
Rural Municipality of West River Finance Committee

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| Meeting No | 13 | Chair | Stephen Gould |
| Meeting Date | Tuesday, March 1, 2022 | Phone | 902-675-7000 |
| Start Time | 7:00 PM | E-mail | admin@westriverpe.ca |
| Location | Afton Community Center | Session | Public |
| Present | Mayor Helen Smith-MacPhail, Councillor Stephen Gould, Councillor Sabrina Loughran, Councillor John Yeo | | |
| Also | Laala Jahanshahloo – CAO | | |
| Regrets | Nil | | |

- **Call to order**

Chair Stephen Gould called the meeting to order at 7:00 pm.

- **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.

- **Business Arising from Minutes**

- ➔ On March 3, 2022, Municipal Affairs provided the Ministerial approval of the RMWR's 2022-23 financial plan after CAO sent the requested information according to FIN13.6.

- **FIN 13.1**

- ➔ Following FIN 12.8, Committee reviewed the "Bylaw#2021-10 – Municipal Grant" and finalized the necessary revision under a new draft of "Bylaw #20220-02- Municipal Grant" and recommended it to the Council for its first reading.

- **FIN 13.2**

- ➔ Properties Committee has referred item PTY 14.9 to be reviewed by the Finance Committee.
- ➔ The Committee reviewed and examined the invoices and other related documents for the Gas Tax Project (57.1.1) - Final Payment; the evaluation showed the accounts and requested payments are in Order and directed the CAO to send them back to the Properties Committee for the project completion sign off.

- **FIN 13.3**

- ➔ The Committee reviewed the 2022-23 Capital Budget and RMWR's Gas Tax and Reserve bank accounts for the Bonshaw Community Center Improvement (Gas Tax Project 32.1.1). As RMWR has no estimation of the total cost of this project, the tender can be proceed to obtain it after Properties Committee approves the tender's document.

- **FIN 13.4**

- ➔ The Committee reviewed the 2022-23 Capital Budget, the RMWR's Gas Tax account's current status, and the project estimate according to PTY 14.6. As RMWR has enough funds in the Gas Tax bank account, the tender for Inman Park parking improvement (as part of the Canoe Cove Improvement -Gas Tax Project 58.1.1) can be proceed after the Properties Committee's approval.

- **FIN 13.5**

- ➔ The Committee reviewed the Afton & Bonshaw Community Centers' Afton CC Letter of Patent and Lease agreements. Considering the circumstances of the newly amalgamated municipality and Covid 19, for 2022-23, their grant will be released according to the approved 2022-23 operation budget.

→ From now on, RMWR will consider a budget line for Afton and Bonshaw Community Centers (owned by RMWR) if the Board of Directors sends their budget, financial review and a written request before December 31 of each year. CAO was directed to inform the Afton and Bonshaw Community Centers accordingly.

● **FIN 13.6**

→ On February 15, 2022, CAO sent RMWR's Financial Package for 2022-23 to Municipal Affairs to obtain the Ministerial approval.

→ Municipal Affairs requested information on February 28, 2022, and CAO replied accordingly.

→ On March 1, 2022, Municipal Affairs requested more clarification. Committee reviewed the questions and directed the CAO to reply as follows:

- To comply with MGA section 151, RMWR gave the public notice two weeks before the public meeting and two weeks before adopting the plan. As of March 2, 2022, RMWR has not received any feedback, comment, or question regarding the proposed/adapted financial plan 2022-23 via email, mail, phone, or website.
- To comply with the Order, we requested the Minister's approval for the GM contract and informed Municipal Affairs that did not have a level of comfort or understanding regarding the value of this service. RMWR decided to use their experiences on a fee-for-service basis, similar to what we did for CCRF/ACOA and CHCI funding applications. The projected cost has been included in the professional fees for 2022-23. There will be no finder fee, and they will be paid for the services if we receive the grants.
- We expect to fund capital expenditures this coming fiscal year with the services provided by Grant Match. If we cannot obtain 100K, we have a contingency "Capital Reserve" to cover it.
- The Committee feels there is no discrepancy between 2022-23, five-year capital expenditure and capital budget funds as the fund requesting through Grant Match service will be ACOA, or Gas Tax recently called GICB.

- **Adjournment**

- ➔ The meeting adjourned at 8:20 pm.

- ➔ The next meeting will be on April 5, 2022.

STEPHEN GOULD _____

CHAIR