

**UNITED COUNTIES OF LEEDS AND GRENVILLE**  
**GOVERNANCE AND FINANCE COMMITTEE MINUTES**

**February 5, 2009**

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The Governance and Finance Committee met on February 5, 2009 at 9:05 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,  
Ron Holman, Doug Struthers, Bill Thake

**Members Absent:** Bill Gooch, Jim Pickard

**Staff Present:** Les Shepherd, Acting Chief Administrative Officer  
Nigel White, Director of Corporate Services/Treasurer  
Dorothy Theobald, Director of Community and Social Services  
Lesley Todd, Accounting Services Manager/Deputy Treasurer  
Brian Huels, Manager, MIS  
Lorraine Crotty, Clerk/Special Projects Coordinator  
Lisa Severson, CAO Support  
Jane Patterson, Administrative Assistant (Recording Secretary)

**Also Present:** Laura Bradley, Actionable Intelligence Inc.  
Jim Pine, CAO, County of Hastings

### **1.0 Opening Remarks**

Mr. Kinsella asked members if they would like arrangements made with Mr. Innis to take pictures of Council after the Council meeting on February 19<sup>th</sup>. The members agreed arrangements should be made for March because Mr. Gooch is away until the end of the month.

Mr. Kinsella distributed copies of the following:

Backgrounder information from Gord Brown, MP outlining the breakdown of the Federal Budget; and

An e-mail from Gangxin Shan, Director, China National Tourist Office, Toronto to Frank Kinsella advising that a delegation of 20 people will be visiting Canada from May 3-9, 2009.

Mr. Kinsella advised that the Draft Resolution under Item 4.0.1 would be moved to New Business, Item 9.0.3 and the Draft Resolution under Item 4.0.2 would be moved to New Business, Item 9.0.4.

#### Addition

Mr. Kinsella reported that Mr. Dishaw will be presenting a Motion under New Business, Item 9.0.5 – Budgets.

## **2.0 Disclosure of Interest**

Mr. Haley advised of a possible conflict relative to his employer with respect to Item 15.0.1.

## **3.0 Adoption of Committee Minutes – January 8<sup>th</sup>, 2009**

Mr. Kinsella referred to Page 10 of the Minutes and asked if a date had been set for the meeting to draft the economic development performance measures. It was noted that this meeting will be held after the Council session on February 19<sup>th</sup>, 2009.

#### Motion

**Moved by Mr. Campbell and seconded by Mr. Holman  
THAT the minutes of the Governance and Finance Committee meetings  
held on January 8, 2009 be approved, as distributed. Carried.**

## **4.0 Delegations/Presentations**

### **4.0.1 Review of Phase II Broadband Funding Application - Laura Bradley**

Mr. Kinsella introduced Mrs. Bradley from Actionable Intelligence Inc. Mrs. Bradley made a slide show presentation and reviewed the United Counties of Leeds and Grenville's proposed submission for funding under the Rural Connections II Program. The deadline for submission to the Province is February 12<sup>th</sup>, 2009. A copy of the presentation is available on request.

Mrs. Bradley outlined three options:

1. Build 7 new towers; Counties' Contribution \$629,000;
2. Build 3 of the 7 towers; Counties' Contribution \$280,000
3. Maintain areas that are un-served and deal with them in the proposed Eastern Ontario Regional Network (EORN) Project.

Mrs. Bradley recommended that the United Counties of Leeds and Grenville maintain areas that are un-served and deal with them in the proposed Eastern Ontario Regional Network (EORN) Project. She advised there will be further opportunity for the Counties to apply for funding under the Rural Connections Phase III Program.

#### **4.0.2 EOWC Broadband Project - Jim Pine, CAO County of Hastings, Laura Bradley, Actionable Intelligence, Lisa Severson, CAO Support**

Copies of an Executive Summary of the Eastern Ontario Broadband Proposal were distributed.

Mr. Kinsella introduced Mr. Jim Pine, CAO, County of Hastings who made a slide show presentation regarding the Eastern Ontario Wardens' Caucus (EOWC) Broadband Project. The EOWC plan is to obtain funding to build a network superhighway in Eastern Ontario with higher speeds, bandwidth and efficiency than currently exists. He advised that an Expression of Interest was issued January 13, 2009 and an Application under the Build Canada Fund to build an Eastern Ontario Regional Network (EORN) is expected to be approved in May 2009. Mr. Pine advised the group will be making this presentation to the 13 Counties in our region and offered to make the presentation to our local Municipal Councils upon request. A copy of the presentation is available upon request.

### **5.0 Correspondence, Communications and Petitions**

#### **5.0.1 Eastern Ontario Water Resources Committee to the United Counties of Leeds & Grenville Re: Funding Request for 2009**

The committee members agreed that the request for funding be deferred until after budget deliberations and that the three representatives from the EOWRC be invited to make a presentation at a future Governance and Finance Committee meeting.

#### **5.0.2 Resolution – Township of Front of Yonge (26-Jan-09) Re: 401 Service Centre Closures**

Mr. Haley reported that the Westbound 401 Service Centre will remain open for at least another six months and there has been no word on the Eastbound Service centre closure. By a show of hands the committee members supported the Resolution.

#### **5.0.3 Resolution – Township of Front of Yonge (19-Jan-09) Re: County Council Alternates**

Mr. Haley noted the Resolution was presented to make members aware that the Township of Front of Yonge is asking that the *Municipal Act* be amended with respect to the ability of local Municipal Councils to send an alternate representative to County Council in the absence of the Reeve/Mayor.

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

- 6.0.1** Resolutions – Township of South Algonquin (16-Jan-09)  
Re: Use of low grade wood waste to create electric power
- 6.0.2** Resolution – The Corporation of the City of Kingston (06-Jan-09)  
Re: Recyclable Christmas Wrapping Paper
- 6.0.3** Resolution – Tay Valley Township  
Re: 50% Cost Sharing of Recyclable Materials
- 6.0.4** Ontario Good Roads Association (OGRA) Heads Up Alert (28-Jan-09)  
Re: Federal Budget, 2009
- 6.0.5** Waste Diversion Ontario, Stewardship Ontario, AMO to United Counties of Leeds and Grenville (23-Jan-09)  
Re: Marketing Blue Box Materials
- 6.0.6** Association of Municipalities of Ontario (AMO) – Member Communications  
“Ontario Municipalities to Benefit from Federal Budget Measures for Infrastructure, Housing and Employment Insurance” (27-Jan-09)  
“Federal Government Announces New Infrastructure Funding” (26-Jan-09)  
“Reminder: February 6, 2009 Deadline to Respond to Government’s Initial Proposed AODA Information and Communications Standard (23-Jan-09)  
“Minister Extends Consultation Period on the *Waste Diversion Act* Review to April 1, 2009” (20-Jan-09)  
“Municipal Leaders Forum on Green Building” (09-Jan-09)
- 6.0.7** Municipal Property Assessment Corporation (MPAC) to the United Counties of Leeds & Grenville (23-Jan-09)  
Re: Municipal Connect
- 6.0.8** Independent Electricity System Operator (IESO) to United Counties of Leeds and Grenville (10-Dec-08)  
Re: The Ontario Reliability Outlook – December 2008 Issue and 2009 Energy Management Calendar
- 6.0.9** Reminder – Celebrate Ontario 2009 – Application Deadline

- 6.0.10** AMO – 2009 Training Programs for Members of Council (14-Jan-09)  
Heads of Council Training – Feb. 21<sup>st</sup> Toronto-prior to OGRA/ROMA Conference  
- Aug. 15<sup>th</sup> Ottawa-prior to AMO Annual Conference  
Effective Municipal Councillor Programme Module 5 (EMCP 5) Workshop  
– April 29<sup>th</sup> - Kingston – 8:30 am to 4:00 pm  
EMCP Combined Workshop – April 28<sup>th</sup> Kingston – 8:30 am to 4:00 pm  
The Saturday Series – Elements of a Successful Meeting Workshop  
- March 28<sup>th</sup> – Perth – 8:30 am to 4:00 pm  
Urban Symposium re: Diverse City – Brampton – April 6-7  
2009's AMO Annual Conference "Changing Times"- August 16-19 – Registration  
Process and Form

## **7.0 Staff Reports**

### **7.0.1 Maple View Lodge**

#### **7.0.1.1 Maple View Lodge Monthly Activity and Statistical Report**

#### **Motion**

**Moved by Mr. Holman and seconded by Mr. Thake  
THAT the Maple View Lodge Monthly Activity and Statistical report  
presented on February 6, 2009 be accepted. Carried.**

### **7.0.2 St. Lawrence Lodge - No Report**

### **7.0.3 Dorothy Theobald, Director of Community and Social Services**

#### **7.0.3.1 Welfare Administrator**

#### **Motion**

**Moved by Mr. Thake and seconded by Mr. Holman  
THAT the Governance and Finance Committee recommends that the United  
Counties of Leeds and Grenville designate Dorothy Theobald, Director of  
Human Services, as the Ontario Works Administrator pursuant to Section  
43 of the *Ontario Works Act*; and**

**THAT Deborah Gill, Manager, Program Planning and Integrity/Deputy  
Director, Human Services, be delegated the associated authority of the  
Ontario Works Administrator in the absence of the Director of Human  
Services, pursuant to Section 43 of the *Ontario Works Act*. Carried.**

### **7.0.4 Economic Development – No Report**

Mr. Kinsella reminded members of the Economic Development Sub-Committee meeting to be held at 32 Wall Street immediately following the Council session on February 19<sup>th</sup>.

**7.0.5 Nigel White, Director of Corporate Services/Treasurer**

**7.0.5.1 Ratify Payment of Accounts**

Responding to an inquiry from Mr. Campbell, Mr. White advised that the Great Plains software is used to write cheques for all departments except Social Housing which uses Yardi. Mrs. Theobald explained the Yardi system was introduced at the time Social Housing was downloaded to Municipalities and provides tracking and database systems.

**Motion**

**Moved by Mr. Haley and seconded by Mr. Conley  
THAT the Governance and Finance Committee ratify the payment of accounts listed on Expenditure Report #2009-1 for the period December 24, 2008 to January 28, 2009, cheque numbers 033914 to 034626 (Great Plains) in the total amount of \$2,659,258.40 and January 9, 2009 to January 27, 2009, cheque numbers 11206 to 11287 in the total amount of \$203,264.37 (Yardi – Social Housing). Carried.**

**7.0.5.2 Summary of Investments – December 2008**

Mr. White confirmed that the \$15 million investments shown represents the total amount in Reserves.

**7.0.5.3 MIS Monthly Report for January 2009**

Mr. Holman noted that Council members with laptops have experienced numerous technical problems over the last several months. Mr. White advised that Mr. Huels is ready to roll out the Groove system which it is hoped will alleviate many of the problems. Mr. Huels will introduce the Groove system using Mr. Pickard's computer next week.

Items 7.0.5.2 and 7.0.5.3 were received and filed.

**7.0.5.4 Deferral of Funds for Wireless Network**

**Motion**

**Moved by Mr. Conley and seconded by Mr. Thake  
THAT the Governance and Finance Committee recommends that the United Counties of Leeds and Grenville place into reserves the amount of \$31,000,**

which was budgeted for in 2008 as part of the Emergency Measures Budget to install a wireless network bridge from the Counties' main EOC to the Backup EOC, for the purpose of completing the project in 2009. Carried.

**7.0.5.5 Re-negotiation of Long Distance Rate Contract with Bell Alliant**

**Motion**

Moved by Mr. Holman and seconded by Mr. Campbell  
THAT the Governance and Finance Committee recommends that the United Counties of Leeds and Grenville re-negotiate the current long distance rate contract with Bell Aliant. Carried.

**7.0.5.6 Approval of Purchasing Policy Revision #1**

**Motion**

Moved by Mr. Campbell and seconded by Mr. Dishaw  
THAT the Governance and Finance Committee recommends that the United Counties of Leeds and Grenville approve the Purchasing Policy CS-4001 Revision #1. Carried.

The meeting recessed at 11:05 a.m.

The meeting resumed at 11:15 a.m.

**7.0.6 Steven Silver, Chief Administrative Officer**

**7.0.6.1 Accessibility Advisory Committee Minutes – 14-Jan-09**

**7.0.6.2 Municipal Advisory Committee – Algonquin Land Claim  
(15-Jan-09)**

Items 7.0.6.1 and 7.0.6.2 were received and filed as information.

**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** EOWC 2009 Priorities Presentation

**9.0.2** EOWC 2009 Priorities – News Release

Items 9.0.1 and 9.0.2 were received and filed as information.

### **9.0.3 Review of Phase II Broadband Funding Application**

Mr. Kinsella read the motion. The committee members agreed that it was premature to support this application and that it would be in the Counties' best interests to wait for the outcome of the EOWC proposal under the Build Canada Fund.

#### **Motion**

**Moved by Mr. Struthers and seconded by Mr. Thake**

**WHEREAS in March 2008, the Government of Ontario announced a \$30 million, four year initiative designed to improve broadband access in rural regions in Ontario, known as the Rural Connections Program; and**

**WHEREAS the Rural Connections Program will help rural communities foster partnerships and pursue innovative approaches to promote economic development and improve access to government programs and services; and**

**WHEREAS the Rural Connections Program will help families and individuals in rural Ontario by improving access to public services such as e-learning, e-health, e-government, and broadband services for economic and social development; and**

**WHEREAS significant areas of the United Counties of Leeds and Grenville have been identified as underserved areas;**

**AND WHEREAS the Rural Connections Intake Two Application deadline is February 12, 2009;**

**NOW THEREFORE THE GOVERNANCE AND FINANCE COMMITTEE RECOMMENDS THAT THE UNITED COUNTIES OF LEEDS AND GRENVILLE approve the submission of an application for funding under the Rural Connections 11 Program for underserved areas in the United Counties; and**

**THAT the United Counties of Leeds and Grenville confirms that the application to the Rural Connections Program is a municipal priority for the**

**Counties and the Counties is committed to securing the necessary funding for the project as identified within the funding application. Defeated.**

#### **9.0.4 Broadband Funding Project**

Mr. Campbell noted that the Counties may have to contribute funding to this project down the road, but the project may also be completely funded.

#### **Motion**

**Moved by Mr. Struthers and seconded by Mr. Holman**

**WHEREAS the revitalization of the economy of Eastern Ontario continues to be the primary objective of the Eastern Ontario Wardens' Caucus Inc.**

**AND WHEREAS Eastern Ontario's economy has been severely weakened by the loss of more than 12,000 jobs in the past two years in all sectors;**

**AND WHEREAS the Eastern Ontario Wardens' Caucus Inc. recognizes that reliance on traditional employment sectors like primary and secondary manufacturing will continue to expose the region to current and future uncertainties;**

**AND WHEREAS the Eastern Ontario Wardens' Caucus Inc. in its *Prosperity Plan for Eastern Ontario* identifies the necessity to move to a knowledge-based economy as the key to future growth and improved quality of life for the people of the Region;**

**NOW THEREFORE be it resolved that, as a member of the EOWC Inc., the United Counties of Leeds and Grenville hereby endorses the Caucus's *Eastern Ontario Regional Broadband Project* as the number one regional economic development priority;**

**AND FURTHER that the Corporation of the United Counties of Leeds and Grenville acknowledges that as a member of the EOWC Inc. and with the federal and provincial governments along with the private sector that it will contribute its fair and reasonable share of costs for building a high-speed broadband network for the people and businesses of Eastern Ontario.  
Carried.**

#### **9.0.5 Budgets**

**Moved by Mr. Dishaw and seconded by Mr. Campbell**

**THAT the Governance and Finance Committee recommends:**

- 1) That for each major Departments' budget breakdown, revenue expenditures and capital, the percentage increase from 2008 to 2009 be calculated for a) the 2008 budget total to the 2009 budget total and b) the 2008 actual total to the 2009 budget total.
- 2) That the total actual expenditures for the months of November and December be recorded and the percentage of each months' expenditures to the total budget be calculated ie. 1/12 or 8.3% of the yearly budget. **Withdrawn.**

## **10.0 Unfinished Business**

### **10.0.1 Updated Action List from January 8, 2009**

Item 10.0.1 was received and filed.

### **10.0.2 Committee of the Whole Proposal** (Governance and Finance Committee accepted the Status Quo Option in the attached report on December 4<sup>th</sup>, 2008)

By a show of hands the Committee confirmed its acceptance of the Status Quo option presented in the December 4, 2008 report.

## **11.0 Other Business - Nil**

## **12.0 By-Laws (notice of)**

**12.0.1** By-law to Appoint a Welfare Administrator and an Employee with Delegated Authority to Act in the Absence of the Welfare Administrator

**12.0.2** By-law to Renew the Commercial Lease with the March of Dimes (OMOD) – Rehabilitation Foundation for the Disabled for Unit 212, 55 Reynolds Drive, Brockville, Ontario

**12.0.3** By-law to Approve Purchasing Policy Revision #1.

## **13.0 2009 Budget Draft One**

## ***Council***

Mr. White presented the 2009 Council Budget which has increased from \$418,850 to \$431,400; an increase of \$12,750 or 3.05%.

### **Motion**

**Moved by Mr. Campbell and seconded by Mr. Holman  
THAT the Governance and Finance Committee recommends that the 2009 Council Budget Draft One be received. Carried.**

## ***JSC Committee***

Mr. White presented the 2009 JSC Committee Budget which has increased from \$64,150 to \$67,250; an increase of \$3,100 or 4.83%.

### **Motion**

**Moved by Mr. Dishaw and seconded by Mr. Holman  
THAT the Governance and Finance Committee recommends that the 2009 JSC Committee Budget Draft One be received.**

Responding to an inquiry, Mrs. Crotty advised that a show of hands to receive the remaining budgets would have the same effect as the motions.

## ***CAO/Clerk***

Mr. White presented the 2009 CAO/Clerk Budget which has increased from \$532,200 to \$692,050; an increase \$159,850 or 30.04%. By a show of hands the Committee received the 2009 CAO/Clerk Draft One Budget.

## ***Corporate Services***

Mr. White referred to the report distributed today titled Corporate Services – 2009 Budget. Mr. White noted the Corporate Services Division Budget has increased from \$2,253,450 to \$2,341,950; an increase of \$88,500 or 3.93% By a show of hands the Committee received the 2009 Corporate Services Draft One Budget.

The meeting recessed for lunch at 12:15 p.m.

The meeting resumed at 12:50 p.m.

## ***Broadband Initiative***

Mr. White presented the 2009 Broadband Initiative budget and noted that an amount of \$15,000 has been added to the 2009 Budget for application costs for

the Phase II of the Broadband initiative. By a show of hands the Committee received the 2009 Broadband Initiative Draft One Budget.

### ***County Properties***

Mr. White presented the 2009 County Properties Budget which has increased from \$363,800 to \$614,150; an increase of \$250,350 or 68.82%. By a show of hands the Committee received the 2009 County Properties Draft One Budget.

### ***Property Assessment***

Mr. White presented the 2009 Property Assessment Budget which has increased from \$1,195,000 to \$1,230,300; an increase of \$35,300 or 2.95%. By a show of hands the Committee received the 2009 Property Assessment Draft One Budget.

### ***Fire Emergency***

Mr. White presented the 2009 Fire Emergency Budget which has increased from \$598,050 to \$619,300; an increase \$211,250 or 51.77%. By a show of hands the Committee received the 2009 Fire Emergency Draft One Budget.

### ***Emergency Measures***

Mr. White presented the 2009 Emergency Measures Budget which has decreased from \$85,500 to \$37,700; a decrease of \$47,800 or 55.91%. By a show of hands the Committee received the 2009 Emergency Measures Draft One Budget.

### ***911***

Mr. White presented the 2009 911 Budget which has decreased from \$83,700 to \$74,000; a decrease of \$9,700 or 11.59%. By a show of hands the Committee received the 2009 911 Draft One Budget.

### ***Health Unit***

Mr. White presented the 2009 Health Unit budget (\$903,200) and noted a 5.9% increase has been budgeted until word is received from the Health Unit on their 2009 Budget. By a show of hands the Committee received the 2009 Health Unit Draft One Budget.

### ***Medical Student Bursary***

Mr. White presented the Medical Student Bursary budget and noted the initial amount to be budgeted in 2009 is \$64,000. By a show of hands the Committee received the 2009 Medical Student Bursary Draft One Budget.

### ***Maple View Lodge***

Mrs. Theobald presented the 2009 Maple View Lodge Budget which has increased from \$1,225,800 to \$1,514,350; an increase of \$288,550 or 23.54%. By a show of hands the Committee received the 2009 Maple View Lodge Draft One Budget.

Responding to a question regarding insurance deductibles Mr. White confirmed that the deductible for building claims was \$25,000 and for vehicles \$10,000.

### ***Maple View Lodge Redevelopment***

Mr. White presented the 2009 Maple View Lodge Redevelopment Budget which has decreased from \$773,050 to \$762,150 a decrease \$10,900 due to an annual interest adjustment. By a show of hands the Committee received the 2009 Maple View Lodge Redevelopment Draft One Budget.

### ***Maple View Lodge 2<sup>nd</sup> Floor***

Mr. White presented the Maple View Lodge 2<sup>nd</sup> Floor Budget and noted the MVL 2<sup>nd</sup> Floor Budget rental revenue and expenditures are equal resulting in no revenue for 2009. By a show of hands the Committee received the 2009 Maple View Lodge 2<sup>nd</sup> Floor 2009 Draft One Budget.

### ***St. Lawrence Lodge***

Mr. White presented the 2009 St. Lawrence Lodge Budget and noted St. Lawrence Lodge Board of Management has advised that the amount levied to the Counties for 2009 is \$525,200; an increase of \$14,500 or 2.84%. By a show of hands the Committee received the 2009 St. Lawrence Lodge Draft One Budget.

### ***St. Lawrence Lodge Redevelopment***

Mr. White presented the St. Lawrence Lodge Redevelopment budget and noted there is no change to the Municipal Contribution. It remains at \$75,000 per bed which is the Counties share of provincial subsidy that is received by St. Lawrence Lodge. The amount of the debenture payment for 2009 is the same as in 2008 - \$731,700. By a show of hands the Committee received the 2009 St. Lawrence Lodge Redevelopment Draft One Budget.

Mr. Struthers asked if there was a 2009 budget allocation for a donation to the Rideau Heritage Route. Mr. White advised that there was **no budget allocation for grants** in the draft 2009 budget because no applications had been received by December 31<sup>st</sup>, 2008, as required by the grant/donation request process.

Responding to Mr. Struthers' inquiry, Mr. White advised that an application received today would only be considered in the 2010 budget.

Mr. White distributed consolidated budget sheets and advised, based on the draft one budgets presented this week, the increase in the Counties' levy would be \$2,297,550; an increase of approximately 9% over 2008.

**14.0 Chair's Announcements - Nil**

**15.0 Media Question Period - Nil**

**16.0 In Camera**

**Motion**

**Moved by Mr. Dishaw and seconded 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 11:45 a.m. to address matters pertaining to personal matters about an identifiable individual, including municipal or local board employees.**

**Carried.**

Mr. Kinsella left the meeting at 2:00 p.m. and Vice-Chair, Larry Dishaw took the Chair.

**Motion (2:22 p.m.)**

**Moved by Mr. Conley and seconded by Mr. Thake**

**THAT the meeting of the Governance and Finance Committee resume.**

**Carried.**

The Committee engaged in a discussion concerning procedural issues which included the process for adding issues to meeting agendas and the role of the Clerk versus the role of the Presiding Officer during meetings. The Clerk suggested clarity will be added to procedural issues through the new procedural by-law which is expected to be in place very soon.

The Committee discussed the practice of reviewing budgets at regular committee meetings and concluded that the budget process would be better served if budget meetings were separate from regular committee meetings.

The Warden offered to speak to Mr. Silver to arrange a meeting during the week of March 9<sup>th</sup> to convene a special budget meeting. Mr. White expects to have more definitive information on provincial revenues and reconciliations at this time.

## **16.0 Adjournment**

### **Motion**

**Moved by Mr. Thake and seconded by Mr. Conley  
THAT the Governance and Finance Committee of Leeds and Grenville  
adjourn its proceedings until the next regular meeting scheduled on March  
5, 2009. Carried.**

The meeting adjourned at 2:55 p.m.

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Frank Kinsella, Chair