

# KENORA DISTRICT SERVICES BOARD

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Minutes of the Regular Meeting of the Finance Committee  
held Wednesday, June 13, 2007  
at the Kenora District Services Board Office in Dryden  
Commencing at 10:00 a.m.

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**PRESENT:** Anne Krassilowsky, Chair  
Penny Lucas  
Garry Parkes  
Bill Thompson

**STAFF:** Toni Thurbide, Director of Finance

**ABSENT:** Brian Larson  
Kim Thain

**GUESTS:**

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1. **CALL TO ORDER**

The meeting of the Finance Committee was called to order by the Chair at 10:10 a.m.

2. **APPROVAL OF AGENDA**

**MOTION NO.: FC2007-01**

Moved by Penny Lucas  
Seconded by Garry Parkes

**RESOLVED THAT** the Finance Committee approve the agenda for the standing committee meeting to be held on Wednesday, June 13, 2007 at the Kenora District Services Board Administration office in Dryden commencing at 10:00 a.m.

**CALLED; CARRIED**

**ACTION: None**

3. **DISCLOSURE OF INTEREST AND THE GENERAL NATURE THEREOF**

None Declared

4. **DELEGATIONS / DEPUTATIONS**

None at this time

5. BUSINESS

5.1 Minutes of Finance Committee Meeting held March 6, 2007

MOTION NO.: FC2007-02

Moved by Penny Lucas  
Seconded by Bill Thompson

RESOLVED THAT the Finance Committee approve the minutes of March 6, 2007 standing committee meeting.

CALLED; CARRIED

ACTION: File

5.2 Financial Reports:

- a. Three Months Ending March 31, 2007
- b. Four Months Ending April 30, 2007

The financial reports were reviewed. The wording on page FC5 - Best Start Program will be amended to read "Amount due to/(from) the Ministry of Child & Youth Services". This will clarify the absence of a net local share for the best start program.

The Ministry of Housing has provided "DOOR" funding in the amount of \$625,000 for the social housing program. The Social Housing Committee will be making a recommendation to the Board with regards to the disbursement of the funds. The Finance Committee will then bring forward a budget amendment to include the funding and additional expenditures. The Finance Committee discussed the option of reducing the amount to be debentured for Parkview Apartments with the funds; the savings on annual debenture payments would then be committed to the public housing capital budget annually. The Director of Finance will be providing calculations for this option.

MOTION NO.: FC2007-03

Moved by Bill Thompson  
Seconded by Penny Lucas

RESOLVED THAT the Finance Committee accept the financial reports for the period ending March 31, 2007 and April 30, 2007 as presented by the Director of Finance.

CALLED; CARRIED

ACTION: Director of Finance Report to Board

5.3 Disbursement Reports:

- a. February 2007
- b. March 2007
- c. April 2007

MOTION NO.: FC2007-04

Moved by Garry Parkes  
Seconded by Bill Thompson

RESOLVED THAT the Finance Committee accept the disbursement reports for the periods February 2007, March 2007 and April 2007 as presented by the Director of Finance.

CALLED; CARRIED

ACTION: Board Meeting

5.4 Director of Finance regarding Cross Border Billing Accrual

The Director of Finance provided information with regards to the funds accrued in the years 2001 through 2003 for potential cross border land ambulance obligations. A total of \$693,948 is currently reported as a trade accounts payable on the balance sheet. As there is no obligation to utilize these funds, the full accrual will be reversed in 2007 creating a surplus of funds in the 2007 budget year. Staff recommended a contribution to the Land Ambulance General Purposes Reserve Fund in an amount equivalent to the total accrual.

MOTION NO.: FC2007-05

Moved by Penny Lucas  
Seconded by Bill Thompson

WHEREAS \$693,948 was accrued for potential cross border land ambulance obligations in the years 2001 through 2003; and

WHEREAS it has been identified there will be no cost implications related to cross border land ambulance billings; and

WHEREAS the total accrual of \$693,948 must be reversed, resulting in a surplus of funds in the 2007 budget year;

BE IT RESOLVED THAT the Finance Committee recommend a contribution to the Land Ambulance General Purpose Reserve Fund in the amount of \$693,948 being full funded by the reversal of the cross border land ambulance billing accrual.

CALLED; CARRIED

ACTION: Board Meeting

5.5 Director of Finance regarding 2008 Budget Process

The Director of Finance provided the Finance Committee with the schedule for the preparation and approval of the 2008 budget. The 2008 budget approval target date is November 22, 2007. The Committee of the Whole will be required to meet in late July to provide direction for the 2008 budget; and again in late October for a full budget presentation.

5.6 Director of Finance regarding Annual Surplus Funds

The Director of Finance identified the requirement to develop a policy with regards to surplus funds at the end of each year. A process will be developed which will see surplus funds carried to the next year to fund programs. Staff will provide a report to the Finance Committee for their review.

6. OTHER

None

7. ADJOURNMENT

Moved by Garry Parkes

That the June 13, 2007 meeting of the Finance Committee adjourns at 11:26 a.m.

Confirmed this 31st day of July, A.D. 2007.

PENNY LUCAS, VICE CHAIR