case.

Resolution No. 22-1

MOVED BY Harold Lodwick that Department No. 58 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Garbage Department in the amount of \$2,096.00 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 23-1

MOVED BY Mike Manchester that Department No. 59 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Streetlights in the amount of \$19,576.77 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Mayor Larry O'Connor commented on the new Christmas lights which have been installed in Sunderland and enquired as to the status of the old lights, asking whether they might be installed within the hamlet areas. The matter was referred to staff for clarification.

Resolution No. 24-1

MOVED BY Harold Lodwick that Department No. 61 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Beaverton Medical Centre in the amount of \$19,585.60 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Regional Councillor John Grant enquired whether the municipality is prepaying for elevator maintenance at the Beaverton Medical Centre and was advised by the Treasurer that when the invoice arrives it appears to be the case, however by the time the invoice is paid, it would not be the case.

Resolution No. 25-1

MOVED BY Larry O'Connor that Department No. 70 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for the Planning and Development Department in the amount of \$2,825.23 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 26-1

MOVED BY Larry O'Connor that Department No. 90 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for Human Resources & Skills Development Canada in the amount of \$16,178.74 be received for the information of the committee.

MOTION CARRIED

The Treasurer advised that the Community Employment Resource Centre operates at no direct impact to the taxpayers of Brock Township as it is Federally funded.

Resolution No. 27-1

MOVED BY Larry O'Connor that Department No. 96 of the transaction listing dated December 6, 2006 being the Statement of Accounts Payable for North Durham Homelessness in the amount of \$2,687.41 be received for the information of the committee.

MOTION CARRIED

Mayor Larry O'Connor advised that this program is 100% Provincially funded through Durham Region.

(2) Council Report

Resolution No. 28-1

MOVED BY Larry O'Connor that the Council Report dated November 30, 2006 be received for the information of the Brock Finance Committee.

MOTION CARRIED

Regional Councillor John Grant commented that the Tax Department is over budget and was advised by the Treasurer that this department will fall back into line once the regional and school board portions of the tax write-offs are remitted to the municipality.

The Treasurer reviewed in detail the council report for the benefit of the committee members.

Regional Councillor John Grant enquired whether the municipality will lose funding for projects such as the work required on Torah Island or the elevator installation at the Cannington Town Hall and was advised by the Clerk-Administrator that the Torah Island funds will be absorbed in the Federal budget process. He further advised that communication with Oceans & Fisheries is forthcoming to discuss a more realistic approach to the repairs that are required and which far exceed the funding available in

order to complete the repairs properly. Insofar as the SuperBuild monies for the elevator installation at the Cannington Town Hall, if the project is not proceeded with the monies will have to be returned. The dilemma in this instance is the monies to be allocated in relation to the use of the subject building.

- (3) Regional Councillor John Grant – Communication 2526 – PSAB/Asset Management Newsletter

Regional Councillor John Grant requested of the Treasurer an overview of the impact of this new procedure and was advised that in 2009 municipal accounting standards will undergo a drastic change in that instead of expensing capital, the municipality will now be required to prepare and maintain a list of assets, inclusive of roads, sidewalks, bridges, etc., and depreciate their value annually. It will be a major exercise to determine the value and life of each asset, although soft ware to value roads is being developed. Many municipalities have hired extra staff to undertake this exercise, however this may not be the case within Brock. The reason for this change is due to the municipal infrastructure gap for renewal and that the information will provide a base to maintain the infrastructure. A group is being formed within Durham Region during 2007 to deal with this issue.

Mayor Larry O'Connor enquired of staff whether they are aware of any session dealing with Asset Management which will be offered for councillors attending the annual Good Roads Convention and if not, perhaps a future deputation in this regard might be arranged. The Treasurer advised he is not aware of such a session being offered at the Good Roads Convention at this time. He suggested waiting a little before arranging a deputation to council in this regard.

- (4) Public Questions and Clarification

There were no public questions for clarification.

VIII. ADJOURNMENT

Resolution No. 29-1

MOVED BY Larry O'Connor that we do now adjourn at 3:48 p.m.

MOTION CARRIED

CHAIR

SECRETARY