



RSC 12 Finance and Oversight Committee

Meeting of April 30, 2015 6.30 p.m. – 650 Main Street, Woodstock

Attendance:

Jim Kennedy (Chair)
Elaine English
Brian Hayden
Arthur Slipp
Craig Melanson
Troy Stone
Carl Kurtis
Tim Linton
Jo-Anne Lockhart (Executive Director)

Regrets: None

Call to Order: Meeting called to order at 6.33 p.m. by the Chair.

Agenda: It was moved by Troy Stone and seconded by Karl Curtis that the agenda be adopted.
Motion carried.

Approval of Minutes: It was moved by Troy Stone and seconded by Elaine English that the minutes of the March 19, 2015 Finance & Oversight Committee be adopted.
Motion carried.

Conflict of Interest Declaration: None

Business Arising:

- **December 31, 2014 Audit Management Letter**
 - Jo-Anne Lockhart reviewed with the Committee the items outlined in the 2014 management letter with respect to internal control improvements identified by Lenehan McCain and the response sent to address the issues raised. (Management letter and response attached).
 - There was discussion about the \$71,243 which is currently set up as a liability to the Province. This liability is related to LSD planning fees collected at the time of the original set-up of the Region. It is the opinion of Committee members this money should probably be returned to the LSDs. Troy Stone will address this issue with Minister Kenny at the May 4, 2015 meeting.



RSC 12 Finance and Oversight Committee

Meeting of April 30, 2015 6.30 p.m. – 650 Main Street, Woodstock

o **Appointment of 2015 Auditors**

- A motion was made by Troy Stone and seconded by Brian Hayden to appoint Lenehan McCain as the 2015 auditors.

Motion carried.

o **Transfer Station Contract**

- Jim Kennedy informed the Committee the Transfer Station contract had been signed by himself and Peter Morin, J.S. Bellis Ltd. on March 24, 2015.

o **Used Blue Bin Purchase from Region 3**

- Jim Kennedy informed the Committee there is an opportunity to purchase blue bins from Regional Service Commission 3 (Bathurst) at \$2,200 per bin. Peter Morin thought the price was fair and was going to visit the site to check out the condition of the bins.
- There was discussion about the need for more blue bins and how many should be purchased. It was agreed 4 more bins would be satisfactory and this decision should be taken to the Board for approval.
- Troy Stone pointed out a number of communities have moved to curbside recycling.

o **Remuneration By-law for Committee Members**

- Jo-Anne Lockhart handed out a draft committee member remuneration by-law. Karl Curtis informed the Committee Florenceville-Bristol does not pay their Recreation representative to attend the meetings; therefore, if the Region pays, there would be no double-dipping. Committee members in this position should sign a waiver to the effect they are receiving remuneration and mileage from one source only.
- A motion to present the Remuneration By-law for Committee Members to the Board at the May 26, 2015 was made by Craig Melanson and seconded by Karl Curtis.

Motion carried.

o **Surplus Provincial Lands**

- Brian Hayden spoke to Minister Melanson about the surplus crown lands for sale. The Province will not sell the lands, but they will lease the land which will generate a cash flow for them and once the property is developed property tax income for the affected community.



RSC 12 Finance and Oversight Committee

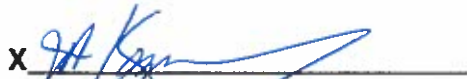
Meeting of April 30, 2015 6.30 p.m. – 650 Main Street, Woodstock

TOPIC	SPEAKER
Province Intent	Art Slipp
Planning	Karl Curtis
Rural Communities	Leonard Foster
Planning Fees	Troy Stone
Waste Disposal	Jim Kennedy
Recreation & Tourism	Brian Hayden
Policing	Elaine English
Term of Board Members	Jim Kennedy

- **Committee Member Appointments at May 26, 2015 Board Meeting**
 - Elaine English recommended the committees stay as currently appointed until the next mayoral and LSD chairs election in May 2016 to ensure committee continuity. Any vacancies or additions will be added as required. This approach will be followed at the May 26, 2015 Board Meeting.
- **Next Board Meeting – Tuesday May 26, 2015, Plaster Rock**
- **Next Finance Meeting – Thursday July 30, 2015**

It was moved by Brian Hayden to adjourn the meeting at 8.20 p.m.

In Camera Session: None

X 

Jim Kennedy, Chair



RSC 12 Finance and Oversight Committee

Meeting of April 30, 2015 6.30 p.m. – 650 Main Street, Woodstock

- Elaine English asked, and Brian Hayden confirmed the Province would lease to individuals, in which case WVRSC would not be involved.
- Brian Hayden spoke to the possibility of South Carleton School being available for \$1. Karl Curtis informed the Committee the Province may turn over a property if they are no bidders on it.
- Brian Hayden will try to set up a meeting with Minister Melanson, and would like some Committee members to go with him.

New Business:

○ **March 2015 YTD Financial Statements**

- Jo-Anne Lockhart reviewed the March 2015 YTD financial summaries by programmes. There is currently a surplus of \$77,000, primarily due to a grant received from the Province for the Recreation Committee's Master Plan project. A copy of the financials was sent to the Committee members.
- Tim Linton asked why the YTD actuals were compared to budget and not prior year. It was pointed out in government financial statements budget comparison is the preferred option. Jo-Anne Lockhart stated if the Committee wanted a comparison to prior year, it was possible.

Motion carried.

○ **Strategic Plan Update**

- Jim Kennedy notified the Board the 2013-18 Strategic Plan would be reviewed and updated in June of this year. Jo-Anne Lockhart will send out an electronic copy of members to review.

○ **Draft Annual Report**

- Jo-Anne Lockhart passed around 2 copies of the draft 2014 Annual Report which will be presented at the May 26, 2015 Board meeting, and will send an electronic copy to Committee members for review and suggestions.

○ **Minister Kenny Meeting May 4**

- Jim Kennedy informed the members Andrew Harvey, MLA for Carleton-Victoria will also be attending the May 4, 2015 meeting.
- A number of topics to be addressed with Minister Kenny were discussed and a decision was made on the following topics and speakers: