

UNITED COUNTIES OF LEEDS AND GRENVILLE
GOVERNANCE AND FINANCE COMMITTEE MINUTES

March 5, 2009

The Governance and Finance Committee met on March 5, 2009 at 9:00 a.m. in the Council Chambers, 25 Central Avenue West, Brockville

Members Present: Frank Kinsella, Chair
Mel Campbell, Warden
Larry Dishaw, John Conley, Roger Haley,
Doug Struthers, Bill Thake, Jim Pickard, Bill Gooch

Members Absent: Ron Holman

Staff Present: Steven Silver, Chief Administrative Officer
Nigel White, Director of Corporate Services/Treasurer
Bob Cheetham, Economic Development Manager
Ann Weir, Economic Development Coordinator
Lorraine Crotty, Clerk/Special Projects Coordinator
Jane Patterson, Administrative Assistant (Recording Secretary)

Also Present: Anne Marie Harbec, Executive Director, Rideau Heritage Route
Tourism Association

1.0 Opening Remarks

Mr. Kinsella called the meeting to order at 9:05 a.m. and offered regrets on behalf of Mr. Holman. He advised Item 12.0.3 Notice of By-law will be deferred until the agreement is received from the Ontario Realty Corporation

Agenda Additions

Mr. Kinsella noted the following additions to the Agenda:

Item 9.0 – New Business

9.0.1 Infrastructure Funding for Roads Projects

Item 10.0 – Unfinished Business

10.0.3 Charge Backs

10.0.4 Edwardsburgh/Cardinal – Port of Prescott Update – Mr. Dishaw

10.0.5 Accessibility Update – Mr. Campbell

10.0.6 Mileage – Mr. Haley

11.0. Other Business

11.0.1 Green Energy Bill

Item 12.0 – By-laws (Notice of)

12.0.3 A By-Law to Rescind By-Law No. 08-55 and to Authorize the Execution of Agreements Between the United Counties of Leeds and Grenville and Service Providers for Indigent Funerals and Burials

15.0. In Camera

15.0.1 Identifiable Individuals – Mr. Silver

By a show of hands the committee agreed to the agenda as amended.

2.0 Disclosure of Interest

Mr. Campbell declared a conflict of interest with respect to Item 5.0.4 and 5.0.5 and advised he would leave Chambers during discussion of these items.

3.0 Adoption of Committee Minutes – January 22nd, 2009, February 5th, 2009 and February 18th, 2009

Mr. Kinsella referred to Page 3 of the January 22nd, 2009 minutes and noted there was no answer given to the question posed by Mr. Holman regarding the silos in Community and Social Services. Mr. Silver advised that staff would look into this matter and respond at the next meeting.

Motion

Moved by Mr. Conley and seconded by Mr. Haley

THAT the minutes of the Governance and Finance Committee meeting held on January 22nd, February 5th and February 18th, 2009 be approved, as distributed. Carried.

4.0 Delegations/Presentations

4.0.1 Rideau Heritage Route Tourism Association – Anne Marie Harbec, Executive Director

Ms. Weir introduced Ms. Anne Marie Harbec who gave a slide show presentation with respect to the Rideau Heritage Route. A copy of the presentation is available upon request. Ms. Harbec distributed a Rideau Heritage Route Travel Map and a Travel Guide to members.

Ms. Harbec advised she would be seeking support from the United Counties of Leeds and Grenville in 2009. Mr. Gooch said it was an excellent presentation and suggested the funding formula be changed to reflect that the areas that benefit the most also provide the most funding. Ms. Harbec reported that the Association is reviewing the funding formula for 2009.

Mr. Kinsella thanked Ms. Harbec for coming.

Bob Cheetham, Ann Weir and Anne Marie Harbec left the meeting at 9:55 a.m.

5.0 Correspondence, Communications and Petitions

5.0.1 Leeds, Grenville & Lanark District Health Unit to the United Counties of Leeds & Grenville (20-Feb-09) Re: 2009 Interim Municipal Levy

The committee discussed the Health Unit's proposed budget increase at length. Mr. Pickard noted the municipal tax increase would be 24.2% based on a 3% overall budget increase and assumed the final numbers have not been submitted. Mr. Kinsella advised the Health Unit is asking the Province for an overall budget increase of 5% and if approved, the municipal levy will be more. Mr. Gooch stated the Health Unit should find a way to operate without a budget increase and suggested a letter be written to the Leeds, Grenville and Lanark District Health Unit advising them that the Counties do not support the current increase. The two representatives from the Counties on the Board of Health, Mr. Haley and Mr. Kinsella, advised they do not agree with the 3% or 5% budget increase. Committee members noted that the Health Unit Administration do not seem to be aware of the present economic times. The members recommended there should be no budget increase and no new staff hired at this time.

Mr. Struthers suggested that the levy not be increased until a Service Delivery Review of the Health Unit is done and mandatory programs are reviewed. Mr. Kinsella advised that Health Unit Administration has informed the Board that plans for a Service Delivery Review will be rolled out in the near future.

Motion

**Moved by Mr. Gooch and seconded by Mr. Campbell
THAT the Governance and Finance Committee recommends that the United Counties of Leeds and Grenville direct staff to inform the Health Unit that the Counties feel the requested budget increase does not recognize the current economic climate. The Counties do not support an increase at this time either in dollars or staff. The letter will be copied to the Ministries, MPP and all member municipalities. Carried.**

Mr. Struthers suggested that staff report back to this Committee with suggestions on how to initiate the process of gaining some control over the Health Unit . Mr. Silver advised he would discuss with CAO'S the prospect of moving forward to ensure a Service Delivery Review of the Health Unit is completed.

5.0.2 St. Lawrence Lodge to the United Counties of Leeds and Grenville
(27-Jan-09)
Re: 2009 Levy

Mr. Campbell noted that the St. Lawrence Lodge Committee of Management has done an exceptionally good job of holding the line with respect to the 2009 Operating Budget.

5.0.3 St. John's Ambulance to Steve Silver (04-Feb-09)
Re: Request to Declare June 22 to June 28 as St. John's Week

A declaration to declare June 22nd to June 28th as St. John Week will be presented to Council on March 19th.

Mr. Campbell declared a conflict of interest regarding Items 5.0.4 and 5.0.5 and left the Chambers at 10:30 a.m.

5.0.4 Ontario Egg Farmers to the United Counties of Leeds and Grenville
(10-Feb-09)
Re: Request to Support Draft Motion

Motion

**Moved by Mr. Haley and seconded by Mr. Gooch
WHEREAS the United Counties of Leeds and Grenville supports practices that contribute to the creation of a sustainable environment;**

AND WHEREAS Ontario egg farmers currently provide our community with fresh, locally produced Grade A eggs which travel from farm to table in 4 to 7 days;

AND WHEREAS Ontario egg farmers take pride in caring for their hens while offering consumers a variety of egg choice;

THEREFORE BE IT RESOLVED THAT the current procurement practice of eggs by the United Counties of Leeds and Grenville, produced by Ontario egg farmers, be identified as the preferred local sustainable procurement practice.

BE IT FURTHER REDSOLVED THAT the purchase of all Ontario eggs contributes to the creation of a sustainable environment in which consumers and farmers benefit. Carried.

5.0.5 Ontario Farm Animal Council to President, Association of Municipalities of Ontario (AMO) (20-Jan-09)
Re: Consumer Food Choices in Ontario

Item 5.0.5 was received and filed.

Mr. Campbell returned to the meeting at 10:35 a.m.

5.0.6 Leeds Plowman's Association to the United Counties of Leeds and Grenville (01-Feb-09)
Re: Advertising Space in the 2009 Edition of the Leeds County Plowing Match

Responding to an inquiry, Mr. White advised that a \$150.00 contribution in the form of a full page ad has been the Counties' practice for the past few years.

Motion

**Moved by Mr. Haley and seconded by Mr. Conley
THAT the Governance and Finance Committee recommends that the United Counties of Leeds and Grenville contribute \$150.00 to the Leeds Plowmen's Association in the form of a full page Ad in the Association's annual program. Carried.**

5.0.7 Ontario Realty Corporation to the United Counties and Leeds and Grenville (18-Feb-09)
Re: Extend the Term of Lease for 32 Wall Street

Item 5.0.7 was received and filed.

**6.0 Information Items Available Upon Request
News Articles, Press Releases, Periodicals & Miscellaneous Items**

- 6.0.1** Resolutions - Township of Edwardsburgh/Cardinal (20-Feb-09)
 - Township of Front of Yonge (19-Feb-09)
 - Township of Athens (27-Jan-09)
 - County of Peterborough (06-Feb-09)
 Re: Support of UCLG's Resolution regarding the New Communication Standards under *Accessibility for Ontarians with Disabilities Act* (AODA, 2005)
- 6.0.2** Resolution – Township of Elizabethtown-Kitley (10-Feb-09)
 Re: Lowering the Funding Threshold for Economic Development Initiatives
- 6.0.3** Resolution – Township of Athens (05-Feb-09)
 Re: By-Law #2009-06 – To Regulate the Operation of All Terrain Vehicles on Municipal Roads
- 6.0.4** Resolution – Lanark County (09-Feb-09)
 Resolution – Tay Valley Township (11-Feb-09)
 Re: Potential Restrictions on Pan Fishing
- 6.0.5** Resolution – City of Hamilton
 Re: Bill 138, *Protection of Public Participation Act, 2008*
- 6.0.6** Resolution – Prince Edward County (30-Jan-09)
 Re: Support of Request to Federal and Provincial Government agencies regarding the Potential Health Effects created by the Presence of Industrial Wind Turbines
- 6.0.7** Resolutions - Township of Madawaska Valley
 Re: Property Assessment Notice (05-Jan-09)
 Re: Homecare (15-Dec-08)
- 6.0.8** Resolution – City of Cambridge (09-Feb-09)
 Re: Internet Filtering Software on Computers
- 6.0.9** Ministry of Municipal Affairs and Housing (30-Jan-09) and (02-Feb-09)
 Re: Long-standing Services Awards
 Re: *Public Sector Salary Disclosure Act, 1996*, Disclosures for 2008
- 6.0.10** Ministry of Municipal Affairs and Housing (19-Feb-09)
 Re: Update February 2009
- 6.0.11** Municipal Property Assessment Corporation (MPAC) (26-Feb-09)
 Re: Electronic Assessment Information File (EAI) provided on Municipal Connect
- 6.0.12** 2009 -2010 OGRA Board of Directors (26-Feb-09)

- 6.0.13** Canadian Red Cross (04-Feb-09)
Re: Approval to Conduct a Province-wide Raffle Lottery
- 6.0.14** Township of Woolwich (24-Feb-09)
Re: Hockeyville Campaign
- 6.0.15** Association of Municipalities of Ontario (AMO) – Member Communications
“Minister Smitherman on Infrastructure and Green Energy Act” (26-Feb-09)
“AMO and OMSSA release Joint Paper on Poverty Reduction” (20-Feb-09)
“Government Releases Draft Employment Standard under OADA for Public Review” (19-Feb-09)
“Communities Component Funding for \$1 Billion in Municipal Infrastructure Projects Announced” (13-Feb-09)
“AMO Report to Members on January 2009 Board Meeting” (11-Feb-09)
“WDO Consultation on Blue Box Program Plan Review” (09-Feb-09)
“AMO Expresses Concern, Provides Recommendations to Minister on Proposed AODA Information and Communications Standard” (03-Feb-09)
“Municipal Action on Bottled Water” (03-Feb-09)
“Municipal Support of Earth Hour and Energy Conservation Week Needed” (02-Feb-09)
- 6.0.16** AMCTO Express to Steve Silver (06-Feb-09)
Re: AMCTO Intervenes on Accessibility
- 6.0.17** AMO – Media Relations Training Program-March to November 2009
AMO – Media and Communications Training Program-March to November 2009
AMO – Diverse City – Urban Symposium – April 6 & 7, 2009, Brampton
- 6.0.18** “Minutes of the Board of Health Regular Meeting”
December 4, 2008
October 16, 2008
September 18, 2008
June 19, 2008

7.0 Staff Reports

7.0.1 Dorothy Theobald, Director of Human Services

7.0.1.1 Maple View Lodge

7.0.1.1.1 Monthly Activity and Statistical Report

Motion

Moved by Mr. Dishaw and seconded by Mr. Conley

THAT the Maple View Lodge Monthly Activity and Statistical report presented on March 5, 2009 be accepted. Carried.

7.0.1.2 Community and Social Services – No Reports

7.0.2 St. Lawrence Lodge

7.0.2.1 Administration Report – 25-Nov-08

7.0.2.2 The Committee of Management Minutes – 25-Nov-08

Motion

Moved Mr. Struthers and seconded by Mr. Dishaw

THAT the Governance and Finance Committee accept the St. Lawrence Lodge Administration Report dated November 25, 2008, and the minutes of the meeting of the St. Lawrence Lodge Committee of Management held on November 25, 2008. Carried.

7.0.4 Economic Development – No Report

7.0.5 Nigel White, Director of Corporate Services/Treasurer

7.0.4.1 Ratify Payment of Accounts

Motion

Moved by Mr. Thake and seconded by Struthers

THAT the Governance and Finance Committee ratify the payment of accounts listed on Expenditure Report #2009-2 for the period January 28, 2009 to February 25, 2009, cheque numbers 034527 to 035272 (Great Plains) in the total amount of \$4,467,734.81 and January 28, 2009 to February 24, 2009, cheque numbers 11288 to 11398 in the total amount of \$618,488.37 (Yardi – Social Housing). Carried.

7.0.4.2 Summary of Investments – January 2009

7.0.4.3 Statement of Remuneration and Expenses for County Councillors and Appointees to Local Boards for 2008

Items 7.0.4.2 and 7.0.4.3 were received and filed.

7.0.4.4 25 Central Avenue Expansion Financing

Mr. Gooch questioned why staff do not pay the \$2 million plus out of Reserves instead of financing the amount owing over 15 years and paying interest

charges. Mr. White explained that it would leave very little money left in Reserves for any unforeseen emergency and financing from reserves results in all departments and partner municipalities and the Province sharing costs. Responding to an inquiry, Mr. White noted staff undertook to finance these costs from our reserve funds in September 2008 and the interest rate was set at that time at 4.74% based on the OSIFA debenture rates.

Motion

Moved by Mr. Struthers and seconded by Mr. Thake

THAT the Governance and Finance Committee recommends that the United Counties of Leeds and Grenville undertake to finance \$2,613,777.26 for the expansion for 25 Central Avenue from Reserves, and that these funds be repaid to the reserve fund over 15 years in the form of a semi-annual Serial debenture payment at 4.74%. Carried.

7.0.4.5 2009 Assessment and Taxation Update

Responding to an inquiry Mr. White reported that a standard update regarding assessment and taxation is done annually. Staff is waiting for additional information from the Province and will bring back a report to this committee in April prior to presenting the tax levy by-law.

7.0.4.6 MIS Report for February 2009

Items 7.0.4.5 and 7.0.4.6 were received and filed.

7.0.4.7 Purchase of New Laptops for Council

Committee members agreed they would keep the current laptops until the end of their term. Responding to an inquiry Mr. White explained the Groove system would be added to all members' laptops and the current computers meet the requirements of the new system and should be sufficient until the end of the term. If there are problems with the computers before the end of this Council term that cannot be fixed, they will be replaced and the new laptops will be passed on to new members at the start of the next term. The members agreed that they require the Counties' support with the laptops and Mr. Pickard suggested that Mr. Huels give them a demonstration on how to backup their files with the new Groove system.

Motion

Moved by Mr. Pickard and seconded by Mr. Thake

THAT the Governance and Finance Committee recommends that the United Counties of Leeds and Grenville replace the existing Council Automation Laptops with new laptops at a cost of \$1,680 per unit before tax, to be paid

by the Councillor over the remaining months of this term, and the laptops are the personal property of the Councillor. Defeated.

7.0.5 Steven Silver, Chief Administrative Officer

7.0.5.1 Accessibility Advisory Committee Minutes – 11-Feb-09

Mr. Thake reported that they were advised at the OGRA/ROMA conference that the new Standards regarding Accessibility were not etched in stone, and that any issues should be addressed in writing to the Ministry. Any regulations that are not addressed in writing will be implemented.

7.0.5.2 2008-2009 Municipality Policing Cost Analysis

The members agreed that the analysis shows that not all the Counties will spend more than \$9,000,000 in 2009 on policing costs and the municipalities have no control over how these funds are being spent. It was also agreed that policing costs should be given back to the Province. Responding to an inquiry, Mr. White noted the figures were received from the member municipal Treasurers and 2009 to 2008 comparison totals were lower because Edwardburg/Cardinal's figures were unavailable at the time of this report.

The meeting recessed at 11:20 a.m.

The meeting resumed at 11:25 a.m.

Mr. Shepherd asked to speak about the roof replacement at Maple View Lodge. He advised the workers would be waiting until the spring weather in order for them to get up to the attic and identify the actual areas that must be replaced. The temporary repair is holding so staff will take the summer to have the repairs well-planned. Mr. Shepherd reported that from April to June, staff will review drawings and specifications, ask for input and approve tender packages. Tenders will be advertised in July and August and the completion of the project will be from September 14, 2009 to October 16, 2009. A copy of the Suggested Timeline sheet was received and filed.

Mr. Thake asked if the repairs were under warranty. Mr. Shepherd responded that a lot of work has been done to the roof and, although staff have written to the company that installed the roof, a response was not expected.

8.0 Sub-Committee, Special and AdHoc Committee Reports

8.0.1 Service Delivery Review – No Report

8.0.2 JSC Cost Sharing – No Report

8.0.3 Court Security – No Report

9.0 New Business

– Reports from Warden, Committees and Members of Committees

9.0.1 Infrastructure Funding for Road Projects

Mr. Shepherd explained that not all roads projects slated for 2008 were completed so work will be done in 2009 and funds need to be moved over to the reserve account in order to catch up.

Motion

Moved by Mr. Conley and seconded by Mr. Thake

WHEREAS Infrastructure Funding in the amount of \$3,585,750 was received in 2008 for budgeted Roads projects; and

WHEREAS not all of these funds were expended in 2008:

NOW THEREFORE, the Governance and Finance Committee recommends that \$1,756,290. be transferred to the Capital Project Carry-over Reserve Account. Carried.

10.0 Unfinished Business

10.0.1 Updated Action List from February 5, 2009

Mr. Pickard asked that the action list be updated. Responding to an inquiry, Mr. Silver advised that he just received word from the Fire Chief in Augusta that the Hazmat vehicle is ready to be picked up. Mr. White is taking care of transferring ownership and obtaining insurance so the vehicle will be in the Counties' possession shortly.

10.0.2 Freezing Council Member's Remuneration at the 2008 Level

Mr. Thake advised that the amount is not significant, but it is important that members acknowledge the tough economic times the whole Country is experiencing. Mr. Gooch noted that his council has frozen their members' remuneration at the 2007 municipal level. Responding to an inquiry, Mr. White advised that the total cost of council member's remuneration was \$331,050.00 in 2007 and \$309,389.00 in 2008; a lot less because of the restructuring done in 2008. Mr. Gooch asked that the public be made aware of Council's efforts to reduce costs. Mr. Struthers noted the savings and the message are important

and suggested staff draft a letter to be signed by the Warden encouraging MPs and MPPs to do the same. By a show of hands the Committee agreed that staff draft a letter for the Warden's signature.

Motion

Moved by Mr. Thake and seconded by Mr. Campbell

WHEREAS By-Law 07-62 provides that remuneration to the Warden and Members of Council shall be increased annually by the same percentage as approved annually for non-union staff: and

WHEREAS the Warden and Members of Council are aware of greater than usual job losses in the region and the impact of job losses on Leeds Grenville residents;

NOW THEREFORE, the Governance and Finance Committee recommends that the Warden and Councillors for the United Counties of Leeds and Grenville forgo an increase in their 2009 remuneration and agree to freeze their 2009 honorarium at the 2008 level. Carried.

10.0.3 Charge Backs

The Committee agreed that the discussion with respect to charge backs should take place during the Special Governance and Finance Committee meeting to discuss the 2009 Budget on March 10th, 2009.

10.0.4 Port of Prescott Project – Funding Update

Mr. Dishaw advised that he heard from the Ministry of the Environment yesterday. Clarification is needed from various Ministries regarding the funding for the bins for additional grain storage and to rebuild the harbor front wharf as the projects may have to be split. Mr. Dishaw reported that if the whole project is a go, they will be able to move forward and he is hoping to have some answers later today. If needed, Mr. Dishaw will work with Mr. Campbell to obtain additional support from the Counties.

10.0.5 Accessibility Standards

Mr. Campbell thanked Mr. Gooch again for making everyone aware of the potential impacts of new accessibility standards. Mr. Campbell advised that Accessibility standards were discussed last week at OGRA/ROMA and Ministry representatives were very receptive to concerns regarding implementation of the new standards. Madam Mellieur seemed to appreciate the fact that one size does not fit all. Mr. Silver noted that the discussions are regarding communication standards at this point and will move to customer service next year. The Act is already in place which contains penalties if regulations are not

adhered to and everyone can be held responsible. Mr. Thake reiterated the fact that the standards are not etched in stone at the present time so requests can be made for changes. Mr. Struthers asked if there is a Province wide Association for the Accessibility Advisory Committee. Mr. Silver responded that he is not aware of one, but will do some research and report back to this committee.

10.0.6 Mileage

Mr. Haley proposed a reduction in the Counties approved mileage rate, stating that reducing the rate to .35 cents per kilometer would not only adequately cover costs incurred when operating a personal vehicle while on County business but also show leadership and recognition of the current economic climate.

Mr. Pickard advised that mileage rates are reviewed on a six-month basis and suggested that the Committee defer a decision on changing the rate until after the staff report due next month has been received.

Motion

Moved by Mr. Haley and seconded by Mr. Campbell

THAT the mileage rate, currently at 43.5 cents per kilometer, be decreased to .35 cents per kilometer. Deferred.

11.0 Other Business

11.0.1 Green Energy Bill

Mr. Kinsella requested comments on potential impacts of the new Green Energy Bill.

Mr. Campbell suggested and the Committee agreed that challenges to the Bill would be best left up to the individual member municipalities.

12.0 By-Laws (notice of)

12.0.1 A By-law to Appoint a Municipal Clerk for the Corporation of the United Counties of Leeds and Grenville

12.0.2 A By-law to Rescind By-Law 08-07 Being a By-law to Authorize the Execution of a Ground Site Agreement Between the United Counties of Leeds and Grenville and Barrett Xplore Inc.

12.0.3 A By-Law to Rescind By-Law No. 08-55 and to Authorize the Execution of Agreements Between the United Counties of Leeds

and Grenville and Service Providers for Indigent Funerals and Burials

13.0 Chair's Announcements

Mr. Kinsella reminded committee members of the Governance and Finance Committee budget meeting to be held on Tuesday, March 10 at 9:00 a.m.

Mr. Ian Inniss will be here to take photos immediately following the Council Session on March 19th.

14.0 Media Question Period

Nick Gardiner, The Recorder and Times, requested a copy of the resolution responding to the Health Unit 2009 Interim Municipal Levy (Agenda 5.0.1) and the resolution related to freezing council members' remuneration at the 2008 level (Agenda 10.0.2).

15.0 In Camera

Motion

**Moved by Mr. Gooch and seconded by Mr. Campbell
THAT the Governance and Finance Committee, as provided in Section 239 (2) of the Municipal Act, 2001 S.O. 2001. Chapter 25, move "In Camera" at 12:55 p.m. to address matters pertaining to security of the property of the municipality or local board and personal matters about an identifiable individual, including municipal or local board employees. Carried.**

Motion

**Moved by Mr. Struthers and seconded by Mr. Gooch
THAT the meeting of the Governance and Finance Committee resume.
Carried.**

16.0 Adjournment

Motion

Moved by Mr. Campbell and seconded by Mr. Gooch

THAT the Governance and Finance Committee of Leeds and Grenville adjourn its proceedings until the next regular meeting scheduled on April 9, 2009. Carried.

The meeting adjourned at 1:25 p.m.

Frank Kinsella, Chair