Town of Essex

Finance Committee Meeting Minutes

Monday, January 25, 2021 at 4:35 PM

Location: Electronic Zoom Meeting

1. Roll Call

Present:

Larry Snively, Mayor

Richard Meloche, Deputy-Mayor

Morley Bowman, Councillor, Ward 1

Chris Vander Doelen, Councillor, Ward 3

Jeffrey R. Morrison, Director, Corporate Services

Chris Nepszy, Chief Administrative Officer

Doug Sweet, Director, Community Services

Katelynn Giurissevich, Manager, Finance and Business Services

Amy Fournier, Committee Secretary

Sylene Argent, Media

Absent:

Shelley Brown, Deputy Clerk

2. Declarations of Conflict Of Interest

None

3. Adoption of Published Agenda

Monday, January 25, 2021 Finance Committee Meeting Agenda.

Moved by: Morley Bowman, Councillor, Ward 1

Seconded by: Chris Vander Doelen, Councillor, Ward 3

(FC-2021-01-01) That the published agenda for the Monday, January 25, 2021 Finance Committee Meeting be adopted as presented. **"Carried"**

4. Adoption of Minutes

Moved by: Morley Bowman, Councillor, Ward 1

Seconded by: Chris Vander Doelen, Councillor, Ward 3

(FC-2021-01-02) That the minutes of the Finance Committee Meeting held on January 27, 2020 be adopted as presented. **"Carried"**

5. Public Presentations

None

6. Unfinished Business

None

7. Reports

None

8. Correspondence

a) 2021 Essex Community Partnership Fund Grant Applications Refer to Schedule "A" attached.

Moved by: Larry Snively, Mayor

Seconded by: Morley Bowman, Councillor, Ward 1

(FC-2021-01-03) that the 2021 grants for the Essex Community Partnership Fund be approved as amended in Schedule "A". "Carried"

9. Discussion

a) Allocation of Co-An Park 2022 Grant Donation

Recommend moving this Donation to the operating budget to better manage as The Town of Essex has a 50% ownership in this park.

Moved by: Larry Snively, Mayor

Seconded by: Chris Vander Doelen, Councillor, Ward 3

(FC -2021-01-04) that the recommendation to allocate Co-An Park 2022 Grant donation be approved as presented. **"Carried"**

b) Prior year unspent amounts due to event cancellations – discussed during point 8. Correspondence and approved through (FC-2021-01-03)

10. Adjournment

Moved by: Morley Bowman, Councillor, Ward 1

Seconded by: Chris Vander Doelen, Councillor, Ward 3

(FC-2021-01-05) That the meeting be adjourned at 5:44pm. **"Carried"**

11. Future Meetings:

To be determined

Schedule "A" Town of Essex

| East Community Partnership Earl | For the Years 2016-2021 | | | | | | | | |
|---|---|---------------|---|-----------|---------------|------------------------------|--------------------|-------------------|-------------------|
| Ease Community Fartnership Prince | 1 of the real 3 2010 2021 | | | % of 2020 | | | | | |
| Big Balance Profession | Essex Community Partnership | | | | | | | | |
| Budget Balance Transferred To Release | | Approved 2021 | Requested 2021 | | Approved 2020 | Approved 2019 | Approved 2018 | Approved 2017 | Approved 2016 |
| Reserve | | | | | | | | | |
| Community Support | | \$10,000.00 | | | | | | | |
| Total Amenut Available (Co-An Park S102,500,00 S102,500,00 S102,500,00 S102,500,00 S102,500,00 S102,500,00 S102,500,00 S10,000,000,000 S10,000,000 S10,000,000 S10,000,00 S10,000,00 S10,000,000 S10,000,00 S10,0 | | | \$102,500.00 | 100% | \$102,500.00 | \$102,500.00 | \$102,500.00 | \$102,500.00 | \$100.000.00 |
| Committed Dozations: | | | | | | | | | |
| CoAn-Pick \$20,000.00 \$20,000.00 \$17,500.00 \$17,500.00 \$17,500.00 \$15,000.00 \$15,000.00 \$15,000.00 \$15,000.00 \$15,000.00 \$15,000.00 \$15,000.00 \$15,000.00 \$25, | | , , | , | | ¥102,011110 | 4 10 2 /211112 | 4.02 /2.000 | 4 102/2001 | 4.000,000 |
| Colchemer Guardian* \$1,640.00 \$1,640.00 \$1,640.00 \$1,613.05 \$1,613.05 \$1,613.05 \$2,500.00.00 \$25,000.00 \$20,000.00 | | | | | | | | | |
| Heritage Essex \$25,000.00 | | | | | | | | | |
| Sub-Total \$46,649.00 \$46,649.00 \$46,649.00 \$46,649.00 \$44,113.95 \$44, | | | | | | | | | |
| Annual Donations: | | | | | | | | | |
| Essex Retriers | Sub-Total | \$46,649.00 | \$46,649.00 | 100% | \$46,649.00 | \$44,113.95 | \$44,113.95 | \$44,113.95 | \$41,567.00 |
| Essex Retriers | Annual Donations: | | | | | | | | |
| Sever Retriners S12,858.00 S12,858.00 S8,858.00 S9,201.00 S9,201.00 S9,201.00 S9,201.00 S6,554.00 S6,554.00 S6,554.00 S6,554.00 S7,500.00 S1,500.00 S7,500.00 S7,500. | | | | | | \$20,160.00 | \$20,160.00 | \$20,160,00 | \$22,160.00 |
| Access County Community Support Services | | \$12.858.00 | \$12,858,00 | 84% | \$15,358,00 | | | | |
| Services | | Ų 12,030.00 | \$12,030.00 | 0170 | \$15/550.00 | <i>\$0,030.00</i> | \$0,030.00 | \$0,030.00 | \$0,030.00 |
| Harrow Early Immigrant Research S1,500,00 S1,500 | | | | | | | | | |
| Society \$1,500.00 \$1,500 | | \$8,750.00 | \$10,000.00 | 109% | \$9,201.00 | \$9,201.00 | \$9,201.00 | \$9,201.00 | \$6,554.00 |
| Harrow Electric Ede Aqualist Feam | | | | | | | | | |
| HEEAT S1,600.00 S1,600.00 S1,000.00 S750.00 | | \$1,500.00 | \$1,500.00 | 100% | \$1,500.00 | \$1,500.00 | \$1,500.00 | \$1,500.00 | \$1,500.00 |
| Kingsprille Essex Associated Band S8,000.00 \$30,000.00 \$10,000.00 \$7,500.00 \$7 | - | | | | | | | | |
| Sub-Total S32,708.00 S33,958.00 99% S34,309.00 \$47,969.00 \$47,969.00 \$47,969.00 \$47,969.00 \$47,169.00 \$47,181.81 | (HEEAT) ⁴ | \$1,600.00 | \$1,600.00 | 213% | \$750.00 | \$750.00 | \$750.00 | \$750.00 | \$610.56 |
| Ad-Hoc Donations: Canadian Blood Services S S4,080.0 \$4,080.0 \$15,000.0 \$15 | Kingsville Essex Associated Band ² | \$8,000.00 | \$8,000.00 | 107% | \$7,500.00 | \$7,500.00 | \$7,500.00 | \$7,500.00 | \$7,499.25 |
| Canadian Blood Services S | Sub-Total | \$32,708.00 | \$33,958.00 | 99% | \$34,309.00 | \$47,969.00 | \$47,969.00 | \$47,969.00 | \$47,181.81 |
| Canadian Blood Services S | Ad Has Danations | | | | | | | | |
| Canadian Transportation Musem | | ***** | ¢4.000.00 | 4.500/ | 40.444.00 | 4470.00 | 44 000 00 | 44 000 00 | |
| Community Support Centre of Essex County S10,000.00 \$20,000.00 \$20,000.00 \$10,000.00 | | | | | | \$678.00 | | | ¢5,000,00 |
| County Since Si | | \$10,000.00 | \$10,000.00 | 500% | \$2,000.00 | | \$5,000.00 | \$5,000.00 | \$5,000.00 |
| Essex Community Concert Band | | | | | | | | | |
| Essex Firemen's Association \$5,000.00 \$5,000.00 \$235% \$405.00 \$55,171.00 \$55,171.00 \$55,171.00 \$55,171.00 \$556,171.00 \$5 | | \$10,000.00 | \$20,000.00 | 200% | \$10,000.00 | | | | |
| Essex Minor Hockey Association S5,171.00 S5,171.00 Essex Region Conservation Authority S700.00 S700.00 S1,000.00 | | | | | | | | | \$500.00 |
| Essex Region Conservation Authority \$700.00 | | \$5,000.00 | \$5,000.00 | 1235% | \$405.00 | | | | |
| Essex Rotary Club | | | | | | | | 4=00.00 | \$5,171.00 |
| Essex 73s Significant | _ | | | | | ATE 0 00 | | \$700.00 | |
| Girl Guides of Canada Harrow & Colchester South Chamber of Commerce | | | | | | \$750.00 | | ACE1 50 | |
| Harrow & Colchester South Chamber of Commerce ⁹ \$0.00 \$1,000.00 100% \$1,000.00 \$5587.63 Harrow Hockey Moms ³ \$515.56 \$515.56 \$100% \$515.56 \$515.56 \$420.00 \$5141.75 Kiwanis Club of Windsor Kinights of Columbus Legal Aid \$516.25 Miscellaneous Disaster Relief \$0.01 \$1,522.00 \$1,1522.00 \$1,140.32 Storybook Early Learning Centre \$3,000.00 Sun County Panthers \$4,711.70 Warren, Curtis \$3,000.00 Windsor Essex Community Health Centre \$1,600.00 Windsor Essex Community Health Centre \$1,600.00 Windsor Essex Therapeutic Riding Association \$1,800.00 \$1,800.00 \$225% \$800.00 \$1,500.00 \$500.00 Wirch, Audrey \$250.50 Zeta Kappa Sorority Santa Socks \$110,752.56 \$42,395.56 \$42,395.56 \$42,395.56 \$12,396.255 \$104,126.51 \$104, | | | | | | | | \$651.50 | ć25.01 |
| of Commerce® \$0.00 \$1,000.00 \$51,000.00 \$587.63 Harrow Hockey Moms³ \$515.56 \$515.56 \$515.56 \$515.56 \$515.56 \$515.56 \$515.56 \$511.55 \$515.56 \$510.00 \$511.50 \$511.75 \$511.75 \$511.75 \$510.00 \$510.00 \$510.00 \$510.00 \$510.00 \$510.00 \$510.00 \$510.00 \$510.00 \$510.00 \$510.00 \$510.00 \$510.00 \$500.00 \$510.00 \$510.00 </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>\$35.01</td> | | | | | | | | | \$35.01 |
| Harrow Hockey Moms ³ \$515.56 | | ** ** | ** *** | | | | | | |
| Harrow Kinsmen Harrow Rotary Club Harrow Rotary Club Kiwanis Club of Windsor Kinights of Columbus Legal Aid Contario Provincial Police Storybook Early Learning Centre Sun County Panthers Windsor Historical Society Windsor Historical Society Windsor Essex Community Health Centre Windsor-Essex Therapeutic Riding Association Sin,800.00 Sin,80 | | | | | | | | | \$587.63 |
| Harrow Rotary Club S141.75 Kiwanis Club of Windsor S7,000.00 S240.00 S240. | | \$515.56 | \$515.56 | 100% | \$515.56 | \$515.56 | | | |
| Kiwanis Club of Windsor Knights of Columbus Legal Aid Miscellaneous Disaster Relief Miscellaneous Disaster Relief Morario Provincial Police Storybook Early Learning Centre Sun County Panthers Sun County Panthers Warren, Curtis Windsor Historical Society Windsor Essex Community Health Centre Windsor Essex Therapeutic Riding Association St,800.00 S1,800.00 | | | | | | | \$420.00 | | |
| Regulation Section S | | | | | | | | | \$141.75 |
| Legal Aid Miscellaneous Disaster Relief Ontario Provincial Police Storybook Early Learning Centre Sun County Panthers Warren, Curtis Windsor Historical Society Windsor Fisex Community Health Centre Windsor-Esex Therapeutic Riding Association Wirch, Audrey Zeta Kappa Sorority Santa Socks 2016 Sub-Total San,395.56 S123,902.56 S123,002.56 S123,002.56 S123,002.56 S123,002.56 S124,0452.39 S10,000 S1,500.00 | | | | | | \$7,000.00 | | | |
| Miscellaneous Disaster Relief Ontario Provincial Police Storybook Early Learning Centre Sun County Panthers Warren, Curtis Windsor Historical Society Windsor Essex Community Health Centre Windsor-Essex Therapeutic Riding Association Stassociation Stassoc | 3 | | | | | | | \$240.00 | |
| Ontario Provincial Police \$1,522.00 \$1,140.32 Storybook Early Learning Centre \$3,000.00 \$3,000.00 Sun County Panthers \$4,711.70 \$211.62 Warren, Curtis \$500.00 \$211.62 Windsor Historical Society \$500.00 \$500.00 Windsor Essex Community Health Centre \$1,600.00 \$1,600.00 Windsor-Essex Therapeutic Riding Association \$1,800.00 \$1,800.00 \$25% Wirch, Audrey \$508.50 \$508.50 \$500.00 Zeta Kappa Sorority Santa Socks \$100.00 \$100.00 \$100.00 Sub-Total \$31,395.56 \$42,395.56 244% \$17,384.56 \$12,043.56 \$12,051.70 \$14,042.00 \$15,903.58 Total Grants / Donations \$110,752.56 \$123,002.56 \$125% \$98,342.56 \$104,126.51 \$104,134.65 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$104,652.39 \$1 | | | | | | | | | |
| Storybook Early Learning Centre S3,000.00 | | | | | | | | A | |
| Sun County Panthers \$4,711.70 \$ \$4,711.70 \$ \$211.62 \$ \$0.00 \$ \$211.62 \$ \$0.00 \$ \$211.62 \$ \$0.00 \$ \$0.0 | | | | | | | | | \$1,140.32 |
| Warren, Curtis S211.62 Windsor Historical Society S500.00 S211.62 Windsor Essex Community Health Centre S1,600.00 S1,800.00 S1,800.00 S1,800.00 S1,800.00 S1,800.00 S1,500.00 S2,000.00 S2,000.00 S2,000.00 S1,500.00 S508.50 S508.50 S508.50 S100.00 S1,500.00 S1,5 | | | | | | | 4171170 | \$3,000.00 | |
| Windsor Historical Society \$500.00 Windsor Essex Community Health Centre \$1,600.00 Windsor-Essex Therapeutic Riding Association \$1,800.00 \$1,800.00 \$1,500.00 Wirch, Audrey \$508.50 Zeta Kappa Sorority Santa Socks 2016 \$100.00 \$100.00 Sub-Total \$31,395.56 \$42,395.56 244% \$17,384.56 \$12,043.56 \$12,051.70 \$14,042.00 \$15,903.58 Total Grants / Donations \$110,752.56 \$123,002.56 125% \$98,342.56 \$104,126.51 \$104,134.65 \$106,124.95 \$104,652.39 | | | | | | | \$4,711.70 | | £211.62 |
| Windsor Essex Community Health Centre \$1,600.00 \$1,600.00 \$1,600.00 \$1,600.00 \$2,000.00 < | | | | | | | | ¢500.00 | \$211.62 |
| Centre \$1,600.00 Windsor-Essex Therapeutic Riding Association \$1,800.00 \$1,800.00 \$25% \$800.00 \$1,500.00 \$2,000.00 Wirch, Audrey \$508.50 \$508.50 \$508.50 \$100.00 \$1,000.00 | - | | | | | | | \$500.00 | |
| Windsor-Essex Therapeutic Riding Association \$1,800.00 \$1,800.00 \$2,000.00 | | | | | | ¢1.600.00 | | | |
| Association \$1,800.00 \$1,800.00 225% \$800.00 \$1,500.00 \$2,000.00 \$ | | | | | | \$1,600.00 | | | |
| Wirch, Audrey \$508.50 Zeta Kappa Sorority Santa Socks \$100.00 2016 \$100.00 Sub-Total \$31,395.56 \$42,395.56 244% \$17,384.56 \$12,043.56 \$12,051.70 \$14,042.00 \$15,903.58 Total Grants / Donations \$110,752.56 \$123,002.56 125% \$98,342.56 \$104,126.51 \$104,134.65 \$106,124.95 \$104,652.39 | | ¢1.000.00 | č1 000 00 | 2250/ | ¢000.00 | ¢1 F00 C0 | | | ¢2,000,00 |
| Zeta Kappa Sorority Santa Socks \$100.00 2016 \$100.00 Sub-Total \$31,395.56 \$42,395.56 244% \$17,384.56 \$12,043.56 \$12,051.70 \$14,042.00 \$15,903.58 Total Grants / Donations \$110,752.56 \$123,002.56 125% \$98,342.56 \$104,126.51 \$104,134.65 \$106,124.95 \$104,652.39 | | \$1,800.00 | \$1,600.00 | 225% | \$800.00 | \$1,500.00 | | ¢500.50 | \$2,000.00 |
| 2016 \$100.00 Sub-Total \$31,395.56 \$42,395.56 244% \$17,384.56 \$12,043.56 \$12,051.70 \$14,042.00 \$15,903.58 Total Grants / Donations \$110,752.56 \$123,002.56 125% \$98,342.56 \$104,126.51 \$104,134.65 \$106,124.95 \$104,652.39 | | | | | | | | \$308.50 | |
| Sub-Total \$31,395.56 \$42,395.56 244% \$17,384.56 \$12,043.56 \$12,051.70 \$14,042.00 \$15,903.58 Total Grants / Donations \$110,752.56 \$123,002.56 125% \$98,342.56 \$104,126.51 \$104,134.65 \$106,124.95 \$104,652.39 | | | | | | | | | \$100.00 |
| Total Grants / Donations \$110,752.56 \$123,002.56 125% \$98,342.56 \$104,126.51 \$104,134.65 \$106,124.95 \$104,652.39 | | \$31 395 56 | \$42 395 56 | 244% | \$17 384 56 | \$12.042.56 | \$12,051.70 | \$14,042,00 | |
| | | | | | | | | | |
| | | | | 12370 | | | | | |

[|] Cover|/Under Budget | \$1,747.44 | (\$20,502.56) |

1 Cash grant of \$8,858.00 plus in kind grant of \$4,000 (grass cutting and snow removal)

2 Cash grant of \$5,000 plus in kind grant of \$3,000 (Facility rentals)

3 In-kind grant \$515.56 (Harrow Arena lobby rental)

4 In-kind grant \$1,600 for insurance provider costs

5 In-kind grant of \$4,080 of clinic space

6 New Agreement from 2020-2024 committed amount

7 2020 amount was payer disbursed as a requested meeting for more information did no

⁸ Prior year request for New Years event unspent, committee reccomendation to use for 2021 event.