



City of Barrie

70 Collier Street (Box 400)
Barrie, ON L4M 4T5

Minutes - Final Finance and Corporate Services Committee

Wednesday, April 26, 2017

6:30 PM

Council Chamber

For consideration at General Committee on May 8, 2017.

The meeting was called to order by Acting Chair, Mayor Lehman at 6:56 p.m. The following were in attendance for the meeting:

- Present:** 3 - Mayor, J. Lehman
Councillor, A. Khan
Councillor, M. McCann
- Absent:** 2 - Councillor, B. Ward
Councillor, A. Prince

ALSO PRESENT:

Al Zurawski, Young Drivers of Canada
Barb Webster, Young Drivers of Canada.

STAFF:

Acting Manager of Purchasing, M. Kotylak
Chief Administrative Officer, C. Ladd
City Clerk/Director of Legislative and Court Services, D. McAlpine
Committee Support Clerk, T. McArthur
Director of Finance/Treasurer, C. Millar
Director of Internal Audit, S. MacGregor
General Manager of Community and Corporate Services, P. Elliott-Spencer
General Manager of Infrastructure and Growth Management, R. Forward
Manager of Accounting, L. Jerney
Purchasing Agent, C. Edwards
Supervisor of Enforcement Services, R. Osborne
Supervisor of Transit Business Services, B. Forsyth.

The Finance and Corporate Services Committee met and report as follows:

SECTION "A"

OPEN DELEGATION BY A REPRESENTATIVE(S) OF YOUNG DRIVERS OF CANADA REGARDING THE BUSINESS LICENSING FEES FOR DRIVING INSTRUCTORS

Mr. Al Zurawski and Ms. Barb Webster, representatives of Young Drivers of Canada provided an Open Delegation to the Finance and Corporate Services Committee regarding the City of Barrie Business Licensing Fees for Driving Instructors.

Mr. Zurawski and Ms. Webster discussed their concerns regarding the City of Barrie Drivers Instructor Business Licences as follows:

- Driving Instructors are employees of Young Drivers of Canada and are not individual businesses;
- The annual increases for the Business Licensing fee associated with Driving Instructor;
- That the fee for a Driving Instructor is now the same fee as a Driving School Operator's Licence;
- If a Driving Instructors Business Licence is required, the fee should be fair and receive a service in return;
- The lack of enforcement taking place associated with unlicensed Driving Instructors from outside of Barrie conducting business within the City;
- The duplication of requirements for an Ontario Driver Instructor's Permit and the City of Barrie Business Licence; and
- The imbalance related to other driving services that are not required to obtain a business licence (for example Pizza Delivery Drivers and Shuttle Services) versus Driving Instructors.

Members of the Committee asked a number of questions of the presenters and City staff and received responses.

Staff in the Legislative and Court Services Department were asked to provide additional information to the Committee members concerning enforcement activities undertaken related to Driving Instructors.

PRESENTATION CONCERNING THE 2018 BUDGET PRESSURES AND DEBT REDUCTION STRATEGIES

The Finance and Corporate Services Committee deferred the presentation concerning the 2018 Budget Pressures and Debt Reduction Strategies.

PRESENTATION CONCERNING THE FIRST QUARTER INTERNAL AUDIT STATUS UPDATE

Ms. Sarah MacGregor, Director of Internal Audit provided a presentation to the Finance and Corporate Services Committee concerning the First Quarter Internal Audit Status Update.

Ms. MacGregor discussed slides concerning the following topics:

- The status of the first Quarter Internal Audit Activities;
- The scope, findings and recommendations associated with the procurement audit;
- The scope, results and recommendations of the audit of cash handling by the Transit Branch; and
- The additional activities undertaken by the Internal Audit Department including the review of the Code of Conduct, consultations with departments, education and awareness, and recruitment.

Members of the Committee asked questions and received responses from City staff.

BARRIE HISTORICAL ARCHIVE 2017 BUDGET

The Finance and Corporate Services Committee deferred the discussion item concerning the Barrie Historical Archive 2017 Budget.

REPORT OF THE ACCESSIBILITY ADVISORY COMMITTEE DATED MARCH 23, 2017

The Report of the Accessibility Advisory Committee dated March 23, 2017 was received. (File: C05)

REPORT OF THE INTERNATIONAL RELATIONS COMMITTEE DATED APRIL 18, 2017

The Report of the International Relations Committee dated April 18, 2017 was received. (File: C05)

The Finance and Corporate Services Committee met and recommends adoption of the following recommendation(s):

SECTION "B"

FIRST QUARTER INTERNAL AUDIT STATUS REPORT

That the First Quarter Internal Audit Status Report be received for information purposes. (File: F00)

This matter was recommended to General Committee for consideration of adoption at its meeting to be held on 5/8/2017.

The meeting adjourned at 7:55 p.m.

CHAIRMAN