

JOINT BUILDING COMMITTEE MEETING
February 17, 2015 AT 5:15 P.M.
Held at the Township of Strong Office

Present: South River – Les Mahon
Burk's Falls – Rex Smith
Joly – Budd Brown
Sundridge – Don Richardson

Machar – Bart Wood
Ryerson – Barbara Marlow
Magnetawan –
Strong – Christine Ellis

Absent: Tim Brunton

Staff Present: CBO: Brian Dumas, Recording Secretary: Caitlin Haggart, Office Assistant-Strong: Kim Dunnett

The Joint Building Committee meeting was called to order at 5:15 p.m. by the Chair Christine Ellis.

Resolution # 2015-08

Moved by: Budd Brown

Seconded by: Don Richardson

Be it resolved that this committee does hereby adopt the minutes of the meeting of January 15, 2015, as circulated.

Carried

Financial Report: The secretary reviewed the following items; bank balance, vehicle purchase, 2014 accruals and auditor's review date.

Resolution # 2015-09

Moved by: Barbara Marlow

Seconded by: Rex Smith

Be it resolved that this committee does hereby approve the following expenses of \$21,344.51 for the month of January and accepts the Financial report for January 2015.

Carried

Budget Report: The secretary advised the committee members that the figures on the budgetary control sheet were unaudited totals at this point and that Marjorie Robinson is scheduled to review accounts February 23-27 prior to the audit in March. The following new policy items were discussed in detail that may affect the budget: boot allowance, education & training, seasonal benefits, hours of work, sick time, banked overtime and vacation time. It was suggested that administration, rent, remuneration and audit fee could be removed from the JBC budget and billed to the member municipalities annually. The secretary was asked to research this option.

Resolution #2015-010

Moved by: Rex Smith

Seconded by: Barbara Marlow

Be it resolved that this committee does hereby recommend to member councils that council remuneration be paid by each member municipality.

Carried

Recorded Vote Requested:

	Yay	Nay
Rex Smith		X
Les Mahon	X	
Bart Wood	X	
Tim Brunton		
Don Richardson		X
Budd Brown	X	
Barb Marlow	X	
Christine Ellis	X	

Chairperson Report: The Chair wished Brian and Tyler a Happy Birthday, as both of their birthdays fall in February.

CBO Report: The CBO reported that he felt 2015 looked like it was going to be a good year for revenue. To date a letter of request has not been received from Magnetawan regarding services. The option of property standards work was discussed for future planning. The committee members were updated on the DCBO position.

Policy and Job Description Review: The committee members discussed the policies that would directly affect the budget. If a member has any questions or changes to policies, they were asked to contact the secretary before the next meeting. The job descriptions for the CBO and DCBO were reviewed. The Job Title for the CBO was discussed, as it included Manager of Building Services. The CBO explained that this change was made only to reflect the job he is performing by supervising DCBO. The committee full further review and bring any changes to the next scheduled meeting.

Correspondence: None

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New Business: None

Resolution # 2015-011

Moved by: Budd Brown

Seconded by: Don Richardson

Be it resolved that this committee does hereby adjourn at 6:52 p.m. to meet again at the call of the Chair or March 19, 2015 at 5:15 p.m.

Carried

Kim Dunnett, Secretary

Christine Ellis, Chair

DRAFT