

Minutes of the NINTH meeting of the Finance and Administration Committee for 2007 held in the Committee Meeting Room, Second Floor, Rundle Tower, Oshawa Civic Administration Complex, on Tuesday, October 2, 2007, at 9:30 a.m.

Present: Councillor Lutczyk, Chair
Councillor Kolodzie, Vice Chair
Councillor Henry, Member
Councillor Parkes, Member

Also Present: Councillor Marimpietri (left at 11:40 a.m.)
Councillor Neal
Councillor Pidwerbecki (left at 10:50 a.m.)
R. Stockman, Commissioner of Corporate Services
S. Bertoia, Commissioner of Community Services
S. Kranc, City Clerk
L. Knox, Solicitor
C. Brown, Director of Finance
J. Conlin, Director of Municipal Law Enforcement & Licensing Services
K. Duncan, Manager of Animal Services
D. Jackson, Budget Co-ordinator
N. Hutchinson, Director, Parkes Services
R. Foster, Auditor General
M. Medeiros, Committee Co-ordinator

Absent: Councillor Sholdra, Member

FA-07-160 James Sprague – Request to address Committee concerning the Cullen Miniature Village Collection (All Wards)

This matter was previously discussed at the last City Council meeting held on September 24, 2007 when James Sprague addressed City Council in opposition to Item 11 of the 21st Report of the Community Services Committee (CS-07-164), Cullen Miniature Village Collection.

Moved by Councillor Kolodzie,
“That the delegation of James Sprague be heard at the appropriate time.”
CARRIED

This matter is discussed later in the meeting (see Page 7)

FA-07-40 Decline in Voter Turnout in the City of Oshawa (All Wards)

This matter was previously discussed at the Finance and Administration Committee meeting held on April 23, 2007 (FA-07-04) when a proposal made by Professor Ron Hinch, Dean of Criminology, Justice & Policy Studies, UOIT to study the decline in voter in the City of Oshawa was referred to staff for report.

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The Committee now reviewed Report FA-07-40 dated September 26, 2007 from the Commissioner, Corporate Services responding to the proposal.

Moved by Councillor Kolodzie,

“That the Finance and Administration Committee recommend to City Council.

1. That Professor Hinch be thanked for expressing interest in conducting a voter survey of Oshawa residents to determine the cause of voter participation decline in Oshawa Municipal Elections; and,
2. That staff include in the workplan for the 2010 Municipal Election the investigation of programs and alternative voting methods designed to increase voter turnout as outlined in Report FA-07-40 dated September 26, 2007.” CARRIED

FA-07-158 Proposed changes to the Partnership Grant Program – Update (All Wards)

This matter was previously discussed at the last Finance and Administration Committee meeting held on September 17, 2007 when Report FA-07-92 was referred back to staff to review comments made by Committee and report back to the next meeting.

The Committee now reviewed Report FA-07-158 responding to Committee’s comments on the proposed consolidation of the processing and evaluation of all Partnership Grant requests (current and grandfathered) thus streamlining the grant application process and ensuring consistency, transparency and accountability in the approval process.

Moved by Councillor Kolodzie,

“That the Finance and Administration Committee recommend to City Council:

1. That all Partnership Grant requests both current and grandfathered (formally referred to as Community Grants) be combined into one program to be known as the Partnership Grant program as detailed in Report FA-07-92 dated September 10, 2007;
2. That beginning in 2007, all Partnership Grant requests be submitted on the standard grant application form by November 15 each year for consideration in the following year’s budget;
3. That all applications for Partnership Grants be reviewed against criteria in the existing Partnership Grant policy;
4. That one report summarizing all Partnership Grant requests and their adherence to criteria and recommended grant allotments be presented to Council for approval as part of the budget;

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5. That any requests to increase the level of Partnership Grant funding be referred to the budget as a potential increase;
6. That organizations receiving Partnership Grants, Financial Assistance Grants or Waiving of Fee Grants from the City of Oshawa be required to recognize the City as outlined in Table 1 in section 5.5; and
7. That the policy statements for the Partnership Grant, Financial Assistance Grant and Waiving of Fee Grant programs be modified to reflect Council's direction." CARRIED

FA-07-164 Request for Waiving of Fees – Winifred Chapman – Stellar Literary Festival
(All Wards)

The Committee reviewed Report FA-07-164 dated September 27, 2007 from the Commissioner of Corporate Services concerning a request from Winifred Chapman for a waiving of fees totaling \$198.22 for costs of the rental fee for Kinsmen Valleyview Park for the Stellar Literary Festival which was held on September 22, 2007 and recommending that as this request meets the established criteria within the Request for Waiving of Fees Policy, the request be approved.

Moved by Councillor Kolodzie,
"That the Finance and Administration Committee recommend to City Council:

That the request for waiving of fees totaling \$198.22 for the First Stellar Literary Festival as outlined in Report FA-07-164 dated September 27, 2007 be approved as it meets all the criteria established within the Request for Waiving of Fees Policy." CARRIED

FA-07-166 Request for Partnership Grant – Scott Templeton – Military Family Fund
(All Wards)

The Committee reviewed Report FA-07-166 dated September 27, 2007 from the Commissioner of Corporate Services regarding a request from Scott Templeton for a Partnership Grant in the amount of \$16,000 for a Charity Concert to be held at the General Motors Centre with all proceeds being donated to the Military Families Fund and recommending that as this request does not meet the established criteria within the Request for Partnership Grant Policy, the request be denied.

Moved by Councillor Kolodzie,
"That the Finance and Administration Committee recommend to City Council:

That the 2007 Partnership Grant request from Scott Templeton for the Military Families Fund for \$16,000 as outlined in Report FA-07-166 dated September 27, 2007 be denied." CARRIED

FINANCE AND ADMINISTRATION COMMITTEE MEETING, October 2, 2007FA-07-154 Appeal of Muzzle and Control Order – Farrah Earl (Ward 1)

Pursuant to the Statutory Powers Procedure Act, the Committee held a written hearing regarding an Appeal of a Muzzle and Control Order placed on Farrah Earl's dog "Lady" on October 26, 2006.

The Committee reviewed the following documents:

1. Correspondence from Committee Co-ordinator dated September 14, 2007 advising of Hearing date
2. Correspondence from Manager, Animal Services dated September 13, 2007 responding to appeal letter
3. Correspondence from Committee Co-ordinator dated November 6, 2006 responding to letter of appeal from Farrah Earl
4. By-law 152-2004
5. Correspondence dated October 27, 2006 from Farrah Earl appealing Muzzle and Control Order placed on 'Lady'
6. Correspondence dated October 26, 2006 from Marilyn Bedard
7. Correspondence dated October 27, 2006 from Gerard Noreiga
8. Muzzle and Control Order placed on 'Lady'
9. Oshawa Animal Services Action memo dated October 27, 2006
10. Photographs of 'Kimmy' taken on October 25, 2006 by Officer Brodhagen
11. Interview Report of Stephania Rydzanicz dated October 25, 2006
12. Interview Report of Ann Madore
13. Interview Report of Joseph Earl dated October 25, 2006
14. Animal Emergency Clinic of Durham Region – Patient Chart for 'Kimmy Rose' dated October 21, 2006
15. Animal Emergency Clinic of Durham Region – Invoice dated October 21, 2006 re. 'Kimmy Rose'
16. Ritson Veterinary Clinic – Account Payment Detail Report dated October 24, 2006.

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Moved by Councillor Kolodzie,

“That the Finance and Administration Committee recommend to City Council:

That the Appeal of the Muzzle and Control Order placed on Farrah Earl’s dog ‘Lady’ be denied.” CARRIED

FA-07-155 Appeal of Muzzle and Control Order – William Topping (Ward 1)

Pursuant to the Statutory Powers Procedure Act, the Committee held a written hearing regarding an Appeal of a Muzzle and Control Order placed on William Topping’s dog ‘Berkeley’ on April 12, 2007.

The Committee reviewed the following documents:

1. Correspondence from Committee Co-ordinator dated September 14, 2007 advising of Hearing date
2. Correspondence from Manager, Animal Services dated September 12, 2007 responding to appeal letter
3. Correspondence from Committee Co-ordinator dated August 8, 2007 responding to letter of appeal from William Topping
4. By-law 152-2004
5. Correspondence dated April 24, 2007 from William Topping appealing Muzzle and Control Order placed on ‘Berkley’
6. Muzzle and Control Order placed on ‘Berkley’ dated April 12, 2007
7. Oshawa Animal Services Person Document
8. Oshawa Animal Services Activity Card
9. Canada Post Registered Receipt dated February 27, 2007
10. Statement of Kelly Tugwell dated February 20, 2007
11. Oshawa Animal Services Interview Report of Michael Walton dated February 20, 2007
12. Photograph of Michael Walton’s right hand taken February 20, 2007
13. Oshawa Animal Services Interview Report of Norm Sharp dated March 30, 2007
14. Officer Brodhagen’s Notes dated February 20, 2007 and April 12, 2007

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Moved by Councillor Kolodzie,

“That the Finance and Administration Committee recommend to City Council:

That the Appeal of the Muzzle and Control Order placed on William Topping’s dog ‘Berkeley’ be denied.” CARRIED

FA-07-156 Appeal of Muzzle and Control Order – Janice Carey (Ward 3)

Pursuant to the Statutory Powers Procedure Act, the Committee held a written hearing regarding an Appeal of a Muzzle and Control Order placed on Janice Carey’s dog ‘Max’ on March 5, 2007.

The Committee reviewed the following documents:

1. Correspondence from Committee Co-ordinator dated September 14, 2007 advising of Hearing date
2. Correspondence from Manager, Animal Services dated June 20, 2007 responding to appeal letter
3. Correspondence from Committee Co-ordinator dated August 8, 2007 responding to letter of appeal from Janice Carey
4. By-law 152-2004
5. Correspondence dated March 14, 2007 from Janice Carey appealing Muzzle and Control Order placed on ‘Max’
6. Muzzle and Control Order placed on ‘Max’ dated March 5, 2007
7. Oshawa Animal Services Person Document
8. Oshawa Animal Services Activity Card
9. Officer Brodhagen’s Notes dated March 3, March 5 and March 19, 2007

Moved by Councillor Kolodzie,

“That the Finance and Administration Committee recommend to City Council:

That the Appeal of the Muzzle and Control Order placed on Janice Carey’s dog ‘Max’ be denied.” CARRIED

FA-07-157 Appeal of Muzzle and Control Order – Betty Skuce (Ward 5)

Pursuant to the Statutory Powers Procedure Act, the Committee held a written hearing regarding an Appeal of a Muzzle and Control Order placed on Betty Skuce’s dog ‘Finnegan’ on May 12, 2007.

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The Committee reviewed the following documents:

1. Correspondence from Committee Co-ordinator dated September 14, 2007 advising of Hearing date
2. Correspondence from Manager, Animal Services dated September 12, 2007 responding to appeal letter
3. Correspondence from Betty Skuce dated July 16 2006 submitting additional documentation
4. Correspondence from Committee Co-ordinator dated July 4, 2006 responding to letter of appeal from Betty Skuce
5. By-law 152-2004
6. Correspondence dated May 15, 2006 from Betty Skuce appealing Muzzle and Control Order placed on 'Finnegan'
7. Muzzle and Control Order placed on 'Finnegan' dated May 12, 2006
8. Oshawa Animal Services Prosecution Summary dated May 23, 2006
9. Correspondence from Glenda Bell received May 5, 2006
10. Officer Bentley-Logue's Notes
11. Oshawa Animal Services Activity Card

Moved by Councillor Kolodzie,

"That the Finance and Administration Committee recommend to City Council:

That the Appeal of the Muzzle and Control Order placed on Betty Skuce's dog 'Finnegan' be denied." CARRIED

FA-07-160 James Sprague – Request to address Committee concerning the Cullen Miniature Village Collection (All Wards)

This matter was discussed earlier in the meeting (see Page 1)

James Sprague addressed Committee concerning the Cullen Miniature Village Collection stating that Committee members were aware of his delegation to City Council on September 24, 2007. He requested Council to

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vote against spending \$50,000 for a business plan and consider disposing of the collection in order to retrieve tax payers' money.

Moved by Councillor Kolodzie,

"That correspondence dated September 25, 2007 from James Sprague requesting to address Committee concerning the Cullen Miniature Village Collection be referred to FA-07-161." CARRIED

FA-07-161 Cullen Miniature Village Collection (All Wards)

This matter was previously discussed at the City Council meeting held on September 24, 2007 when a recommendation (CS-07-164) to retain a business development specialist to assist staff in developing a business plan for the Cullen Miniature Village Collection at a cost not to exceed \$50,000 was referred to the Finance and Administration Committee

The Committee now reviewed City Council Directive FA-07-161, Cullen Miniature Village Collection.

Moved by Councillor Parkes,

"That FA-07-161 be tabled to the next Finance and Administration meeting and that the original Report CS-07-164 be provided to Committee." LOST

Moved by Councillor Kolodzie,

"That the Finance and Administration Committee recommend to City Council:

That City Council not proceed with the business plan and that the Cullen Miniature Collection be put up for sale." LOST

Moved by Councillor Henry,

"That the Finance and Administration Committee recommend to City Council:

1. That the Cullen Miniature Collection not be sold at this time;
2. That staff investigate potential partnerships; and
3. That Legal Services confirm the process of the purchase." RULED OUT OF ORDER LATER IN THE MEETING

Moved by Councillor Parkes,

"That the motion be amended to add Part 4: 'That the staff working Committee as outlined in the original report be reconstituted with Council representation to review the terms of reference of the business plan.'" LOST

During discussions staff advised Committee that this matter had been referred to the Finance and Administration Committee to deal with the financial request to spend up to \$50,000 to hire an external consultant to assist staff in developing the business plan. The Commissioner of Corporate

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Services advised Committee that Council approved the development of a business plan for the Miniature Collection in March 2007.

The main motion was ruled out of order by the Chair.

Moved by Councilor Parkes,

“That the Finance and Administration Committee recommend to City Council:

That the funding request for the services of an external consultant to assist staff in developing the business plan for the Cullen Miniature Village Collection be denied.” CARRIED

Councillor Pidwerbecki left the meeting and Councillor Marimpietri temporarily left the meeting.

FA-07-165 Request for Waiving of Fees – Oshawa Home Schooling Association
(All Wards)

The Committee reviewed Report FA-07-165 dated September 27, 2007 from the Commissioner of Corporate Services concerning a request from Sandra McRae, Oshawa Home Schooling Association for the waiving of fees totaling up to \$700 in rental fees for the gym and sports equipment at the Legends Centre and recommending that as this request meets the established criteria within the Request for Waiving of Fees Policy, the request be approved up to a maximum of \$500.

Moved by Councillor Henry,

“That the Finance and Administration Committee recommend to City Council:

That the request for waiving of fees totaling up to \$700 for the rental fees at Legends Centre as outlined in Report FA-07-165 dated September 27, 2007 be approved up to a maximum of \$500 as it meets all the criteria established within the Request for Waiving of Fees Policy.” CARRIED

Moved by Councillor Kolodzie,

“That the meeting be closed to the public to discuss confidential matters concerning identifiable individuals and property matters.” CARRIED

Councillors Lutczyk, Kolodzie, Henry, Parkes, Neal and Marimpietri, were present for closed meeting discussion. Also in attendance were the Commissioner of Corporate Services, the City Clerk, the Solicitor, the Director of Finance, the Real Estate Manager and the Committee Co-ordinator.

All members of the public left the meeting.

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Moved by Councillor Henry,
"That the meeting recess." CARRIED

The meeting recessed at 11:00 a.m. and reconvened at 11:10 a.m. with the following in attendance: Councillors Lutczyk, Kolodzie, Henry, Parkes, Marimpietri (entered at 11:18 a.m. and left at 11:40 a.m.), and Neal (entered at 11:23 a.m.). Also in attendance were the Commissioner of Corporate Services, the City Clerk, the Solicitor, the Director of Finance, the Real Estate Manager and the Committee Co-ordinator.

The Committee discussed the *Municipal Freedom of Information and Protection of Privacy Act* concerning the disclosure of personal information about identifiable individuals with the Solicitor during the closed meeting.

Councillor Marimpietri left the meeting.

The Committee discussed confidential property matters.

Barbara Lebo and Fanny Urowitz entered the meeting.

Councillor Neal temporarily left.

Barbara Lebo and Fanny Urowitz addressed Committee concerning Confidential Item FA-07-162.

Councillor Neal re-entered the meeting.

Barbara Lebo and Fanny Urowitz left the meeting.

Further closed meeting discussion continued.

Moved by Councillor Parkes,
"That the Committee rise from the closed meeting and report." CARRIED

Moved by Councillor Parkes,
"That the Finance and Administration Committee adopt the following closed meeting item:

FA-07-162 Property Matter (Ward 7)

Moved by Councillor Parkes,
"That the Finance and Administration Committee recommend to City Council:

That the City proceed as directed with respect to the properties in question including the special financial arrangements. LOST

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Moved by Councillor Henry,

“That the Finance and Administration Committee recommend to City Council:

That the City proceed as directed with respect to the properties in question.”

CARRIED

Moved by Councillor Parkes,

“That the meeting adjourn.” CARRIED

The meeting adjourned at 12:23 p.m.