

TOWNSHIP OF WHITEWATER REGION
Committee Meeting

Meeting Title: Finance and Administration Date: Wed Dec 8, 2010

Place: Municipal Council Chambers Start Time: 6:00 p.m.

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

1. Call to Order
2. Adoption of the Minutes
3. Bill Riley – Review of 2011 Municipal Insurance Program
4. Council Remuneration Bylaw – Review and Discussion
5. Municipal Freedom of Information and Protection of Privacy Act Request
– Designation of a head
6. Save the Cobden Sun Letter – Update and Discussion
7. David Simmons Water Plants Manager – Retiring Notice
8. Public Works and Water Department Structure – Discussion and Recruitment
9. Water and Sewer Rate Review – Update
10. Meeting to discuss litigation, potential litigation, labour relations, and the security of the property of the municipality. .
11. Adjournment

Present: Mayor Jim Labow, Deputy Mayor Izett McBride, Reeve Don Rathwell, Councilors: Cathy Regier, Joe Trimm, Daryl McLaughlin, and Allen Dick

Staff Present: Dean Sauriol

Adoption of Minutes

Moved by Izett McBride, seconded by Daryl McLaughlin

“Be it Resolved that the minutes of the previous Finance and Administration Meeting dated September 1, 2010 be adopted as circulated.”

Carried
Joey

Trimm

Bill Riley MIS Insurance – Review of 2011 Municipal Insurance Program

Bill Riley from Municipal Insurance Program was present to review the 2011 Municipal Insurance Program that is being provided by Jardine Lloyd Thompson Inc. Mr. Riley reviewed the different classes of coverages. He stated the largest class of claims comes from Road Coverages Class. He spoke on the legal fees coverage, Non-Owned Auto, Errors and

Emissions, Environmental Liability Policy. He explained to Council about the Councillor's protection in the Chamber and Closed meetings.
The Physical Damage blanket Limit of \$29,957,868 for all Property was reviewed.
The deductible of \$5,000.00 for liability claims was discussed. Mechanical breakdowns are covered under this where wear and tear is not. The insurer would have to investigate.
Reviewed automobile coverages which included the full replacement costs and the loss of use of light vehicles.

Personal coverage and dismemberment was reviewed with the topics of:

- Out of Province Coverage
- Critical Illness Coverage
- Municipal Volunteer Accident Coverage

Councillor Trimm asked if there is anything we can do to Reduce our Premiums? Mr. Riley stated that we could increase deductibles. He also stated that the savings on liability and property on deductible increase would be approximately \$10,000.00

Insurance policy

Moved by Daryl McLaughlin, seconded by Allen Dick

“Be it resolved that the Finance and Administration Committee recommend to Council that we accept the proposal submitted by Municipal Insurance Services Ltd. For 2011 Municipal Insurance Program at a cost of \$134,324.00 plus PST.”

Carried
Joey Trimm

Council Remuneration Bylaw – Review and Discussion

Councillor Trimm reviewed the By-law.

Councillor Dick asked clarification on the 1/3 Tax Free Allowance.

Councillor McLaughlin stated that we might want to conduct a local survey of other municipalities. He stated that if we don't do the survey right away there is a possibility we might have the discussion later this year.

Reeve Rathwell and Mayor Labow stated they would be willing to leave it as is for this year plus CPI.

Consensus that Basic Remuneration rate as presented on By-law along with application of CPI increased for 2011.

Deputy Mayor McBride stated that since all members chair a committee therefore be eligible for a Committee Stipend.

Consensus that 6 committees be paid a Chair Stipend as discussed.

Committees are as follows: Finance and Admin, Public Works, Fire Waste Management, Waste Management, Water and Sewer, Growth and Development.

Discussion on expense limits was discussed.

Consensus that we set the yearly expense limit to \$3,000.00.

Remuneration Bylaw

Moved by Cathy Regier, seconded by Jim Labow

“Be it resolved that the Finance and Administration Committee recommend to Council that the Clerk prepare the Council remuneration bylaw as amended.”

Carried
Joey Trimm

Municipal Freedom of Information and Protection of Privacy Act Request – Designation of a head

No action on the delegation of the head. Therefore the Designations of a head of Municipal Freedom Information and Protection of Privacy Act will remain Council.

Save the Cobden Sun Letter – Update and Discussion

Mayor Labow commented on his discussion with Mr. Tracy and Mr. Shields.

Deputy Mayor McBride also commented on discussion he has had with Mr. Tracy.

Reeve Rathwell stated that he wouldn't be in favour of putting tax dollars into a private business but we should support morally.

Councillor Dick stated that we should communicate with people but we shouldn't be contributing tax dollars.

Councillor Regier and McLaughlin stated we should help but not necessarily with financing.

Deputy Mayor McBride stated that there might be other options for paper maybe electronic version of a paper.

Connie Tabbert stated that we are losing a vital component of the community.

Councillor Trimm asked members to keep Council apprised of any developments.

David Simmons Water Plants Manager – Retiring Notice

Moved by Don Rathwell, seconded by Izett McBride

“Be it resolved that the Finance and Administration Committee recommend to Council that we accept Mr. David Simmons retirement notice. At this time we would like to thank Mr. Simmons for his many years of service to the organization. Council certainly would like to take this opportunity to wish him all the best in his retirement.

Carried
Joey Trimm

Public Works and Water Department Structure – Discussion and Recruitment

Clerk commented on the vacancies of the organizations.

Mayor Labow stated that if we merge the departments with a Public Work Manager we may have to look at a Foreman type position.

Reeve Rathwell stated that it is timely to look at structure of the tow departments.

Councillor Dick asked if our salary is in line.

Councillor McLaughlin asked if our current compliment would be able to handle the departments.

Time is of the Essence.

Councillor Regier stated that she would like to see another layer type position. Should be hands on.

Public Works and Water Department Structure

Moved by Jim Labow, seconded by Cathy Regier

“Be it Resolved that the Finance and Administration Committee recommend to Council that we engage the services of the County of Renfrew HR department to help develop organizational structure options and help with the recruitment of such position.”

Carried
Joey Trimm

Water and Sewer Rate Review – Update

The Clerk commented on what has transpired to date on the Water Rate review information.

Request To Use Logo And Website Information – WDRA

Consensus that the Clerk be authorized to guide the WDRA on the Logo/Website use.

Meeting to discuss litigation, potential litigation, labour relations, and the security of the property of the municipality

Moved by: Daryl McLaughlin

Seconded by: Allen Dick

THAT this meeting become a closed meeting for the purpose(s) – Time 8:30 p.m.

- the security of the property of the municipality or local board;
- Personal matters about an identifiable individual, including municipal or Local board employees
- a proposed or pending acquisition or disposition of land by the municipality or local board;
- labour relations or employee negotiations;
- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- a matter in respect of which a council, board, committee or other body may hold a closed meeting under another act;
- A meeting of a council or local board or of a committee of wither of them may be closed to the public if the following conditions are both satisfied:
The meeting is held for the purpose of educating or training the members
AND
At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee

CARRIED
Joe Trimm

Adjournment

Moved by Daryl McLaughlin, seconded by Cathy Reiger

“Be it resolved that the council of the Township of Whitewater Region Finance and Administration committee of the Whole meeting dated December 8, 2010 hereby be adjourned.”

Carried
Joey Trimm

Moved by Allen Dick, seconded by Daryl McLaughlin

“Be it Resolved that the Finance and Administration Committee authorize the Mayor to follow up the investigation with the Ontario Provincial Police regarding the Loader tender and subsequent disposal of the used tractors.”

Carried
Joey Trimm

Moved by Izett McBride, seconded by Donald Rathwell

“Be it Resolved that the Council of the Township of Whitewater Region Finance & Admin Committee meeting dated December 8, 2010 be adjourned at 9:30 P.M.