

**MINUTES OF THE TOWNSHIP OF STIRLING-RAWDON FINANCE AND PERSONNEL COMMITTEE MEETING HELD ON JUNE 25, 2019**

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

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

The meeting was called to order by the Chair to discuss the 2019 budget.

**ADOPTION OF AGENDA**

**MOTION #1**

Moved by Jeremy Solmes

Seconded by Sari Watson

“That the Finance and Personnel Committee meeting Agenda for June 25, 2019 be approved as circulated.”

**CAO/ TREASURER’S REPORT**

Roxanne gave a report on her research to improve the Township’s website since the current website is not capable of posting full agendas. She compared ‘Civic Web Portal’ (used by City of Belleville and several other local municipalities) and a portal developed by ‘Floating Point’ (used by the Town of Cobourg).

There was discussion on the format of voucher listings. Bob Mullin declared a possible conflict of interest and did not participate in the conversation.

**MOTION #2**

Moved by Bob Mullin

Seconded by Jeremy Solmes

“The Committee recommends that the CAO/Treasurer’s verbal report be accepted.”

**MOTION #3**

Moved by John Rock

Seconded by Sari Watson

“The Committee recommends that the Township contract Floating Point to build a portal for the website at a cost of \$2,850.00.”

**MOTION #4**

Moved by Jeremy Soles

Seconded by John Rock

“The Committee recommends that Kim Finkle be hired as an alternate crossing guard

and further that all crossing guards be required to provide a police check annually beginning in September 2019.”

**NEW BUSINESS/ CORRESPONDENCE**

**MOTION #5**

Moved by Bob Mullin

Seconded by John Rock

“The Committee acknowledges receipt of an email concerning a vacant, Township owned property

and further recommends that roll no. 12 20 119 035 13630 be declared surplus to the needs of the Township

and further that the said property be offered for sale to adjacent owners in accordance with the Township’s Sale of Land Policy.”

**MOTION #6**

Moved by Jeremy Solmes

Seconded by John Rock

“The Committee acknowledges receipt of a *Planning Review Service Delivery Agreement* from Quinte Conservation Authority

and further recommends that the Conservation Authority be advised that while the Township understands the importance of coordination of planning services that the Township of Stirling-Rawdon is not willing to accept the responsibility of collection of fees on behalf of Quinte Conservation on the basis of quarterly billing.”

**MOTION #7**

Moved by Jeremy Solmes

Seconded by Sari Watson

“The Committee recommends that the Stirling Festival Theatre Chairperson’s Annual Report and Financial Statement dated December 31, 2018 be received as information.”

**MOTION #8**

Moved by Sari Watson

Seconded by John Rock

“The Committee recommends that staff be instructed to contact Schooley Mitchell to conduct an audit on behalf of the Township’s telecommunication costs to determine if savings could be realized.”

**MOTION #9**

Moved by Bob Mullin

Seconded by Sari Watson

“The Committee acknowledges receipt of a proposed agreement for a telecommunication review by Telcom Enterprises

and further recommends that the same be received and filed.”

**ADJOURNMENT**

The meeting was adjourned by the Chair.