

**MINUTES**  
**COMMITTEE OF THE WHOLE - ADMINISTRATION & FINANCE**  
**BUDGET MEETING #7**  
**THURSDAY, APRIL 18, 2019**  
**6:30 PM**  
**SPENCERVILLE MUNICIPAL OFFICE**

**Present:** Mayor Sayeau, Chair  
Deputy Mayor Deschamps  
Councillor Cameron  
Councillor Dillabough  
Councillor Hunter  
Jack Bradley, Advisory Member

**Regrets:** Dave Robertson, Advisory Member

**Staff:** Debra McKinstry, CAO/Clerk  
Dave Grant, Director of Operations  
Melanie Stubbs, Treasurer  
Brian Moore, Fire Chief  
Rebecca Williams, Deputy Clerk

1. Call to Order

Mayor Sayeau called the meeting to order at 6:30 pm.

2. Approval of Agenda

**Moved** by: J. Bradley seconded by: T. Deschamps that the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof - None

4. Delegations & Presentations – None

5. Action/Information Items – 2019 Budget

a) 2019 Reserve Schedule & Updated Capital Plan

Committee reviewed the changes to the reserve and reserve funds schedule, noting that changes were made as a result of year-end accrual adjustments noted by the auditors. It was noted that there could still be more adjustments to take place to determine the final surplus versus deficit in the water and wastewater reserve funds. It was noted that some of the adjustment amount was

due to a late invoice from Rideau St. Lawrence which affected the Cardinal Water and Cardinal Wastewater reserves.

It was noted that once staff have the final numbers following the year-end audit, a recommendation will be coming forward to Committee and Council for a motion to transfer money to/from the reserves as prescribed in the policy.

Committee reviewed the updated capital plan and confirmed the changes to the Walker Street item, noting that the storm sewer cost was removed from the WIP and only the road portion remains on the capital projects list. Members confirmed that the Pittston Rd project now includes the additional \$221,650 gas tax grant.

b) 2019 Draft Budget Revisions

Committee reviewed the budget revisions briefly.

**Moved** by: S. Dillabough seconded by: T. Deschamps that Committee recommends that Council accept the provided document as the 2019 budget.  
Carried

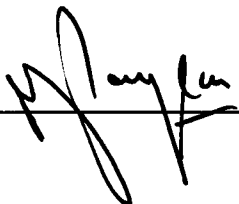
c) 2019 Draft Budget By-law

**Moved** by: T. Deschamps seconded by: H. Cameron that Committee recommends that Council adopt the Budget By-law on April 22, 2019.  
Carried

6. Question Period – None
7. Closed Session – None
8. Adjournment

**Moved** by: H. Cameron seconded by: S. Dillabough that Committee does now adjourn at 7:10 pm.  
Carried

These minutes were approved in open Council this 27<sup>th</sup> day of May, 2019.

Chair 

Deputy Clerk 