

## **COMMITTEE MINUTES**

## **Finance & Administration Committee**

Tuesday, July 20, 2010, 4:15 p.m.

City Hall, Council Chambers

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### **Roll Call**

#### **Committee Members:**

Councillor J. Fullarton, Chair

Councillor L. Journal

#### **Absent:**

Mayor D. Henderson, Ex-Officio

Councillor J. Earle

#### **Others:**

Councillor H. Noble

Councillor S. Williams

#### **Staff:**

Ms. V. Baker, Secretary - Clerk (Recording Secretary)

Mr. B. Casselman, City Manager (arrived at 5:01 p.m.)

Ms. D. Cyr, Director of Finance

Mr. M. McDonald, Financial Admin. Analyst

Ms. S. Seale, City Clerk

#### **Others:**

Mr. R. Zajac, Recorder & Times

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

### **CORRESPONDENCE**

1. Safe Community Coalition of Brockville, Leeds & Grenville  
Funding Request

Moved by: Councillor Journal

THAT City Council approve a donation to the Safe Community Coalition of Brockville, Leeds and Grenville, to cover the costs of the re-registration with the parent body, at an estimated cost of \$2,500 which will cover a 5 year period; and

THAT the expense be funded from the Fiscal Policy Reserve.

CARRIED

Mr. Scott Fraser and Mr. Dave Dargie, Co-Chairs were in attendance at the meeting.

Mr. Fraser spoke to the Committee regarding the re-registration of the Safe Community Coalition of Brockville.

## **STAFF REPORTS**

2. 2010-108-07  
Library Funding Request  
File: C12-12

Moved by: Councillor Journal

THAT the matter be deferred to the August Finance & Administration Committee meeting pending the receipt of further information from staff.

CARRIED

Ms. Cyr explained that the repairs to be undertaken at the library were minor in nature. Additional repairs are required but can be delayed and included in future years capital maintenance program estimated to be \$3,500. The expense to repair the leak was approximately \$120.

Councillor Fullarton noted that the Museum was provided a sum for the painting which should be the same process applied to the Library.

Councillor Journal asked for a report on the reserve funds established for the library, whether or not they include funding for building maintenance. If the library does not have a building reserve fund where do/should the budgeting and funding for the library building maintenance be. He further stated that if an inspection of the library roof confirms that the further roof repairs can be delayed to future years then they should be included in the appropriate capital budget.

Councillor Fullarton noted that she would like to ensure that the repairs for all the facilities are treated in the same manner including the allocation of financial resources.

Councillor Noble stated that he believes that the interior of the library should be the responsibility of the library and the "building envelope" should be the responsibility of the City.

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3. 2010-109-07  
2010 Tax Rates and Final Tax Due Date

Moved by: Councillor Journal

THAT Council authorize staff to levy \$28,155,502 and impose municipal and education tax rates for the year 2010; and

THAT Council authorize the levy on behalf of the Downtown Board Improvement Association (DBIA) to impose special purpose rates for the year 2010; and

THAT the final tax due date for all property classes is August 27, 2010; and

THAT the necessary by-laws be enacted.

CARRIED

Councillor Fullarton noted that on previous reports, the increases/decreases were compared using \$100,000 of assessment where this report shows comparisons using average Current Value Assessment (CVA). She asked for clarity. Ms. Cyr explained that this change was a result of requests from Members of Council to use the average CVA.

4. 2010-111-07  
Investment Policy

Moved by: Councillor Journal

THAT Council adopt the Investment Policy as the framework for the investment of surplus funds (Attachment #1 to Report 2010-111-07).

CARRIED

5. 2010-116-07  
2010 City Debenture Issue

Moved by: Councillor Journal

THAT Council authorize staff to investigate the various loan programs available for all of the 2010 Capital Projects that are approved to be debentured; and

THAT Council authorize staff to investigate loan programs available for the Water Pollution Control Centre (WPCC) upgrade to secondary treatment project up to a maximum of 80%, or \$6.4 million, of proposed required debentures; and

THAT staff be authorized to submit applications to the various loan programs for the 2010 Capital Projects and WPCC upgrade project that meet the criteria set out in the lending guidelines; and

THAT Council authorize the Mayor and Director of Finance to enter into agreements with either the Ontario Infrastructure Projects Corporation (OIPC), Federation of Canadian Municipalities (FCM) or the Canadian Housing and Mortgage Corporation (CMHC) to provide such financing for the 2010 Capital Budget projects that are approved for loans under the lending program guidelines; and

THAT in the event that some projects do not qualify, staff be directed to bring back a report to Council detailing alternate means of financing those projects.

CARRIED

Councillor Journal asked when a report would be brought back to Council. Ms. Cyr explained that if approval was granted by OIPC that a report would not be made to Council. She further explained that FCM provides upfront financing which improves cash flow for the projects.

Councillor Williams and Councillor Noble both stated that they would prefer to avoid the use of the Hydro One Funds by using the funding and grants available from FCM.

*Mr. Casselman entered the meeting at 5:01 p.m.*

6. 2010-107-07  
2010 Work Plan Second Quarter Report

Moved by: Councillor Journal

THAT Report 2010-107-07, 2010 Work Plan Quarterly Report, be received for information purposes.

CARRIED

Mr. Casselman reviewed the report providing highlights.

Councillor Noble commented that the CIP programs have expiry dates and noted that the programs should be reviewed prior to their expiry. Mr. Casselman explained that with recent learnings he will be reviewing and making a recommendation to continue with the CIP programs prior to the end of this year.

Ms. Cyr distributed a report showing the reallocation of the 2010 Budget as a result of the Corporate Reorganization.

### **CONSENT AGENDA**

Moved by: Councillor Journal

THAT the following items be forwarded to Council on the Consent Agenda:

1. Safe Community Coalition of Brockville, Leeds & Grenville  
Funding Request
2. 2010-107-07  
2010 Work Plan Second Quarter Report
3. 2010-109-07  
2010 Tax Rates and Final Tax Due Date
4. 2010-111-07  
Investment Policy
5. 2010-116-07  
City Debenture Issue

CARRIED

The meeting adjourned at 5:19 p.m.