

**THE CORPORATION OF THE TOWNSHIP OF BROCK**

**MUNICIPAL ADMINISTRATION BUILDING**

**FINANCE COMMITTEE**

**SESSION THREE**

**MONDAY, MARCH 13, 2006**

The Third Meeting of the Finance Committee of the Township of Brock, in the Regional Municipality of Durham, was held on Monday, March 13, 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

Members absent: Councillor: Allan Simpson – on vacation

Staff Members present: Clerk-Administrator George S. Graham  
(recording the minutes)  
Deputy Clerk-Administrator Thomas G. Gettinby  
Clerk-Stenographer Susan Creighton  
Treasurer Michael Legge  
Facilities Coordinator Mark Warvill until 3:00 p.m.

**I. CALL TO ORDER**

Chair Reg Starr called the meeting to order at 2:50 p.m.

**II. CONFIRMATION OF MINUTES**

(1) 2nd meeting - February 13/06

Resolution No. 1-3

MOVED BY Larry O'Connor that the minutes of the 2nd meeting of the Finance Committee as held on February 13, 2006, be adopted as typed and circulated.

**MOTION CARRIED**

Mayor Keith Shier declared a pecuniary interest with respect to General Item Number 3, as his family dairy operation depends on the service of the milk haulage company. He refrained from taking part in any discussions and/or voting in this regard.

**III. HEARING OF DEPUTATIONS – N I L**

**IV. PETITIONS – N I L**

**V. COMMUNICATIONS REFERRED OR SUBMITTED TO COMMITTEE**

340 Ministry of Finance – important decisions for the 2006 taxation year re: education taxes and municipal flexibility in setting tax policy

341 Ministry of Finance – information re: education tax rates, tax ratio flexibility and modified levy restriction

418 Michael H. Legge – 2005 Remuneration/Expenses – Members of Council

448 Ministry of Municipal Affairs and Housing – 2006 Payment in lieu of taxes (PIL) under the *Municipal Tax Assistance Act*

455 Ombudsman Ontario – response re: Ombudsman's investigation concerning the Municipal Property Assessment Corporation (MPAC)

Resolution No. 2-3

MOVED BY Larry O'Connor that the Finance Committee receive and file correspondence # 340, 341, 418, 448, 455.

MOTION CARRIED

453 Mark Warvill – Report 2006-PR-04 – Brock Pride Phase 1 Planting/Landscaping Proposals – refer also to Communication #520/06 – memo from Mark Warvill – attached

Councillor Debbie Bath advised that she has had the opportunity to speak with Mr. Turnbull with respect to the design quotation submitted for the Brock Pride Phase 1 Planting/Landscaping proposal. She advised that Mr. Turnbull had been on vacation and that he would be willing to make another submission no later than Wednesday of this week. She enquired whether the committee would be willing to wait to deal with this issue next Monday or whether they would prefer to proceed at this time. It was the general consensus of the committee to deal with the issue next Monday, March 20, 2006.

Resolution No. 3-3

MOVED BY Debbie Bath that communication number 453 be deferred to a meeting to be held on March 20, 2006 in order to give Mr. N. Turnbull an opportunity to make a submission.

MOTION CARRIED

VI. REPORTS OF SUBCOMMITTEES - N I LVII. GENERAL ITEMS & ENQUIRIES

(1) Payment of Accounts

Resolution No. 4-3

MOVED BY Debbie Bath that Department No. 10 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Beaverton Arena in the amount of \$10,491.96 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 5-3

MOVED BY Debbie Bath that Department No. 11 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Cannington Arena in the amount of \$8,519.11 be approved and the Treasurer be authorized to pay the same.

MOTION CARRIED

Councillor Debbie Bath enquired respecting the purchase of hand lights and was advised by the Treasurer that these are rechargeable flash lights and that four for each arena have been purchased.

Mayor Keith Shier enquired respecting the purchase from Huck Glove for first aid supplies and was advised by the Treasurer that these are first aid supplies that have been purchased to replenish the municipal first aid kits. Mayor Keith Shier enquired for what these supplies are used for and was advised they are used by staff and by the public in our arenas should there be a mishap. Councillor Karen Windatt enquired whether incident reports are submitted to substantiate the use of the supplies and was advised in the affirmative. She commented further that these supplies are very expensive.

Resolution No. 6-3

MOVED BY Debbie Bath that Department No. 12 for the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Sunderland Arena in the amount of \$8,857.67 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Mayor Keith Shier enquired why there is the difference in the elevator maintenance costs for the three arena facilities, with Sunderland being the more expensive of the two arenas and was advised by the Clerk-Administrator that the maintenance is undertaken by two different companies and that the municipality needs to look into tendering the maintenance undertaken in this regard.

Regional Councillor Larry O'Connor suggested that staff speak to Durham Region to ascertain whether elevator inspection might be tied into the elevator inspection to be undertaken at Lakeview Manor.

Resolution No. 7-3

MOVED BY Karen Windatt that Department No. 20 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Building Department in the amount of \$542.38 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Debbie Bath enquired respecting the building permit overpayment to Mr. John Yake and was advised by the Treasurer that Mr. Yake submitted revised plans which were of less square footage which resulted in a lesser permit fee.

Resolution No. 8-3

MOVED BY Karen Windatt that Department No. 21 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for Canine Control in the amount of \$2,105.75 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Debbie Bath commented on the monies being paid out to Rhonda Bishop and that the municipality appears to be making use of her services on a more regular basis. The Clerk-Administrator pointed out that her services are required when the municipality goes to court however, that her services may not be required as often due to a change in the manner in which the new pit bull legislation is to be handled in that it will now be dealt with through the crown.

Resolution No. 9-3

MOVED BY Karen Windatt that Department No. 22 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for By-law Enforcement in the amount of \$135.26 be approved and the Treasurer be authorized to pay same.

MOTION CARRIEDResolution No. 10-3

MOVED BY Karen Windatt that Department No. 23 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for Livestock Claims/Fenceviewers in the amount of \$1,591.80 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Mayor Keith Shier enquired respecting claims for mileage by livestock valuers where there is not a corresponding claim. He was advised by the Treasurer that the claims have been paid on a previous voucher and the mileage submitted at a later date.

Resolution No. 11-3

MOVED BY Karen Windatt that Department No. 25 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Fire Department in the amount of \$12,962.24 be approved and the Treasurer be authorized to same.

MOTION CARRIED

Resolution No. 12-3

MOVED BY John Grant that Department No. 30 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for General Administration in the amount of \$67,143.23 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 13-3

MOVED BY Debbie Bath that Department No. 35 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Parks Department in the amount of \$750.09 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 14-3

MOVED BY Keith Shier that Department No. 36 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for Brock Library Board in the amount of \$8,025.82 be received for the information of the Committee.

MOTION CARRIED

Mayor Keith Shier enquired with respect to his previous enquiry pertaining to library staff purchasing books for personal use through the library and was advised by the Treasurer that this happens frequently.

Resolution No. 15-3

MOVED BY Debbie Bath that Department No. 37 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for Grants, Manilla & Wilfrid Halls in the amount of \$9,753.32 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 16-3

MOVED BY Larry O'Connor that Department No. 40 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Roads Department in the amount of \$103,868.79 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 17-3

MOVED BY Larry O'Connor that Department No. 45 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for Public Buildings in the amount of \$16,818.24 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 18-3

MOVED BY Larry O'Connor that Department No. 55 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Sidewalks Department in the amount of \$1,077.70 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 19-3

MOVED BY Larry O'Connor that Department No. 56 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for Parking Lots/Traffic Control in the amount of \$3,991.10 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 20-3

MOVED BY Larry O'Connor that Department No. 58 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Garbage Department in the amount of \$53.82 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 21-3

MOVED BY Karen Windatt that Department No. 59 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Streetlights in the amount of \$22,622.66 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 22-3

MOVED BY Larry O'Connor that Department No. 61 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Beaverton Medical Centre in the amount of \$19,590.62 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 23-3

MOVED BY Larry O'Connor that Department No. 70 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for the Planning and Development Department in the amount of \$14,915.88 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 24-3

MOVED BY Larry O'Connor that Department No. 71 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for Committee of Adjustment in the amount of \$90.00 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 25-3

MOVED BY John Grant that Department No. 80 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for Region of Durham and School Boards in the amount of \$1,788,156.75 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 26-3

MOVED BY Keith Shier that Department No. 90 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for Human Resources & Skills Development Canada in the amount of \$14,783.98 be received for the information of the committee.

MOTION CARRIED

Resolution No. 27-3

MOVED BY Keith Shier that Department No. 96 of the transaction listing dated March 8, 2006 being the Statement of Accounts Payable for North Durham Homelessness in the amount of \$3,976.25 be received for the information of the committee.

MOTION CARRIED

(2) Council Report

Resolution No. 28-3

MOVED BY Larry O'Connor that the Council Report dated December 31, 2005 be received for the information of the Brock Finance Committee.

MOTION CARRIED

Treasurer Michael Legge advised that the figures contained within the council report are the final figures, resulting in a surplus of \$173,052.00, just a little over 3% of the levy, which will go towards the 2006 municipal budget. Councillor Karen Windatt enquired whether there are specific items which attributed to the surplus and was advised by the Treasurer there were a number of items such as building department revenue, investment income, arena revenues and more payment in lieu dollars, in addition to some departmental savings.

(3) J.S. Avery – Report 2006-FI-02 – Ted English – Request for Upgrades to Brock Township's Milk Producers' Farm Entrances to Accommodate Change in the Type of Vehicle Used to Collect Milk at Various Dairy Farms

Mayor Keith Shier declared a pecuniary interest with respect to General Item Number 3, as his family dairy operation depends on the service of the milk haulage company. He refrained from taking part in any discussions and/or voting in this regard.

There was discussion concerning the request to upgrade farm entrances to accommodate the large milk tankers. Councillor Debbie Bath advised that the use of these larger vehicles to pickup milk is not being forced upon the milk haulers and that some farmers are not in favour of the use of these larger trucks. She commented that the municipality should not be subsidizing private business in this regard and suggested that prior to taking any action in this regard that the local dairy farmers be given the opportunity to provide their input concerning this issue.

Regional Councillor Larry O'Connor enquired whether ½ loads impact these new trucks and was advised that milk and fuel trucks may be exempt under our by-law.

Councillor Karen Windatt commented that existing farm entrances have accommodated the large livestock trucks/trailers that have been in use in the municipality for years with no apparent issues. She asked whether should larger entrances become policy in the municipality whether the existing entrances could be replaced as they wear out with large entrances, so that the change would take place over time.

Resolution No. 29-3

MOVED BY Larry O'Connor that the Brock Finance Committee receive Report 2006-FI-02 re communication 521/06 be receive for information.

MOTION CARRIED

(4) Councillor Karen Windatt – 2006 Municipal Budget

Councillor Karen Windatt enquired of staff when the council can expect to see the 2006 preliminary budget and was advised by the Treasurer it will be late March or early April.

(5) Regional Councillor Larry O'Connor – Municipal Audit

Regional Councillor Larry O'Connor enquired respecting the recent municipal audit and was advised that even with two new auditors undertaking the audit, it went smoothly and that he has not received any negative feedback.

(6) Mayor Keith Shier – Roads

Mayor Keith Shier enquired of staff whether the municipality can control the type of vehicular traffic on our roads, specifically truck traffic and was advised by the Clerk-Administrator that the only way to control truck traffic is through weight restriction. He further advised that trucks pay their licence fee to travel on our road system and that if they are in violation of ½ loads they must be caught in order to have a charge laid.

Councillor Reg Starr advised of a suggestion a resident had spoken to him of whereby the roads would be posted local use only in an attempt to deter truck traffic, to which the Clerk-Administrator advised that this action is usually only taken during road construction.

(7) Public Questions and Clarification

There were no public questions for clarification.

VIII. ADJOURNMENT

Resolution No. 30-3

MOVED BY Debbie Bath that we do now adjourn at 3:50 p.m.

MOTION CARRIED

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CHAIR

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SECRETARY