



RSC 12 Finance Committee

Meeting of October 15, 2015 6.30 p.m. – 650 Main Street, Woodstock

Attendance:

Troy Stone (Chair)
Elaine English
Brian Hayden
Arthur Slipp
Jim Kennedy
Tim Linton
Joan Kennedy (Finance Manager)

Regrets:

Craig Melanson

Call to Order: Meeting called to order at 6.30 p.m. by the Chair.

Agenda: It was moved by Elaine English and seconded by Art Slipp that the agenda be adopted.

Motion carried.

Approval of Minutes: It was moved by Art Slipp and seconded by Elaine English that the minutes of the August 28, 2015 Finance Committee be adopted.

Motion carried.

Conflict of Interest Declaration: None

Business Arising: None

New Business:

- **2015 YTD Financial Statements**
 - Discussions regarding the reserve liability that appears on our Balance Sheet were held. It was moved by Art Slipp and seconded by Jim Kennedy that the 2015 solid waste reserves be transferred from savings to a 6-month GIC.
- The Committee was presented with the September YTD financials statements by Troy Stone. He reviewed the high-level income statement summary. There is currently a surplus of \$105,256 primarily due to:

Motion carried.



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- \$54,000 grant received from the Province for the Recreation Committee's Master Plan project; costs will be incurred in October-December 2015
 - \$21,000 grant received from the Province for household hazard waste and school paper recycling bins; costs were incurred in September. The EFT grant was not budgeted for as we do not receive notification of award until the following year.
 - Lower Planning costs for a change in access to GIS services due to the service being provided to WVRSC from the Sussex Region, which eliminated the need to buy equipment
- **2016 Budget**
- Elaine English advised the members that the Policing Committee had made a recommendation to purchase a mobile speeding sign. The proposed budget currently has a \$4000 amount to cover this and it was decided to leave it as is.
 - Curbside recycling issue was discussed. No provision for this program was made in the 2016 budget. The members agreed that this program would not be implemented in 2016—but rather it will be a planning period of time. Our region is a large geographic area to cover and there will be new equipment required. It will probably be 2017 when the program is implemented after the study/planning is completed. Yanick will be presenting information regarding curbside recycling at the October 20 Board Meeting in Canterbury. Brian Hayden advised that Peter Morin would like to have the opportunity to speak to the Board/SW Committee as well to present his concerns about the proposed project. The members agreed that they needed to look at both the program and the affiliated costs before making any decisions to proceed with implementation. If funds are required in 2016 for this program it was agreed that the Waste Operating Reserves would be accessed.
 - The Co-operative and Regional Planning proposed budget included a \$4000 amount for Climate Change. It was decided to leave the \$4,000 in the budget as it is not a large sum and the issue is important. There was also discussion about the \$18,750 for Phase 2 of the Recreational Master Plan and an additional phase which would provide for funding to implement the results of Phase I. It was decided at this time to delay Phase 3 and leave the funding for Phase 2 in the 2016 budget.



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- There was general discussion about the following issues:
 - The September 2016 lease expiry and where the future home of the Commission will be. Cost, space and location are the issues. The report prepared by the Altus Group regarding location was mentioned as a source for location. The members agreed that this issue needs to be resolved soon.
 - The intent of the Board to write a letter to the Department regarding the mandate to dispose of 50 +/- 5% of the region's solid waste to the landfills of both Northwest and Southwest Regional Service Commissions. Joan advised that she is preparing a worksheet showing what the anticipated costs of transporting all waste to the northern site only based on 2016 budget figures. This will provide a good estimate of what if any cost savings would result from this route prior to taking it to the Department. This information will be provided to Jim Kennedy, Chairman of the Board.
 - Members were advised that Southwest has requested a \$2 per mt increase from their Board. Dan Harrington of the Southwest Commission advised that if they get approval it is their intent to waive the increase to our region for 2016 only.
 - Brian Hayden advised the committee that he had spoken with a representative from Brunway and the Board would not be writing the letter proposed at the previous Board meeting at this time.
 - The Local Planning Department and the provincial mandate to the Commission was discussed. Although this service is mandated by the province it is voluntary to the municipalities of our region. Those municipalities who have used the services of our Department are well satisfied with both the service and the cost.
 - Members briefly discussed the desire to have a By-Law Enforcement officer.
 - Joan advised that she would prepare pro-forma statements for year-end and submit to Troy Stone for discussion regarding possible reserves that need to be set aside by the Board at their December 1, 2015 meeting.
- **Next Finance Meeting – Nov 19, 2015 (Open but not planned at this time)**
- **Next Board Meeting – Tuesday October 20, Canterbury**



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It was moved by Elaine English to adjourn the meeting at 7:20

Recording Secretary: Joan Kennedy

In Camera Session: None

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Troy Stone, Chair