



Personnel and Audit Committee Minutes

9:00 AM - Tuesday, December 12, 2023
Council Chambers

Present: Deputy Mayor John Inglis, Chair; Councillor Fred Fowler, Member; and Councillor Vernon Hermer, Member (Electronic Participation)

Also Present: Kelly Watkins, Treasurer (CAO Back-up); and Tara Mieske, Clerk/Planning Manager

1. Call to Order

The Chair called the meeting to order at 9:00 a.m.

2. Approval of Agenda

a) **December 12, 2023**

23-23

Moved by Councillor Fred Fowler

Seconded by Councillor Vernon Hermer

Be It Resolved That the Committee approves the Agenda dated December 12, 2023, as circulated.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Presentations

None.

5. Delegations

None.

6. Adoption of Minutes

a) **Minutes of the Meeting(s) to be adopted by Council**

24-23

Moved by Councillor Vernon Hermer

Seconded by Councillor Fred Fowler

Be It Resolved That the Committee receives the Minutes of a Meeting held

September 12, 2023, as circulated and adopted by Council on September 22, 2023.

Carried

7. Business Arising Out of Minutes

None.

8. Communications

None.

9. Administrative Reports

a) ***Proposed 2024 Personnel and Audit Committee Meeting Dates***

25-23

Moved by Councillor Fred Fowler

Seconded by Councillor Vernon Hermer

Be It Resolved That the Committee receives the Clerk/Planning Manager's Administrative Report entitled "Proposed 2024 Personnel and Audit Committee Meeting Dates";

And That the Committee sets the 2024 Committee Meeting dates for 9:00 a.m. as follows:

- Tuesday, March 19, 2024
- Tuesday, May 21, 2024
- Tuesday, September 17, 2024
- Tuesday, December 10, 2024

Carried

b) ***Statement of Revenue & Expenditures - 2023 Variance Report as of November 30, 2023***

26-23

Moved by Councillor Fred Fowler

Seconded by Councillor Vernon Hermer

Be It Resolved That the Personnel and Audit Committee receives for information the Treasurer's Administrative Report entitled "Statement of Revenue & Expenditures –2023 Variance Report as of November 30, 2023";

And That the Committee recommends to Council that, effective 2023, that all Shore Road Allowance Land Costs be automatically transferred to the Community Hall Reserve Fund;

And That the Committee recommends to Council that the overbudget of \$4,900 for Retrofit Seacans be transferred from the Recycling TCA Reserve Fund;

And That the Committee recommends to Council that the overbudget of \$2,990 for the removal of the underground fuel tanks at the Ward 1 Garage be transferred

from the Roads TCA Reserve Fund.

Carried

10. Notice of Motion

None.

11. Resolution, Written Notice of Which has Been Given

None.

12. Public Forum

None.

13. Closed Session

None.

14. Rise and Report (Overview of the Closed Session by the Chair)

None.

15. Adjournment

a) *Adjournment of the Meeting*

27-23

Moved by Councillor Vernon Hermer

Seconded by Councillor Fred Fowler

Be It Resolved That the Personnel and Audit Committee adjourns the meeting at 9:13 a.m until March 19, 2024 or at the call of the Chair.

Carried

Mayor

Clerk