

MUNICIPALITY OF TWEED PERSONNEL & FINANCE COMMITTEE

Wednesday, October 5, 2011

The Minutes of the Personnel and Finance Committee meeting held Wednesday, October 5, 2011 at 1:00 p.m. in the Council Chambers.

Attendance: Reeve Jo-Anne Albert
Deputy Reeve Brian Treanor
Councillor Don DeGenova
CAO/Clerk Patricia Bergeron
Treasurer/Deputy Clerk Betty Gallagher

Adoption of Minutes

Moved by J. Albert
Seconded by D. DeGenova

That the Minutes of the September 12, 2011 Personnel and Finance Committee meeting be adopted with an amendment to New Business, Section ii) Tweed & Area Arts Council – waive municipal taxes, this section will also include “if council is prepared to waive the taxes, it will only be for the term of the existing council.”

Disclosure of Interest

There was no disclosure of interest.

Business Arising from Minutes

There was no business arising from the minutes.

Delegations

There was no delegation.

FINANCE

Staff Reports

The members were provided with the following reports: August 2011 Bank Statement and the Financial Comparison Statement.

Unfinished Business

- i) Tweed & Area Arts Council – waive municipal taxes

A letter was received from the Tweed & Area Arts Council requesting the municipal portion of property taxes be permanently waived by Council. It was indicated in the letter that the cost for maintaining the building was high and any additional relief would be helpful. The Tweed & Area Arts Council is a charitable organization and will receive a 40% tax rebate for the Marble

Church Arts Centre. The balance of the municipal tax remaining after the 40% rebate will be low. In light of the interest earned from a municipal loan to the Tweed & Area Arts Council for the purchase of the building, the members agreed to waive the municipal portion of taxes for the Marble Church Arts Centre for the term of the existing municipal council.

ii) LAS – Letter Executed Agreement

The Local Authority Services Ltd. (LAS) returned the copy of the executed Electricity Appointment and Retainer Agreement. It was noted that the municipality is one of seven newly enrolled municipalities that will be a part of the next program purchase planned for September/October 2011.

New Business

i) Curbside Collection – Draft Form

The members reviewed a draft questionnaire regarding curbside collection service. The form will be sent to property owners in the rural area of the municipality. The completed questionnaire will help determine how many property owners in the municipality are in favour or not of a municipal curbside collection service. There will be some changes to the questionnaire and will include an estimated cost to the ratepayer for providing the service.

ii) Waste Site Pass – Draft Notice

A notice regarding waste site passes will be part of the next municipal newsletter. The notice will provide information regarding changes for disposal of shingles at the waste site. Two waste site passes per household will also be included with the newsletter.

iii) Lottery License Fees

A verbal report was provided by the CAO/Clerk regarding revenues received from the sale of lottery licenses; revenues are approximately \$12,000.00 per year and with the change of fees proposed the revenues will be reduced to approximately \$1,000.00 per year for the municipality. The members felt the maximum fee for lottery licenses issued should be \$250.00 a year for local organizations as it was felt the revenues from the tickets sales will be reinvested into the community. The CAO/Clerk will get clarification for the proposed fee structure from the Lottery Licence Gaming Commission.

iv) Library Construction Cost

The committee was provided with report showing the total cost for the library construction along with funds received from fundraising initiatives; the municipality paid a total of \$902,382.50 in construction costs and received \$279,930.22 in fundraising dollars including \$100,000.00 from the municipal contributions. The municipality received a total of \$600,000.00 in grants from the provincial and federal funding for the construction. A clarification from the Librarian will be obtained regarding the balance (\$20,070.00) of fundraising initiatives.

PERSONNEL

i. Staff Reports

The members were advised that two office staff members will be attending the Financial Management Basics for Non-Finance Staff and two other staff members will be attending the "Day with MPAC" meeting – topics will include Building Permit Initiative Updates and Severance & Consolidations. The Treasurer/Deputy Clerk received approval to attend the USTI User Forum (computer training) in London and a Municipal Budgets seminar held in Kingston.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Caucus

There was no caucus.

Date of Next Meeting

The next meeting will be Monday, November 14, 2011 at 1:00 p.m.

Adjournment

The meeting adjourned at 4:00 p.m.