

**Finance, Administration &
Operations Committee**

Tuesday, September 15, 2015, 4:15 pm
City Hall, Council Chambers

COMMITTEE MINUTES

Committee Members:

Councillor T. Blanchard, Chair
Councillor P. Deery
Councillor J. Fullarton
Mayor D. Henderson, Ex-Officio

Absent:

Councillor J. Earle

Other Council Members:

Councillor D. LeSueur

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
Ms. L. Ferguson, Manager of Finance
Ms. S. MacDonald, City Clerk
Mr. P. Raabe, Director of Environmental Services

The Chair called the meeting to order at 4:17 pm.

DISCLOSURE OF INTEREST

Nil.

DELEGATION(S) AND PRESENTATION(S)

1. Healthy Community Vision
Dr. Paula Stewart, Lanark, Leeds and Grenville Health Unit

Moved by: Councillor Fullarton

THAT Council endorse the Healthy Communities Vision including the Healthy Communities Asset Inventory Tool, as presented by the LLG Health Unit.

CARRIED

Dr. Stewart presented the Lanark, Leeds and Grenville Health Unit's Healthy Community Vision.

CORRESPONDENCE

1. Donation in support of Syrian Refugee Crisis
(Association of Municipalities of Ontario)

Moved by: Councillor Fullarton

THAT Council accept the challenge issued by the Association of Municipalities of Ontario (AMO) and authorize a donation of \$100 to the "Syrian Refugee Crisis".

CARRIED

STAFF REPORTS

1. 2015-092-09
2015 Annual Financial Statements
and Auditors Report

This item was removed from the Agenda pending receipt of the financial statements.

2. 2015-094-09
Unrestricted Reserve Fund Financial Fiscal Management
Brockville Cemetery Board

Moved by: Councillor Fullarton

THAT Council authorize and establish terms of reference for the financial management of the Cemetery's "UNRESTRICTED TRUST FUND", similar to the practice used by the City's own Fiscal Policy Reserve, namely:

1. THAT any year-end surplus resulting from the Cemetery's operational budget, beginning with yearend 2014 be credited to the Brockville Cemetery Unrestricted Trust Fund; and
2. THAT any deficits arising from operations be covered from the said Unrestricted Trust Fund, in so far as is practical to do so, and/or unless specific over expenditures have been pre-authorized by Council for some specific purpose.

CARRIED

Councillor Fullarton inquired as to the status of the Unrestricted Trust Fund account and if there had been any surplus added to it in the past. Mr. Casselman stated that in the last 5 years there has been no surplus added and the reserve has been used to meet the demands.

Staff will follow up and provide the account information at the Council meeting of September 22, 2015.

3. 2015-095-09
Proposed Parking Restriction on Water Street East

Moved by: Councillor Fullarton

THAT parking be restricted on the north side of Water Street East from Orchard Street to Ford Street and;

THAT parking be restricted on the south side of Water Street East from 29 m west of Orchard Street to 44 m easterly and;

THAT parking be restricted on the south side of Water Street East from 8 m west of Ford Street to 73 m easterly to limit of street and;

THAT Schedule "1" of Subsection 72 of By-law 119-89 be amended accordingly.

CARRIED

4. 2015-093-09
Council Remuneration
One-Third Tax Free Allowance

Moved by: Councillor Fullarton

That Council pass a resolution under authority of Section 283 of the current Municipal Act, deeming one-third of Council remuneration shall continue as expenses incident to the discharge of Council; and

THAT the necessary by-law be enacted.

CARRIED

5. 2015-082-08
2015 Water Rate Review

Moved by: Councillor Fullarton

That the City establishes a system for determining the annual charges for water and wastewater as follows:

- Eliminate the fire protection charge as presently charged;
- Revenues for recovery of water system expenditures be based on flat rates representing 75% of net fixed costs;
- Fixed costs are to be defined as all fixed expenditures less offset revenues and excluding capital costs;
- A minimum level of water is included in the flat charge for residential consumers (27m³);
- Variable rates are based on the user group (residential and non-residential) as well as varying levels of consumption;
- Waste water surcharge will be dependent on the annual budgeted level of expenditures with a different surcharge to the different user groups, and;
- Discounted variable rates may be offered for a limited period to new ICI customers.

CARRIED

Mr. Dick spoke to the report.

6. 2015-069-06
Policy on Collection of Property Tax and Waterworks and Wastewater Charges

This item was deferred to the October meeting.

7. 2015-098-09
2015 Interim Variance Report

Moved by: Councillor Fullarton

THAT Council receives the Interim Variance Report as of July 31, 2015 Report No. 2015-098-09, for information purposes.

CARRIED

NEW BUSINESS

1. AMO 2015 Conference Report
Councillor L. Bursey

Moved by: Councillor Deery

THAT the AMO 2015 Conference Report as prepared by Councillor Bursey, be received.

CARRIED

2. Correspondence to Ministry of Municipal Affairs and Housing
Municipal Election Act Review
(Youth Advisory Committee)

Moved by: Councillor Deery

THAT the correspondence from the Youth Advisory Committee regarding the Municipal Election Act Review be received and forwarded to the Ministry of Municipal Affairs and Housing.

CARRIED

FAO - CONSENT AGENDA

THAT the following items be placed on the Consent Agenda:

1. Healthy Community Vision
2. Donation in support of Syrian Refugee Crises
3. 2015-095-09
Proposed Parking Restriction on Water Street East
4. 2015-093-09
Council Remuneration One-Third Tax Free Allowance
5. 2015-098-09
2015 Interim Variance Report
6. AMO 2015 Conference Report
7. Ministry of Municipal Affairs and Housing

ADJOURNMENT

Moved by: Councillor Deery

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for October 20, 2015.

CARRIED

The meeting adjourned at 5:56 pm.