

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
ADMINISTRATION/FINANCE COMMITTEE  
MONDAY, OCTOBER 26, 2015 AT 4:30 P.M.**

**Present:** Sherry Burke, Councillor, Chairperson, Administration and Finance  
Andy Lennox, Mayor  
Steve McCabe, Councillor  
Dan Yake, Councillor  
Michael Givens, CAO  
Karren Wallace, Clerk  
Paul Dowber, Treasurer  
Cathy Conrad, Executive Assistant  
Mary Jo Marshall, Deputy Treasurer  
Matthew Aston, Director of Public Works

**CALL THE MEETING TO ORDER**

Chairperson Burke called the meeting to order.

**PASSING AND ACCEPTANCE OF AGENDA**

**RESOLUTION A&F 2015-63**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

*THAT the Agenda for the October 26, 2015 Administration & Finance Committee meeting be accepted and passed.*

**CARRIED**

**DECLARATION OF PECUNIARY INTEREST**

No declaration of pecuniary interest.

**DELEGATION**

Wayne Brohman, General Manager/Secretary Treasurer, Saugeen Valley Conservation Authority

- 2016 Draft Budget Presentation

Mr. Brohman presented the 2016 Saugeen Valley Conservation Authority Draft Budget that was approved by the Board of Directors on September 24, 2015. Mr. Brohman reviewed the Budget Notes:

- staffing should remain consistent, and the 2016 budget provides for a 1.5% salary grid increase
- expect funding will remain the same from Ministry of Natural Resources
- \$15,000 is included in the budget for new flood warning software

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- \$5,000 will be spent on community relations to cover SVCA's presence at the International Plowing Match being held in Minto.
- Campgrounds generate revenue
- Forestry is self supporting
- Draft Budget provides for a municipal levy increase of 1.9% over the 2015 levy
- Wellington North's proposed general levy will be \$57,870. being a 2.4% increase over 2015 of \$1,356
- Board will vote on the draft budget on December 10.

**ADMINISTRATION**

Report from Michael Givens, CAO

- CAO 2015-027 Lottery Licencing

**RESOLUTION A&F 2015-64**

Moved by: Councillor McCabe

Seconded by: Councillor Yake

*THAT the Administration and Finance Committee of the Township of Wellington North receive for information report CAO 2015-27 Lottery Licensing;*

*AND FURTHER THAT Administration and Finance Committee directs the CAO to finalize a letter to the Perth-Wellington MPP and Perth-Wellington MP on behalf of Council and include this report as an attachment to the letter in the hopes of drawing needed attention and action to the lottery licensing process and policies.*

**CARRIED**

Report from Karren Wallace, Clerk

- CLK 2015-053 Fees and Charges

**RESOLUTION A&F 2015-65**

Moved by: Councillor McCabe

Seconded by: Councillor Yake

*THAT the Administration and Finance Committee of the Township of Wellington North receive Report CLK 2015-053 being a report on Fees and Charges;*

*AND FURTHER THAT the draft by-law be amended to exclude a fee for a burn permit;*

*AND FURTHER THAT the Administration and Finance Committee, pursuant to the Notice By-law for the Township of Wellington North, direct the Clerk to publish Notice of the consideration of the passing of the Fees and Charges Bylaw in the Wellington Advertiser and the Township website*

*AND FURTHER THAT the Administration and Finance Committee recommend that the Council of the Township of Wellington North give consideration to passing the Fees and Charge by-law at the November 23, 2015 Council meeting.*

**CARRIED**

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**FINANCE**

Report from Paul Dowber, Treasurer

- Budget vs YTD – Operating

**RESOLUTION A&F 2015-66**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

*THAT the Administration and Finance Committee of the Township of Wellington North receive for information the Operating Budget vs. Year to Date as of September 30, 2015.*

**CARRIED**

- Budget vs YTD - Capital

**RESOLUTION A&F 2015-67**

Moved by: Mayor Lennox

Seconded by: Councillor Yake

*THAT the Administration and Finance Committee of the Township of Wellington North receive for information the 2015 Year to Date vs Budget - Capital as of September 30, 2015.*

**CARRIED**

Report from Paul Dowber, Treasurer

- TR 2015-20 MFOA 2015 Conference

**RESOLUTION A&F 2015-68**

Moved by: Mayor Lennox

Seconded by: Councillor Yake

*THAT the Administration and Finance Committee receive Report TR 2015-20 being a report on the 2015 Municipal Financial Officers Association Conference.*

**CARRIED**

Paul Dowber, Treasurer

- TR 2015-21 Water and Wastewater Rate Study

**RESOLUTION A&F 2015-69**

Moved by: Councillor Yake

Seconded by: Councillor McCabe

*THAT the Administration and Finance Committee receive Report TR 2015-21 being a report on the Water and Wastewater Rate Study.*

**CARRIED**

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**ANNOUNCEMENTS**

Mike Givens, CAO, announced that demolition of the former Mount Forest Daycare building will begin early next week.

Councillor Burke asked if the meeting set for November 2 could be changed to a later date to give Council more time to review and to allow the new Councillor to participate in the budget discussions. It was agreed to change the meeting date to Wednesday, November 25 at 4:30 p.m.

**NEXT MEETING DATE**

The next Administration and Finance Committee meeting to be determined.

**ADJOURNMENT**

**RESOLUTION A&F 2015-70**

Moved by: Mayor Lennox

Seconded by: Councillor Yake

*THAT the Administration & Finance Committee meeting of October 26, 2015 be adjourned at 6:50 p.m.*

**CARRIED**