



The Corporation of the County of Bruce

Corporate Services Committee Finance and Property Division

Minutes

August 7, 2014
9:44 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden John Close (Chair)
Councillors Paul Eagleson, Bill Goetz, David Inglis, Milt McIver, Mike Smith and Mitch Twolan
Alternate Ann Eadie

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Administrative Assistant
Bettyanne Cobean, Clerk-Treasurer

Regrets: Councillor Larry Kraemer

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Action Items

A. Delegation of Powers and Duties Policy

**Moved by Councillor Bill Goetz
Seconded by Alternate Ann Eadie**

**That the Delegation of Powers and Duties Policy, as amended,
be approved; and,**

**That in accordance with Section 6.(A) of the policy further
delegations of Council powers, duties or functions, shall be
effected by by-law; and,**

That by-law number 2010-028 be repealed.

Carried

B. Capital Forecast 2015-2019

**Moved by Councillor Paul Eagleson
Seconded by Councillor Milt McIver**

That the 2015 Clerk-Treasury Capital Budget be received for consideration in conjunction with the 2015 Operating Budget.

Carried

C. Council & Committee Meetings

**Moved by Alternate Ann Eadie
Seconded by Councillor Milt McIver**

That Bruce County Council meet on the first Thursday of every month and the Committee's meet on the first and third Thursday of every month, except for July and August when the Committee's will meet on the first and second Thursday; and,

That the County's Procedure By-law be amended as follows:

21. (G) Regular Committee Meetings

Regular Committee meetings shall be held on the first and third Thursday of every month, except for the months of July and August when the Committee's will meet on the first and second Thursday.

Carried

D. Federal Gas Tax Funding

**Moved by Councillor Mitch Twolan
Seconded by Councillor Milt McIver**

That the additional funding in the amount of \$52,450.17 be applied to the 2014 Highway Budget; and,

That the Engineer report to the August Highway Committee as to where this funding will be allocated.

Carried

E. Job Descriptions – Analyst Positions

**Moved by Councillor Mike Smith
Seconded by Alternate Ann Eadie**

That the Job Descriptions for the:

- Financial Analyst,**
- Capital Analyst; and,**

- **Accounting Analyst**

be amended to include the following requirement under knowledge and abilities:

- **Designated or in final stages of obtaining recognized accountancy designation (CPA, CMA, CGA, or CA)**

Carried

F. Outstanding Receivables

**Moved by Councillor Bill Goetz
Seconded by Alternate Ann Eadie**

That bad debts for Brucelea Haven in the amount of \$61,259.79 be written-off as per the balance at June, 2014, and financed by the Allowance for Bad Debt and the remaining \$8858.79 from the surplus subsidy; and

That the allowance for Bad Debt be replenished by the remaining subsidy surplus of approximately \$22,000.

Carried

**Moved by Councillor Mike Smith
Seconded by Councillor Paul Eagleson**

That the bad debts for Gateway Haven totaling \$13,649.49 be written-off as per the balance at June, 2014 and financed from the Allowance for Bad Debt.

Carried

G. Organizational Training Initiative

**Moved by Councillor Mike Smith
Seconded by Councillor Mitch Twolan**

That the utilization of Loyalist College – “Managing and Leading in a Municipal Environment” to address recommendation #59 from the Operational Review, be approved.

Carried

3. Information Items

The following reports / correspondence were received for information:

- Summary of Awarded Tenders, January – June, 2014
- Six Month Financial Statement Review
- Correspondence from AMO – LAS RE: Natural Gas Program Rebate
- Provincial Offences Revenue
- Budget Timetable
- Brant Township Central School

4. Closed Meeting

Moved by Alternate Ann Eadie

Seconded by Councillor Bill Goetz

That the Committee move into a closed meeting to discuss the Strategic Plan / Operational Review for the County of Bruce pursuant to section 239 (3.1) of the Municipal Act for the purpose of educating or training the members.

Carried

5. Rise and Report

Moved by Alternate Anne Eadie

Seconded by Councillor Bill Goetz

That the Committee rise and report from the closed meeting.

Carried

6. 2014 Mid-Year (June 30) in Review

**Moved by Councillor Mitch Twolan
Seconded by Councillor David Inglis**

That the 2014 Mid-Year (June 30) in Review Report be received for information; and,

That the recruitment of a Director of Museum and Cultural Services, Museum Curator, be supported; and,

That the Recruitment Committee shall comprise of the Warden, Chair of the Museum Committee and the CAO.

Carried

The Corporate Services Committee recessed at 11:38 a.m. and reconvened at 2:50 p.m.

7. Closed Meeting

**Moved by Councillor Bill Goetz
Seconded by Councillor Mike Smith**

That the Committee move into a closed meeting to discuss:

The potential purchase of the Brant Township Public School pursuant to section 239 (2) (C) of the Municipal Act relating to a proposed or pending acquisition or disposition of land by the municipality or local board.

Carried

8. Rise and Report

**Moved by Councillor Bill Goetz
Seconded by Councillor Mike Smith**

That the Committee rise and report from the closed meeting.

Carried

9. Next Meeting

The next meeting of the Corporate Services Committee – Finance and Property Division will take place on Thursday, September 4, 2014 in the Council Chambers, County Administration Centre, Walkerton, Ontario.

10. Adjournment

**Moved by Councillor Mike Smith
Seconded by Councillor David Inglis**

**That the meeting of the Corporate Services Committee –
Finance and Property Division adjourn at 3:20 p.m.**

Carried

**Warden John Close, Chair
Corporate Services Committee – Finance and Property Division**