
Rural Municipality of West River Finance Committee

Meeting No	4	Chair	Stephen Gould
Meeting Date	Tuesday, April 6, 2021	Phone	902-675-7000
Start Time	7:00 PM	E-mail	admin@westriverpe.ca
Location	Afton Hall	Session	Public
Present	Councillor Stephen Gould, Councillor Sabrina Loughran, Councillor John Yeo		
Also	Laala Jahanshahloo – CAO		
Regrets	Mayor Helen Smith-MacPhail		

● **Call to order**

Chair Stephen Gould called the meeting to order at 7:05 pm. Councilor Stephen Gould and Councillor Sabrina Loughran Joined via Zoom.

● **Approval of Agenda**

It was moved by Councillor John Yeo and seconded by Councillor Sabrina Loughran; the agenda be approved as circulated.

Motion Carried

● **Declarations of Conflict of Interest**

No conflict of interest was declared.

- **Approval of Minutes**

It was moved by Councillor Sabrina Loughran and seconded by Councillor John Yeo that the minutes of the March 2, 2021, Finance Committee meeting approved as circulated.

Motion Carried

- **Business Arising from Minutes**

→ Nil.

- **FIN4.1**

→ The draft of Bylaw # 2021-15 - Reserve Funds Bylaw was reviewed, and the Committee will recommend it for first reading at the following Council meeting.

- **FIN4.2**

→ The Rural Municipality of West River has registered under firm number 9515 (previously used by Rural Community of West River) with the Workers Compensation Board of PEI. The employer registration renewal form 2020 – 2021 has been submitted.

→ The other former communities of Afton, Bonshaw, and Meadowbank did not have the Workers Compensation Board of PEI registration.

→ The CAO will deactivate the New Heaven Riverdale account registered under firm number 17219.

- **FIN4.3**

→ Gas Tax Annual Expenditure Reports from March 31, 2020, to September 1, 2020, were not done for all five former communities. These ARE reports must be funded from Transition Funding, and the dateline of reporting is May 15.

- **FIN4.4**

→ The Rural Municipality of West River has signed the Municipal Capital Expenditures Grant Funding Agreement.

- The Rural Municipality of West River has signed the Notional Allocation Capital Investment Plan Project Funding Agreements.
- The Gas Tax Account number (After Amalgamation) has been reported to PEI Infrastructure Secretariat.

- **FIN4.5**

- The interim auditor will prepare the first actual expenditure of the Transition Funding Agreement from September 1, 2020, to March 31, 2021, until mid-April. The Committee will review it in the following meeting before reporting to Municipal Affairs.

- **FIN4.6**

- The Committee will review the first draft of the Travel and Expense Policy, Purchase Policy, and Procurement Policy and finalize their recommendation.

- **FIN4.7**

- The Committee review the Important Municipal Finance Dates as the 2021 Fiscal year has started.

- **FIN4.8**

- The NRRFD has sent a correction for the fire due invoice based on Assessment Roll Summary West River 2021, which is \$ 540 less than the original one.

- **Adjournment**

- The meeting adjourned at 7:50 pm.
- The next meeting will be on May 4, 2021.

STEPHEN GOULD _____ CHAIR