

**THE CORPORATION OF THE TOWNSHIP OF BROCK**

**MUNICIPAL ADMINISTRATION BUILDING**

**FINANCE COMMITTEE**

**SESSION THIRTEEN**

**MONDAY, OCTOBER 23, 2006**

The Thirteenth Meeting of the Finance Committee of the Township of Brock, in the Regional Municipality of Durham, was held on Monday, October 23, 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 at 1:03 p.m.  
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 1:00 p.m.

**II. CONFIRMATION OF MINUTES**

(1) 12th meeting - September 25/06

Resolution No. 1-13

MOVED BY Larry O'Connor that the minutes of the 12th meeting of the Finance Committee as held on September 25, 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**

2069 Michael Legge – memo re: UV Lights – Medical Centres

2182 mpac – The Ontario Ombudsman's Recommendations – A Six-Month Progress Report

2218 mpac – update re: 2006 Property Assessment Notices and Availability of Market Change Profile

2276 Assessment Review Board – Status Respecting Golf Course Complaints

2319 Pitch In Ontario – soliciting Patrons for Pitch-In Ontario

Resolution No. 2-13

MOVED BY John Grant that communications 2069, 2182, 2218, 2276 & 2319 be received for information and filed.

MOTION CARRIED

2153 Michael Legge – Report 2006-FI-11 – Beaverton Thorah Eldon Historical Society – Insurance Request

Councillor Karen Windatt commented that council has entertained this request previously and have there been any recent changes which would impact the committee's decision in this regard? She was advised by the Treasurer that there have been no changes and that the Insurance Pool is still not in the business of selling insurance. The only recent change is that an agent of Cowan Insurance is willing to provide competitive rates for organizations such as the Historical Society. Councillor Windatt enquired whether by accepting the recommendation within Report 2006-FI-11, will it prevent the group from making a similar request in the future and was advised it would not.

Regional Councillor Larry O'Connor enquired whether consideration could be given to appointing the Society as a bonafide committee of council and whether other municipalities have taken this approach. He was advised by the Treasurer that he is not aware of any municipalities who have taken this approach and it could be a consideration but he would question taking such an approach. Regional Councillor O'Connor enquired whether staff could provide a list of insurers to our non profit organizations and was advised by the Treasurer that he can provide the name of the Cowan Insurance agent, as a list of agents otherwise, does not exist.

Councillor John Grant declared a pecuniary interest and refrained from taking part in any discussions and/or voting in this regard.

Councillor Allan Simpson advised he is a member of the Sunderland Agricultural Society/Fair Board and although a good percentage of their income goes to insurance costs, the Society, not unlike other non-profit organizations, does manage. He further noted that they have kept their insurance business local.

Councillor Debbie Bath requested clarification as to liability when, in the case of the Beaverton Historical Society, the land is owned by the municipality, however the buildings on the municipal land belong to the Historical Society and was advised by the Treasurer that the municipality insures the buildings on municipal land, and should there be an incident within one of the buildings, municipal insurance coverage would be applicable. Councillor Bath commented it would be nice to be able to assist these organizations, in light of the importance of our volunteers, to which Councillor Allan Simpson agreed, advising further that many non-profit groups are disbanding as the result of not being able to afford high insurance costs.

#### Resolution No. 3-13

MOVED BY Karen Windatt that Brock Township Finance Committee receive communication # 2006-FI-11 and accept the recommendation within the report reference communication number 2153/06.

MOTION CARRIED

2307 Michael Legge – Report 2006-FI-12 – Marino-Dench Animal Shelter Trust Fund

#### Resolution No. 4-13

MOVED BY John Grant that Report 2006-FI-12 be received for information and the recommendation be approved, reference communication 2307.

MOTION CARRIED

#### Resolution No. 5-13

MOVED BY Karen Windatt that we break at 1:20 p.m. for the purpose of presenting surplus funds from the 2005 Township of Brock Charity Golf Tournament.

MOTION CARRIED

Chair Reg Starr reconvened the meeting at 1:35 p.m. with the same committee members and staff in attendance.

## VI. REPORTS OF SUBCOMMITTEES – N I L

VII. GENERAL ITEMS & ENQUIRIES

## (1) Payment of Accounts

Resolution No. 6-13

MOVED BY Debbie Bath that Department No. 10 of the transaction listing dated October 18, 2006 being the statement of accounts payable for the Beaverton Arena in the amount of \$77,745.36 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 7-13

MOVED BY Debbie Bath that Department No. 11 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Cannington Arena in the amount of \$29, 856.86 be approved and the Treasurer be authorized to pay the same.

MOTION CARRIED

Mayor Keith Shier enquired of staff what type of office desks were purchased for the Cannington and Sunderland Arenas at a cost of \$598.32 and \$517.32, respectively. He was advised that the desks are described as double pedestal desks, 30 x 60 inches in size, one being banister oak and the other grey glaze. Mayor Shier enquired as to the location of School House Productions, the supplier of the desks, and was advised this company is located in Markham. Mayor Shier expressed concern respecting the durability of the desks for use in the arenas.

Councillor Karen Windatt enquired whether the desks were a budget item and purchased according to policy. She also enquired whether the desks are computer compatible. Treasurer Michael Legge advised that the desks are not computer compatible. The cost of the desks were less than the criteria for a capital item purchase and therefore not specific in the budget.

Regional Councillor Larry O'Connor enquired as to the disposition of the old desks and that perhaps the local historical society might be interested in obtaining same for display purposes. The Treasurer advised that this can be looked into, otherwise anything of any value would go to the regional auction or alternatively to the dump.

Councillor John Grant commented that this purchase should have been a budget item.

Councillor John Grant enquired why the refrigerator in the Cannington Arena was replaced with a used refrigerator as it was his understanding that used refrigerators were supposed to go to the landfill due to their high energy use. He commented that the money saved in purchasing a used unit might end up being used in energy charges.

The Treasurer advised he would look into these concerns.

Resolution No. 8-13

MOVED BY Debbie Bath that Department No. 12 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Sunderland Arena in the amount of \$89,373.44 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Allan Simpson commented on the \$6,000.00 paid to Lanos Plumbing for toilets and washroom renovations, enquiring where this work took place. He was advised by the Treasurer that renovations to the ladies' washroom was a budget item with the work being completed for less than what was budgeted. The toilets were not a specific budget item but included in the Sunderland Arena maintenance and repairs budget. The Treasurer advised he would look into this further.

Resolution No. 9-13

MOVED BY Karen Windatt that Department No. 20 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Building Department in the amount of \$2,510.43 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 10-13

MOVED BY Karen Windatt that Department No. 21 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for Canine Control in the amount of \$2,156.04 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 11-13

MOVED BY Karen Windatt that Department No. 22 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for By-law Enforcement in the amount of \$71.33 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 12-13

MOVED BY Karen Windatt that Department No. 23 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for Livestock Claims/Fenceviewers in the amount of \$1,953.00 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Regional Councillor Larry O'Connor enquired whether the claims being paid are at fair market value and was advised by the Clerk-Administrator that those submitting claims are likely being compensated above market value, but within the Ministry's criteria.

Resolution No. 13-13

MOVED BY Karen Windatt that Department No. 25 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Fire Department in the amount of \$208,568.03 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 14-13

MOVED BY John Grant that Department No. 30 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for General Administration in the amount of \$61,308.27 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Councillor Debbie Bath enquired about the overpayment to Scotia Bank and was advised by the Treasurer that it was the bank who overpaid the municipality and that if a refund is requested, the municipality is required to pay same.

Councillor Allan Simpson enquired respecting the remittance to OMERS and was advised by the Treasurer that this is related to Library operations.

Resolution No. 15-13

MOVED BY Debbie Bath that Department No. 35 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Parks Department in the amount of \$3,329.14 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 16-13

MOVED BY Keith Shier that Department No. 36 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for Brock Library Board, in the amount of \$34,081.70 be received for the information of the committee.

MOTION CARRIED

Resolution No. 17-13

MOVED BY Debbie Bath that Department No. 37 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for Grants, Manilla & Wilfrid Halls in the amount of \$16,620.47 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 18-13

MOVED BY Allan Simpson that Department No. 40 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Roads Department in the amount of \$352,536.32 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 19-13

MOVED BY Allan Simpson that Department No. 45 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for Public Buildings in the amount of \$51,442.61 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution 20-13

MOVED BY Allan Simpson that Department No. 56 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for Parking Lots/Traffic Control in the amount of \$63.58 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 21-13

MOVED BY Allan Simpson that Department No. 58 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Garbage Department in the amount of \$2,596.00 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 22-13

MOVED BY Karen Windatt that Department No. 59 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Streetlights in the amount of \$11,923.93 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 23-13

MOVED BY Allan Simpson that Department No. 61 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Beaverton Medical Centre in the amount of \$10,220.42 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 24-13

MOVED BY Larry O'Connor that Department No. 70 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for the Planning and Development Department in the amount of \$5,239.23 be approved and the Treasurer be authorized to pay same.

MOTION CARRIED

Resolution No. 25-13

MOVED BY Keith Shier that Department No. 90 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for Human Resources & Skills Development Canada in the amount of \$8,368.50 be received for the information of the committee.

MOTION CARRIED

Resolution No. 26-13

MOVED BY Keith Shier that Department No. 96 of the transaction listing dated October 18, 2006 being the Statement of Accounts Payable for North Durham Homelessness in the amount of \$5,018.32 be received for the information of the committee.

MOTION CARRIED

(2) Council Report

Resolution No. 27-13

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

MOTION CARRIED

(3) Resolution required re: payment of accounts during November 2006

Resolution No. 28-13

MOVED BY Larry O'Connor that the Treasurer be authorized to pay the accounts payable for the month of November 2006.

MOTION CARRIED

(4) Councillor John Grant – Beaverton Zamboni

Councillor John Grant enquired as to the repairs required to the Beaverton Zamboni and was advised that the motor needed to be replaced. The defective engine has been returned to Zamboni for their inspection.

(5) Councillor John Grant – Credit Balance on Tax Account

Councillor John Grant advised that a resident within the municipality has a credit balance on their tax account as the result of an assessment appeal and would like further direction in this regard. The Treasurer advised that a telephone call to the Tax Department requesting a refund of these monies will be required and that unless a specific request is made in such instances, the funds are retained and credited to the account.

Regional Councillor Larry O'Connor enquired whether the Treasury Department has input into the MPAC review process or whether there is opportunity for input by council.

He was advised by the Treasurer that input into this process has been through organizations representing municipalities, such as AMO. Regional Councillor O'Connor enquired whether Area Treasurers have been involved and was advised not to date in that they support the Ombudsman's recommendations in this regard.

The Clerk-Administrator pointed out that council is to be consulted on certain Ombudsman recommendations, with the balance of input to be discussed with AMO.

(6) Regional Councillor Larry O'Connor – CHC

Regional Councillor Larry O'Connor advised that the CHC Board has engaged Colliers International to look into real estate needs for the new CHC and that the municipality may be contacted by a gentleman named Mike Goldstein in this regard.

(7) Public Questions and Clarification

There were no public questions for clarification.

VIII. ADJOURNMENT

Resolution No. 28-13

MOVED BY Keith Shier that we do now adjourn at 2:05 p.m.

MOTION CARRIED

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CHAIR

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SECRETARY