



FINANCE AND ADMINISTRATION ADVISORY COMMITTEE

Via Zoom

MINUTES

April 11, 2022

MEMBERS PRESENT:

C. Lowry, Chair
P. Sweetnam, Vice-Chair
J. Atkinson
E. El-Chantiry
J. Mason
B. King
P. Kehoe

MEMBERS ABSENT:

J. Atkinson
A. Tennant

STAFF PRESENT:

S. McIntyre, General Manager
R. Fergusson, Operations Supervisor
A. Millar, Treasurer
E. Levi, Recording Secretary

GUESTS PRESENT:

G. & M. Bucci, Resident North Frontenac
K. Greaves, County of Lanark
R. Allen, County of Frontenac

C. Lowry called the meeting to order at 10:32 a.m.

FAAC04/11/22-1

MOVED BY: B. King
SECONDED BY: P. Kehoe

Resolved, That the Agenda for the April 11, 2022 Finance & Administration Advisory Committee meeting be adopted as presented.

“CARRIED”

BUSINESS

1. Approval of Minutes

After a brief discussion regarding mileage rate, the committee agreed there was conflicting intent of how the revised mileage rate was to be applied for Board members versus MVCA staff. The

committee agreed the motion in the minutes of February 8, 2022 should be amended to reflect use of the provincial "Travel, Meal, Hospitality Expenses Directive" for Board member mileage and approve an increase in the corporate mileage rate to \$0.57/km effective January 1, 2022.

FAAC04/11/22-2

MOVED BY: P. Sweetnam

SECONDED BY: P. Kehoe

Resolved, That the Minutes of the Finance & Administration Advisory Committee meeting held February 8, 2022 be received and approved as amended.

"CARRIED"

2. Election of Officers

FAAC04/11/22-3

MOVED BY: B. King

SECONDED BY: J. Mason

Resolved, That Sally McIntyre be appointed as Chair for the Election of Chair for 2022

"CARRIED"

S. McIntyre declared all offices vacant. P. Kehoe nominated Christa Lowry for the position of Chair of the Finance & Administration Advisory Committee for 2022. S. McIntyre asked three times for further nominations. No further nominations were received.

FAAC04/11/22-4

MOVED BY: P. Sweetnam

SECONDED BY: J. Mason

Resolved, That nominations for the position of Chair be closed.

"CARRIED"

C. Lowry agreed to let her name stand for the position of Chair. She was duly elected by acclamation.

J. Mason nominated Phil Sweetnam for the position of Vice-Chair of the Finance & Administration Advisory Committee in 2022. C. Lowry asked three times for any further nominations. No further nominations were received.

FAAC04/11/22-4

MOVED BY: B. King

SECONDED BY: J. Mason

Resolved, That nominations for the position of Vice-Chair be closed.

"CARRIED"

P. Sweetnam agreed to let his name stand for the position of Vice-Chair. He was duly elected by acclamation.

3. Bucci Offer to Purchase

S. McIntyre reviewed Glen & Marthe Bucci's offer to purchase a segment of the K&P Trail as outlined in Staff Report 3212/22. She reviewed history of the property and interactions between MVCA and Bucci's to date, including court proceedings and Minutes of Settlement. Bucci's have yet to acknowledge the validity of the 2017 Reasons for Judgment, the Survey and the resulting Reference Plan, and to fulfill the terms of the Reasons for Judgment and Minutes of Settlement.

Sale of the land to Bucci's was not recommended as the Board has already approved, and the counties of Lanark, Renfrew and Frontenac are actively pursuing purchase of MVCA's section of the K&P Trail to facilitate a continuous ring trail in Eastern Ontario so that it remains in public hands, for public use. Additionally, precedent of a private sale could set negative feedback from a multitude of trail users and partner organizations.

K. Greaves and R. Allen both confirmed that they were actively working on files to acquire the entire parcel of K&P owned by MVCA to preserve this recreational asset.

G. Bucci spoke to the committee. He stated they were disappointed in the negative tone of the report just presented, that there was no discussion regarding the financial consequences of refusing the offer, and that they were offering twice the appraised value.

G. Bucci stressed that they have stipulated on numerous occasions that it is not their intention to block the trail and they haven't done so for the past 60 years. He feels that the staff report is defamatory and bordered on slander. He noted that the draft easement document provided by MVCA was totally unacceptable.

J. Mason asked why they wish to purchase the property. G. Bucci advised that they wish to end the legal back and forth with MVCA which has been ongoing for 10 years. He stated if they aren't able to purchase the property, they will return to court to appeal the current judgement.

After 12 minutes, C. Lowry informed G. Bucci that he had been given more than double the allotted time and that the meeting would now move In Camera for discussion.

FAAC04/11/22-5

MOVED BY: P. Kehoe

SECONDED BY: P. Sweetnam

Resolved, That the Finance & Administration Advisory Committee move to in-camera discussion to address a proposed or pending acquisition or disposition of land by the Authority; and further

Resolved, That staff remain in the room.

"CARRIED"

5 in favour, 1 opposed

FAAC04/11/22-6

MOVED BY: E. El-Chantiry

SECONDED BY: B. King

Resolved, That the Finance & Administration Advisory Committee move out of in-camera discussion.

“CARRIED”

C. Lowry reported the committee was in closed session to discuss potential disposition of land.

FAAC04/11/22-7

MOVED BY: P. Kehoe

SECONDED BY: P. Sweetnam

Resolved, That the Finance & Administration Advisory Committee recommend that the Board decline the Bucci offer.

“CARRIED”

5 in favour, 1 opposed

4. Management of Reserves

S. McIntyre presented staff report 3213/22 regarding the current state of MVCA reserves, policies of other jurisdictions, and MVCA’s Operating Reserve in particular. She reviewed a risk-based approach to setting a minimum Operating Reserve balance. Using this approach a targeted level of \$700,000 was identified. Going forward the same approach to calculating the target would be used, with the actual value changing as the Authority’s depending upon the outcome of the risk assessment. This minimum balance in the Operating Reserve combined with healthy capital reserve funds provide the Authority with good financial buffer against the most likely risks to face the organization.

E. El-Chantiry asked about timing to approach the Board with recommendation of the new strategy. S. McIntyre stated that staff would aim to table draft policies at the Committee and then to the Board in July.

P. Sweetnam commented that MVCA takes a very conservative approach when it comes to investment returns. He suggested looking at community-based investment approaches.

FAAC04/11/22-8

MOVED BY: J. Mason

SECONDED BY: P. Sweetnam

Resolved, That the Finance and Administration Committee recommend that the Board direct staff to:

- 1. Prepare and table draft policies governing the Operating Reserve and restricted Reserve Funds.**
- 2. Report to the Board each Fall on the state of the Operating Reserve and Reserve Funds concurrent to seeking budget/levy direction.**
- 3. Update the 5-year Capital Needs Assessment and assess the health of Reserve Funds.**

4. **Update the 10-year Capital Plan including a schedule of projected capital levies and reserve contributions.**

“CARRIED”

5. Insurance Inspection

S. McIntyre commented on Staff Report 3214/22 apprising the committee of key findings and opportunities for improvement based on the December 6, 2021 visit from Marsh Canada to Morris Island, the Mill of Kintail, and Purdon Conservation Areas.

S. McIntyre highlighted a table in the report referencing a plan to mitigate liability. She noted it will likely take 3-4 years to address all identified risks.

6. Grants

S. McIntyre discussed Staff Report 3215/22 reviewing the approach the Authority is going to implement moving forward with respect to grants.

ADJOURNMENT

The meeting was adjourned at 12:23 pm.

FAAC04/11/22-9

MOVED BY: B. King

SECONDED BY: E. El-Chantiry

Resolved, That the Finance and Administration Advisory Committee meeting be adjourned.

“CARRIED”

“E. Levi, Recording Secretary

C. Lowry, Chair”