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**Rural Municipality of West River Finance Committee**

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

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● **Call to order**

Chair Stephen Gould called the meeting to order at 7:05 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.

- **Approval of Minutes**

It was moved by Councillor Sabrina Loughran and seconded by Councillor John Yeo that the minutes of June 1, 2021, Finance Committee meeting approved as circulated.

**Motion Carried**

- **Business Arising from Minutes**

→ Nil.

- **FIN7.1**

→ Fire Due was increased unexpectedly in 2021 to \$0.16 for Commercial properties, and the Municipality had covered this increase without any expenses to the commercial property owners. It must be incorporated in the 2022-23 fiscal year (FIN7.APP.1).

→ The Committee directed the CAO to send a letter to all the commercial property owners and explain the reason behind the proposed tax rate increase before finalizing its recommendations for the 2022 tax rate to the Council.

- **FIN7.2**

→ CAO informed the Committee regarding the Reserve Bank Account and its transactions according to the 2021 Operational Budget.

→ The Committee recommended the Council to contribute \$75,937.00 from the change in fund balance from the 2020-21 operating budget to Community Priority and Contingency Reserve.

- **FIN7.3**

→ The Committee reviewed the ACOA funding application requirement and the deadline for the Mutter Park and Bonshaw Community Center upgrade projects through the Canada Community Revitalization Fund (CCRF) (FIN7.APP.2).

→ The Committee reviewed the Schedule A of the purchase policy to get professional support to apply for ACOA funding through CCRF (FIN7.APP.3) and recommended that the Council accept the Collier proposals as they could be paid through transition funding.

- **FIN7.4**

- The Committee reviewed the Schedule A of the purchase policy for Website Design (FIN7.APP.4) and recommended that the Council accept the Loop proposal as it could be paid through transition funding.

- **FIN7.5**

- The Committee reviewed Colliers progress report for Mutter Park trail improvement as CHCI Funding Application that was submitted before the deadline (FIN7.APP.5).

- **FIN7.6**

- The Committee reviewed the UPEI Institute of Island Studies opportunity to have a student in the Sustainable Island Communities stream and will pay \$1000 to conduct this study as it will be the foundation in the Branding project and help the find history and identity of the five communities.

- **FIN7.7**

- The CAO will send the second report of Transition Funding per contract terms.

- **Adjournment**

- The meeting adjourned at 7:50 pm.

- The next meeting date will be September 7, 2021.

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STEPHEN GOULD \_\_\_\_\_

CHAIR

## Appendix

1. FIN7.APP.1: Tax Rate - Commercial Properties
2. FIN7.APP.2: ACOA Through Canada Community Revitalization Fund
3. FIN7.APP.3: Schedule A of Purchase Policy for ACOA Funding Application
4. FIN7.APP.4: Schedule A of Purchase Policy for Website Design
5. FIN7.APP.5: RMWR - CHCI Funding Application