

***Rural Municipality of Warren Grove***  
***AGENDA***  
***Council Meeting Minutes***  
**Monday March 11, 2024 at 7:00 p.m.**

March 11, 2024

Regular Council Meeting Minutes

1. Meeting called to order by Mayor Laurie Turner at 7:05 pm
  - a. Councilors in attendance
    - i. Mayor L. Turner
    - ii. Deputy Mayor D. Maloney
    - iii. Councillor N. Wheatley
    - iv. Councillor C. Tawall
    - v. Councillor J. MacAllar
    - vi. CAO K. Dudley
  - b. No members of the public in attendance
2. No conflicts were declared
3. Approval of Agenda
  - a. Moved by: Councillor N. Wheatley
  - b. Seconded by: Councillor D. Malone
4. Approval of previous meeting minutes
  - a. Moved by: Councillor N. Wheatley
  - b. Seconded by: Councillor D. Maloney
5. No presentations were made to council on this occasion
6. Business Arising:
  - a. Storage shed
    - i. Finalized details of Spruce Grove Lumber shed
      1. \$4,250 including delivery and leveling
      2. Motion to approve expenditure
  - b. Invoice received from Gordon for snow removal
    - i. \$2,035
7. Correspondence
  - a. No follow up required from previous month
8. Reports from Committee & Staff
  - a. Rentals
    - i. Shaylene Vickerson to provide presentation to Council in April

9. CAO report  
a. Financials

<b>Financial Report to Council: YTD ending 3/11/24</b>				
<b>REVENUE</b>	<b>YTD</b>	<b>Forecast YE</b>	<b>BUDGET</b>	<b>Var to Budget</b>
Property Taxes	\$35,609.00	\$41,594	\$42,500	-\$906.50
Municipal Tax Credit		\$3,500	\$11,500	-\$8,000.00
Equal Grant	\$8,171.91	\$9,000	\$1,000	\$8,000.00
Permits	\$3,113.10	\$3,500	\$700	\$2,800.00
Rentals	\$85.00	\$200	\$900	-\$700.00
In Lieu Prop Tax Grant		\$650	\$500	\$150.00
Other		\$0		
<b>TOTAL REVENUE</b>	<b>\$46,979.01</b>	<b>\$58,443.50</b>	<b>\$57,100.00</b>	<b>\$1,343.50</b>
<b>CARRY FORWARD</b>				
<b>Previous Year Surplus</b>			\$30,000.00	
<b>EXPENSES</b>				
<b>Physical Facilities - Community Hall</b>				
Electricity	\$1,140.97	\$1,500	\$2,000	-\$500.00
Oil	\$47.69	\$500	\$750	-\$250.00
Snow	\$1,500.00	\$1,500	\$1,500	\$0.00
Waste Bins	\$844.84	\$954	\$900	\$54.00
Grass	\$0.00	\$550	\$700	-\$150.00
Landscaping	\$0.00	\$0	\$1,000	-\$1,000.00
Insurance	\$1,517.00	\$1,500	\$1,000	\$500.00
Maintenance & Labour	\$300.00	\$345	\$3,500	-\$3,155.00
Consumables (toilet paper, soap, etc.)	\$389.43	\$389	\$1,000	-\$611.00
Property Tax	\$650.00	\$650	\$550	\$100.00
<b>Subtotal - Physical Fac</b>	<b>\$6,389.93</b>	<b>\$7,888.00</b>	<b>\$12,900.00</b>	<b>-\$5,012.00</b>
<b>Administration</b>				
Administration (CAO)	\$5,554.71	\$7,600	\$9,000	-\$1,400.00
Cell Phone	\$1,395.24	\$1,500	\$1,200	\$300.00
Travel/Virtual Meetings	\$26.75	\$50	\$1,000	-\$950.00

Interest and Bank Chgs	\$40.00	\$60	\$150	-\$90.00
Office Supp/postage	\$5.43	\$300	\$800	-\$500.00
<b>Subtotal - Administration</b>	<b>\$7,022.13</b>	<b>\$9,510.00</b>	<b>\$12,150.00</b>	<b>-\$2,640.00</b>
<b>Communications</b>				
Advertising	\$397.00	\$397	\$1,000	-\$603.00
Website fees/maintenance	\$88.34	\$88	\$250	-\$161.66
Newsletter	\$610.98	\$611	\$1,000	-\$389.02
<b>Subtotal - Communications</b>	<b>\$1,096.32</b>	<b>\$1,096.32</b>	<b>\$2,250.00</b>	<b>-\$1,153.68</b>
<b>Municipal Affairs</b>				
Fire Dues	\$18,213.00	\$24,284	\$22,000	\$2,284.00
Professional Services	\$0.00	\$3,500	\$4,500	-\$1,000.00
Planning Services	\$3,452.73	\$4,500	\$2,000	\$2,500.00
FPEIM Dues	\$766.43	\$730	\$750	-\$20.00
APM - Comm. 13	\$0.00	\$0	\$1,206	-\$1,206.00
Council Remuneration	\$3,100.00	\$3,100	\$3,100	\$0.00
Liability insurance	\$650.00	\$650	\$1,500	-\$850.00
EMO	\$0.00	\$0	\$1,000	-\$1,000.00
Election	\$0.00	\$0	\$500	-\$500.00
<b>Subtotal - Municipal Affairs</b>	<b>\$26,182.16</b>	<b>\$36,764.00</b>	<b>\$36,556.00</b>	<b>\$208.00</b>
<b>Parks and Recreation</b>				
Community Activities	\$399.54	\$400.00	\$2,000	-\$1,600.00
Special Projects	-\$48,403.12	-\$48,403.00	\$900	\$0.00
Equipment/assets	\$0.00	\$0.00	\$500	-\$500.00
Park Maintenance	\$200.00	\$200.00	\$1,000	-\$800.00
<b>Subtotal - Parks and Recreation</b>	<b>-\$47,803.58</b>	<b>-\$47,803.00</b>	<b>\$4,400.00</b>	<b>-\$2,900.00</b>
<b>Misc</b>				
Donations	-\$401.25	-\$400.00	\$0.00	-\$400.00
Misc	\$260.27			
<b>Subtotal Misc</b>	<b>-\$140.98</b>	<b>-\$400.00</b>	<b>\$0.00</b>	<b>-\$400.00</b>
<b>TOTAL EXPENSES</b>	<b>-\$7,254.02</b>	<b>\$7,055.32</b>	<b>\$68,256.00</b>	<b>-\$11,897.68</b>
<b>(DEFICIT) / SURPLUS</b>	<b>\$54,233.03</b>	<b>\$51,388.18</b>	<b>-\$11,156.00</b>	<b>\$13,241.18</b>

b. Final Budget Approved

<b>Warren Grove Community Council</b>				
<b>Operating Budget 2023-2024</b>				
<b>BUDGET YEAR</b>	<b>21/22</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>
<b>REVENUE</b>	(actual)	(actual)	(forecast)	Budget v.01
Property Taxes	\$38,263	\$42,078	\$41,594	\$42,000
Municipal Tax Credit	\$3,194	\$3,438	\$3,500	\$0
Equal Grant	\$12,539	\$10,055	\$9,987	\$10,884
Permits	\$500	\$2,175	\$3,500	\$3,500
Rentals	\$8,700	\$9,620	\$800	\$2,000
In Lieu Prop Tax Grant	\$610	\$638	\$650	\$675
Other	\$3,432	\$68	\$0	\$1,500
<b>TOTAL REVENUE</b>	<b>\$67,238</b>	<b>\$68,072</b>	<b>\$60,031</b>	<b>\$60,559</b>
<b>CARRY FORWARD</b>				
<b>Previous Year Surplus</b>	<b>\$121,167</b>	<b>\$30,000</b>		
<b>EXPENSES</b>				
<b>Physical Facilities - Community Hall</b>				
Electricity	\$2,140	\$2,265	\$1,500	\$1,200
Oil	\$915	\$535	\$500	\$500
Snow	\$1,200	\$1,206	\$1,500	\$1,500
Waste Bins	\$646		\$954	\$1,000
Grass	\$550	\$0	\$550	\$550
Landscaping	\$221		\$0	
Insurance	\$949	\$1,596		\$1,200
Maintenance & Labour	\$6,625	\$9,599	\$345	\$500
Consumables (toilet paper, soap, etc.)	\$83		\$389	\$300
Property Tax	\$610	\$638	\$650	\$675

<b>Subtotal - Physical Fac</b>	<b>\$13,938</b>	<b>\$15,839</b>	<b>\$6,388</b>	<b>\$7,425</b>
<b>Administration</b>				
Administration (CAO)	\$4,783	\$7,930	\$7,600	\$8,400
Cell Phone	\$827	\$1,200	\$1,100	\$1,200
Travel/Virtual Meetings	\$506	\$100	\$75	\$100
Interest and Bank Chgs	\$216	\$112	\$100	\$100
Office Supp/postage	\$601	\$734	\$150	
<b>Subtotal - Administration</b>	<b>\$6,933</b>	<b>\$10,076</b>	<b>\$9,025</b>	<b>\$9,800</b>
<b>Communications</b>				
Advertising	\$0	\$790		\$0
Website fees/maintenance	\$95			\$120
Newsletter	\$0		\$750	\$120
<b>Subtotal - Communications</b>	<b>\$95</b>	<b>\$790</b>	<b>\$750</b>	<b>\$240</b>
<b>Municipal Affairs</b>				
Fire Dues	\$20,418	\$22,910	\$24,284	\$25,500
Professional Services	\$3,518	\$3,324	\$3,500	\$3,500
Planning Services	\$1,590	\$5,650	\$8,000	\$8,240
FPEIM Dues	\$730	\$730	\$730	\$730
APM - Comm. 13	\$1,206	\$1,206		\$1,206
Council Remuneration	\$2,463	\$3,038	\$3,100	\$3,165
Liability insurance			\$650	
EMO	\$67			
Election	\$496	\$0	\$0	\$500
<b>Subtotal - Municipal Affairs</b>	<b>\$30,488</b>	<b>\$36,858</b>	<b>\$40,264</b>	<b>\$42,841</b>
<b>Parks and Recreation</b>				
Community Activities	\$762	\$1,191	\$400	
Special Projects	\$2,917	\$0		
Equipment/assets				

Park Maintenance	\$0		\$200	\$250
<b>Subtotal - Parks and Recreation</b>	<b>\$3,679</b>	<b>\$1,191</b>	<b>\$600</b>	<b>\$250</b>
<b>Misc</b>				
Donations	\$0		\$401	
Misc				
Subtotal Misc	\$0			
<b>TOTAL EXPENSES</b>	<b>\$55,133</b>	<b>\$64,754</b>	<b>\$57,027</b>	<b>\$60,556</b>
<b>(DEFICIT) / SURPLUS</b>	<b>\$12,105</b>	<b>\$3,318</b>	<b>\$3,004</b>	<b>\$3</b>

10. Introduction of new business
    - a. Newsletter
      - i. Draft attached
        1. To be delivered later this week
  11. Inquiries
    - a. None raised
  12. Introductions, Motions, Bylaws
    - a. To include metal roof (green) to match gazebo
    - b. Motion for approval of shed purchase
      - i. Moved by: Councillor N. Wheatley
      - ii. Seconded: Councillor J. MacAllar
-