



CITY OF KINGSTON
INFORMATION REPORT TO COUNCIL

Report No: 07-058

TO: Mayor and Council

FROM: Denis Leger, Commissioner of Corporate Services

RESOURCE STAFF: Eldeen Murphy, Court Administrator

DATE OF MEETING: March 6, 2007

SUBJECT: **2006 - 4th Quarter Report - Provincial Offences Court Administration, Legal Services Department**

EXECUTIVE SUMMARY:

This report has been prepared to provide information on the 4th Quarter (October 1- December 31/06) and full year fine revenues and expenditures of the Provincial Offences Court, as well as caseload volumes.

Fine Revenues for 2006 are \$1,321,328 representing 98% of the full year's budgeted fine revenues of \$1,345,000.

Expenditures for 2006 are \$575,381 representing 97% of the full year's budgeted expenditures of \$588,886, net of the County of Frontenac's share of fine revenues in the amount of \$279,036.

There were 13,194 charges in 2006, a decrease of 1,279 charges compared to 2005.



Outstanding fines as of December 31, 2006 are \$7,740,661.08. This represents an increase during the 4th Quarter 2006 of \$754,955.03, including one fine of \$468,755.00 involving an environmental matter.

Collection efforts continue to be undertaken by POA and Finance Division staff. External collection services using Canadian Bonded Credits Limited (CBCL) commenced collection activities in the 3rd Quarter 2006.

RECOMMENDATION:

This report is for information purposes only.

AUTHORIZING SIGNATURES:

 Denis Leger, Commissioner of Corporate Services
 Glen Laubenstein, Chief Administrative Officer

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

Commissioner Beach, <i>Growth & Sustainability</i>	NR
Commissioner Segsworth, <i>Public Works & Emergency Services</i>	NR
Commissioner Hunt, <i>Finance & Corporate Performance</i>	NR
Commissioner Thurston, <i>Community Development Services</i>	NR
Commissioner Leger, <i>Corporate Services</i>	NR
Jim Keech, President, <i>Utilities Kingston</i>	NR

(N/R indicates consultation not required)

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OPTIONS/DISCUSSION:

Fine Revenues for 2006 are \$1,321,328 representing 98% of the full year's budgeted fine revenues of \$1,345,000. Expenditures for 2006 are \$575,381 representing 97% of the full year's budgeted expenditures of \$588,886.

There were 13,194 charges in 2006, a decrease of 1,279 charges compared to 2005. Charges received decreased by 474 charges during the 4th Quarter 2006 compared to the 3rd Quarter 2006.

Outstanding fines as of December 31, 2006 are \$7,740,661.08. This represents an increase during the 4th Quarter 2006 of \$754,955.03. Several factors have contributed to the greater increase including several large fines where the courts have provided a year to pay. In addition, in December 2006, a defendant was assessed a fine in the amount of \$468,755.00 related to an environmental matter. It should be noted that as unpaid fines are turned over to the collection agency it is necessary to add the collection agency's fee to each fine so that fee can also be collected from the debtor. The total of those fees has increased the outstanding receivables by \$56,171.37 as of the end of the 4th Quarter. The collection agency is paid a fee only if it actually collects unpaid fines.

Collection efforts continue to be undertaken by POA and Finance Division staff. In addition, external collection services provided by Canadian Bonded Credits Limited (CBCL) commenced in the 3rd Quarter and as of the end of the 4th Quarter 2006, accounts receivable totaling \$406,153.87 has been forwarded to CBCL of which \$6,631.85 has been collected. The initial focus has been on debtors that reside either out of province or out of country which are particularly challenging to collect. CBCL has specific collection resources and tools to collect on these outstanding debts which are not available to POA staff. Starting in January, 2007 CBCL will be provided with in province receivables which should allow them to generate a greater collection return.

YEAR	Fines, Fees, Costs, VFS to CBCL	CBCL Collection Costs	TOTAL
4th QUARTER 2006	\$406,153.87	\$56,171.37	\$462,325.24
Collected During Period	\$ 5,864.27	\$ 767.58	\$ 6,631.85

Staff is obtaining access to the Ministry of Transportation address information data for the purposes of fine enforcement. That will be helpful in those limited instances where address information is not current and existing methods of updating addresses proves unsuccessful. The Ministry of Transportation data base can only be accessed with an Ontario driver's licence number and this data base will not be of any assistance for fine enforcement if the original source document does not contain an Ontario driver's licence number or involves an out of province debtor.

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EXISTING POLICY/BY LAW:

There are no existing policies/by-laws concerning this subject.

NOTICE PROVISIONS:

There are no notice provisions concerning this subject.

ACCESSIBILITY CONSIDERATIONS:

There are no accessibility considerations concerning this subject.

FINANCIAL CONSIDERATIONS:

Financial considerations are set out in *Exhibits A and B* attached hereto.

CONTACTS:

Eldeen Murphy, Court Administrator	547-8557, Ext. 1615
Mark McLaughlin, Municipal Prosecutor	546-4291, Ext. 1365

OTHER CITY OF KINGSTON STAFF CONSULTED:

Consultation with other staff was not required.

EXHIBITS ATTACHED:

<i>Exhibit A</i> - Tables -	Quarterly Report - Revenue and Expenditures 2006 Comparative Revenue by Quarter POA Uncollected Fines - Accounts Receivables
<i>Exhibit B</i> - Tables -	Provincial Offences Act Charges Received Comparative Charges Received by Quarter

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EXHIBIT A

QUARTERLY REPORT - REVENUE AND EXPENDITURES 2006

	Actual 1 st Quarter 2006	Actual 2 nd Quarter 2006	Actual 3 rd Quarter 2006	Actual 4 th Quarter 2006	Actual Year to Date 2006	Annual Budget 2006
FINE REVENUE	\$313,338	\$343,258	\$334,953	\$329,779	\$1,321,328	\$1,345,000
NET EXPENDITURES (see Note 1)	\$94,086	\$84,202	\$229,151	\$167,942	\$575,381	\$ 588,886
OUTSTANDING ACCOUNTS RECEIVABLE (FINES)	\$6,550,427	\$6,734,543	\$6,985,706	\$7,740,661	\$7,740,661	

Note 1: Previous 2006 Quarterly Reports Expenditure amounts included the County of Frontenac's share of POA revenues for the year in the amount of \$279,036. Beginning with the 2006 4th Quarter Report, Expenditures will be shown net of the County's share of revenues. This will more accurately reflect the actual costs of operating the POA.

COMPARATIVE REVENUE BY QUARTER

FINE REVENUE YEAR	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Year to Date Total
2005	\$280,355	\$353,173	\$388,051	\$340,245	\$1,361,824
2006	\$313,338	\$343,258	\$334,953	\$329,779	\$1,321,328

ACCOUNTS RECEIVABLES

POA UNCOLLECTED FINES (fines, fees, costs, victim surcharge and collection fees)

Uncollected Fines (Past Due Date)	Year End 2002	Year End 2003	Year End 2004	Year End 2005	As of Dec. 31 2006
Outstanding (as of conviction)	\$5,011,478.00	\$5,329,307.11	\$5,997,343.13	\$6,425,942.59	\$7,740,661.08
60 days or less	\$ 166,298.10	\$ 181,125.53	\$ 149,647.25	\$ 245,957.75	\$ 716,518.50
Greater than 60 days	\$4,845,179.90	\$5,148,181.58	\$5,847,695.88	\$6,179,984.84	\$7,024,142.58
Collected During Period	\$ 574,920.40	\$ 700,491.61	\$ 829,181.50	\$ 845,345.68	\$ 819,476.53
Increase/Decrease Collected	\$ 54,867.37	\$ 125,571.21	\$ 128,689.89	\$ 16,164.18	(\$25,869.15)

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EXHIBIT B**PROVINCIAL OFFENCES ACT CHARGES RECEIVED**

MONTH 2006	PART I	PART II	PART III	TOTAL BY MONTH
October	860	0	180	1,040
November	858	0	79	937
December	823	0	95	918
TOTAL	2,541	0	354	2,895

COMPARATIVE CHARGES RECEIVED BY QUARTER

YEAR	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Year To Date Total
2005	2,994	3,587	4,521	3,371	14,473
2006	3,300	3,630	3,369	2,895	13,194

- Charges received decreased by 474 charges during the 4th Quarter 2006 compared to the 3rd Quarter 2006
- Charges received decreased by 1,279 charges as of the end of the 4th Quarter 2006 compared to the end of the 4th Quarter 2005

LARGEST ENFORCEMENT AGENCIES COMPARATIVE CHARGES RECEIVED BY YEAR**Part I, Part II and Part III**

ENFORCEMENT AGENCY	YEAR 2005	YEAR 2006
Kingston Police Force	9,194	8,205
South Frontenac OPP	1,958	1,612
Sharbot Lake OPP	1,479	1,850
Ministry of Transportation	740	610
All Other Enforcement Agencies	1,102	917
TOTAL	14,473	13,194



CITY OF KINGSTON
INFORMATION REPORT TO COUNCIL

Report No.: 07- 070

TO: Mayor and Council

FROM: Gerard Hunt, Commissioner Finance and Corporate Performance

RESOURCE STAFF: Desirée Kennedy, Director Financial Services

DATE OF MEETING: March 6, 2007

SUBJECT: Statement of Remuneration and Expenses Paid to Council Members for the Year 2006

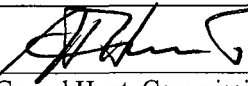
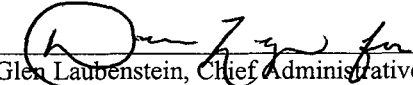
EXECUTIVE SUMMARY:

In accordance with the provisions of the *Municipal Act, 2001, as amended*, the Municipal Treasurer of every municipality shall on or before the 31st of March provide to Council of the municipality an itemized statement on remuneration of expenses paid in the previous year to each member of Council in respect of his or her services as a member of Council.

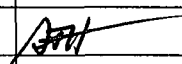
RECOMMENDATION:

This report is for information purposes only.

AUTHORIZING SIGNATURES:

 Gerard Hunt, Commissioner Finance and Corporate Performance
 Glen Laubenstein, Chief Administrative Officer

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

Commissioner Beach, <i>Growth & Sustainability</i>	N/R
Commissioner Segsworth, <i>Public Works & Emergency Services</i>	N/R
Commissioner Hunt, <i>Finance & Corporate Performance</i>	
Commissioner Thurston, <i>Community Development Services</i>	N/R
Commissioner Leger, <i>Corporate Services</i>	N/R
Jim Keech, President, <i>Utilities Kingston</i>	N/R

(N/R indicates consultation not required)

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OPTIONS/DISCUSSION:

The 2006 Statement of Remuneration and Expenses Paid to Council Members (Schedule "A") is provided at this time to fulfill the reporting requirement under the *Municipal Act*.

EXISTING POLICY/BY LAW:

By-law 99-169, as amended - "A By-Law to Provide for the Payment of an Annual Allowance to the Members of Council for the Corporation of the City of Kingston".

NOTICE PROVISIONS:

Not applicable

ACCESSIBILITY CONSIDERATIONS:

Not applicable

FINANCIAL CONSIDERATIONS:

There are no financial considerations as part of this Report

CONTACTS:

Gerard Hunt, Commissioner, Finance and Corporate Performance	546-4291, Ext. 2205
Desirée Kennedy, Director, Financial Services	546-4291, Ext. 2220
Marie-Rose Gibson, Manager, Payroll & Benefits	546-4291, Ext. 1625

OTHER CITY OF KINGSTON STAFF CONSULTED:

Not applicable

EXHIBITS ATTACHED:

Schedule "A" – 2006 Statement of Remuneration and Expenses paid to Council Members

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Schedule "A" Page 1

Statement of Remuneration and Expenses Paid to Council Members
For the Year Ended December 31, 2006

Harvey Rosen

Council Honorarium	\$	72,493.07
Car Allowance	\$	4,822.89
Taxable Benefit	\$	607.80
Travel and Conference Expenses	\$	1,707.72

George Beavis

Council Honorarium	\$	16,698.55
Car Allowance	\$	2,357.30
Taxable Benefit	\$	119.35

Rick Downes

Council Honorarium	\$	16,698.55
Car Allowance	\$	2,357.30
Travel and Conference Expenses	\$	41.00

Leonore Foster

Council Honorarium	\$	18,219.64
Car Allowance	\$	2,572.03
Taxable Benefit	\$	130.20
Travel and Conference Expenses	\$	3,088.44

Steve Garrison

Council Honorarium	\$	18,219.64
Car Allowance	\$	2,572.03
Taxable Benefit	\$	130.20

Bittu K George

Council Honorarium	\$	19,581.87
Car Allowance	\$	3,510.76
Travel and Conference Expenses	\$	1,295.37

Kevin George

Council Honorarium	\$	16,698.55
Car Allowance	\$	2,357.30
Taxable Benefit	\$	119.35
Travel and Conference Expenses	\$	1,266.51

Mark Gerretsen

Council Honorarium	\$	1,521.09
Car Allowance	\$	214.73
Taxable Benefit	\$	10.85

Bill Glover

Council Honorarium	\$	1,521.09
Car Allowance	\$	214.73
Taxable Benefit	\$	10.85

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 Schedule "A" Page 2

Statement of Remuneration and Expenses Paid to Council Members
 For the Year Ended December 31, 2006

Dorothy Hector

Council Honorarium	\$	1,521.09
Car Allowance	\$	214.73
Taxable Benefit	\$	10.85

Rob Hutchinson

Council Honorarium	\$	1,521.09
Car Allowance	\$	214.73
Taxable Benefit	\$	10.85

Joyce MacLeod-Kane

Council Honorarium	\$	1,521.09
Car Allowance	\$	268.43
Taxable Benefit	\$	10.85

Rob Matheson

Council Honorarium	\$	1,521.09
Car Allowance	\$	214.73
Taxable Benefit	\$	10.85
Travel and Conference Expenses	\$	850.00

Sara Meers

Council Honorarium	\$	18,219.64
Car Allowance	\$	2,572.03
Taxable Benefit	\$	130.20

Lisa Osanic

Council Honorarium	\$	1,521.09
Car Allowance	\$	214.73
Taxable Benefit	\$	10.85

Beth Pater

Council Honorarium	\$	16,698.55
Car Allowance	\$	2,357.30
Taxable Benefit	\$	119.35
Travel and Conference Expenses	\$	50.00

Floyd E Patterson

Council Honorarium	\$	16,698.55
Car Allowance	\$	2,357.30
Travel and Conference Expenses	\$	1,004.25

Vicki Schmolka

Council Honorarium	\$	1,521.09
Car Allowance	\$	214.73
Taxable Benefit	\$	10.85

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Schedule "A" Page 3

Statement of Remuneration and Expenses Paid to Council Members
For the Year Ended December 31, 2006

Edward S. Smith

Council Honorarium	\$	18,219.64
Car Allowance	\$	2,572.03
Taxable Benefit	\$	130.20
Travel and Conference Expenses	\$	1,546.06

George Stoparczyk

Council Honorarium	\$	18,531.92
Car Allowance	\$	2,357.30
Taxable Benefit	\$	119.35
Travel and Conference Expenses	\$	13.08

George Sutherland

Council Honorarium	\$	16,698.55
Car Allowance	\$	2,946.79
Taxable Benefit	\$	119.35
Travel and Conference Expenses	\$	1,425.65



CITY OF KINGSTON
INFORMATION REPORT TO COUNCIL

Report No.: 07-095

TO: Mayor & Council

FROM: Cynthia Beach, Commissioner, Sustainability & Growth Group

RESOURCE STAFF: Lanie Hurdle, Director, Project Development

DATE OF MEETING: 2007-03-06

SUBJECT: **FUNDRAISING REPORT – KINGSTON REGIONAL
SPORTS & ENTERTAINMENT CENTRE**

EXECUTIVE SUMMARY:

The Fundraising Report from Navion Financial Development Systems Inc. (DVA Navion), an international fundraising company, has been finalized and is attached to this report for Council's information. The Canadian team assembled for this project by DVA Navion includes expertise in organizational planning, fundraising, communications and local community involvement. Previous work in Kingston includes work with St. Lawrence College. The two primary resources for the Sports & Entertainment Centre project are Sue Egles (Senior Vice-President & Partner) and Lana Lockyer Holmes (Program Director).

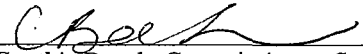
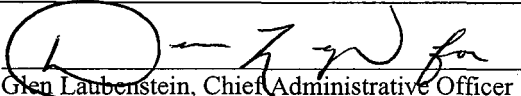
A powerpoint summary of the Fundraising Report will be presented at Council on March 6 by Sue Egles and Lana Holmes.

DVA Navion is confident from their research that a minimum of \$2M for private donations indicated in the Business Plan for the Sports & Entertainment Centre can be raised through concerted fundraising efforts.

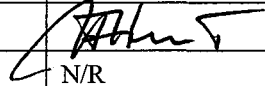
RECOMMENDATION:

This report is being presented for information only.

AUTHORIZING SIGNATURES:

 Cynthia Beach, Commissioner, Sustainability & Growth Group
 Glen Laubenstein, Chief Administrative Officer

CONSULTATION WITH THE FOLLOWING COMMISSIONERS:

Commissioner Beach, <i>Growth & Sustainability</i>	
Commissioner Segsworth, <i>Public Works & Emergency Services</i>	N/R
Commissioner Hunt, <i>Finance & Corporate Performance</i>	
Commissioner Thurston, <i>Community Development Services</i>	N/R
Commissioner Leger, <i>Corporate Services</i>	N/R
Jim Keech, President, <i>Utilities Kingston</i>	N/R

(N/R indicates consultation not required)

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OPTIONS/DISCUSSION:

The fundraising firm of DVA Navion was retained on April 30, 2006 “to provide professional fundraising counsel and to assist the Corporation of the City of Kingston in implementing and conducting a Strategic Fundraising Plan for the LVEC project.” DVA Navion conducted interviews with selected candidates, prepared Strategic Plan materials, and prepared a final report which is included as Exhibit A.

A fundraising advisory team was established to work with DVA Navion and included: Michael Davies, Alicia Gordon, Virginia Gordon and Marie Shales. The first meeting of the advisory team was held on May 23, 2006.

Staff will work with the fundraising firm to develop a process for tracking and receipting gifts to the project. Campaign leadership and committee structure will be determined in conjunction with the fundraising firm of DVA Navion, Arcturus/SMG, and City staff.

EXISTING POLICY/BY LAW:

There is no existing policy/by-law to be considered with this report.

NOTICE PROVISIONS:

There are no notice provisions.

ACCESSIBILITY CONSIDERATIONS:

There are no accessibility considerations to be considered with this report.

FINANCIAL CONSIDERATIONS:

There are no financial considerations at this time.

CONTACTS:

Cynthia Beach, Commissioner, Sustainability & Growth Group (613-546-4291, ext. 1150)
Lanie Hurdle, Director, Project Development (613-546-4291, ext. 1231)

OTHER CITY OF KINGSTON STAFF CONSULTED:

Gerard Hunt, Commissioner, Finance & Corporate Performance
Desiree Kennedy, Director, Financial Services

EXHIBITS ATTACHED:

Exhibit A – Final Report: Fundraising Strategic Plan for the Kingston Regional Sports & Entertainment Centre