

**MINUTES OF THE MEETING OF THE FINANCE AND PERSONNEL
COMMITTEE HELD ON JANUARY 24, 2012**

MEMBERS PRESENT: Chair Jeremy Solmes, Committee Members Wilfred Shier,
Grant Hagerman, Rodney Cooney and Bob Mullin

ALSO PRESENT: Department Heads in accordance with a pre-arranged schedule
Kevin Heath, Clerk-Administrator
Roxanne Hearn, Treasurer

The meeting was called to order by the Chair.

TREASURER'S REPORT

MOTION #1

Moved by Wilfred Shier
Seconded by Bob Mullin

“The Committee recommends that the Treasurer’s Report be accepted as presented.”

Postage Meter Lease

The Treasurer advised that the lease for the postage meter will be up for renewal in 2013,
however it is experiencing issues.

MOTION #2

Moved by Rodney Cooney
Seconded by Grant Hagerman

“The Committee recommends that the Treasurer be instructed to obtain quotes for a
postage meter to be brought back to the Committee for further discussion.”

Water Buffalo Financials

The Treasurer provided financial comparisons for the Water Buffalo Festival for 2009 –
2011.

MOTION #3

Moved by Wilfred Shier
Seconded by Rodney Cooney

“The Committee acknowledges receipt of financial comparisons for 2009 – 2011 Water
Buffalo Festivals

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

Canada Summer Jobs

MOTION #4

Moved by Bob Mullin

Seconded by Wilfred Shier

“The Committee recommends that application be made for funding for two summer students for the Public Works Department.”

2010 PSAB Budget Reconciliation

MOTION #5

Moved by Bob Mullin

Seconded by Wilfred Shier

“The Committee recommends that the amendment as provided by the Treasurer’s report for 2010 PSAB Budget Reconciliation for Ontario Regulation 284/09 be granted approval.”

Capital Asset Policy Amendments

MOTION #6

Moved by Rodney Cooney

Seconded by Grant Hagerman

“The Committee acknowledges receipt of amendments to the Capital Asset Policy as proposed by the Treasurer

and further that the same be forwarded to Council for approval by by-law.”

The Treasurer advised Committee that residents have been asking to use Visa and/or Master Card for making payments. There was discussion on the said.

It was consensus that the Township not offer Master Card and/or Visa payments at this time.

Preliminary Budget Presentations/ Discussions

Each Department Head provided Committee with and reviewed a proposed preliminary budget for their respective area. There was discussion amongst Committee and Department Heads. Department Heads will revise proposed budgets to be considered at a later date.

NEW BUSINESS/ CORRESPONDENCE

MOTION #7

Moved by Bob Mullin

Seconded by Grant Hagerman

“The Committee acknowledges receipt of a letter dated November 24, 2011 from Glenda Rodgers, Lower Trent Conservation Authority providing a Draft 2012 Business Plan, Budget and General Levy indicating the Township of Stirling-Rawdon portion to be \$27,575

and further recommends that the levy in the amount of \$27,575 be approved in principle and referred to budget deliberations.”

MOTION #8

Moved by Rodney Cooney

Seconded by Wilfred Shier

“The Committee acknowledges receipt of a letter dated January 10, 2012 from Terry Murphy, Quinte Conservation advising that they have approved their 2012 operating budget and advising that the levy for the Township for operations is \$4,961 and also conveying the Township’s share of the capital projects is \$531

and further recommends that the Township’s levy in the amount of \$4,961 be approved in principle and referred to budget deliberations

and further that the Township’s portion of capital projects of \$531 for the capital projects being Flinton Dam and Deerock Dam be approved in principle and referred to budget deliberations.”

MOTION #9

Moved by Rodney Cooney

Seconded by Grant Hagerman

“The Committee acknowledges receipt of a quote dated November 30, 2011 from J & R Lawncare for cutting grass at the Township’s Police/Fire facility in the amount of \$75 + HST per week

and further recommends that the Public Works Department continue to look after the grass cutting at the police/ fire facility.”

MOTION #10

Moved by Wilfred Shier

Seconded by Bob Mullin

“The Committee recommends that the quote dated January 10, 2012 from Doug Simpson Electric in the amount of \$300 + HST to install a light at the Albert Street parking lot (Township to supply material) be approved.”

MOTION #11

Moved by Grant Hagerman

Seconded by Rodney Cooney

“The Committee recommends that the letter dated December 1, 2012 from Walter Sawkins and Claire Francis, Community Care for Central Hastings Foundation advising of their 10th Annual Spring Dinner Auction to be held April 28, 2012 and extending invitation and requesting support to “Help Us Make a Difference” be received and filed.”

MOTION #12

Moved by Wilfred Shier

Seconded by Rodney Cooney

“The Committee recommends that the letter received December 5, 2011 from the Honourable Jason Kenney, Minister of Citizenship, Immigration and Multiculturalism advising that nominations for the 2012 Paul Yuzyk Award for Multiculturalism are being accepted until March 1, 2012 be received and filed.”

MOTION #13

Moved by Rodney Cooney

Seconded by Grant Hagerman

“The Committee acknowledges receipt of a letter dated December 12, 2011 from Joanna Park, Collins Barrow Chartered Accountants pertaining to the Audit of Consolidated Financial Statements of the Township of Stirling-Rawdon and requiring acknowledgement of Council

and further recommends authorization to execute the said acknowledgement.”

MOTION #14

Moved by Rodney Cooney

Seconded by Wilfred Shier

“The Committee acknowledges receipt of e-mails dated January 3 and 12, 2012 from Pat Shannon, Central Hastings Support Network requesting financial support from the Township in 2012 in the amount of \$2,000 and providing program statistics for their 2011 year

and further recommends that the said request be deferred to budget deliberations.”

MOTION #15

Moved by Bob Mullin

Seconded by Rodney Cooney

“The Committee recommends that the 2012 Ontario Municipal Water Association membership be received and filed.”

MOTION #16

Moved by Rodney Cooney

Seconded by Grant Hagerman

“The Committee acknowledges receipt of a letter dated January 5, 2012 from John Scheerhoorn, Hosers Car Care Products conveying concerns with respect to water and sewer charges

and further that Mr. Scheerhoorn be advised that the amounts quoted in his letter are incorrect

and further that Mr. Scheerhoorn be advised of his actual billing amount for 2011.”

MOTION #17

Moved by Grant Hagerman

Seconded by Rodney Cooney

“The Committee acknowledges receipt of a quote from Barr Ridge Heating and Air Conditioning for a 90,000 BTU furnace and 2.5 ton air conditioner at a cost of \$7,000 + HST for the Township Municipal Office

and further recommends that this emergency purchase be ratified.”

MOTION #18

Moved by Wilfred Shier

Seconded by Bob Mullin

“The Committee acknowledges receipt of a letter dated January 10, 2012 from Lewis Zandbergen, Chairman, Stirling-Rawdon Public Library Board advising that the Board wishes to have the Council Representative Board seat declared vacant due to absences

and further recommends that the Mayor continue to sit on the Stirling-Rawdon Public Library Board

and further that if Mayor Cooney cannot attend that Councillor Solmes be appointed to sit on his behalf.”

MOTION #19

Moved by Rodney Cooney

Seconded by Wilfred Shier

“The Committee acknowledges receipt of a sponsor request from the Stirling Agricultural Society

and further recommends that the request be deferred to budget deliberations.”

MOTION #20

Moved by Rodney Cooney

Seconded by Wilfred Shier

“The Committee acknowledges receipt of a Comfort Country 2012 advertising proposal

and further recommends that the same be referred back to the Economic Development Committee.”

OTHER BUSINESS

February Committee Meetings

It was consensus of the Committee the Finance and Personnel Committee and the Protection to Persons and Property Committee meetings scheduled for February 28, 2012 be re-scheduled to Wednesday, March 7, 2012.

Financial Plan for the Township of Stirling-Rawdon Water System

The Treasurer provided Committee with a proposed Financial Plan for the water system.

MOTION #21

Moved by Bob Mullin

Seconded by Wilfred Shier

“The Committee recommends that the Financial Plan for the Township of Stirling-Rawdon Water System as required by the Safe Drinking Water Act 2002, O. Reg. 453/07 be approved.”

The Treasurer provided a comparison of Municipal Budgeted Expenditures for the period 2002 – 2011.

The Treasurer reviewed the reserve balances as of December 31, 2010 that she had provided to Committee last year.

MOTION #22

Moved by Rodney Cooney

Seconded by Bob Mullin

“The Committee recommends that the excess dollars in the 2011 Streetlight accounts be transferred to reserves.”

MOTION #23

Moved by Grant Hagerman

Seconded by Rodney Cooney

“The Committee recommends that it be the Township’s intent that Gas Tax Funding monies be allocated to road projects in 2012.”

ADJOURNMENT

There being no further business the meeting was adjourned.