

THE CORPORATION OF THE VILLAGE OF WARFIELD

Committee of the Whole MEETING

A Committee of the Whole meeting of the Council of the Village of Warfield, 555 Schofield Highway, Warfield, to be held in the Council Chambers on Wednesday, May 18th, 2016 at 6:00 pm.

A G E N D A

- 1. Call to Order**
- 2. Adoption of the Agenda**
Committee of the Whole, May 18th, 2016.
- 3. Delegation**
- 4. Approval of the Minutes**
Committee of the Whole, May 4th, 2016.
- 5. Reports & Memoranda**
Memo – Annual General Meeting
- 6. Adjournment**

THE CORPORATION OF THE VILLAGE OF WARFIELD

Committee of the Whole

A Committee of the Whole of the Village of Warfield held in the Council Chambers on Wednesday, May 4th, 2016.

Present: Mayor T. Pahl
Councillor S. Ferraro
Councillor D. Langman
Councillor B. Rakuson
Councillor T. Milne

CO Jackie Patridge

Call to Order

Mayor Pahl called the meeting to order at 6:09 p.m.

Moved by Councillor Parkinson / Seconded by Councillor Langman

THAT the agenda for Committee of the Whole be adopted as circulated.

Carried

Delegation

The Recreation Committee was represented by Margaret Taylor and MaryLyn Rakuson. Their report is attached to the end of this document.

Staff will look into ordering wine glasses before Warfield Days.

The signs for the new lanes have been ordered.

Council was asked which message they would like on the cake. Kootenay Savings Credit Union has donated \$800 for the pancake breakfast.

Office staff will prepare cash boxes and floats.

Minutes

Moved by Councillor Langman / Seconded by Councillor Parkinson

THAT the minutes of April 20th, 2016 be adopted.

Carried

REPORTS

Council briefly discussed the PRV report provided by True Engineering. Staff was instructed to find out when grant results will be announced.

Council would also like to see a preventative maintenance schedule for PRV's once the repairs are done.

Adjournment

On a motion by Councillor Ferraro the meeting adjourned at 6:55 p.m.

I hereby certify the preceding to be a true and correct account of the Committee of the Whole Council held on May 4th, 2016.

Mayor

Corporate Officer

THE CORPORATION OF THE VILLAGE OF WARFIELD

MEMORANDUM

TO: Mayor & Council

DATE: May 18th, 2016

FROM: Jackie Patridge, CO

RE: Annual General Meeting

Section 98 and Section 99 of the Community Charter are attached to this memo. It is my suggestion that we hold the Annual General Meeting during the Regular Council Meeting scheduled for June 15th, 2016 in Council Chambers.

This meeting must be advertised for two consecutive weeks in the local newspaper.

The Audited Financial Statements must be accompanied by an Annual Municipal Report.

In the Annual Report:

Section 98(2)(f) references a statement of municipal objectives and measurements for Fiscal Year 2016, and

Section 98(2)(g) references any other information the council considers advisable.

At this time, Council can suggest objectives and other information to be included in the report.

- (c) all minutes of meetings of bodies referred to in section 93 [*application of rules to other bodies*], other than a meeting or part of a meeting that is closed to the public;
- (d) the annual municipal report under section 98;
- (e) all disclosure statements under section 106 [*disclosure of gifts*];
- (f) the report under section 168 [*council remuneration, expenses and contracts*];
- (g) the written disclosures referred to in section 6 (1) [*disclosures by council members and nominees*] of the *Financial Disclosure Act* ;
- (h) any applicable agreements under section 9 (5) [*concurrent authority agreements*].

(2) The obligation under subsection (1) is met if the record is made available at the municipal hall within 7 days after it has been requested.

Division 5 — Reporting

Annual municipal report

98 (1) Before June 30 in each year, a council must

- (a) prepare an annual report,
- (b) make the report available for public inspection under section 97, and
- (c) have the report available for public inspection at the meeting required under section 99.

(2) The annual report must include the following:

- (a) the audited annual financial statements referred to in section 167 (4) for the previous year;
- (b) for each tax exemption provided by a council under Division 7 [*Permissive Tax Exemptions*] of Part 7 [*Municipal Revenue*], the amount of property taxes that would have been imposed on the property in the previous year if it were not exempt for that year;
- (c) a report respecting municipal services and operations for the previous year;

(d) a progress report respecting the previous year in relation to the objectives and measures established for that year under paragraph (f);

(e) any declarations of disqualification made under section 111 [*application to court for declaration of disqualification*] in the previous year, including identification of the council member or former council member involved and the nature of the disqualification;

(f) a statement of municipal objectives, and the measures that will be used to determine progress respecting those objectives, for the current and next year;

(g) any other information the council considers advisable.

Annual meeting on report

99 (1) The council must annually consider, at a council meeting or other public meeting,

(a) the annual report prepared under section 98, and

(b) submissions and questions from the public.

(2) The annual meeting must occur at least 14 days after the annual report is made available for public inspection under section 97.

(3) The council must give notice of the date, time and place of the annual meeting in accordance with section 94 [*public notice*].

Division 6 — Conflict of Interest

Disclosure of conflict

100 (1) This section applies to council members in relation to

(a) council meetings,

(b) council committee meetings, and

(c) meetings of any other body referred to in section 93 [*application of open meeting rules to other bodies*].

(2) If a council member attending a meeting considers that he or she is not entitled to participate in the discussion of a matter, or to vote on a question in respect of a matter, because the member has

(a) a direct or indirect pecuniary interest in the matter, or

(b) another interest in the matter that constitutes a conflict of interest,