



City of Brockville

Finance & Administration Committee

Minutes

4:30 PM - Tuesday, February 18, 2020

City Hall, Council Chambers

The Finance & Administration Committee meeting was called to order on Tuesday, February 18, 2020, at 4:30 PM, in the City Hall, Council Chambers, with the following present:

Members Present:	Councillor Larry Journal, Member Cec Drake, and Councillor Jeff Earle
Regrets:	Councillor Nathalie Lavergne and Mayor Jason Baker
Others:	Nil.
Staff:	Lynda Ferguson, Director of Finance, Janette Loveys, City Manager, and Sandra MacDonald, City Clerk

1. **CHAIR'S REMARKS**

Councillor Journal opened the meeting. He noted that Mayor Baker and Councillor Lavergne send their regrets.

2. **DISCLOSURE OF INTEREST**

Nil.

3. **DELEGATIONS AND PRESENTATIONS**

Nil.

4. **CORRESPONDENCE & COMMUNICATIONS**

Nil.

5. **REPORTS FROM BOARDS AND COMMITTEES**

Nil.

6. **STAFF REPORTS**

1. 2020-029
Court Security and Prisoner Transportation
Transfer Payment Agreement

Moved by: Councillor Earle

THAT report Court Security and Prisoner Transportation Transfer Payment Agreement dated February 18, 2020 be received and that the Mayor and City Clerk be authorized to enter into the Transfer

Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Solicitor General for the Court Security and Prisoner Transportation Program.

For: Councillor Journal, Member Drake, and Councillor Earle
CARRIED 3-0 on a recorded vote

2. 2020-033
December 2019 Variance Report

Moved by: Member Drake

THAT Council receives the Interim Variance Report for the period ended December 31st, 2019 for information purposes.

For: Councillor Journal, Member Drake, and Councillor Earle
CARRIED 3-0 on a recorded vote

3. 2020-030
2019 Unspent Budget Items

Moved by: Councillor Earle

THAT Council authorize the transfer of the amounts listed below from their respective budgets to their respective reserve account as per Attachment #1 in 2019

- \$213,691 to Reserve for Outstanding Budget Items,
- \$325,000 to Water Rate Unspent Budget Items,
- \$109,773 to Wastewater Rate Unspent Budget Items; and,

THAT funds be transferred out of the Unspent Budget Items Reserves in 2020 to complete the stated projects.

For: Councillor Journal, Member Drake, and Councillor Earle
CARRIED 3-0 on a recorded vote

4. 2020-031
Procurement Policy

Moved by: Member Drake

THAT Report 2020-031 Procurement Policy be received and approved; and,

THAT By-law 029-2019 Establish and Maintain a Policy Concerning the Procurement of Goods and Services be repealed.

For: Councillor Journal, Member Drake, and Councillor Earle
CARRIED 3-0 on a recorded vote

5. 2020-032
Budgetary Control Policy

Moved by: Member Drake

THAT Report 2020-032 Budgetary Control Policy be received and approved; and,

THAT By-law 025-2019 a by-law to provide budgetary control policies, practices and procedures be repealed; and,

THAT By-law 047-2005 a by-law to establish Financial Controls for the City of Brockville be repealed.

For: Councillor Journal, Member Drake, and Councillor Earle
CARRIED 3-0 on a recorded vote

7. **NEW BUSINESS FROM COMMITTEE MEMBERS**

8. **FAC - CONSENT AGENDA**

Moved by: Councillor Earle

THAT the following items as recommended by the Finance and Administration Committee be placed on the Consent Agenda:

1. 2020-029

Court Security and Prisoner Transportation Transfer Payment Agreement

2. 2020-030
2019 Unspent Budget Items
3. 2020-031
Procurement Policy
4. 2020-032
Budgetary Control Policy
5. 2020-033
December 2019 Variance Report

CARRIED

9. **MEDIA QUESTION PERIOD**

10. **ADJOURNMENT**

Moved by: Member Drake

THAT the Finance and Administration Committee adjourn its meeting until the next regular meeting scheduled for March 17, 2020.

CARRIED

The meeting adjourned at 5:03 pm.