



MINUTES

P.O.A. SUB-COMMITTEE TO THE LEEDS AND GRENVILLE JOINT SERVICES COMMITTEE

Tuesday, November 4, 2008

Members Present:

Mel Campbell, Ron Holman, Jim Garrah, Jim Pickard, Bill Gooch, Roger Haley, David Henderson

Other Councillors Present:

Larry Dishaw

Staff Present:

Steven Silver, Nigel White, Lesley Todd, Diane Gilligan, Linda Gemmell, Jane Patterson (recording secretary)

1.0 Opening Remarks

The meeting was called to order at 11:10 a.m.

2.0 Disclosure of Interest - Nil

3.0 Adoption of Committee Minutes – September 2, 2008

The minutes of the September 2, 2008 meeting were reviewed.

POA 2008-17	Moved by:	Mr. Holman
	Seconded by:	Mr. Gooch

**THAT the minutes of the previous meeting, held September 2, 2008, be approved as circulated.
Carried.**

4.0 Delegations/Presentations – Nil

5.0 Correspondence, Communications and Petitions

5.0.1 Letter from the Hon. Chris Bentley, Attorney General, consenting to our request to recover the collection agency costs associated with debt collection activity.

Mrs. Todd explained that in order to recover collection agency costs related to outstanding POA fines, the Counties required the approval of the Attorney General.

The letter from the Honourable Chris Bentley, Attorney General dated September 26, 2008 granting approval was received and filed.

6.0 Information Items Available Upon Request

7.0 Staff Reports

7.0.1 Summary of 2008 Revenue to September 30, 2008

Mrs. Todd reported that this document is a summary of revenues collected from January to September 2008. Mrs. Todd noted the total POA revenue to September 30, 2008 is \$1.8 million and advised that staff are on target to meet the total revenue projections for 2008 in the amount of \$2.4 million.

POA-2008-18 **Moved by: Mr. Pickard**
 Seconded by: Mr. Henderson

THAT the Summary of 2008 Revenue to September 30, 2008, be received and filed. Carried.

7.0.2 Sample Report from new CAMS (Collection Module) Collections Revenue from Sept 2007 – Sept 2008

Mrs. Todd reported the CAMS system was introduced last year as a system to help manage collections and that staff are starting to look at a variety of reports that are available on this new system. Mrs. Todd advised that staff will continue to provide sample reports to this committee for assessment and review.

The Sample Report - Collections Revenue from September 2007 to September 2008 was received and filed.

7.0.3 Report on POA Administration Fees

Mrs. Todd advised that after reviewing the *Provincial Offences Act* and the *Municipal Act* as well as discussions with other municipalities with regard to

P.O.A. Sub-Committee Meeting

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ACTION ITEMS – POA SUBCOMMITTEE

(List to be updated immediately after each meeting)

Date	Item	Descriptive	Assigned To:	Expected Completion
November 4/08	10.0.1	Update on POA Court Facility	Mrs. Todd	Next Meeting