

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

For the Years 2016-2021

Essex Community Partnership Fund	Approved 2021	Requested 2021	% of 2020 Approved Grant	Approved 2020	Approved 2019	Approved 2018	Approved 2017	Approved 2016
Budget Balance Transferred To Reserve	\$10,000.00							
Current Year Budget	\$102,500.00	\$102,500.00	100%	\$102,500.00	\$102,500.00	\$102,500.00	\$102,500.00	\$100,000.00
Total Amount Available	\$112,500.00	\$102,500.00	100%	\$102,500.00	\$102,500.00	\$102,500.00	\$102,500.00	\$100,000.00
Committed Donations:								
Co-An Park	\$20,000.00	\$20,000.00	100%	\$20,000.00	\$17,500.00	\$17,500.00	\$17,500.00	\$15,000.00
Colchester Guardian ⁶	\$1,649.00	\$1,649.00	100%	\$1,649.00	\$1,613.95	\$1,613.95	\$1,613.95	\$1,567.00
Heritage Essex	\$25,000.00	\$25,000.00	100%	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Sub-Total	\$46,649.00	\$46,649.00	100%	\$46,649.00	\$44,113.95	\$44,113.95	\$44,113.95	\$41,567.00
Annual Donations:								
Essex Community Services					\$20,160.00	\$20,160.00	\$20,160.00	\$22,160.00
Essex Retirees ¹	\$12,858.00	\$12,858.00	84%	\$15,358.00	\$8,858.00	\$8,858.00	\$8,858.00	\$8,858.00
Access County Community Support Services ⁸	\$8,750.00	\$10,000.00	109%	\$9,201.00	\$9,201.00	\$9,201.00	\$9,201.00	\$6,554.00
Harrow Early Immigrant Research Society	\$1,500.00	\$1,500.00	100%	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Harrow Electric Eels Aquatic Team (HEEAT) ⁴	\$1,600.00	\$1,600.00	213%	\$750.00	\$750.00	\$750.00	\$750.00	\$610.56
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
Sub-Total	\$32,708.00	\$33,958.00	99%	\$34,309.00	\$47,969.00	\$47,969.00	\$47,969.00	\$47,181.81
Ad-Hoc Donations:								
Canadian Blood Services ⁵	\$4,080.00	\$4,080.00	153%	\$2,664.00	\$678.00	\$1,920.00	\$1,920.00	
Canadian Transportation Museum	\$10,000.00	\$10,000.00	500%	\$2,000.00		\$5,000.00	\$5,000.00	\$5,000.00
Community Support Centre of Essex County ⁷	\$10,000.00	\$20,000.00	200%	\$10,000.00				
Essex Community Concert Band								\$500.00
Essex Firemen's Association	\$5,000.00	\$5,000.00	1235%	\$405.00				\$5,171.00
Essex Minor Hockey Association							\$700.00	
Essex Region Conservation Authority								
Essex Rotary Club					\$750.00			
Essex 73s							\$651.50	
Girl Guides of Canada								\$35.01
Harrow & Colchester South Chamber of Commerce ⁹	\$0.00	\$1,000.00	100%	\$1,000.00				\$587.63
Harrow Hockey Moms ³	\$515.56	\$515.56	100%	\$515.56	\$515.56			
Harrow Kinsmen						\$420.00		
Harrow Rotary Club								\$141.75
Kiwanis Club of Windsor					\$7,000.00			
Knights of Columbus							\$240.00	
Legal Aid								\$516.25
Miscellaneous Disaster Relief								\$500.00
Ontario Provincial Police							\$1,522.00	\$1,140.32
Storybook Early Learning Centre							\$3,000.00	
Sun County Panthers						\$4,711.70		
Warren, Curtis								\$211.62
Windsor Historical Society							\$500.00	
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			\$2,000.00
Wirch, Audrey							\$508.50	
Zeta Kappa Sorority Santa Socks 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
(Over)/Under Budget	\$1,747.44	(\$20,502.56)		\$4,157.44	(\$1,626.51)	(\$1,634.65)	(\$3,624.95)	(\$4,652.39)

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 never disbursed as a requested meeting for more information did not occur. Committee recommends transferring 2020 \$10,000 unspent funds into 2021 and awarding \$5,000 to 2020 and \$5,000 to 2021 contingent on reply to a further information request.

⁸ Prorated to 10.5 Months based on COVID-19 environment and anticipated reopening.

⁹ Prior year request for New Years event unspent, committee recommendation to use for 2021 event.