

June 4, 2020

SUBJECT: Recommendations for Consideration from:
Audit Committee

MEMO TO: Committee of the Whole

FROM: Colleen Hutt, Deputy Clerk

The Audit Committee, at their meeting of May 26, 2020, recommended and approved the following for consideration by Council:

Item 8.2 Discretionary Grants Letter

1. that the Committee approve the letter to Discretionary Grants recipients.

Item 8.3 Tenant List & Monthly Rent Amounts

2. that the tenant list be updated to reflect those entities that have been financially impacted by COVID-19 so that a decision can be made regarding rent abatement.

Item 8.8.2 Heritage Tax Rebate 2019 Business Case

3. that the Director of Corporate Services, Councillor McCormack and Councillor Bisback work on determining whether there are alternate methods of immediate relief which other municipalities are deploying for their merchants, particularly focusing on tourist destinations.
4. that the Audit Committee send a request to the Lord Mayor asking her to send a letter from herself, Councillor Cheropita and Councillor McCormack to the local MPP, the Provincial Government and the Federal Government for urgent relief for the merchants in the historic district of Niagara-on-the-Lake.
5. that Town staff move forward and retain a heritage consultant for the purposes of designing the program outlined in the Report 2020-02 Heritage Tax Rebate Program for implementation in 2021.

The following are attached for Council approval:

1. Minutes - May 26, 2020



AUDIT COMMITTEE MEETING MINUTES

Tuesday May 26, 2020

01:00 PM

PRESENT:

Councillors: Stuart McCormack, Allan Bisback, Norm Arsenault, Gary Burroughs, John Wiens

REGRETS:

STAFF:

Sheldon Randall	Chief Administrative Officer (I)
Kyle Freeborn	Director, Corporate Services/Treasurer
Peter Todd	Town Clerk
Nick Ruller	Fire Chief
Nick Alaimo	Deputy Treasurer
Amy Sager	Finance Coordinator

OTHERS:

Lord Mayor Betty Disero, Councillors: Clare Cameron, Erwin Wiens

1. Call to Order

The Chair Councillor McCormack called the meeting to order at 1pm.

2. Adoption of Agenda

Moved by Councillor Burroughs that the agenda be adopted as presented.

APPROVED.

3. Conflict of Interest

No conflicts of interest were declared at this time.

4. Previous Minutes

4.1 May 12, 2020 Minutes

The Committee Reviewed the minutes of May 12, 2020.

4.2 May 19, 2020 Minutes

The Committee Reviewed the minutes of May 19, 2020.

5. Presentations

There were no presentations at this time.

6. Announcements

There were no announcements at this time.

7. Correspondence

There was no correspondence at this time.

8. Business

8.1 COVID-19 Financial Impacts Update

The Committee discussed the revised estimates of the financial impacts to the Town due to COVID-19.

8.2 Discretionary Grants Letter

Moved by Councillor Arsenault that the Committee approve the letter to Discretionary Grants recipients.

APPROVED.

8.3 Tenant List and Monthly Rent Amounts

Moved by Councillor Arsenault that the tenant list be updated to reflect those entities that have been financially impacted by COVID-19 so that a decision can be made regarding rent abatement.

APPROVED.

8.4 2020 Q1 Budget vs Actuals

Moved by Councillor Burroughs to receive report.

APPROVED.

8.5 Operating and Capital Budget Variances to April Month End

Moved by Councillor Arsenault to receive report.

APPROVED.

8.6 Development Charges Reserve Fund Statements

Moved by Councillor Arsenault to receive report.

APPROVED.

8.7 2019 Capital Project Closure Reports

Moved by Councillor Burroughs to receive report.

APPROVED.

8.8 Updated 2020 Reserves

Moved by Councillor Bisback to receive report.

APPROVED.

8.8.2 Heritage Tax Rebate 2019 Business Case

Moved by Councillor McCormack that the Director of Corporate Services, Councillor McCormack and Councillor Bisback work on determining whether there are alternate methods of immediate relief which other municipalities are deploying for their merchants, particularly focusing on tourist destinations.

APPROVED.

Moved by Councillor McCormack that the Audit Committee send a request to the Lord Mayor asking her to send a letter from herself, Councillor Cheropita and Councillor McCormack to the local MPP, the Provincial Government and the Federal Government for urgent relief for the merchants in the historic district of Niagara-on-the-Lake.

APPROVED.

Moved by Councillor McCormack that Town staff move forward and retain a heritage consultant for the purposes of designing the program outlined in the Report 2020-02 Heritage Tax Rebate Program for implementation in 2021.

APPROVED.

Items 8.9 to 8.15 were deferred to the next Audit Committee meeting.

9. New Business

There is no new business at this time.

10. Next Meeting Date

The next meeting is scheduled for Tuesday June 2 at 1pm.

11. Adjournment

Moved by Councillor Arsenault that the meeting be adjourned.

ADJOURNMENT: 03:46 PM