



Town of Essex
Finance Committee Meeting Minutes
Monday, March 12, 2018

A meeting of the Finance Committee was held on Monday, March 12, 2018 beginning at 4:31 p.m. at Essex Town Hall, Large Meeting Room, 33 Talbot St. S., Essex, Ontario, N8M 1A8

1. Roll Call

Present:

Ron McDermott, Mayor

Richard Meloche, Deputy-Mayor

Steve Bjorkman, Councillor, Ward 1

Also Present:

Donna E. Hunter, Chief Administrative Officer

Jeffrey R. Morrison, Director, Finance and Business Services

Doug Sweet, Director, Community Services

Chris Nepszy, Director, Infrastructure and Development

Amy Fournier, Tax Clerk

Absent:

Ron Rogers, Councillor, Ward 3

2. Declarations of Conflict Of Interest

No conflicts of interest were declared.

3. Adoption of Published Agenda

Monday, March 12, 2018 Finance Committee Meeting Agenda.

Moved by: Councillor Bjorkman

Seconded by: Mayor McDermott

(FC-2018-03-01) That the published agenda for the Monday, March 12, 2018 Finance Committee Meeting be adopted as presented.

4. Adoption of Minutes

Moved by: Councillor Bjorkman

Seconded by: Mayor McDermott

(FC-2018-03-02) That the minutes of the Finance Committee Meeting held on December 11, 2017 be adopted as presented.

5. Public Presentations

None.

6. Unfinished Business

None.

7. Reports

None.

8. Correspondence

a) 2018 Essex Community Partnership Fund Grant Applications

Background information was provided to the Committee by the Director, Corporate Services and each individual request was reviewed and adjusted accordingly. Schedule "A" was updated to include the approved amounts and any 2018 commitments made in prior years.

Moved by: Mayor McDermott

Seconded by: Councillor Bjorkman

(FC-2018-03-03) **Recommendation to Council** that the 2018 grants for the Essex Community Partnership Fund be approved as attached as Schedule "A".

b) 2018 Essex Tourism Development Fund Grant Application

Background information was provided to the Committee by the Director, Corporate Services and each individual request was reviewed and adjusted accordingly. Schedule "B" was updated to include the approved amounts and any 2018 commitments made in prior years.

Moved by: Mayor McDermott

Seconded by: Councillor Bjorkman

(FC-2018-03-04) **Recommendation to Council** that the 2018 grants for the Essex Tourism Development Fund be approved as attached as Schedule "B".

9. New Business

- a) 2018 Essex Community Partnership Fund Grant Request – Kiwanis Club of Windsor

This request was dealt with as part of 8. Correspondence a).

10. Adjournment

Moved by: Councillor Bjorkman

Seconded by: Mayor McDermott

(FC-2018-03-05) That the meeting be adjourned on Monday, March 12, 2018 at 5:17 p.m.

11. Future Meetings:

To be determined

Schedule "A"

Town of Essex

For the Years 2012 to 2018

[illegible]

Town of Essex
For the Years 2012 to 2018

Essex Community Partnership Fund	Approved 2018	Requested 2018	2017	2016	2015	2014	2013	2012	2011
Essex Minor Hockey Association ⁵				\$5,171.00					
Essex Region Conservation Authority			\$700.00						
Essex Sports Wall of Excellence					\$534.24				
Essex 73s ⁵			\$651.50						
Girl Guides of Canada ⁵				\$35.01					
Harrow Chamber of Commerce ⁵				\$587.63					
Harrow Hockey Moms ⁵									
Harrow Kinsmen ⁵	\$420.00	\$420.00							
Harrow Rotary Club ⁵				\$141.75		\$141.00			
HIC Cup Soccer							\$2,055.00		
Iron Hawk Duathlon ⁵					\$166.50				
Kiwanis Camp ⁵					\$350.00				
Kiwanis Club of Windsor	\$0.00	\$10,000.00							
Knights of Columbus ⁵			\$240.00						
Leamington District Memorial Foundation					\$1,000.00				
Legal Aid ⁵				\$516.25	\$73.75	\$442.50			
Legends Live							\$670.00		
Maple Leaf Cycling Club						\$100.00	\$100.00	\$35.00	
Miscellaneous Disaster Relief	\$0.00	\$1,000.00		\$500.00		\$200.00	\$1,000.00	\$600.00	\$1,000.00
Ontario 911 Advisory Board								\$100.00	
Ontario Provincial Police ⁵	\$0.00	\$1,049.38	\$1,522.00	\$1,140.32	\$423.25	\$2,015.63			
Spitfire					\$1,000.00				
Storybook Early Learning Centre			\$3,000.00						
Sun County Panthers ⁵	\$4,711.70	\$4,711.70							
Syrian Refugee Crisis (AMO)					\$100.00				
Taras Natyshak								\$372.00	
Warren, Curtis ⁵				\$211.62					

Town of Essex
For the Years 2012 to 2018

Essex Community Partnership Fund	Approved 2018	Requested 2018	2017	2016	2015	2014	2013	2012	2011
Windsor Essex Brokerage for Personal Supports ⁵							\$840.00		
Windsor Essex Family Network							\$62.00		
Windsor Historical Society			\$500.00					\$250.00	
Windsor Symphony Orchestra							\$3,400.00		
Windsor Essex Children's Aid							\$100.00		
Wirch, Audrey			\$508.50						
Zeta Kappa Sorority Santa Socks 2016				\$100.00					
Sub-Total	\$12,051.70	\$24,101.08	\$14,042.00	\$13,903.58	\$4,251.99	\$3,049.13	\$9,943.00	\$3,133.00	\$7,755.36
Total Grants / Donations	\$101,770.70	\$117,320.08	\$104,511.00	\$101,085.39	\$93,422.02	\$99,686.31	\$110,110.00	\$107,679.00	\$124,208.36
(Over)/Under Budget	\$729.30	(\$14,820.08)	(\$2,011.00)	(\$1,085.39)	\$3,957.98	\$313.69	(\$110.00)	\$2,321.00	\$5,113.64

¹ Cash grant of \$8,858.00 plus in kind grant of \$6,500 (grass cutting and snow removal)

² In-kind grant of \$2,500 to be used towards Town of Essex Facilities Rentals

⁴ Town pays insurance costs to insurance provider

⁵ Waiver of Fees for rental of municipal facilities

Schedule "B"

Town of Essex

For the Years 2012 to 2018

Events and Tourism Grants and Donations	Approved 2018	Requested 2018	2017	2016	2015	2014	2013	2012	2011
Budget Balance Tsfd. To Reserve									
Current Year Budget	\$15,000.00	\$15,000.00	\$15,000.00	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Total Amount Available	\$15,000.00	\$15,000.00	\$15,000.00	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Committed Donations:									
Sub-Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Annual Donations:									
Explore the Shore	\$1,000.00	\$1,000.00	\$1,500.00	\$0.00	\$2,500.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Colchester Guardian ¹	\$1,613.95	\$1,613.95	\$1,613.95	\$1,567.00	\$1,582.00	\$1,457.00	\$1,457.00	\$1,457.00	\$0.00
Sub-Total	\$2,613.95	\$2,613.95	\$3,113.95	\$1,567.00	\$4,082.00	\$6,457.00	\$6,457.00	\$6,457.00	\$5,000.00
Ad Hoc Donations:									
A. Grant - Grant Promotional Material								\$400.00	
Canadian Transportation Museum-Gravel								\$2,000.00	
Colchester Guardian ³								\$12,000.00	
Cooper's Hawk Vineyards						\$2,500.00			
Essex and District Horticultural Society ¹						\$40.50			
Essex Region Children's Water Festival					\$250.00	\$250.00			
Essex Rocks and Rolls			\$663.41						
Horticultural Club ¹							\$349.30		
Iron Hawk Duathlon ²					\$500.00	\$664.50			
Military Muster Contribution					\$4,154.50	\$3,000.00	\$3,000.00		\$1,000.00
Sleddog Sports Association							\$2,000.00		
Tourism Development Fund (R Voakes)			\$530.00						
Tourism Windsor Essex Pelee Island				\$2,000.00					

Town of Essex
For the Years 2012 to 2018

Events and Tourism Grants and Donations	Approved 2018	Requested 2018	2017	2016	2015	2014	2013	2012	2011
Windsor-Essex Theraputic Riding Association				\$2,000.00				\$450.00	
Sun County Panthers ¹	\$4,711.70	\$4,711.70							
Sub-Total	\$4,711.70	\$4,711.70	\$1,193.41	\$4,000.00	\$4,904.50	\$6,455.00	\$5,349.30	\$14,850.00	\$6,500.00
Total Grants/Donations	\$7,325.65	\$7,325.65	\$4,307.36	\$5,567.00	\$8,986.50	\$12,912.00	\$11,806.30	\$21,307.00	\$11,500.00
(Over)/Under Budget	\$7,674.35	\$7,674.35	\$10,692.64	\$19,433.00	(\$8,986.50)	\$12,088.00	\$13,193.70	\$3,693.00	\$13,500.00

¹Waiver of fees

²Waiver of fees and donation to Harrow District High School

³Vessel for search and rescue