

**THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
ADMINISTRATION/FINANCE COMMITTEE
MONDAY, JANUARY 19, 2015 AT 5:00 P.M.**

Present: Sherry Burke, Councillor, Chairperson, Administration and Finance
Andy Lennox, Mayor
Mark Goetz, Councillor
Michael Givens, CAO
Karren Wallace, Clerk
Paul Dowber, Treasurer
Mary Jo Marshall, Deputy Treasurer
Cathy Conrad, Executive Assistant
Steve McCabe, Councillor

Absent: Dan Yake, Councillor

CALL THE MEETING TO ORDER

Chairperson Burke called the meeting to order.

PASSING AND ACCEPTANCE OF AGENDA

RESOLUTION A&F 2015-1

Moved by: Mayor Lennox

Seconded by: Councillor Goetz

THAT the Agenda for the January 19, 2015 Administration/Finance Committee meeting be accepted and passed.

CARRIED

DECLARATION OF PECUNIARY INTEREST

None declared

DELEGATION

Mount Forest Louise Marshall Hospital Foundation – Capital Campaign

Dr. Bob McFarlane and Bill Nelson appeared before the Committee to provide information about the Capital Campaign and the importance of the hospital to the community. The Foundation is requesting a donation from the Township of Wellington North

RESOLUTION A&F 2015-2

Moved by: Councillor Goetz

Seconded by: Councillor Lennox

That the Admin & Finance Committee receive the information provided by the Mount Forest Louise Marshall Hospital Foundation delegation for information.

CARRIED

RESOLUTION A&F 2015-3

Moved by: Mayor Lennox

Seconded by: Councillor Goetz

That staff be directed to provide a report to Council to the January 26, 2015 meeting setting out funding options related to the request by the Louise Marshall Hospital Foundation for funding to their capital campaign.

CARRIED

ADMINISTRATION

Township of Wellington North Joint Health and Safety Committee

- Annual Report - 2014

RESOLUTION A&F 2015-4

Moved by: Mayor Lennox

Seconded by: Councillor Goetz

THAT the Administration/Finance Committee of the Township of Wellington North receive for information the Joint Health and Safety 2014 Annual Report.

CARRIED

Report from Karren Wallace, Clerk

- Report CLK 2015-003 Provision of Notice, Section 270 of the *Municipal Act, 2001*

RESOLUTION A&F 2015-5

Moved by: Mayor Lennox

Seconded by: Councillor Goetz

THAT the Administration and Finance Committee of the Township of Wellington North receives for information CLK Report 2015-003 Provision of Notice under Section 270 of the Municipal Act, 2001.

CARRIED

Report from Karren Wallace, Clerk

- Report CLK 2015-004 Closed Meeting Investigation and Reporting Policy

RESOLUTION A&F 2015-6

Moved by: Goetz

Seconded by: Lennox

THAT the Administration and Finance Committee of the Township of Wellington North receive CLK Report 2015-004 Closed Meeting Investigation and Reporting Policy; AND FURTHER THAT the Administration and Finance Committee recommend that Council approve and adopt the Closed Meeting Investigation and Reporting Policy.

CARRIED

Report from Michael Givens, CAO
CAO 2015-02 Township Ward Boundaries

RESOLUTION A&F 2015-7

Moved by: Mayor Lennox

Seconded by: Councillor Goetz

THAT the Administration and Finance Committee of the Township of Wellington North receive for information report CAO 2015-02 Township Ward Boundaries; AND FURTHER THAT the Administration and Finance Committee recommend Council direct staff to further investigate the Township of Wellington North ward boundaries and the process required to make changes to the existing ward boundaries in advance of the next Municipal Election.

CARRIED

Report from Michael Givens, CAO
- CAO 2015-03 Township of Wellington North Grants/Donations/Waiver of Fees 2015

RESOLUTION A&F 2015-8

Moved by: Councillor Goetz

Seconded by: Mayor Lennox

THAT the Administration and Finance Committee of the Township of Wellington North receive report CAO 2015-03 Grants/Donations/Waiver of Fees 2015 as presented; AND FURTHER THAT the Administration and Finance Committee recommend to Council they approve the Grants/Donations/Waiver of Fees as per the attached schedule.

CARRIED

Arthur Agricultural Society	500
Arthur Horticultural Society Flower Beds	600
Arthur Horticultural Youth Society	200
Mount Forest Agricultural Society	500
Mount Forest Horticultural Society	600
Arthur Chamber of Commerce Art in the Street	500
Arthur Opti-Mrs. Santa Claus Parade	300
Mount Forest Lions - Santa Claus Parade	300
Mount Forest & District Arts Council	250
Mount Forest Chamber of Commerce Fireworks	2500
Mount Forest Community Pantry	500

Wellington Heights Secodary School Scholarships	900	
Wellington County Farm and Home Safety	250	
Wellington Heights Secondary School Warm Winter Wishes	100	
Crime Stoppers Guelph Wellington	500	
Total	<u>8500</u>	
Unallocated	0	
Little Black Dress Affair	500	Waive Fees and Charges for event
Arthur Terry Fox Run	101.7	Waive Fees and Charges for event

CAO verbal report

- Wellington North Accommodation Review Update

Michael Givens, CAO, reported that the Accommodation Review Committee recommended that Kenilworth Public School remain open. Upper Grand School Board staff recommended closure of the Kenilworth Public School.

FINANCE

2014 Budget vs. Year to Date-December 31, 2014

RESOLUTION A&F 2015-9

Moved by: Mayor Lennox

Seconded by: Councillor Goetz

THAT the Administration/Finance Committee of the Township of Wellington North receive for information the 2014 Budget vs. Year to Date – December 31, 2014.

CARRIED

Treasurer update 2015 Budget

- Operating Budget Summary
- Capital Budget Update

Paul Dowber, Treasurer, provided an overview of the capital budget process, budget methodology, contribution to capital projects, assessment increase contribution to capital projects, 2015 capital budget, 2015 increase in capital funding requests, reserve fund balances, reserve balances and debt in 2015.

CLOSED MEETING SESSION

RESOLUTION A&F 2015-10

Moved by: Mayor Lennox

Seconded by: Councillor Goetz

THAT the Administration/Finance Committee go into a meeting at 7:43 p.m. that is closed to the public under subsection 239 (2) (b) (d) (e) of the Municipal Act, 2001 to consider:

- Personal matters about an identifiable individual, including municipal or local board employees. 2 items.*
- Labour relations or employee negotiations.*
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.*

CARRIED

RESOLUTION A&F 2015-11

Moved by: Councillor Goetz

Seconded by: Mayor Lennox

THAT the Administration/Finance Committee rise from a closed meeting session at 8:11 p.m.

CARRIED

RESOLUTION A&F 2015-12

Moved by: Mayor Lennox

Seconded by: Councillor Goetz

THAT the Administration & Finance Committee receive for information the confidential verbal reports provided in closed session by the Chief Administrative Officer and Fire Chief including:

- Personal matters about an identifiable individual, including municipal or local board employees. 2 items.*
- Labour relations or employee negotiations.*
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.*

AND FURTHER THAT the Administration & Finance Committee recommend to Council they approve the confidential direction provided to the Fire Chief in closed session related to:

- Personal matters about an identifiable individual, including municipal or local board employees.*

CARRIED

NEXT MEETING DATE

The next Administration and Finance Committee meeting will be at the call of the chair.

ADJOURNMENT

RESOLUTION

Moved by: Councillor Goetz

Seconded by: Mayor Lennox

THAT the Administration/Finance Committee meeting of January 19, 2015 be adjourned at 8:14 p.m.

CARRIED