

**THE CORPORATION OF THE TOWNSHIP OF BROCK**

**MUNICIPAL ADMINISTRATION BUILDING**

**FINANCE COMMITTEE**

**SESSION ONE**

**MONDAY, JANUARY 16, 2006**

The First Meeting of the Finance Committee of the Township of Brock, in the Regional Municipality of Durham, was held on Monday, January 16, 2006, in the Municipal Administration Building Council Chamber.

Members present: Mayor: Keith Shier  
Regional Councillor: Larry O'Connor  
Councillors: Karen Windatt  
John Grant  
Reg Starr  
Debbie Bath  
Allan Simpson

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 Reg Starr called the meeting to order at 2:27 p.m.

**II. CONFIRMATION OF MINUTES**

(1) 14th meeting - December 12/05

**Resolution No. 1-1**

MOVED BY Larry O'Connor that the minutes of the 14th meeting of the Finance Committee as held on December 12, 2005, 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**

2721 Assessment Review Board – Distribution of Annual Property Assessment Complaint Forms and Instructions for 2006

2760 Hydro One – Hydro One Home Energy Efficiency Grant/Community Connections Newsletter

2795 Durham Clerk's Department – 2006 Interim Regional Property Tax Levy

16 Ministry of Municipal Affairs and Housing – New Financial Regulations and Regulatory Amendments

Councillor John Grant enquired of staff the impact of the information contained within communication number 16 and was advised by Treasurer Michael Legge that the new regulations provides for more investment opportunities for municipalities, however that there will be little to no change in the manner in which the Township of Brock conducts its business.

48 Ontario Municipal Water Association – soliciting membership

63 Durham Clerk's Department – By-law #56-2005

Resolution No. 2-1

MOVED BY John Grant that communications 2721, 2760, 2795, 16, 48, and 63 be received for information and filed.

MOTION CARRIED

2718 Canadian Association of Staff Physician Recruiters (CASPR) – Newsletter and Membership Invoice

Resolution No. 3-1

MOVED BY Larry O'Connor that the Finance Committee recommend the membership be received and the pay the annual fee of \$50.00 as per correspondence # 2718/06.

MOTION CARRIED

Regional Councillor Larry O'Connor enquired what benefits the municipality receives from membership in CASPR and was advised by the Deputy Clerk-Administrator that although many emails are received by the municipality, this association appeals mostly to professional medical recruiters, with very few of the emails being from family doctors offering their services. Any items of note are forwarded to council/committee for their information.

Regional Councillor O'Connor noted that membership includes the opportunity to advertise on the CASPR website, and enquired whether the CHC could use this venue for advertising. The Deputy Clerk-Administrator responded in the affirmative.

VI. REPORTS OF SUBCOMMITTEES - N I L

VII. GENERAL ITEMS & ENQUIRIES

(1) Payment of Accounts

Resolution No. 4-1

MOVED BY Debbie Bath that Department No. 10 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Beaverton Arena in the amount of \$14,870.17 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Debbie Bath questioned the deposit error and subsequent refund cheque to Ted Thornington and was advised by the Treasurer that apparently the Beaverton Figure Skating Club and Ted Thornington are making use of the arena floor vault and that funds got mixed in with arena funds, which resulted in the refund. Councillor Bath enquired how this error was verified and was advised that the municipality was not out any money as the arena accounts were reconciled. Councillor Bath commented that shared use of the arena vault should not be taking place and requested that arena staff be advised of this to ensure this does not happen again and that it is not taking place in the Cannington and Sunderland arenas.

Resolution No. 5-1

MOVED BY Debbie Bath that Department No. 11 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Cannington Arena in the amount of \$13,023.85 be approved and the Treasurer be authorized to pay the same.

MOTION CARRIED

Resolution No. 6-1

MOVED BY Debbie Bath that Department No. 12 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Sunderland Arena in the amount of \$13,270.92 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 7-1

MOVED BY Karen Windatt that Department No. 20 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Building Department in the amount of \$2,617.68 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 8-1

MOVED BY Karen Windatt that Department No. 21 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for Canine Control in the amount of \$1,585.42 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 9-1

MOVED BY Karen Windatt that Department No. 22 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for By-law Enforcement in the amount of \$390.51 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 10-1

MOVED BY Karen Windatt that Department No. 23 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for Livestock Claims/Fenceviewers in the amount of \$160.40 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 11-1

MOVED BY Karen Windatt that Department No. 25 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Fire Department in the amount of \$16,422.90 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Mayor Keith Shier enquired regarding the payment to the Town of Georgina for fire response on November 18, 2005 was it for a house fire in Port Bolster and was advised in the affirmative.

Resolution No. 12-1

MOVED BY John Grant that Department No. 30 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for General Administration in the amount of \$84,860.59 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Debbie Bath enquired whether the payment to HTS Communications is for cell phone charges for Treasury only and was advised that this payment is for a new phone purchase and that the air time is the account paid to Telus Mobility.

Resolution No. 13-1

MOVED BY Debbie Bath that Department No. 35 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Parks Department in the amount of \$1,258.57 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 14-1

MOVED BY Keith Shier that Department No. 36 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for Brock Library Board in the amount of \$8,325.60 be received for the information of the committee.

MOTION CARRIED

Mayor Keith Shier commented regarding the personal book purchase contained within the library voucher and was advised by the Treasurer that there have been previous incidents whereby library staff have purchased books and reimbursed the municipality for the cost. Mayor Shier requested that the municipal library board representative obtain an explanation in this regard.

Resolution No. 15-1

MOVED BY Debbie Bath that Department No. 37 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for Grants, Manilla & Wilfrid Halls in the amount of \$2,189.54 be approved and the Treasurer be authorized to pay same.

MOTION CARRIEDResolution No. 16-1

MOVED BY Allan Simpson that Department No. 40 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Roads Department in the amount of \$147,006.88 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Allan Simpson questioned the payment to Stephen Dawson for excavator rental and was advised that this contractor is regularly used by the municipality and that in this instance the excavator work was for bridge/culvert maintenance and ditching at various locations.

Resolution No. 17-1

MOVED BY Allan Simpson that Department No. 45 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for Public Buildings in the amount of \$19,941.05 be approved and the Treasurer be authorized to pay same.

MOTION CARRIEDResolution No. 18-1

MOVED BY Allan Simpson that Department No. 55 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Sidewalks Department in the amount of \$1,992.55 be approved and the Treasurer be authorized to pay same.

MOTION CARRIEDResolution No. 19-1

MOVED BY Allan Simpson that Department No. 56 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for Parking Lots/Traffic Control in the amount of \$32,757.16 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Allan Simpson enquired respecting the 10% holdback on payment certificate number 2 to Harden and King and was advised by the Treasurer that this is in conjunction with the Beaverton Fire Hall parking lot paving project and that as is the case with most contracts, 10% is held back until all deficiencies are corrected.

Resolution No. 20-1

MOVED BY Allan Simpson that Department No. 58 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Garbage Department in the amount of \$703.00 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 21-1

MOVED BY Karen Windatt that Department No. 59 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Streetlights in the amount of \$5,491.85 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Regional Councillor Larry O'Connor advised that further to his report at the January 9, 2006 Public Works Committee meeting, the streetlight that was out at 59 River Street, in Sunderland has had the ballast fixed and is now working. The part that was missing from the most easterly streetlight on River Street has been found and installed.

Resolution No. 22-1

MOVED BY Allan Simpson that Department No. 61 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Beaverton Medical Centre in the amount of \$6,622.84 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 23-1

MOVED BY Larry O'Connor that Department No. 70 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for the Planning and Development Department in the amount of \$15,378.86 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 24-1

MOVED BY Larry O'Connor that Department No. 71 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for Committee of Adjustment in the amount of \$1,342.80 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Debbie Bath declared a pecuniary interest with respect to Department No. 80 – Region/School Boards, in that the development charges for her commercial business are listed on the account. She therefore refrained from taking part in any discussions and/or voting in this regard.

Resolution No. 25-1

MOVED BY John Grant that Department No. 80 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for Region of Durham and School Boards in the amount of \$38,451.20 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 26-1

MOVED BY Keith Shier that Department No. 90 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for Human Resources & Skills Development Canada in the amount of \$27,847.16 be received for the information of the committee.

MOTION CARRIED

Resolution No. 27-1

MOVED BY Keith Shier that Department No. 96 of the transaction listing dated January 11, 2006 being the Statement of Accounts Payable for North Durham Homelessness in the amount of \$10, 218.71 be received for the information of the committee.

MOTION CARRIED

## (2) Councillor John Grant – Emergency Response Charge-Back

Councillor John Grant enquired whether the municipality charges auto insurance companies for emergency response costs for accidents involving non-residents and was advised by the Clerk-Administrator that this currently takes place only when an incident takes place on a King's Highway. Councillor Grant suggested that this possibility be further discussed as it is something that takes place in other municipalities and would be a way to recoup municipal costs.

The Clerk-Administrator advised of the challenge currently facing our firefighters in that the police will not release the information of those involved in accidents on a King's Highway. He further advised that the municipality has never charged back in this regard for accidents on municipal roadways.

Resolution No. 29-1

MOVED BY John Grant that staff prepare a report on possible user fees that are not being currently charged.

MOTION CARRIED

Councillor Grant suggested that in addition to the above-referenced charge back, that consideration be given to a rental fee for the minnow cribs which are situated in the Beaverton Harbour.

## (3) Councillor Karen Windatt – 2006 Budget

Councillor Karen Windatt enquired of Treasurer Michael Legge as to the timeline for the 2006 budget and was advised that department budgets are to be submitted to him by March 1 which will result in the first budget draft being submitted to council by mid to late March.

Councillor Karen Windatt enquired as to the status of the instruction for staff to look at a location for a fire hall in Sunderland and was advised we still anticipate a fire hall being built in 2006.

## (4) Regional Councillor Larry O'Connor – January 17, 2006 Public Meeting

Regional Councillor Larry O'Connor reminded members of committee of the public meeting at the Sunderland Arena at 7:00 p.m. on January 17, 2006.

## (5) Chair/Councillor Reg Starr – 2006 Public Budget Meeting

Chair/Councillor Reg Starr requested that members of the committee given consideration to another public budget meeting which would be held in Beaverton once the 2006 budget is nearing its final form.

Mayor Keith Shier advised of his support for a public meeting in this regard, noting the public input received previous years has been most valuable.

Resolution No. 28-1

MOVED BY Larry O'Connor that Finance Committee hold a public meeting with regards to the 2006 municipal budget.

MOTION CARRIED

## (6) Public Questions and Clarification

There were no public questions for clarification.

VIII. ADJOURNMENT

Resolution No. 30-1

MOVED BY Larry O'Connor that we do now adjourn at 3:08 p.m.

MOTION CARRIED

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CHAIR

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SECRETARY