



MINUTES

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

Tuesday, February 5, 2008

Members Present:

Mel Campbell, Ron Holman, Roger Haley, Jim Garrah, Jim Pickard, David Henderson, Ken Finnerty, Bob Casselman

Staff Present:

Nigel White, Lesley Todd, Diane Gilligan, Jennifer Stenhouse (recorder)

Regrets: Suzanne Dodge, Linda Gemmell, Frank Kinsella

1.0 Opening Remarks

The meeting was called to order at 9:12 a.m.

Mr. Struthers attended the meeting briefly to advise the committee members that the Counties representatives for the POA Sub-committee will be determined at the Governance and Finance meeting this week. Committee members agreed that Mr. Campbell, as Chair of the committee for 2007, would chair this meeting and at the next POA meeting, a new Chair and Vice-Chair will be elected.

1.0.1 Election of Chair and Vice Chair

The election of Chair and Vice Chair was deferred to the next meeting.

2.0 Disclosure of Interest - Nil

3.0 Adoption of Committee Minutes – May 31, 2007

The minutes of the May 31, 2007 meeting were reviewed. Mr. Haley asked for an update on the status of the survey sent to other POA courts with regard to the Prosecutor Agreements. Mrs. Todd advised that the department is moving in another direction with regard to the Prosecution Agreements. She advised that the Crown Attorney will hire a Prosecutor to solely represent the Counties. The Crown Attorney also advised that the current prosecutor fee is satisfactory. A survey was sent out to other POA courts by email but there was not a high

response. Therefore, given the discussions with the Crown Attorney, this issue has been resolved.

Motion:

Moved by Mr. Garrah and seconded by Mr. Holman

THAT the minutes be approved as circulated.

Carried.

4.0 Delegations/Presentations - Nil

5.0 Correspondence, Communications and Petitions - Nil

6.0 Information Items Available Upon Request - Nil

7.0 Staff Reports

7.0.1 Authorized Requester Agreement between the Ministry of Transportation and the United Counties of Leeds and Grenville.

Mrs. Todd reported that this is the Agreement that the POA Department has been trying to obtain from the Ministry of Transportation. This Agreement has been reviewed by Mrs. Gilligan and Mrs. Gilligan, and allows POA staff to access certain information from the MTO that will assist in the collection of outstanding fines.

Motion:

Moved by Mr. Holman and seconded by Mr. Haley

THAT the Authorized Requester Agreement between the Ministry of Transportation and the United Counties of Leeds and Grenville be adopted.

Carried.

7.0.2 2008 POA Budget

Mrs. Todd outlined the 2008 POA budget. She noted that the information on revenue for the last month of 2007 have not been received yet and will be incorporated into the budget by the end of February. The Revenue will be looked at again at this time.

The Revenue, Administrative Operations and Court sections were outlined. Mrs. Todd noted that there was an increase in costs for professional development and training to ensure that newer staff are well trained.

In terms of Capital costs, \$15,000 is earmarked from reserves to cover the cost of upgrading the ICON system.

There was a question about the significant differences between the budgeted amounts and the actuals. Mrs. Todd advised that the actual numbers have not been finalized yet. For example, within the Court section, the POA staff are waiting to receive information from the Ministry regarding payments for judges, etc. This information will not be available until mid-February. This will not affect the budget reviewing exercise. Mr. Silver noted that the Counties are trying to finish the budget as soon as possible and will rely on the actuals less and less once the goal of approving budgets by the end of December each year is reached. This exercise brings estimates to the Councillor's attention as soon as possible. Actuals will be brought forward at a later date.

In the Court Operations section of the budget, wages and benefits show an increase due to the fact that the Clerk Monitor position was previously paid by invoice through payroll.

Purchased Services currently shows a decrease, however, two extra court days will be scheduled starting in April in hopes of allowing prosecutors and police more time to prepare for cases. The Counties will also have the advantage of a consistent prosecutor.

Mr. Campbell asked what the status of the Kemptville court is. Mrs. Todd reported that she recently attended a meeting with representatives from the Provincial Court, the Ontario Realty Corporation and the CAO of North Grenville, Mr. Andrew Brown. The purpose of the meeting was to look at the Kemptville Court facility and determine if the building could be used for two purposes; court and also a meeting place for a Kemptville seniors group. After taking a tour of the court room, the Ministry and the Ontario Realty Corporation were confident that things could be worked out. Mr. Brown will get back to Mrs. Todd. Mrs. Todd added that no money has been incorporated into the 2008 budget for capital expenses for the Kemptville court but there are some dollars in reserve that could be used.

Motion:

Moved by Mr. Holman and seconded by Mr. Pickard

THAT the 2008 POA Budget be approved in principle as prepared.

Carried.

8.0 Sub-Committee, Special and AdHoc Committee Reports – Nil

9.0 New Business

There was no new business.

10.0 Unfinished Business – Nil

11.0 Other Business

12.0 By-Laws (notice of)

12.0.1 A By-Law to Authorize the Execution of an Authorized Requester Agreement.

13.0 Chair's Announcements

Mr. Campbell reiterated that the POA representatives will be appointed at the next Governance and Finance meeting. There will be a POA meeting scheduled in March.

14.0 Media Question Period - Nil

15.0 In Camera - Nil

16.0 Adjournment

Motion:

Moved by Mr. Haley

THAT the P.O.A. Sub-Committee meeting be adjourned.

Carried.

The meeting was adjourned at 9:40 a.m.