



## The Corporation of the County of Northumberland

### Finance and Audit Committee

### Minutes

June 4, 2024, 11:00 a.m.

Council Chambers

555 Courthouse Road, Cobourg, ON K9A 5J6

Hybrid Meeting (In-Person and Virtual)

Members Present: Chair Lucas Cleveland  
Warden Brian Ostrander  
Councillor Mandy Martin

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#### 1. Notices

##### 1.a Accessible Format

If you require this information in an alternate format, please contact the Accessibility Coordinator at [accessibility@northumberland.ca](mailto:accessibility@northumberland.ca) or 1-800-354-7050 ext. 2327.

##### 1.b Meeting Format

This Committee Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

#### 2. Call to Order

Chair Lucas Cleveland called the meeting to order at 11:00 a.m.

##### 2.a Territorial Land Acknowledgement

#### 3. Approval of the Agenda

**Committee Resolution 2024-06-03-380**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

"**That** the agenda for the June 4, 2024 Finance and Audit Committee be approved."

**Carried**

**4. Disclosures of Interest**

- No disclosures

**5. Delegations**

N/A

**6. Business Arising from Last Meeting**

N/A

**7. Communications**

**7.a Correspondence, City of Stratford 'Operational Budget Funding'**

**Committee Resolution 2024-06-04-381**

**Moved by** Councillor Mandy Martin

**Seconded by** Warden Brian Ostrander

"**That** the Finance and Audit Committee receive the correspondence from the City of Stratford regarding 'Operational Budget Funding' for information, noting that County Council previously considered correspondence regarding this subject matter at the April 17, 2024 Council meeting and subsequently received it for information; and

**Further That** the Committee recommend that County Council receive this correspondence for information."

**Carried**

**7.b Correspondence, Loyalist Township 'Financial and Budgetary Pressures Relating to Infrastructure Development'**

**Committee Resolution 2024-06-04-382**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

"**That** the Finance and Audit Committee, having considered the correspondence from Loyalist Township regarding 'Financial and Budgetary Pressures Relating to Infrastructure Development', recommend that County Council support the correspondence and direct staff to send a copy of this resolution to key stakeholders, including Northumberland County's 7 Member Municipalities."

**Carried**

**7.c Correspondence, Municipality of St. Charles 'Catch and Release Justice'**

**Committee Resolution 2024-06-04-383**

**Moved by** Councillor Mandy Martin

**Seconded by** Warden Brian Ostrander

"**That** the Finance and Audit Committee, having considered correspondence from the Municipality of St. Charles regarding 'Catch and Release Justice', recommend that County Council support the correspondence and direct staff to send a copy of this resolution to key stakeholders, including Northumberland County's 7 Member Municipalities."

**Carried**

**7.d Correspondence, Municipality of St. Charles 'Social and Economic Prosperity Review'**

**Committee Resolution 2024-06-04-384**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

"**That** the Finance and Audit Committee, having considered the correspondence from the Municipality of St. Charles regarding 'Social and Economic Prosperity Review', recommend that County Council support the correspondence and direct staff to send a copy of this resolution to key stakeholders."

**Carried**

**8. Staff Reports**

**8.a Quarter 1, 2024 Financial Analysis**

Matthew Nitsch, Director Finance / Treasurer

**Committee Resolution 2024-06-04-385**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

"**That** the Finance and Audit Committee receive the Quarter 1, 2024 Financial Analysis for Finance and POA for information; and

**Further That** the Committee recommend that County Council receive the Quarter 1, 2024 Financial Analysis for information."

**Carried**

**8.b Report 2024-073 'April 2024 Year-To-Date Financial Results'**

Matthew Nitsch, Director Finance / Treasurer

**Committee Resolution 2024-06-04-386**

**Moved by** Councillor Mandy Martin

**Seconded by** Warden Brian Ostrander

"**That** the Finance and Audit Committee receive Report 2024-073 'April 2024 Year-To-Date Financial Results' for information; and

**Further That** the Committee recommend that County Council receive this report for information."

**Carried**

**8.c Report 2024-074 '2023 Investment Report'**

Matthew Nitsch, Director Finance / Treasurer

**Committee Resolution 2024-06-04-387**

**Moved by** Councillor Mandy Martin

**Seconded by** Warden Brian Ostrander

"**That** the Finance and Audit Committee receive Report 2024-074 '2023 Investment Report' for information; and

**Further That** the Committee recommend that County Council receive this report for information."

**Carried**

**8.d Report 2023-075 'Procurement Activity Quarterly Report – Quarter 1, 2024'**

Matthew Nitsch, Director Finance / Treasurer

**Committee Resolution 2024-06-04-388**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

**“That** the Finance and Audit Committee receive Report 2024-075 ‘Procurement Activity Quarterly Report – Quarter 1, 2024’ for information, noting that the Procurement By-law 21-2022 under section 4.2.2 requires the Purchasing Manager to provide a quarterly report to County Council that includes itemization of all purchases between \$100,000 and \$1,000,000; and include any over budget approvals up to 10% as authorized under section 6.2; and

**Further That** the Committee recommend that County Council receive this report for information.”

**Carried**

**9. Other Matters Considered by Committee**

**9.a Development of a Northumberland County Community Grant Policy**

Chair Lucas Cleveland

**Committee Resolution 2024-06-04-389**

**Moved by** Warden Brian Ostrander

**Seconded by** Councillor Mandy Martin

**“That** the Finance and Audit Committee recommend that County Council direct staff to develop a policy for funding community agencies and initiatives based on the following fundamental principles including;

- Community agency must provide services within Northumberland County or to Northumberland County residents;
- Services must align with Northumberland County’s services and core values; and

**Further That** the Committee recommend that County Council direct staff to incorporate best practices from other municipalities with a community grant program into the development of a Northumberland County community grant policy; and

**Further That** the Committee recommend that County Council direct staff to bring forward the draft policy to a future Finance and Audit Committee meeting for consideration.”

**Carried**

**10. Media Questions**

**11. Closed Session**

N/A

**12. Motion to Rise and Result from Closed Session**

N/A

**13. Next Meeting - Tuesday, July 30, 2024 at 11:00 a.m.**

- Note: 4 week summer recess taking place from July 1, 2024 - July 26, 2024

**14. Adjournment**

- The meeting adjourned at 11:39 a.m.