

**Financial Services Committee Meeting Minutes**

Meeting #: 013  
Date: August 29, 2022  
Time: 4:30 p.m.  
Location: Zoom

**Members Present**      **Deputy Mayor Gosse**  
                                 **Councillor Connors**  
                                 **Councillor Butler**  
                                 **Councillor Hardy**

**Staff Present**            **Liz Davis, Director of Financial**  
                                 **Services**  
                                 **Brian Crawley, Chief Administrative**  
                                 **Officer**

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**1. Disbursements from the Operating Fund**

**1.a Accounts Payable Cheques**

The approval of the Committee was requested to pay accounts payable cheques in the amount of \$203,368.86 as per the attached listing.

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to pay accounts payable cheques totaling \$203,368.86 as per the attached listing.

**1.b Manual Cheques**

The approval of the Committee was requested to ratify the payment of manual cheques totaling \$234,525.77.

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to ratify the payment of manual cheques totaling \$234,525.77.

**2. Capital Items**

**2.a Capital Invoice Approval**

The Committee was requested to approve the payment of capital invoices in the amount of \$428,759.83 as per the attached report.

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to pay capital invoices totaling \$428,759.83 as per the attached report.

**3. Tax and Other Receivables Adjustments**

**3.a 220829 - ESTAT001**

The Committee was requested to approve an interest adjustment on this account which is an estate property. The individual who took over the responsibility of this property has made a substantial payment on this account and is requesting that interest charged on this account since 2008 be adjusted. The Committee agreed to an adjustment of 50% of the interest charged in the amount of \$10,909.28.

**3.b 220829 – HANCP001**

The Committee was requested to provide some interest relief on this account due to personal circumstances of the owner. The Committee agreed to adjust 50% of the interest in the amount of \$779.36.

**Recommendation:**

Be it so resolved that approval be given to adjust tax and other receivables accounts as follows:

- ESTAT001 \$10,909.28
- HANCP001 \$779.36

#### **4. Department Report**

An update on Financial Services Departmental operations was provided for the information of the Committee.

##### **Recommendation:**

Be it so resolved that the decisions/recommendations of the Financial and Administrative Services Committee meeting held on Monday, August 29, 2022 be accepted as presented.

- 2022 Ovarian Cancer Canada Walk of Hope
- Block Party
- Library
- School Zone Speed Limits
- Departmental Report

There being no further business, the meeting was adjourned at 4:40 p.m.

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Deputy Mayor Andrea Gosse, Chair

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Liz Davis, Director of Financial  
Services

## The Town of Conception Bay South

### VENDOR CHEQUE REGISTER REPORT

Cheque Number	Vendor Cheque Name	Cheque Date	Amount
81306	Atlantic Grocery Distributors Limited	8/19/2022	\$1,363.75
81307	Brenntag Canada Inc	8/19/2022	\$11,185.73
81308	CAN-AM Platforms & Construction Ltd.	8/19/2022	\$2,386.25
81309	D & S Vacuum Truck Services Ltd	8/19/2022	\$373.75
81310	Eastcan Fire Equipment Ltd.	8/19/2022	\$1,949.25
81311	ELECTRONIC CENTRE LIMITED	8/19/2022	\$1,327.96
81312	FARRELL'S EXCAVATING LIMITED	8/19/2022	\$3,732.56
81313	F. J. WADDEN & SONS LTD	8/19/2022	\$2,580.94
81314	Town of Conception Bay South	8/19/2022	\$1,868.75
81315	GFL Environmental Inc	8/19/2022	\$495.45
81316	Xylem Canada LP	8/19/2022	\$18,260.12
81317	J & C Sod Farm Ltd.	8/19/2022	\$460.00
81318	LIFESAVING SOCIETY-NL BRANCH	8/19/2022	\$173.50
81319	MANUELS RIVER COMMUNITY INC.	8/19/2022	\$183.95
81320	M & M HOLDINGS	8/19/2022	\$1,030.10
81321	M & M PREPAK SALES LTD	8/19/2022	\$576.00
81322	MODERN BUSINESS EQUIPMENT LTD	8/19/2022	\$231.86
81323	Municipal Development Officers Association	8/19/2022	\$100.00
81324	ORKIN CANADA CORPORATION	8/19/2022	\$1,287.62
81325	PIDtech Controls Ltd.	8/19/2022	\$828.00
81326	Pinnacle Office Solutions Ltd	8/19/2022	\$264.28
81327	Sobeys Inc	8/19/2022	\$147.85
81328	Stephen B. Jewczyk, B.A.A.,FCIP	8/19/2022	\$1,796.88
81330	Tobin's Auto Service	8/19/2022	\$887.54
81331	WOODPATH CAT & DOG HOSPITAL LTD	8/19/2022	\$187.83
81332	Cintas Canada Limited	8/19/2022	\$172.80
81278	Hickman Motors Limited	8/11/2022	\$37,584.30
81279	ADT Security Services Canada, Inc	8/12/2022	\$202.07
81280	Ainsworth Inc.	8/12/2022	\$11,300.19
81282	Brink's Canada Limited	8/12/2022	\$307.65
81284	CIMCO REFRIGERATION	8/12/2022	\$1,846.51
81285	CITY OF ST. JOHN'S	8/12/2022	\$57,781.54
81286	DE LAGE LANDEN FINANCIAL	8/12/2022	\$334.65
81287	Eastlink	8/12/2022	\$5,303.82
81291	PIK-FAST EXPRESS INC	8/12/2022	\$100.75
81293	Shaw Direct	8/12/2022	\$85.07
81302	Bell Aliant	8/16/2022	\$1,111.56
81303	Rogers	8/16/2022	\$1,483.03
81289	Knightsbridge Robertson Surette	8/12/2022	\$12,075.00
81300	Conception Bay South Public Library	8/12/2022	\$20,000.00
		<b>Total:</b>	<b>\$203,368.86</b>

**2.a Capital Invoice Approval**

The Committee is requested to approve the payment of capital invoices as follows:

<b>Project</b>	<b>Vendor</b>	<b>Invoice Number</b>	<b>Amount</b>	<b>Description</b>	<b>Funding Program</b>
Library	RCS Construction	Construction Mgmt Claim 12	\$8,145.45	Construction Management	Lease Agreement
Library	RCS Construction	Construction Claim 10	\$234,321.57	Construction	Lease Agreement
Library	SNC Lavalin	1617793	\$3,078.84	Engineering and project management	Lease Agreement
Community Park	Mills & Wright	92	\$7,959.34	Engineering and project management	Federal – ICIP (66% cost shared)
Community Park	Exp Services	693366	\$494.39	Testing services	Federal – ICIP (66% cost shared)
Community Park	Eastern Contracting	Claim 11	\$93,641.42	Construction	Federal – ICIP (66% cost shared)
Lift Station Upgrades	Rodco Mechanical	Claim 6	\$70,539.39	Construction	Provincial - 17/20 MYCW (70% cost shared)
Gateway Development Options	SNC Lavalin	1617576	\$3,955.43	Consulting	Town Funded
Cronin’s Head Roof Assessment	Northbrook	471	\$6,624.00	Engineering	Town Funded
<b>Total Capital Invoices:</b>			<b>\$428,759.83</b>		