

COMMITTEE MINUTES

**Finance, Administration &
Operations Committee**

Tuesday, September 17, 2013, 4:15 p.m.
City Hall, Council Chambers

Committee Members:

Councillor D. LeSueur, Chair
Councillor D. Beatty
Councillor L. Bursey
Councillor J. Earle
Councillor J. Fullarton
Mayor D. Henderson, Ex-Officio

Staff:

Ms. V. Baker, Clerk's Secretary (Recording Secretary)
Mr. B. Casselman, City Manager
Mr. C. Cosgrove, Director of Operations
Mr. D. Dick, Director of Corporate Services
Mr. C. Dwyre, Fire Chief
Ms. L. Ferguson, Manager of Finance
Mr. S. Fraser,
Mr. J. Gardiner, Police Chief
Mr. L. MacArthur, Deputy Police Chief
Mr. P. Raabe, Director of Environmental Services
Ms. S. Seale, City Clerk

Others:

Mr. A. Bennett, City Auditor
Ms. T. Renkema, 104.9 JRFM
Mr. R. Zajac, Recorder & Times

The Chair called the meeting to order at 4:15 p.m.

DISCLOSURE OF INTEREST

Nil.

DELEGATION(S) AND PRESENTATION(S)

1. Request for Funding/Impact Statement
Sherwood Park Manor
Mr. Alfred O'Rourke & Ms. Fran Walker

Mr. Alfred O'Rourke, Administrator and Ms. Fran Walker, Past Chairperson of Sherwood Park Manor made a presentation to the Committee concerning their Impact Statement of May 2013.

Additional material was passed out to the Committee and is attached to the minutes.

Councillor Bursey asked if the problem was only the infrastructure of the building. Mr. O'Rourke stated that it is one of the main contributors but not the only one. Councillor Bursey asked if the infrastructure would be corrected. Mr. O'Rourke stated that it could be if they received sufficient money to do so.

Councillor Beatty asked what has changed in the last 2-3 years as they are now operating in a deficit. Mr. O'Rourke stated that they have a balanced budget but have been unable to put money into building upkeep.

Councillor Earle asked if there would be anything other than money to help fix the problem. Mr. O'Rourke stated that money is the issue.

Councillor Fullarton asked if they could request more money for beds. Ms. Walker stated that the bed fee is set by the Ministry of Health and Long Term Care.

Councillor Bursey presented a motion.

Moved by: Councillor Bursey

THAT the presentation to the Committee from Sherwood Park Manor be received; and

THAT the request for funding be forwarded to the 2014 Budget process.

CARRIED

CORRESPONDENCE

Nil.

STAFF REPORTS

1. 2013-101-09
Downtown Brockville (D.B.I.A.)
Request for Transfer of Funds

Moved by: Councillor Bursey

THAT Council authorizes the transfer of funds in the amount of \$5,000.00 from the Downtown Brockville (D.B.I.A.) Reserve Fund (GL 02-5-191927-6436) to be used as a donation/contribution to the Rotary Park Artificial Ice Project.

CARRIED

2. 2013-102-09
Purchase of a Strut Rescue Kit

Moved by: Councillor Fullarton

THAT Council authorizes the purchase of a "Strut Rescue Kit"; and

THAT the quotation from Code 4 Fire and Rescue in the amount of \$4,995 (plus taxes) be accepted; and

THAT Council authorize the transfer of \$4,995 (plus taxes) from the Operational Fire Equipment Reserve Fund (account 02-5-191902-6436) for the purchase of the equipment; and

THAT the invoice be charged to account 01-5-103222-6320

CARRIED

3. 2013-106-09
Municipal Access Agreement - BH Telecom Corp.

Moved by: Councillor Fullarton

THAT the City of Brockville enter into a Municipal Access Agreement with BH Telecom Corp. for the purpose of constructing, operating and maintaining telecommunications infrastructure on City road allowances.

CARRIED

Mr. Cosgrove spoke to the report and explained the purpose of the agreement.

4. 2013-105-09
2012 Annual Financial Statements and Auditors Report

Moved by: Councillor Bursey

THAT the Audited Financial Statements for the Corporation of the City of Brockville to the year-ended December 31, 2012 be received and approved; and

THAT the Audited Financial Statements for the Board of Management, Downtown Business Improvement Area of the Corporation of the City of Brockville be received and approved; and

THAT the Audited Financial Statements of the Corporation of the City of Brockville Trust Funds be received and approved; and

THAT the operating deficit of \$72,549 be financed from the Fiscal Policy Reserve.

CARRIED

Mr. Dick spoke to the report and offered a power point presentation.

5. 2013-107-09
Financial Variance Report at August 31, 2013

Moved by: Councillor

THAT Council receives Staff Report No. 2013-107-09, Financial Variance Report at August 31, 2013.

CARRIED

6. 2013-108-09
City Auditor's "Matters to be Communicated
with Members of Council"

Moved by: Councillor Fullarton

THAT the Finance Administration Operations Committee receive and review the City Auditor's "Matters to be Communicated with Members of Council" for the year ended December 31, 2012 (Attachment 1 to Report 2013-108-09).

CARRIED

Councillor Beatty asked if there had been a recommendation directed to management.
Mr. Bennett stated that there was and it would come forward to the next FAO meeting.

7. 2013-104-09
Entering into a Memorandum of Agreement for
Emergency Response with Parks Canada

Moved by: Councillor Earle

THAT City Council allow the Fire Chief to enter into a Memorandum of Agreement with the Parks Canada Agency and Thousand Islands National Park to co-operate in emergency response and the suppression of wildfires in the areas owned or under the jurisdiction of either of the Parties.

CARRIED

NEW BUSINESS

1. Notice of Motion
Councillor J. Earle

Moved by: Councillor Earle

THAT the City of Brockville reply to the requests from the Township of Augusta and the Town of Prescott for police costing and provide such costing in the form of a joint police service board. Costing to be done and analyzed in the same time frame as Brockville OPP costing; and

THAT this matter be forwarded to the FAO committee for consideration.

CARRIED, AS AMENDED ON A LATER VOTE

Amendment to Motion

Moved by: Councilor Earle

THAT the following be deleted from the motion:

“in the same time frame as Brockville OPP Costing”; and

THAT the following be inserted in its place:

“prior to Council’s decision concerning OPP costing”; and

THAT the following be inserted:

“THAT the costing exercise be subject to confirmation that the Town of Prescott and the Township of Augusta are willing to participate financially”; and

The vote on the original motion, as amended, was now taken and the motion, as amended, was carried.

Amended Motion

THAT the City of Brockville reply to the requests from the Township of Augusta and the Town of Prescott for police costing and provide such costing in the form of a joint police service board. Costing to be done and analyzed prior to Council’s decision concerning OPP costing; and

THAT the costing exercise for a joint police service board be subject to confirmation that the Town of Prescott and the Township of Augusta are willing to participate financially.

CARRIED

Councillor Bursey stated he was in favour of this but did not think it could happen in the same time frame as the OPP costing.

Mayor Henderson stated that when he had talked in the past with the Town of Prescott and the Township of Augusta that there was no interest.

Councillor Fullarton stated that she did not think a lot of attention was given to the matter at that time and it needs to be looked at again. She stated that the City should look at every option.

Councillor LeSueur asked the Police Chief if it would be reasonable to think that they could present a cost saving study. Chief Gardiner said it could be looked into.

Councillor Earle suggested that there could be a joint council meeting with the City of Brockville, Town of Prescott and Township of Augusta.

2. Council Attendance Tracking
Motion from Councillor L. Bursey

Moved by: Councillor Bursey

WHEREAS tracking attendance is considered a normal practice in most modern work settings;

WHEREAS many other municipalities also track attendance;

WHEREAS the council of the Corporation of the City of Brockville strives to be transparent in our decision making process, to our ratepayers, colleagues and employees;

THEREFORE BE IT RESOLVED THAT council member attendance be tracked at council meetings and standing committee meetings (EDP & FAO) for public record.

DEFEATED

FAO - CONSENT AGENDA

Moved by: Councillor Fullarton

THAT the following items be placed on the Consent Agenda:

1. 2013-101-09
Downtown Brockville (D.B.I.A.)
Request for Transfer of Funds
2. 2013-102-09
Purchase of a Strut Rescue Kit
3. 2013-106-09
Municipal Access Agreement – BH Telecom Corp.
4. 2013-107-09
Financial Variance Report at August 31, 2013
5. 2013-108-09
City Auditor's "Matters to be Communicated with
Members of Council"

6. 2013-104-09
Entering into a Memorandum of Agreement for
Emergency Response with Parks Canada

ADJOURNMENT

Moved by: Councillor Beatty

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for October 15, 2013.

CARRIED

The meeting adjourned at 6:53 p.m.