

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

Tuesday, October 6, 2009

Council Chambers
25 Central Avenue West, Brockville

City of Brockville

Mayor David Henderson

Town of Prescott

Mayor Suzanne Dodge

United Counties of Leeds and Grenville

Members Present:

Bill Gooch, Chair
Mel Campbell, Warden
Larry Dishaw, Ron Holman

Other Councillors Present:

John Conley, Roger Haley, Frank Kinsella, Jim Pickard, Bill Thake

Staff Present:

Steven Silver, Chief Administrative Officer
Nigel White, Director of Corporate Services/Treasurer
Deborah Gill, Manager of Program, Planning and Integrity, Human Services
Lesley Todd, Clerk/Manager, POA Court Services
Diane Gilligan, Operational Supervisor, POA
Jane Patterson, Administrative Assistant (Recording Secretary)

1.0 Opening Remarks

Mr. Gooch called the meeting to order at 9:05 a.m.

2.0 Adoption of Agenda

Motion

**Moved by Mr. Holman and seconded by Mr. Campbell
THAT the Agenda for the October 6, 2009 POA Sub-Committee Meeting be adopted. Carried.**

3.0 Disclosure of Pecuniary Interest and General Nature Thereof - Nil

4.0 Adoption of Minutes of the Previous Committee Meeting

Motion

**Moved by Mr. Campbell and seconded by Mr. Holman
THAT the minutes of the POA Sub-Committee meeting held on May 5, 2009, be approved as distributed. Carried.**

5.0 Delegations/Presentations – Nil

6.0 Correspondence, Communications and Petitions – Nil

7.0 Information Items – Nil

8.0 Staff Reports

8.0.1 2009 Budget Projections

Mrs. Todd referred to the Report and noted staff's main concern is the decline in revenue. The decrease could be due to the economy and also a decline in the number of tickets issued. She reported Interpreter costs are over budget and were quite expensive as an interpreter had to be brought in from as far as Windsor. Prosecutor costs increased as a Prosecutor now works part-time in the office. There has also been an increase in court dates which may impact the Justice of the Peace costs. Staff will further review these costs when budgeting for next year.

The 2009 Budget Projections Report was received and filed.

8.0.2 2009 Summary of Revenue

Mrs. Todd distributed two hands-outs titled Ticket Comparisons 2003-2008 and POA Revenue Comparisons 2003-2009. Mrs. Todd noted the decline in revenue

for the latter part of 2008 and advised the number of tickets issued has also decreased.

The 2009 Summary of Revenue was received and filed.

8.0.3 Purchase of New Integration Server

Mrs. Todd advised that \$15,000 has been budgeted to replace the mainframe controller. Staff were hoping they would not have to replace it but there were a number of issues and costly fixes have been unsuccessful. Mrs. Todd noted that the ICON System itself is over 20 years old.

Motion

**Moved by Ms. Dodge and seconded by Mr. Holman
THAT the POA Sub-Committee recommends that the United Counties of Leeds and Grenville replace the Mainframe Controller for the POA ICON system with a Microsoft Host Integration Server at a cost of \$12,600.
Carried.**

8.0.4 Update on Courtroom Construction

Mrs. Todd advised that the cost of the Courtroom construction was originally budgeted for \$70,000 which was offset by a \$35,000 contribution from reserves and a \$35,000 contribution from the rent contingency account. The total cost of the project exceeded the budget by \$32,144. After the transfers for the courtroom and the ICON upgrade, only \$8,384 will be left in the POA Reserve for the counter improvements so it is recommended this project be deferred and budgeted again in 2010.

Mr. Gooch questioned the increased in the construction costs and Mr. Silver advised the problems with the original estimate and the final costs of the project have been addressed with staff providing these estimates.

Motion

**Moved by Ms. Dodge and seconded by Mr. Holman
THAT the POA Sub-Committee recommends that the total cost of \$102,144 for the POA Court Room Project be offset by a transfer of \$60,498 from the Rent Contingency Account and a transfer of \$41,646 from the POA Reserve. Carried.**

8.0.5 Update on Court Activities

Mrs. Todd reported that the new Courtroom is running well, although the scheduling of police officer's time was a problem initially, and has since been worked out. She advised there is much more flexibility with being able to schedule full day court sessions and special court sittings. The new court is a lot more conducive to providing better customer service and people are now able to leave court and pay their fines right across the hall.

9.0 Sub-Committee, Special and AdHoc Committee Reports – No Reports

10.0 Unfinished Business – Nil

11.0 Announcements – Nil

12.0 Notice of By-Laws/Notice of Motions – Nil

13.0 Media Questions

There was no media in attendance.

14.0 Questions from the Public

There were no members of the public in attendance.

15.0 Closed Meeting – Nil

16.0 Adjournment

Motion

**Moved by Mr. Holman and seconded by Mr. Kinsella
THAT the meeting of the POA Sub-Committee adjourn at 9:30 a.m. Carried.**

Chair