



MINUTES
FINANCIAL ADVISORY COMMITTEE MEETING
TUESDAY, OCTOBER 25TH, 2011 AT 4:00 P.M.
CITY HALL ROOM 205

MEMBERS PRESENT: Chair Arlene Wright
Mayor Deborah Haswell
Councillor Bill Twaddle
Councillor Colleen Purdon
Ray McKelvie
Paul Caron
Ron Hopper

MEMBERS ABSENT: None

STAFF PRESENT: Wayne Ritchie, Director of Financial Services
Ruth Coursey, City Manager
James Krauter, Manager of Revenue
Kate Allan, Manager of Accounting

1. CALL TO ORDER – Chair Arlene Wright called the meeting to order at 4:00 p.m. and welcomed everyone to the meeting.

2. ADDITIONAL ITEMS

- i) Chair Wright had a question on Postage meters.
- ii) Jamie Krauter had a report on Debit/Credit machines.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

There were no disclosures of Pecuniary Interests declared at the meeting.

4. CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING

Moved by Paul Caron:

“That the minutes of the Financial Advisory Committee Meeting held on Tuesday, September 27th, 2011 be approved.”

Carried Unanimously

5. DEPUTATIONS

There were none.

6. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION OF COMMITTEE / BOARD IS REQUIRED

There was no correspondence received.

7. REPORTS AND MATTERS TABLED

a) United Way of Bruce Grey-Utility Account Statements – Jamie Krauter

The Manager of Revenue/Tax Collector presented a report on a request from Council that the United Way Bruce Grey not be charged for reprints of utility invoices. To date the United Way has not been charged any reprint fees and working with the City Utility Billing staff the information needed by the United Way can be provided without reprinting the invoice.

Moved by Councillor Colleen Purdon:

“That the Financial Advisory Committee receives the report entitled United Way Bruce Grey- Utility Account Statements dated October 17th, 2011, written by the Revenue Manager/Tax Collector for information purposes.”

Carried Unanimously

b) Bayshore Community Centre Property Tax Exemption – Jamie Krauter

The Manager of Revenue/Tax Collector presented a report on designating the Bayshore Community Centre a Municipal Capital Facility. This report was the culmination of discussions with the Municipal Property Assessment Corporation and city staff.

Moved by Paul Caron:

“That in consideration of the report entitled Bayshore Community Centre – Property Tax Exemption dated October 18th, 2011 written by the Manager of Revenue/Tax Collector that staff prepares a by-law to designate the Bayshore Community Centre and associated lands as a Municipal Capital Facility and further that staff prepare a by-law to exempt the Bayshore Community Centre from property taxation”

Carried Unanimously

c) YMCA Property Tax Exemption - Jamie Krauter

The Manager of Revenue /Tax Collector presented a report on designating the new Regional Recreation Complex a Municipal Capital Facility. This designation would begin the process of having the YMCA portion of the new Regional Recreation Complex deemed to be exempt from property taxation as was the facility previously occupied by the YMCA in Owen Sound.

Moved by Councillor Colleen Purdon:

"That in consideration of the report entitled YMCA-Property Tax Exemption in the New Regional Recreation Centre dated October 17th, 2011 written by the Manager of Revenue/Tax Collector that staff prepare a by-law to designate the Regional Recreation Complex as a Municipal Capital Facility and further that in conjunction with staff from the YMCA an agreement for use of the facility by the YMCA be drafted and further that once the agreement is in place a by-law be prepared to exempt the YMCA from property taxation on the portion of the Regional Recreation Complex they occupy."

Carried Unanimously

d) Assessment Based Management – Jamie Krauter

The Manager of Revenue/Tax Collector presented a report on Assessment Based Management. Discussion ensued around what form this process might take and what the outcomes might be for the municipality and the taxpayer.

Moved by Chair Wright:

"That the Finance Advisory Committee receives the report entitled Assessment Based Management dated October 18th, 2011 written by the Manager of Revenue/Tax Collector and that staff look into the matter further for a report back the Committee on possible methods for following up on this initiative."

Carried Unanimously

8. OTHER BUSINESS

Chair Wright wondered how many postage meters the City may have as a recent review at the County of Grey revealed that there were a number in use and the yearly cost to maintain each one was significant. The Director of Financial Services only knew of the one at City Hall but he would see if there were others in the organization and report back to the committee.

The Manager of Revenue/Tax Collector presented a report on Debit/Credit Card Processing Costs. Debit/credit machines can now operate over the internet thus no longer requiring a dedicated phone line. As well the rate paid for debit/credit card use has been reduced through re-negotiations. By continuing to reduce phone lines and the reduction in the service charges the 2012 Operating Budget for the City can be reduced by approximately \$8,000.

Moved by Mayor Deborah Haswell:

"That the report entitled Debit/Credit Card Processing Costs dated October 24th, 2011 written by the Manager of Revenue/Tax Collector"

be received and that the 2012 Operating Budget be reduced by \$8,000 in anticipation of these changes.”

Carried Unanimously

9. CORRESPONDENCE RECEIVED WHICH IS PRESENTED FOR THE INFORMATION OF THE COMMITTEE/BOARD

No correspondence was received.

10. ADJOURNMENT

The Chair thanked the Committee members for attending and declared the meeting adjourned at 5:05 p.m.

11. THE NEXT MEETING

The next Financial Advisory Committee meeting is scheduled for 4 p.m. on Tuesday, November 29th, 2011 in Room 205.