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## The Regional Municipality of Durham

### MINUTES

#### FINANCE & ADMINISTRATION COMMITTEE

Tuesday, September 10, 2024

A regular meeting of the Finance & Administration Committee was held on Tuesday, September 10, 2024 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:30 AM. Electronic participation was offered for this meeting.

#### 1. Roll Call

Present: Councillor Ashe, Chair  
Councillor Leahy, Vice-Chair  
Councillor Garrod\*  
Councillor Lee  
Councillor McDougall  
Councillor Schummer\*  
Councillor Woo\*  
Regional Chair Henry  
**\*denotes Councillors participating electronically**

Also  
Present: Councillor Wotten\*  
**\*denotes visiting Councillors participating electronically**

#### Staff

Present: E. Baxter-Trahair, Chief Administrative Officer\*  
A. Burgess, Director, Communications & Engagement  
L. Fleury, Deputy Clerk, Corporate Services – Legislative Services  
T. Fraser, Committee Clerk, Corporate Services - Legislative Services  
B. Goodwin, Commissioner of Corporate Services  
A. Harras, Regional Clerk/Director of Legislative Services  
A. Hector-Alexander, Director, Diversity, Equity, and Inclusion  
W. Holmes, General Manager, DRT  
R. Inacio, Systems Support Specialist, Corporate Services - IT  
K. Smith, Committee Clerk, Corporate Services – Legislative Services  
N. Taylor, Commissioner of Finance  
A. Wakeford, Solicitor, Regional Solicitor's Office  
V. Walker, Committee Clerk, Corporate Services – Legislative Services  
**\* denotes staff participating electronically**

#### 2. Declarations of Pecuniary Interest

There were no declarations of pecuniary interest made.

### 3. Adoption of Minutes

Moved by Councillor Leahy, Seconded by Councillor Lee,  
(50) That the minutes of the following meetings be adopted:

- Regular Finance & Administration Committee meeting held on Tuesday, June 11, 2024; and
- Closed Finance & Administration Committee meeting held on Tuesday, June 11, 2024.

CARRIED

### 4. Statutory Public Meetings

There were no statutory public meetings.

### 5. Presentations

There were no presentations.

### 6. Delegations

There were no delegations.

### 7. Administration

#### 7.1 Correspondence

There were no communications to consider.

#### 7.2 Reports

##### A) Regional Council Expense Policy (2024-A-13)

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Report #2024-A-13 from B. Goodwin, Commissioner of Corporate Services and N. Taylor, Commissioner of Finance, was received.

Staff responded to questions with respect to why the per term discretionary allocation was set at \$16,000; the per term allocations for other Regional municipalities; whether there will be a budgetary impact to increasing the allocation; if the new limit is effective immediately; and if the allocation will increase for each term of Council.

Moved by Councillor Leahy, Seconded by Councillor McDougall,  
(51) That we recommend to Council:

- A) That the Regional Council Expense Policy generally in the format included as Attachment #1 to Report #2024-A-13 of the Commissioner of Corporate Services and Commissioner of Finance be approved;
- B) That the base per term Discretionary Allocation be adjusted and that the Regional Treasurer be granted the authority to update the per term

Discretionary Allocation, in Schedule A of the Council Expense Policy, at the start of each new term of Regional Council in accordance with Consumer Price Index (CPI) inflationary increases measured against the start of the previous term of office;

- C) That the Regional Treasurer be granted the authority to update the Per Diem Reimbursement and Mileage rates, in Schedule A of the Council Expense Policy, at any time in order to match changes to the rates for Regional employees; and
- D) That a copy of the Council Expense Policy be sent to the local area municipalities following approval of the policy and at the beginning of each term of Council.

CARRIED

## 8. Finance

### 8.1 Correspondence

There were no communications to consider.

### 8.2 Reports

- A) The issuance of debentures on behalf of the Town of Ajax, the Municipality of Clarington and the City of Oshawa (2024-F-17)

Report #2024-F-17 from N. Taylor, Commissioner of Finance, was received.

Moved by Councillor Lee, Seconded by Councillor McDougall,  
(52) That we recommend to Council:

- A) That the Commissioner of Finance be authorized to issue external debentures, in a total principal amount not to exceed \$56,516,500 on behalf of the Town of Ajax and the Municipality of Clarington over various terms, with such terms not to exceed 20 years relating to the financing requirements detailed in the body of Report #2024-F-17 of the Commissioner of Finance;
- B) That the Commissioner of Finance be authorized to issue an internal debenture for and on behalf of the City of Oshawa in an amount of \$7,469,000 on the basis that the City of Oshawa will purchase the debenture using reserve funds of the City of Oshawa;
- C) That the Commissioner of Finance be authorized to negotiate the proposed terms and conditions of the external debenture issue as deemed necessary by the Fiscal Agents and sign the Purchase Letter to successfully market the issue to prospective investors, with the possibility that the Region may purchase all or part of the debentures; and

- D) That the Region be authorized to issue the external debentures through CDS Clearing and Depository Services Inc.'s "Book Entry Only" system.  
CARRIED

**9. Advisory Committee Resolutions**

There were no advisory committee resolutions to be considered.

**10. Confidential Matters**

There were no confidential matters to be considered.

**11. Other Business**

There was no other business to be considered.

**12. Date of Next Meeting**

The next regularly scheduled Finance & Administration Committee meeting will be held on Tuesday, October 8, 2024 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

**13. Adjournment**

Moved by Councillor Leahy, Seconded by Councillor Lee,  
(53) That the meeting be adjourned.  
CARRIED

The meeting adjourned at 9:37 AM

Respectfully submitted,

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K. Ashe, Chair

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L. Fleury, Deputy Clerk