
Rural Municipality of West River Finance Committee

Meeting No.	17	Chair	Stephen Gould
Meeting Date	Tuesday, July 5, 2022	Phone	902-675-7000
Start Time	7:00 PM	E-mail	admin@westriverpe.ca
Location	Afton Community Center	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 7:00 pm.

● **Approval of Agenda**

Councillor Stephen Gould added the following topic to the circulated agenda:

- Community service building not owned by RMWR

Councillor John Yeo added the following topic to the circulated agenda:

- Remembrance Day initiative

It was moved by Councillor John Yeo and seconded by Councillor Sabrina Loughran; the agenda was approved as circulated, including any items added to the agenda.

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 7, 2022, Finance Committee meeting was approved as circulated.

Motion Carried

- **Business Arising from Minutes**

→ Nil.

- **FIN 17.1**

→ The Committee reviewed the Municipality's 2021-22 Financial Statements and recommended the Council:

- Contribute \$63,113.00 from the "Operating Surplus" of the "Deferred Revenue," the Department of Fisheries and Communities' Safe Restart funding, to Community Priority and Contingency Reserve.
- Add new expenditure item to the 2022-23 operating budget and reallocate \$25,000.00 from the "Operating Surplus" of the "Deferred Revenue," the funding of the renovation received under the Employment and Social Development Program, to the "Bonshaw Community Center Improvement Project."

- **FIN 17.2**

→ The Committee reviewed the following timeline requesting funding for the Bonshaw Community Center and Mutter Park Improvement Projects

- July 2021- In the original ACOA proposals,
 - Bonshaw Community Center Improvement Project estimated total project costs were \$568,725, requesting \$500,000
 - Mutter Park Improvement Project estimated total project costs were \$599,625, requesting \$500,000
- October 2021 – ACOA combined two funding applications under project number 219227

- March 2022, ACOA approved \$300,000 funding for both projects
- May 2022, the lowest bid for the BCC project was \$683,950
- June 2022, only part of the BCC project was contracted up to \$272,933
- ACOA Project # 219227 agreement:
 - Claims and Costs Principles section (1.2) - The total amount of the Contribution paid to the Recipient with respect to Costs Incurred but not yet paid to suppliers shall not exceed fifty percent (50%) of the total authorized Contribution.
 - Article of Agreement section (5.2) - The Agency will not contribute to any Costs Incurred by the Recipient twelve (12) months prior to the receipt of the project application form, but no earlier than April 19, 2021. The date of receipt of the application for this Project is July 23, 2021. The Agency will not accept any Cost Incurred after the Project Completion Date or March 31, 2023, whichever is earlier, unless otherwise agreed to in writing by the Agency.

➔ The Committee recommended the Council use GrantMatch Crop professional service to develop and manage a proactive government funding application process which will pay per funding application approved by the government or government agency. A tiered percentage, plus applicable sales taxes, is as follows:

- 10% on the first \$1,000,000 of Government Funding approved; and
- 5% on the remaining Government Funding approved, greater than \$1 million

● **FIN 17.3**

➔ The Committee reviewed the importance of the community service buildings not owned by RMWR, which need to be maintained as they play a vital role in community engagement. RMWR wants to start a partnership and collaboration to help apply for the available funding/grant programs. It was deferred to September 6, 2022, meeting for further discussion.

- **FIN 17.4**

- ➔ All the former communities have supported the Poppy Trust Funds before amalgamation, and following the RMWR's mission statement, the Committee wants to protect this valuable tradition.
- ➔ The Committee recommended that each year the Council approves purchasing two wreaths and a \$360 donation to Poppy Trust Funds (\$20 for each community of Afton, Bonshaw, Canoe Cove, Churchill, Cumberland, Fairview, Long Creek, Meadowbank, New Argyle, New Dominion, New Haven, Nine Mile Creek, Rice Point, Riverdale, Rocky Point, Strathgartney, St. Catherines, and West River).

- **Adjournment**

- ➔ The meeting adjourned at 8:15 pm.
- ➔ The next meeting will be on September 6, 2022.

STEPHEN GOULD _____

CHAIR