



Finance Committee Meeting Minutes

January 24, 2022, 3:00 PM

Location: Electronic Meeting

Accessible formats or communication supports are available upon request. Please contact the Clerk's Office at clerks@essex.ca or 519-776-7336 extension 1100 or 1101.

Present: Richard Meloche, Deputy Mayor
Morley Bowman, Councillor, Ward 1
Chris Vander Doelen, Councillor, Ward 3

Also Present: Doug Sweet, Chief Administrative Officer
Katelynn Giurissevich, Director, Corporate Services
Heather MacDonald, Assistant Manager, Finance
Maddison Tulett, Financial Analyst
Tanya Tuzlova, Finance Committee Recording Secretary

Regrets: None

Absent: None

From public: Paige Shepley, Windsor-Essex Therapeutic Riding Association
Becky Mills, Windsor-Essex Therapeutic Riding Association
Maureen Macfarlane, Canadian Blood Services
Bonnie Storey, Harrow Early Immigrant Research Society
Tracey Bailey, Community Support Centre of Essex County

1. Call to Order

The Chair called the meeting to order at 2:36 PM.

2. Declarations of Conflict of Interest.

There were no declarations of conflict of interest noted at this time.

3. Adoption of Published Agenda

3.1 Finance Committee Meeting Agenda for January 24, 2022

FC 22-01-001

Moved by Councillor Bowman

Seconded by Councillor Vander Doelen

That the published agenda for the January 24, 2022 Finance Committee Meeting be adopted as presented.

Carried

4. Adoption of Minutes

4.1 Finance Committee Meeting Minutes for December 13, 2021

FC 22-01-002

Moved by Councillor Bowman

Seconded by Councillor Vander Doelen

That the minutes of the Finance Committee Meeting held December 13, 2021 be adopted as circulated.

Carried

5. Public Presentations

6. Unfinished Business

7. Reports

8. Correspondence

8.1 2022 Essex Community Partnership Fund Grant Applications

Refer to Schedule "A" attached.

FC 22-01-003

Moved by Councillor Bowman

Seconded by Councillor Vander Doelen

That the 2022 grants for the Essex Community Partnership Fund be approved as amended in Schedule "A".

Carried

9. Discussion

10. Adjournment

FC 22-01-004

Moved by Councillor Bowman

Seconded by Councillor Vander Doelen

That the meeting be adjourned at 3:14 PM.

Carried

11. Future Meetings

April 11, 2022

July 11, 2022

October 11, 2022

Kate Giurissevich

Chair

Tanya Tuzlova

Recording Secretary

Schedule "A"
Town of Essex
For the Years 2017-2022

Essex Community Partnership Fund	Approved 2022	Requested 2022	% of 2021 Approved Grant	Approved 2021	Approved 2020	Approved 2019	Approved 2018	Approved 2017
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	\$102,500.00
Total Amount Available	\$102,500.00	\$102,500.00	100%	\$112,500.00	\$102,500.00	\$102,500.00	\$102,500.00	\$102,500.00
Committed Donations:								
Co-An Park ⁶	\$0.00	\$0.00	0%	\$20,000.00	\$20,000.00	\$17,500.00	\$17,500.00	\$17,500.00
Colchester Guardian ¹	\$1,649.00	\$1,649.00	100%	\$1,649.00	\$1,649.00	\$1,613.95	\$1,613.95	\$1,613.95
Heritage Essex ²	\$25,000.00	\$25,000.00	100%	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Sub-Total	\$26,649.00	\$26,649.00	57%	\$46,649.00	\$46,649.00	\$44,113.95	\$44,113.95	\$44,113.95
Annual Donations:								
Essex Community Services						\$20,160.00	\$20,160.00	\$20,160.00
Essex Retirees ³	\$12,858.00	\$12,858.00	100%	\$12,858.00	\$15,358.00	\$8,858.00	\$8,858.00	\$8,858.00
Access County Community Support Services			0%	\$8,750.00	\$9,201.00	\$9,201.00	\$9,201.00	\$9,201.00
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	100%	\$1,600.00	\$750.00	\$750.00	\$750.00	\$750.00
Kingsville Essex Associated Band ⁵	\$8,000.00	\$12,500.00	156%	\$8,000.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
Sub-Total	\$23,958.00	\$28,458.00	87%	\$32,708.00	\$34,309.00	\$47,969.00	\$47,969.00	\$47,969.00
Ad-Hoc Donations:								
Canadian Blood Services ⁶	\$4,598.16	\$4,598.16	113%	\$4,080.00	\$2,664.00	\$678.00	\$1,920.00	\$1,920.00
Canadian Transportation Museum			0%	\$10,000.00	\$2,000.00		\$5,000.00	\$5,000.00
Community Support Centre of Essex County	\$20,000.00	\$20,000.00	200%	\$10,000.00	\$10,000.00			
Essex Firemen's Association			0%	\$5,000.00	\$405.00			
Essex Region Conservation Authority								\$700.00
Essex Rotary Club						\$750.00		
Essex 73s								\$651.50
Harrow & Colchester South Chamber of Commerce	\$1,000.00	\$1,000.00	100%	\$0.00	\$1,000.00			
Harrow Hockey Moms ⁷	\$515.56	\$515.56	100%	\$515.56	\$515.56	\$515.56		
Harrow Kinsmen							\$420.00	
Kiwanis Club of Windsor						\$7,000.00		
Knights of Columbus								\$240.00
Ontario Provincial Police								\$1,522.00
Storybook Early Learning Centre								\$3,000.00
Sun County Panthers							\$4,711.70	
Windsor Historical Society								\$500.00
Windsor Essex Community Health Centre						\$1,600.00		
Windsor-Essex Therapeutic Riding Association	\$3,500.00	\$3,500.00	194%	\$1,800.00	\$800.00	\$1,500.00		
Wirch, Audrey								\$508.50
Sub-Total	\$29,613.72	\$29,613.72	94%	\$31,395.56	\$17,384.56	\$12,043.56	\$12,051.70	\$14,042.00
Total Grants / Donations	\$80,220.72	\$84,720.72	76%	\$110,752.56	\$98,342.56	\$104,126.51	\$104,134.65	\$106,124.95
(Over)/Under Budget	\$22,279.28	\$17,779.28	24%	\$1,747.44	\$4,157.44	(\$1,626.51)	(\$1,634.65)	(\$3,624.95)

^a Reallocated to Parks Operating Budget

¹ New Agreement from 2020-2024 committed amount

² Per Bylaw 1767 Agreement terminating Dec 31, 2023, \$12,500 paid twice a year (January 15th and June 15th)

³ Cash grant of \$8,858.00 plus in kind grant of \$4,000 (grass cutting and snow removal)

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

⁵ Cash grant of \$10,000 plus in kind grant of \$2,500 (Facility rentals)- Council changed to mirror 2021 \$5000 Cash and \$3000 in-kind

⁶ In-kind grant of \$4,598.19 of clinic space

⁷ In-kind grant of around \$515.56 (Harrow Arena lobby rental fees waived)