

UNITED COUNTIES OF LEEDS AND GRENVILLE
GOVERNANCE AND FINANCE COMMITTEE MINUTES

January 7, 2010

The Governance and Finance Committee met on January 7, 2010 at 9:00 a.m. in the Bill Thake Boardroom, 25 Central Avenue West, Brockville.

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

Staff Present: Steven Silver, Chief Administrative Officer
Nigel White, Director of Corporate Services/Treasurer
Dorothy Theobald, Director of Human Services
Lesley Todd, Clerk
Jane Patterson, Administrative Assistant (Recording Secretary)

Others Present: Charlie Kellington, Councillor, Leeds and the Thousand Islands
Christine Endicott, Brockville Recorder and Times

Election of 2009 Committee Chair and Vice-Chair for the Governance and Finance Committee

Mr. Silver called the meeting to order at 9:00 a.m.

Mr. Silver called for nominations for the position of the Chair of the Governance and Finance Committee for 2010.

Mr. Kinsella nominated Mr. Dishaw. Mr. Holman seconded the nomination.

Mr. Silver called for nominations a second and third time.

No other nominations were received.

Motion

**Moved by Mr. Thake and seconded by Mr. Campbell
That the nominations be closed. Carried.**

Mr. Dishaw accepted the nomination.

Mr. Dishaw took the Chair and Mr. Silver asked for nominations for the position of Vice Chair for the Governance and Finance Committee.

Mr. Haley nominated Mr. Struthers. Mr. Holman seconded the nomination.

Mr. Silver called for nominations a second and third time.

No other nominations were received.

Motion

**Moved by Mr. Thake and seconded by Mr. Pickard
That the nominations be closed. Carried.**

Mr. Struthers accepted the nomination.

Motion

**Moved by Mr. Kinsella and seconded by Mr. Holman
THAT Larry Dishaw be appointed Chair of the Governance and Finance
Committee for the year 2010; and**

**THAT Doug Struthers be appointed Vice Chair of the Governance and Finance
Committee for the year 2010. Carried.**

1.0 Opening Remarks

Mr. Dishaw thanked the members for their support.

2.0 Adoption of Agenda

Mr. Gooch asked that Item 8.0.2.5 Councillors' Computers be added to the agenda in order to give members an update with respect to his experience using the notebook.

Motion

**Moved by Mr. Haley and seconded by Mr. Struthers
THAT the Agenda for the January 7, 2010 meeting of the Governance and
Finance Committee be adopted with the following additions:**

Item 8.0.2.5 Councillors' Computers

**Item 12.0.1 A Notice of By-Law For Imposing the Rates Deemed
Necessary to Borrow During the Year 2010**

And a Closed Meeting to be held after the Adoption of the Minutes to discuss a personnel issue related to Maple View Lodge and a property issue related to Community Housing. Carried.

3.0 Disclosure of Pecuniary Interest and General Nature Thereof - Nil

4.0 Adoption of the Minutes of the Previous Committee Meeting

- December 3, 2009

Responding to an enquiry regarding Item 8.0.1.6 Hazardous Materials Response Unit Report, Mr. Silver provided a breakdown of the \$7,000 cost and explained that the expenditures were the total costs incurred to complete the transfer of the vehicle to the Counties.

Responding to Mr. Haley's enquiry with respect to Item 8.0.1.5 Economic Development Report – Community Project Support Initiative, Mr. Silver advised that Mrs. Weir has taken the lead on the development of the website and is working with Mr. Huels and Mr. Groenewoud on the RFP for the Counties website/branding. Mr. Fournier will be working with Mrs. Weir on the sector panel series until the end of the month and she is also working on the budget. Interviews for the contract position to replace the Economic Development Manager are scheduled for next week. Mr. Thake, Mr. Struthers, Mr. Silver and Mr. Brown from the Human Resources Department are on the interview team.

Motion

**Moved by Mr. Conley and seconded by Mr. Haley
THAT the minutes of the Governance and Finance Committee meeting held on December 3, 2009 be approved as distributed. Carried.**

Motion

**Moved by Mr. Struthers and by Mr. Thake
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 9:10 a.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. Thake and seconded by Mr. Struthers
THAT the meeting of the Governance and Finance Committee resume.
Carried.**

The committee recessed at 10:00 a.m. Mrs. Theobald left the meeting.

The open meeting resumed at 10:10 a.m.

Mr. Spencer joined the meeting.

5.0 Delegations/Presentations - Nil

6.0 Correspondence, Communications and Petitions

6.0.1 Ministry of Community and Social Services to the United Counties of Leeds and Grenville (23-Nov-09)
Re: Response to letter regarding harmonization of the accessibility standards

6.0.2 Leeds, Grenville & Lanark District Health Unit to United Counties of Leeds and Grenville (24-Nov-09)
Re: 2010 Levy

6.0.3 Eastern Ontario Water Resources Committee to the United Counties of Leeds and Grenville (27-Nov-09)
Re: Funding Request for 2010

Items 6.0.1 to 6.0.3 were received and filed.

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

7.0.1 Resolution – Township of Athens (09-Dec-09)
Re: Access funds set aside in the UCLG 2009 budget for economic development

7.0.2 Resolution – Township of Mapleton (16-Dec-09)
Re: Wind Energy Project

7.0.3 Resolution – City of Kawartha Lakes (16-Nov-09)
Re: Wind Turbines

7.0.4 Resolution – Town of Niagara-On-The-Lake (23-Nov-09)
Re: Request to negotiate with upper tier partners a benefit-sharing agreement that distributes the uploading tax room with each municipality in both upper and lower tiers.

Mr. Haley advised that the Township of Front of Yonge fully endorses this Resolution and asked Mr. White to explain the Counties' position. Mr. White advised that this Resolution was circulated with no documentation and that the regional government is totally different than the upper tier. The Counties fully disclose ODSP costs that form part of OMPF funds from the Province and this has never been part of the lower tier levy. Mr. Silver noted that Niagara-On-The Lake is in a position where property values are skyrocketing. Their portion of assessment and their portion of regional levy is increasing due to the property value increases and this is their concern.

- 7.0.5** Resolution – Township of Madawaska Valley (25-Nov-09)
Re: Request for financial assistance from the Province so water users pay the same amount for a cubic metre for clean, safe drinking water
- 7.0.6** Resolution – Municipality of West Perth (25-Nov-09)
Re: Residential-Farmland Property Tax Concerns
- 7.0.7** Resolution – County of Grey
Re: Health effects associated with wind turbines
- 7.0.8** Resolution – City of Oshawa (01-Dec-09)
Re: Request for Province to mandate superintendents and keyholders for condominiums and apartment buildings be bonded and obtain criminal reference checks
- 7.0.9** Resolution – Town of Fort Erie
Re: Amendment to the *Ombudsman Act*
- 7.0.10** Ministry of Citizenship and Immigration (Nov-09)
Re: Ontario's volunteer recognition programs for 2010
- 7.0.11** City of St. Catharines to Prime Minister Stephen Harper (24-Nov-09)
Re: Support of Private Members Bill asking that Royal Canadian Legion be exempt from GST on purchases of red lapel poppies
- 7.0.12** Globe Investors Gold Article (07-Dec-09)
Re: Western Wardens OMPF
- 7.0.13** Tim Hortons to the United Counties of Leeds and Grenville (27-Nov-09)
Re: Request for Notice – Proposed Amendments to Official Plans, Various By-Laws
- 7.0.14** MPAC to United Counties of Leeds and Grenville (25-Nov-09)
Re: MPAC Municipal Status Report – Release 3, 2009

7.0.15 MPAC to United Counties of Leeds & Grenville (21-Dec-09)
Re: Bill 212, *The Good Government Act, 2009*

7.0.16 Ontario Good Roads Association (OGRA) (02-Dec-09)
Re: Report of the OGRA Nominating Committee

7.0.17 Homelessness Partnering Strategy – Outreach Communities – Ontario
Re: Invitation to submit proposals to request funding through the HPS Outreach Communities Initiative for Ontario

Mr. Kinsella asked if staff have submitted any proposals under this funding. The enquiry will be referred to Mrs. Theobald.

7.0.18 Association of Municipalities of Ontario (AMO) Member Communications
“Proposed Organics Guidelines” (26-Dec-09)
“Advocacy for OMPF and OMP Mitigation Funding for 2010” (26-Nov-09)
“FedDev Ontario Applications Due December 1st” (27-Nov-09)
“Ministry of the Environment (MOE) Changes to Lead Sampling Requirements” (30-Nov-09)
“AMO Recognizes the Need for Affordable Access to Recreation for Ontarians” (01-Dec-09)
“Passage of Good Government Act, 2009 Means New Municipal Elections Rules to Take Effect” (04-Dec-09)
“The Auditor General’s 2009 Highlights Human Services Spending and Bridge Infrastructure” (08-Dec-09)
“Proposed Energy Consumer Protection Act” (09-Dec-09)
“Ontario Municipal Partnership Fund (OMPF) Allocations Announcement (15-Dec-09)

7.0.19 AMO – Gas Tax Newsletter (Dec-09)

7.0.20 Local Authority Services Ltd. (LAS) (23-Nov 09) and (26-Nov-09)
Re: 2008 Annual Report

7.0.21 AMCTO – Candidate’s Guide to Accessible Elections

7.0.22 Leeds, Grenville & Lanark District Health Unit
Re: Minutes of Board of Health Meeting – 15-Oct-09
Re: Board Orientation to LGLDHU Emergency Response Plan, Gananoque, Ontario

7.0.23 Email from AMO (01-Dec-09)
Re: Charting Your Future in 2010 – upcoming trainings and workshops

7.0.24 Ontario Goods Roads Association – 2010 Pavement Preservation & Rehabilitation Workshop
Mississauga Convention Centre – January 26 & 27, 2010

7.0.25 2010 Urban Symposium
Lincoln Alexander Theatre, Hamilton, Ontario – April 12 & 13, 2010

8.0 Staff Reports

8.0.1 Steven Silver, Chief Administrative Officer

8.0.1.1 Hazmat Vehicle - Tabled Report from December Meeting

Mr. Silver advised that the Steering Committee of Local Fire Chiefs would like an opportunity to meet again and prepare a report prior to this committee voting on the tabled recommendation. Mr. Silver recommended that the committee defer the motion until after the report from the Steering Committee is reviewed.

Mr. Pickard confirmed the Fire Chiefs would like to develop an overview of operating expenditures to present to Mr. Spencer for discussion and prepare a report for this committee. He endorsed Mr. Silver's recommendation.

Mr. Struthers stated there may be an opportunity to switch to a one-time or life-time license for the vehicle and receive a refund of the transfer tax paid in the amount of \$5,000 due to the fact that the vehicle was given to Counties. He suggested that staff investigate and obtain a letter from Invista confirming that the vehicle was a gift.

Mr. Dishaw instructed staff to investigate the possibility of receiving a refund.

Mr. Spencer left the meeting at 10:25 a.m.

8.0.2 Nigel White, Director of Corporate Services/Treasurer

8.0.2.1 Ratify Payment of Accounts

Motion

**Moved by Mr. Holman and seconded by Mr. Kinsella
THAT the Governance and Finance Committee ratify the payment of accounts listed on Expenditure Report #2009-12 for the period November 24, 2009 to December 22, 2009, cheque numbers 041793 to 042871 (Great Plains) in the total amount of \$4,996,498.22 and November 26, 2009 to**

December 24, 2009, cheque numbers 12633 to 12783 in the total amount of \$280,098.43 (Yardi – Social Housing). Carried.

8.0.2.2 Summary of Investments – November 2009

Item 8.0.2.2 was received and filed.

8.0.2.3 Budget Variance Report

Mr. Holman asked Mr. White if there was a possibility that the Public Works 2009 surplus could offset the overall projected deficit of \$500,000. Mr. White noted that it could and he also noted that the Human Services Division received \$162,000 more from the Province than what was in the budget in 2009, and this should help to reduce the deficit also. He advised that staff is waiting for last payroll costs and hopes to have better numbers for the bottom line in terms of surplus/deficit by the time the Ad Hoc Budget Committee meets on January 21.

8.0.2.4 MIS Monthly Report for December 2009

Mr. Haley requested a copy of the costs for each municipality from the presentation on the new Fire Dispatch Network be sent to him.

8.0.2.5 Councillors' Computers – Mr. Gooch

Mr. Gooch referred to his email to members regarding his experience with the notebook and advised that the MIS Department concurs with his recommendation that staff purchase the Latitude E5500 laptops for Council members. He requested that staff avoid the finger print recognition as a password as this method is quite temperamental.

Mr. White advised that quick charge batteries are no longer offered by the Computer companies so the onus will be on members to insure batteries are charged. He also noted that the Latitude E5500 has better word processing capabilities than a notebook which will allow members to retrieve reports faster.

Responding to an enquiry, Mr. White recommended preference for the Latitudes in the 2010 Budget as the current laptops are four to five years old and the hard drive on some of them are starting to fail.

Mr. Pickard thanked Mr. Gooch for testing out the notebook and noted the process was a good one to go through prior to making a decision on which laptop to go with.

Responding to an enquiry from Mr. Conley, Mr. White advised that the older computers will be for sale at market value price or totally purged and disposed of.

8.0.3 Dorothy Theobald, Director of Human Services

8.0.3.1 MVL – Monthly Information Report

Motion

**Moved by Mr. Thake and seconded by Mr. Holman
THAT the Maple View Lodge Monthly Information Report presented on
January 7, 2010 be accepted. Carried.**

8.0.4 St. Lawrence Lodge

8.0.4.1 Administration Report – 27-Oct-09

8.0.4.2 Committee of Management Minutes – 27-Oct-09

Motion

**Moved by Mr. Pickard and seconded by Mr. Campbell
THAT the Governance and Finance Committee receive the St. Lawrence
Lodge Administration Report dated October 27, 2009, and the Minutes of
the meeting of the St. Lawrence Lodge Committee of Management held on
October 27, 2009. Carried.**

9.0 Sub-Committee, AdHoc Committee and Member Reports

9.0.1 Ad Hoc 2010 Budget Committee – Recommendations

Motion

**Moved by Mr. Struthers and seconded by Mr. Haley
THAT the Governance and Finance Committee accepts the
recommendations of the Ad Hoc 2010 Budget Committee, that Road
Projects for County Road 5, 10, 18, 20, 21, 33, and 36 be tendered and that
contracts be awarded subject to Budget approval. Carried.**

10.0 Unfinished Business

10.0.1 Updated Action List from December 3, 2009

The third item on the list will be moved to the February meeting.

11.0 Announcements

12.0 Notice of By-Laws / Notice of Motions

12.0.1 A Notice of By-Law For Imposing the Rates Deemed Necessary to Borrow During the Year 2010

13.0 Media Questions

Ms. Endicott requested a copy of the 2010 AdHoc Budget Committee Recommendations resolution.

14.0 Questions from the Public

There were no members of the public in attendance.

15.0 Closed Meeting – (moved to beginning of meeting)

16.0 Adjournment

Motion

**Moved by Mr. Campbell and seconded by Mr. Gooch
THAT the meeting of the Governance and Finance Committee adjourn at
10:55 a.m. Carried.**

Larry Dishaw, Chair