

**MINUTES OF THE TOWNSHIP OF STIRLING-RAWDON FINANCE AND PERSONNEL COMMITTEE MEETING HELD ON MARCH 5, 2019**

MEMBERS PRESENT: Chair Grant Hagerman and Committee Members Sari Watson, Bob Mullin, John Rock and Jeremy Solmes.

STAFF PRESENT: Roxanne Hearn, Treasurer/ CAO  
Tawnya Donald, Clerk

The meeting was called to order by the Chair.

**ADOPTION OF AGENDA**

**MOTION #1**

Moved by Jeremy Solmes

Seconded by Bob Mullin

“That the Finance and Personnel Committee Agenda for March 5, 2019 be adopted with the exception of the Crowe Valley Conservation delegation which was heard at the Transportation Committee meeting; and item #7. A – Scheduling of Budget meeting which was dealt with at the Protection to Persons and Property Committee meeting.”

**CAO/ TREASURER’S REPORT**

Roxanne Hearn, CAO presented a report on the feasibility of changing the water/ wastewater billing from quarterly to monthly. It was consensus of Committee that the billing period be left as quarterly and that a notice detailing options for payment be sent with the next water bill.

**MOTION #2**

Moved by John Rock

Seconded by Sari Watson

“The Committee recommends that a Request for Proposal be prepared to obtain a rate structure for water sewer rates.”

There was discussion on the possibility of audio and/or video recording of Council and Committee meetings. It was suggested to contact Loyalist College, perhaps students would be willing to help with this project. Discussion ensued on being open and transparent.

**MOTION #3**

Moved by Sari Watson

Seconded by Bob Mullin

“The Committee recommends that as time permits, staff look into the possibility of video recording Council and Committee meetings and obtain information on the cost as well as the availability of volunteers.”

Councillor Watson requested a recorded vote

- Jeremy Solmes    yes
- Bob Mullin        yes
- Grant Hagerman   yes
- Sari Watson        yes
- John Rock          no

The CAO requested clear direction on what information should be posted on the Township's website, since staff follow previous Council direction until new direction is received from Council.

**MOTION #4**

Moved by John Rock

Seconded by Bob Mullin

“The Committee recommends that a Special meeting be held on Tuesday, March 26, 2019 at 9 a.m. to discuss the Integrated Community Sustainability Plan and the sharing of information on the website and social media.”

It was consensus of Council that the CAO provide a list of items which can be shared on the website, and also the capacity our website is able to handle.

There was discussion with respect to staff receiving requests for information from members of Council. Roxanne asked that any such requests be in writing and be copied to Mayor Mullin at the very least, however the CAO should also receive a copy since performance evaluations could be effected if not copied.

**MOTION #5**

Moved by John Rock

Seconded by Jeremy Solmes

“The Committee recommends that the CAO/Treasurer's Report be accepted as presented.”

**NEW BUSINESS/ CORRESPONDENCE**

**MOTION #6**

Moved by Jeremy Solmes

Seconded by John Rock

“The Committee recommends that the following correspondence be received and filed:

- a) letter from Ministry of Finance dated February 13, 2019 advising that they will be maintaining the current structure of the Ontario Municipal Partnership Fund (OMPF) for 2019.
- b) letter from Canadian Heritage advising that we have been successful in receiving a grant for Canada Day Celebrations in the amount of \$1,250.00.

- c) letter dated January 29, 2019 from United Way Hastings & Prince Edward requesting financial support for the Youth-2-Youth Summit to be held in September 2019.
- d) letter dated January 29, 2019 from Community Care for Central Hastings Foundation requesting a donation in the form of lottery ticket, gift card, or monetary donation for their annual fund raising event.”

### **OTHER BUSINESS**

It was determined that a Budget meeting be held on March 26, 2019 immediately following the Protection to Persons and Property Committee meeting.

Matthew Richmond, Environmental Manager attended at this time.

There was discussion on the Service Line Warranty program presentation received at the Environmental Committee meeting. It was consensus that it was a program worth being offered to our residents.

### **MOTION #7**

Moved by John Rock

Seconded by Bob Mullin

“The Committee recommends that Matthew Richmond negotiate an agreement with Service Line Warranty to be brought back to council for approval

and further that the said agreement should include:

- ~ that coverage be provided to restore sidewalks and/or pavement as well as replacing service pipes;
- ~ a maximum covered cost be set at \$10,000 per incident.”

### **MOTION #8**

Moved by Bob Mullin

Seconded by Jeremy Solmes

“The Committee recommends that the by-law to authorize an agreement for animal control services be forwarded to Council for approval.”

It was consensus of all Council members that a special thank you be extended to the CAO and staff for all the hard work they accomplish and any undue pressure that may have been caused. Roxanne received clarification that all members of Council agreed with this statement.

### **ADJOURNMENT**

The meeting was adjourned by the Chair.